

**MEETING MINUTES**

Cascade Charter Township  
Downtown Development Authority Board of Directors  
Tuesday, April 19, 2016  
5:30 P.M.  
Cascade Library - Wisner Center  
2870 Jacksmith Ave SE

**ARTICLE 1. Call the Meeting to Order**

Vice Chairman Puplava called the meeting to order at 5:30 p.m.  
Members Present DDA: Rob Beahan, Diana Kingsland, Jennifer Puplava, Kim Ridings, Richard Siegle, Steve Stephan.  
Absent: David Huhn (Excused), Paula Rowland (Excused), Matt Smith (Excused)  
Others Present: DDA/ED Director Sandra Korhorn and others listed on the sign in sheet.

**ARTICLE 2. Approve the Agenda**

**Motion was made by Member Beahan to approve the Agenda. Support by Member Ridings. Motion carried, 6-0.**

**ARTICLE 3. Approve the Minutes of the March 15, 2016 Meeting**

**Motion was made by Member Beahan to approve the minutes of the March 15, 2016 meeting as written. Support by Member Siegle. Motion carried 6-0.**

**ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items. (Comments are limited to five minutes per speaker)**

No visitors

**ARTICLE 5. Discuss and Consider Consult for Library Property Plan**

DDA/ED Director Sandra Korhorn presented. If you remember we sent out a RFP, request for proposal, to work on the plan for the Library property. We received five proposals and interviewed three. The interview committee was Rob Beahan, Steve Peterson and myself. M.C. Smith, Progressive and Viridis were the three finalists. Viridis was the best candidate for the job and I am looking for a recommendation from you to the Township Board to hire Viridis to develop a plan to create a gathering place on the Library Property.

Discussion followed.

**Member Kingsland made a motion to recommend Viridis as consultants for developing the Library Property. Support by Member Siegle. Motion carried 6-0**

**ARTICLE 6. Discuss and Consider Using Banner Arms for Metro Cruise Warmup Event**

DDA/ED Director Korhorn presented. We talked briefly at the March meeting and we did receive a sample. There was concern about scratching the street lights. The vendor stated we could put felt on the back side of the bracket and there would not be a problem. The banners would be up for approximately two (2) weeks. They are allowed in the Township as they do not promote any one business. The banners would be in the DDA District only. We would do either 8 double sided or 16 single sided. I think that 8 total would be sufficient as a test to see if this is something we would like to invest in for future events. The Metro Cruise will pay for the banners but the DDA will keep ownership of the banners.

Discussion followed.

**Member Ridings made a motion to approve the installation of the Banner Arms for the Metro Cruise Warmup Event. Support by Member Stephan. Motion carried 6-0**

**Article 7. Any Other Business**

**a) Update on Planning Activities:**

- **Grand Coney is going into the old Sleep Doctor Store**
- **Drury Hotel is set to open in June**
- **A Microbrew will be next to Subway**
- **Bus route feedback has been very favorable**
- **Landscaping is starting at the Museum Gardens**
- **The Township voted to continue with specific drawings for the new Township Hall to be able to bid the project.**

**b) Wrought Iron Fence**

State Farm has been in contact with us about the wrought iron fence in front of their building and in front of Bridal Elegance. The same fence is across the street as well. The fence is in really poor condition and has been hit by a car. Up close you can see that the fence is rusted and deteriorating. We can choose to repair/replace the fence but it will be very costly. We could replace with a plastic product or remove it all together.

**Discussion Followed.**

**Article 8. Adjournment**

**Member Siegle made a motion to adjourn 6:10 PM. Support by Member Kingsland. Motion carried 6-0. Meeting Adjourned at 6:10 PM**

Respectfully submitted,

Diana Kingsland, Secretary  
Ann Seykora, Planning Administrative Assistant  
Julie Kutchins, Planning Administrative Assistant