

**AGENDA**

Cascade Charter Township  
Downtown Development Authority Board of Directors  
January 17, 2023  
5:30 p.m.  
Cascade Library Wisner Center  
2870 Jacksmith Ave. SE

Public may access the meeting via video conference software Zoom

<https://us02web.zoom.us/j/81688234365>

- ARTICLE 1.** Call the Meeting to Order  
Record the Attendance
- ARTICLE 2.** Approval of the Agenda
- ARTICLE 3.** Approval of the Minutes of November 15, 2022 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 from Deputy Dieppa re: Crime in the District (Including Q&A)
- ARTICLE 6.** McKenna – Lower Village Area Mobility & Transportation Committee Update
- ARTICLE 7.** Review and Discuss Centennial Park Median Islands
- ARTICLE 8.** Review 2022 DDA Annual Report
- ARTICLE 9.** Recommend Village Design Review Committee member
- ARTICLE 10.** Election of Officers
- ARTICLE 11.** Any Other Business
  - a. 2023 Budget
  - b. Contact List for Board Members
  - c. Small Business Resource Event – Wednesday, March 8
  - d. Ribbon Cutting – Friday, January 27
  - e. Minutes: Implementation Committee Meeting 12/16/22  
Township Board – November 2 & 16, 2022
  - f. Next Meeting: February 21, 2023
- ARTICLE 12.** Adjournment

## Minutes

Cascade Charter Township  
Downtown Development Authority  
Monday, November 15, 2022  
5:30 P.M.  
2870 Jacksmith Ave SE

- ARTICLE 1.** Chair Puplava called the meeting to order at 5:31 P.M.  
Members Present: Vogel, Kleyla, Stephan, Puplava, Lesperance, Siegle  
Members Absent: Growney and Makkar  
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 Stephan to approve the current agenda. Supported by Member Kleyla. Motion carried 5 to 0.**
- ARTICLE 3. Approve the Minutes of the October 18, 2022 Meeting**  
**Motion was made by Supervisor Lesperance to approve the October 18, 2022 Meeting Minutes as written. Supported by Member Stephan. Motion carried 5 to 0.**
- ARTICLE 4. Acknowledge visitors and those wishing to speak regarding any agenda or non-agenda items**  
There weren't any visitors who wished to speak on non-agenda items.  
Member Siegle arrived at 5:33 p.m.
- ARTICLE 5. Review and Discuss DDA Strategic Plan Architectural Designs**  
Consultants from McKenna presented on different architectural designs that could be used in the new village area. Some of their ideas included service drives, roundabouts, on street parking, and filling sidewalk gaps.  
There was much discussion on if roundabouts would slow traffic and if they were an option the DDA, Board, and Road Commission were willing to consider. McKenna will bring more statistics and information on roundabouts to a future meeting.  
McKenna explained how they could regulate gables, building height, awnings, and lighting to create a positive hamlet-like feel. They will take aspects of current businesses as well as use facades to improve the look of buildings that don't fit their desired design. This will determine which regulations the DDA imposes on businesses in the village area. They want to create this village area in partnership with the businesses to increase business and economic development.  
The DDA will need to meet with the Planning Commission to both align their visions of the village area and align the master plan with the strategic plan. This will be especially necessary in regards to mixed use development.

Member Vogel explained that he thinks the reason the village area in Ada has not been as successful as he believes Cascade has the potential to be is because they don't have the strong residential mixed development piece or staple assets.

Member Stephan expressed gratitude for McKenna and the work they have done with both the DDA as a whole and the Transportation Committee.

**ARTICLE 6. Update on the Transportation Committee**

Chair Pupilava explained that, at the last Transportation Committee meeting, McKenna brought data and statistics from similar municipalities and the committee asked them to dig into some of the options a bit further. Thus far they have found that there are more on demand services than they thought in places of similar size and composition to Cascade. This included services like the Rapid Connect but the services other municipalities receive from their bus line were comparable to Cascade's, except that, the other 11 comparable municipalities have their bus go either downtown or into an area with a large job center, without requiring a transfer. They will be looking deeper into funding, what services the township could get for a flat fee, and how other non-full millage-based municipalities fund their transit service.

