

- AGENDA -

SPECIAL MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY (DDA) TO BE HELD JOINTLY WITH CITY COUNCIL AND THE PLANNING COMMISSION AT THE WEST BRANCH POLICE DEPARTMENT, 130 PAGE ST, WEST BRANCH, MICHIGAN, 48661 ON MONDAY, FEBRUARY 6, 2023, BEGINNING AT 6:00 P.M.

- I. Call to Order
- II. Roll Call
- III. Additions to agenda
- IV. Public comment on agenda items only
- V. New Business
 - A. Annual update
- VI. Unfinished Business
- VII. Public comment
- VIII. Adjournment

MEETING NOTICE

To comply with the Michigan Open Meetings Act (MCL 15.265):

The City of West Branch Planning Commission and Downtown Development Authority, 121 N. Fourth St. West Branch, MI 48661. Phone: (989) 345-0500; email: cityhall@westbranch.com
Internet where meeting notices are posted: www.westbranch.com (click on “CALENDAR OF EVENTS AND NOTICE OF MEETINGS” or go directly to <http://www.westbranch.com/calendar.php>)

Notice of Meeting

NOTICE IS HEREBY GIVEN that the City of West Branch Planning Commission and Downtown Development Authority will hold a Special meeting jointly with the City Council on the following date, time and place:

DATE: Monday, February 6, 2023
TIME: 6:00 pm
PLACE: City Police Department
130 Page St., West Branch MI 48661
AGENDA: Annual joint meeting to go over annual reports

Accommodations and necessary reasonable auxiliary aids and services are available upon request to persons with disabilities, as well as the hearing impaired, who require alternately formatted materials or auxiliary aids to ensure effective communication and access to meetings or hearings. All requests for accommodation should be made with as much advance notice as possible by contacting City Clerk Lori Ann Clover at (989) 345-0500; 121 N. 4th St., West Branch, MI 48661; email: clerk@westbranch.com.

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.