- 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, MARCH 26, 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 meetings held January 23, 2024, February 5, 2024, and February 28, 2024.
- VI. Bills
- VII. Bids
 - A. Downtown speaker system
- VIII. New Business
 - A. Ogemaw Title Façade grant application
 - B. Approval of budget
- IX. Unfinished Business
- X. Reports
 - A. MDOT report
 - B. Chairperson Report
 - B. Member Report
 - C. Treasurers Report
 - D. City Manager Report
 - E. Planning Commission
- XI. Communications
- XII. Public comment
- XIII. Adjournment

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY HELD AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. WEST BRANCH, MI ON TUESDAY, JANUARY 23, 2024.

The meeting was called to order by Vice Chairperson Joe Clark at 12:02 pm.

Present: Joanne Bennett, Alan Bruder, Joe Clark, Autum Hunter, and Sandy Rabidue.

Absent: Samantha Fabbri, Erin Resteiner (attended virtually but was not able to vote), Ken Walters, and Cathy Zimmerman.

Others present: Acting Secretary/City Manager John Dantzer

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

Yes – Bennett, Bruder, Clark, Hunter, Rabidue Absent – Fabbri, Resteiner, Walters, Zimmerman

No – None Motion carried

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MOTION BY RABIDUE, SECOND BY BRUDER, TO APPROVE THE MINUTES FROM THE REGULAR AND INFORMATIONAL MEETINGS HELD DECEMBER 15, 2023.

Yes – Bennett, Bruder, Clark, Hunter, Rabidue Absent – Fabbri, Resteiner, Walters, Zimmerman

No – None Motion carried

MOTION BY BRUDER, SECOND BY RABIDUE, TO MOVE THE FEBRUARY MEETING TO WEDNESDAY, FEBRUARY 28TH AT NOON.

Yes - Bennett, Bruder, Clark, Hunter, Rabidue Absent - Fabbri, Resteiner, Walters, Zimmerman No – None Motion carried

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MOTION BY CLARK, SECOND BY HUNTER, TO RECOMNMEND TO CITY COUNCIL THE REAPPOINTMENTS OF JOANNE BENNETT AND SANDY RABIDUE FOR A 4-YEAR TERM.

Yes – Bennett, Bruder, Clark, Hunter, Rabidue Absent – Fabbri, Resteiner, Walters, Zimmerman No – None Motion carried

MOTION BY BENNETT, SECOND BY RABIDUE, TO APPROVE THE BID FROM RAUHORN ELECTRIC TO HAVE THEM INSTALL, DURING THEIR WORK WITH MDOT, THE ELECTRICAL INFRASTRURE TO ADD BOXES IN THE PLANTER BOXES AS SUBMITTED NOT TO EXCEED \$23,750.00.

Yes – Bennett, Bruder, Clark, Hunter, Rabidue Absent – Fabbri, Resteiner, Walters, Zimmerman No - None Motion carried

Vice-Chairperson Clark gave a Retail Merchants update and noted some of the things they were working on for promotion of the downtown's businesses during the MDOT construction project.

Member Bennett noted she would like to see some billboards incorporated into the business promotions.

Member Bruder noted some discussion of a large sports and recreation complex project that could take place in the area.

Member Bruder asked if the DDA funds account was looked at recently to take advantage of the higher interest rates being seen now. Acting Secretary/Manager Dantzer noted the account was recently looked at and they were rolled into a different account to take advantage of the higher interest.

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

The meeting was adjourned at 12:34 pm.

SPECIAL MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY HELD JOINTLY WITH CITY COUNCIL AND THE PLANNING COMMISSION AT THE WEST BRANCH POLICE DEPARTMENT, 130 PAGE ST. ON MONDAY, FEBRUARY 5, 2024.

The meeting was called to order by Chairperson Samantha Fabbri.

Present: Joanne Bennett, Alan Bruder, Joe Clark, Samantha Fabbri, and Cathy Zimmerman.

Absent: Autum Hunter, Sandy Rabidue, Erin Resteiner, and Ken Walters.

All stood for the pledge of allegiance

Chairperson Fabbri provided the annual report to City Council noting 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.
 - The board approved the addition of plugs in each planter box.
 - The board is looking into a downtown speaker system and will meet with a contractor during the February meeting.
- 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.

The meeting was adjourned at 6:07 pm.

RESCHEDULED REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY HELD AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. WEST BRANCH, MI ON WEDNESDAY, FEBRUARY 28, 2024.

The meeting was called to order by Vice Chairperson Joe Clark at 12:00 pm.

Present: Alan Bruder (arrived 12:01), Joe Clark, and Ken Walters.

Absent: Joanne Bennett, Samantha Fabbri, Autum Hunter, Sandy Rabidue, Erin Resteiner (attended virtually but was not able to vote), and Cathy Zimmerman.

Others present: Acting Secretary/City Manager John Dantzer and MDOT representative Kim Mullins.

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Due to a lack of quorum, no official business could take place.

Greg Samborski, of Third Coast Tech, gave a presentation on downtown speaker and audio systems. He discussed the advantages of a ground level system as opposed to a pole system, he spoke on the option to add a remote microphone location, and options for additional add-ons such as automatic on/off timers and the ability to automatically run announcements. It was also discussed that they would need internet in order to run the music programming and that someone else would need to run the conduit needed for them to pull their lines through. Secretary/Manager Dantzer noted he would reach out to the contractors already working on the wiring portion of the Houghton project to get an estimate on having them run the conduit.

Kim Mullins of MDOT gave an update on the Houghton Ave project noting they would be starting the project on April 1. She further noted the following schedule time line. Phase 1 is from First to Third St and would run from April 1 to Memorial Day, phase 2 is from Third to M-30 and would run from Memorial Day to July 31st, and phase 3 is from First to Fairview and would run from Aug 1 to the end of October.

Kim also noted that MDOT would be starting signal work on the corner of Fairview and Houghton St with intermittent lane closures being needed.

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The meeting was adjourned at 12:42 pm.

Downtown Sound Project

City of West Branch

121 N. 4th Street West Branch, MI 48661



Presented By:



Third Coast Tech, LLC. 4514 Pontiac Lake Rd. Waterford, Michigan 48328 800-828-9517 www.thirdcoasttech.com

Modified:

3/6/2024

Revision:

0

Total:

\$14,979.83

	signed		
1	TCT Quoted for Prep,install, & labor as per G2G contract.		\$10,030.00
1	TCT Hardware		\$3,449.83
1	TCT System Programming		\$1,500.00
	Unassigned	Equipment Total: Labor Total:	\$3,449.83 \$11,530.00

* Price Includes Accessories

Presented By: Third Coast Tech, LLC.
Project Name: Downtown Sound Project

3/6/2024 Project No.: TCT-1350 Page 2 of 5

Head End

TCT will install the head end of this sound system within the "Pocket Park" located on the south side of the street between 3rd & 4th street. Client is responsible for pulling data & power to head end location.

Head end will include:

*Amp

* Digital Sound Processor

*System Controller



1 Biamp
Tesira TEC-1i

\$700.00

\$1,885.00

A COMMAN

1 Biamp
TesiraFORTÉ DSP fixed I/O server with 12 analog inputs, 8 analog

outputs, and 8 channels configurable USB audio



Crimson AV
Wall Mounted Rack Enclosure With Hinged Back Door (19") (12U)

\$418.86

1 Crown
Cdi Series Professional Amplifie

\$1,207.70

Cdi Series Professional Amplifier

\$1,093.88

1 Radio Design Labs (RDL)
Audio Monitor Panel - 12 Line or Speaker Inputs

Head End Equipment Total:

\$5,305.44

Labor Total:

\$0.00

Total:

\$5,305.44

Presented By: Third Coast Tech, LLC.
Project Name: Downtown Sound Project

Project No.: TCT-1350

3/6/2024 Page 3 of 5

^{*} Price Includes Accessories

Speakers

TCT will install 18 JBL planter style speakers along the E. Houghton Ave. between 2nd & 4th Street. Planters located along each side of the street will house a total of 9 speakers. The speakers will be wired in sequence through underground conduit.



18 **JBL Professional** \$6,505.20

2-Way coaxial mushroom landscape speaker, 8", 240 watt

Speakers Equipment Total:

\$6,505.20

Labor Total:

\$0.00

Total:

\$6,505.20

Optional: Handheld Microphone System

Quoted as an optional add on. This would be a portable unit that the end user would be able to plug in when necessary. audio form the handheld microphones would transmit through out the planters speakers.



Audio Technica

\$899.00

System 10 PRO digital wireless dual handheld microphone system

Optional: Handheld Microphone System

Equipment Total:

\$899.00

Labor Total:

\$0.00

Total:

\$899.00

Project Equipment Subtotal:

\$16,159.47

Project Labor Subtotal:

\$11,530.00

Project Subtotal:

\$27,689.47

Presented By: Third Coast Tech, LLC.

Project Name: Downtown Sound Project

Project No.: TCT-1350

Page 4 of 5

3/6/2024

^{*} Price Includes Accessories

Date

Project S	Summary		
		Equipment:	\$16,159.47
		Labor:	\$11,530.00
		Grand Total:	\$27,689.47
Client:	John Dantzer		Date

Project No.: TCT-1350

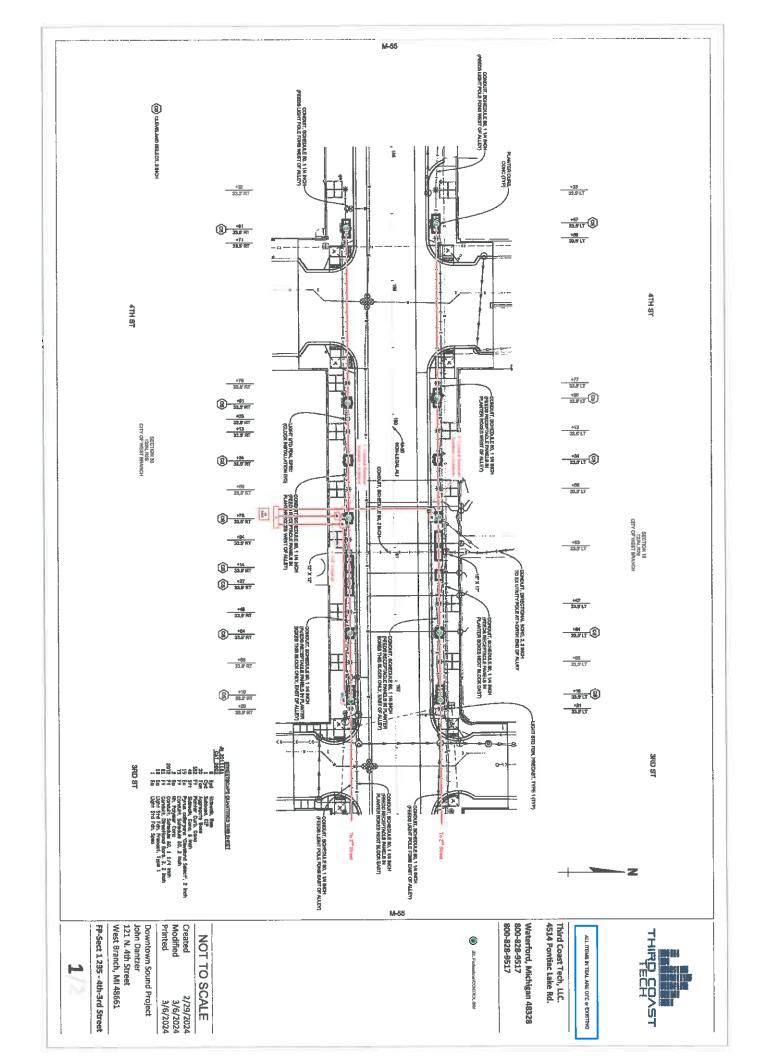
Presented By: Third Coast Tech, LLC.
Project Name: Downtown Sound Project

