

AGENDA

Cascade Charter Township
Downtown Development Authority Board of Directors
August 28, 2018
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 June 19, 2018 Meeting
- ARTICLE 4.** Acknowledge visitors and those wishing to speak to non-agenda items *(Comments are limited to five minutes per speaker)*
- ARTICLE 5.** Discuss and Consider Centennial Park Road & Sidewalk Improvements
- ARTICLE 6.** Discuss and Consider Purchase of 2842 Thornapple River Dr.
- ARTICLE 7.** Discuss Family Nights at the Library Series
- ARTICLE 8.** Discuss Taste of Cascade Event
- ARTICLE 9.** Discuss Holiday Tree Lighting Event
- ARTICLE 10.** Any Other Business
a. Update on Planning Activities
- ARTICLE 11.** Adjournment

MINUTES

Cascade Charter Township
Downtown Development Authority Board of Directors
June 19, 2018
5:30 p.m.
Cascade Library Wisner Center
2870 Jacksmith Ave. SE

- ARTICLE 1.** Chairman Puplava called the meeting to order at 5:35 p.m.
Members Present: Beahan, Kingsland, Ridings, Stephan, Makkar, Siegle, McNeil-Chapman and Puplava.
Members Absent: DeWitt
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 Ridings to approve the Agenda. Supported by Member Kingsland. Motion carried 8 to 0.
- ARTICLE 3.** **Approve the Minutes of May 15, 2018 Meeting.**
Motion was made by Member Siegle to approve the Minutes. Supported by Member Kingsland. Motion carried 8 to 0.
- ARTICLE 4.** **Acknowledge visitors and those wishing to speak to non-agenda items.**
No one came forward.
- ARTICLE 5.** **Discuss and Consider Purchase of 5015 28th Street (Northern Dr.)**
Director Korhorn reviewed the property with all members. Director Korhorn stated the Kent County Treasurer informed us this piece was up for tax sale and we had the option to purchase this property. It is located in the Cascade Office Park. In purchasing this property this could be the first step in making improvements and providing easier access to the area. The price of the property is \$586.60.

Questions/concerns from the Board members included our potential liability, maintenance of the property, development of the property, eminent domain, use of property, land value, and

some easement questions. The township attorney addressed all concerns of the Board members.

Discussion followed.

Motion was made by Member Beahan to approve the Resolution to purchase the property at 5015 28th Street. Supported by Member Ridings. Motion carried by roll call vote. 6-2

ARTICLE 6. Discuss and Consider the Request for DDA participation in the Cascade Art Muse Contest.

Director Korhorn stated staff was approached by Bob Dykstra of the Cascade Commons Building (5303 28th St. Ct.) to inquire if the DDA would be interested in partnering with them on an event. Director Korhorn informed the Board Mr. Dykstra is requesting the DDA to help assist with marketing and promoting the event as an official DDA sponsored event through media, direct mail and the township website and be present at any official event to help promote the start of the event. The competition would run sometime in the Spring.

Bob Dykstra was present to address the concerns/questions from the Board.

The Board supports the idea brought before them and will take this discussion up again in the Fall with Mr. Dykstra bringing more “concrete” plans to the Board.

ARTICLE 7. Any Other Business

a. Update on Planning Activities

Director Korhorn introduced the two new members: Haley McNeil Chapman, Sugar Momma’s and Rishi Makkar, International Beverage.

Director Korhorn reminded the Board the 1st Family Nights will be this Thursday at 6:30...it is “Spoonman”.

ARTICLE 8. Adjourment

Motion was made by Member Siegle to adjourn. Supported by Member Kingsland. Motion carried 8 to 0. Meeting was adjourned at 6:35 p.m.

