

## Minutes

Cascade Charter Township  
Downtown Development Authority Board of Directors  
June 18, 2024  
5:30 p.m.  
2870 Jacksmith Ave. SE

**ARTICLE 1.** Chair Kleyla called the meeting to order at 5:30 P.M.  
Members Present: Vogel, Preston, Stephan, Kleyla, Bingham  
Members Late: Makkar  
Members Absent: Carlson, Lesperance, Growney  
Others Present: Township Manager Jade Smith, Planning and Community, Mgt  
Office Admin Assistant Jessica Stine, and those listed on the sign-in sheet.

**ARTICLE 2. Approval of the Agenda**

**Motion was made by Member Stephan to approve the current agenda.  
Supported by Member Vogel. Motion carried 5 to 0.**

**ARTICLE 3. Approval of the Minutes of the May 21, 2024 Meeting**

**Motion was made by Member Preston to approve the minutes of the May 21,  
2024 meeting as written. Supported by Member Vogel. Motion carried 5 to 0.**

**ARTICLE 4. Acknowledge visitors wishing to speak**

There wasn't anyone who wished to speak at that time.

**ARTICLE 5. Facade Improvements**

The board discussed site improvement grant guidelines, listed their highest priorities for project requests, and added parking lot reallocation. Projects for mechanical heating/cooling and ductwork were added to the list of projects that did not qualify for the grant. They discussed three tiers of funding levels including sidewalks, decorative awning, and murals. They wanted a 12-month project time frame. The applicant will need to first pay to complete the project, then will be reimbursed for the costs.

Member Makkar arrived at 5:37pm.

They still need to determine if applications will be accepted on a rolling basis or they will have a set application date each year. They considered adjusting the percentage of the project that the grant funds based on how much interest there is. Danielle from McKenna and Manager Smith will go back through the proposal, collect ideas from DDA members, and bring it back to a future meeting. At the current stage, the grant is likely to first be available for 2025 projects.

**ARTICLE 6. Consider approval of funding for Stone House**

The keys to the Stone House were delivered the morning of the meeting. Manager Smith spoke with Township Lawyers and determined that the Stone House on Orange Ave is in the DDA. It is at the very edge, but still inside the boundaries. DDA members and the Township Board believed it would be a great asset to the Township. The board asked for projected expenses for 2025 and Manager Smith stated they will have a \$3 million balance going into 2025. The committee is looking forward to tying the property in with OHM's concept.

**Motion was made by Member Preston to fund 100% of the Stone House acquisition. Considerable discussion ensued. Supported by Member Stephan. Motion carried 6 to 0.**

**ARTICLE 7. Consider approval of funding for Metro Cruise**

The organization that runs the Metro Cruise has restructured. The offered a sponsorship for the Cascade Township DDA, which would benefit them due to the increased publicity it would bring. The new owner, Brandon Simmons, attended the meeting and explained that he is excited to work with Cascade. The Metro Cruise Warmup started in 2010 and was organized by a small group of community members. With his board taking over the event, Cascade's Metro Cruise Warmup will be the only Thursday event. The original Metro Cruise started 19 years ago and began at the City of Wyoming Chamber of Commerce. They are now looking to expand the event and provide sponsors with much more media exposure.

The DDA can choose to support at the \$6,000 or \$8,000 level. The \$6,000 level would include the Thursday warmup, like the DDA has normally funded, and the \$8,000 level would include a 'pit stop' in Cascade on Saturday. (This was incorrectly indicated in the email from Simmons where he said the \$6,000 would be for Saturday.) Both days will take place in the Thornapple Plaza parking lot. Saturday's event will include both local car clubs and larger ones. On Friday, the only event will be at Roger's Plaza in the City of Wyoming.

**Motion was made by Member Vogel to contribute \$8,000 to the Metro Cruise to hold the Thursday and Saturday events. Supported by Member Bingham. Motion carried 6 to 0.**

**ARTICLE 8. Consider approval of funding for Virgil Nishimura Westdale Memorial Park Landscaping**

Parks and Recreation Director Manion was unavailable to present and will bring the topic to a future meeting.

**ARTICLE 9. Staff Updates**

- **Cascade Rd Bridge**-Engineer Thorne said that they received two bids and the lowest came in at \$2.25 million (engineer's estimate was \$997,000).

The NE side of the bridge will increase between eight and nine ft and six to seven ft on the SW side. Both sides will have a barrier protecting pedestrians from traffic. There will also have a fence on each side to keep walkers from falling off. They will have three streetlights on the bump out from the pathway that will match the streetlight on Cascade Rd. The guard rail will be made of brushed black metal. OHM has looked at the plans for the bridge and will incorporate it into their design. Burying the utility lines over the bridge would not be fiscally feasible at this time. Chair Kleyla requested the Township look into fixing the light fixture that hangs over the bridge. Manager Smith said he would get the Kent County Road Commission to check it out. Member Vogel asked if there be spots for flags on the bridge and Manager Smith said he would check. Member Preston was concerned with Cascade Rd in the Village. Traffic will be hampered when the bridge is widened, but the area will not be inaccessible. Members stated that they were excited with the new Village Reimagined sign.

- **Bylaws Progress**-Manager Smith said that he is still working with legal on the bylaws but he will bring them to the July meeting for feedback.
- **Hotel Ordinance**-The Township is working on implementation for the hotels. Most Hotel Managers are welcoming the change; the owners are the ones pushing back.

**ARTICLE 10. Any Other Business**

There wasn't any other business to discuss at that time.

**ARTICLE 11. Adjournment**

**Motion was made by Member Makkar to adjourn the meeting. Supported by Member Vogel. Motion carried 6 to 0. The meeting adjourned at 6:11 P.M.**

Respectfully submitted,

Rene Growney, Secretary