



FREMONT Michigan

“NOW AND ALWAYS – A Fine City • A Great Community”

REGULAR CITY COUNCIL MEETING

Monday, August 1, 2022 @ 7:00 PM

City Municipal Building Council Room

1. **Preliminary**

- 1.1 Call to Order / Welcome: Mayor James Rynberg
- 1.2 Invocation and Pledge of Allegiance to the American Flag: Councilmember Bob Johnson
- 1.3 Roll Call: Mayor: James Rynberg; Councilmembers: Sandy Siegel, Steve Heiss, Bob Johnson and Lola Harmon-Ramsey
- 1.4 Approval of Meeting Agenda

2. **Ceremonial Items** – None Scheduled

3. **Consent Action Items** (See Meeting Handout for procedures; One vote to approve all items with no discussion.)

- 3.1 Minutes of the Regular Council Session held July 18, 2022
- 3.2 Request for use of Veterans Memorial Park & Amphitheater for Community Church Service
- 3.3 Purchase/Replace Mower-Tractor for the Department of Public Works
- 3.4 Relisting of Vacant City-Owned Property with Realtor
- 3.5 Purchase/Replace Video Surveillance System for Municipal Building
- 3.6 Approve DDA Revolving Loan Fund Application for Downtown Building/Business

4. **Consideration of Any Items Removed from the Consent Agenda**

5. **Accounts Payable & Payroll Remittance Check Register Report dated 7/29/22 totaling \$1,266,289.41**

6. **Brief Public Comment** (3 minutes per speaker and/or 10 minutes if representing a group, for items not on the agenda.)

7. **Public Hearings** – None Scheduled

8. **Action & Discussion Items**

- 8.1 Request for use of Darling Walkway Park for Residential Group Rummage Sale
- 8.2 Confirm Sale of Lakeside Swirl & Authorize Transfer of City Lease Agreement
- 8.3 Approve DDA Façade Grant Applications for Downtown Businesses

9. **Board & Commission Appointments** – None Scheduled

10. **Reports & Communications**

- 10.1 Announcements/Reports: a) City Manager & City Clerk; and b) Mayor & Councilmembers
- 10.2 Written Communications Transmitted with this Packet for Council Information & Discussion
- 10.3 Written Communications Previously Transmitted via Email for Council Information
 - Fremont Area District Library Newsletter – Aug/September
 - City letter to residents re: Notice of Upcoming Street Reconstruction and Resurfacing Projects

11. **Extended Public Participation** (Three minutes per speaker for items not on the agenda.)

12. **Closed Session:** To Consider Purchase of Property

13. **Adjournment**

* The next Regular meeting of the Fremont City Council is scheduled for Monday, August 15, 2022, at 7:00 PM

