

## AGENDA

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD IN PERSON AND VIRTUALLY AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY, MARCH 20, 2023, BEGINNING AT 6:00 P.M.

PLEASE NOTE: All guests and parties in attendance are asked to sign in if they will be making any comments during meetings, so that the City Clerk may properly record your name in the minutes. Public comments are limited to 3 minutes in length while matters from the floor are limited to 10 minutes. All in attendance are asked to silence all cell phones and other electronic devices. Accommodations are available upon request to those who require alternately formatted materials or auxiliary aids to ensure effective communication and access to City meetings or hearings. All request for accommodations should be made with as much advance notice as possible, typically at least 10 business days in advance by contacting City Clerk Lori Ann Clover at (989) 345-0500. [DISCLAIMER: Views or opinions expressed by City Council Members or employees during meetings are those of the individuals speaking and do not represent the views or opinions of the City Council or the City as a whole.] [NOTICE: Audio and/or video may be recorded at public meetings of the City Council.]

- I. Call to order
- II. Roll call
- III. Pledge of Allegiance
- IV. Scheduled Matters from the Floor
  - A. County Update
  - B. Ben Hodges – Houghton Ave parking
- V. Public hearing
  - A. Proposed 2023-2027 Five-Year Parks and Recreation Plan
- VI. Additions to the agenda
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
- IX. Unfinished Business
- X. New Business
  - A. Bills
  - B. Special Event-May Mental Health Awareness
  - C. Resolution 23-08 2023-2027 Five-Year Parks and Recreation Plan
- XI. Approval of the minutes and summary from the regular meeting and held March 6, 2023.
- XII. Consent Agenda
  - A. Treasurer's Report and Investment Summary
  - B. February Police Report
  - C. Minutes from the Planning Commission Special Meeting held February 21, 2023
  - D. Minutes from the Recreation Committee Special Meeting held March 9, 2023
- XIII. Communications
  - A. CIOSUP Michigan Public Policy Survey
- XIV. Reports

A. Mayor

1. Appointment of Karen Biggs to the Election Commission
2. Appointment of Karen Biggs to the Zoning Board of Appeals as an alternate.

B. Council

C. Manager

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

March 21 WWTPA 3:30 pm

March 27 & 28 Board of Review

March 28 DDA 12:00 pm

April 3 City Council 6:00 pm

April 11 Planning Commission 6:00 pm

April 17 City Council 6:00 pm

April 19 Airport Board 12:15 pm

April 25 DDA 12:00 pm

## NOTICE OF FIVE-YEAR RECREATION PLAN PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held by the West Branch City Council on Monday, March 20, 2023 at 6:00 p.m.; within Council Chambers of West Branch City Hall at 121 N. Fourth St. The purpose of the hearing is to take public comment from community members and consider the adoption of the City of West Branch Five Year Recreation Plan, 2023-2027. A Park and Recreation Plan assists the City in identifying recreation needs. The plan will serve as a guide to document priorities for improvements. When approved by the Michigan Department of Natural Resources (MDNR), the plan qualifies the City for recreation grants, which are administered through the MDNR. The proposed plan includes a community description, an overview of the administrative structure of the City, an inventory of existing facilities, a recreation needs analysis, goals and objectives, and capital improvement priorities for the next five years. A copy of the draft Parks and Recreation Plan 2023-2027 is available for public review at City Hall, located at 121 N. Fourth St., West Branch MI 48661 as well as on the City's website at [www.westbranch.com](http://www.westbranch.com). Comments may be made at West Branch City Hall at 121 N. Fourth St prior to the meeting or be made in person during the meeting. Any questions concerning this public hearing can be directed to West Branch City Hall at (989) 345-0500. Accommodations are available upon request to persons with disabilities who require alternately formatted materials or auxiliary aids to ensure effective communication and access to City meetings or hearings. All requests for accommodation should be made at least 10 business days in advance by contacting City Clerk, Lori Ann Clover at (989) 345-0500.



**Five Year  
Parks and Recreation Plan  
2023-2027**

***Prepared for:  
The Citizens of the City of West Branch***

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## City of West Branch Five Year Recreation Plan 2023 – 2027

Prepared by the City of West Branch Recreation Committee and the City of West Branch  
Planning Commission with assistance from:

**City Manager's Office**

John Dantzer, City Manager

**Mayor and City Council**

Paul Frechette, Mayor

Carol Adair

Joanne Bennett

Mike Jackson

Ellen Pugh

Rusty Showalter

Cathy Zimmerman

**Recreation Committee**

Lois Bergquist

Lisa Sauer

Meredith Schleicher

Carol Adair

Josh Erickson

**Planning Commission**

Cori Lucynski, Chairperson

Robert David

Yvonne DeRoso

Josh Erickson

Kara Fachting

Mike Jackson

Rusty Showalter

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## Table of Contents

<b>COMMUNITY DESCRIPTION</b>	
City Map -----	4
Overview-----	5
<b>ADMINISTRATIVE STRUCTURE</b>	
Roles of Commissions or Advisory Boards-----	6
Department and Staff Descriptions-----	6
Organizational Chart-----	7
Annual and Projected Budget -----	7
Current Funding Sources-----	8
Role of Volunteers-----	8
Relationship with School Districts, Other Agencies-----	8
<b>PARK AND RECREATION POLICIES AND PROCEDURES</b>	
Chapter 4 or the Code of Ordinances titled Parks and Recreation-----	9
<b>RECREATION INVENTORY</b>	
Description of Methods Used to Conduct the Inventory-----	15
Recreation Inventory Map-----	16
Description of Inventory-----	17
Accessibility Assessment-----	27
Status Report for all Grant-Assisted Park and Recreation Facilities-----	27
<b>RESOURCE INVENTORY</b> -----	29
<b>DESCRIPTION OF THE PLANNING PROCESS</b> -----	30
<b>DESCRIPTION OF THE PUBLIC INPUT PROCESS</b>	
Description of the Methods Used to Solicit Public Input-----	30
<b>GOALS AND OBJECTIVES</b>	
Demographic Characteristics-----	31
Goals and Objectives-----	37
<b>ACTION PROGRAM</b> -----	38

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## 1. Community Description

### City Map

#### City of West Branch



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## Overview

The City of West Branch is located in Ogemaw County. As the county seat of Ogemaw, the City of West Branch is a growing community. Situated in the southwest quadrant of Ogemaw County, the City of West Branch is conveniently located near Business Loop-I-75, M-55, and M-33. With its prominent location off of I-75 exits 212 and 215, as well as the pristine woodlands that surround the community, the City of West Branch has proudly earned the nickname “Up North, Down Home”.

The City of West Branch is composed of 1.2 square miles that are located within the State’s northern recreational area. The City of West Branch is bordered by West Branch Township on the north, south and east and Ogemaw Township to the west.

Ogemaw County has fourteen townships in all: Foster Township, Rose Township, Goodar Township, Edwards Township, Horton Township, Mills Township, Richland Township, West Branch Township, Hill Township, Cumming Township, Klacking Township, Ogemaw Township, Logan Township, and Churchill Township. Two other governmental jurisdictions besides the City of West Branch also call Ogemaw County home: The City of Rose City and the Village of Prescott.

The City of West Branch is home to the only hospital in Ogemaw County and is the central shopping area for the county.

A Five-Year Recreation Plan is a valuable tool for many reasons. This Plan provides the City of West Branch with an opportunity to identify its recreational needs and determine its long-range recreation goals. The City’s recreation plan would include all aspects of recreation including such things as park and playgrounds, indoor and outdoor sports, walking and biking trails, physical and mental health, and events such as concerts, plays, movies, farmers markets, and downtown events. Once our Plan is approved by the Michigan Department of Natural Resources, we become eligible to participate in the State Parks and Recreation Grant Programs



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## **2. Administrative Structure**

### **Roles of Commissions or Advisory Boards**

The City of West Branch Recreation Committee has jurisdiction over recreational items that pertain to the residents of the City; however, their authority is merely advisory in nature. All decision-making authority remains vested in either the Planning Commission or the City Council, depending on the situation (zoning issues generally fall to the Planning Commission, whereas all other issues generally fall to the City Council).

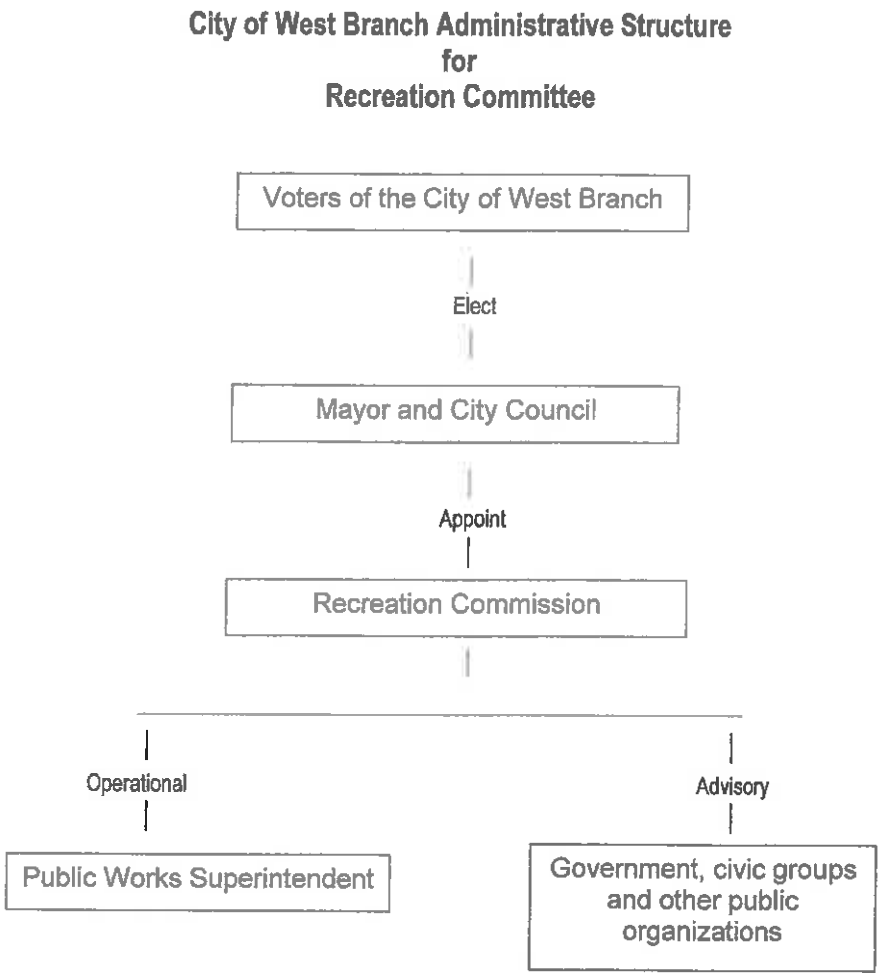
City Council Members are duly elected to their positions. Planning Commission members are appointed to their positions by City Council. Members of the Recreation Committee are City residents who are also appointed to their positions by City Council.

### **Department and Staff Description**

The parks and recreation department for the City of West Branch consists of the Department of Public Works, working under the direction of the City Manager. The City Manager works at the pleasure of City Council, who accepts the advice and guidance of the Planning Commission as well as the Recreation Committee.

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**Organizational Chart**



**Annual & Projected Budgets for Operations, Maintenance, Capital Improvements & Recreation Programming.**

The annual budget for Parks and Recreation operations, maintenance, capital improvements and recreation programming are provided each year through the City’s budgeting process. Budget expense figures for the 2022-23 fiscal year were \$65,309. Projected budgets are anticipated to remain stable with slight increases for anticipated cost increases.

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Projected budgets will indicate the City's on-going commitment for parks and recreation operations and maintenance and recreation programming. Future fiscal year budgets will continue to include expenditures in order to maintain parks and recreation services. Further, the City will, in conjunction with the Capital Improvement Schedule included in this plan, budget for City grant match requirements as projects are developed and grants funds are applied for.

### **Current Funding Sources**

The City of West Branch maintains its park through the expenditure of public funds budgeted in the Parks and Recreation department of the General Fund. The City does not have a park millage or other funding source for recreation but funds the department through the general obligation millage. The City also receives donations for specific recreation programs like the Summer Music Series. The City also looks for grants to help fund projects.

