

**Cascade Charter Township
Downtown Development Authority
Board of Directors
May 17, 2005
Cascade Museum Building
2839 Thornapple River Dr. SE**

ATTENDEES: Ron Clark, Mike Julien, Diana Kingsland, Dan Wallace.

Absences: Ronald Biermacher (expected), Lori Chu (expected), Ray James, Julie Johnson (expected), Joann Noto.

Others Attending: Township Manager, Jay Cravens; Assistant to the Township Manager, Sandra Otey.

Guests: Geoff Laham, Fishbeck, Thompson, Carr & Huber, Inc.; Pat Cornelisse

ARTICLE 1: Call the Meeting to Order

Chairman Clark called the meeting to order at 7:05 p.m. and noted the Board did not have a forum established and unable to take part in decisions at this meeting. Chairman Clark asked the Board if they wanted to proceed with Article 4 of the May 17, 2005 Agenda and those attending supported.

ARTICLE 4: Discussion of Costs of Streetlights and Street Trees

Manager Cravens noted at the DDA's request he spoke with Cornelisse and Laham for cost estimates for streetlights and plants. Manager Cravens recommended the Board review three (3) bids for project and recommend their decision to the Township Board.

Manager Cravens also stated the budget for this project included the cost of the mast arms the Board decided not to purchase and the budget will be well below projected. The area being considered at this time is Thornhills east to Old 28th Street for additional trees and lighting. Manager Cravens advised the Board the south side of Old 28th Street is not included in the estimates and will be completed after the sewer project in 2007. Open discussion was held regarding the south side up to the construction area, Manager Cravens to look into.

Manager Cravens also expressed concern for the site designated for the future fire station and suggested not to plant on the property though a date has not been determined for the new fire station and township hall. General discussion was held regarding planting trees on the property and once construction begins for new fire station, scoop trees out and relocate them. Chairman Clark suggested planting slow growing trees and possibly plant along the property's border; Cornelisse state she would review tree options for the property.

Manager Cravens introduced Laham, lighting engineer at Fishbeck who is familiar with the Township's codes and zoning through past projects.

Laham reviewed the project from Thornhills, including D & W, and Old 28th Street noting the existing lighting and going beyond. Laham said he has reviewed the lighting fixtures and they have cut-offs installed to reflect light downwards. Preliminary Construction Cost Estimate was distributed for review. Laham said double lights are to be installed at Thornhills and the rest will be single. Thornhills also has electrical service and will have the capacity to go further in the future. Open discussion regarding lighting and driveways at Jacksmith and Thornhills. Laham reviewed the itemized estimate noting that the conduit and wiring also includes borings and cutting at driveways. Member Julien asked how prices compare and Manager Cravens said the double streetlights cost \$4,500.00 and the single \$3,000.00. Assistant to the Manager Otey also noted that Lumec would be increasing their prices July 1, 2005. Manager Cravens said the prices aren't too high and unreasonable and the Township may also utilize six (6) of the lights in the Library's parking lot once the expansion project begins. Manager Cravens stated the Library will be installing higher lighting and these will be cheaper. Chairman Clark asked if the estimate includes plans for the west segment, Manager Cravens stated no, just 28th and Thornhills segment. Manager Cravens further explained there is some concern with light fixtures of the future installed west and recommended going with current selection for this section and develop new plan for the west. Member Julien noted the plans are quite a nice improvement to the area.

Chairman Clark asked Cornelisse to provide her insight to the segment regarding trees and Cornelisse noted the Board's concern over the driveway closest to Cascade and will consider an appropriate tree to allow vision with traffic.

Member Kingsland also asked if the Library signs on Thornhills and 28th will be removed since the Library isn't located on Thornhills. Manager Cravens noted the Township is reviewing the sign locations.

Chairman Clark suggested obtaining bids for the project and the Board will need to establish a quorum. Manager Cravens asked Laham if the fall is okay for lighting and staying within the timeline of the construction project, Laham doesn't foresee any problems.

ARTICLE 5: Other Business

Vice Chairman Clark asked if the Board had any other business to conduct. Member Julien noted the concerts in the park that will be held during the summer and asked Cornelisse to develop ideas to beautify the park. Cornelisse noted the main focus should be on the park's maintenance. Manager Cravens said the fountain is being renovated with new pipes and clean-outs (drains), the manufacturer is providing a new fountain at cost. The Township will also be replacing the surface around the fountain with an aggregate used around swimming pools. No further discussion.

ARTICLE 6: Adjournment

Chairman Clark requested a motion for adjournment. At 7:40 p.m. Member Julien motioned for adjournment, supported by Member Wallace.

Respectfully Submitted,

Lisa Hern, Recording Secretary

Approved as to form by:

Jay W. Cravens, Executive Director