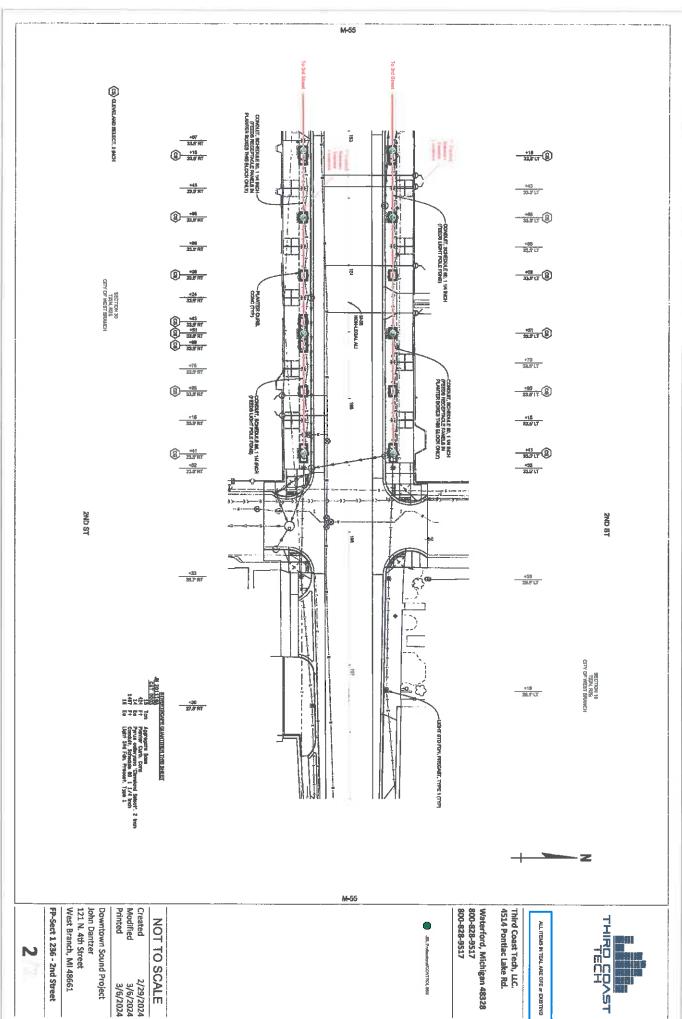
Contractor: Third Coast Tech, LLC.

3/6/2024

Page 5 of 5

^{*} Price Includes Accessories





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



RE: City of West Branch Speaker System Infrastructure Proposal

Rauhorn Electric (REI) is pleased to provide a proposal for the installation of underground conduit and junction boxes for the proposed speaker system on M-55 from 4th Street to 2nd Street per the Third Coast Tech drawings dated 3/6/2024. REI will stub up conduit at the speaker and AV rack locations. All work above grade will be completed by others.

REI proposes to complete the installation of the conduit and junction boxes for a lump sum amount of:

Fifty-Six Thousand Nine Hundred Twenty-Five Dollars and Zero Cents \$56,925.00

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
- –SPEAKERS/SOUND SYSTEM
- - SPEAKER WIRE
- SPEAKER INSTALLATION
- -AV RACK INSTALLATION

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

Respectfully Submitted,



March 15, 2024

John Dantzer
West Branch City Manager
121 N. Fourth St.
West Branch, MI 48661
citymanager@westbranch.com

Alexander Limited Partners 116 Court Street Mt.Pleasant MI 48858

Re: Façade Grant Application Request for: 111 North 3rd Street, West Branch MI 48661

Dear Mr. Dantzer,

Please find enclosed a façade grant application related to the rehabilitation project at 111 North 3rd Street in West Branch. Below are details and answers to the required application questions. Please contact me should you have any questions or if you require a meeting to discuss this request.

6.1 – Application Contents.

An application for a façade improvement grant must include all of the following:

- 6.1.1: The completed grant application form, signed by the applicant;
 - o Enclosed
- 6.1.2: A detailed description of the improvements proposed, with justification as to why the improvements meet the DDA's intent of preserving or enhancing the buildings in the DDA district;
 - o The general description of the rehabilitation is a total reconstruction of the interior of the entire building reusing as many of the original architectural features as possible, the demolition of some existing partitions, and addition to the West side of the building, the restoration/replacement of exterior windows, and the installation of modern HVAC, plumbing, electrical systems.
 - O The rehabilitation meets the DDA's intent as the exterior of this building will be receiving updates that increase the visual impact of the exterior of the building and therefore improve the marketability of the overall area. Moreover, the project falls within the designated boundaries of the grant program and all property taxes are paid to date.
- 6.1.3: Detailed cost estimates from one qualified contractor for the work proposed, and the names, addresses, and telephone numbers of the persons who prepared the estimates;
 - o Enclosed
- 6.1.4: All architectural plans and/or sketches, and all specifications needed to understand the scope of the work proposed;

- o Enclosed
- 6.1.5: Examples of color schemes and materials proposed for the exterior improvements, including paint, bricks, signage, windows, awnings, etc.;
 - o Enclosed
- 6.1.6: A description of the long-term maintenance plan proposed by the applicant for the building's exterior once any grant-funded improvements are completed;
 - o The Owner will maintain the building as required by the program and as suggested by the contractor and material manufactures of the products used on the exterior of the building.
- 6.1.7: The property owner's release of liability and written permission for the work proposed;
 - o Enclosed
- 6.1.8: Written proof in the form of a letter from the City of West Branch noting account history that all property taxes, annual installments of assessments, and balances on all City of West Branch accounts (whether in the name of the applicant or owner or attaching to the property) for the subject property have been paid;
 - o Enclosed
- 6.1.9: A certificate of insurance coverage for the subject property;
 - o Enclosed
- 6.1.10: A project schedule detailing the applicant's expected progress in completing the proposed improvements;
 - o Project shall commence in March of 2024 and conclude in September of 2024.
- 6.1.11: Photographs of the building façade proposed for improvements.
 - o Enclosed

WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY FAÇADE IMPROVEMENT GRANT APPLICATION FORM

Application Date: 03.15.2024

Applicant: Alexander Limited Partnership

Contact Name: Debbie Haught

Property Address: 111 North 3rd Street, West Branch Michigan

Mailing Address: 116 Court Street, Mt.Pleasant MI 48858

Applicant's Telephone (Daytime): 989-773-3651 (Cell): 517-614-2126

Total Cost of Proposed Improvements: \$1,030,866

Total Grant Amount Requested (\$10,000 maximum): \$10,000

Brief Description of Proposed Façade Improvements: _Restoration of existing brick (cleaning & tuck point). Re-Painting of the brick on the North side of the building. Addition to building to increase footprint with new exterior walls & materials. New windows throughout building. New signage on 3rd Street entrance. New ADA entrance on North side of building.

Anticipated Timeline of Improvements (start and complete dates): <u>March 2024 – September 2024.</u>

APPLICANT AGREEMENT & SIGNATURE

I have read the program requirements and I understand that my participation in the Façade Improvement GrantProgram is contingent upon my full compliance with all requirements. I understand that this is a matching grant program and that the DDA will provide funding on a dollar-for-dollar match basis and that awarded grant funds are paid following completion of the work and full approval by the DDA. I understand that design changes not approved by the DDA prior to their incorporation into the improvementproject may result in my forfeiture of the grant award for the entire project. I also certify if I am a tenant of the subject property that I have obtained written approval from the property owner to complete the project improvements. My application includes the materials listed on the checklist on the following page.

Signature of Applicant

3/15/24 Date

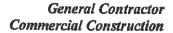
FAÇADE IMPROVEMENT GRANT APPLICATION MATERIALS CHECKLIST

x The comp	eted grant application form, signed by the applicant.
to why the	description of the improvements proposed, with justification as improvements meet the DDA's intent of preserving or enhancing er of buildings in the DDA district.
	ost estimate from a qualified contractor or the work proposed, and address, and telephone number of the persons who prepared the
	ectural plans and/or sketches, and all specifications needed to the scope of the work proposed.
	of color schemes and materials proposed for the exterior nents including paint, bricks, signage, windows, awnings, etc.
_	tion of the long-term maintenance plan proposed by the applicant lding's exterior once any grant-funded improvements are completed.
	erty owner's written permission for the work proposed, if the is a tenant.
taxes, ann	proof in the form of a statement of account history that all property hual installments of assessments, and balances on all City of West counts (whether in the name of the applicant or owner or attaching

	to the property) for the subject property have been paid.
x	A certificate of insurance coverage for the subject property.
x	_ A project schedule detailing the applicant's expected progress in completing the proposed improvements.
x_	Photographs of the building façade proposed for improvements.

Owner Authorization for Proposed Façade Improvements

hereby authorize (ap	oplicant na	me)				
to carry out t	he exterio	impro	ovemen	ts as deta	led in the	attached
Façade Improvement (Grant	Appl	ication	Form,	on	my
property	located	at	(addr	ess)		
			v	vhich is lo	cated wit	hin the We
Branch DDA district.						
I agree to release a Development Author representatives, and s officers, councilperso	ity and taff, the Ci	he m	embers	thereof,	the DDA	Chairperso





PO Box 370 Mt. Pleasant, MI 48804-0370 PH: (989) 773-0770 FAX: (989) 772-9272

February 2, 2024

Mt. Pleasant Abstract & Title

Attn: Debbie Haught

116 Court St.

Mt. Pleasant, MI 48858 Office: (989) 773-3651 Cell: (989) 944-6693

Email: dhaught@mtpleasantabstract.com

Dear Ms. Haught,

West Branch Office Renovation Project

JBS Contracting Incorporated is pleased to provide a bid for your office renovation project @ 111 N. 3rd St. in West Branch, MI. Proposal is based on a site visit and provided construction plans. The following specifications are to ensure which materials, labor and services are included in this bid to complete your project.

General Conditions:

- JBS Contracting Incorporated will be responsible for providing Worker's Compensation Insurance in addition to Public Liability and Property Damage Insurance.
- The Owner will be required to provide Builder's Risk Insurance insuring the construction of the building and materials during construction.
- This building project is guaranteed for product quality and workmanship for one (1) year including subcontract specialties.
- Architect drawings provided by owner.
- JBS Contracting will apply for and pay for the building & demo permit \$4,000.00 allowance included.
- An allowance of \$4,000.00 is included for Gas & Electric Utilities upgrades.
- An allowance of \$8,000.00 is included for existing water & sewer lead replacement.
- An allowance of \$2,000.00 for concrete and soil testing per code.
- An allowance of \$750.00 is included for a fire security Knox Box for Fire Dept use.
- Temporary power from existing building.
- Construction toilet and dumpsters included for JBS portion of project.
- Jobsite cleanup included for JBS portion of project.
- Temporary storage trailer provided by others.

Sitework:

- Sawcut and remove existing concrete aprons and portion of public parking lot curb.
- Demolish and haul-away west portion of existing structure in it's entirety, including foundations and non-salvaged contents.
- Excavate and backfill for new building foundations.
- Clean sand fill under building slab on grade & sidewalks. Compaction to be 98%.
- Tie-in new storm sewer exiting building to existing catch basin in alley on south side.
- Existing water & sanitary services remain unchanged. See allowance above for new leads.
- Landscaping & Seeding are NOT included.