City Staff's Action Memo
For the 8/01/2022 Regular City Council Meeting

Agenda Items	Enclosure(s)	Summary Comments	Administration Recommendation				
3.2	Park Application	Trinity Christian Reformed Church has requested use of all of Veterans Memorial Park for a community church service on Sunday, September 4 th from 8:30 am to 12 pm. They anticipate an attendance of 450 and have always left the park in clean order following their events.	Authorize request				
3.3	<ul style="list-style-type: none"> • DPW Director Memo • Deere & Company Bid 	<p>The City budgeted \$22,000 for replacement of a general purpose mower-tractor used by the DPW, and received the following bids:</p> <table border="0" style="margin-left: 40px;"> <tr> <td>Deere & Company (John Deere)</td> <td style="text-align: right;">\$ 18,608</td> </tr> <tr> <td>Pell's (Kubota)</td> <td style="text-align: right;">16,747</td> </tr> </table> <p>DPW staff inspected the two tractors and recommend purchasing the John Deere for performance and maintenance reasons.</p>	Deere & Company (John Deere)	\$ 18,608	Pell's (Kubota)	16,747	Authorize purchase of the John Deere tractor from Deere & Company
Deere & Company (John Deere)	\$ 18,608						
Pell's (Kubota)	16,747						
3.4	Listing Agreement	Council authorized listing various vacant city-owned lots with Coldwell Banker last year and most were sold except the parcel on Cedar and Weaver. Although there were two separate offers accepted on the parcel, time delays regarding receipt of a proper survey and one buyer's cost prohibitions resulted in unsuccessful sales. The City now has a proper survey and staff recommends relisting the parcel with Coldwell for another one year term at the same listing price of \$10,000.	Authorize listing as recommended				
3.5	Equipment Quote	<p>The City budgeted \$10,000 for replacement of the Municipal Building's video surveillance system that is mounting to disrepair. The system was purchased over 15 years ago, its server is in constant repair and the camera technology does not meet current quality standards expected for litigation matters. BonCom (Grant) has quoted the City \$6,588 for replacement of the entire system, well within the budget, and the project is eligible for a \$3,000 state grant to help cover costs as well.</p>	Authorize purchase from BonCom as recommended				
3.6	<ul style="list-style-type: none"> • DDA Revolving Loan Application • DDA (Draft) Meeting Minutes 	<p>Jeremy and Brittany Gerth, new owners of the Koffee Kuppe at 46 W. Main Street, applied for a working capital loan for \$25,000. The DDA Revolving Loan review committee met to review the application and all the required documentation and recommended approval of the 1% loan to the DDA Board. Loans are required to be paid back over a maximum five year period.</p> <p>The DDA recently convened and approved the \$25,000 loan application and recommend the City Council confirm. There is currently over \$75,000 available in DDA revolving loan funds for downtown business/building owners.</p>	Approve Loan Appl and authorize CM to execute				
8.1	Letter of Request	<p>Ms. Colleen Conant, resident of the Gateway, has requested permission to conduct a Gateway-group rummage sale within the Darling Walkway Park. They would like to coordinate it with the City's community yard sale event scheduled for August 11-13th.</p> <p>The City has never permitted yard sales in city parks and there are a lot of flower beds in the area, so staff recommended she consider the City accommodating their request within the Market Pavilion or on the Rec Center's south lawn area.</p>	Deny request for use of the Darling Walkway and accommodate as recommended				

City Staff's Action Memo
For the 8/01/2022 Regular City Council Meeting

Agenda Items	Enclosure(s)	Summary Comments	Administration Recommendation
8.2	<ul style="list-style-type: none"> • Request for Transfer • Lease Agreement 	<p>Jeff & Lori Clark, owners of Lakeside Swirl at Fremont Lake Park, recently announced sale of their business to Chad & Chris Bishop, owners of OPE! It's Ice Cream LLC of Newaygo.</p> <p>Per the City's building lease agreement with the Clark's, the City must confirm a sale if a request for transfer of the lease agreement is desired. Staff recommends confirmation of the sale and to authorize the City Manager to execute a contract amendment to confirm transfer to the contract expiring in 2030.</p>	Endorse Sale and Authorize Transfer of Agreement
8.2	<ul style="list-style-type: none"> • DDA Agenda & List of Applications • DDA (Draft) Meeting Minutes 	<p>The City agreed to accept an anonymous \$100,000 donation to go toward the Downtown Façade grant program for 2022, targeting the front building façade's for banners, painting and general cleanup. A matching formula of 50%-donor/25%-DDA/25%-Owner for a total project campaign of \$200,000 was approved in the adopted FY 2022/23 Operating Budget. Recently the Façade Committee recommended the enclosed list of façade grant applications for 2022, and the DDA approved the list and recommends the City Council confirm. Staff concurs with the Committee and DDA, but has concerns with the 12 W. Main Street application.</p> <p>There is a history of failed grant applications regarding this address and its owner, whereas the City has attempted coordination of several state grant programs and due to difficulties between state/local government staff and the owner they never come to fruition. The City also had to go through an exhausting legal battle with them on blighted building issues, of which some new blighted issues have recently surfaced.</p> <p>The property owner has assured the City he will take care of the blighted issues along with completion of the façade grant project. Staff recommends approval of the grant, but on a reimbursement case only with the owner fixing everything and paying for his façade project up front.</p> <p>Staff acknowledges the benefit of him securing a new business on his main floor, willingness to fix the exterior of his building and desire to start planning for reconstruction of the 2nd and 3rd floors for future residential purpose.</p>	Approve Façade Grant Applications as recommended by staff
12	<ul style="list-style-type: none"> • Previous Closed Session Minutes • City Manager Memo 	Items to be discussed on Closed Session, as permitted under the State of Michigan Open Meetings Act.	No Action in Closed Session except prior Council mtg minutes