Respectfully submitted,
Diana Kingsland, Secretary

DRAFT

DDA MEMORANDUM

To: Cascade Township DDA Board

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

Subject: Discuss and Consider Centennial Park Road and Sidewalk Improvements

Meeting Date: August 28, 2018

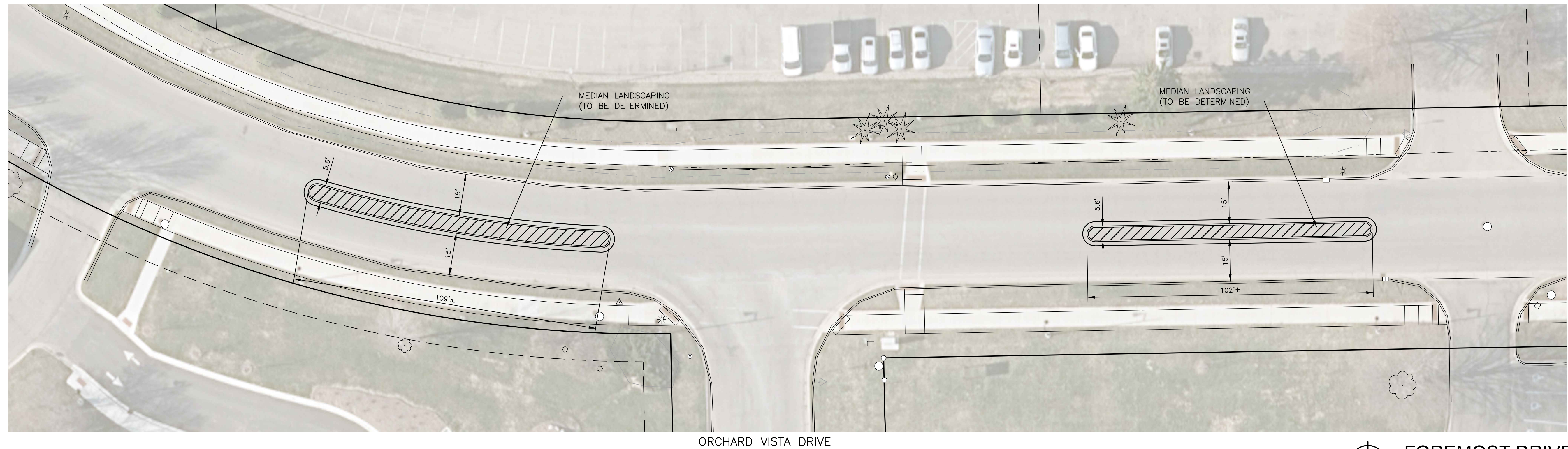
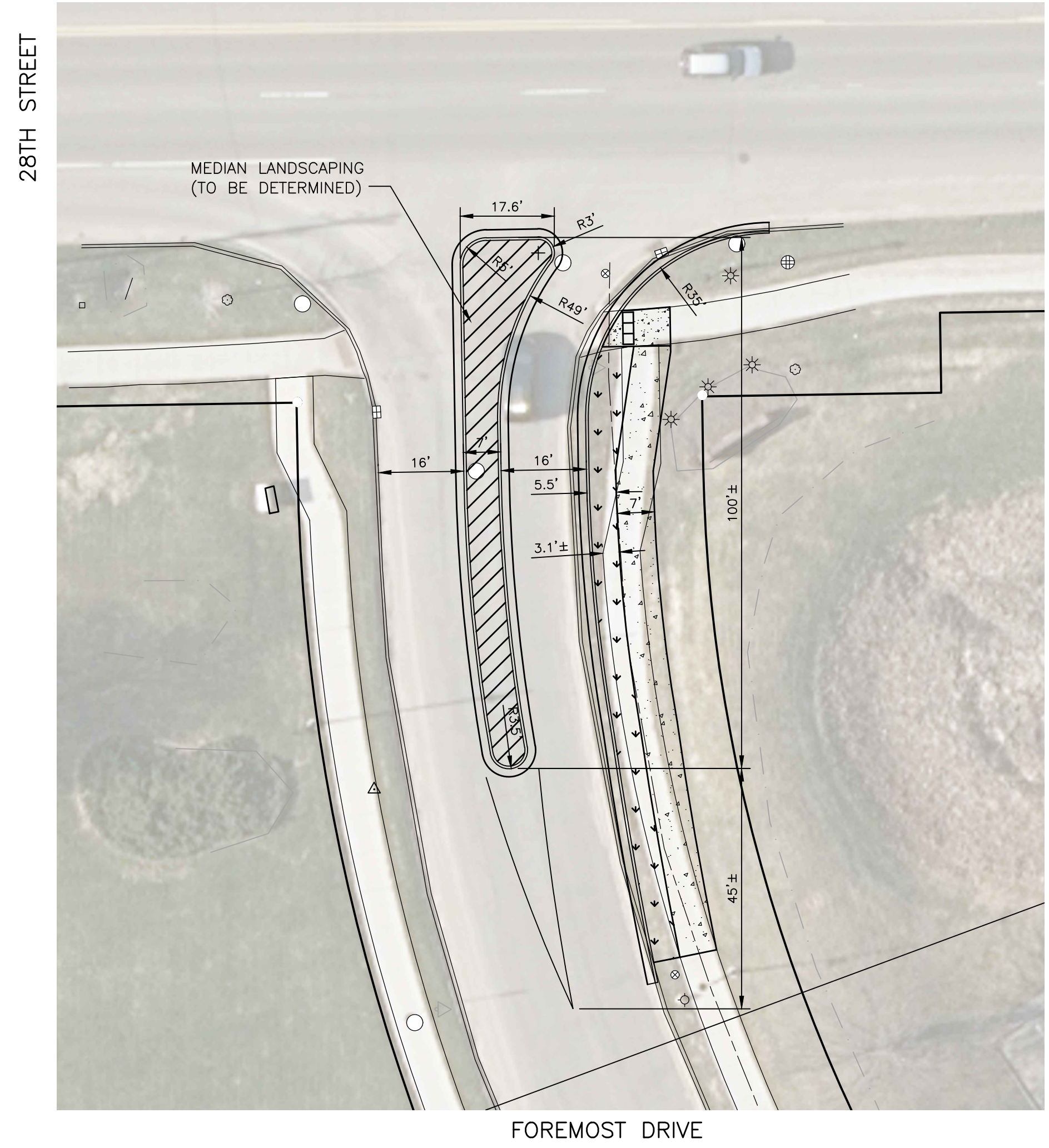
Staff has met with the Kent County Road Commission (KCRC) regarding the street and sidewalk project in Centennial Park. Initially, they wanted 16' lanes from curb to curb which results in some narrow median widths. After another meeting, they agreed to narrow the lane width and we agreed to shorten a couple of the median lengths.