### **Role of Volunteers**

The City of West Branch is fortunate to have a number of volunteer individuals and groups who have assisted the City with a variety of parks and recreation related projects. The West Branch Creative Arts Association sponsors the highly successful annual Victorian Art Fair at Irons Park. Another volunteer group, the West Branch Optimist Club, sponsors an annual fishing derby for children and an annual Easter Egg Hunt which are both held at Irons Park. The West Branch Summer Music Series sponsors a summer music series at the Irons Park Pavilion. Throughout the years, a number of citizens have volunteered in assisting with general cleanup of Irons Park. Some of those organizations have been the Optimist Club, Kiwanis, and Faith Alive Church. City staff assists in coordinating activities with volunteers to provide recreation related activities for the citizens.

### **Relationship(s) with School District, Public Agencies, and Private Organizations.**

The City will continue to work with the West Branch-Rose City School District to offer recreational opportunities. Due to the location of the elementary and middle school, the City will work closely with the school district in planning and developing recreational facilities that will be mutually beneficial.

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The City meets with the two adjacent townships, West Branch Township and Ogemaw Township, on a regular basis regarding provision of recreation facilities and programs so there is no duplication of services to the community. These discussions have also led to the thought that a committee be formed to explore the benefits of regional planning, such as the creation of a joint recreation plan. The City also monitors the County recreation plan to foster a collaborative working environment.

The City has recently been involved with members of the community on a newly formed Trail Town committee to explore ways to increase the walking and biking trails throughout the community. West Branch Township, Ogemaw Township, and the City of West Branch continue to work on a walking path to connect the three together and have a walkway that extends from the 212 to 215 I 75 freeway ramps.

The City also enjoys great relationships with private organizations that offer assistance towards recreational projects in the City as well. For instance, groups such as the Chamber of Commerce and private businesses work with the City to sponsor an annual "Winter Family Fun Day" at Irons Park. Our local "Downtown Retail Merchants" group through a "Fabulous Fridays" subcommittee collaborate with the City to bring many recreational activities to our downtown area. The City allows the West Branch Creative Arts Association to use the park for their annual Victorian Art Fair and, in return, the Association donates money each year back to the City for park improvements.

## **PARKS AND RECREATION POLICIES AND PROCEDURES**

Following is Chapter 4 titled Parks and Recreation from the City of West Branch Code of Ordinances.

### **CHAPTER 4. PARKS AND RECREATION**

#### **ARTICLE I. IN GENERAL**

##### **Sec. 8-181. Compliance required.**

It is unlawful for any person to do any act herein forbidden, or to fail to perform any act herein required while any provision of this chapter by its terms or by necessary implications shall be applicable to that person.

(Code 1994, § 93.02; Ord. No. 133, 2-16-1976)

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### **Sec. 8-182. Hours of operation.**

City parks shall be open to the public daily between the hours of 7:00 a.m. and 10:00 p.m. No person shall occupy or be present in any park during the hours it is not open to the public, provided that city personnel, police officers on official duty or other city officers or employees on park duty, conducting city business or other persons with special permits are not so restricted.

(Code 1994, § 93.03; Ord. No. 133, 2-16-1976; Ord. No. 149, 9-10-1979)

### **Secs. 8-183—8-215. Reserved.**

## **ARTICLE II. PARK USE PERMITS**

### **Sec. 8-216. Permit required; application.**

Any club, school, association, organization or recognized group desiring the use of specific areas of any park, such as picnic areas, athletic fields or ice rinks, shall file an application with the city council through the city clerk and shall not use the park or area until the permit is granted.

(Code 1994, § 93.15; Ord. No. 133, 2-16-1976)

### **Sec. 8-217. Social permits, agreements and contracts.**

Any club, school, organization, association or recognized group desiring the use of a portion of the park system for a money raising affair whether to cover the cost of operation or for profit, shall file an application with the city council and pay to the council such fees, charges, rents or percentages as required by the city council for such activities and events. The applications, among other information, must designate the portion of the park desired, where ticket sales will be set up or if money is to be collected and how much per person or other unit of measurement and the location of which is under the control of the city council. Any fees for the permit may be waived or refunded at the discretion of the city council.

(Code 1994, § 93.16; Ord. No. 133, 2-16-1976)

### **Sec. 8-218. Exclusive use of parks.**

No permit shall be issued for the exclusive use of any park and no permittee shall exclude the public from the parks, charge any admittance fee, sell tickets, or otherwise require anyone to pay any fee for entering any park, except as provided in section 8-217.

(Code 1994, § 93.17; Ord. No. 133, 2-16-1976)

### **Sec. 8-219. Granting of permits.**

The authority for granting permits shall be with the city council.

(Code 1994, § 93.18; Ord. No. 133, 2-16-1976)

### **Sec. 8-220. Clean-up by permittee.**

All permits shall require the permittee to clean up the park area after activity has terminated and all applications for permits must give the name, address and phone number of the permittee or person responsible for the necessary policing thereof.

(Code 1994, § 93.19; Ord. No. 133, 2-16-1976)

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**Sec. 8-221. Honoring special permits.**

All persons shall honor any special permit issued by the city council for certain areas, days, and times to clubs, organizations, teams or any other groups, including, but not limited to, public grounds, ball fields, skating rinks or stadiums, provided the permit is presented on official forms.

(Code 1994, § 93.20; Ord. No. 133, 2-16-1976)

**Secs. 8-222—8-255. Reserved.***ARTICLE III. PARK RULES***Sec. 8-256. Injuring or defacing park equipment or facilities.**

No person in any park owned or operated by the city shall willfully mark, deface, disfigure, cut, injure, tamper with, break, displace, or remove any buildings, cables, benches, tables, fireplaces, grills, light poles, fountains, tennis nets, trees, playground equipment, public utilities or parts or appurtenances thereof, signs, notices or placards, whether temporary or permanent, monuments, flag poles, stakes, posts, fences or other boundary markers, or other structures or equipment, facilities or park property or appurtenances whatsoever, either real or personal.

(Code 1994, § 93.30; Ord. No. 133, 2-16-1976)

**Sec. 8-257. Building fires.**

Unless permission is given by the city council, the city manager, or his designated agent, no person shall kindle, or build or cause to be kindled or built a fire in any park except in places designated by the city council. In those areas where fires are generally permissible, such fires must be contained in a receptacle designed for the purpose of building a fire and must be attended at all times. No person shall set fire to trash or garbage or the contents of trash receptacles at any time. Exceptions to any of the above must have written approval from the city council.

(Code 1994, § 93.31; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

**Sec. 8-258. Use of playground equipment by adults.**

No adult person shall in any manner use any of the playground apparatus or devices meant exclusively for the use of children.

(Code 1994, § 93.32; Ord. No. 133, 2-16-1976)

**Sec. 8-259. Restricted sections of parks; restrictions on smoking in parks.**

Unless permission is given by the city council, the city manager, or his designated agent, no person, other than city employees, shall enter upon any area of the park system where persons are prohibited from going as indicated by signs, notices or secured by fences and gates.

(Code 1994, § 93.33; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

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**Sec. 8-260. Smoking restricted.**

No person shall smoke in areas other than those indicated by signage to be designated smoking areas. No person shall dispose of smoking paraphernalia, including cigarettes and cigarette butts, anywhere other than in receptacles specifically designed for such disposal.

(Code 1994, § 93.33; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

**Sec. 8-261. Hindering or resisting park police or employees in performance of duties.**

- (a) No person shall resist any police officer or city employee exercising his duty within the park area or fail or refuse to obey any lawful command of any such police officer or park employee or in any way interfere with or hinder or prevent any such police officer or park employee from discharging his duty.
- (b) No person shall interfere with or in any manner hinder any employee of the city while engaged in construction, maintenance, repairing or caring for any park property.

(Code 1994, § 93.34; Ord. No. 133, 2-16-1976)

**Sec. 8-262. Firearms; bows and arrows; fireworks and other devices.**

No person shall carry or discharge firearms of any description, sling shots, bow and arrows, or discharge fireworks, firecrackers, rockets or any types of fireworks, or things containing any substance of any explosive nature within the park system.

(Code 1994, § 93.35; Ord. No. 133, 2-16-1976)

**Sec. 8-263. Disorderly conduct.**

No person shall make or excite any disturbance or contention on any public grounds or park. No person shall use any indecent, immoral, obscene, vulgar or insulting language in the presence or hearing of any other person.

(Code 1994, § 93.36; Ord. No. 133, 2-16-1976)

**Sec. 8-264. Public intoxication; intoxicating liquors.**

No intoxicated person shall either enter or remain in the park system. However, alcoholic beverages will be permitted for consumption in the picnic areas only.

(Code 1994, § 93.37; Ord. No. 133, 2-16-1976)

**Sec. 8-265. Animals.**

No person shall bring in, cause, or allow any dog, cat or other pets or animals which he owns or has permission to control within the confines of any park unless such animal is attached to a leash not to exceed six feet in length; such leash to be of sufficient strength to hold such animal in constant check. No person shall intentionally allow any animal to deposit waste in any area of the park system unless the person in control of that animal immediately removes and disposes of such waste in the proper sanitary manner.

(Code 1994, § 93.38; Ord. No. 133, 2-16-1976)

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**Sec. 8-266. Removal of soil, trees and shrubs.**

No person shall dig or remove soil, rocks, stones, trees, shrubs or plants, nor pick flowers, nor attach any rope, wire or other device to any tree, plant, post, public utilities or any other structure.

(Code 1994, § 93.39; Ord. No. 133, 2-16-1976)

**Sec. 8-267. Fountains.**

No person shall throw, discharge or otherwise place in the waters of any water fountain, drinking fountain, washbasin, toilets, any substance, liquid or solid, which may result in water pollution or create a health hazard to the public. No person shall urinate in, defecate in, vomit in, or otherwise foul the water in any water fountains or washbasins. No person shall climb on or in any water fountains, including decorative fountains. No person, other than city employees, shall remove money or coins from any water fountains, including decorative fountains.

(Code 1994, § 93.40; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

**Sec. 8-268. Sleeping in parks.**

Unless permission is given by the city council, the city manager, or his designated agent, no person shall sleep, whether in a vehicle, trailer, tent, hammock or other manner in the park system during the hours the park is closed to the public.

(Code 1994, § 93.41; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

**Sec. 8-269. Throwing stones.**

No person shall throw or cast any stones within the city park system.

(Code 1994, § 93.42; Ord. No. 133, 2-16-1976)

**Sec. 8-270. Littering in park.**

No person shall deposit any litter, rubbish, garbage, cigarette butts, broken glass, cans, bottles, or refuse matter of any kind, in or upon any part of the park system other than such refuse accumulated from organized and acceptable activities within the park, and such refuse must be deposited in receptacles provided for that purpose.

(Code 1994, § 93.43; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

**Sec. 8-271. Disregarding posted signs, rules and regulations.**

Unless permission is given by the city council, the city manager, or his designated agent, no person shall willfully disregard posted signs, which regulate the days, hours for various activities, or any other signs installed, posted or attached for control, maintenance, safety or any other purpose within the park system. This includes signs prohibiting climbing on fountains, as well as signs establishing designated smoking areas.

(Code 1994, § 93.44; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

**Sec. 8-272. Public meetings; parades.**

Unless permission is given by the city council, the city manager, or his designated agent, no person, organization, club or group shall hold or participate in any parade, drill, exhibition, political meeting, religious meeting, concert, lecture or public entertainment of any kind within the park system.

(Code 1994, § 93.45; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

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**Sec. 8-273. Posting or distributing advertisements.**

Unless permission is given by the city council, the city manager, or his designated agent, no person shall display any placard or advertisement of any kind in the park system, nor shall any person distribute, cast, throw or place any handbill, pamphlet, circular, advertisement or notice of any kind, nor post, stencil or otherwise affix any notice or bills, advertisement or other papers, upon structure or things in or about the park premises.

(Code 1994, § 93.46; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

**Sec. 8-274. Games and sports.**

Unless permission is given by the city council, the city manager, or his designated agent, no person shall engage in any sport, game, exercise or amusement in the park system except such portions thereof as may be designated by the city council and then only under such rules and regulations as may be prescribed by the city council.

(Code 1994, § 93.47; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

**Sec. 8-275. Sale or display of merchandise.**

No person shall carry on any trade or business or sell or display any goods, wares or merchandise in the park system without permission from the city council, the city manager, or his designated agent.

(Code 1994, § 93.48; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

**Sec. 8-276. Use of ice skating rink.**

No person shall draw, push or slide any sled, toboggan or any other device on any ice skating rink, nor shall hockey be played or hockey sticks be allowed on the ice during the time hockey is prohibited, nor shall items used for marking goals, such as boxes, cans, milk cases, broken cement, boards, or any other items used for such purpose remain on the ice when the game is over. No person shall throw snowballs, break bottles or glass upon the ice surface or surrounding park area.

