

MEETING MINUTES

Cascade Charter Township
Downtown Development Authority Board of Directors
Tuesday, January 15, 2013
5:30 P.M.
Cascade Library - Wisner Center
2870 Jacksmith Ave SE

ARTICLE 1. Call the Meeting to Order

Chairman Huhn called the meeting to order at 5:35 p.m.
Members Present: Rob Beahan, David Huhn, Tom McDonald, Joann Noto, Kirt Ojala, Jennifer Puplava, Rick Siegle
Members Absent: Diana Kingsland, unexcused
Others Present: Assistant to the Manager Sandra Korhorn

ARTICLE 2. Approve the Agenda

Motion was made by Member Ojala to approve the Agenda. Support by Member McDonald. Motion carried, 5-0.

ARTICLE 3. Approve the Minutes of the October 16, 2012 Meeting

Motion was made by Member Beahan to approve the Minutes. Support by Member McDonald. Motion carried, 5-0.

ARTICLE 4. Update of Centennial Park Project – Phase 2

Staff reports that the Centennial Park Streetscape project is 99% complete. We had a walk through with the contractor in December to review the project and to create a punch list. A few items need to be completed in the spring. (Member Siegle arrived at 5:40) Once those items are complete, we'll do a final walk through with the contractor before final acceptance and payment is issued.

Korhorn has received many positive comments about the sidewalk and lights. She has seen many people using the sidewalk.

(Member Noto arrived at 5:45)

ARTICLE 5. Update of the 28th Street Sidewalk Project

The sidewalk project along 28th Street from Hotel Avenue to Patterson Avenue continues to move forward. MDOT held a second meeting with neighboring property owners in November to give them an update on their upcoming project. Their project will consist of a complete reconstruction of 28th Street between I-96 and Patterson, and resurfacing from Patterson to Breton.

The MDOT project is anticipated to begin in late March and expected to take 7 months from start to finish. Two lanes of thru traffic will be maintained on 28th St. The sidewalk and lighting will be constructed in conjunction with the road project.

Discussion followed.

ARTICLE 6. Discuss the Community Enhancement Committee and 2013 Projects

Last year we discussed projects for 2013. At that time the DDA asked Staff to create a committee consisting of DDA members, township staff, business owners, etc. to discuss projects for the village area. Thus, the Community Enhancement Committee was created.

The new committee met in November and discussed many different topics; from community gathering projects, to revitalization projects, to enhancement/safety projects.

The committee then asked Staff to contact Pat Cornelisse for the purpose of developing renderings/visuals showing what mast arms, banners, bricked crosswalks, etc. would look like in the village. The committee is expected to meet again in January to review the renderings and to continue the discussion. Korhorn reported that nothing has been decided at this time.

The focus of the committee was on possible bricked crosswalks, mast arms, slowing the traffic in the village area, and anything that would pronounce entering the Cascade village area.

Ways to slow the traffic down in the village area was discussed.

ARTICLE 7. Review 2013 Budget

Korhorn had placed a copy of the 2013 DDA budget in the packet. She drew attention to a few items she felt were important to point out:

- a. Maintenance and Repair – This line has been increased to \$40,000. This fund is generally used for streetlight maintenance, streetlight bulbs, flowers, soil, weed and feed applications, irrigation repair, mulch, sidewalk maintenance, etc.
- b. Special Projects - \$130,000. \$30,000 is for the Complete Streets study we discussed last year and the remaining is for any special projects we may decide to complete in 2013.
- c. Sidewalk Construction - \$375,000 for the construction of the 28th Street sidewalk from Hotel Ave. to Patterson Ave.

Staff stated that updates to the budget will be provided throughout the year.

Discussion followed.

ARTICLE 8. Election of Officers

For 2012 David Huhn was the Chair, Kirt Ojala was the Vice Chair, and Diana Kingsland was the Secretary.

Member McDonald made a Motion to maintain the same group for 2013. Support by Member Siegle. Motion carried, 7-0.

ARTICLE 9. Any Other Business

Korhorn reported that the term for Julie Johnson was up at the end of 2012 and she opted not to be reappointed. Township Supervisor Rob Beahan is working on finding a new DDA member to replace Julie.

a. Flower Pots – Old 28th St.

There were three flower pots hit by a car last year. Staff reported that they have contacted the manufacturer of the flower pots and are able to replace them with the same design.

b. Contact List for Board Members

ARTICLE 10. Adjournment

Member Puplava made a Motion to adjourn the meeting. Support by Member McDonald. Motion carried, 7-0.

The meeting adjourned at 6:20 PM.

Respectfully submitted,

Diana Kingsland, Secretary

Carol M. Meyer, Planning Administrative Assistant