Attached are the revised plans for the medians. This will be bid as part of the road resurfacing project the KCRC will be doing in the park. The sidewalk and streetlight project will be bid separately. At this time, the project is scheduled as a 2019 project.

The DDA and Township will be bonding for their portion of the project.

Staff recommends the DDA move forward with the road and streetscape project in Centennial Park.

PLOT INFO: 2:200404058CADGDCENTENNIALPARK_ISLANDSKETCHES.DWG LAYOUT: 1 DATE: 8/21/2018 TIME: 2:23:14 PM USER: TJH



FOREMOST DRIVE

SCALE: 1" = 20'
0 10 20 40

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CASCADE TOWNSHIP
KENT COUNTY, MICHIGAN
CENTENNIAL PARK PRELIMINARY

REVISIONS

Drawn By TJH
Designer TJH
Reviewer MLB
Manager MLB

Hard copy is intended to be 22"x34" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

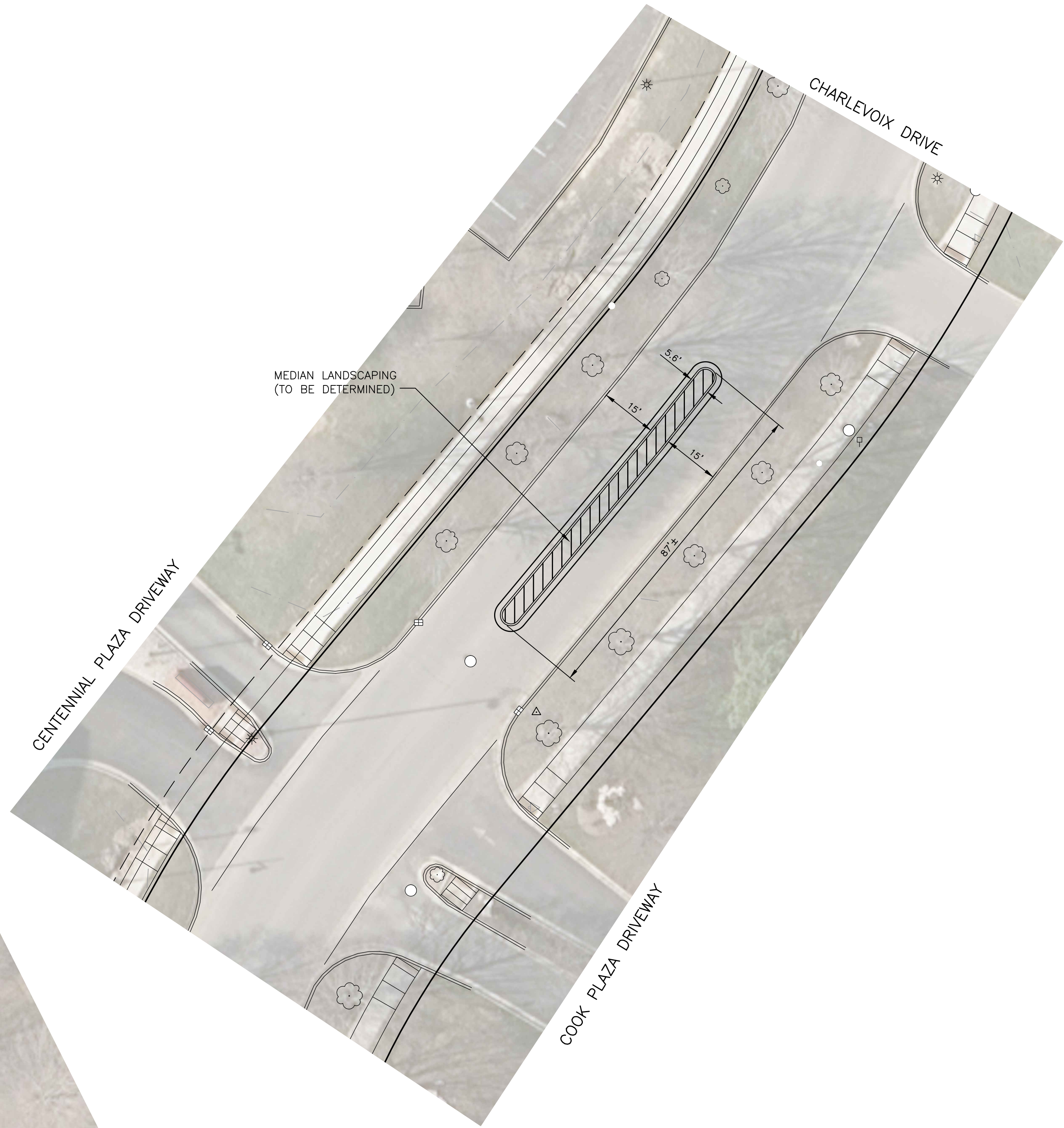
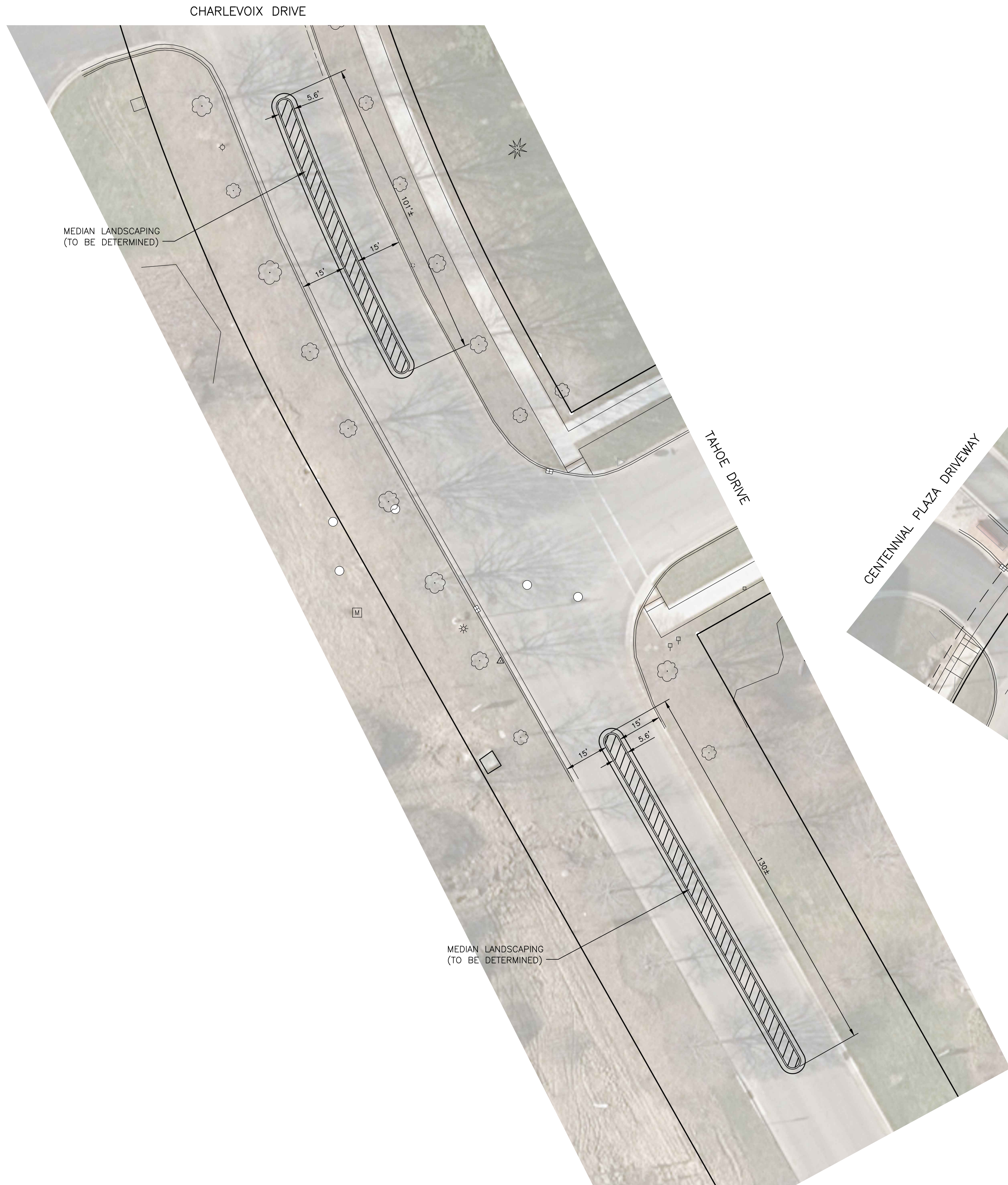
PROJECT NO.
04058