(Code 1994, § 93.49; Ord. No. 133, 2-16-1976)

**Sec. 8-277. Operation of motor vehicles.**

- (a) The operation of motor vehicles in any park is prohibited except in that area laid out and appropriated as driving lanes, or parking areas, or for motor vehicles used in the maintenance of park areas. No motor vehicle shall be driven or operated on the lane or lanes at a speed greater than ten miles per hour.
- (b) No person shall stop, stand or park a motor vehicle except in such areas as may be laid out and designated as a parking area by the city council.
- (c) No person shall operate a motor vehicle on any land or service drive, which is laid out as a means of access for maintenance employees to the various sections of the park system.
- (d) No person shall park or store any motor vehicle during the hours the park is closed, in any park, parking area or driving lane owned or operated by the city. Members of the police department are hereby authorized to remove any vehicle so parked or stored, at the owner's expense.
- (e) It is unlawful for any person, whether a pedestrian or whether operating a motor vehicle of any type to fail to obey any such applicable traffic control sign, signal, lane marking or other device, whether permanent or temporary, unless otherwise directed by a police officer or city personnel conducting city business.

(Code 1994, § 93.50; Ord. No. 133, 2-16-1976; Ord. No. 15-02, 8-17-2015)

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**Sec. 8-278. Civil liability.**

In addition to the penalties provided in this chapter for violating its provisions, any person convicted of an act of vandalism (or the parents of a juvenile so convicted) shall reimburse the city for up to three times the amount of the damage as determined by the court. If two or more defendants are convicted of the vandalism the judgment for damages shall be entered against them jointly. In those cases wherein a convicted defendant is a minor, the judgment shall be entered against his parents. All persons violating any provisions of this chapter, other than vandalism, shall be jointly and severally liable for all damages done to the park while that person is so in violation.

(Code 1994, § 93.97; Ord. No. 133, 2-16-1976; Ord. No. 149, 9-10-1979; Ord. No. 15-02, 8-17-2015)

**Sec. 8-279. Penalty.**

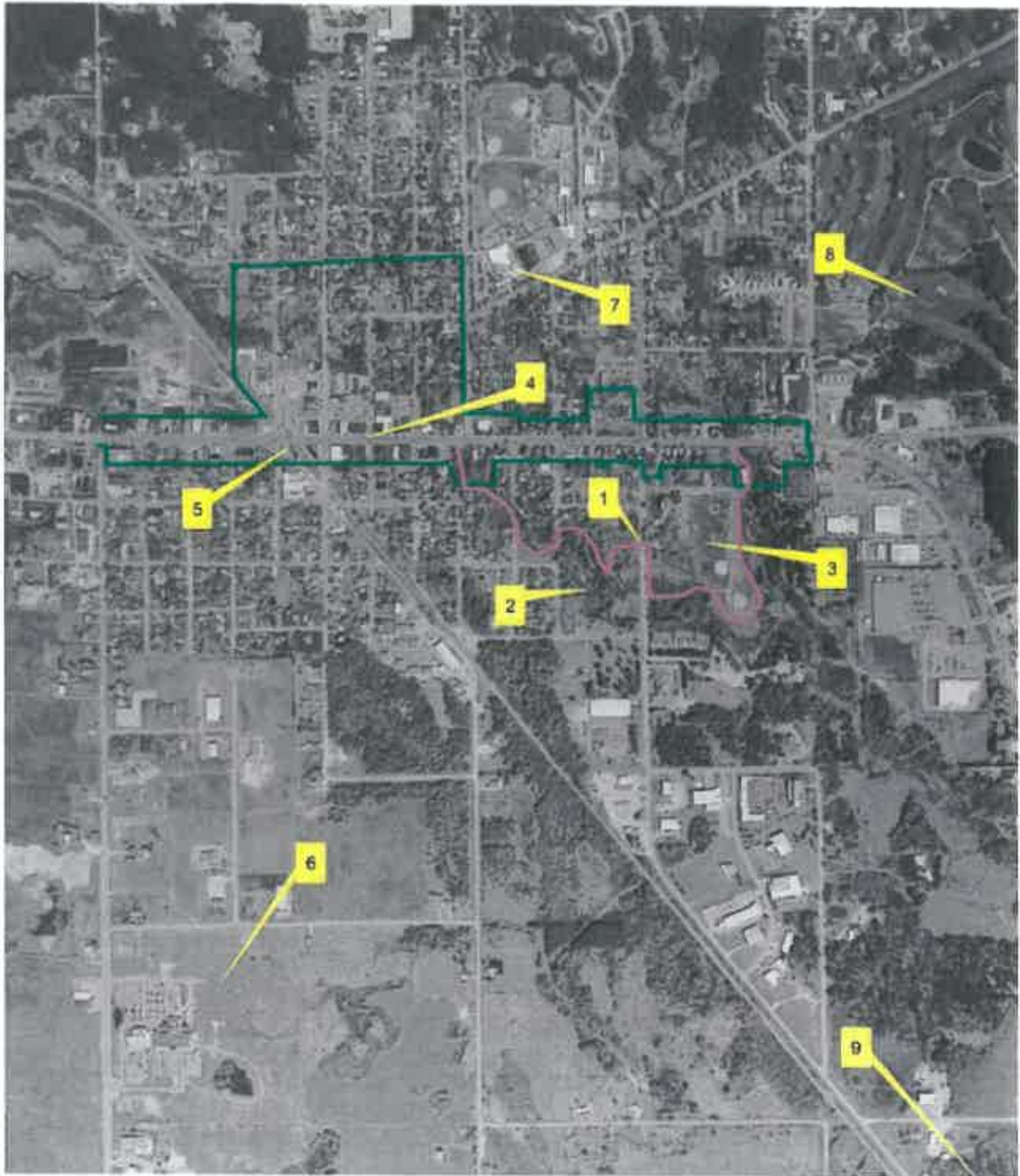
Violation of this chapter is a municipal civil infraction, pursuant to section 1-41, whereby violators of this chapter may be subject to civil fines as established by resolution of the city council.

(Code 1994, § 93.98; Ord. No. 133, 2-16-1976; Ord. No. 149, 9-10-1979; Ord. No. 01-04, 6-18-2001; Ord. No. 15-02, 8-17-2015)

**3. Recreation Inventory****Description of Methods Used to Conduct the Inventory.**

The City of West Branch inventory was completed by the City of West Branch City staff including the City manager and Public Works Department with input provided by the Recreation Committee, Planning Commission, and City Council. The County recreation plan was also reviewed for County wide inventories.

## Recreation Inventory Map



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### **Recreation Inventory Key**

1. Riverwalk
2. Irons Park
3. Lyle Wilcox Little League Fields
4. Downtown District
5. Gathering Place
6. MyMichigan Medical Center Tolfree Wellness Park
7. Surline Elementary & Middle Schools
8. West Branch Country Club (West Branch Township)
9. West Branch Recreation Center

### **Description of Inventory**

1. **Riverwalk** – The Riverwalk is in the Park Trail classification and is located along the West Branch of the Rifle River. The Riverwalk is approximately 1.25 miles and services the entire County. The City of West Branch is very proud to have taken an aggressive strategy to enhancing our park while maintaining the aesthetic and natural qualities of the recreation inventory. During the 1990's, the City worked with the DNR to create an urban park landscape to take full advantage of our primary natural resource – the West Branch of the Rifle River.

In 1996, we were successful in bringing the Riverwalk to the citizens of West Branch with the most recent Phase IV completed in 2010. The Riverwalk runs from the Lyle Wilcox Little League Fields to the downtown district, through Irons Park, crosses Houghton Avenue, and continues to follow the river ending at North Fourth Street.

Both Irons Park and the Riverwalk experience high use, especially in the spring, summer and fall seasons. The Riverwalk has proven very popular with walkers, joggers and bicycle enthusiasts. The lights installed along the Riverwalk allow extended use during evening hours. The City now maintains the walk year-round in response to requests that it be used in the winter for walking as well. The Riverwalk has been a great asset to our community and as the County seat for Ogemaw County, thousands of residents and nonresidents use the Riverwalk for recreation and as a means to get around town and for exercise. Most of the Riverwalk trail system meets

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accessibility guidelines with only one area where steps are present not falling under the guidelines. That area does allow for travel on sidewalks to skip the stair section and join back up with the trail.

In August 2015, the Riverwalk was awarded the President's Award for Keep Michigan Beautiful Inc. KMB annually recognizes programs, projects, and activities that substantially contribute to beautification, clean-up, environmental enhancement, site restoration, and historic preservation of the state.

**Scenic pictures of the Riverwalk**







**2. Irons Park** – Irons Park is a 10-acre park in the Community Park classification and is located off South Valley Street. Irons park services the entire County. Irons Park includes basketball courts, tennis courts, pickle ball courts, a massive “playscape” facility, a beautiful deck/bridge overlook enhancement, two picnic pavilions, a gazebo, and gaga ball pit. Irons Park is the location for the well-attended Victorian Art Fair and also home to the Summer Music Series. Many local organizations hold summer picnics at Irons Park. Some of the park areas meet accessibility guidelines.





**3. Lyle Wilcox Little League Fields** – The Little League fields are in the sports complex classification and are located off Page Street. The Complex is approximately 8 acres and serves the entire County. It is the home to two baseball and two softball fields as well as a covered picnic shelter, concession area, and batting cages. These fields serve more than 550 children a year. The City's Lyle Wilcox Little League Fields have been chosen several times for the State finals with the last being in 2022. Some of the complex meets accessibility guidelines.



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**4. Downtown District** – The downtown district is a combination of a Mini-Park and Special Use Classification and is a 750' stretch located along Houghton Avenue (M 55). The downtown district is currently the home to many of our downtown events including our biannual Arts and Wine Walk, Fabulous Friday events, Farmers Market, and houses our Downtown Pocket Park which has bathrooms and a beautiful fountain which has been used for pictures on several special occasions. The district serves the entire County and most of the facility meets accessibility guidelines.



**4. Gathering Place** – The Gathering Place is in the Mini-Park classification and is currently a green space about one-half acre in size that is located on the edge of our downtown district. In 2019, the City was able to purchase this property which housed a vacant blighted building. The City applied for and was Michigan Brownfield grant to tear the blighted building down. The City has earmarked the property for another downtown park and will be working on the addition in 2022-2023. The park will be an open green space with benches, tables, and a gas fireplace where community members can gather together, year-round, on a daily basis for



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social interaction. The park can also be used for downtown events for such things as concerts, food trucks, plays, outdoor movies, and the farmers market. The park designs call for the entire park to meet accessibility guidelines and will service the entire County.



6. MyMichigan Medical Center Tolfree Wellness Park, The Tolfree Wellness Park is a Private Park/Recreation Facility classification and is located at 2463 S. M-30. The Tolfree Wellness Park, located on the campus of MyMichigan Medical Center West Branch is a unique destination for the community to experience outdoor recreation and wellness as a part of their everyday lives. It is a safe and inviting place for people to come together and engage in physical activity surrounded by nature. The park amenities include 3.3 miles of walking trails, a pavilion, outdoor fitness center, and dog park. The pavilion houses the outdoor fitness equipment, a full kitchen, and bathrooms. The Park is home to Pats's Pooch Park which is a dog park where dog owners can feel comfortable knowing their dog can exercise and socialize in a safe place. The park promotes responsible dog ownership and contributes to making the West Branch community a safe and healthy place to live and play. In the spring and summer months, the park offers community gardens, worm beds for composting and assisting to decrease food waste, and hydroponic units to grow vegetables. The entire park meets accessibility guidelines and services the entire County.



**7. Surline Elementary & Middle School** – The Surline School is in the School Park classification and is located at 147 State Street, north of Houghton Avenue (M 55). It serves West Branch area students and is part of the West Branch/Rose City School District. West Branch-Rose City Area Schools, with involvement of parents and community, acknowledge the responsibility to educate all students. Through innovative and aggressive strategies, they prepare students to become knowledgeable, caring, and responsible citizens. The vision is to provide a challenging learning environment that maximizes individual potential and ensures students of all ability levels are provided with quality education that equips them to meet the challenge of education, work, and life. The school yard includes a large playground, basketball courts, a baseball field, and other sports fields used for football and soccer among other things. The school also houses three gyms which can be used for many sporting events including basketball, volleyball, cheerleading, and indoor soccer. One of the gyms also has a stage that can be used for plays and concerts and houses exercise equipment as well. During the winter months, the school is opened at night and the hallways are allowed to be used for walking. Most of the facility meets accessibility guidelines and services the entire County



**8. West Branch Country Club** – The West Branch Country Club is a Private Park/Recreation Facility classification and is located at 1905 Fairview Road, north of M 55 (in West Branch Township). The Club welcomes visitors to the clubhouse with a well-stocked shop and restaurant. The front nine is more open with velvety smooth greens, while the back nine is sculpted from mature forest. Most of the facility does not meet accessibility guidelines and services the entire County



**9. West Branch Rec Center** – The West Branch Rec Center is a Private Park/Recreation Facility and is located at 619 Parkway Dr. It is a new indoor recreation center that includes basketball courts, volleyball courts, pickleball courts, batting cages, and a full fitness and weight

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room. The center hosts several basketball and volleyball tournaments throughout the year with team from around the state traveling to play in the beautiful new facility. Some of the facility does meet accessibility guidelines and services the entire County.