Supervisor Lesperance requested that McKenna determine how the Rapid Connect bus system is working and how it is funded.

**ARTICLE 7. Discuss and Consider Pedestrian Facilities Improvements on Cascade Rd. Bridge**

Manager Swayze presented a plan for pedestrian safety on the Cascade Road bridge. Kent County Road Commission came up with a design where the bridge could be modified for pedestrian safety without the expense of making structural changes to the bridge itself. They proposed shaving down the lanes on each side, as the lanes on the bridge are oversized, and put in a protective barrier between the pedestrian area and the travel lane. Doing both sides would give them 8 ft on each side with a barrier or a full 10 ft pedestrian crossing on just one side. The Pathways Committee was only interested in completing one side at first because the other side wouldn't connect to any current or proposed pathways but the DDA would likely see it as an asset in and out of the DDA. The Road Commission estimated it would cost around \$250,000 per side, making it infeasible for the Pathways Committee to fund both sides.

At the previous meeting, the DDA requested more information about creating a truly separated bridge and Manager Swayze took that to the Road Commission with Township Engineer Thorne. The Road Commission said that the bridge is currently at its capacity so it is unable to cantilever paths off the side without making major structural changes to the bridge itself. Cantilevering the paths, making engineering or structures to the width of the bridge or pier, or creating a completely separate bridge that ran next to it would each cost approximately two million dollars per side.

Another question that came up at the previous meeting was if the DDA could legally make that investment and the answer was yes. There isn't a problem connecting the safe passage of pedestrians into and out of the DDA as an approved expenditure.

Manager Swayze believes the line in the TIF Plan that says, “pedestrian safety improvements or improved pedestrian crossings on Cascade Road” already shows that this bridge would be an approved expenditure. A few weeks ago, staff spoke with legal counsel who don’t think the project would be problematic to fund but suggested that the right way to validate it would be to amend the TIF Plan. He also reviewed the TIF Plan and determined that it needs to be updated because revenue has greatly surpassed the estimate from when the plan was created.

Member Kleyla asked about the Road Commission’s assertion that the bridge lanes are oversized because she has experienced vehicles going over the line when turning there. Manager Swayze explained that they are considered oversized from an engineering perspective and may not feel oversized from resident’s experiences. Member Vogel suggested only building the path on one side so that the traffic lanes could stay somewhat larger and he was unsure if it would be worth the cost to add a path to the side that leads into the neighborhood. Member Stephan suggested doing one side with the idea that they could complete the other side eventually. Member Puplava didn’t want to rule out the cantilever option, even after hearing the price. Supervisor Lesperance encouraged the DDA to contribute to the funding of this project as the residents rated it as a high priority on the strategic plan survey and the Parks Committee, Pathways Committee, and Township Board also view it as an important safety improvement.

Member Siegle recommended completing this project when school is out if the bridge will have to be closed down to one lane coming into Cascade, because traffic is less during that time. They discussed the other road construction happening in the township at the same time.

The DDA was in consensus that they will set aside money in their budget for the bridge and work on amending their TIF Plan. Manager Swayze recommended the DDA set aside \$250,000 for the project.

**Motion was made by Chair Puplava for the DDA to cover half of the cost of the Engineering to start the Cascade Road Pedestrian Bridge project. Supported by Supervisor Lesperance. Motion carried 6 to 0.**

The committee took a brief recess.

#### **ARTICLE 8. Discuss and Consider 2023 DDA Budget**

Manager Swayze presented the proposed 2023 DDA budget. Revenue is up as the increase in interest rates is providing a higher rate of return on their current fund balance as well as the increase in rent due to the township, on township property, because of inflation. Points to note included funding for the tax tribunals that largely comes from DDA funds because hotels and big box stores are generally seeking this type of refund, and funding for tactical urbanism. This brought about the idea to test narrowing the Cascade Road bridge with hay bales before completing the actual project.

