

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

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

Present: Alan Bruder, Joe Clark, Samantha Fabbri, Autum Hunter, and Sandy Rabidue.

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

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

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

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

**No – None
Motion carried**

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As an addition to the agenda, the Board discussed the open seat created by the resignation of member Bennett.

**MOTION BY RABIDUE, SECOND BY HUNTER, TO DECLARE THE SEAT CREATED
BY THE RESIGNATION OF MEMBER BENNETT OPEN AND TO ADVERTISE THE
OPEN SEAT ON THE CITY'S WEBSITE.**

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

**No – None
Motion carried**

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**MOTION BY RABIDUE, SECOND BY CLARK, TO APPROVE THE MINUTES FROM
THE MEETING HELD MARCH 26, 2024.**

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

**No – None
Motion carried**

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The Board discussed the planters for the downtown streetscape. It was the consensus that the current planned planters were larger than needed and would take up too much room

on the sidewalks. It was also noted they would prefer to switch to smaller planters that would hold the trees only and use pots for the plants. The location of the planters was also discussed including locations to remove them from.

MOTION BY FABBRI, SECOND BY RABIDUE, TO SWITCH ALL PLANTERS TO 4X4 AND REMOVE THE PLANTERS IN FRONT OF THE POCKET PARK, MOVIE THEATER, AND ALLEY BY SUN SPA TANNING.

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

**No – None
Motion carried**

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MOTION BY CLARK, SECOND BY HUNTER, TO APPROVE RECOMMENDATION OF THE BUDGET AS SUBMITTED.

GL NUMBER	DESCRIPTION	2024-25 RECOMMENDED BUDGET
Revenues		
Dept 000.000		
248-000.000-400.400	TAX INCREMENT FINANCING	80,000
248-000.000-403.400	CURRENT PROPERTY TAX GEN.OP.	10,000
248-000.000-408.400	PERSONAL PROPERTY TAX LOSS REIMBURSEMENT	40,000
248-000.000-664.400	INTEREST INCOME	10,800
248-000.000-692.000	PROCEEDS ON CONTRACT PAYABLE	0
248-000.000-695.400	MISCELLANEOUS	1,200
Total Dept 000.000		142,000
TOTAL REVENUES		142,000
Expenditures		
248-000.000-728.000	FAÇADE PROJECT	10,000
248-000.000-729.700	FLOWER PROJECT	5,000
248-000.000-750.700	RETAIL MERCHANTS	7,500
248-000.000-782.700	ADMINISTRATION	2,400
248-000.000-801.700	CONTRACTUAL SERVICES	8,319
248-000.000-865.700	PROFESSIONAL DEVELOPMENT	1,000
248-000.000-935.703	SHOWMOBILE EXPENSES	300
248-000.000-940.700	GEN. MAINTENANCE/SNOW REMOVAL	9,000
248-000.000-956.700	EXPENSES	1,500
248-000.000-959.000	CONTRIBUTIONS TO LOCAL GOVT	
248-000.000-994.700	BOND	33,757
248-000.000-995.700	INTEREST DUE ON BONDS	63,224
Total Dept 000.000		142,000

TOTAL EXPENDITURES	142,000
TOTAL REVENUES	142,000
TOTAL EXPENDITURES	142,000
NET OF REVENUES & EXPENDITURES	0

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

**No – None
Motion carried**

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Ms. Mullins gave an update on the Houghton Ave project and noted the water main was completed and they would be doing the water services this week. She also noted they are currently working on building the road and would be installing conduit and planning for concrete next week.

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Chairperson Fabbri noted the Art and Wine Walk was a big success and noted they are still looking at trying to do more downtown events this year.

Member Bruder asked if anyone was experiencing an impact on their business due to the road rehabilitation. It was the consensus that those that have seen some decrease in sales, was much less than anticipated.

Member Rabidue asked about the façade grant that was awarded at the March meeting. Secretary/Manager Dantzer noted the owner was notified and that the grant money would not be awarded until completion so it would most likely be in the next fiscal year.

Member Resteiner noted the Highway Brewery is now doing Door Dash and that she would like to see some more downtown events this year as it brought a lot of traffic to the downtown for the businesses.

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The meeting was adjourned at 12:50 pm.