### **Inventory outside the City of West Branch**

#### **Ogemaw County Recreation Inventory Includes:**

County Fairgrounds/Antique Village  
West Branch Area Secret Campground  
Pointer Hill Park  
Cleveland Park  
Prescott Village Park  
TJ Crowley Memorial Park & Ball Field  
Logan Township Park  
Newman Park  
Elbow Lake Beach  
Skidway Lake Beach

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Ogemaw Township Park  
Hardwood Lake Campground  
Rifle River Recreation  
Alley Memorial Snowmobile Park  
Ogemaw Game Refuge  
Black Lake Nature Preserve  
Ogemaw Hills Recreation Complex  
Beasley Soccer Complex  
Camp Timbers  
Coles Canoe Boy Scout Camp

### **Campgrounds**

Troll Landing  
Lake George  
Beaver Trail  
Bloomfield Landing  
Driftwood  
Grand Lake  
Lost Valley  
Styles Lake/Logan Hill  
Ogemaw Pines  
Warblers Cove  
Ambrose Lake State Forest Campground

### **Golf Courses**

West Branch County Club  
The Dream  
The Nightmare  
Cedar Brook Driving Range

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## **Accessibility Assessment**

The City of West Branch recreation committee will conduct evaluations to verify compliance with the Americans with Disabilities Act, as well as make recommendations regarding barrier free design and universal design suggestions. The Committee will also inspect public facilities in the City to make recommendations to help ensure compliance with the ADA.

## **Status report for all Grant-Assisted Parks and Recreation Facilities**

- Project No. 26-00575
  - Project Year: 1975
  - Project title: Irons Park
  - Grant Amount: \$16,000.00
  - Project Description: Develop 1 acre of land for combination tennis courts/ice rink facility, and LWCF sign
  - Current Condition: The City still uses the tennis courts and ice rink facility. We have since added Pickeball courts to the court system. In 2022, with the help of a grant, we were able to refinish the courts, purchase new ice rink liners, and purchase new nets for the facility.
- Project No. 26-01023
  - Project Year: 1977
  - Project title: Irons Park
  - Grant Amount: \$12,087.60
  - Project Description: roads, parking, wells, campsites, vault toilets, pathway, fire circles, picnic tables, and landscaping,
  - Current Condition: The park is still a huge drawing point to our City. The drives and parking systems as well as the bathrooms are still used. We currently do not have any campsites but we continue to maintain picnic tables and landscaping on an annual basis.
- Project No. 26-01519
  - Project Year: 1992
  - Project title: Irons Park
  - Grant Amount: \$11,634.00



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- Scope Item: New nets and fencing and reconstruct two tennis courts
  - Project Description: Remove existing courts and replace them at new location within Irons Park.
  - Current Condition. The City still uses the tennis courts and the fencing is still in good shape. The City has since added Pickeball courts to the court system. In 2022, with the help of a grant, we were able to refinish the surface and purchase new nets for the facility.
  - Project No. TF94-185
    - Project Year: 1994
    - Project title: Irons Park Rivertrail
    - Grant Amount: \$40,000.00
    - Scope Item: Bench Installation, Lighting, Painting, Parking Lot Construction, Retaining Wall/Drain, and Rivertrail Construction
    - Project Description: Initial construction of West Branch Rivertrail Master Plan including parking, trail, lighting, and site work.
    - Current Condition: The City Rivertrail is still heavily used and in great shape. Our City DPW staff examines the trail every year for needed maintenance and upkeep. In 2015, with the help of a donation made by the West Branch Creative Arts, we were able to resurface a portion of the Rivertrail in Irons Park that had started deteriorate.
  - Project No. TF97-069
    - Project Year: 1997
    - Project title: Rivertrail Construction
    - Grant Amount: \$107,800.00
    - Scope Item: Asphalt Path - 2,300' x 8', Clearing, Drainage, Grade Work, Electric Service, Elevated Deck, and Light Fixtures
    - Project Description: Construct a 2,300 foot of 8-foot asphalt and elevated boardwalk riverwalk along the west branch of the Rifle River.
    - Current Condition: The Rivertrail is still in great shape and is heavily used. The elevated deck is still in great shape with maintenance provided annually. We have had to replace boards and fasteners over the years.

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- Project No. CM99-218
    - Project Year: 1999
    - Project title: Rivertrail Deck/Bridge
    - Grant Amount: \$30,000.00
    - Scope Item: Bridge Construction, Landscaping (soil and seed), and Site Preparation
    - Project Description: Replacement of existing substandard bridge with a barrier-free timber deck/bridge structure as an enhancement to the existing West Branch Rivertrail.
    - Current Condition: The bridge is still used and is in great shape. The DPW monitors the bridge annually and provides needed maintenance. In 2022, the Faith Alive Church donated the labor and material to restrain the bridge.
  - Project No. TF10-089
    - Project Year: 2010
    - Project title: North River Trail Development
    - Grant Amount: \$171,600.00
    - Scope Item Deck, boardwalk and pedestrian bridges, Path lighting, electrical, and Paved pathway
    - Project Description: Development to include construction of an extension of the West Branch River Trail system.
    - Current Condition: The Rivertrail is still in great shape and a source of pride for our community. The Rivertrail has been so popular that we have begun clearing it year-round so it can be used, even with the snow, during the winter months.

#### **4. Resource Inventory**

The City of West Branch has undertaken efforts to identify open space land that is desirable for protection and/or public access through acquisition or other means due to the natural features present, as well as an accounting of land that is already protected. Through this process, the City will determine whether the purchase or mutually beneficial arrangements might be possible to enable access onto these lands.



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## **5. Description of the Planning Process**

The City of West Branch, in planning for its recreational needs, has reviewed the following items, among others: past City Five Year Recreation Plans, the Ogemaw County Recreation Plan; the City of West Branch Master Plan; the Ogemaw County Master Plan; City of West branch General Ordinances; City of West Branch Zoning Codes; Ogemaw County Zoning Codes; and the Department of Natural Resources Guidelines for the development of Community Park, Recreation, Open Space, and Green way Plans. The City of West Branch also sought and received input from the following sources: the public, City Council, the Planning Commission, and the Recreation Committee. The City Staff assisted as well.

## **6. Description of the Public Input Process**

### **Description of Methods Used to Conduct the Inventory.**

The City conducted an online survey that was advertised in both of our local papers, the City's website, and City's Facebook page. In addition, copies were made available at City Hall for those that wanted to fill out the survey in person. A copy of the survey is below.

The City Recreation Committee is working on a new five-year Recreation Plan. The current Recreation Plan will extend from 2023 to 2028. The City must have a working plan in order to be eligible to receive state and federal grants. To help the Committee, please fill out this survey regarding which project is most important to you. Simply number the projects in order of most important (1) through least important (12), and turn in your completed survey to City Hall no later than January 23. Thanks for your help!

ADA handicap play section added to Irons Park playscape  
Community Center (indoor courts, mtg. rooms, kitchen)  
Amphitheater at Irons Park for concerts/plays  
Splash pad at Irons Park  
Downtown open space park that can be used for downtown events  
Additions to the Riverwalk  
Community Garden  
Volleyball court at Irons Park  
Downtown dedicated pavilion for Farmers Market  
Remote control car track and play area  
Skateboarding Park  
More downtown events  
Other (please list project)

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The results were then tabulated and reviewed by the Recreation Committee. Those results were used in the development of the five-year draft plan. The draft plan was available at City Hall and was put on the City's website for the community to review. The Recreation Committee took comment from the public on the draft plan. A final plan was then submitted to City Council and added to agenda. The Council took comments on the plan and approved the plan. 514 surveys were completed.

A copy of the tabulated results of the survey were as follows:

QUESTION NUMBER	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
ADA handicap play section added to Irons Park playscape	78	39	34	42	38	27	24	16	22	18	17	31	386
Community center that would include indoor courts, walking area, meeting rooms, etc.	120	52	27	30	26	17	18	20	16	11	20	40	397
Amphitheater at Irons Park for concerts and plays	33	51	54	40	36	32	33	19	12	23	16	18	367
Splash pad at Irons Park	66	66	53	35	32	33	13	18	20	17	22	31	406
Downtown open space park that can be used for downtown events	14	39	42	46	42	44	22	36	31	15	18	9	358
Additions to the Riverwalk	20	35	41	30	40	36	30	38	31	34	26	12	373
Community garden	11	18	27	45	36	34	34	33	38	34	20	26	356
Volleyball courts at Irons Park	11	21	22	41	34	40	41	44	36	32	30	13	365
Dedicated pavilion in downtown for the farmers market	35	41	50	49	48	36	34	27	31	18	25	10	404
Remote control race car track and play area at Irons Park	28	22	21	16	19	11	21	20	26	39	57	84	364
Skateboard park added to Irons Park	16	25	25	24	33	32	26	28	27	42	63	48	389
More downtown events	27	19	23	22	33	22	21	17	18	31	16	33	282
<b>TOTAL VOTES</b>	<b>459</b>	<b>428</b>	<b>419</b>	<b>420</b>	<b>417</b>	<b>364</b>	<b>317</b>	<b>316</b>	<b>308</b>	<b>314</b>	<b>330</b>	<b>355</b>	<b>4447</b>

## **7. Goals and objectives**

### **Demographic Characteristics**

Starting in the early 1900's the City of West Branch exhibited a steady growth. By the 1970's, the City of West Branch had grown to a population of 1,912 residents. Over the past several years, the City has maintained its population with a very slight increase. The 2020 census total of 2,321 resident was a slight increase from the 2010 census total of 2,139 residents.

Much of the land within the City of West Branch has been developed. However, there is property that is suitable for industrial, commercial, single and multiple family dwellings with expected development within the next 5 years.

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In the year 2020, the population was divided with 46.88% being males and 53.12% being females. At the time, the largest proportions of individuals were between the ages of 50-55, with the second largest ratio between the ages 15-20. This may indicate that a number of residents are settled families with teenagers. However, no matter the reasoning, this information indicates that recreational opportunities are needed for both children and adults.

Individuals residing in Ogemaw County in 2021 were also estimated by the US Census Bureau to make up the following demographic sub-groups: 4.4% under the age of 5, 18.2% under the age of 18, 27.1% aged 65 or older, 50.1% male, 49.9% female, 94.2% non-Hispanic Caucasian, 0.6% African American, 1.0% Native American, 0.7% Asian, and 2.3% Hispanic or Latino. The US Census Bureau also estimated that: 89.1% Ogemaw County residents had been living in the same house for one-year or longer, 4.4% were born outside the U.S., 2.3% spoke a language other than English in the home, 86.7% had obtained a high school diploma or higher, and 12.3% had obtained a Bachelor's degree or higher.

