

Minutes  
Cascade Charter Township  
Downtown Development Authority Board of Directors  
Tuesday, April 19, 2022  
5:30 PM.  
2870 Jacksmith Ave SE

**ARTICLE 1.** Chairwoman Puplava called the meeting to order at 5:41 PM.  
Members Present: Kleyla, Puplava, Growney, Lesperance, Makkar, Siegle  
Members Absent: Vogel, Stephan, Reynolds  
Others Present: DDA Director Korhorn and others on the sign-in sheet

**ARTICLE 2. Approve the current Agenda**

**Motion was made by Member Makkar to approve the current Agenda. Supported by Supervisor Lesperance. Motion carried 5 to 0.**

**ARTICLE 3. Approve the minutes from the March 15, 2022 meeting**

**Motion was made by Supervisor Lesperance to approve the minutes from the March 15, 2022 meeting. Supported by Member Makkar. Motion carried 5 to 0.**

**ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items.**

Craig Meurlin (6333 Thornhills Ct SE)-Expressed frustration with the 2021 Annual Report not being useful for citizens. Chair Puplava let him know that the Annual Report will be talked about later in this meeting and that this report is required by the state. Meurlin encouraged the DDA to complete an annual report for the citizens in the future. Chair Puplava said that she believes this will be something they will consider in the future. Meurlin also stated that he thinks there should be a wall of trees near the roadside as part of the library landscaping project and that would cut down on noise, add screening, and create a safer area for children.

Member Siegle arrived at 5:48 PM.

**ARTICLE 5. Cascade Branch of the Kent District Library-Presentation of Outdoor Space**

Vanessa Walstra of the Kent District Library (KDL) presented a master plan, by Native Edge, to landscape the outdoor space on the township owned plot where the Cascade branch of KDL is located. It would become a venue where special events and child programming can take place while creating a natural yet aesthetically pleasing setting. Phase one would include planting trees and shrubs as a natural barrier around the phase one area of the project; this phase would be fully funded by the Friends of the Library organization. There would then be a second phase, including either a pavilion or an amphitheater, and a third phase, creating prairie lands with flowers in the area surrounding the retention pond and edges of the project. Native Edge suggested extending the prairie landscaping to the far edges of the property with nature trails for

children to explore but that could cause a problem with the Fourth of July celebration. KDL is looking for additional donors and funding for phases two and three of the project.

Clarifying questions were asked on the logistics of maintaining the landscaping. Walstra said that they would look to the township Buildings and Grounds Department for landscaping maintenance but it would mainly be weeding and it would eliminate almost all of the mowing that they currently do on the property. She also suggested that they pay Native Edge to maintain the property for the first two to three years because that is how long it generally takes to get the landscaping rooted in and successful.

Member Siegle stated that he liked the previous comment about the trees near the road and he didn't think there should be prairie grass on the corner of the property adjacent to Noto's because that is an elegant venue.

**ARTICLE 6. Discuss and Consider the Landscape Planting and Maintenance Bids**

Director Korhorn explained that the committee had received two bids by the March meeting but wanted to explore more options and sent the RFP back out, getting two more bids. The RFP subcommittee recommends that the bid be split between two different companies, Daylily for the planters and Mill Creek Farms for the landscape beds.

**Motion was made by Supervisor Lesperance to approve the Landscape RFP as presented in the packet. Supported by Member Siegle. Motion carried 6-0.**

Supervisor Lesperance left the meeting at 6:09 PM.

**ARTICLE 7. Status of Strategic Plan Process**

Director Korhorn said that the Business Leaders Strategic Plan meeting that morning was well attended with approximately 15 business leaders and it went well. The only focus group left was the Road Safety and Streetscapes on 4/21.

**ARTICLE 8. Discuss and Review Map Showing Possible Path from Library to Tassell Park**

There were a lot of comments on the Strategic Plan Survey about connecting the library to Tassell Park by a pathway. This was researched about ten years ago but there were challenges with topography, necessary easements, and security concerns. The township does have a couple easements for places the path could be constructed, but not enough. Member Growney asked about going down the back with a path but Director Korhorn said there was an issue with how steep the path would be.

Member Siegle said that his concern was liability and if the township would be liable if anyone got hurt on the path or if property was destroyed/vandalized.

Chair Pupilava suggested rerouting people along in front of the businesses but this would not be a shortcut, it would actually be longer.

The board decided that they will look into the idea of creating a pathway to meet this need but not necessarily using the same ideas or locations as were proposed in the past.

**ARTICLE 9. Review 2021 Annual Report**

Director Korhorn shared that this annual report is required to be submitted yearly to the State and it was their template. It contains expenditures, where revenues were captured throughout the year, and completed projects. This specific report fulfills requirements from the State of Michigan Treasury, but the board will consider creating a more substantive report in the future that is geared towards citizens. This will not be until after the Strategic Plan is complete so that the DDA knows their trajectory for future projects.

**ARTICLE 10. Closed Session-To Discuss Potential Acquisition of Property**

**Motion was made by Member Growney to move into a closed session to discuss potential acquisition of property. Supported by Member Kleyla. Motion carried 5 to 0. Downtown Development Authority entered Closed Session at 6:22 PM.**

**Motion was made by Member Siegle to reconvene Open Session. Supported by Member Growney. Motion carried 5 to 0. Downtown Development Authority resumed Open Session at 7:19 PM.**

**ARTICLE 11. Any Other Business**

- a. Next Meeting: May 17, 2022
- b. LED Light Retrofit Project Update  
Director Korhorn shared that some of the fixtures for the LED Light Retrofit project should be arriving mid-April and the rest should arrive three or four weeks later.

**ARTICLE 9. Adjournment**

**Motion to adjourn was made by Member Siegle. Supported by Member Makkar. Motion carried 5 to 0. The meeting was adjourned at 7:21 PM.**

Respectfully submitted,  
Rene Growney, Secretary

Minutes  
Cascade Charter Township  
Downtown Development Authority Board of Directors  
Informational Meeting  
Tuesday, April 19, 2022  
Begins at the conclusion of the  
Regularly scheduled meeting

**ARTICLE 1.** Chairwoman Puplava called the Meeting to Order at 7:21 PM.

**ARTICLE 2. Review of Projects Completed – 2021**

The DDA completed the Cascade Road Path during 2021 and offered bus service through The Rapid.

**ARTICLE 3. Future Plans/Projects**

Future projects include completing the LED Retrofit, a flowerbed and landscape bed project, and the resealing of stamped concrete in the Village at 28<sup>th</sup> and Cascade Rd as well as Thornapple River Dr and Cascade Rd. Future plans will be decided in tandem with the Township’s Strategic Plan and those may be ready to share at the fall informational meeting.

**ARTICLE 4. Acknowledge Visitors and those wishing to speak**

No one wished to speak at this time.

**ARTICLE 5. Adjournment**

**Motion to adjourn was made by Member Siegle. Supported by Member Growney. Motion carried 5 to 0. The meeting was adjourned at 7:23 PM.**

Respectfully submitted,

Rene Growney, Secretary