Selective Interior Demo:

- Demo items per demo plans salvage items as instructed by plans/owner.
- Demo and salvage existing wood doors and trims, salvage items per plans.
- Demo windows.
- · Demo existing ceilings and flooring, including raised false floor framing. Existing sub-floor to remain.
- Demo portion of existing walls and ceilings including, existing finishes to accommodate new layout per plans, includes saw cutting and removal of existing bearing masonry walls for new openings per plans.
- Demo existing casework and countertops.
- Demo of existing membrane roof.
- Demo existing plumbing, HVAC and electrical per plans.

Concrete:

- 20" wide x 12" deep footing with 12" wide foundation wall with brick ledge @ addition.
- 2" thick rigid styrofoam on foundation walls per code.
- 4" thick floor with wire mesh over 6 mil visqueen.
- 8" thick concrete ramp foundation wall with 4" thick concrete ramp on north end.
- 4' wide x 4" thick sidewalk with a 5' wide access to existing parking lot, includes curb drop per plans.
- Infill existing openings in existing foundation wall.

Masonry:

- 4" CMU veneer x approx. 4' tall with limestone sill at new addition per plans.
- No work at existing masonry walls.

Misc Steel:

- 36" high ADA steel railing at concrete ramp on north side. Paint by others.
- Two (2) 36" high ADA steel hand rails. Paint by others.
- One (1) steel roof ladder from lower roof to higher roof. Paint by others.

Carpentry and Finishes:

- Lumber package for building addition including, exterior wood stud walls, interior stud walls, preengineered roof trusses, entry roof w/fiberglass brackets, temporary & permanent wood bracing, exterior sheathing & building wrap.
- Exterior of addition to receive LP Smart Siding system over 1" rigid styrofoam with pvc trim package.
- The top of the exterior parapet walls to have a fiberglass composite cornice. The model detailed on prints was not able to be found. A similar type is included. (field painting of cornice by others).
- Exterior doors and windows to receive pvc trims.
- Existing building and new addition roof to receive an EPDM roofing system over R-30 iso insulation,
 with new edge of roof trims. Any existing roof sheathing replacement to be done at an additional cost.
- Interior walls to receive 5/8" drywall with smooth finish ready for paint by others.
- FRP @ janitors closet by others.
- Ceilings to be 2' x 2' acoustical tile with grid per plans, includes drywall tray ceiling @ waiting/lobby.
- Combination of rigid styrofoam & batt insulation in the wall cavities per plans.
- All interior finishes by others.

Exterior Doors & Windows:

- Three (3) full glass aluminum storefront doors, two (2) with double sidelights, door hardware included.
- Sixteen (16) aluminum framed windows, includes ½ round transom window.
- Exterior door and window glazing to be 1" low-E, tempered where required by code.
- Interior aluminum door glazing to be ¼" clear tempered.

 Aluminum frame colors are clear anodized, dark bronze or black for standard colors. Any other color is an upcharge

Plumbing:

- Existing water service meter to remain.
- Two (2) ADA tank style toilets with open seat fronts.
- Two (2) drop-in bathroom sinks with faucets.
- One (1) stainless steel kitchen sink with faucet & spray.
- One (1) mop basin with wall mount service faucet.
- One (1) dishwasher connection.
- Three (3) floor drains
- Three (3) roof drains with overflows and insulated drain lines.
- One (1) 40-gallon electric water heater with pan.
- One (1) furnace hub outlet for condensate drain.
- PEX water lines
- PVC waste lines
- Kitchen, lavatory faucets & toilet handles are oil rub bronze in color.

HVAC:

- One (1) 66,000 BTU 80% forced air gas fired furnace with matching A/C unit.
- One (1) 5-ton RTU with economizer and roof curb.
- Two (2) restroom exhaust fans.
- Ductwork, registers, grills, diffusers, venting, fresh air (insulated), gas piping & thermostats.

Electrical:

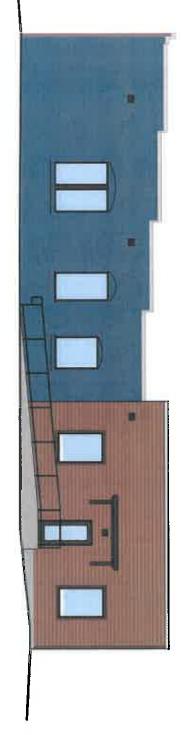
- · Electrical service per plans.
- Lighting package with switching No occupancy sensors.
- Exit/Emergency lighting per code.
- General Duplex Receptacles 120volt, GFI where required.
- \$5,000.00 allowance included for TV/Data CAT6 cabling & Data Hub. Terminations by others.
- Wire HVAC equipment.
- Wire Plumbing equipment.
- Wire owner's appliances.
- Automatic lighting controls not included.

Items not included:

Zoning Approvals, Drawings, Prevailing Wage Rates, Asbestos Abatement and/or removal, Sanitary/water services to building, Asphalt, Landscaping/Seeding, Temp Heat, brick/masonry restoration, Appliances, Casework & Countertops, Furniture, Painting (interior & exterior), Flooring, Interior Doors, Interior Windows, Window Treatments, Standing and Running Trims, All Finish Carpentry, Installing any salvaged items from demo, Vault Door install, Signage, Fire Protection, Fire Walls, Fire Extinguishers, Fire/Security/Smoke Alarms, Fire Hydrants, Final Cleaning.

JBS Contracting, Inc. is pleased to submit our price for the construction of your project. Our cost to construct the referenced facility as outlined in this proposal is in the amount of:
\$ 658,150.00





NORTH ELEVATION - OPTION 2



CERTIFICATE OF LIABILITY INSURANCE

03/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on

lf ti	SUE	BROGATION IS Watertificate does not	AIVED, subject confer rights to	to the	e ter certi	ms and conditions of th ficate holder in lieu of su	e polic ch end	y, certain po lorsement(s)	olicies may r	equire an endorsement.	As	tatement on			
PRO	DUCE	R				-772-2977	CONTACT Mt Pleasant Agency, Inc.								
Mt.	Plea:	sant Agency, Inc.					PHONE (A/C, No, Ext): 989-772-2977 FAX (A/C, No): 989-772-3843								
Mt.	Pleas	sant, M! 48858					E-MAIL ADDRESS: info@mtpleasantagency.com								
Wit F	'leas	ant Agency, Inc.						NAIC#							
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Α		COMMERCIAL GENER								EACH OCCURRENCE	\$	2,000,000 500,000			
	24	CLAIMS-MADE	OCCUR			6695161		07/27/2023	07/27/2024	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	5,000			
	X	Business Owner	75							MED EXP (Any one person)	\$	2,000,000			
		l								PERSONAL & ADV INJURY	\$	4,000,000			
	GEN	N'L AGGREGATE LIMIT A								GENERAL AGGREGATE	\$	4,000,000			
		POLICY PRO- JECT	roc							PRODUCTS - COMP/OP AGG	\$	4,000,000			
A	ALIT	OTHER:							-	COMBINED SINGLE LIMIT (Ea accident)	s	2,000,000			
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Α	Х	UMBRELLA LIAB	X OCCUR							EACH OCCURRENCE	\$	3,000,000			
		EXCESS LIAB	CLAIMS-MADE			6695161		07/27/2023	07/27/2024	AGGREGATE	\$	3,000,000			
_		DED RETENTION	ON\$								\$				
A	AND EMPLOYERS' LIABILITY									PER OTH- STATUTE ER					
ANY PROPRIETOR/PARTNER/EXECUTIVE			N/A		6695160		07/27/2023	07/27/2024	E.L. EACH ACCIDENT	\$	500,000				
	OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under									E.L. DISEASE - EA EMPLOYEE	\$	500,000			
<u> </u>	DES	SCRIPTION OF OPERATI	ONS below	ļ	-					E.L. DISEASE - POLICY LIMIT	\$	500,000			
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Ab	stra	ct and Title offic	e @ 111 E 3rd	St \	Nest	Branch, MI 48661									
CE	RTI	FICATE HOLDER					CAN	CELLATION							
						JBSCTRA									
		JBS Contra P.O. Box 3					THE	EXPIRATIO	N DATE TH	DESCRIBED POLICIES BE C EREOF, NOTICE WILL I CY PROVISIONS.					
1		Mt. Pleasai	nt, MI 48804-03	370			AIITHODIZED DEDDESENTATIVE								

Mt Pleasant Agency, Inc.



121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail citymanager@westbranch.com
The City of West Branch is an equal opportunity provider, employer, and lender

2/29/24

Ryan Smith Gemini Capital Management LLC

RE: 111 N. Third St.

Mr. Smith

This letter shall serve as written proof that I have reviewed all tax and utility accounts for property ID #052-401-001-30, typically referred to as 111 N. Third St. and that I have confirmed that all property taxes, annual installments of assessments, and balances on all City of West Branch accounts (whether in the name of the applicant or owner or attaching to the property) for the subject property have been paid.

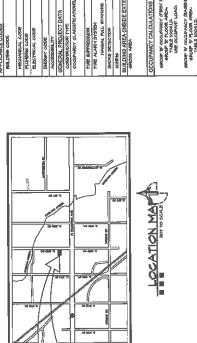
Thank, you,

John Dantzer, City Manager

111 N. 3RD ST. RENOVATION

111 N. 3RD ST.

WEST BRANCH, MI 48661



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EGRESS PLAN

AFFICANTOWNER
MT. PLESANT ABSTRACT & TITLE
CONTACT. DEBBIE HAUGHT
IN. PLEAANT, IM 4898
494-179-0781 PHONE
DHAUSHTOMPLEASANTABSTRACT.COM

BASEMENT EGRESS PLAN

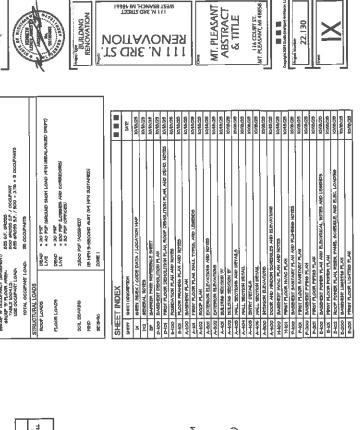
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PROJECT DATA	•
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BARRAY CODE	205 HIGHBAN ENERGY CODE 2018 ASPRAE 401
ACCESSEUTY	2004 ICC/AMER AIT1 - 30th HI BLDS CODE CH. 11
GENERAL PROJECT DATA	
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zowite	CENTRAL BUSINESS DISTRICT (CBD)
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GENERAL NOTES CONT...

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BY, CONTRACTOR SHALL FRONTS ACCES OR ACCES FANELS TO ALL VALVE, DAMENS MO OTHER MICHIEF FOR INDES.

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GENERAL NOTES CONT.

27. Offeror Prises SHALL CONFORM TO THE REGRESSION OF 200 MEG 800.

20. TOTAT ROCKH SHAWAR (YORLAN TACTATE) SHALL DE LOCKTED ALONGHOET HE DOOR ON HELLANDS HOTE TOLET ROCKH SHAWAR SHALL BE WORKED SO THAT IN MANUAL OF THE YORLAND CHARACTERS IS AN TO GO ANDONE THE MAJUKCHT PLOCK SURFACE.

