

**Meeting Minutes
Fremont Downtown Development Authority (DDA)**

**Tuesday, February 26, 2008
7:30 a.m. – 9:00 a.m.
Fremont City Hall
Council Chambers**

Call to Order

The meeting was called to order at 7:34 a.m.

Members Present:	Lon Vredeveld	DDA Chair
	Marianne Boerigter	Executive Director, Newaygo County Council for the Arts
	Kim Deur	Downtown Business/Property Owner
	Rebecca Laing-Austin	Downtown Business Owner
	Lorna Kosztowny	Downtown Property Owner
	Gerry Rich	Downtown Property Owner
	Merle Ross	Downtown Business Owner
	James M. Rynberg	Fremont Mayor
	Ron Vliem	Executive Director, Fremont Area Chamber of Commerce
Members Absent:	Rob Zeldenrust	DDA District Business Manager
Staff Present:	Todd Blake	Fremont Financial Officer
	Michele Ribant	Fremont Neighborhood & Economic Development Authority

Approval of Minutes

A motion was made by Merle Ross, seconded by Marianne Boerigter and carried to approve the minutes from the February 12, 2008 DDA meeting and to accept the minutes from the February 12, 2008 DDA Parking Subcommittee meeting.

Discussion on 2008/2009 DDA Budget

Lon Vredeveld opened the meeting by giving the DDA the background on how improvements in the DDA District were handled in years past. Todd Blake explained the status of the current DDA budget. He indicated that the City bonded out last year to pay for the improvements in the NE downtown parking lot including the new market pavilion. He said that this year the DDA will start to pay down the bond debt by using the DDA capture to do so. He went on to say that any amount captured over and above the debt

payment on the bond will have to be carefully considered. Mr. Blake stressed that it is important that the DDA act responsibly in terms of determining the amount of the capture to use because it has a large impact on the County, the Fremont Area District Library and the City. He reminded the DDA that they cannot capture from the schools anymore, so in order to make up for the amount the schools used to generate, the other entities have to compensate for it. This results in the City having to fund three times as much from the general fund as they used to have to fund.

Chair Vredevelde asked the DDA to outline any project that they would like to fund for the FY 2008/2009 and to outline any project they want to fund over the next five years. The following ideas resulted:

One Year Wish List

- **Entryway Signage** (It was reported that while the DDA will have great input on the design and placement of these signs, these signs will not be funded under the DDA budget because they will not be placed within the DDA District.)
- **Wayfinding Signage**
- **Common Refuse Enclosures** (Two for each downtown blocks for a total of six enclosures)
- **Banners/Signage for Farmers Market**
- **Flowers/Planters** (To be located at the corner of Main & Division, if safety at this intersection is not impaired. Flowers can also be considered at other downtown locations.
- **Bike Racks** (There should be at least one on every downtown block. It was suggested that the City look into whether Vogel Engineering could create bike racks that are reasonable in price, yet aesthetically pleasing. It was also suggested that other areas in the City that are within the DDA District be considered as places to have bike racks. It was pointed out that the DDA cannot fund bike racks for private businesses.)
- **Fremont Façade Improvement Program**
- **Fremont Co-op Streetscape Project**

Five Year Wish List

- To fund the improvements to the other three downtown parking lots.

Note: The DDA did not have a lot of time left in the meeting to discuss the long-term wish list in more depth.

DDA Parking Assessment

Lon Vredevelde informed the DDA that in their packets is a draft copy of the DDA Parking Assessment formula that will be implemented during the current fiscal year. He told them the timeline for the assessment is also enclosed in their packet. Michele Ribant said that she will fine-tune the formula before the March 18, 2008 DDA meeting.

DDA Millage

Michele Ribant indicated that there should be some discussion on imposing a DDA millage. The DDA made it clear that they did not think it was a good idea to impose a DDA millage on top of the DDA Parking Assessment and that they asked staff to look into whether what was to be covered by a millage in the DDA budget could be covered by the DDA capture. Staff indicated that they would look into the possibilities.

New Business

Lorna Kosztowny suggested the following ideas:

- The City should consider branding the City as a health-minded community. Michele Ribant said that she can explain her idea in more depth at the DDA Marketing Subcommittee meeting to be held on March 10, 2008.
- The City should look into whether seniors in the community could be bussed to the Fremont Farmers Market, so they can have access to fresh fruits and vegetables. Michele Ribant indicated she is setting up a meeting with the service providers in the area and that she will include the topic as an agenda item.
- The City should look into involving more youth in the programs that are implemented. She said she has been in contact with Julie Hunt-Barnhardt, the statistics teacher at the Fremont High School, to try to coordinate the student's involvement. Michele Ribant suggested that Ms. Kosztowny expound on her idea at the DDA Marketing Subcommittee meeting scheduled for March 10, 2008.

Upcoming Meetings

DDA Meeting

Tuesday, March 18, 2008

7:30 a.m.

Fremont City Hall

Council Chambers

Customer Service Seminar

Thursday, April 24, 2008

6:00 p.m.

Fremont Area District Library

Community Room

Adjournment

There being no other business of the DDA, the meeting adjourned at 9:12 a.m.