Other information compiled by the US Census Bureau for Ogemaw County includes the following:

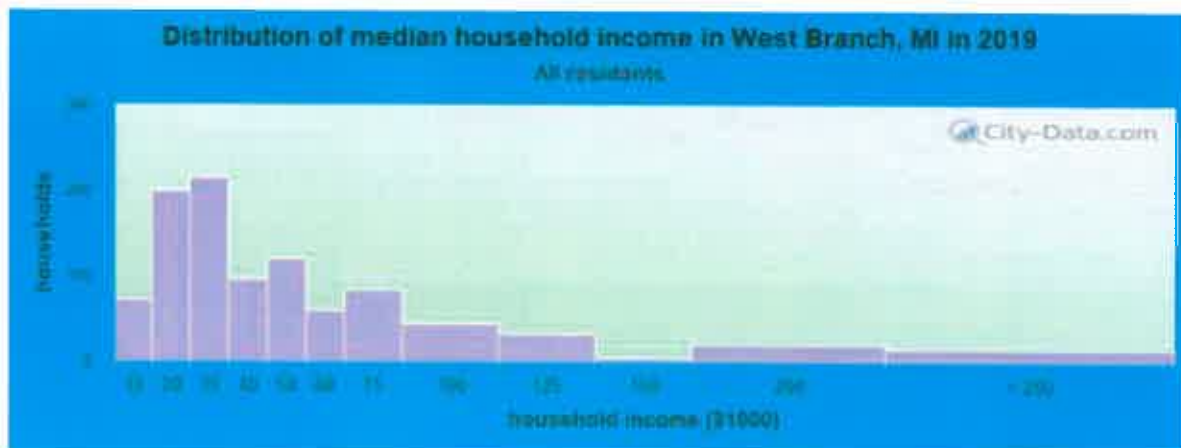
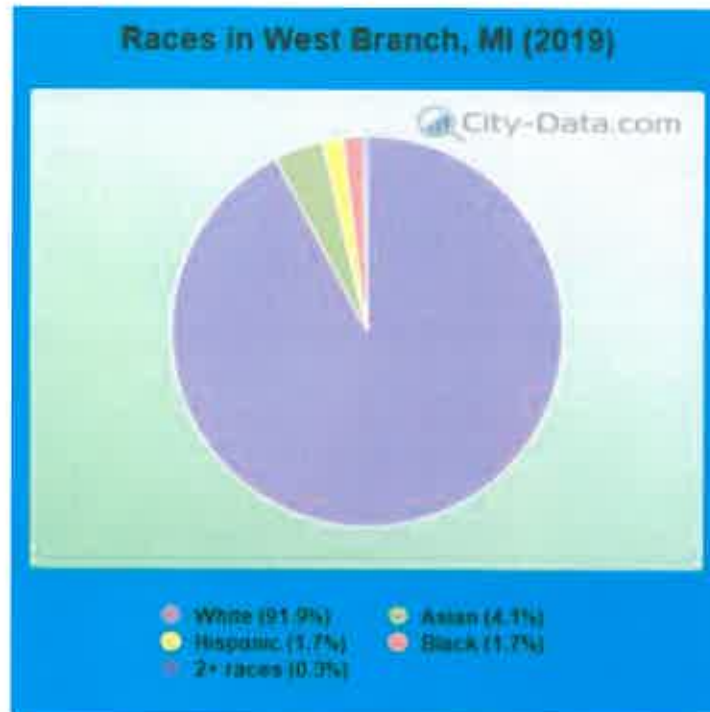
- Number of Veterans residing within Ogemaw County = 1,680
- Average travel time to work in minutes for Ogemaw County residents = 26.4
- Housing units as of 2021 = 15,276
- Homeownership rate 2016-2020 = 81.5%
- Median value of owner-occupied housing units 2016-2020 = \$103,200
- Total number of households 2016-2020 = 9,314
- Average number of persons per household 2016-2020 = 2.21

For Ogemaw County, the US Census Bureau estimates that in 2020 dollars, the average 12-month per capita money income for an Ogemaw County household was \$24,463 compared to the \$32,854 average for the state of Michigan. The 2016-2020 median household income for Ogemaw County residents was \$41,752 compared to the \$59,584 state median. In addition, the number of persons below the poverty level in Ogemaw County from 2016-2020 was estimated at 15.1% of the county's total population, which is significantly higher than the 13.7% levels estimated for the entire state of Michigan.

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City-data.com also reports the following estimated data for the City of West Branch as of 2019:

- 968 males (47.2% of total population)
- 1,082 females (52.8% of total population)
- Median age of 45.5 years
- Population density of 40 people per square mile
- Median household income of \$30,453 (compared to \$59,584 in the State)
- Per capita income of \$20,948 (compared to \$17,852 in 2000)
- Median house/condo value of \$86,278 (compared to \$67,500 in 2000)
- Median gross rent of \$687 per month
- Cost of living index of 81.1 (compared to the U.S. average of 100)
- Never married (of population aged 15 years and older) 21.2%
- Now married (of population aged 15 years and older) 57.6%
- Separated (of population aged 15 years and older) 1.1%
- Widowed (of population aged 15 years and older) 7.7%
- Divorced (of population aged 15 years and older) 12.3%
- Percentage of residents born outside the U.S. 3.9%
- Median real estate property taxes for housing units with mortgages \$1,538 (1.7%)
- Median real estate property taxes paid for housing units with no mortgages \$1,523 (1.9%)
- Daytime population change due to commuting is + 2,321 (+ 120.5%)
- Workers who live and work in this city is 565 (65.9%)
- Officers per 1,000 residents = 2.44 (compared to Michigan average of 1.74)
- Percentage of residents living in poverty of 23.3%



### **National Population Projections**

(Source: US Census Bureau, *Projections of the Size and Composition of the U.S. Population: 2014 to 2060*, by Sandra L. Colby and Jennifer M. Ortman, issued March 2015).

By the year 2060, the U.S. population is projected to increase by approximately 30%, growing from a national population of approximately 319 million to around 417 million, with the 400 million mark expected to be reached by the year 2051. This reflects a slowing in population growth as compared to the recent past, as fertility rates are expected to decrease, as are net-immigration rates.

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By the year 2030, the US Census Bureau estimates that one in five Americans is projected to be aged 65 or older, and that by the year 2044, more than half of all Americans are projected to belong to a minority group (meaning any group other than non-Hispanic Caucasians). The US Census Bureau also projects that by the year 2060, nearly one in five of the total population of the United States will consist of individuals who were not born in the U.S.

### **Per Capita Personal Income**

(Source: Census 2020 Demographic Profile)

In 2019, the City of West Branch had a per capita personal income (PCPI) of \$20,948. During the same time, the State average PCPI was \$32,854 and the national average PCPI was \$56,490.

### **Median Household Income**

(Source: Census 2020 Demographic Profile)

In 2019, the median household income for a city resident was \$30,453 which was lower than the County median household income of \$41,752 and considerably lower than the State's at \$59,584.

### **Households and Housing Units**

The number of households in the City of West Branch in 2020 was 979. The average number of persons per household in the City in 2020 was 2.00, much lower than the average family size of 2.74 in 2000. Family establishments represent 46.48% of these West Branch households, while non-family units account for the remaining 53.52%. Additionally, 22.06% of households have children and 77.94% of households are without children.

Of 1,926 people in the City in 2000, 1,870 lived in households and 56 lived in group quarters, including 47 institutionalized and 9 non-institutionalized.

### **Age Distribution**

(Source: US Census Bureau)

2020 estimated population of Ogemaw County was 20,895. Broken down by age, the population of Ogemaw County looks as follows: 4.4% under the age of 5; 18.4% under the age of 18; and 25.6 65 years or older.

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### **Unique Populations**

**Persons with Disabilities:** According to the 2020 census there are 216 persons, between ages of 21-64, with disabilities in the City of West Branch. This is slightly less than one quarter of the City's population.

**Race:** In 2020, 75.8% of the US population listed themselves as white. The City of West Branch has a much higher homogeneous population with 96.7% of the population indicating their ethnicity as white.

**Low Income:** The 2007 Michigan Low- & Moderate-Income Communities list (HUD designated) included six of Ogemaw County's seventeen governmental jurisdictions as being 50% or more low to moderate income.

### **Poverty Rates**

The percentage of people living in poverty within Ogemaw County is 15.1% which is higher than the state average of 13.7% and also the national average of 12.8%. The largest demographic living in poverty are females 25-34, followed by females 55-64, and then males 55-64. The number of children between the ages of 5 and 17 living in poverty in Ogemaw County was 23.8% which was much lower than the high of 37.5% seen in 2013. Meanwhile, 8% of seniors over the age of 65 were living in poverty in Ogemaw County during the same time period.

### **West Branch Compared to Michigan Averages**

Median household income below state average.

Median house value below state average.

Black race population percentage significantly below state average.

Hispanic race population percentage below state average.

Foreign-born population percentage below state average.

Renting percentage above state average.

Institutionalized population percentage significantly above state average.

Number of college students below state average.

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## Goals and Objectives

The recreational goals and objectives for the City of West Branch are based on input provided by the community and the demographic characteristics of the population served as well as the physical and environmental characteristics of the area. The demographic data shows that the population two largest groups are those 50-55 and those 15-20 which are two distinct age groups that will require different recreational needs. In addition, the large group of those in the mid 50's will be reaching the retirement age over the next five year requiring the City to examine recreations opportunities for an aging population. The data also shows that the area's population is much poorer when compared to the State and Federal level and the community has a much higher percentage of residents living in poverty. This lower level of income for the area will require the City to focus their recreation efforts on those activities that would be free or at very low cost to use.

Over the course of the next five years the City's focus, in order of priority based on input provided by the Community and demographics, are as follows

- Maintenance of existing recreational facilities and structures
- Extensions of the existing Riverwalk systems, specifically to include a connection towards the indoor recreation center.
- The addition of an "handicap area" to the Fort Austin area of Irons Park
- The addition of a splash pad zero-depth water park to Irons Park
- The addition of an amphitheater to the area surrounding Irons Park
- The addition of a year-round downtown park to hosts events and allow community engagement and wellness.
- A yearly art competition modeled after the Grand Rapid's Art Prize
- Wayfinding signage for the Riverwalk, to include indications of easy parking locations
- A sidewalk extension to connect the sidewalk at the east end of town to the neighboring Township walkway
- Possible community garden
- Better location for a Farmer's Market that could be utilized year-round, even in bad weather
- Chainsaw carving competition at Irons Park
- Skateboarding Park



- Remote Control Vehicle Park
- Geocaching
- Scavenger Hunts
- Dog Park
- Enhance existing events
- Bike and walking paths
- Increased Art and Humanities and development of Arts and Humanities Commission

## 8. Action Program

The City plans to work with volunteers and local organizations to address the recreational goals and objectives, the City of West Branch's plan of action is to apply for various grants through the Michigan Department of Natural Resources, MED and any other funding sources in order to raise the money needed for recreation expansion and improvements. The City will use their general fund for any grants that may require matching funds with a goal to complete as many of the above-named projects as possible over the course of the next five years. The City currently has schematic plans and estimates completed for the Gathering Place Park, has begun looking at plans for an Irons Park amphitheater, has gotten estimates and plans for an ADA playground section to be added to Irons Park, and looked at pavilions for a downtown Farmers Market. The costs associated with the Gathering Place, amphitheater, ADA playground, and Farmers Market is included below.

<u>Department</u>	<u>Project Description</u>	<u>Capital Costs</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>Anticipated Source of Funding</u>
Parks	Gathering place	\$390,000.00	\$390,000.00						DNR/MEDC/DDA/Arts
Parks	Irons Park amphitheater	\$40,000		\$40,000					MEDC/General Fund
Perks	ADA playscape	\$100,000			\$100,000.00				USDA/General Fund/ADA
Parks	Farmers Market						150,000		USDA/General Fund/DDA

*ATTACHED IS A  
LIST OF THE  
BILLS TO BE APPROVED  
AT THIS COUNCIL MEETING*

BILLS	\$95,215.89
<i>BILLS AS OF 3/17/23</i>	<i>\$95,215.89</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$249.63</i>
<b>TOTAL BILLS</b>	<b>\$95,465.52</b>

**BILLS ARE AVAILABLE  
AT THE MEETING  
FOR COUNCIL'S REVIEW**

Vendor Name	Amount	Description
BS & A SOFTWARE	6,000.00	BUILDING SOFTWARE
CHARLES WANGLER SALES	2.40	DPW PARTS
CHARTER COMMUNICATIONS	769.85	PHONE & INTERNET
CONSUMERS ENERGY	28.00	ELECTRIC
CONSUMERS ENERGY	13,360.27	ELECTRIC
ELHORN ENGINEERING COMPANY	860.00	WATER SUPPLIES
FLEIS & VANDENBRINK	2,650.00	DWAM GRANT PROJECT
GREAT LAKES TECH CONSULT LLC	1,282.67	MANAGER LAPTOP
MESSA	39,574.32	HEALTH INSURANCE MARCH & APRIL
MESSA	1,098.78	HEALTH INSURANCE MARCH & APRIL M/L
MILLER OFFICE MACHINES	183.81	COPIER
OFFICE CENTRAL	302.82	VARIOUS SUPPLIES
OGEMAW COUNTY ROAD COMMISSION	229.52	COLD PATCH
OGEMAW COUNTY VOICE	229.50	ADS
UNUM LIFE INSURANCE CO OF AMERICA	2,273.17	LT ST DISABILITY & LEFT MARCH & APRIL
UPS	5.18	WATER SHIPPING
VERIZON WIRELESS	276.85	CELL PHONES
WEST BRANCH COMMUNITY AIRPORT	26,088.75	2ND HALF BUDGETED PERCENTAGE
<b>TOTAL</b>	<b>95,215.89</b>	



# City of West Branch

121 N 4<sup>th</sup> St, West Branch, Michigan 48661  
(989)345-0500 • Fax (989)345-4390 • www.westbranch.com

## Special Event Permit

Event Name: May Mental Health Awareness

Event Date: 05/13/2023 Start Time: 11:00a End Time: 02:00p

Name of Sponsoring Organization: AuSable Valley CMH

Address: 511 515 Griffin Road, West Branch, Michigan

Contact Person: Kathryn Cook Phone Number: 989-305-9943

Describe the purpose of this event: Bring awareness of mental health to the community.