SHEET NO.

1

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PLOT INFO: 2:200404058CADGDCENTENNIALPARK_ISLANDSKETCHES.DWG LAYOUT: 2 DATE: 8/21/2018 TIME: 2:23:23 PM USER: TJH



CHARLEVOIX DRIVE

SCALE: 1" = 20'
0 10 20 40

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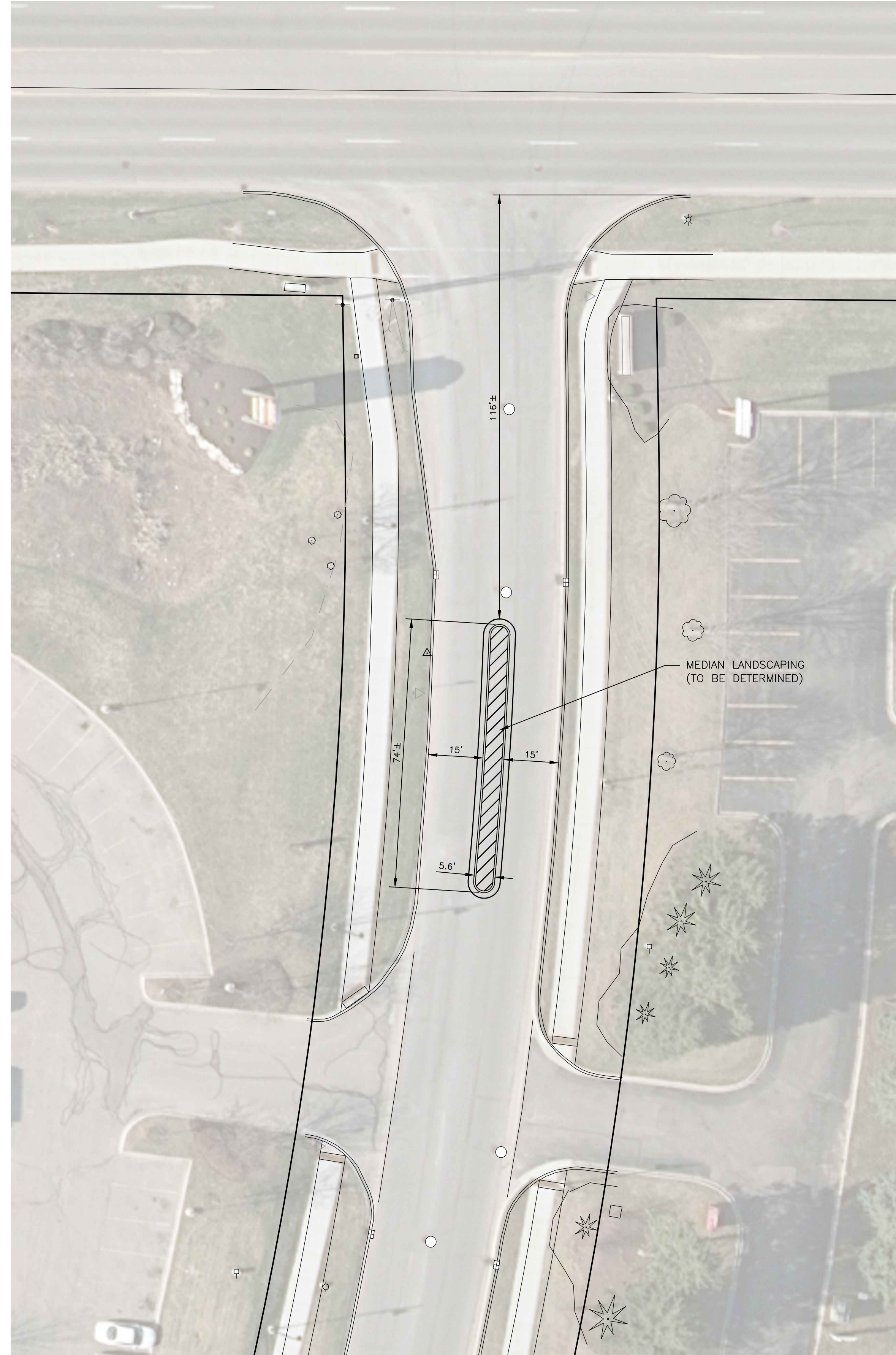
SHEET NO.

