

AGENDA
Cascade Charter Township
Downtown Development Authority Board of Directors
October 21, 2025
5:30 p.m.
Cascade Library Wisner Center
2870 Jacksmith Ave. SE
AMENDED 10/20/2025

Public may access the meeting via video conference software Zoom
<https://us02web.zoom.us/j/88196996148>

- ARTICLE 1.** Call the Meeting to Order
- Record the Attendance
- ARTICLE 2.** Approval of the Agenda
- ARTICLE 3.** Approval of the September 16, 2025 Meeting Minutes
- ~~**ARTICLE 4.** Hotel Crime Data Report~~
- ARTICLE 5.** Troyer Group - Village Park Plan
- ARTICLE 6.** Staff Updates
- ARTICLE 7.** Any Other Business
- ARTICLE 8.** Acknowledge visitors wishing to speak regarding any agenda or non-agenda items (*Comments are limited to five minutes per speaker*)
- ARTICLE 9.** Adjournment

MINUTES

Cascade Charter Township
Downtown Development Authority
September 16, 2025, at 5:30pm
Cascade Library Wisner Center
2870 Jacksmith Ave. SE

- ARTICLE 1.** Chair Kleyla called the meeting to order at 5:32pm.
Members Present: Vogel, Carlson, Preston, Kleyla, Bingham, Lesperance
Late: Makkar, Stephan
Others Present: Township Manager Jade Smith, Executive Assistant Jessica Stine, DDA Director Ryan Sennett

Manager Smith introduced the new DDA Director, Ryan Sennett.

ARTICLE 2. Approval of the Agenda

Motion was made by Member Bingham to approve the agenda. Supported by Member Vogel. Motion carried 6 to 0.

ARTICLE 3. Approval of the Minutes of the August 19, 2025 Meeting

Motion was made by Supervisor Lesperance to approve the minutes as written. Supported by Member Preston. Motion carried 6 to 0.

ARTICLE 4. Holiday Lighting RFP

Cascade Township received five responses to the public request for proposals. Members discussed the different ideas, prices, and opportunities for expansion. The committee determined they wanted to decrease the amount of lighting in Tassell Park to save money, increase the height trees are wrapped in lights, and determine the best was to showcase the new pedestrian bridge.

Motion was made by Member Carlson to contract West Michigan Holiday Lighting to design, install, and remove holiday lighting in the village area not to exceed \$35,000. Supported by Member Vogel. Motion carried 6 to 0.

ARTICLE 5. Staff Updates

The Board of Trustees held a public hearing to discuss the Zoning Amendment. There will be a public hearing scheduled for October where the board will hear more feedback. Manager Smith will be able to provide a new timeline for acceptance after that. Once the new Zoning Amendment is approved, the DDA will restart accepting applications for Site Improvement Grants.

Heritage Festival is 9/20/25 and has transitioned to being Township run in 2025. Some of the members have already volunteered to help at the event.

In October there will be a Halloween event at the Stone House, and the Christmas Tree Lighting will be partially at the Stone House this year too.

Manager Smith will be meeting with the owner of Metro Cruise later in the week to receive a plaque and see how he thinks the event went. He has heard mixed reviews as to how the event went. Preston went to the Warm-up on Thursday and said that it was well attended. Manager Smith heard that the Pit-Stop at Friendship Park was poorly attended.

The Board can expect to have a more detailed concept for Tassell. The first meeting with Troyer Group was the previous week and they are hoping for a preliminary draft in October.

The Verberg's is undergoing the environmental process. May anomalies were detected, as they assumed, so they are now moving into a phase two environmental. Because they are completing a phase two environment, the purchase agreement extends closing into the middle of October, so the Township hasn't closed on the building yet.

Member Vogel requested a crime update and thinks the results will be positive.

ARTICLE 6. Any Other Business

There was not any other business to discuss at that time.

ARTICLE 7. Acknowledge Visitors & Public Comment

There weren't any visitors who wished to comment at that time.

ARTICLE 8. Adjournment

Motion was made by Member Carlson to adjourn the meeting. Supported by Member Vogel. Motion carried 6 to 0. The meeting adjourned at 6:25 p.m.

Respectfully submitted,
Scott Vogel, Secretary



TOWNSHIP STAFF UPDATE

DDA Meeting

October 21, 2025

LIGHTING AND DECOR

- Staff have been working with West Michigan Holiday Lighting on plans for this years' Christmas lights
- An updated quote has been provided to reflect DDA input on the submitted bid

CENTENNIAL PARK MEDIANS

- The installation of concrete in the Centennial Park Medians has been completed
- Total project cost of \$90,000

SIDEWALKS

- The contractor has begun saw-cutting and preparing for the repairs

ZONING AMENDMENT

- The Board of Trustees held a public hearing on 10/08
- The Zoning Ordinance amendments will be introduced at the 10/22 Board of Trustees meeting

BUSINESS UPDATES

- The Speed Collection LLC – Special Use Permit has been approved to operate at 6250 28th St

UPCOMING EVENTS

- October – Halloween Event at Stonehouse
- November/December – Tree Lighting