

SPECIAL INFORMATIONAL MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY HELD AT THE WEST BRANCH CITY HALL AT 121 N. FOURTH ST. ON TUESDAY, JUNE 27, 2023.

Chairperson Fabbri called the meeting to order at 12:08 pm.

Present: Samantha Fabbri, Autum Hunter, Sandy Rabidue, Ken Walters, and Cathy Zimmerman.

Absent: Anthony Bair, Joanne Bennett, Joe Clark, and Erin Resteiner.

Others present: DDA Secretary/City Manager John Dantzer

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Chairperson Fabbri noted the reason for the special meeting was to hold the first of the two 2023 required informational meetings as required by the DDA Act.

She noted the projects worked on during the first part of 2023 and the main areas of focus for the remainder of 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 submitted grants for the DNR Michigan Spark Grant and the MEDC Public Spaces Grant program in the spring of 2023 and will continue to monitor for additional funding sources.
2. Work with City Council on the Houghton Ave redesign project.
 - The Board worked on funding options for the streetscape project. The notice for bids was released in June by MDOT and will be closed at the end of July. Once the bid is awarded, the Board will review the portion of the project they are responsible for and finalize funding.
3. Continue the downtown flower and snow removal projects.
 - The Board again sponsored the flowers with the flowers being completed in May. 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 2022 but we will continue to discuss optional themed banners that would be instituted after the road reconstruction and streetscape is completed in 2024.

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

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Chairperson Fabbri adjourned the meeting at 12:010 pm.