

**Local Development Finance Authority (LDFA)
Meeting Minutes
Thursday, April 23, 2009
4:00 – 5:00 PM
Fremont City Hall**

Call to Order

The meeting was called to order at 4:06 p.m. by Acting Chair Jean Palmerton.

Members Present:	Bing Hanson	Fremont Public Schools
	Stanley Nieboer	Newaygo County Commissioner Dist. #3
	Jean Palmerton	Coldwell Banker (Acting chair)
	Brian Scarbrough	Lakeshore Signs
	Jon Sovinski	Hi-Lites Graphics, Inc.

Members Absent:	Dr. John Kingsnorth	Fremont Public Schools
	Dan Slate	Hendon & Slate (Chair)

Staff Present:	Bryan Gruesbeck	Fremont City Manager
	Todd Blake	Fremont Finance Director
	Michele Ribant	Neighborhood & Economic Development Director

Guest:	Ryan Ergang	Fremont Public Schools
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Introductions

Bing Hanson introduced Ryan Ergang, the Community Assistance Specialist for the Fremont Public Schools, to the LDFA. She indicated that John Kingsnorth is resigning from the LDFA and is recommending that Mr. Ergang replace him. Michele Ribant indicated she will forward their recommendation to the Fremont City Council for a vote.

Approval of Minutes

A motion was made by Stan Nieboer, seconded by Jon Sovinski and carried to approve the minutes from the February 26, 2009 LDFA meeting.

Update on Improvements Made in the Fremont Industrial Park

Acting Chair Palmerton informed the LDFA that the status of the projects in the Fremont Industrial Park is as follows:

- a. Entryway Signs: Complete
- b. Lighting of Signs: Complete
- c. Look-out Tower: Complete
- d. Landscaping: The landscaping will be completed in May.
- e. Outlot A/Town & Country Path: The path through the FIP will be completed in May.

- f. Signage and Path Crossing Markings for the T & C Path: The signage and crossing markings for the Path will be completed in May.
- g. Pot holes: The pot holes have been filled.
- h. Easements: The City is creating easements in relation to properties owned by the City where the T & C Path crosses so that when time comes to sell the property, the easements will be in place.
- i. Noise Regulations: City staff is creating noise regulations that will be pertinent to the Fremont Industrial Park.

Discussion on Proposed FY 09/10 LDFA Operating Budget

Todd Blake reviewed the following documents with the LDFA:

- a. Spreadsheet on Fremont Industrial Park 2008/2009 Improvements
- b. Proposed LDFA 09/10 Operating Budget
- c. LDFA Assessment Report (For Fiscal Year 2009/2010)
- d. LDFA Tax Capture Report (For Fiscal Year 2009/2010)
- e. Bond Debt Schedule
- f. Information on Description and Form of Bonds
- g. General Fund Transfers to LDFA in Deficit Yrs

It was proposed that Outlot C be improved to include a new trail head parking area that would consist of at least 15 parking spaces, new curbing and landscaping in the amount of \$35,000. It was also proposed that FIP marketing materials in the amount of \$10,000 be budgeted.

Todd Blake indicated that he needed to update the LDFA Assessment Report. Stan Nieboer asked that the City provide the LDFA with an updated copy. Michele Ribant said she would send it out with the minutes.

Chair Palmerton gave the LDFA the option of voting on the proposed budget at this meeting or waiting until the next meeting after they LDFA had more time to review it. The LDFA chose to vote on the proposed budget at the meeting.

A motion was made by Jon Sovinski, seconded by Brian Scarborough and carried to approve the 2009/2010 LDFA budget as presented.

Update on Activities in the Fremont Industrial Park

Novi Energy: Bryan Gruesbeck reported that Novi Energy is finalizing the financing for the project and that the purchase option with Novi Energy for lots 19, 20 and 21 has been extended. He said Novi Energy plans to provide a site plan some time this summer.

Restaurant Recycling Inc.: Bryan Gruesbeck informed the LDFA that this summer the Restaurant Recycling Inc. is planning to paint its outside cylinders for storing waste.

Fremont Metal & Paper: It was reported that the owners of the Fremont Metal & Paper Co. will be bringing forth an amended site plan to the Fremont Planning Commission at the June 23, 2009 meeting, and at the same time, the City is working with them to negotiate a move of their business to the Fremont Industrial Park. It was reported that there were limited things, if any, the LDFA can do to help fund the relocation.

Bryan Gruesbeck informed the LDFA that the FIP needs to be recertified and that marketing materials for the park need to be developed. He said the plan is to work on these projects in summer of 2009.

Next Meeting

The next meeting of the LDFA will be in August or September of 2009. The LDFA will discuss/review the marketing materials for the FIP.

Adjournment

There being no further business of the LDFA, a motion was made by Stan Nieboer, seconded by Jon Sovinski, and carried to adjourn the meeting at 5:01 p.m.