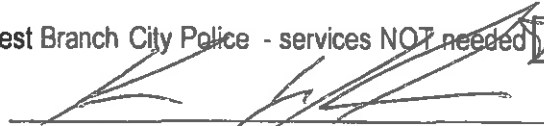
Point of Assembly and/or proposed route (attach separate diagram if needed):  
Using Iron's Park as well as the large pavilion and basketball court.

If requesting a road closure Road closure Start time: \_\_\_\_\_ End time: \_\_\_\_\_


Road closure location \_\_\_\_\_

In an effort to help your event run smoothly you must make sure the following departments are aware of and/or can staff your event. **Please obtain signatures from each department listed advising us that they are aware:**


West Branch City Police - services NOT needed ☒ arrangements have been made ☐

  
\_\_\_\_\_  
Chief of Police

Ogemaw County Posse - services NOT needed ☒ arrangements have been made ☐

  
\_\_\_\_\_  
Chief of Police

West Branch City DPW - services NOT needed ☐ arrangement have been made ☐

  
\_\_\_\_\_  
DPW Superintendent



# City of West Branch

121 N 4<sup>th</sup> St, West Branch, Michigan 48661  
(989)345-0500 • Fax (989)345-4390 • [www.westbranch.com](http://www.westbranch.com)

## Additional Terms and Conditions:

1. Sponsoring Organization agrees that it will fully comply with the terms of this permit and will also comply with all State, County, and Local ordinances that may pertain to the event.
2. Sponsoring Organization further agrees and understands that it shall hold harmless and indemnify the City, its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all civil actions, claims, judgements, injuries and/or damages including attorney fees resulting and/or arising from the special event and/or from the actions and/or omissions of the special event.
3. Sponsoring Organization further agrees and understands that it shall hold harmless and indemnify the City, its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all civil actions, claims, judgements, injuries and/or damages including attorney fees resulting and/or arising from the special event and/or from the actions and/or omissions from third parties hired or are volunteers of Sponsoring Organization.

Sponsor Organization signs this Agreement after having fully reviewed the terms and conditions set forth above and agree to be responsible for full compliance of such terms and conditions.

Kathryn Cook, MSW, LMSW  
Applicant Signature

03/02/2023  
Date

For Office Use Only:

Permit Approved – Yes / No

Council meeting date \_\_\_\_\_

\_\_\_\_\_  
Manager / Clerk Signature



121 N 4<sup>th</sup> St, West Branch, Michigan 48661

(989)345-0500 • Fax (989)345-4390 • [www.westbranch.com](http://www.westbranch.com)

The City of West Branch is an equal opportunity provider, employer and lender

## Irons Park Shelter Reservation Form

**Instructions:** Complete all information requested and return to the West Branch City Hall at the above address.

**Pavilions CANNOT be rented from November 1<sup>st</sup> through March 31<sup>st</sup>, unless prior approval from the City Manager is obtained.**

ALL RESERVATIONS ARE SUBJECT TO THE RESERVATION POLICY CONCERNING PAVILION USAGE IN IRONS PARK. PLEASE REVIEW THE CONDITIONS BEFORE PROCEEDING FURTHER.

**TO BE COMPLETED BY APPLICANT (Please type or print):**

NAME: AuSable Valley CMH

(H) PHONE: \_\_\_\_\_

ADDRESS: 515 Griffin Road - 511

(W) PHONE: 989-345-5571

CITY: West Branch

STATE: MI ZIP: 48661

CHECK FACILITY DESIRED:

☒ Large Pavilion (capacity 50 to 60) Please call for rates.

☐ Small Pavilion (capacity 25 to 30) Please call for rates.

☐ Gazebo (no tables, capacity 8 to 10) Please call for rates.

☐ Little League Pavilion (capacity 50) Please call for rates.

DATES OF DESIRED USE: 05/13/2023, 10:00 (AM/PM) to 03:00 (AM/PM)

NUMBER IN PARTY: 20 to ??? TYPE OF OCCASION/EVENT: Mental Health Awareness Month

AMOUNT ENCLOSED: \$ 25.00 (Make checks payable to City of West Branch)

Agreement: I have received, read and agree to abide by all park ordinances, rules and regulations, as well as all conditions on this application.

APPLICANT SIGNATURE: Kathryn Cook, MSW, LMSW DATE: 03/02/2023

# Irons Park Shelter Reservation Policy

1. City Residents may make reservations for pavilions beginning January 1 of each year. Non-City residents may make reservations beginning March 1.
2. Full payment must accompany application form to secure reservation.
3. All reservation forms will be considered in the order received. A separate application must be submitted for each period of use.
4. Reservations may not be accepted for dates that correspond with annually scheduled events at the park. These dates will be provided at City Hall.
5. Applications must be received at City Hall at least seven days prior to intended use date.
6. Reservations can only be made by mail or in person; telephone reservations will not be accepted.
7. After the reservation has been made and paid for, a refund may be made only if reservation is cancelled two weeks prior to scheduled use. Other refunds may be authorized in special cases by the City Manager.
8. You must be 18 years of age to reserve a facility and responsible adult supervision must be provided at all times to insure that the pavilion and surrounding grounds are utilized in a safe and orderly manner.
9. Law enforcement officials have the authority to ask uncooperative offenders to leave the park. Any violation of park rules or other City Ordinances may result in loss of reservation and future access to park facilities.
10. All motorized vehicles must be left in designated parking areas.
11. You are responsible for keeping the park clean by leaving facilities and grounds free of litter. Patrons can help by wiping their picnic tables and cleaning spills on shelter floors.
12. The City tries to keep the park and its facilities in good condition. Other users sometimes vandalize facilities or litter the grounds. Please report such conditions so that you are not held accountable.
13. **Reservations guarantee use of the pavilions.** Persons having problems gaining access to their reserved pavilion should contact the **West Branch City Police Department (345-2627) or Central Dispatch (345-3111) for assistance.**
14. To the fullest extent permitted by law, Ausable Valley CMT agrees to defend, pay on behalf of, and hold harmless the City of West Branch, its elected and appointed officials, employees and volunteers and all others working on behalf of the City of West Branch, against any and all claims, demands, suits, loss, including all costs connected therewith, for any damage which may be asserted, claimed or recovered against or from the City of West Branch, by reason of personal injury, including bodily injury and death; and/or property damage, including loss of use thereof, which arises out of the alleged negligence of the City of West Branch, and/or in any way connected or associated with this contract.

Kathryn Cook, MSW, LMSW  
Signature of Renter

03/02/2023  
Date

For department use only

☐ Application has been confirmed - Date: \_\_\_\_\_ Time: \_\_\_\_\_

Signature of City Employee: \_\_\_\_\_  
Effective March 4, 2008

Date: \_\_\_\_\_

## **RESOLUTION #23-08**

WHEREAS, the Recreation Committee is made up of representatives from the City of West Branch, and

WHEREAS, the Recreation Committee began the process of developing the 2023-2027 Five-year Parks and Recreation plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, residents of the City of West Branch were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the 2023-2027 Five-Year Parks and Recreation plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least 30 days, and

WHEREAS, a public hearing was held on Monday, March 20, 2023 in the Council Chambers of the West Branch City Hall, to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the 2023-2027 Parks and Recreation Plan, and

WHEREAS, the City of West Branch has developed the Plan as a guideline for improving recreation and enhancing natural resource conservation for the City of West Branch, and

WHEREAS, after the public hearing, the City Council of West Branch voted to adopt said 2023-2027 Five-Year Parks and Recreation Plan, and

NOW, THEREFORE BE IT RESOLVED, the West Branch City Council does hereby adopt the 2023-2027 Five-Year Parks and Recreation Plan



**MOTION BY BENNETT, SECOND BY SHOWALTER, TO APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF \$306,621.28.**

**Yes —Adair, Bennett, Frechette, Pugh, Showalter, Zimmerman**

**No – None**

**Absent – Jackson**

**Motion carried**

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY PUGH TO HOLD THE FIRST BOARD OF REVIEW MEETING  
MARCH 13, 2023 AT 9:00 AM IN WEST BRANCH CITY HALL COUNCIL CHAMBERS.**

**Yes —Adair, Bennett, Frechette, Pugh, Showalter, Zimmerman**

**No – None**

**Absent – Jackson**

**Motion carried**

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY ZIMMERMAN TO APPROVE THE WATER BILL  
ADJUSTMENT FOR 155 N FOURTH ST. IN THE AMOUNT OF \$993.88.**

**Yes —Adair, Bennett, Frechette, Pugh, Showalter, Zimmerman**

**No – None**

**Absent – Jackson**

**Motion carried**

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY ZIMMERMAN TO APPROVE THE RESOLUTION FOR  
CHARITABLE GAMING LICENSE FOR MAX-WELL THERAPY CENTER FOR THE ACTUAL GAMING  
DURING THEIR FUNDRAISING EVENT.**

**Yes —Adair, Bennett, Frechette, Pugh, Showalter, Zimmerman**

**No – None**

**Absent – Jackson**

**Motion carried**

\* \* \* \* \*

**MOTION BY FRECHETTE, SECOND BY ZIMMERMAN TO APPROVE RESOLUTION 23-06 POVERTY  
GUIDELINES.**

**Yes —Adair, Bennett, Frechette, Pugh, Showalter, Zimmerman**

**No – None**

**Absent – Jackson**

**Motion carried**

#### **RESOLUTION #23-06**

WHEREAS, the Michigan Department of Treasury issued bulletin 19 of 2022 to all Assessing  
Officers and County Equalization Directors, and

WHEREAS, the purpose of this Bulletin to provide information on statutory changes, procedural  
changes and reminders for the 2023 assessment year, and

WHEREAS, MCL 211.7u, which deals with poverty exemptions, was significantly altered by PA 390 of 1994 and was further amended by PA 620 of 2002, and

WHEREAS, local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels shall not be set lower by a city or township than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby adopts the federal poverty guidelines for 2023

SIZE OF FAMILY UNIT	POVERTY GUIDELINES
1	\$13,590
2	\$19,310
3	\$23,030
4	\$27,750
5	\$32,470
6	\$37,190
7	\$41,910
8	\$46,630
For each additional person	\$4,720

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY SHOWALTER TO APPROVE RESOLUTION 23-07 ACT 51.**

**Yes —Adair, Bennett, Frechette, Pugh, Showalter, Zimmerman**

**No – None    Absent – Jackson    Motion carried**

**RESOLUTION #23-07**

THEREFORE, BE IT RESOLVED, that the West Branch City Council does hereby authorize the transfer of up to 50% of the Act 51 money from Major Street to Local Street.

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY ADAIR TO APPROVE THE OBSOLETE PROPERTY REHABILITATION PROGRAM AS SUBMITTED.**

**Yes —Adair, Bennett, Frechette, Pugh, Showalter, Zimmerman**

**No – None    Absent – Jackson    Motion carried**

\* \* \* \* \*

**MOTION BY PUGH, SECOND BY FRECHETTE TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING AND WORK SESSION HELD FEBRUARY 20, 2023 WITH THE CORRECTION IN THE SPELLING OF "MILLAGE" IN THE REGULAR MINUTES.**

**Yes —Adair, Bennett, Frechette, Pugh, Showalter, Zimmerman**

**No – None**

**Absent – Jackson**

**Motion carried**

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY BENNETTE TO RECEIVE AND FILE THE TREASURER'S REPORT AND INVESTMENT SUMMARY; MINUTES FROM THE PLANNING COMMISSION REGULAR MEETING HELD JANUARY 10, 2023; MINUTES FROM THE PLANNING COMMISSION SPECIAL MEETING HELD FEBRUARY 6, 2023; MINUTES FROM THE AIRPORT BOARD MEETING HELD JANUARY 18, 2023; AND MINUTES FROM THE LAND BANK AUTHORITY MEETING HELD FEBRUARY 8, 2023.**

**Yes —Adair, Bennett, Frechette, Pugh, Showalter, Zimmerman**

**No – None**

**Absent – Jackson**

**Motion carried**

\* \* \* \* \*

Communications shared included the Michigan Public Policy Survey February 2023 edition and the Water Fluoridation Quality Award for 2021.

Member Zimmerman requested that the MDOT meetings be added to upcoming events on the agenda. She told council that she had called Manager Dantzer regarding the material that is being transported on the trains going through town and was very impressed that he was already investigating. The emergency manager and fire chief will need to request that information and they are working on it.

