

SPECIAL INFORMATIONAL MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY HELD AT THE WEST BRANCH CITY HALL AT 121 N. FOURTH ST. ON TUESDAY, DECEMBER 27, 2022.

Vice-Chairperson Clark called the meeting to order at 12:00 pm.

Present: Anthony Bair, Joe Clark, Autum Hunter, Ken Walters, and Cathy Zimmerman.

Absent: Joanne Bennett, Samantha Fabbri, Sandy Rabidue, and Erin Resteiner.

Others present: City Manager John Dantzer

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Vice-Chairperson Clark noted the reason for the special meeting was to hold the second of the two 2022 required informational meetings as required by the DDA Act.

He noted the projects worked on during 2022 and the main areas of focus for the 2023 calendar year would be as follows:

1. Development of the Gathering Place.
  - The DDA was not able to proceed with the project in 2022 as grant funds were not available. The board will be submitting a grant application for the DNR Michigan Spark Grant program in the spring of 2023 and will continue to monitor additional opportunities for grant funds in the upcoming year. The Board worked with consultant/engineer, Beckett and Raeder, and finalized an updated design and estimate in order to be ready for any grant programs that may become available.
2. Work with City Council on the Houghton Ave redesign project.
  - The Board continued to work with consultant/ engineer, Beckett & Raeder on the downtown streetscape project in 2022. The Board will continue to look for funding options for the project. The reconstruction project was moved from 2023 to 2024 by MDOT due to material supply chain concerns.
3. Continue the downtown flower and snow removal projects.
  - The Board again sponsored the flowers and snow removal downtown with the flowers being completed in May.
4. Work on seasonal themed banners.
  - No banners were decided upon during 2022 but we will continue to discuss optional themed banners that would be instituted after the road reconstruction and streetscape is completed in 2024.
5. Research the Historical Preservation Designation for the City.
  - In 2022, the Board discussed pros and cons of the designation but decided not to pursue at this time.
6. Façade program
  - A façade program was completed and approved in 2022. The DDA hopes to have a project that they can use the program for in 2023.

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No one from the public was in attendance to speak on the report.

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Vice-Chairperson Clark adjourned the meeting at 12:04 pm.