2

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PLOT INFO: 2:200404058CADDCENTENNIALPARK_ISLANDSKETCHES.DWG LAYOUT: 3 DATE: 8/21/2018 TIME: 2:23:26 PM USER: TJH

28TH STREET



LUCERN DRIVE



NORTH

LUCERN DRIVE

SCALE: 1" = 20'



ftc&h

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CASCADE TOWNSHIP
KENT COUNTY, MICHIGAN
CENTENNIAL PARK PRELIMINARY

REVISIONS

Drawn By TJH
Designer TJH
Reviewer MLB
Manager MLB

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PROJECT NO.
04058

SHEET NO.

3

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Cascade Charter Township

Conceptual Engineer's Opinion of Cost

DDA Work in Centennial Park

1/31/2018

(See Accompanying Sketch Titled "Conceptual Plan - January 2018")

Type of Work	Conceptual Construction Cost	Engineering and Legal (20%)	Contingency (20%)	Estimated Project Cost
Sidewalk and Lights Outside Loop (Orchard Vista & Charlevoix)	\$430,000.00	\$86,000.00	\$86,000.00	\$602,000.00
Small Urban Roundabout (Charelvoix and Tahoe)	\$260,000.00	\$52,000.00	\$52,000.00	\$364,000.00
Median Islands at 28th Entrances (Foremost, Charelvoix and Lucerne)	\$95,000.00	\$19,000.00	\$19,000.00	\$133,000.00
Alternate Median Locations 12 locations, 1,700 feet of Islands	\$440,000.00	\$88,000.00	\$88,000.00	\$616,000.00
Note: Average Median Island (140 feet)	\$36,000.00	\$7,200.00	\$7,200.00	\$50,400.00

DDA MEMORANDUM

To: Cascade Township DDA Board

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

Subject: Discuss and Consider Purchase of Property at 2842 Thornapple River Dr. SE

Meeting Date: August 28, 2018

The property at 2842 Thornapple River Dr. (Cascade Gallery) has been on the market for a while. As you know, the DDA plan has a goal to acquire properties for development and redevelopment purposes if and when such properties meet the goals of the DDA development areas. When we developed our TIF plan in 2011, acquiring properties along the river rated very high (2nd) as a priority in the Land Use & Design category.

Since then, there have been plenty of comments about acquiring properties along Thornapple River Dr. to both tear down to create a gateway and restaurant along the river (north side of Cascade Rd.) and add to Tassell Park (south side of Cascade Rd.).

The property owner is asking \$299,00 for the parcel. The assessing department has it assessed at \$172,000. Due to the discrepancy in asking price vs. assessed value, we hired an appraiser to look at the property.

