

**MEETING MINUTES  
DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**

**Wednesday, January 18, 2006  
7:30 AM – 9:00 AM  
Fremont City Hall  
Council Chambers**

**I. Call to Order**

The meeting was called to order at 7:32 AM.

<b>Members Present:</b>	Lon Vredeveld	DDA Chair
	Marianne Boerigter	Director, Newaygo County Council for the Arts
	Kim Deur	Downtown Business Owner
	James M. Rynberg	Fremont Mayor
	Ron Vliem	Executive Director, Fremont Area Chamber of Commerce
	Ric Zahrt	Fremont Business Owner
	Rob Zeldenrust	Main Street Business Operator

<b>Members Absent:</b>	Kevin Conley	Downtown Business Owner
	Ryan McNally	Downtown Attorney
	Kristie Van Simaey	Downtown Business Owner

<b>Others Present:</b>	Kay Cummings	Farmers Market Committee Member
	Mike DeKuiper	Downtown Business Owner
	Lorna Kostowny	Downtown Fremont Property Owner
	Mary Robart	Downtown Fremont Restaurant Owner
	Bob Rottman	Farmers Market Committee Member
	John Steinbeck	Guest

<b>Staff Present:</b>	Richard Rought	Fremont Zoning Administrator
	Michele Ribant	Fremont Neighborhood & Economic Development Director
	Chris Yonker	Fremont City Manager

<b>Consultants Present:</b>	Rick Stout	Fleis & Vandenbrink
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**II. Approval of Minutes**

A motion was made, seconded, and carried to approve the minutes as presented from the January 4, 2006 meeting.

**III. Update on the Polarfest Event**

Ron Vliem gave the DDA an update on the Polarfest event, which will be in Fremont on Saturday, February 4. He provided the DDA with a flyer outlining the days' activities. It was mentioned that part of the proceeds for certain activities (e.g., Pancake Breakfast) will be dedicated towards the Fremont Blueprint Program. It was decided that we would use the money raised for the Blueprint Program during Polarfest to purchase decorative banners for our downtown streetlights. The DDA agreed that in the advertisements for the event we should make it clear what the money dedicated to the Blueprint Program will be used for.

#### **IV. Power-point Presentation on Architectural Design in Fremont**

Lon Vredeveld gave a power point presentation which illustrated the architectural design of many of the key commercial buildings in Fremont.

#### **V. Discussion on DDA Finances**

Lon Vredeveld asked Chris Yonker to outline for the DDA what kind of funding is available to the DDA for DDA projects. Chris Yonker indicated that the various sources available to fund DDA projects include the following:

- Different types of grants (e.g., enhancement grants)
- Re-instituting a parking assessment
- Fundraising
- Tax Increment Financing (TIF) dollars

In terms of tax increment financing, Chris Yonker indicated that the City could bond out to capture \$250,000 per year for ten (10) years. He said that currently the DDA is capturing tax increment financing (TIF) dollars to cover the remaining debt on the final bond issue for the Municipal Complex. Mr. Yonker went on to explain that any TIF captures after the adoption of Proposal A in 1994 for non-debt expenses can only come from the tax levies of the City, Newaygo County and the District Library; we no longer can capture from the Fremont Schools, NC RESA/ISD and the State SET. He explained that this means that in order to continue to capture the same amount that we currently capture, the City would have to contribute more than they currently do just to make up for the portion of the capture that the schools contributed in the past.

Marianne Boerigter indicated that she thought we had \$50,000 in the DDA fund balance, and she asked Chris to confirm whether this was true. Chris indicated that the fund balance was about \$50,000, and it is a roll-over from previous years. He said it is being used to help fund such projects as the creation of the Downtown Fremont Enhancement Plan and the Museum Economic Feasibility Study.

#### **VI. Discussion on Farmers Market Pavilion**

Rick Stout reviewed the four (4) proposals for a Farmers Market Pavilion that were provided with the agenda packet. He also reviewed the cost of improving the entire parking lot behind The Arts Place, which was also provided with the agenda packets. He indicated that for the parking lot in the block behind the Arts Place to be improved and the creation of Farmers Market pavilion, it could cost 1.2 or 1.3 million dollars. He indicated that because of the grading issues on this block, the parking lot improvements will cost more than they will on other blocks. He also indicated that the cost of materials has gone up. Mr. Stout said that a pavilion that would cost a community \$50,000 in past years would cost considerably more today because of higher costs overall.

Kim Deur inquired whether the location behind The Arts Place was final. Some discussion ensued as to whether the farmers' market pavilion should be located there. It was expressed that if another location, which met the community's needs, became available for the market, the DDA could consider it.

After some discussion, a motion was made by Marianne Boerigter, seconded by Rob Zeldenrust to approve for the purposes of grant submissions, the parking lot improvements behind The Arts Place as outlined in the preliminary cost estimates dated 1-12-06 and Option D of the Farmer's Market

Breakdown of Improvements dated 1-12-06 in an amount of \$321,825 for the farmers market pavilion, and the motion carried.

Kay Cumming left the meeting early; and therefore, Michele Ribant on behalf of Kay Cummings recommended that the 2006 Farmers Market be held in its current location behind Chemical Bank for the 2006 season. She indicated that at the last meeting there was discussion on locating the market for the 2006 season in the parking lot behind The Arts Place, which is the proposed site for the new market pavilion. She went on to say that since we do not know when we will break ground for the new pavilion, and since we do not want to have to relocate during the season, it was thought that we should keep the market in its current location until a pavilion is built. No member of the DDA expressed an objection.

#### **Discussion on Downtown Fremont Enhancement Plan – Fleis & Vandenbrink**

Due to time constraints, the DDA did not view the power-point presentation that Fleis & Vandenbrink brought that was to illustrate possibilities for other elements (street furniture, lighting, etc.) of the enhancement plan besides the farmers' market pavilion. The DDA decided that at the next meeting we would not discuss the farmers market in detail and that the focus of the meeting would be on the other elements of the plan.

#### **VII. Selection of Subcommittees**

Lon Vredevelde informed the group that subcommittees are being formed to address other areas of Fremont's Blueprint plan. He passed around a sign-up sheet and asked that each person sign up for one or two subcommittees of interest to them. The subcommittee selections included: Marketing, Public Art, Parking, Façade/Historic Preservation, Business/Property Owner Issues, and Streetscape/Signage.

#### **VIII. Discussion on Report – Assessment of Retail Community in Fremont**

Lon Vredevelde encouraged everyone to read the report entitled, "A Look at Retail Business Health in the City of Fremont with Recommendations for Improving It and Thereby Enhancing the Quality of Life of Residents". He indicated that while the report is a bit dated (April 14, 1993), it still contains valuable, insightful information.

#### **IX. Next Meeting**

The next meeting will be held on Wednesday, February 1, 2006 in the Council Chambers at City Hall from 7:30 a.m. – 9:00 a.m. There will also be another DDA meeting on February 8, 2006 in the Council Chambers at City Hall from 7:30 a.m. – 9:00 a.m.; the downtown business and property owners will be invited to this meeting.

#### **X. Adjournment**

There being no further business, the meeting adjourned at 9:47 AM.