

- AGENDA -

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY (DDA) TO BE HELD AT THE WEST BRANCH CITY HALL, 121 N. FOURTH ST, WEST BRANCH, MICHIGAN, 48661 ON TUESDAY, JANUARY 23, 2024, BEGINNING AT 12:00 P.M.

- I. Call to Order
- II. Roll Call
- III. Additions to agenda
- IV. Public comment on agenda items only
- V. Approval of the minutes from the special and informational meetings held December 15, 2023.
- VI. Bills
- VII. Bids
- VIII. New Business
 - A. Reschedule February meeting- election
 - B. Reappointment of board members
 - C. In ground plug quote
- IX. Unfinished Business
- X. Reports
 - A. MDOT report
 - B. Chairperson Report
 - B. Member Report
 - C. Treasurers Report
 - D. City Manager Report
 1. Downtown speaker system
 - E. Planning Commission
- XI. Communications
 - A. Joint meeting reminder
- XII. Public comment
- XIII. Adjournment

Next Meeting – Tuesday, September 26, 2023

SPECIAL MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY
HELD AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. WEST BRANCH, MI ON FRIDAY,
DECEMBER 15, 2023.

The meeting was called to order by Chairperson Samantha Fabbri at 12:08 pm.

Present: Samantha Fabbri, Sandy Rabidue, Erin Resteiner, Ken Walters, and Cathy Zimmerman.

Absent: Joanne Bennett, Alan Bruder, Joe Clark, and Autum Hunter.

Others present: Acting Secretary/City Manager John Dantzer

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**MOTION BY FABBRI, SECOND BY RESTEINER, TO EXCUSE MEMBERS BENNETT,
BRUDER, CLARK, AND HUNTER FROM THE MEETING.**

Yes – Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No – None

Absent – Bennett, Bruder, Clark, Hunter

Motion carried

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Heather Neuhaus and Emil Rousseau of the Visitors Bureau presented plans for a multi-county recreational byway they have been working on called the Coast to Coast on MI 55 corridor. They noted the project would help promote businesses and asked for a resolution of support.

Member Resteiner asked if it was a Pure Michigan project. Ms. Neuhaus noted that while it was not a Pure Michigan project, they would be applying to the program.

Sean Gilbert asked if the project would support the area as a whole or just Chamber members. Mr. Rousseau and Ms. Neuhaus noted the program was done through the Visitor's Bureau and would promote the entire area.

Member Resteiner asked when the project would be up and running. Ms. Neuhaus noted the website is already up and that there would be upcoming public meetings on it.

**MOTION BY FABBRI, SECOND BY RESTEINER, TO APPROVE THE RESOLUTION
OF SUPPORT FOR THE PURE MICHIGAN BYWAYS RECREATIONAL ROUTE.**

Yes – Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No – None

Absent – Bennett, Bruder, Clark, Hunter

Motion carried

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**MOTION BY RABIDUE, SECOND BY WALTERS, TO APPROVE THE MINUTES
FROM THE MEETING HELD NOVEMBER 28, 2023.**

Yes – Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No – None

Absent – Bennett, Bruder, Clark, Hunter

Motion carried

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Chairperson Fabbri updated everyone on the recent Art and Wine Walk,

Member Rabidue noted there was a spot on the Christmas tree that was not working.

Member Resteiner brought up the idea about hiring someone part time to help with next year's Houghton Ave. correspondence and updates. It was noted the City did start a Facebook page.

* * * * *

Sean Gilbert addressed his concern that the downtown businesses were not receiving enough information on next year's Houghton Ave project. The board noted the many ways the information has been distributed.

* * * * *

The meeting was adjourned at 12:43 pm.

SPECIAL INFORMATIONAL MEETING OF THE WEST BRANCH DOWNTOWN
DEVELOPMENT AUTHORITY HELD AT THE WEST BRANCH CITY HALL AT 121 N. FOURTH
ST. ON FRIDAY, DECEMBER 15, 2023.

Chairperson Fabbri called the meeting to order at 12:00 pm.

Present: Samantha Fabbri, Sandy Rabidue, Erin Resteiner, Ken Walters, and Cathy
Zimmerman.

Absent: Joanne Bennett, Alan Bruder, Joe Clark, and Autum Hunter.

