

AGENDA
Cascade Charter Township
Downtown Development Authority Board of Directors
October 15, 2019
5:30 p.m.
Cascade Library Wisner Center
2870 Jacksmith Ave. SE

- ARTICLE 1.** Call the Meeting to Order
Record the Attendance

- ARTICLE 2.** Approval of the Agenda

- ARTICLE 3.** Approval of the Minutes of September 17, 2019 Meeting

- ARTICLE 4.** Acknowledge visitors and those wishing to speak to non-agenda items *(Comments are limited to five minutes per speaker)*

- ARTICLE 5.** Update on Centennial Park project

- ARTICLE 6.** Discuss Tree Replacement on 28th Street

- ARTICLE 7.** Closed Session – To Discuss Potential Acquisition of Commercial Business

- ARTICLE 8.** Any Other Business
 - a. Update on Planning Activities
 - b. Joint Meeting – Monday, October 21 at 7:00 p.m.

- ARTICLE 9.** Adjournment

MINUTES

Cascade Charter Township
Downtown Development Authority Board of Directors
Informational Meeting
September 17, 2019
5:30 p.m.
Cascade Library Wisner Center
2870 Jacksmith Ave. SE

- ARTICLE 1.** Chairman Puplava called the meeting to order at 5:30 p.m.
Members Present: Growney, Makkar, Siegle, DeWitt, McNeil-Chapman, and Puplava.
Members Absent: Beahan, Stephan, Kingsland
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 DeWitt to approve the Agenda. Supported by Member McNeil-Chapman. Motion carried 5 to 0.
- ARTICLE 3. Approval of the Minutes of July 16, 2019 Meeting**
Motion was made by Member Siegle to approve the Minutes of the July 16, 2019 Meeting. Supported by Member DeWitt. Motion carried 5 to 0.
- ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items. (Comments are limited to five minutes per speaker)**

Ms. Laura St. Louis introduced herself as the new Community Organizer with Disability Advocates of Kent County, and stated that she is hoping to be present at more community meetings to be involved with what's going on.

Mr. Kirk Driesenga from the Hinman company introduced himself, and stated that his company represents the Centennial Park Office Association. Mr. Driesenga thanked Members for the added sidewalks and the partitions with the plantings in the Centennial Park area, and states that he has received several positive comments about them from tenants and notices that traffic has slowed down significantly. Mr. Driesenga also thanked Members for their support of the bus line in the area. He stated he had a tenant interested in a property and the bus line was a big draw.

ARTICLE 5. Discuss DDA Projected Revenues and Expenditures

Director Korhorn stated that she asked Tami Cook (Township Accountant) to put together a financial projection report for the DDA. Director Korhorn stated that she asked that big ticket items that can be pursued in the next few years be included. Those items include:

1. Centennial Park (bonding for \$610,000)
2. Property purchase of Tuffy (installment purchase of \$800,000 over 20 years' time)
3. Cascade Road Sidewalk (2020 project, bonding for \$300,000)
4. Outdoor Gathering Space (2020 project, bonding for \$2.1 million)
5. Property purchase (2021 installment purchase of \$900,000 over 20 years' time)
6. Synthetic Ice Rink (cash, \$150,000)
7. Lighting Conversion (2020 project, cash, \$75,000)

Director Korhorn stated that Ms. Cook took the budget items given and projected revenues and expenditures over the next 10 years. Year 2020 is the only year that could potentially have a negative balance of \$233,000. None of the following years are projected to have a negative balance.

Member Siegle asked if the \$800,000 for Tuffy included demolition and clean-up, Director Korhorn said that it did not, but that there is a possibility of that being a joint venture with the Township. Obtaining grants is also a possibility.

The board members then had discussion regarding the Tuffy property, potential purchase of the property and the current lease with the property owner.

Director Korhorn stated that she is unsure of the 2021 property purchase for \$900,000, but wanted to have it projected and added to the budget.

ARTICLE 6. Discuss and Consider Outdoor Gathering Space Plan

(Member Makkar arrives during this discussion at 5:50.)

Director Korhorn stated that she has included updated costs for each phase of this project in tonight's packet, as the original plan was created in 2016. Director Korhorn stated that she would like recommendations from Members on this project, and that it will probably go to a Board Committee to review and look at the costs, and then to the Township Board.

Director Korhorn stated that this project will likely be phased due to funding. Director Korhorn then described parts of the project, pointing out the library, where the main gathering space and amphitheater will be, walking paths, landscaping and trees, a children's garden, the streetscape improvements, a skate and climbing plaza, and gateway improvements. Director Korhorn stated that the bulk cost of the project will be the amphitheater area, which is \$1.8 million. Director Korhorn stated that the Friends of the Library may contribute to the cost of the children's garden.

Director Korhorn stated that the amphitheater will bring people into the area for entertainment purposes, and the Library has expressed interest in using it for numerous programs. Chairman Pupilava stated that she wondered if there was an opportunity to leverage the opportunity of interest in the amphitheater to sell sponsorships or corporate sponsorships to deflect some cost involved in the project. Director Korhorn stated that there are groups in the Cascade area that may be interested in partnering with this project in one way or another.

Chairman Pupilava asked Members if any of them are against moving forward with the Community Gathering Space Plan at this time. No Member answered as against. Member Siegle clarified with Chairman Pupilava that she was talking about the entire project, not just individual pieces. Chairman Pupilava clarified that she would recommend to the Township Board that they proceed with development of the entire Community Gathering Space project, with specific details to be determined later.

