

RESCHEDULED REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY HELD IN PERSON AND VIRTUALLY AT THE WEST BRANCH CITY HALL, 121 N FOURTH ST. ON TUESDAY, DECEMBER 14, 2021.

The meeting was called to order by Chairperson Samantha Fabbri at 12:17 pm.

Present: Anthony Bair (virtual-West Branch COVID), Samantha Fabbri, Sandy Rabidue, Erin Resteiner, and Ken Walters.

Absent: Joanne Bennett, Joe Clark, Autum Hunter, and Cathy Zimmerman.

Others present: City Manager John Dantzer

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

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

No – None Absent – Bennett, Clark, Hunter, and Zimmerman Motion carried.

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MOTION BY RESTEINER, SECOND BY FABBRI, TO APPROVE THE MINUTES FROM THE MEETING HELD OCTOBER 26, 2021.

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

No – None Absent – Bennett, Clark, Hunter, and Zimmerman Motion carried.

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MOTION BY FABBRI, SECOND BY RABIDUE, TO PAY BILLS IN THE AMOUNT OF \$300.00.

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

No – None Absent – Bennett, Clark, Hunter, and Zimmerman Motion carried.

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The Board discussed the bid for additional engineering/design work for the streetscape plan including the breakdown of how to share the costs. It was the consensus of the Board

to postpone a decision until they could do some more research and discuss it further with a full board.

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The Board discussed a rough draft of a façade program developed by Manager Dantzer.

MOTION BY RESTEINER, SECOND BY FABBRI, TO POSTPONE A DECISION ON THE FAÇADE PROGRAM AND APPOINT MEMBERS FABBRI, RABIDUE, AND RESTEINER TO A SUBCOMMITTEE TO MEET WITH MANAGER DANTZER TO DISCUSS CHANGES TO THE PROGRAM AND BRING IT BACK TO THE BOARD.

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

No – None Absent – Bennett, Clark, Hunter, and Zimmerman Motion carried.

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MOTION BY FABBRI, SECOND BY RABIDUE, TO APPROVE THE ANNUAL MAINTENANCE AGREEMENT WITH THE CITY.

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

No – None Absent – Bennett, Clark, Hunter, and Zimmerman Motion carried.

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The Board went over the monthly treasurer’s report.

Chairperson Fabbri commented on how nice the Christmas decorations looked.

Chairperson Fabbri also addressed the issue of having an agreement in place to turn projects developed by the DDA over to the City once they are completed. Manager Dantzer noted that he would look into it.

Member Rabidue commented on how nice the decorations looked but noted there were portions of the garland that weren’t working.

Member Resteiner commented on the snow removal process downtown and offered a suggestion to increase safety.

Member Walters commended the tree lighting event.

Member Bair noted that the health care facilities are seeing a rise in influenza cases and reminded everyone to practice hand washing.

Manager Dantzer updated the Board that the Community Development grant that the DDA was hoping to use for the Gathering Place has been renewed for 2022 and more information on the program will be released in January.

Manager Dantzer also discussed the snow removal policy for sidewalks and the need for an annual reminder.

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The meeting was adjourned at 1:00 pm.