

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

**Wednesday, April 19, 2006  
7:30 AM – 9:00 AM  
Fremont City Hall  
Council Chambers**

**Call to Order**

The meeting was called to order at 7:34 AM.

<b>Members Present:</b>	Lon Vredeveld	DDA Chair
	Dusty Bitson	Downtown Business Owner
	Marianne Boerigter	Director, Newaygo County Council for the Arts
	Kim Deur	Downtown Property/Business Owner
	Lorna Kosztowny	Downtown Property Owner
	Gerry Rich	Downtown Business/Property Owner
	James M. Rynberg	Fremont Mayor
	Tom Schuiteman	Downtown Business/Property Owner
	Ron Vliem	Executive Director, Fremont Area Chamber of Commerce
<b>Members Absent:</b>	Ric Zahrt	Fremont Business Owner
	Rob Zeldenrust	Main Street Business Operator
<b>Staff Present:</b>	Richard Rought	Fremont Zoning Administrator
	Michele Ribant	Fremont Neighborhood & Economic Development Director
	Chris Yonker	Fremont City Manager
<b>Others Present:</b>	Jane Drake	City Councilmember
	Rebecca Laing-Austin	Downtown Business Owner
<b>Consultant Present:</b>	Rick Stout	Fleis & Vandenbrink

**Welcoming Remarks and Introduction of new DDA Member**

Chair Vredeveld welcomed the DDA and introduced Tom Schuiteman, the newest member of the DDA.

**Approval of Minutes**

A motion was made by Marianne Boerigter, seconded by Ron Vliem, and carried to approve the minutes from the following meetings:

- March 8, 2006 DDA Meeting
- March 22, 2006 DDA Meeting
- April 3, 2006 DDA Subcommittee Meetings (Public Art & Streetscape/ Signage and Façade/ Historic Preservation)

**Update on Fremont Community & Business Expo 2006**

Ron Vliem reported that the Community & Business Expo went well for the first year and that the Chamber plans to build it up each year. He indicated it is important to keep it affordable. Michele Ribant indicated that the City had a booth at the Expo, and she was pleased with the exposure it gave the City in promoting the work of the various committees (DDA, Fremont Area Park & Recreation Advisory Committee, etc.)

### **Discussion on Banner Placement Program**

Michele Ribant reported that the City received bids on banners (seasonal and special event); however, she indicated there was quite a range in price on the banners, so she would have to analyze the bids closer to determine how each of the three companies that submitted bids compared. The DDA decided that the Art Subcommittee could make decisions regarding the selection of banners for our downtown and make recommendations to the City Council for purchase approval.

### **Update on the Façade Improvement Program**

Lon Vredevelde indicated that the Façade/Historic Preservation Subcommittee met and made some general decisions on how Fremont's Façade Improvement Program could be structured. He indicated that Michele Ribant will frame a program based on the feedback as outlined in the April 3, 2006 Façade/Historic Preservation Subcommittee minutes.

Michele Ribant informed the DDA that she will have a representative from the Michigan State Historic Preservation Office (SHPO) come to an upcoming DDA meeting to explain the benefits and responsibilities of establishing Downtown Fremont as a Historic District. She indicated that after the DDA understood the advantages and responsibilities associated with establishing a historic district, the DDA could make a recommendation as to whether the City should pursue such a designation for its downtown.

### **Feedback from Meetings with Downtown Fremont Business/Property Owners**

Lorna Kosztowny suggested that after all the meetings with downtown Fremont Business/Property owners are completed, each property/business owner should receive a copy of the report outlining the feedback. The DDA acknowledged that after all the meetings are conducted, it should evaluate the feedback so that appropriate suggestions can be acted upon.

### **Discussion on Downtown Fremont Enhancement Plan**

Pictures of the proposed streetscape furniture for downtown Fremont were displayed at the Fremont Community & Business Expo and the community's desires regarding the furniture selections were discussed. It was suggested that when it comes time to decide on the street furniture that the DDA should consider purchasing a container for cigarette butts. Rick Stout indicated that he could provide examples of urns for the DDA's consideration. After some discussion regarding smoking, the idea of having a smoking ban downtown came up. Jane Drake indicated that the DDA could recommend a smoke-free zone for the City Council's consideration. There was quite a range in what the community liked, so it was decided that the decision as to which street furniture to select will have to be made at another subcommittee or DDA meeting.

Rick Stout provided the DDA with an Art Placement and Signage Placement Plan. He encouraged the DDA to review it and provide him with feedback on the Plans. He also presented the conceptual design of the parking lot between Division and Mechanic on the north side of downtown. The total cost for the reconstruction of the parking lot came to \$974,025.

### **Progress on the Downtown Blueprint Program**

Chair Vredevelde pointed out that the status of the Downtown Blueprint Program was outlined in a handout and that the work of the DDA has been incorporated in the City's spring newsletter in a variety of articles. He encouraged the DDA to read through the information.

### **Update on Spring Clean-up**

Chair Vredevelde reminded the DDA that spring clean-up days downtown Fremont would be as follows:

Friday, May 12, 2006: 8:00 AM – 5:00 PM

Saturday, May 13, 2006: 8:00 AM – Noon

Michele Ribant indicated she would try to make sure there are enough volunteers to meet the demand.

### **Update of Refuse/Recycling Coordination**

Michele Ribant reminded team captains that responses from the downtown business owners on Refuse/Recycling are due to the City by May 1, 2006.

### **Unfinished Business**

Marianne Boerigter showed the DDA metal reinforcing wire that she recently picked up from the parking lot behind the ArtsPlace. She expressed concern that having this wire in the parking lot could cause damage to cars and that it is work for her organization to have to keep the parking lot clear of debris. Lon Vredevelde told the City that this parking lot should have been paved years ago and that something should be done this summer to rectify the situation.

### **Next Meeting**

The next meeting of the DDA will be as follows:

Wednesday, May 3, 2006

7:30 AM – 9:00 AM

Fremont City Hall

Council Chambers

### **Adjournment**

There being no further business of the DDA, the DDA adjourned at 9:38 AM.