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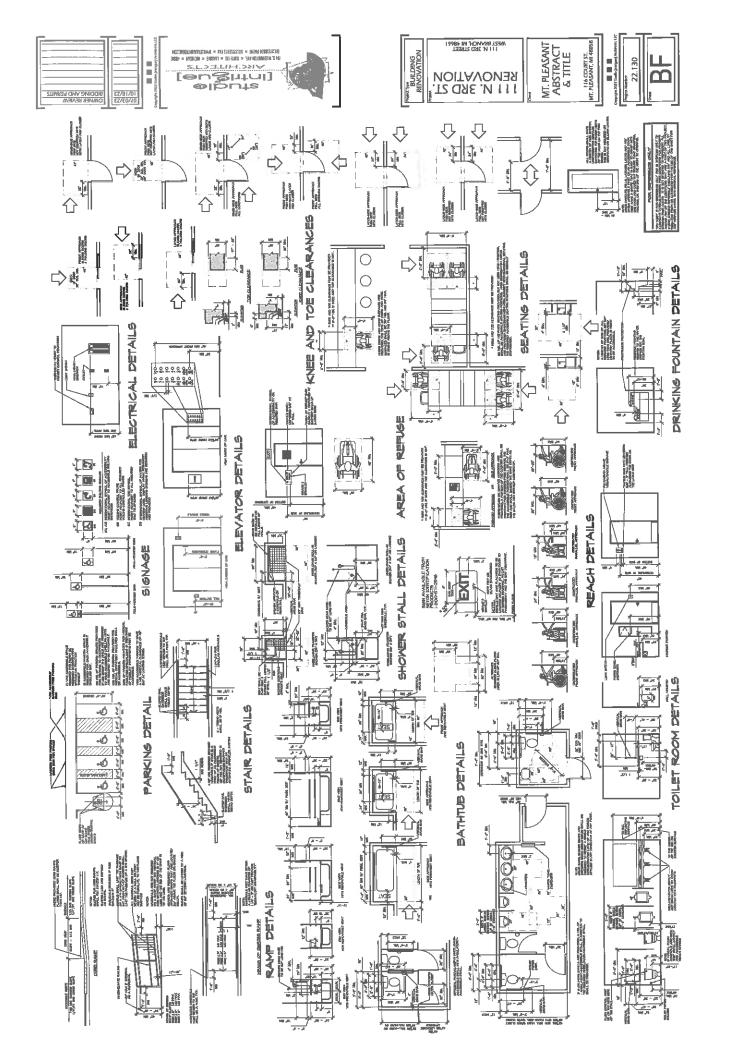
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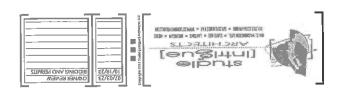
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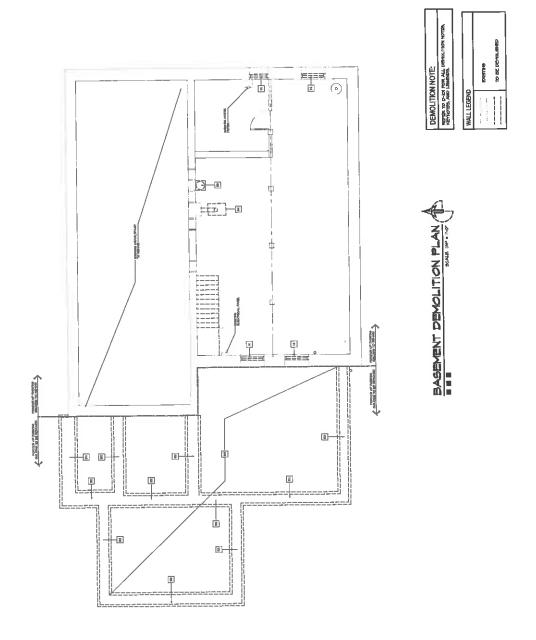
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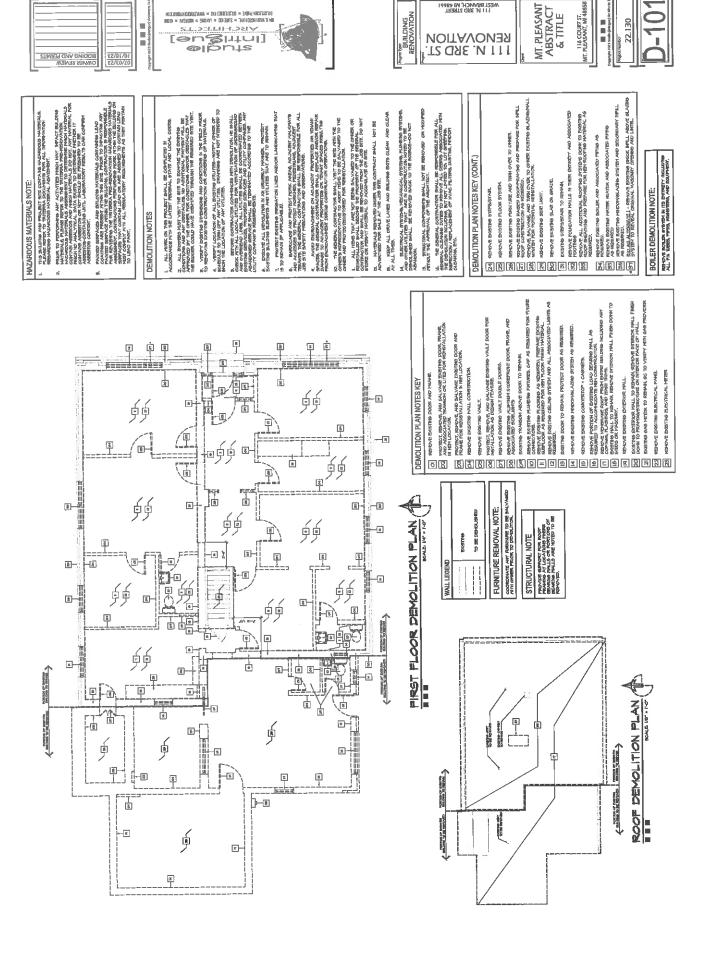
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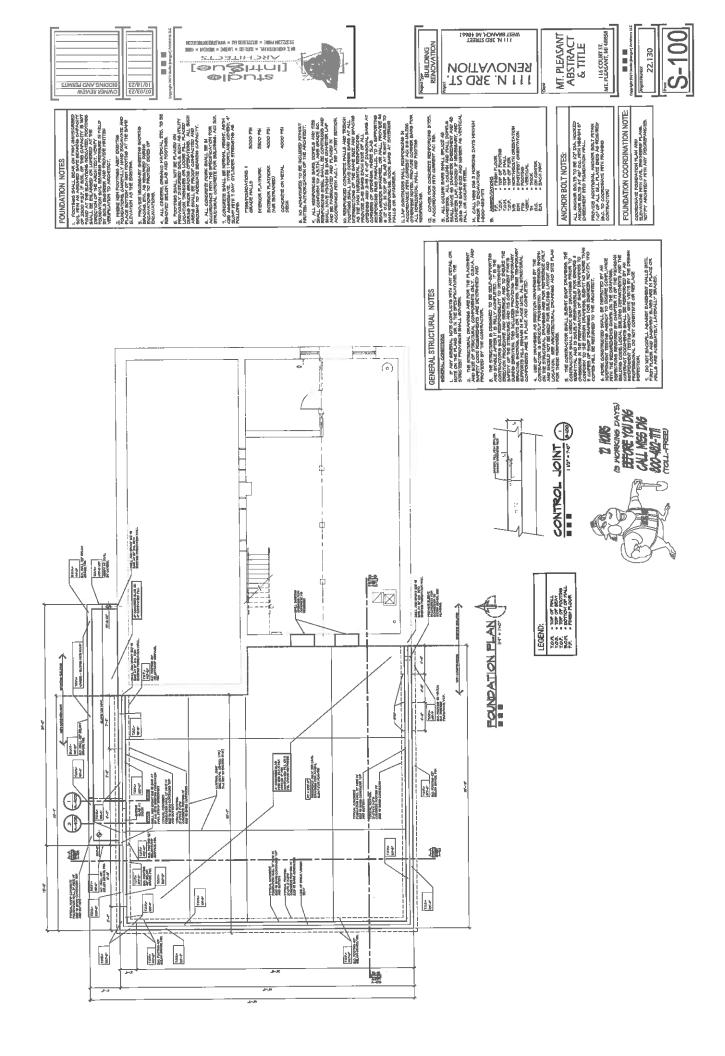