Members were all in favor of this positive recommendation to the Township Board. Chairman Pupilava asked what specificity the Township Board might need, as she states that the DDA is conscious that they cannot shoulder all of the cost of this project. Member Siegle stated that he believes there would be a considerable savings if the entire project was completed at once, versus piece by piece. Chairman Pupilava agreed, and stated the minimal disruption to the area and library if the project were to

be completed at one time versus piece by piece as well. Member Siegle asked about the time frame to repay a bond, Director Korhorn stated it is forecast as a 10-year repayment agreement.

Director Korhorn stated that she believes the Township Board needs to know that this is a project the DDA would like to move forward with. If they agree that this plan should move forward, Director Korhorn states that then the DDA can decide to phase the project or complete it all at once, the schedule of completion, etc. Chairman Pupilava states that the message needs to be clear that the DDA is dedicated to this project and can contribute a sizeable amount to the total cost, but will need buy-in from the Township, and corporate sponsorship to cover the total financial responsibility.

Member Siegle asked who would be responsible for enticing corporate sponsorships, Chairman Pupilava responded that a committee would need to form to put forth a standard proposal of different sponsorship levels for potential sponsors. Member Siegle suggested selling bricks to community members, Chairman Pupilava agreed with that idea. Director Korhorn suggested possible naming opportunities as well. These are details that will be decided on definitively moving forward.

Director Korhorn stated that this is currently projected as a 2020 project, but may not be logistically feasible until 2021. Member Siegle stated that as a 2021 project, money could be saved next year and lessen the bond. Chairman Pupilava stated that would also help with the budget deficit projected in 2020. Member Rishi stated to keep in mind that construction estimates can significantly increase if not agreed to when given.

Director Korhorn stated that she will let the Township Board know that this a project that the DDA is interested in pursuing.

ARTICLE 7.

Any Other Business

- a. Update on Planning Activities
- b. Informational Meeting – Tuesday, October 15
- c. Joint Meeting – Monday, October 21 at 7:00 p.m.

Chairman Pupilava asked about Electric Cheetah taking over the Euro Bistro location, Director Korhorn confirmed. Member DeWitt asked if the Med Center was still open that is adjoined, Director

Korhorn stated that it is not, but that a new doctor is renovating and will open soon.

Member McNeil-Chapman asked director Korhorn if there was any word on what is going into the former Dunkin' Donuts location as there is work being done to the building and parking lot, Director Korhorn stated that she does not know yet.

Member DeWitt stated Starbucks is almost complete, Director Korhorn stated that she asked the property owners of the neighboring strip if they planned to update their façade to match the new construction, Director Korhorn states they answered they are considering it.

Member DeWitt asked if Chick-fil-A is still moving forward, Director Korhorn said yes, but not until late 2020 or early 2021. Director Korhorn stated that Macaroni Grill will be demolished when they close on the property sale.

Member DeWitt asked about the Metro Cruise kick-off, Director Korhorn stated that it went very well, and there have been many positive comments from attendees.

Director Korhorn reminded Members of the two upcoming meetings.

Adjournment

Motion was made by Member McNeil-Chapman to adjourn. Supported by Member DeWitt. Motion carried 6 to 0. Meeting was adjourned at 6:20 p.m.

Respectfully submitted,
Diana Kingsland, Secretary

DDA MEMORANDUM

To: Cascade Township DDA Board

From: Sandra Korhorn, DDA/Economic Development Director *SKK*

Subject: Discuss Tree Replacement on 28th Street

Meeting Date: October 15, 2019

Our buildings and grounds crew recently cut five trees along 28th Street, between Old 28th and the Walgreens drive. The trees were dead and needed to come down.

I asked Thornapple River Nursery to look at the area and provide a quote to replace some of the trees that came down. I have included that proposal in the packet along with a couple pictures of the area. The trees don't necessarily need to be replaced this fall but I wanted the board to take a look at the area and give some feedback.





PROPOSAL



**Thornapple
River
Nursery**
For over 50 years

8080 28TH ST., S.E. • ADA, MI 49301
(616) 676-0102 • FAX (616) 676-1599
www.thornapplerivernursery.com

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DATE	10/8/2019
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P.O. NO.	
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CASCADE TOWNSHIP OFFICES
2865 THORNHILLS SE
GRAND RAPIDS, MI 49546

PROJECT			
QTY	DESCRIPTION	UNIT PRICE	TOTAL
	SITE WORK		
	Grind 5 stumps & Reseed	585.00	585.00
	TREE PLANTING		
4	'Cleveland Select' Pear 1.5-2" BB	230.00	920.00
1	'Ivory Silk' Japanese Tree Lilac 2-2.5" BB	275.00	275.00
3	Promix, per cubic yard.	30.00	90.00
3	Premium Wood Chips	18.00	54.00
	Labor & Equipment	1,205.10	1,205.10
		TOTAL	\$3,129.10

WE PROPOSE to furnish labor and materials - complete in accordance with above specifications for the sum indicated. PAYMENT to be made as follows: ONE HALF DOWN, BALANCE ON COMPLETION. Terms: 30 Days. Unpaid Balances - Finance Charge: 2%

All credit card payments of \$2500.00 and above are subject to a 2.5% convenience fee.

NOTICE: DAMAGE RESULTING FROM OWNERS FAILURE TO NOTIFY CONTRACTORS OF UNDERGROUND HAZARDS (INCLUDING BUT NOT LIMITED TO: IRRIGATION, ELECTRIC, INVISIBLE FENCING) WILL BE AT THE OWNERS EXPENSE/LIABILITY.

We reserve the right to substitute plant material of equal size, type and value subject to availability.

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

SUBMITTED BY: Scott Boonenberg

ACCEPTED BY: _____