Member Dantzer informed Council that 5 Star would be finishing up the last of the lines on the list this week. They will be back to work on disturbed sites and additional service lines. The MDOT meeting was rescheduled to Thursday.

DPW Supervisor Killackey stated that with all the snow he was able to bring out the big snowblower but due to lack of use it needs repaired again.

Member Pugh thanked DPW for how clean they are keeping the sidewalks during the snow storms.

Chief Walters informed Council that there are books in police vehicles that explain what each of the hazardous material signs mean and they are trained to respond to an accidental spill.

Mayor Frechette adjourned the meeting at 6:48 pm.

---

Paul Frechette, Mayor

---

Lori Ann Clover, Clerk

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, MARCH 6, 2023.

Mayor Frechette called the meeting to order at 6:00 p.m.

Present: Mayor Frechette, Council Members Adair, Bennett, Pugh, Showalter, and Zimmerman.

Absent: Member Jackson

Other officers present: Manager Dantzer, Clerk Clover, DPW Supervisor Killackey, Chief Walters, and Commissioner Scott.

All stood for the Pledge of Allegiance.

Commissioner Scott gave an update on County activities.

Mr. Simmons requested permission to drill a well if he purchased 2525 Griffin Rd.

Council excused Member Jackson from the meeting.

Council approved bills in the amount of \$306,621.28.

Council set the Board of Review meeting for March 13, 2023 at 9:00 am.

Council approved the water bill adjustment for 155 N. Fourth St. in the amount of \$993.88.

Council approved the Resolution for Charitable Gaming License for Max-Well Therapy Center for the actual gaming during their fundraising event.

Council approved Resolution 23-06 Poverty Guidelines.

Council approved Resolution 23-07 Act 51.

Council approved the Obsolete Property Rehabilitation Program as submitted.

Council approved the minutes and summary of minutes from the regular meeting and work session held February 20, 2023.

The Treasurer's report and Investment Summary; minutes from the Planning Commission regular meeting held January 10, 2023; minutes from the Planning Commission special meeting held February 6, 2023; minutes from the Airport Board meeting held January 18, 2023; and minutes from the Land Bank Authority meeting held February 8, 2023 were received and filed.

Communications were shared.

Members Zimmerman and Pugh gave reports. Manager Dantzer, DPW Supervisor Killackey and Chief Walters also gave reports.

Mayor Frechette adjourned the meeting at 6:48 pm.

Bank Code	Description	Beginning Balance 03/01/2023	Total Debits	Total Credits	Ending Balance 03/31/2023
GEN1 GEN1 - GENERAL CHECKING					
101		1,179,439.08	19,310.96	90,343.42	1,108,406.62
150	CEMETERY PERPETUAL CARE	39,288.30	480.00	0.00	39,768.30
209	CEMETERY FUND	(4,685.34)	1,120.00	609.83	(4,175.17)
237	MARIJUANA FUND	1,500.00	1,500.00	0.00	3,000.00
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	1,964.95	17,236.45	17,236.45	1,964.95
248	DDA OPERATING FUND	321,316.35	3,922.21	200.00	325,038.56
251	INDUSTRIAL PARK FUND	3,135.20	0.00	135.23	2,999.97
276	HOUSING RESOURCE FUND	184,148.99	464.00	0.00	184,612.99
318	SEWER DEBT FUND	185,876.84	16,236.02	177.72	201,935.14
319	WATER DEBT FUND	111,972.55	3,417.48	36.92	115,353.11
572	PLANT REPLACEMENT FUND (R&I)	2.70	0.00	0.00	2.70
590	SEWER FUND	328,219.37	19,297.16	23,423.23	324,093.30
591	WATER FUND	837,401.41	23,175.71	11,366.48	849,210.64
592	WATER REPLACEMENT FUND	477,220.21	177,998.00	196,588.00	458,630.21
593	SEWER COLLECTION	268,980.26	4,131.16	2,283.08	270,828.34
561	EQUIPMENT FUND	7,916.23	23,872.18	10,915.04	20,873.37
704	PAYROLL CLEARING	24,778.75	44,324.03	44,324.03	24,778.75
705	IRONS PARK ENTERTAINMENT FUND	10,126.57	1,700.00	0.00	11,826.57
707	YOUTH SAFETY PROGRAM	115.00	0.00	0.00	115.00
GEN1 - GENERAL CHECKING		3,978,717.42	358,185.36	397,639.43	3,939,263.35
MAJOR/ LOCAL STREETS					
202	MAJOR STREET FUND	687,173.27	23,970.06	26,100.83	685,042.50
203	LOCAL STREET FUND	371,999.05	7,204.77	2,098.50	377,105.32
MAJOR/ LOCAL STREETS		1,059,172.32	31,174.83	28,199.33	1,062,147.82
PAYROLL					
704	PAYROLL CLEARING	38,607.34	44,324.03	45,592.41	37,338.96
PAYROLL		38,607.34	44,324.03	45,592.41	37,338.96
CHEM SAVINGS					
101		459,730.06	0.00	0.00	459,730.06
150	CEMETERY PERPETUAL CARE	1,684.28	0.00	0.00	1,684.28
251	INDUSTRIAL PARK FUND	245.36	0.00	0.00	245.36
571	COLLECTION REPLACEMENT FUND	0.65	0.00	0.00	0.65
591	WATER FUND	26,426.52	0.00	0.00	26,426.52
592	WATER REPLACEMENT FUND	19,791.77	0.00	0.00	19,791.77
593	SEWER COLLECTION	3,184.93	0.00	0.00	3,184.93
561	EQUIPMENT FUND	103,547.51	0.00	0.00	103,547.51
SAVINGS		614,611.08	0.00	0.00	614,611.08
TAX TAXES					
701	TAX AGENCY	14,154.66	52,015.43	52,827.26	13,342.83
TAXES		14,154.66	52,015.43	52,827.26	13,342.83
TOTAL - ALL FUNDS		5,705,262.82	485,699.65	524,258.43	5,666,704.04

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH  
FROM 03/01/2023 TO 03/31/2023  
FUND: ALL FUNDS  
INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 03/01/2023	Total Debits	Total Credits	Ending Balance 03/31/2023
Fund 101					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	150,306.70	0.00	0.00	150,306.70
		250,306.70	0.00	0.00	250,306.70
Fund 150 CEMETERY PERPETUAL CARE					
004.300	CERTIFICATE OF DEPOSIT C	112,499.74	0.00	0.00	112,499.74
004.400	CERTIFICATE OF DEPOSIT D	113,500.06	0.00	0.00	113,500.06
	CEMETERY PERPETUAL CARE	225,999.80	0.00	0.00	225,999.80
Fund 251 INDUSTRIAL PARK FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	25,050.19	0.00	0.00	25,050.19
	INDUSTRIAL PARK FUND	125,050.19	0.00	0.00	125,050.19
Fund 661 EQUIPMENT FUND					
004.300	CERTIFICATE OF DEPOSIT A	150,000.00	0.00	0.00	150,000.00
004.400	CERTIFICATE OF DEPOSIT B	100,200.75	0.00	0.00	100,200.75
	EQUIPMENT FUND	250,200.75	0.00	0.00	250,200.75
	TOTAL - ALL FUNDS	851,557.44	0.00	0.00	851,557.44





# **West Branch Police Department**

**Chief Kenneth W. Walters**

**130 Page St.**

**West Branch, Michigan 48661**

**Phone: 989-345-2627 Fax: 989-345-0083**

**E-mail: [police@westbranch.com](mailto:police@westbranch.com)**

**3/9/2023**

**Honorable Mayor and Council,**

This is the February month end report. For the month of February, the department handled 99 Law Enforcement complaints and further had 21 ordinance violation contacts.

The department made 7 Felony / High Misdemeanor Arrests. The most serious being for Felonious Assault and Strangulation.

We are still awaiting word from USDA regarding the ordering of a new patrol vehicle, all documents have been completed. I have been advised that the 75/25 match rate has been continued and we will be receiving that as well. This is significant as our normal award rate has been at 55/45 for many years.

**Respectfully,**

A handwritten signature in black ink, appearing to be "K. Walters", written over a horizontal line.

**Chief Kenneth W. Walters**

## Offense Count Report

Page: 1

## Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
FEBRUARY2023	TOTAL2023	TOTAL2022	TOTAL2021
02/01/2023-02/28/2023	01/01/2023-02/28/2023	01/01/2022-12/31/2022	01/01/2021-12/31/2021

Offense	Description	FEBRUARY	TOTAL2023	TOTAL2022	TOTAL2021
11001	SEXUAL PENETR'N PENIS/VAGINA CSC1	0	0	1	1
11007	SEXUAL CONTACT FORCIBLE CSC2	0	0	1	0
11008	SEXUAL CONTACT FORCIBLE CSC4	0	0	1	1
13001	NONAGGRAVATED ASSAULT	2	7	19	19
13002	AGGRAVATED/FELONIOUS ASSAULT	0	0	2	4
13003	INTIMIDATION/STALKING	0	0	3	2
22001	BURGLARY - FORCED ENTRY	0	0	1	1
22002	BURGLARY - ENTRY W/OUT FORCE(INTENT	0	0	0	1
22003	BURGLARY - UNLAWFUL ENTRY(NO INTENT	0	0	3	0
23002	LARCENY - PURSE SNATCHING	0	0	0	2
23003	LARCENY - THEFT FROM BUILDING	0	0	1	2
23005	LARCENY - THEFT FROM MOTOR VEHICLE	0	0	3	9
23007	LARCENY - OTHER	1	3	9	8
24001	MOTOR VEHICLE THEFT	0	0	1	1
25000	FORGERY/COUNTERFEITING	0	0	1	1
26002	FRAUD - CREDIT CARD/ATM	0	0	1	1
26003	FRAUD - IMPERSONATION	0	0	1	1
26005	FRAUD - WIRE	0	0	0	1
26006	FRAUD - BAD CHECKS	0	0	2	1
26007	FRAUD - IDENTITY THEFT	1	1	4	0
27000	EMBEZZLEMENT	0	0	3	0
28000	STOLEN PROPERTY	0	0	1	0
29000	DAMAGE TO PROPERTY	0	2	12	15
30002	RETAIL FRAUD - THEFT	0	0	1	0
35001	VIOLATION OF CONTROLLED SUBSTANCE	0	0	9	4
36004	SEX OFFENSE - OTHER	0	0	0	3
38001	FAMILY - ABUSE/NEGLECT NONVIOLENT	0	0	0	2
38003	FAMILY - OTHER	0	0	0	1
41002	LIQUOR VIOLATIONS - OTHER	0	0	1	1
42000	DRUNKENNESS	0	0	0	1
48000	OBSTRUCTING POLICE	0	0	2	5
49000	ESCAPE/FLIGHT	0	0	1	0
50000	OBSTRUCTING JUSTICE	3	5	37	29
52001	WEAPONS OFFENSE - CONCEALED	0	0	1	0
52003	WEAPONS OFFENSE - OTHER	0	0	0	2
53001	DISORDERLY CONDUCT	0	0	0	1
54002	OUIL OR OUID	2	2	13	4
54003	DRIVING LAW VIOLATIONS	0	5	46	10
57001	TRESPASS	3	5	14	21
70000	JUVENILE RUNAWAY	1	1	6	0
70001	Incorrigible	0	0	1	0
70003	Juvenile Truancy	2	2	0	0
70004	Juvenile Issues	0	0	1	3
72000	ANIMAL CRUELTY	0	0	1	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	5	2	4
75000	SOLICITATION	0	0	1	0
90001	Vehicle Lockouts	7	21	69	88

## Offense Count Report

Page: 2

## Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
FEBRUARY2023	TOTAL2023	TOTAL2022	TOTAL2021
02/01/2023-02/28/2023	01/01/2023-02/28/2023	01/01/2022-12/31/2022	01/01/2021-12/31/2021

