

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

**Wednesday, September 6, 2006
7:30 AM – 11:00 AM
Fremont City Hall
Council Chambers**

Call to Order

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

Members Present:	Lon Vredevelde	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
	Rebecca Laing-Austin	Downtown Business Owner
	Gerry Rich	Downtown Business/Property Owners
	James M. Rynberg	Fremont Mayor
	Ron Vliem	Executive Director, Fremont Area Chamber of Commerce
	Rob Zeldenrust	Main Street Business Operator
Members Absent:	Tom Schuiteman	Downtown Business/Property Owner
Others Present	Bonnie Erber	Public Art and Marketing Subcommittee Member
Staff Present:	Michele Ribant	Fremont Neighborhood & Economic Development Director
	Chris A. Yonker	Fremont City Manager

Approval of Minutes

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

- DDA Minutes – August 9, 2006
- DDA Ad Hoc Minutes – July 25, 2006
- DDA Ad Hoc Minutes – August 15, 2006
- DDA Public Art Subcommittee Minutes – August 8, 2006
- DDA Public Art Subcommittee Minutes – August 9, 2006
- DDA Marketing Subcommittee Minutes – August 25, 2006

Vote on the Amended DDA Development & Tax Increment Financing Plan

Chris Yonker reviewed the details of the Amended Development and Tax Increment Financing Plan. Mr. Yonker explained that the Plan was extended for another 20 years until 2026. Mr. Yonker informed the DDA that the proper Public Hearing notices had been published & distributed for the City Council's consideration of the Amended Development & TIF Plan at its September 18, 2006 regular meeting.

After some discussion, a motion was made by Marianne Boerigter, seconded by Rob Zeldenrust and carried to recommend to the Fremont City Council approval of the September 2006 Amended Development & Tax Increment Financing Plan as presented.

Review of the Trial Balance Report

Chris Yonker presented for informational purposes the DDA Fund Trial Balance Report. The Report showed that as of June 30, 2006, the ending fund balance was \$61,458.26. Of that amount \$16,250.00 was reserved, which makes the unreserved portion of the ending fund balance \$45,208.26.

Update on the Downtown Enhancement Plan

Lon Vredevelde explained that the DDA Ad Hoc Advisory Group meets on an as-needed basis to provide guidance and to make decisions that require immediate attention with regard to the Downtown Fremont Enhancement Plan. Pictures of the patterns and materials for retaining walls and alleyways that were selected by the Ad Hoc Group at their last meeting were shown to the DDA. A plan view and elevations for a potential restroom facility were also provided to the DDA. It was estimated that the restroom facility would cost about \$60,000 and that it would be an option the Ad Hoc Group would be considering. There were no questions or comments from the full DDA on these matters.

Design of Murals for the Front and Rear Facades of the AT&T Building

The designs created by Renae Wallace for murals for the front and rear facades of the AT&T building were presented to the DDA.

The business portion of the DDA meeting concluded at 8:00 a.m. At that time Chair Vredevelde excused himself from the meeting, and Mayor Rynberg chaired the interview portion of the meeting.

Interviews of Architects for the Fremont Façade Improvement Program (8:00 a.m. – 11:00 a.m.)

The following architectural firms were interviewed in connection with the Fremont Façade Improvement Program:

Interview # 1

Hooker DeJong Architects & Engineers
Frank Bednarek, Vice President of Development
Randi Trygstad, Vice President of Marketing

Interview # 2

M.C. Smith Associates and Architectural Group, Inc.
Donald H. Smalligan, R.A., Vice President
Scott DeKorte, Architect

Interview #3

Winter-Troutwine Associates, Inc.
Jim Winter-Troutwine, R.A., President
Thomas H. Logan, Ph.D., AICP, Associate

After much discussion on the capabilities of all three architectural firms, the group unanimously voted to recommend to the Fremont City Council that the City of Fremont contract with Hooker DeJong Architects & Engineers to design the Fremont Façade Design Guidelines and to be retained by the City to work with property owners on their individual façade projects as part of the Fremont Façade Improvement Program.

Next meeting

It was announced that the next full DDA meeting will not take place until November, 2006 and that as time approaches a specific date will be identified.

Adjournment

There being no further business of the DDA, the meeting was adjourned at 11:12 AM.