Others present: DDA Secretary/City Manager John Dantzer

* * * * *

**MOTION BY FABBRI, SECOND BY RESTEINER, TO EXCUSE MEMBERS BENNETT,
BRUDER, CLARK, AND HUNTER FROM THE MEETING.**

Yes – Fabbri, Rabidue, Resteiner, Walters, and Zimmerman

No – None

Absent – Bennett, Bruder, Clark, and Hunter

Motion carried

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Chairperson Fabbri noted the reason for the special meeting was to hold the second of the
two 2023 required informational meetings as required by the DDA Act.

The projects worked on during 2023 and the main areas of focus for the 2024 calendar
year would be as follows:

1. Development of the Gathering Place.
 - The DDA was not able to proceed with the project in 2023 as grant funds were not available. The board submitted grants for both the DNR Michigan Spark Grant and the MEDC Public Spaces Grant program in the spring of 2023 but were unsuccessful in receiving any award. We will continue to monitor for additional funding sources.
2. Work with City Council on the Houghton Ave redesign project.
 - The Board worked on the streetscape project with the bid being awarded in 2023 and the project taking place from April through November of 2024. The board finalized funding for the project and have a bond in place to pay for the costs.
3. Continue the downtown flower and snow removal projects.
 - The Board again sponsored the flowers in 2023 and will look at doing a fall project in 2024 as the MDOT road reconstruction project will not allow for the planting of flowers next spring. They will again sponsor the snow removal from the downtown during the winter.
4. Work on seasonal themed banners.

- No banners were decided upon during 2023 but we will continue to discuss optional themed banners that would be instituted after the road reconstruction and streetscape is completed in 2024.

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Sean Gilbert asked about the Gathering Place and Chairperson Fabbri updated the public on the plans for the park.

Emil Rousseau of the Visitor's Bureau noted they would be interested in partnering with the DDA on the project.

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Chairperson Fabbri adjourned the meeting at 12:08 pm.

With this year's presidential primary being held Tuesday, February 27th, we will need to reschedule our DDA meeting due to the Chambers being used for voting.

Just as an FYI, I will be on vacation from February 16th-23rd but would be available any other time.

DDA**4 YR TERM**

Meets each 4th Tuesday at noon.

9 members total, appointed by mayor, approved by council, majority to have property in downtown district, one must be a resident								
Ken Walters (Mayor's rep.) (EX)	10/1/2018	Mayor Term	328 N 6th St		345-2627	942-4682		
Samantha Fabbri - Chair	1/5/2015	1/1/2027	224 W. Houghton					
Autum Hunter	9/6/2011	1/1/2027	309 W Houghton Ave	345-8637	345-2210	701-5485		
Sandy Rabidue - treasurer	12/17/2001	1/1/2024	401W Houghton Ave		345-4120			
Joanne Bennett	1/16/2017	1/1/2024	209 S Livingston	345-7877	345-2595			
Cathy Zimmerman	2/4/2019	1/1/2025	500 B Annie St	989-312-0078				
Alan Bruder	9/5/2023	1/1/2025	217 N Fifth St	(989) 345-6653				
Joseph Clark vice chair	5/21/1986	1/1/2026	219 W Houghton Ave	345-1021	345-0355	312-0496		
Erin Resteriner	3/4/2019	1/1/2026	4560 W. M-76			312-1879		

12/18/2023

To: City of West Branch
Attn: John Dantzer
121 N. Fourth St.
West Branch, MI 48661



M-55 Planter Box Receptacles

Rauhorn Electric (REI) is pleased to provide a proposal for the installation of 27 planter box receptacles on M-55 from 4th Street to 2nd Street. REI has included Gard-N-Post low profile receptacle enclosures with duplex receptacles, weatherproof covers and 27 small handholes located near the receptacle posts. Installation of the 1 1/4" conduit between the planter boxes is included in the MDOT contract and is not included in the proposal.

