

MEETING MINUTES

Cascade Charter Township
Downtown Development Authority Board of Directors
Tuesday, November 8, 2011
5:30 P.M.
Cascade Library - Wisner Center
2870 Jacksmith Ave SE

SPECIAL MEETING

ARTICLE 1. Call the Meeting to Order

Chairman Huhn called the meeting to order at 5:30 p.m.
Members Present: Rob Beahan, David Huhn, Julie Johnson, Diana Kingsland
Tom McDonald, Kirt Ojala, Jennifer Puplava, Rick Siegle
Members Absent: Joann Noto, excused
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 Kingsland. Motion carried.

ARTICLE 3. Approve the Minutes of the October 11, 2011 Meeting

Motion was made by Member Puplava to approve the Minutes. Support by Member Beahan. Motion carried.

ARTICLE 4. Review and Consider Recommendation of the TIF Plan to the Township Board

Chairman Huhn asked Assistant to the Manager Korhorn if there were any updates on any of the current projects. Korhorn replied that the median has been completed. Work is continuing in Centennial Park.

Korhorn reviewed that at the last meeting DDA Members went through the TIF Plan with Lynee and changes were discussed. Changes have since been made. Atty. Dick Wendt has also forwarded a few changes which have been incorporated into the Plan as well.

Chairman Huhn asked if Staff had made a list of the actual changes. A list had not been made so Korhorn said they could review the changes page by page. Changes made by Lynee are as follows:

- On page 3, Chapter 1 - Introduction & Purpose: The Township Board and Staff were added to the introduction.
- There were a few grammatical errors in the first few pages that have been corrected.
- Page 13, Priority and dollar amounts: Under bury power lines; the amount was changed from \$1,000,000 per mile buried to \$5,000,000.

Changes advised by Atty. Dick Wendt were as follows:

- Page 10: Percentages in the narrative above Table 5 were different than shown in Table 5. Corrections were made.
- Page 23 at the top of the page: The lead-in reference talked about Village Development area. It should read Centennial Park Development area.
- Page 26 under #4: Dick just wanted it clarified that the local school tax increment and the State Education tax are not subject to capture.
- Page 28 #2, last sentence: It currently reads, "The DDA also recommends that any excess funds be used...". It should read "alternatively" instead of "any excess".

Member McDonald expressed concern that when the TIF Plan is presented to the Board, they should understand that the dollar amounts are very speculative. Discussion followed that construction costs can change in 10 years as well as other things.

Korhorn went on to explain that the DDA needs to make a recommendation to the Township Board. She will start the process for the Notice of the Public Hearing. She has already sent a copy of the Plan to the taxing authorities, which are the county, the college, and the library. They need to see the Plan and have time to review it before the Public Hearing. The Public Hearing will be on December 14th.

Discussion followed regarding DDA capture areas and the new Township "Naming Policy".

Chairman Huhn asked if anyone wanted to make a Motion in regards to the TIF Plan.

Member McDonald made a Motion to approve the plan and to forward it to the Board with DDA approval. Support by Member Beahan.

Chairman Huhn asked if there were any questions or discussion. Assistant to the Manager Korhorn said there were a couple people present from Centennial Park who may want to comment.

Larry Fleis of 2960 Lucerne was present representing the Centennial Park Association. He introduced Dan Carter of 2910 Lucerne Building. Dan is from Hungerford, Aldrin, Nichols & Carter, PC.

Larry reported that they have been hearing great comments from tenants about the new sidewalks. He added that occupancy has increased 2.2% in one quarter. They are working on the entry feature and are trying to improve their image.

Dan Carter reported that the sidewalk came in at two-thirds the cost of what they thought it would be. They have a lot of pedestrian traffic and would like to extend the sidewalks in the future. He believes that what DDA has allocated for Wi-Fi or similar technology is a great idea. He would personally lean more toward WiMax or some type of 4G technology. The technology would bring more business their way.

Larry added that the sidewalk extension scheduled for 2017 should really be accelerated. He believes the strategic plan funds earmarked for façade improvements are much needed for the older buildings. Lastly, he would encourage the live, work, and play ideas for the Cascade Township DDA area.

Member Johnson said she would like to see a report in 1 year as to the impact the new sidewalks have on the Centennial Park area.

Chairman Huhn would like to be informed about how the Centennial Park area will carry out this assessment district. If they can show him that they are going to do some projects with their assessments it would positively affect his thinking.

Chairman Huhn asked if there were any other questions or discussion before a vote.

Motion carried to approve the TIF Plan and to forward it on to the Township board.

ARTICLE 5. Consider 2012 DDA Meeting Schedule

Recommended meeting dates were discussed. The discussion turned to possible projects for 2012.

A Motion was made by Member Ojala to approve the meeting dates for 2012. Support by Member Kingsland. Motion carried.

ARTICLE 6. Any other business

1. Cancel the November 16th meeting.
2. There will be a Township Board Meeting on December 14 and a Public Hearing in regards to the TIF Plan. Korhorn encouraged all DDA Members to attend.
3. The Village Christmas decorations are being placed. The Historical Society will have a tree lighting ceremony at the museum building on Sunday, November 27.

ARTICLE 7. Adjournment

Chairman Huhn asked for a Motion to adjourn. **Motion was made by Member Beahan to adjourn. Support by Member McDonald. Motion carried.** The meeting was adjourned at 6:15 P.M.

Respectfully submitted,

Diana Kingsland, Secretary

Carol M. Meyer, Planning Administrative Assistant