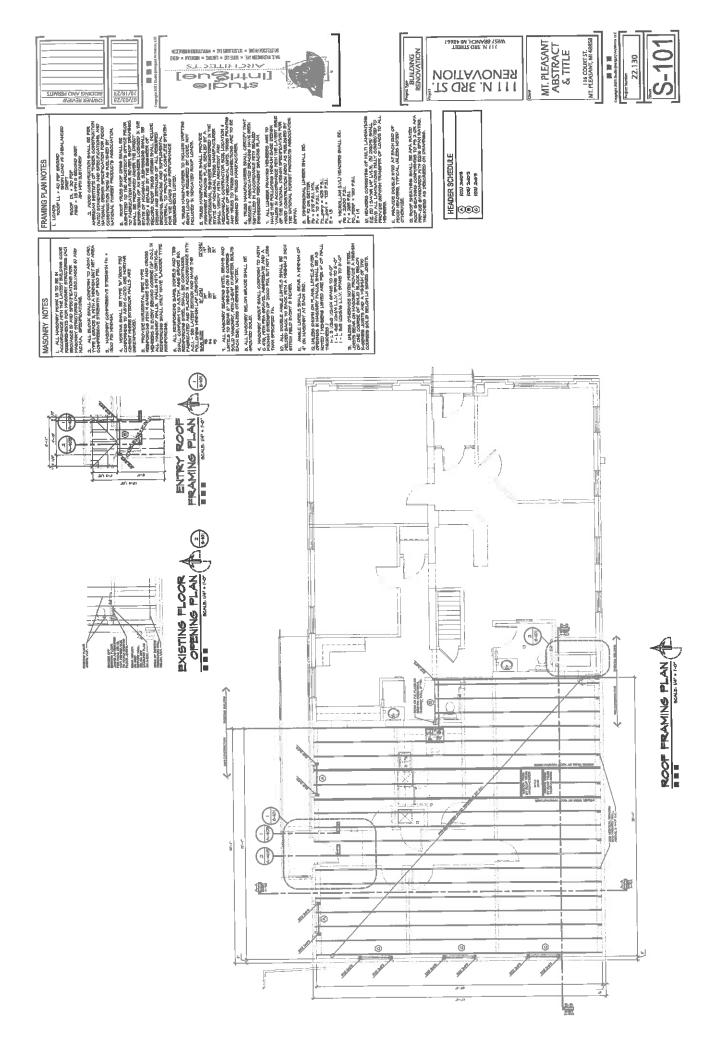




VEST BRANCH, MI 48661

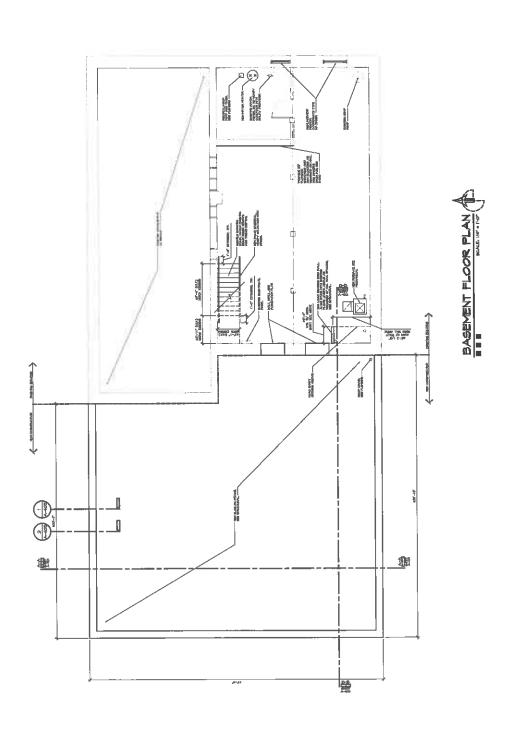
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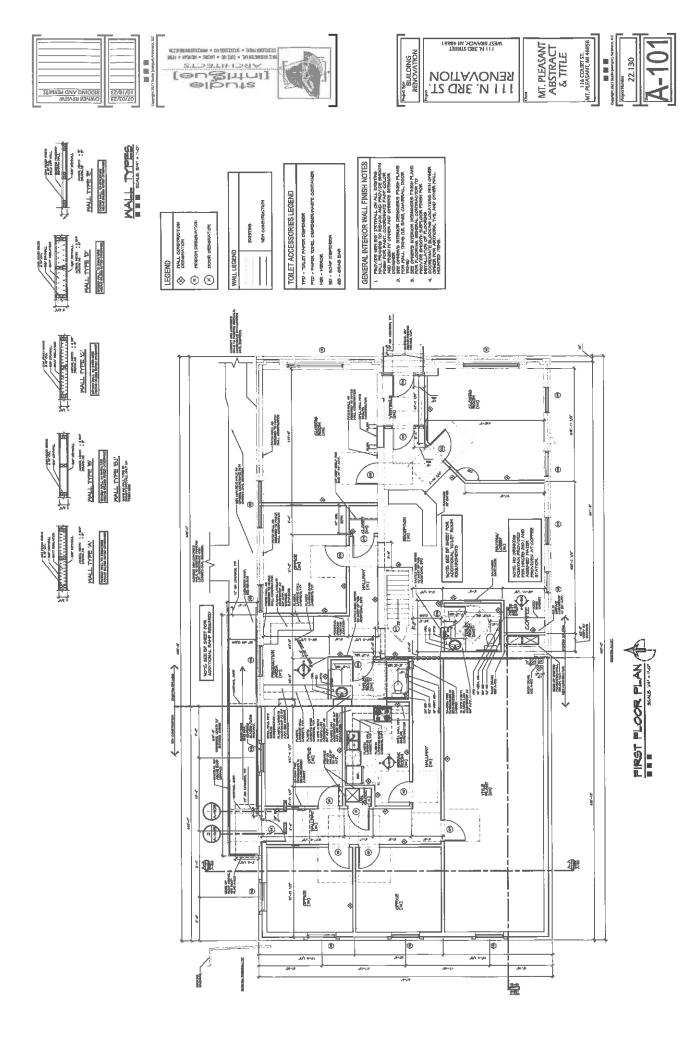


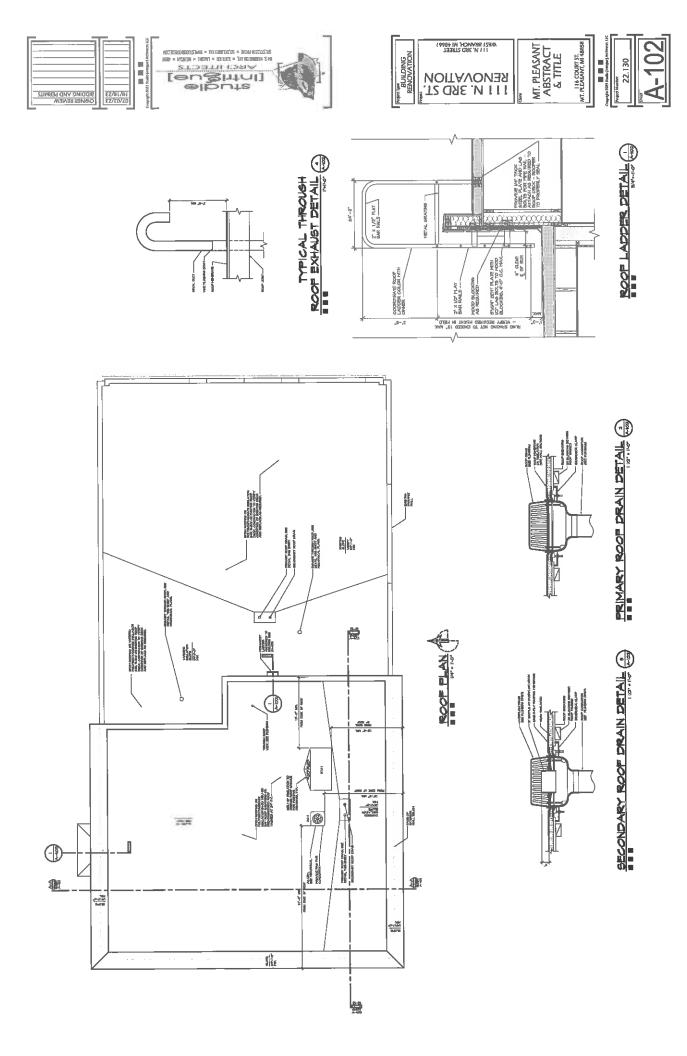


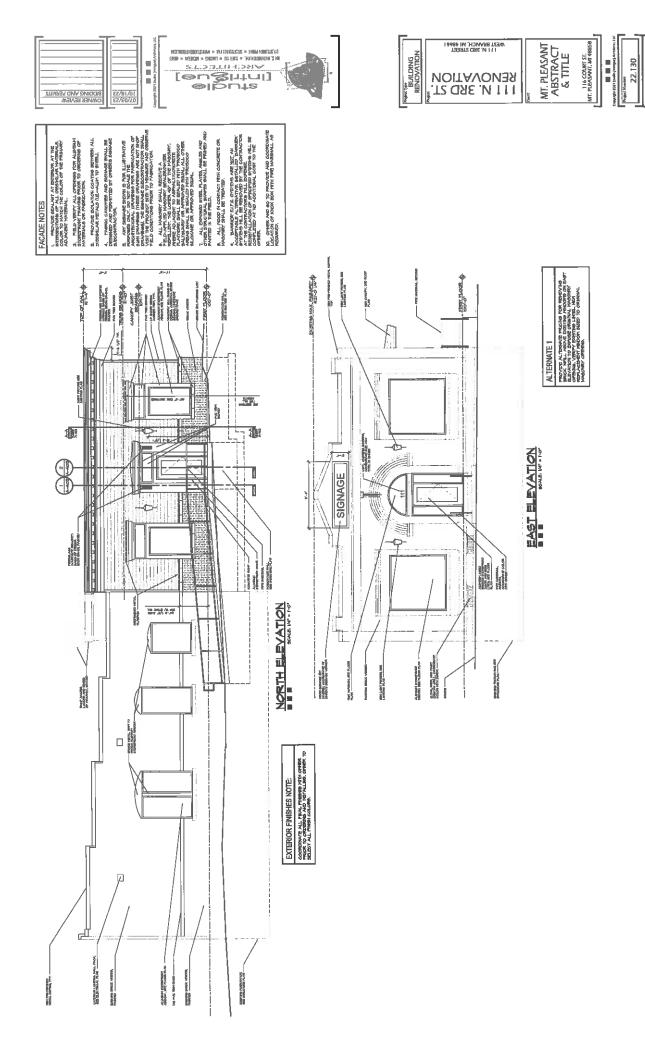




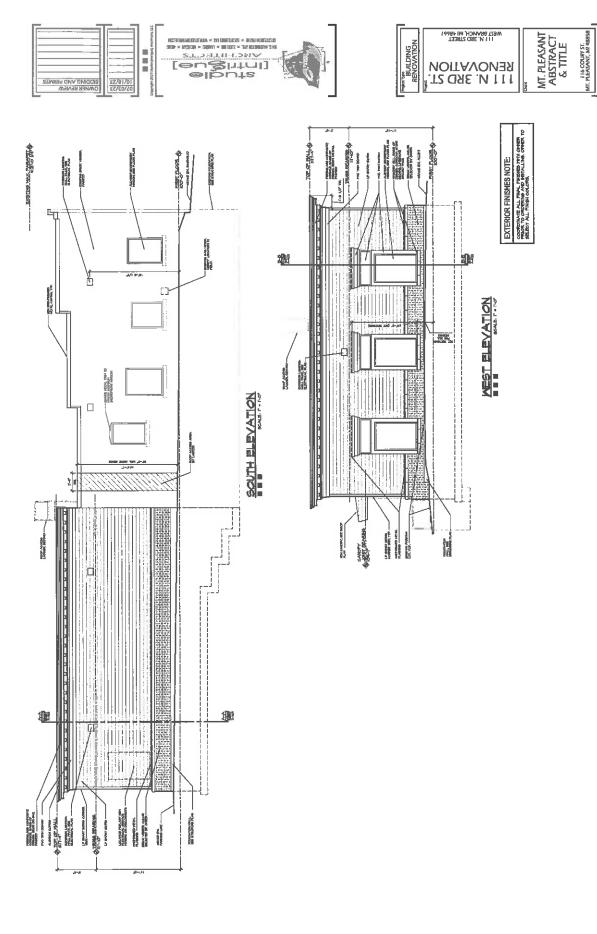




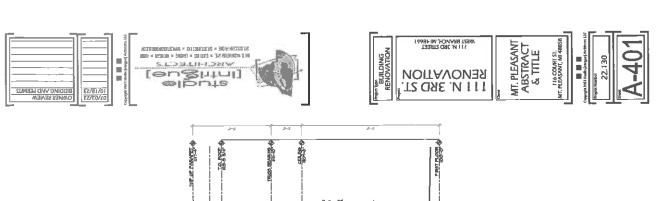


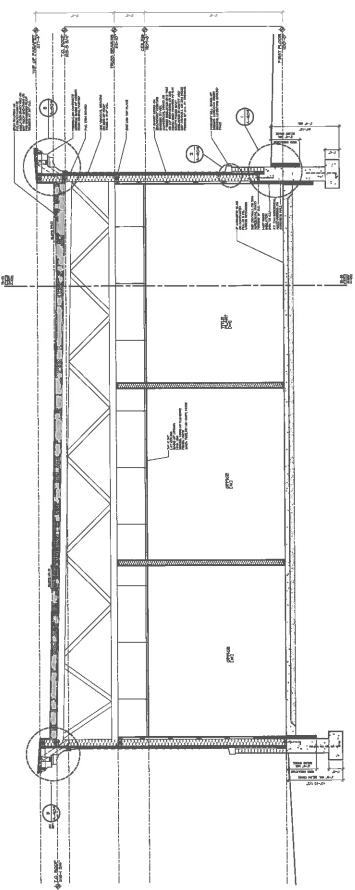


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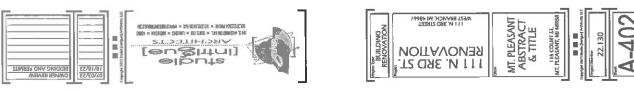


