

**Cascade Charter Township
Downtown Development Authority
Board of Directors
April 19, 2005
Cascade Museum Building
2839 Thornapple River Dr. SE**

ATTENDEES: Ron Clark, Lori Chu, Julie Johnson, Joann Noto, Diana Kingsland and Dan Wallace.

Absences: Ronald Biermacher (expected), Ray James (expected), Mike Julien (expected)

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

Guests: None

ARTICLE 1: Call the Meeting to Order

Vice Chairman Clark called the meeting to order at 7:02 p.m.

ARTICLE 2: Approval of the Agenda

Member Wallace made a motion to approve the agenda submitted by staff. Member Chu seconded the motion. The motion passed unanimously.

ARTICLE 3: Approval of the Minutes of February 15, 2005

Vice Chairman Clark requested approval of the February 15th Minutes. Member Chu motioned for approval, Member Wallace seconded. Chairman Clark opened for discussion of the minutes, no discussion. All in favor of the DDA February 15th Minutes, none opposed. Minutes approved.

ARTICLE 4: Discussion of 2005 DDA Improvement Projects

Manager Cravens noted that the Township would not be proposing sidewalk extensions as planned for two reasons:

- 1) The sidewalks would be installed between August – October of this year and these are high-end cost months to install.
- 2) The Township needs to distribute notifications providing a one-year (1-year) notice to those who are obligated to install their own. The notices are being contemplated and the sidewalks would be done in July 2006.

Manager Cravens proceeded with the scaled-down aspects of the project and distributed lighting and tree-scaping plans. Manager Cravens noted on the electrical plans, the “A’s” are single-fixture lights and the “A2’s” are the double-fixture lights.

- a) **Street Lighting:** Manager Cravens noted the drawing of Thornhills Avenue and the Township will be lengthening the interval between lights from eighty (80)-feet to one hundred twenty (120) feet. On Thornhills West to 160th the height and wattage of the lights will remain the same, using 100-watt bulbs. The footage between the light fixtures will remain the same depending on other obstacles such as fire hydrants, trees, etc. and the Township will adjust

accordingly. Manager Cravens explained how Fishbeck developed photo metrics for the project and to change from Thornhills to Kraft would've proposed questions and will not be changing much in electrical usage at this point. The budget is the next step and he needs to get in contact with Lumac. The Board favored the spacing of the lights and the plan. Manager Cravens noted these drawings are not conclusive, poles may vary a few feet one-way or another. The number of lights proposed for the project is a total of twenty-one (21): seventeen (17) single, four (4) double. Member Kingsland questioned if the lights are designed to reflect on the road or the sidewalk area and Manager Cravens stated both. General discussion was held regarding the cars being the problem in damaging the lights.

Manager Cravens noted that the Township would be responsible for the electricity and general maintenance. The Buildings and Grounds crew can provide general maintenance in changing light bulbs, etc. and contractors are hired for electrical and specific needs. Manager Cravens said the lights would have standard lighting options and no additional plug options, each lamp head is \$750.00, each pole is \$2,000.00. The Board suggested additional plugs on the double-fixtures only and discussed Christmas lighting. Manager Cravens suggested keeping the Christmas lighting in the Village area because future areas could add two and a half (2 ½) miles for holiday decorating. Manager Cravens said he would acquire prices for pole options (extra outlets). Vice Chairman Clark noted lighting would be done based on the budget.

- b) Street Tree Planting Plan: Manager Cravens noted the trees are to be planted in the late summer and will incorporate trees that have not been used before and are resilient. Manager Cravens noted the Hedge Maples by Noto's that are very resilient. The Morton Elms, four (4) of them, are a new substitute to the Dutch and American Elms that have been plagued with disease. These elms look and grow like the Elms we've all seen The Gingko is a feathery-leafed plant. The Aristocrat Pears are flowering trees along with others such as the Lilac and Zelkova. Pat has provided descriptions of these trees and will plant Elms on just the north side just past Thornhills due to construction on the south side. The Board questioned when the Morton Elms would be planted and Manager Cravens will clarify noting the south side is due in 2007 and all trees are salt and wind tolerant, the biggest concerns are bugs and diseases. The Board liked the variety of trees being used.

Kingsland noted there might be too many trees around the curve on 28th Street and possibly block vision of traffic by the driveways, especially the drive furthest east on the plan. The Zelkova on the

north side was also noted as a potential vision problem and Manager Cravens will look into the tree's relocation or removal. Manager Cravens noted these are slow-growing trees and reach their mature height of forty (40) feet in thirty (30) years. The Board asked for Pat's review of the vision/traffic concerns expressed and how tall the young trees will be and their expected height/growth rate. Manager Cravens noted he would mail copies of the plant descriptions to the Board and ask Pat to attend the next DDA Meeting.

The Board discussed possibilities of planting the trees on the other side of the sidewalks and the growth cycle of the Gingko, that is slow growing. Manager Cravens also noted that some of the service poles are being considered for elimination if electrical service can be provided underground to the business and the DDA would pay for the underground expense.

Vice Chairman Clark requested a motion of approval for the lighting and tree plans subject towards Pat's review of traffic vision and tree growth. Member Kingsland motioned for approval, seconded by Member Chu. All were in favor, none opposed. Plans approved.

ARTICLE 5: Other Business

Vice Chairman Clark asked if the Board had any other business to conduct. Member Johnson asked the Board to consider why they want wider sidewalks and doesn't understand why when they're trying to soften and green-up the Township. Member Wallace noted that East Grand Rapids is the only city that plows and Manager Cravens noted a special v-shaped plow used for snow plowing only that was declined for purchase by the DDA. Manager Cravens noted the Township prefers to allow for a margin of error for snow throw from the plows and irrigation. Vice Chairman Clark noted prior to the DDA Board voting on sidewalks next year, the Board to review alternatives and the terms of easements for an open-minded review.

Member Johnson asked if the plans for the new grounds building, behind Noto's, could be brought to the next meeting. Manager Cravens noted the building would be LEED certified (lower-costing) and will have brick to match the Township's Library and Noto's. Landscaping is also being reviewed and it will need less water to maintain. Member Cravens will bring plans to the next meeting.

ARTICLE 6: Adjournment

Vice Chairman Clark requested a motion for adjournment. At 7:52 p.m. Member Wallace motioned for adjournment, supported by Member Chu.

Respectfully Submitted,

Lisa Hern, Recording Secretary

Approved as to form by:

Jay W. Cravens, Executive Director

Next Meeting:

Tuesday, May 17, 2005

Cascade Museum Building

Please call 949-1500 if you cannot attend