REI proposes to complete the installation of the receptacles and handholes for a lump sum amount of:

Twenty-Three Thousand Seven Hundred Fifty Dollars and Zero Cents
\$23,750.00

This quote contains the following exclusions:

- - 0% D.B.E. INCLUDED IN BID
- - BOND COSTS, DUES, COUNTY/CITY/ROAD COMMISSION FEES
- - CONTAMINATED SOIL HANDLING COSTS NOT INCLUDED - SLURRY IN CONTACT W/ SOIL (IN CONTAMINATED AREAS) WILL BE CONSIDERED CONTAMINATED
- - DAMAGE TO ANY UTILITY, NOT PART OF THE MISS DIG OR DIG SAFE SYSTEM
- - DETROIT EDISON, CONSUMERS ENERGY, OR LOCAL UTILITY COSTS OR FEES
- - DEWATERING OF ANY KIND
- - DOES NOT INCLUDE SURVEYING
- - ENGINEERING, TESTING (CONCRETE/ANCHOR BOLT) OR SURVEY/LAYOUT
- - FLAGGING OPERATION
- - QA/QC OF ANY KIND
- - REMOVAL AND REPLACEMENT OF ASPHALT AND CONCRETE
- - RESTORATION OF ANY KIND
- - SESC
- - TRAFFIC CONTROL OF ANY KIND
- -ELECTRICAL WIRING OR GROUNDING
- -ELECTRICAL PERMITS

If you have any questions or require any additional information, please call my cell at (586) 854-6066 or via email at agohs@rauhornelec.com

Respectfully Submitted,

Adam Gohs
Project Manager

**Look
Great**

OUTDOORS!

UL/CSA LISTED SUPPORTS & ENCLOSURES

GARD-N-POST™

Arlington's **Gard-N-Posts™** are the attractive, safe and easy way to install light fixtures and devices outdoors!

We offer a variety of styles, from 9" to 73" tall that function as supports or enclosures – or both!

Made of non-metallic, heavy-duty plastic, our damage-resistant Gard-N-Post holds up against abuse from lawn maintenance equipment.

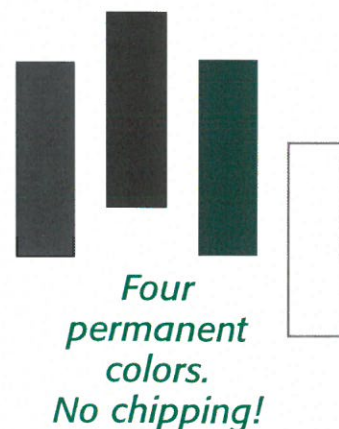
Most have built-in stabilizers that deliver rigid support and require no assembly. The angle-cut at the bottom allows for easy access to underground wires (Not applicable to GPD9 deck/post mount style or the GPLN15GR low profile support.)

Plus, the colorant runs throughout the post, so there's no chipping or loss of color.

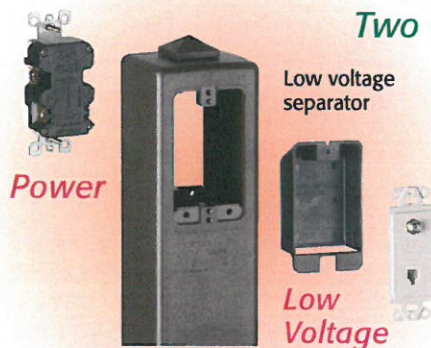
For added convenience, **GP19, GP26 and GP37**, our most popular sizes, come with a supplied separator so you can install power and low voltage outlets in the same post.

Some styles come with a metal grounding bushing in place, ready for the installation of an NPT fixture. And some have KOs that make them UL Listed enclosures.

**Whatever your need,
there's a Gard-N-Post to fit!**



GP19 • GP26 • GP37
*One post.
Two openings.*



Arlington



CSA Listed with
grounding lugs

Patented. Other patents pending.

800.233.4717 • www.aifittings.com • EMAIL sales@aifittings.com

Low Profile Enclosure

GARD-N-POST™

WITH EXTRA DUTY WEATHERPROOF IN USE COVER



GPD19 19.5"

Arlington's low profile GPD19 Gard-N-Post enclosure costs about the same as multiple piece assemblies, but it looks a lot better, and installs faster and easier.

- Ships with a **clear extra-duty weatherproof in-use cover**, GFCI and duplex wall plate – no gasket required
- Four permanent, damage-resistant colors
- Made of heavy-duty, UV-rated plastic
- 19.5" tall
- UL Listed enclosure – Meets 2014 NEC extra-duty code requirements

**Features
for EXTRA-DUTY
Code Compliance**

Extra-Duty
Built-in
Weatherproof
Cover

UL Listed
Enclosure

GPD19

Reinforced Hinge

allows cover to
comply with
extra-duty code
requirements
of 2014 NEC

Look Great OUTDOORS!