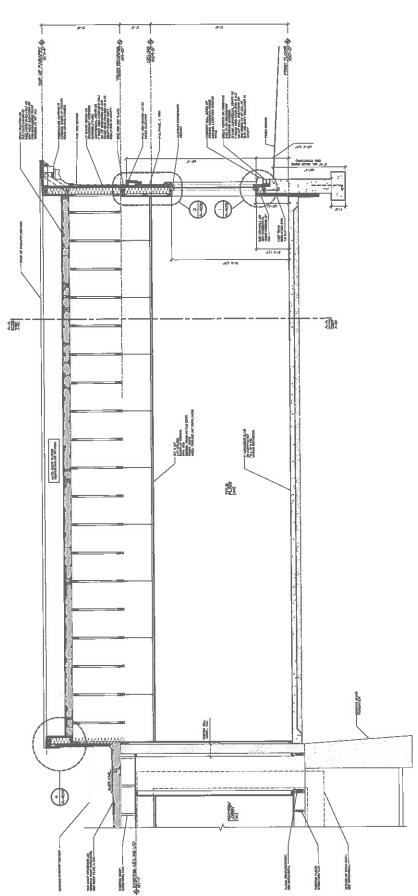
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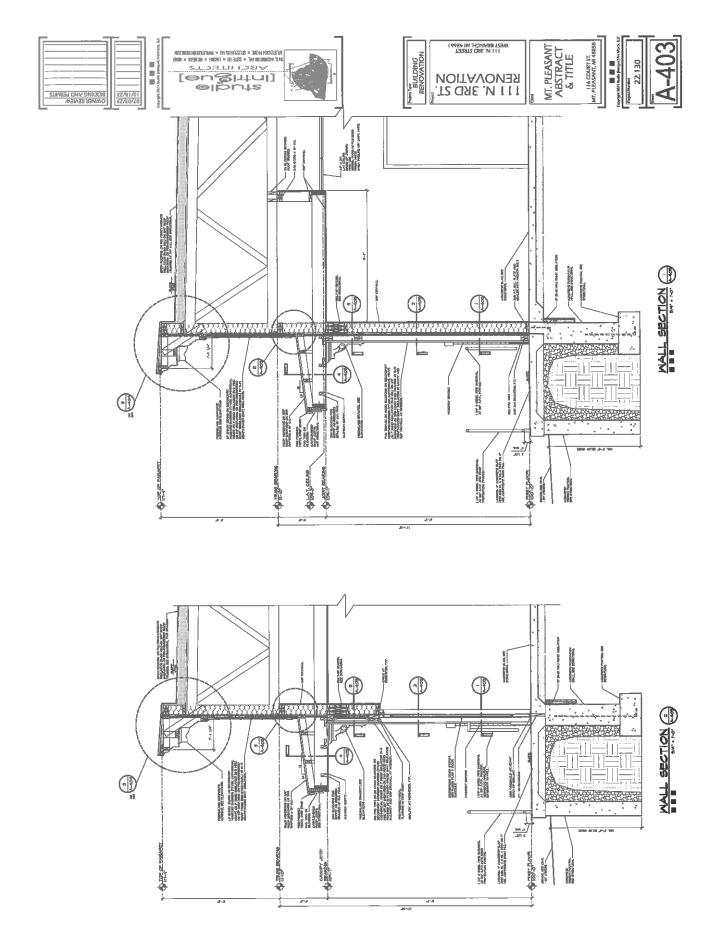


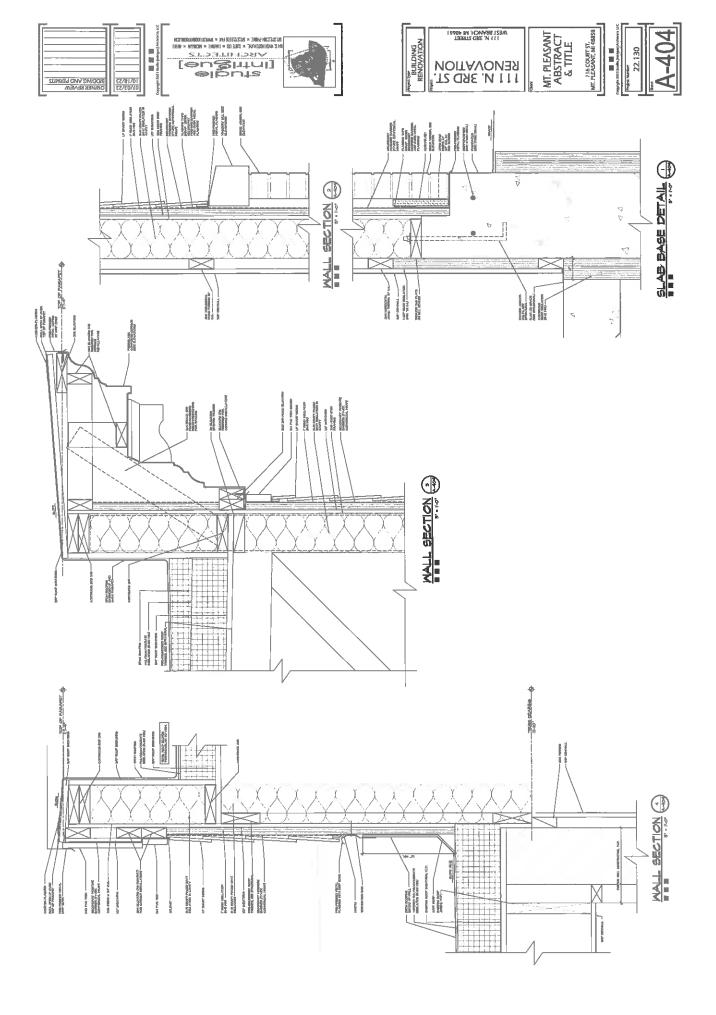
BUILDING SECTION 'A-A'

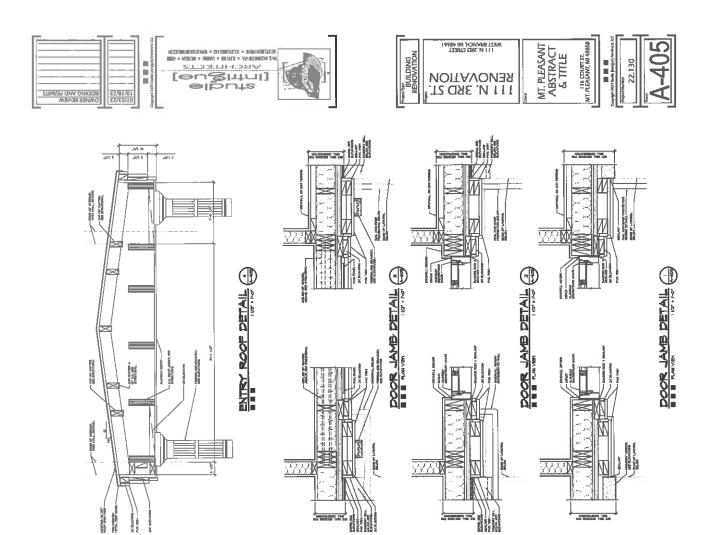


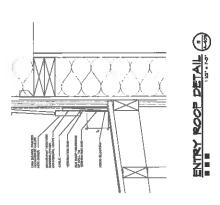


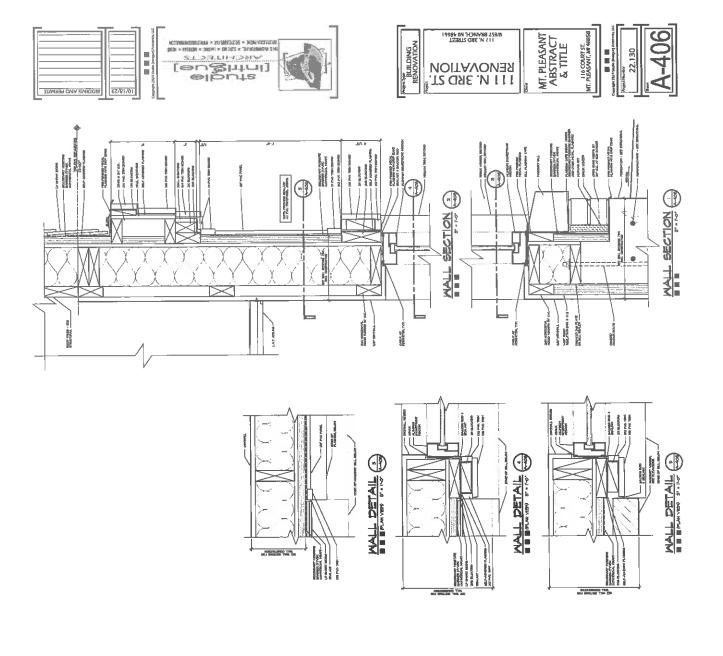
BULDING SECTION 19-19

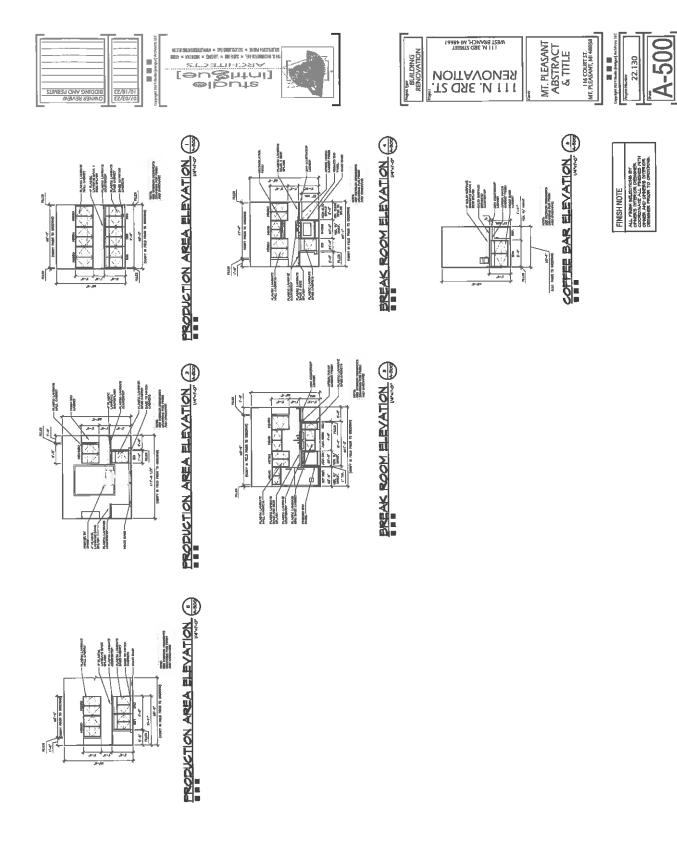


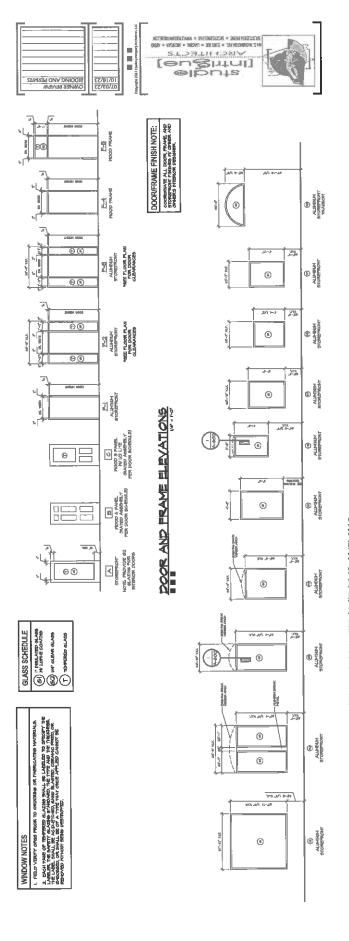
















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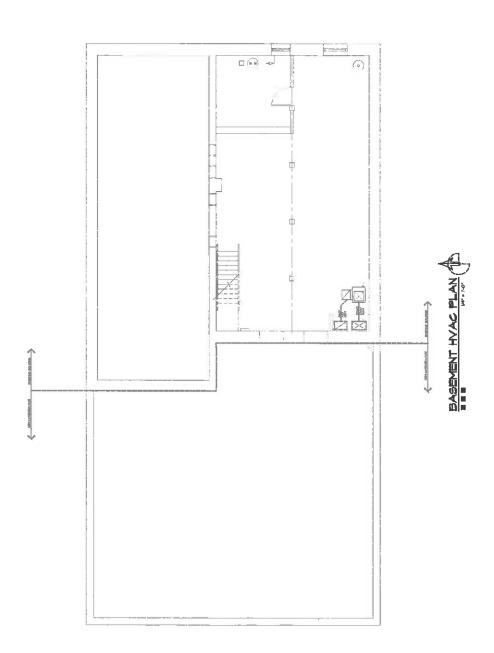
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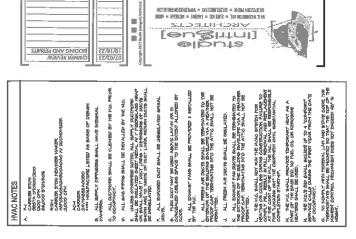
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MT. PLEASANT, MI 48858

