

MINUTES
Cascade Charter Township
Downtown Development Authority Board of Directors
Tuesday August 15, 2017
5:30 P.M.
Cascade Library – Wisner Center

ARTICLE 1. Chairman Huhn called the meeting to order at 5:30 P.M.
Members Present: Huhn, Kingsland, Puplava, Rowland, Ridings, and Stephan
Members Absent: Beahan, Siegle, and 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 Puplava to approve the Agenda. Supported by Member Kingsland. Motion carried 6 to 0.

ARTICLE 3. Approve the Minutes of the July 18, 2017 Meeting.

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

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

Mr. Kirk Driesenga of The Hinman Group came forward. His company owns several buildings in the community, specifically Centennial Park. He wanted to express his thanks to the Board the current sidewalk work and the potential sidewalk work in the pipeline. Mr. Driesenga felt that the outside loop would be preferable at this time to the inside loop because that is where the businesses are located.

Mr. Driesenga also wanted to thank the Board for the bus line. He stated that in working with people looking to relocate office space, the one question they always ask is if there is a bus line.

ARTICLE 5. Discuss Future Projects

Director Korhorn stated that at the July 18, 2017 meeting, discussion was held concerning future sidewalk projects in the district. The Board asked for a cost breakdown of the Orchard Vista streetscape inside loop and outside loop.

The cost to complete the sidewalk on both sides of the road was estimated at \$725,000. Fishbeck Thompson provided the following information concerning each loop:

1. Inside Loop: \$400,000 (some sidewalk completed around Sunrise); and
2. Outside Loop: \$452,812.50.

These are construction costs at \$143.75 a foot. Project costs add another 25% for contingency and engineering.

Additionally, bidding time frame and flexibility on when the work is done pay a big part in the bids. Director Korhorn stated that if we want to do some of this work next year, we should get going very soon so we can bid in the winter and give the contractors a window to do their work.

Discussion followed consisting mostly of the cost, and whether the DDA can afford it because some of the DDA budget will go to the bus line. Member Puplava stated that she is on the committee regarding the bus line and that that is in a holding pattern at the moment and nothing has been decided. It was agreed that the outside loop made more sense. It was thought that the difference in the cost of the outside would be quite a bit higher than the inside, and maybe it should be looked into more closely to be sure there were not any surprises that would make the cost go up unexpectedly.

Motion was made by Member Puplava to move forward with the surveying and engineering for the outside loop. Supported by Member Kingsland. Motion carried 6-0.

ARTICLE 6. Discuss Metal Fence on Cascade Road

Director Korhorn stated that the property owner at 6883 Cascade Road contacted her with regards to the metal fence located along his property frontage. The tenants in the building would like the fence removed. The same fence is on the South (or West) side of Cascade Road through the village. The fence was installed back in the late 90's or early 2000's as a way to create more of a "village" ambiance in the area. A few years ago, the fence near Bridal Elegance was hit by a car and damaged. Maintenance wise, the fence is in rough shape, paint chipping, plants that grow seasonally and look terrible the rest of the year.

Discussion followed concerning interference with signs, decrepit look, different types of fencing to replace, taking it out completely and doing nothing, taking out both sides of fence vs. just one side and who would do the work.

Motion was made by Member Puplava to get an estimate/quote to take out the fence with suggestions and a rendering of what would replace it. Supported by Member Kingsland. Motion carried 6-0.

ARTICLE 7. Discuss Bus Funding

Director Korhorn reminded the Board that the Township Manager came to the DDA meeting in November of 2016 and made a presentation concerning the 3-year pilot program of the line haul bus service on 28th Street through The Rapid. The Township Finance Committee was interested in the DDA incurring a larger share of the cost of the service. The initial agreement was that the Township General Fund would cover 75% of the cost of the service and the DDA would cover 25% of the service. Given the documented benefit of the service to the businesses of the DDA, the Finance Committee is now recommending the DDA cover 75% of the cost of the service and the Township General Fund cover 25% of the cost.

At that meeting, it was suggested that an ad hoc committee be put together consisting of the DDA Board and the Township Board to discuss the benefits of the service and options for funding. The bus committee has met a few times to begin the conversation.

Director Korhorn recommended that this discussion be tabled for now considering she was not able to get all of the additional information from the bus committee she was intending to bring to the Board so a discussion could begin.

A brief discussion was held regarding ridership and cost.

Motion was made by Member Rowland to table the discussion of the DDA's cost of the service until such time that more information is presented. Supported by Member Puplava. Motion carried 6-0.

ARTICLE 8. Any Other Business

- a. Update on Planning Activities
- b. DDA Marketing Plan Meeting – August 25 @ 10:00 a.m.

ARTICLE 9. Adjournment.

Motion was made by Member Rowland to adjourn. Supported by Member Kingsland. Motion carried 6 to 0. The meeting was adjourned at 6:20 p.m.

Respectfully submitted,
Diana Kingsland, Secretary