Why install boxes like this?...when you can

GPD19 19.5" Height

CATALOG NUMBER	UPC/DCI/NAED MFG. #01 8997	COLOR	UNIT PKG	STD PKG
GPD19B	77020	Black	1	6
GPD19BR	77021	Bronze	1	6
GPD19G	77022	Green	1	6
GPD19W	77023	White	1	6

Includes: Gard-N-Post with built in weatherproof while-in-use cover, GFCI wall plate



CSA Listed with
grounding lugs



Arlington

1212

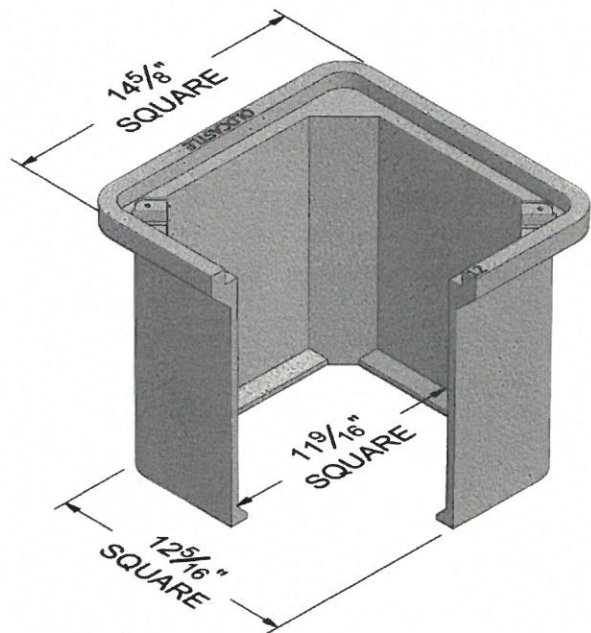
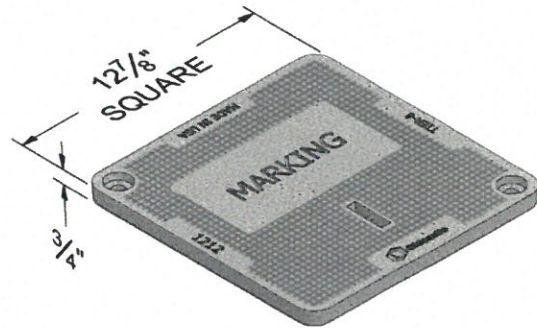
OLDCASTLE POLYMER

(formerly H-Series)

COVER

Style:	Flush Solid
Material:	Polymer Concrete
Model:	12" x 12"
Weight:	10 lbs
Std. Fasteners:	1/2-13 Stainless Steel Hex Head Bolt, Washer and Floating Nut
Options:	Logos and Special Markings
Surface:	Slip Resistant
Performance:	ANSI/SCTE-77 Tier 15 or Tier 22*

Cover comes standard with permanent markings for manufacturer, load rating, model size and manufacturing location.



BODY

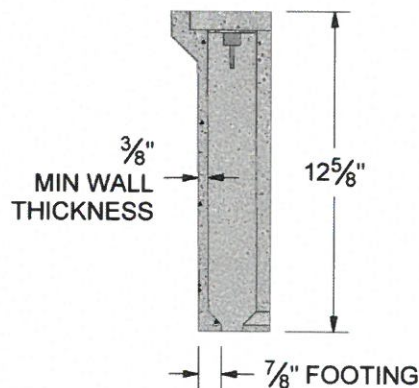
Material:	Polymer Concrete
Model:	12" x 12"
Weight:	12" Depth: 32 lbs.
Wall Type:	Straight
Performance:	ANSI/SCTE-77 Tier 22

LOAD RATING / NOTES

 MEDIUM DUTY
ANSI/SCTE TIER 15

 HEAVY DUTY
ANSI/SCTE TIER 22

For use in non-vehicular traffic situations only.
Weights and dimensions may vary slightly.
Actual load rating is determined by the box and cover combination.



Bolt Down Detail

* Based upon lid and body combination, this unit can be Tier 15 or Tier 22. T22 rating when paired with T22 polymer concrete lid.