The capital outlay plan does not currently include the pedestrian bridge but it does include replacement lighting for Centennial Park. Manager Swayze shared that the light poles in that area aren't very old and they would have liked the poles to last longer, but this time they will use the Township Engineer, Aric Thorne, and/or the new Engineering Consultant Company, Spaulding Dedecker. At the beginning of 2023 the DDA fund balance will likely hover around \$2.5 million.

Member Siegle asked about the DDA's current loan balance and when it would be paid off. Manager Swayze didn't know the exact balance at that time but said that this was the fourth year of a ten-year loan. The loan was for the Tuffy Muffler building. The debt service on it is around \$95,000 and the rent, keeping with inflation, is now around \$80,000, so the rent is almost covering the debt service.

Chair Puplava asked if the funding for the library project had been earmarked in any of these calculations and Manager Swayze said that it hadn't been yet. They don't want to include that in the budget until they know the cost since the library already had the first phase of the project funded. Manager Swayze will update the budget to include the cost of consulting on updating the TIF Plan. They have many projects and ideas in mind but aren't at the point of introducing costs and timelines. The Strategic Plan gave the boards and commissions a list of projects the public wants but most of the committees are in the same boat, with strategic goals but an incomplete plan of execution.

There was conversation on where Wisner Center AV and microphone funding comes from and Manager Swayze said they should be able to fund an upgrade to the microphone at the podium from within the Wisner Center/Library millage.

**ARTICLE 9. Any Other Business**

- a. The next meeting will be held December 20, 2022.
- b. Township Board Minutes: October 12 & 26, 2022
- c. Tree Lighting Ceremony – November 27, 2022, 5:00 p.m. at Westdale Park
- d. Member Vogel requested they invite a sheriff's deputy to come to a meeting to talk about if crime has been a problem in the DDA and if the DDA should fund additional manpower to maintain safety and property values. The members acknowledged that there are pockets of problems that they may want to apply more resources to. They don't always consider the other side of I-96 and that may be an area that could use additional resources.
- e. Member Vogel and his wife will be honored at the Cascade Community Foundation Gala on November 16<sup>th</sup>.
- f. There are new businesses moving in: The Graze Craze, a new high end nail salon, Holladay Photo, the Saucy Crab is turning into a Mexican restaurant, Scooters Coffee, and McDonalds and United Bank are performing interior renovations.

**ARTICLE 10. Adjournment**

**Motion was made by Member Stephan to adjourn the meeting. Supported by Member Vogel. Motion carried 6 to 0. The meeting adjourned at 8:17 p.m.**

Respectfully submitted,  
Rene Growney, Secretary

DRAFT

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## DDA MEMORANDUM

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**To:** Cascade Township DDA Board

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

**Subject:** Update from Deputy Dieppa re: Crime in the District

**Meeting Date:** January 17, 2023

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The Downtown Development district has certain areas that have experienced an increase in criminal activity. While there are pockets scattered throughout the district, this criminal activity is more frequent along the 28th Street corridor, between Patterson and Kraft Avenue. Law enforcement has been tracking this activity and working with affected business owners.

Due to this activity, Deputy Dieppa will be in attendance at the January DDA Board meeting to provide an update regarding criminal activity in the district as well as options that may be available to maintain safety and property values in the area. Deputy Dieppa is also interested in questions/concerns from the property/business owners on this topic. They have been invited to the meeting.

Due to how the crime reports are created, they could not be merged and placed in the packet. However, the link below will direct you to the website where these reports have been uploaded.

<https://www.cascadetwp.com/services-departments/kent-county-sheriff-s/cascade-township-statistics>

Clicking the grey tags will bring up an excel spreadsheet with data for that particular statistic, subject or hotspot map. Regarding the hotspot map, the blocks are approximately as follows:

Patterson to Hotel Avenue (Costco area): 4800 – 5100 block of 28th Street  
Hotel Ave. to Interchange: 5100 – 5200 block of 28th Street  
Interchange to Kraft Ave.: 5500 - 5600 block of 28th Street  
Kraft Ave. to Charlevoix: 5600-5900 block of 28th Street  
28th Street Ct. is the service drive behind Meijer

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## DDA MEMORANDUM

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**To:** Cascade Township DDA Board

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

**Subject:** McKenna – Lower Village Area Mobility & Transportation Committee Update

**Meeting Date:** January 17, 2023

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Danielle will be at the meeting to discuss and present two items:

- Mobility updates to the lower village area
- The draft Thornapple Plaza sketch/layout – Danielle is interested in feedback from the board as to whether McKenna is heading in the right direction.

