

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY
HELD AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. WEST BRANCH, MI ON TUESDAY,
OCTOBER 25, 2022.

The meeting was called to order by Chairperson Samantha Fabbri at 12:00.

Present: Anthony Bair, Joanne Bennett, Joe Clark, Samantha Fabbri, and Erin Resteiner.

Absent: Autum Hunter, Sandy Rabidue, Ken Walters, and Cathy Zimmerman.

Others in attendance: City Manager John Dantzer

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**MOTION BY FABBRI, SECOND BY RESTEINER, TO EXCUSE MEMBERS HUNTER,
RABIDUE, WALTERS, AND ZIMMERMAN FROM THE MEETING.**

Yes – Bair, Bennett, Clark, Fabbri, and Resteiner.

No – None Absent – Hunter, Rabidue, Walters, and Zimmerman

Motion carried.

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Tim Knutsen, from Beckett and Raeder, presented updated plans for the Gathering Place design. The Board was in agreement that they approved of the design with the addition of a recessed exterior plug in the center of the first circle to provide power for the DDA Christmas tree. Mr., Knutsen noted he would make the electrical plug change, update the cost estimate, and send the final plans to the DDA. He also noted that the next step would be to make selections for the design and do an engineered plan. It was the consensus of the Board to get pricing from Beckett and Raeder to provide the required engineering plans.

**MOTION BY FABBRI, SECOND BY RESTEINER, TO APPROVE THE PROPOSAL
FROM BECKETT AND RAEDER FOR THE GATHERING PLACE DESIGN WORK
NOT TO EXCEED \$5,500**

Yes – Bair, Bennett, Clark, Fabbri, and Resteiner.

No – None Absent – Hunter, Rabidue, Walters, and Zimmerman

Motion carried.

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MOTION BY FABBRI, SECOND BY BENNETT, TO APPROVE THE MINUTES FROM THE REGULAR MEETING HELD SEPTEMBER 27, 2022.

Yes – Bair, Bennett, Clark, Fabbri, and Resteiner.

No – None Absent – Hunter, Rabidue, Walters, and Zimmerman

Motion carried.

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Member Fabbri noted the Retail Merchants were working on the plans for the Art and Wine walk to be held December 10th 3rd which was also the day the Santa Train would be stopping in town.

Member Resteiner updated the Board of the upcoming addition of Pointer Hill to their building were Kit's currently is located.

The Board discussed the City DDA snow policy letter. It was the consensus of the Board to have the City mail out letters to every business covered by the DDA snow removal.

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The meeting was adjourned at 12:33 pm.