1212

OLDCASTLE POLYMER

(formerly H-Series)

COVER OPTIONS

Oldcastle Polymer, Flush Solid
Steel, Solid



FASTENER OPTIONS

Hex Head Bolt (A)
Penta Head Bolt (B)
Penta Head Coil Thread Bolt (B)
Oldcastle Vandal Resistant Bolt (C)
Captive Bolt Retainer



Standard Thread



A



B



C



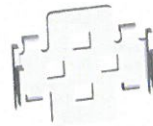
Coil Thread



Bolt Retainer
(for standard thread)

ADD ON OPTIONS

EMS Marker
Mouseholes/Knockouts
Rack Mount
Cable Racks/Cable Arms
Unistrut
Pulling Eye - 1,000 lb and 3,000 lb
Ground Buss
Dividers
Racking Provision
Lid Gaskets*
Solid Bottom
Custom Marking Plate (Polymer) - ELECTRIC



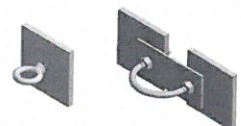
Rack Mount



Cable Rack
Cable Arm



Unistrut



Pulling Eye



EMS Marker



Ground Bus

* Lid Gaskets inhibit water flow into the box, they do not make enclosure fully waterproof.

WARNING: Cancer - www.P65Warnings.ca.gov

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REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS
OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, JANUARY 9, 2024.

Chairperson Cori Lucynski called the meeting to order at 6:00 p.m.

Present: Bob David, Yvonne DeRoso, Mike Jackson, Cori Lucynski, and Rusty Showalter.

Absent: Josh Erickson and Kara Fachting

Others officers in attendance: Acting secretary/zoning administrator, John Dantzer

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All stood for the Pledge of Allegiance.

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At 6:01, Chairperson Lucynski opened the public hearing to take comment on ordinance 24-01. Chairperson Lucynski noted the ordinance would amend section 4.6 (Mixed Use District), section 4.8 (Central Business District), section 4.9 (General Business District) and section 4.11 (full table of permitted uses and special land uses) and to amend the City of West Branch zoning map to rezone parcel 052-455-004-00 from Single-Family Residential District to General Business District, parcel 052-458-001-00 from Central Business District to General Business District, and parcel 052-630-040-00 from General Business District /Multiple Family District to General Business District.

Chairperson Lucynski read a letter received from George Foust noting his objection to the rezoning on parcel 052-630-040-00 noting it was not a fit for business. He further noted he did not purchase his property for business and that wildlife would be negatively affected and that if they made this unwise decision, assurances must be done to prevent any sewer system problems, have trees or steps to hide development with the maintenance cost the responsibility of the owners or the city, and to reduce noise issues and the chance for criminal activity.

Shelby and Clara Roach spoke and noted they were not in favor of the rezoning of parcel 052-630-040-00 because they were concerned about the commercial zoning towards the back of the property. The Commission noted the rezoning for that particular parcel was to fix an error on the zoning map. It was further noted the parcel is currently the home to the Villa and that the zoning map actually shows two different zoning districts within their parcel with the north section of it being zoned Multi-Family Residential and the south section being zoned General Business. It was further noted that parcel has been used for commercial purposes and should not have been labeled as Multi-family residential.

Ms. Roach asked what the differences between the Central Business and General Business Districts were. Member Jackson explained that each district would have their own set of uses allowed by right or special use with the Central Business District being more restrictive and that the Central Business District was typically only for the main downtown area.

No one else wished to speak on the issue.

MOTION BY DEROSO, SECOND BY DAVID, TO CLOSE THE PUBLIC HEARING.

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

**MOTION BY DEROSO, SECOND BY SHOWALTER, TO APPROVE THE MINUTES WITH
CORRECTIONS FROM THE MEETING HELD NOVEMBER 7, 2023.**

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

Zoning permit ZP-01 for 203 N. Fifth St was reviewed by the Commission. Zoning administrator Dantzer noted he did not see any issues with the plans submitted and noted all lot and building restrictions were met, the use was allowed by right, the setbacks and structural standards were met, and all parking requirement were met. He did note that because this parcel is commercial and abuts a residential property to its north, it would require a buffer of some sort. He further noted there was a tree line already on the property line between the two parcels and could be considered as the buffer if the Commission deemed it adequate.

Mary Bachelder noted there were no changes to the footprint of the building except for the covered porch and handicap ramp at the entrance to the front door.