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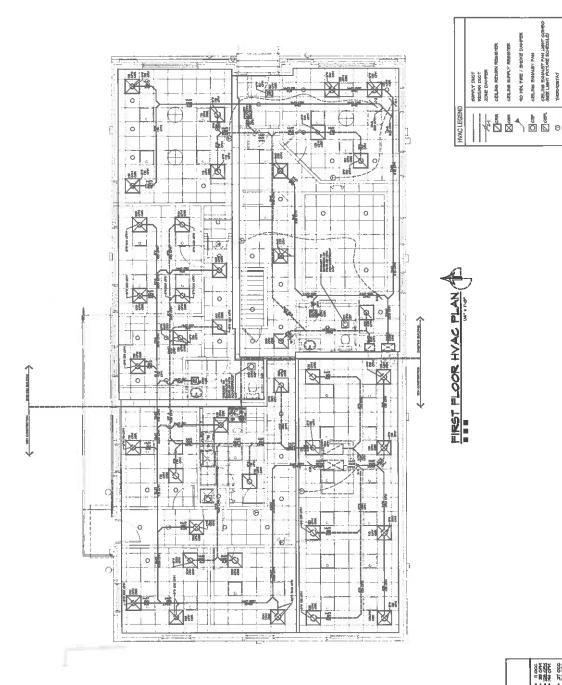
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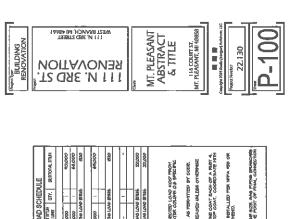
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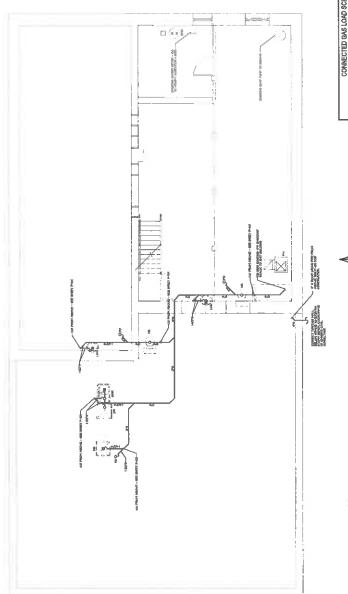
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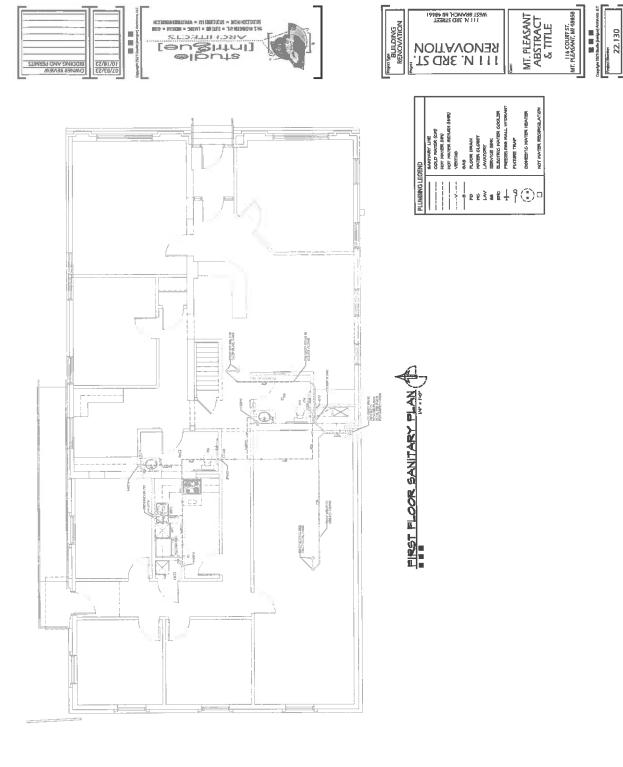
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PLUMBING NOTES

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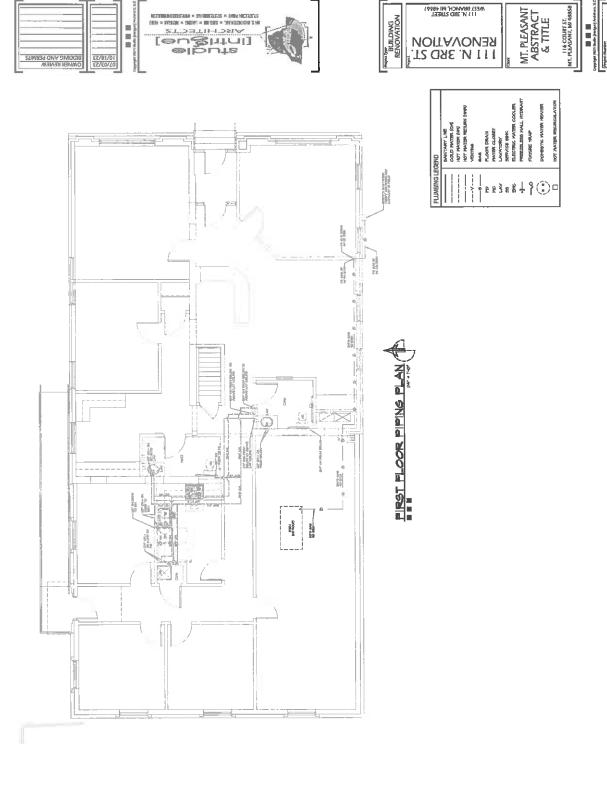
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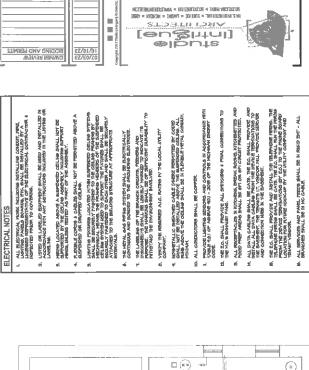
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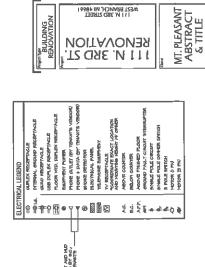
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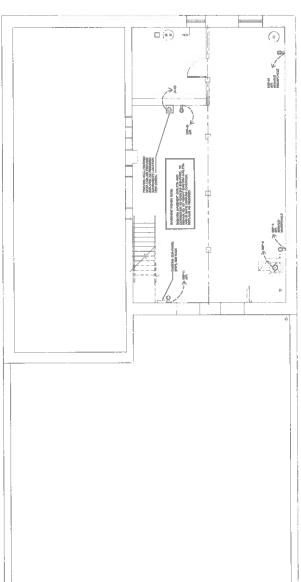


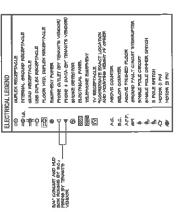
111 N. 3RD STREET WEST BRANCH, MI 48661





BASEMENT POWER PLAN A

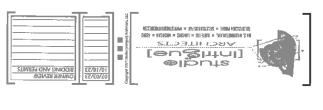




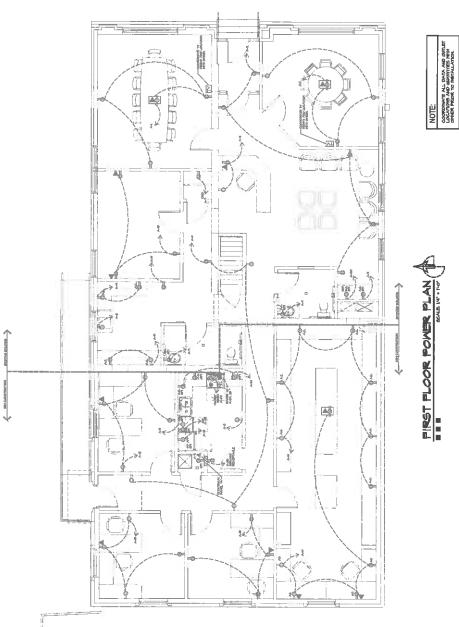
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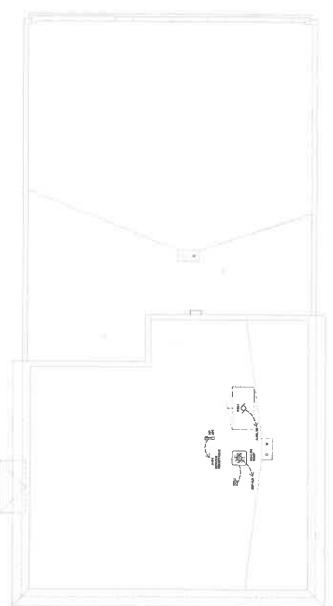
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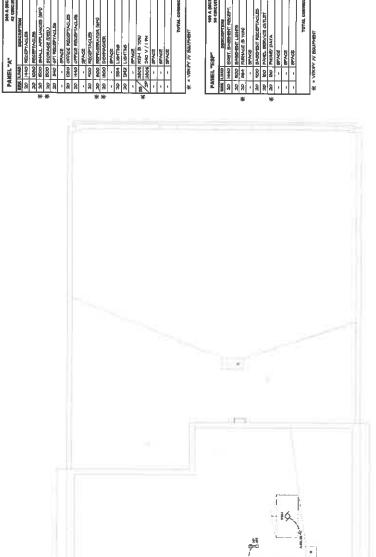
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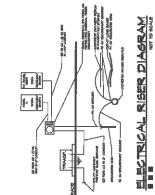


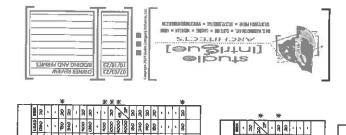




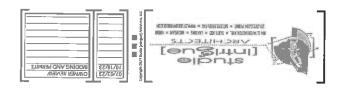
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ROOF POWER PLAN