Offense	Description	FEBRUARY	TOTAL2023	TOTAL2022	TOTAL2021
90002	Motorist Assists	0	0	9	15
90003	Assist E.M.S.	5	16	108	120
90005	City Ordinance Violations	0	2	7	29
90006	Prisoner Transports	0	0	1	0
90007	Parking Complaints	0	0	2	4
90008	ANIMAL COMPLAINTS	1	1	12	13
91001	Delinquent Minors	0	1	8	15
91002	Runaway	0	0	1	2
91003	K-9 Assists	0	0	16	7
91004	Abandoned Vehicle	0	0	3	2
92003	Walk Away (Ment. & Host.)	0	0	4	5
92004	Insanity	3	4	23	30
92005	MIP Civil	1	5	1	0
93001	PROPERTY DAMAGE ACCIDENT/PI	7	12	54	51
93002	Accident, Non-Traffic	4	6	26	32
93003	Civil Traffic Violations	0	0	1	0
93004	Parking Violations	0	0	1	1
93006	Traffic Policing	0	0	5	21
93007	Traffic Safety Public Relations	0	1	11	35
93008	Inspections/Investigations -Breathalyzer	0	0	0	1
94001	Valid Alarm Activations	0	0	0	3
94002	False Alarm Activations	11	17	81	63
95001	Accident, Fire	0	0	3	1
95003	Inspection, Fire	0	0	1	3
95004	Hazardous Condition	0	0	1	6
97001	Accident, Traffic	0	0	1	0
97003	Accident, Other Shooting	0	0	1	0
97006	Accident, All Other	0	0	0	2
98002	Inspections/Investigations -Motor Vehicles	0	0	1	0
98003	Inspections/Investigations -Property	0	0	1	7
98004	Inspections/Investigations -Other	1	2	27	7
98006	Civil Matters/Family Disputes	3	9	47	88
98007	Suspicious Situations/Subjects	8	19	109	178
98008	Lost/Found Property	0	1	13	13
98009	Inspections/Investigations -Drug Overdose	0	0	2	3
99002	Natural Death	0	2	5	5
99007	PR Activities	0	0	14	4
99008	General Assistance	31	49	384	283
99009	General Non-Criminal	2	3	36	35
Totals:		99	209	1296	1334

CODE ENFORCEMENT 2022:							
Address	Date	Offense	Action Taken / Comments	Officer			
140 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
242 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
306 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
340 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
372 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
376 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
406 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
426 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
325 Fairview Road	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
317 Fairview Road	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
295 Fairview Road	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
443 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
435 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
412 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
411 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
403 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
335 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
410 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
440 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
444 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
124 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
400 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
	2/18/2023	City Charter Violation	Snow Violation/ Sidewalk- City Manager Notified	JA			
419 N 3rd Street	1/10/2023	Blight- Trash Complaint	Trash brought into City limits for pickup/ Photos taken/ Advised was not allowed	JA			
607 S Valley Street (Update)	1/12/2023	Dangerous / Unsafe Building	Email received- another contractor coming to give bid on exterior repair this coming week.	JA			



SPECIAL MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, FEBRUARY 21, 2023.

Chairperson Cori Lucynski called the meeting to order at 6:05 p.m.

Present: Bob David, Yvonne DeRoso, Josh Erickson, Mike Jackson, Cori Lucynski, and Rusty Showalter.

Absent: Kara Fachting

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

\* \* \* \* \*

All stood for the Pledge of Allegiance.

\* \* \* \* \*

**MOTION BY JACKSON SECOND BY DAVID, TO APPROVE THE MINUTES FROM THE MEETINGS HELD JANUARY 10, 2023 AND FEBRUARY 6, 2023.**

**Yes — David, DeRoso, Erickson, Jackson, Lucynski, Showalter**

**No – None**

**Absent –Fachting**

**Motion carried**

\* \* \* \* \*

The Members watched the first part of a recorded webinar from the Michigan Association of Planners on the Planning Enabling Act as part of their annual training requirements. The Commission discussed when to hold the second portion. It was the consensus to watch the second portion during the April meeting as long as there wasn't much on the agenda for that night.

\* \* \* \* \*

Member Erickson discussed the lead service line replacement program going on throughout town.

Member DeRoso gave an update on the most recent EDC site selection committee meeting.

\* \* \* \* \*

Chairperson Lucynski closed the meeting at 7:56 pm

**SPECIAL MEETING OF THE WEST BRANCH PARK AND RECREATION COMMITTEE HELD  
AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. WEST BRANCH, MI ON THURSDAY,  
MARCH 9, 2023.**

**Present:** Members Carol Adair, Lois Bergquist, Josh Erickson, and Meredith Schleicher  
(arrived at 6:04 pm).

**Absent:** Lisa Jensen

**Others in attendance:** City Manager/Acing Secretary John Dantzer

**The meeting was called to order by Chairperson Erickson at 6:04 pm.**

\* \* \* \* \*

**Chairperson Erickson opened the public hearing to take comment on the draft five-year  
parks and recreation plan at 6:02 pm.**

**Marsha Young and Ken Neubecker, from the Victorian Art Fair, spoke on the plan and noted  
they did not have any recommended changes for the plan. They further noted the park was  
a great place for their annual fair and that the amphitheater which was noted in the plan  
would be a great addition for them as well. They asked about the location of a potential  
stage and it was noted that no location was yet decided upon but they would make sure to  
include them in those discussions.**

**No one else wished to speak on the plan**

**MOTION BY ADAIR, SECOND BY BERGQUIST, TO CLOSE THE PUBLIC HEARING  
AT 6:10 PM.**

**Yes – Adair, Bergquist, Erickson, and Schleicher**

**No – None**

**Absent – Jensen**

**Motion carried.**

\* \* \* \* \*

**MOTION BY BERQUIST, SECOND BY SCHLEICHER, TO APPROVE THE MINUTES  
WITH CORRECTIONS FROM THE SPECIAL MEETING HELD JANUARY 30, 2023.**

**Yes – Adair, Bergquist, Erickson, and Schleicher**

**No – None**

**Absent – Jensen**

**Motion carried.**

\* \* \* \* \*

**The Committee discussed the plan and the consensus was not to make any changes.**



**MOTION BY BERQUIST, SECOND BY ADAIR, TO APPROVE THE 2023-2027 FIVE-YEAR PARKS AND RECREATION PLAN AS SUBMITTED AND SEND TO COUNCIL FOR THEIR FINAL APPROVAL.**

**Yes – Adair, Bergquist, Erickson, and Schleicher**

**No – None**

**Absent – Jensen**

**Motion carried.**

\* \* \* \* \*

Member Adair noted she would like to look into sponsoring a lumberjack festival downtown.

Member Bergquist noted the Rock the Block concert event was looking at holding their concert again this year and that the Chamber is hosting a geocaching event in May.

Chairperson Ericson discussed the Houghton Ave road project.

City Manager/Acting Secretary Dantzer noted he is looking at a MEDC grant for parks and would like to include the handicap play area, amphitheater, and gathering place park in the application. He also requested the Board to supply a letter of support for the grant. It was the consensus of the Board to have Manager Dantzer include those projects in the grant request and have Chairperson Ericson sign a letter of support on the Boards behalf.

\* \* \* \* \*

The meeting was adjourned at 6:48 pm.

# The Center for Local, State, and Urban Policy

Gerald R. Ford School of Public Policy | University of Michigan



Michigan Public  
Policy Survey

March 2023

## Michigan local leaders report widespread support for community recycling programs

By Debra Horner, Natalie Fitzpatrick, and Thomas Ivacko

This report—the third in a series on recycling issues in Michigan communities—presents Michigan's local government leaders' assessments of support for recycling programs among various groups within their jurisdictions. In addition, it looks at local leaders' own views about whether recycling produces valuable outcomes and whether promoting environmental sustainability is an important aspect of local governance. The findings are based on statewide surveys of local government leaders in the Fall 2021 wave of the Michigan Public Policy Survey (MPPS), as part of the Michigan Local Recycling Policy Project, funded by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

The Michigan Public Policy Survey (MPPS) is an ongoing census survey of all 1,856 general purpose local governments in Michigan conducted since 2009 by the Center for Local, State, and Urban Policy (CLOSUP). Respondents for the Fall 2021 wave of the MPPS include county administrators, board chairs, and clerks; city mayors, managers, and clerks; village presidents, managers, and clerks; and township supervisors, managers, and clerks from 1,356 jurisdictions across the state.



## Key Findings

- Fully 94% of Michigan local officials support local access to recycling in their communities, including 66% who express strong support in communities with recycling services currently, and 46% who strongly support adding recycling services in places that currently lack such access.
  - Furthermore, in communities that currently have access to recycling, local leaders report widespread support among residents (86%), among local businesses including commercial, industrial, or agricultural operations (63%), and among their board or council members (88%).
  - Even in communities that do not currently have access to recycling services, a majority of local leaders report support for recycling among residents (60%) and their board or council (53%), while just over a third say there is support among their local businesses (note: some of the smallest rural jurisdictions may not have any significant business presence to speak of).
- Local officials statewide express positive attitudes about the benefits of recycling. Statewide, most believe recycling programs can help protect clean water in Michigan (87%), decrease local litter and pollution (77%), address global climate change (56%), and nearly half agree that recycling could boost local economic development and job growth in their communities (47%).
- Few believe that recycling is not worth the effort (14%), while 68% believe it is. Meanwhile, although one third (32%) agree that “most materials collected in recycling programs end up in landfills anyway,” 37% disagree with that statement.
- Beyond recycling, most Michigan local leaders believe promoting environmental sustainability and “being green” are important aspects of local government leadership (64%). The percentage of local officials that strongly agree with this statement increased from 23% in 2019 to 28% in 2021.
  - As of 2021, agreement with this statement—that promoting environmental sustainability and “being green” are important aspects of local government leadership—was found among local leaders from all partisan stripes, including Democrats (90%), Independents (74%), and Republicans (55%).



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

## APPLICATION FOR OPEN CITY BOARD OR COMMISSION POSITION

Application for: Zoning/Election Board/Commission

Name Karen Biggs

Address 512 W. Ripley W.B.

Phone 989 312 0881 (cell/phone)

Email kmaxbiggs@yahoo.com

City Resident? Yes ☒ No ☐ How Long? 20+ yrs

Please list any previous City appointments or offices N/A

Please list any relevant employment or professional activities Realtor

Other community affiliations/activities you feel would be a benefit to this position \_\_\_\_\_

Are you aware of the meeting schedule for this Board or Commission, and are you available to attend regularly scheduled meetings?

Aware of schedule? Yes ☒ No ☐ Can attend? Yes ☒ No ☐ Unsure ☐

Why are you interested in serving of the City Board or Commission? \_\_\_\_\_

Interests in Osceola County's future

What talents or experience would you bring to the position? \_\_\_\_\_

Experience in Real Estate

What are your primary interests in City Government and City services? \_\_\_\_\_

Please relate any special goals you may have for the City \_\_\_\_\_

Any other information you wish to provide for Mayor and Council consideration?  
(If you need more room please feel free to use another piece of paper)

Lore Beggs 3-6-2023  
Signature Date

Thank you for your interest in serving as a volunteer Board or Commission member.

Appointments to City Council advisory Board and Commissions are nominated by the Mayor and confirmed by consent of the City Council. If you are applying for a specific and currently open position, you will be notified of City Council's decision once it is made.

Upon appointment, you will be required to stop by City Hall to complete a W-4, MI W-4 and an I-9 form along with supplying a copy of your driver's license and social security card or a copy of your passport.

**CITY OF WEST BRANCH  
CITY COUNCIL MEETING  
MARCH 20, 2023**

PLEASE TAKE NOTICE that the West Branch City Council meeting scheduled for Monday, March 20, 2023 at 6:00 pm will be conducted both in person and virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 pandemic.

Public comment will be handled by the "Raise Hand" method as instructed below within Participant Controls.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact the City Clerk by phone at (989) 345-0500 from 8:00 am-4:30 pm Monday- Friday or by email at [clerk@westbranch.com](mailto:clerk@westbranch.com), at least five business days prior to the meeting.

### **Zoom Instructions for Participants**

**To join the conference by phone:**

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.

**Before a videoconference:**

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided below. The details include a link to "**Join via computer**" as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

**To join the videoconference:**

2. At the start time of your meeting, enter the link to **join via computer**. You may be instructed to download the Zoom application.
3. You have an opportunity to test your audio at this point by clicking on "Test Computer Audio." Once you are satisfied that your audio works, click on "Join audio by computer."

You may also join a meeting without the link by going to [join.zoom.us](https://join.zoom.us) on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

**Participant controls in the lower left corner of the Zoom screen:**



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants.

**Meeting Information:**

Topic: West Branch City Council

Time: Mar 20, 2023 06:00 PM Eastern Time (US and Canada)

**Join Zoom Meeting**

<https://us02web.zoom.us/j/89433525333?pwd=TxkxbJlJOXdMV2xRTWNoKzBRRWVmQT09>

Meeting ID: 894 3352 5333

Passcode: 080456

One tap mobile

+13126266799,,89433525333#,,,,\*080456# US (Chicago)

+16465588656,,89433525333#,,,,\*080456# US (New York)

**Dial by your location**

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

Meeting ID: 894 3352 5333

Passcode: 080456

Find your local number: <https://us02web.zoom.us/j/kdL7appWaW>