The Commission discussed the current tree line at the property line and it was the consensus that it was adequate to support the buffer requirement.

**MOTION BY DAVID, SECOND BY SHOWALTER, TO APPROVE PERMIT ZP-01 AT 203 N. FIFTH ST
AS PRESENTED.**

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

**MOTION BY SHOWALTER, SECOND BY DEROSO, TO APPOINT MEMBER LUCYNSKI TO SERVE AS
CHAIRPERSON, MEMBER DAVID TO SERVE AS VICE-CHAIRPERSON, AND ZONING
ADMINISTRATOR/CITY MANAGER JOHN DANTZER TO SERVE AS SECRETRAY FOR THE 2024
CALENDAR YEAR.**

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

Updated bylaws were presented to make the following changes to sections 4.1.1 and 4.3.7 of the bylaws.

Change section 4.1.1 to read as follows: Officers. Officers of the Commission are appointed members of the commission and shall consist of a Chairperson, Vice-Chairperson and Secretary. The Commission may appoint other officers if deemed appropriate.

Change section 4.3.7 to read as follows: Election. The Commission shall, at the first practical meeting, select a Chairperson and Vice-Chairperson from its membership, as well as a Secretary who does not have to be from its membership, to serve for a (12) month period, and who shall be eligible for re-election. Newly elected officers shall assume their office immediately after the election. Vacancies in office shall be filled immediately by regular election procedure.

MOTION BY JACKSON, SECOND BY SHOWALTER, TO APPROVE CHANGES TO SECTION 4.1.1 AND 4.3.7 OF THE BYLAWS AS PRESENTED.

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

MOTION BY LUCYNSKI, SECOND BY DAVID, TO RECOMMEND THE REAPPOINTMENTS OF RUSTY SHOWALTER AND KARA FACHTING TO THE PLANNING COMMISSION FOR THREE-YEAR TERMS.

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

MOTION BY DEROSO, SECOND BY LUCINSKI, TO RECOMMEND TO CITY COUNCIL THE APPROVAL OF ORDINANCE 24-01 WHICH WOULD REZONE PARCEL # 052-455-004-00 FROM SINGLE-FAMILY RESIDENTIAL DISTRICT TO GENERAL BUSINESS DISTRICT, REZONE PARCEL # 052-458-001-00 FROM CENTRAL BUSINESS DISTRICT TO GENERAL BUSINESS DISTRICT, REZONE PARCEL 052-630-040-00 FROM GENERAL BUSINESS DISTRICT /MULTIPLE FAMILY DISTRICT TO GENERAL BUSINESS DISTRICT, AND UPDATE THE FULL TABLE OF PERMITTED AND SPECIAL LAND USES BECAUSE THE ZONING IS CONSISTENT WITH THE GOALS AND OBJECTIVES OF THE MASTERPLAN, IS CONSISTENT WITH THE SURROUNDING USES, DOES NOT POSE AN IMPACT ON THE SURROUNDING PROPERTIES, DOES NOT CREATE A DETERRENT TO THE IMPROVEMENT OR DEVELOPMENT OF ADJACENT PROPERTIES, WILL NOT CREATE A SPECIAL PRIVILEGE TO AN INDIVIDUAL PROPERTY OWNER, AND WILL POSE NO IMPACT TO THE CITY'S INFRASTRUCTURE OR PROGRAMS.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski, Showalter

No – None

Absent –None

Motion carried

A reminder of the annual joint meeting with City Council and DDA was shared.

Chairperson Lucynski asked about the downtown markings on the sidewalks. Administrator Dantzer noted those were used to mark utilities running under the sidewalk.

Member David noted he has heard from many people who were concerned with the downtown utility work causing traffic issues.

Member DeRoso noted the County was establishing a Housing Committee and that she was going to serve as a representative from Ogemaw Township. Member Jackson noted the City approved City Manager John Dantzer and City Council Member Cathy Zimmerman to that Committee to serve on the City's behalf.

Member DeRoso also asked about the Redevelopment Ready Community designation. It was noted the City was currently working towards the designation and had only a few steps remaining. Administrator Dantzer noted one of the last steps were to develop an Economic Development Strategy and that the Commission would start working on that during the February meeting.

Member Jackson asked on an update to the running of internet in the Industrial Park. Administrator Dantzer noted the project was completed.