The property is 0.08 acres or roughly 3,485 square feet and is zoned B1, Village Business District. The building consists of a one-story, 2,263 square foot concrete block retail building built in 1960. In addition, the building contains 2,263 square feet of walk-out basement space.

One of the struggles with this property is there is no parking on site. There are a couple on-street parking spaces, but those do not count as required off-street parking.

The appraisal came in at \$240,000. If the DDA is interested in moving forward with this purchase, staff recommends we discuss the options that are available for the building.



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Printed 8/24/2018

1:30:11 PM

DDA MEMORANDUM

To: Cascade Township DDA Board

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

Subject: Discuss Family Nights at the Library Series

Meeting Date: August 28, 2018

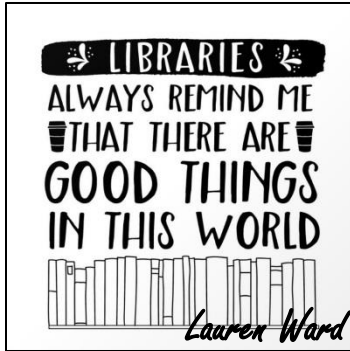
This summer the library held five outdoor summer programs at the Cascade Township Branch of the Kent District Library. The programs were family friendly for all ages.

The DDA supported this series financially and donated \$1,400 for this event. This has been a popular series this summer. The average head count for the shows was approximately 150, but there was at least one show with around 300 people. All shows were held outside except the final show where a rainstorm drove the participants inside.

The library borrowed a golf cart for a few of the shows to help people who needed assistance getting to the stage area. They did have to use this cart a few times and these people would not have been able to enjoy the show had it not been for the cart.

Many also had comments that they missed the concert series the Foundation used to hold at Tassell Park. Perhaps we need to resurrect some type of concert series to be held at the library grounds, in addition to the family nights program.

This topic is for discussion only at the meeting.



Family Nights at the Library

Proposal for Cascade DDA

Program: A series of five outdoor summer programs at the Cascade Township Branch of the Kent District Library.

Purpose: To provide family entertainment for all ages in an enjoyable outdoor venue.

Lineup:

Spoon Man, Thursday, June 21, at 6:30pm

An interactive music show with an expert player of spoons.

Cost: \$500

A Magic Show with Tom Plunkard, Thursday, June 28, at 6:30pm

Tom Plunkard's entertaining and hilarious show includes animals, audience involvement and tons of amazing magic.

Cost: \$300

Tap Your Toes with the Porters, Thursday, July 12, at 6:30pm

Come swing and dance to the toe-tappin' sounds of The Porters, a four-piece band that will captivate and entertain even the youngest audience.

Cost: \$350

Bangarang Circus, Thursday, July 26, at 6:30pm

A collective of performance artists who share a passion for all things circus.

Cost: \$450

Audacious Hoops, Thursday, August 2, at 6:30pm

A lively, interactive hula hoop show.

Cost: \$350

Total cost: \$1950

Requested amount from Cascade DDA: \$1400

Cost to KDL: \$550

DDA MEMORANDUM

To: Cascade Township DDA Board

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

Subject: Discuss holding a Taste of Cascade Event

Meeting Date: August 28, 2018

The 4th of July committee recently met to discuss a wrap up of the 2018 event. As part of their discussion, they began brainstorming for 2019.

After the meeting, the township manager approached me to ask if July 3 would be a good day to hold a Taste of Cascade event in the community. Tents for the July 4 event are delivered and set up the day prior to the 4th but do not get used until the 4th.

The committee felt as long as the tents are setup, this may be a good time to hold a Taste of Cascade event. The DDA has discussed this type of event where restaurants gather and showcase their food. The event would be held on July 3 during the evening. There could be music and activities as well.

Without having all the details, does this sound like an event the DDA would like to participate in, help plan and sponsor?

DDA MEMORANDUM

To: Cascade Township DDA Board

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

Subject: Discuss Holiday Tree Lighting Event

Meeting Date: August 28, 2018

The DDA purchased a Christmas tree for the Museum Gardens Park for the tree lighting ceremony that is held by the Cascade Historical Society. This event is held the Sunday evening after Thanksgiving. The tree lighting ceremony had a crowd of approximately 300 people in attendance last year, one of the largest crowds ever for this event.

This may be an opportunity for the DDA to participate in the event and hold other activities at the same time. If this is something the DDA is interested in, planning for this will need to happen very soon.