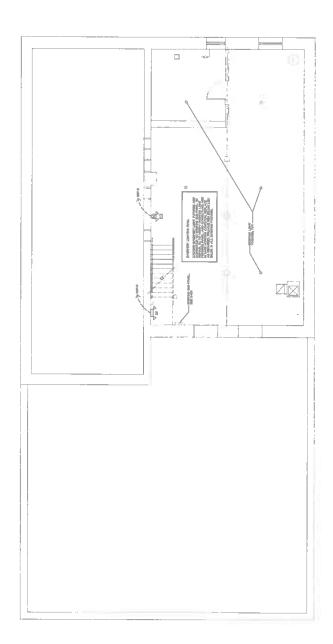




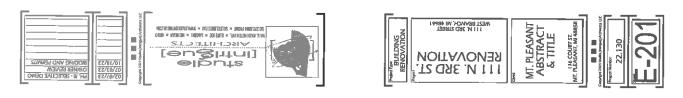


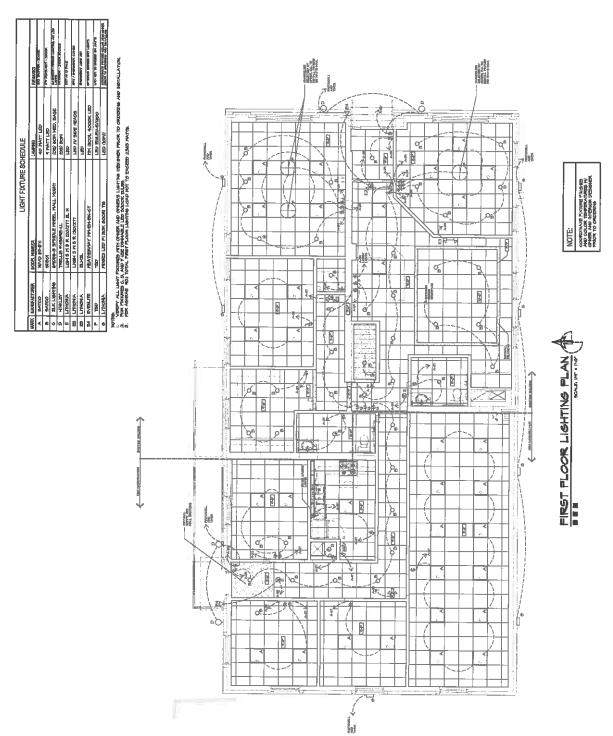












To: City of West Branch Attn: John Dantzer 121 N. Fourth St. West Branch, MI 48661



RE: City of West Branch Speaker System Infrastructure Proposal

Rauhorn Electric (REI) is pleased to provide a proposal for the installation of underground conduit and junction boxes for the proposed speaker system on M-55 from 4th Street to 2nd Street per the Third Coast Tech drawings dated 3/6/2024. REI will stub up conduit at the speaker and AV rack locations. All work above grade will be completed by others.

REI proposes to complete the installation of the conduit and junction boxes for a lump sum amount of:

Fifty-Six Thousand Nine Hundred Twenty-Five Dollars and Zero Cents \$56,925.00

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 CONTAMINTED 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
- –SPEAKERS/SOUND SYSTEM
- SPEAKER WIRE
- SPEAKER INSTALLATION
- -AV RACK INSTALLATION

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,



NET OF REVENUES & EXPENDITURES	TOTAL EXPENDITURES	Fund 248 - DDA OPERATING FUND: TOTAL REVENUES		TOTAL EXPENDITURES	Total Dept 000.000	248-000.000-995.700	248-000.000-994.700	248-000.000-956.700	248-000.000-940.700	248-000.000-935.703	248-000.000-865.700	248-000.000-801.700	248-000.000-782,700	248-000.000-750.700	248-000.000-729.700	Dept 000.000	Expenditures	TOTAL REVENUES	Total Dept 000.000	248-000.000-695,400	248-000.000-664.400	248-000.000-408.400	248-000.000-403.400	248-000.000-400.400	Revenues		Fund 248 - DDA OPERAT
PENDITURES		TING FUND:				INTEREST DUE ON BONDS	BOND	EXPENSES	GEN. MAINTENANCE/SNOW REMOVAL	SHOWMOBILE EXPENSES	PROFESSIONAL DEVELOPMENT	CONTRACTUAL SERVICES	ADMINISTRATION	RETAIL MERCHANTS	FLOWER PROJECT					MISCELLANEOUS	INTEREST INCOME	PERSONAL PROP TAX LOSS REIMBURSE	CURRENT PROPERTY TAX GEN.OP.	TAX INCREMENT FINANCING			Ä
0.00	131,500.00	131,500.00		131,500.00	131,500.00			1,500.00	9,000.00	300.00	1,000.00	104,800.00	2,400.00	7,500.00	5,000.00			131,500.00	131,500.00	1,500.00	0.00	40,000.00	10,000.00	80,000.00		ORIGINAL BUDGET	2023-24
0.00	131,500.00	131,500.00		131,500.00	131,500.00			1,500.00	9,000.00	300.00	1,000.00	104,800.00	2,400.00	7,500.00	5,000.00			131,500.00	131,500.00	1,500.00	0.00	40,000.00	10,000.00	80,000.00		AMENDED BUDGET	2023-2024
0	136,200	136,200		136,200	136,200	33,757	63,224	1,500	9,000	300	1,000	12,519	2,400	7,500	5,000			136,200	136,200	1,200	5,000	40,000	10,000	80,000		RECOMMEND BUDGET	2024-2025
!	į	i	į	•	!	66% OF \$51,146.47	66% OF \$95,794.52																			Г	

03/22/2024 10:41 AM User: JOHN DB: Westbranch City

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH
PERIOD ENDING 03/31/2024
% Fiscal Year Completed: 75.14

Page: 1/1

NET OF REVENUES & EXPENDITURES	Fund 248 - DDA OPERATING FUND: TOTAL REVENUES TOTAL EXPENDITURES	TOTAL EXPENDITURES	Total Dept 000.000	Expenditures Dept 000.000 248-000.000-729.700 ELOWER PROJECT 248-000.000-750.700 RETAIL MERCHANTS 248-000.000-782.700 ADMINISTRATION 248-000.000-801.700 CONTRACTUAL SERVICES 248-000.000-935.703 SHOWMOBILE EXPENSES 248-000.000-940.700 GEN. MAINTENANCE SNOW REMOVAL 248-000.000-955.700 PROFESSIONAL DEVELOPMENT 248-000.000-956.700 EXPENSES 248-000.000-959.000 CONTRIBUTIONS TO LOCAL GOVT	TOTAL REVENUES	Total Dept 400.000 - BOND REVENUE	Dept 400.000 - BOND REVENUE 248-400.000-691.000 PROCEEDS FROM SALE OF BOND	Total Dept 000.000	Revenues Dept 000.000 248-000.000-400.400 TAX INCREMENT FINANCING 248-000.000-402.400 CURRENT PROPERTY TAX GEN.OP. 248-000.000-408.400 PERSONAL PROPERTY TAX LOSS REIMBURSEMEN 248-000.000-665.400 INTEREST INCOME 248-000.000-691.000 PROCEEDS FROM SALE OF BOND 248-000.000-692.000 PROCEEDS ON CONTRACT PAYABLE 248-000.000-692.400 MISCELLANEOUS	MBER DESC
0.00	131,500.00 131,500.00	131,500.00	131,500.00	5,000.00 7,500.00 2,400.00 104,800.00 300.00 9,000.00 1,500.00	131,500.00	0.00	0.00	131,500.00	80,000.00 10,000.00 40,000.00 0.00 0.00 0.00 1,500.00	2023-24 ORIGINAL BUDGET
0,00	228,481.00 228,481.00	228,481.00	228, 481.00	5,000.00 7,500.00 2,400.00 104,800.00 300.00 9,000.00 1,000.00 1,500.00 96,981.00	228,481.00	0.00	0.00	228,481.00	80,000.00 10,000.00 40,000.00 0.00 0.00 96,981.00 1,500.00	2023-24 AMENDED BUDGET
93,066.58	249,812.12 156,745.54	156,745.54	156,745.54	0.00 7,500.00 1,800.00 50,451.71 0.00 0.00 0.00 12.83 96,981.00	249,812.12	0.00	0.00	249,812.12	89,766.31 9,037.65 49,179.87 4,047.29 0.00 96,981.00 800.00	YTD BALANCE 03/31/2024 NORM (ABNORM)
3,704.27	3,904.27	200.00	200.00	200.00 0.00 0.00 0.00 0.00 0.00 0.00	3,904.27	0.00	0.00	3,904.27	3,504.27 0.00 0.00 0.00 0.00 0.00 0.00 400.00	ACTIVITY FOR MONTH 03/31/24 INCR (DECR)
(93,066.58)	(21,331.12) 71,735.46	71,735.46	71,735.46	5,000.00 0.00 600.00 54,348.29 300.00 9,000.00 1,000.00 1,487.17 0.00	(21, 331.12)	0.00	0.00	(21, 331.12)	(9,766.31) 962.35 (9,179.87) (4,047.29) 0.00 0.00 700.00	AVAILABLE BALANCE NORM (ABNORM)
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03/22/2024 10:26 AM User: JOHN DB: Westbranch City

BALANCE SHEET FOR WEST BRANCH Period Ending 06/30/2023

Page: 1/1

Fund 248 DDA OPERATING FUND

GL Number	Description	Balance	
*** Assets	**		
248-000.000-001.00	O CASH CHECKING - CHEMICAL BANK	309,413.40	
Total Assets		309,413.40	
*** Liabilit	ies ***		
248-000.000-202.00 248-000.000-214.40		11,933.84 800.00	
Total Liabilities		12,733.84	
*** Fund Balance ***			
248-000.000-390.00	O CARRY OVER	203,236.69	
Total Fund Balance		203,236.69	
Beginning Fund Balance		203,236.69	
Net of Revenues VS Expenditures Ending Fund Balance Total Liabilities And Fund Balance		93,442.87 296,679.56 309,413.40	

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, MARCH 12, 2024.

Vice-Chairperson Bob David called the meeting to order at 6:00 p.m.

Present: Bob David, Josh Erickson, Kara Fachting, Mike Jackson, and Rusty Showalter.

Absent: Yvonne DeRoso and Cori Lucynski.

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

All stood for the Pledge of Allegiance.

MOTION BY DAVID, SECOND BY SHOWALTER, TO APPROVE THE MINUTES FROM THE MEETING HELD FEBRUARY 13, 2024.

Yes — David, Erickson, Fachting, Jackson, Showalter

No – None Absent – DeRoso, Lucynski Motion carried

John lacoangeli from Beckett and Raeder (attending virtually) continued discussion on the City's Economic Development Stategy. The Board reviewed the economic overview of the City with the following results being noted:

- The City is the retail hub of the region.
- The results show growth in economic output since 2019.
- The main source of jobs revolve around resteraunts, retail, and the medical field.
- There are over 7,000 people employed in the 48661 zip code.
- There is over \$1,000,000,000 in economic output for the region.
- There is a large diversity of business sectors in the region.

The Board also discussed concerns in the area with the two main issues revolving around work force housing and day care. Concerns with the local community college were also discussed.

The Board also went over some key target areas for economic growth within the City.

MOTION BY SHOWALTER SECOND BY ERICKSON, TO EXCUSE MEMBER FACHTING FROM THE FEBRUARY 13TH MEETING.

Yes — David, Erickson, Fachting, Jackson, Showalter

The Board discussed the annual update to the Master Plan. No changes were recommended but a gramatical error was noted. It was further noted the rewrite of the plan would begin this spring.

Member Fachting noted the Mobil gas station downtown is closing at the end of the month and will need to be an area of concern for redevelopment.

Member Jackson noted he would like to see the City look into developing a vacant part of the park. Member Erickson, who also serves as the chair for the Recreation Committee, noted he would bring it up to the board as an area for them to look into.

Member David noted he has recently seen more positive response to the road rehabilitation project.

Vice Chairperson David closed the meeting at 6:53 pm.