

MINUTES

Cascade Charter Township
Downtown Development Authority Board of Directors
Tuesday, July 19, 2016
5:30 P.M.
Cascade Library – Wisner Center

ARTICLE 1. Chairman Huhn called the meeting to order at 5:30 P.M.
Members Present: Beahan, Huhn, Puplava, Ridings, Siegle, Stephan
Members Absent: Kingsland, Rowland, Smith
Others Present: DDA Director Sandra Korhorn, and those listed on the sign in sheet.

ARTICLE 2. Approve the current Agenda.

Motion was made by Member Beahan to approve the Agenda. Supported by Member Puplava. Motion carried 6 to 0.

ARTICLE 3. Approve the Minutes of the April 19, 2016 Meeting.

Motion was made by Member Ridings to approve the Minutes as presented. Support by Member Huhn. Motion carried 6 to 0.

ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items.

No visitors who were present wished to speak about non-agenda items.

ARTICLE 5. Discuss and consider 28th Street Sidewalk – Hotel Ave. to Drury Hotel

Director Korhorn stated that the extension of the 28th Street sidewalk from Hotel Ave. to Drury Hotel was placed in the CIP for 2016, which the Township Board approved along with the budget last winter. Mike Berrevoets of FTCH has been working on the sidewalk plans and a construction quote has been received from Kamminga & Roodvoets (K&R). K&R recently completed the Cascade Village road projects and also construction of a small portion of the sidewalk along 28th St. west of interchange in 2013.

Director Korhorn is asking for a positive recommendation to the Township Board to hire K&R in order to move forward with this project. If approved, K&R would schedule this construction sometime in September or October.

Mike Berrevoets then gave an overview of the project, the possibility of conducting an open bidding process and answered any questions presented by the Board.

Motion was made by Member Puplava and supported by Member Ridings to support recommendation to the Township Board to hire Kamminga Roodvoets. Motion to approve carried 6 to 0.

ARTICLE 6. Discuss the use of Banners in Centennial Park

Director Korhorn stated she had recently sat down with Dialog Direct located in Centennial Park. The Human Resource Business Partner had questions for her and one of them related to the banner arms on the streetlights through Centennial Park and their purpose.

Dialog Direct would like to place banners on the streetlight poles that are located near Dialog Direct. The banners would be used to (1) advertise their business using their name or logo, (2) advertise the Business Park with the Centennial Park logo, and (3) use as a wayfinding sign.

Director Korhorn finds it an interesting idea for the park. She was looking for discussion on the topic.

Discussion followed. The majority of the Board felt that combining the second and third ideas was the better idea, but not an individual business. In essence, advertising Centennial Park only. A majority of the Board felt letting one business advertise their business using the banner arms would set a precedent and other businesses in Centennial Park and elsewhere in Cascade would want the same privilege, which is not feasible.

No action was required.

ARTICLE 7. Discuss Metro Cruise Warmup.

Director Korhorn updated the Board concerning the Metro Cruise Warmup. This is going before the Board next week for an outdoor gathering permit. This event is open to the public and will be held August 25 and 26 from 5:00 – 9:00 p.m. In the past it was held at the D&W Plaza, but because of space constraints has been moved to the Thornapple Centre. The property and business owners in the Thornapple Centre are aware of the event and are excited about it. Both the Fire Chief and Deputy Roe sit on the Committee for the cruise and are aware of the layout for the event. The Metro Cruise Warmup received permission from the Zoning Board of Appeals to have up to 6 food trucks on site. Each food truck will need to provide a copy of their current Kent County Health Department permit to serve food prior to the event. There will be no sale, distribution or consumption of alcoholic beverages. Restroom facilities and handwashing stations will be available. There will be on-site parking, as well as overflow parking from Cascade Fellowship Christian Reformed Church, Cascade Christian Church and Thornapple Evangelical Church. Volunteers will provide cleanup after the event each night, with trash cans on-site for waste disposal. Bands will perform, but will be finished performing each night by 9:00 p.m., which is within the confines of the Cascade noise ordinance regulations.

Director Korhorn also stated there will be no other financial obligations to the Township to hold the event, other than the \$5,000 donated by the DDA.

No action was required.

ARTICLE 8. Any other business.

a. Update of Library Property Plan

A public meeting was held on June 14, 2016. There was a fairly good turnout. There was also an online survey done. The consultant is compiling the results of the online survey, as well as the comments from public meeting and is putting together a conceptual plan. The next public meeting is July 26, 2016 at which a presentation will be made on that plan.

b. Update on Township Hall Project.

The Board last week passed a resolution to not pursue a new township hall.

Discussion followed.

c. Update on Planning Activities.

- An update will be given to the board next week regarding the bus.
- A possible proposal for apartments.
- A possible hotel behind Meijer.

ARTICLE 12. Adjournment.

**Motion was made by Member Puplava to adjourn. Supported by Member Beahan.
Motion carried 6 to 0. The meeting was adjourned at 6:15 p.m.**

Respectfully submitted,
Diana Kingsland, Secretary