Member Showalter noted he was happy to see the internet project was done and that it would be a great addition for the businesses in the park.

Chairperson Lucynski closed the meeting at 6:39 pm.

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH

PERIOD ENDING 01/31/2024

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 01/31/2024 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/24 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 248 - DDA OPERATING FUND							
Revenues							
Dept 000.000							
248-000.000-400.400	TAX INCREMENT FINANCING	80,000.00	80,000.00	85,943.32	0.00	(5,943.32)	107.43
248-000.000-403.400	CURRENT PROPERTY TAX GEN.OP.	10,000.00	10,000.00	8,877.36	11.81	1,122.64	88.77
248-000.000-408.400	PERSONAL PROPERTY TAX LOSS REIMBURSEMENT	40,000.00	40,000.00	49,179.87	0.00	(9,179.87)	122.95
248-000.000-664.400	INTEREST INCOME	0.00	0.00	3,076.56	0.00	(3,076.56)	100.00
248-000.000-691.000	PROCEEDS FROM SALE OF BOND	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-692.000	PROCEEDS ON CONTRACT PAYABLE	0.00	0.00	96,981.00	0.00	(96,981.00)	100.00
248-000.000-695.400	MISCELLANEOUS	1,500.00	1,500.00	400.00	0.00	1,100.00	26.67
Total Dept 000.000		131,500.00	131,500.00	244,458.11	11.81	(112,958.11)	185.90
Dept 400.000 - BOND REVENUE							
248-400.000-691.000	PROCEEDS FROM SALE OF BOND	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 400.000 - BOND REVENUE		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES							
		131,500.00	131,500.00	244,458.11	11.81	(112,958.11)	185.90
Expenditures							
Dept 000.000							
248-000.000-729.700	FLOWER PROJECT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
248-000.000-750.700	RETAIL MERCHANTS	7,500.00	7,500.00	7,500.00	0.00	0.00	100.00
248-000.000-782.700	ADMINISTRATION	2,400.00	2,400.00	1,400.00	200.00	1,000.00	58.33
248-000.000-801.700	CONTRACTUAL SERVICES	104,800.00	104,800.00	50,451.71	0.00	54,348.29	48.14
248-000.000-802.700	CONTRIBUTION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-865.700	PROFESSIONAL DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
248-000.000-935.703	SHOWMOBILE EXPENSES	300.00	300.00	0.00	0.00	300.00	0.00
248-000.000-940.700	GEN. MAINTENANCE/SNOW REMOVAL	9,000.00	9,000.00	0.00	0.00	9,000.00	0.00
248-000.000-956.700	EXPENSES	1,500.00	1,500.00	12.83	0.00	1,487.17	0.86
248-000.000-959.000	CONTRIBUTIONS TO LOCAL GOVT	0.00	0.00	96,981.00	0.00	(96,981.00)	100.00
Total Dept 000.000		131,500.00	131,500.00	156,345.54	200.00	(24,845.54)	118.89
TOTAL EXPENDITURES							
		131,500.00	131,500.00	156,345.54	200.00	(24,845.54)	118.89
Fund 248 - DDA OPERATING FUND:							
TOTAL REVENUES							
		131,500.00	131,500.00	244,458.11	11.81	(112,958.11)	185.90
TOTAL EXPENDITURES							
		131,500.00	131,500.00	156,345.54	200.00	(24,845.54)	118.89
NET OF REVENUES & EXPENDITURES							
		0.00	0.00	88,112.57	(188.19)	(88,112.57)	100.00

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DB: Westbranch City

BALANCE SHEET FOR WEST BRANCH
Period Ending 01/31/2024

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Fund 248 DDA OPERATING FUND

GL Number	Description	Balance
*** Assets ***		
248-000.000-001.000	CASH CHECKING - CHEMICAL BANK	384,792.13
Total Assets		384,792.13
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
248-000.000-390.000	CARRY OVER	296,679.56
Total Fund Balance		296,679.56
Beginning Fund Balance		296,679.56
Net of Revenues VS Expenditures		88,112.57
Ending Fund Balance		384,792.13
Total Liabilities And Fund Balance		384,792.13

As one of the requirements of the redevelopment ready communities' program, City Council, the Planning Commission, and the DDA are to hold an annual joint meeting. It was voted upon by Council to hold the meeting annually on the first Monday of February