

MEETING MINUTES

Cascade Charter Township
Downtown Development Authority Board of Directors
Tuesday, October 11, 2011
5:30 P.M.
Cascade Township Offices
2865 Thornhills 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, Joann Noto, Kirt Ojala, Jennifer Puplava
Members Absent: Rick Siegle, unexcused
Others Present: Assistant to the Manager Sandra Korhorn, Jack Lewis, Trustee,
Lynee Wells, Williams & Works

ARTICLE 2. Approve the Agenda

Motion was made by Member Ojala and supported by Member Kingsland to approve the Agenda as presented. There were no questions or comments. Motion carried unanimously.

ARTICLE 3. Approve the Minutes of the September 13, 2011 Meeting.

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

ARTICLE 4. Update of the 28th Street Median

Assistant to the Manager Korhorn stated the median project is completed. The contractor completed an extra step and did a herringbone pattern of the bricks in the crossover drives, which holds vehicles better.

Member Johnson inquired about watering the plants. Korhorn stated that Katerberg VerHage had passed along some watering tips for this fall.

ARTICLE 5. Update of the Centennial Park Streetscape Project

Assistant to the Manager Korhorn stated that the Foremost Dr. loop sidewalk has been poured. Buist Electric has been on site to install the streetlight bases, however streetlights will not be installed until December. Some restoration has occurred on the Foremost loop. The contractor is expected to be back on site this week to continue with the Charlevoix Dr. sidewalk, with streetlight bases

following. Substantial completion of the project is November 4, with streetlights installed by December 16. Korhorn indicated there were four more trees that need to come down. Three of those trees were planned, but never removed. One tree, at the corner of Foremost and Charlevoix, is going to be very close to the walk and there was concern about root exposure and the tree dying.

Member Huhn asked if a different streetlight company would have been quicker in providing streetlights. Korhorn mentioned that by the time the lights are ordered, everyone seems to have a 12-14 week turnaround on fixtures/poles.

ARTICLE 6. Discussion of potential Michigan Department of Transportation (MDOT) Project on 28th Street, West of Interchange

Assistant to the Manager Korhorn indicated she had been contacted by MDOT in August regarding the Township plans for sidewalks on 28th Street, west of the interchange. MDOT indicated they have a potential complete reconstruction project from the interchange area to Patterson Ave. in 2013 and would like to work with us on sidewalks and/or any other possible improvements in the area. If the 28th Street reconstruction project moves forward, it would be a great time to finish our sidewalks on the south side to Patterson and construct sidewalks on the north side from Hotel Ave. to Patterson Ave.

Discussion followed regarding the burying of power lines, improvements to intersections, the closing of driveways and installation of mast arms. Members indicated this may be a good time to investigate the possibility of burying the power lines along this stretch of 28th Street.

The question was also asked about any traffic signal upgrades. Korhorn indicated that MDOT would be reconfiguring the current signals to box spans. Board members mentioned that perhaps if we installed mast arms, MDOT would split the cost difference with the Township.

ARTICLE 7. Review and Consider Recommendation of the TIF Plan to Township Board

Lynne Wells, Williams and Works, reviewed the draft TIF plan. Wells indicated that the priorities from the September meeting had been placed in the plan and inquired whether the members were satisfied with that. Members indicated they were. Wells and members went through the plan page by page.

There was some discussion regarding the burying of power lines and increasing the cost to \$5,000,000 per mile. The board was accepting of that.

Member McDonald asked if Wells could break down the cost under the Village section for the community gathering places, i.e. children's garden, noise garden, interactive water feature, etc. Wells said she will get with Consultant Cornelisse and do that.

Discussion followed on changing a few of the priorities and timing for a few of the projects. Wells will also include sidewalks along 28th St. to Patterson Ave. under the Interchange section.

Member Ojala asked about including a statement under the Centennial Park section mentioning the Centennial Park master plan. Discussion followed regarding the projects under the Centennial Park section of the plan and reworking a few of those.

Wells stated she will make the proposed changes to the plan and resubmit the plan to the DDA Board. She indicated the board could either make a recommendation on the current draft plan, knowing changes are coming or they can wait and at their next meeting, make a recommendation regarding the plan to the Township Board.

Korhorn mentioned Dick Wendt is also reviewing the plan.

The Board opted to wait and see the changes before making a recommendation to the Board.

ARTICLE 8. Any Other Business

There was discussion regarding the next meeting date. The Board decided to meet on November 8 at 5:30 p.m.

ARTICLE 9. Adjournment

Chairman Huhn asked for a Motion to adjourn. Motion was made by Member Puplava. Support by Member McDonald. Motion carried. The meeting was adjourned at 6:50 P.M.

Respectfully submitted,

Diana Kingsland, Secretary