This packet of information also includes an update on the Transportation Committee.



# Memorandum

**TO:** Cascade Township DDA  
**FROM:** Danielle Bouchard, AICP  
Chris Khorey, AICP  
**SUBJECT:** Lower Village Area Mobility & Transportation Committee Updates  
**DATE:** January 10, 2023

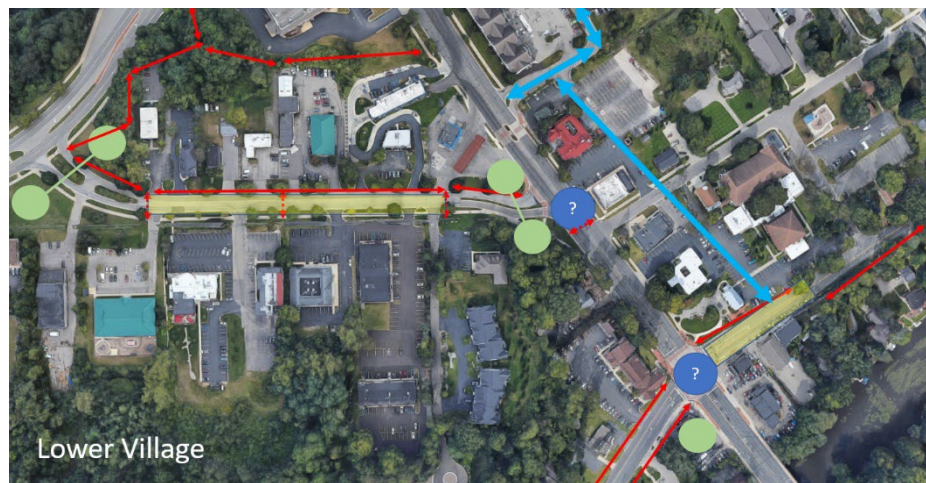
Over the last few months, McKenna has been assisting the DDA with the task of creating a unified vision and implementation plan for the Lower Village area, as well as recommendations for improvements to the Township’s public transportation system. The creation of a “village area,” was identified by the Township’s residents, officials, and businesses as the top priority in the Township Strategic Plan. Further, the DDA’s contract with The Rapid is up for renewal this summer. As such, McKenna is assisting the DDA to research and develop recommendations for improvements to the Township’s bus service to maximize services offered and dollars spent.

## MOBILITY IN THE LOWER VILLAGE UPDATE

Cascade Township Staff and McKenna met with the Kent County Road Commission before the holidays to discuss options for mobility improvements in the Lower Village area. The improvements discussed derive from the sketch discussed during the last DDA Meeting (refer to image below).

A few key highlights from that meeting are imperative to the Lower Village Subarea Plan:

- Any roundabouts, especially along Cascade Road, are not likely to be feasible or have substantial benefit for pedestrians
- A roundabout at Cascade Road and 28<sup>th</sup> Street is possible, but not the best use of resources given several constraints
- There are not many options for traffic calming (other than what is already offered) along Cascade Road
- The DDA has the flexibility to promote walkability and mobility on Old 28<sup>th</sup> Street
- The Road Commission indicated that Old 28<sup>th</sup> Street could be improved with on-street parking, one-way traffic flow, bike lanes, etc.





- All businesses would have to be in agreement for improvements to Old 28<sup>th</sup> Street
- The Road Commission also indicated that new crosswalks are possible, as long as they can be supported by safe left turns for vehicles

## TRANSPORTATION COMMITTEE UPDATE

The Transportation Committee has met several times to discuss the Township's current bus service with The Rapid. McKenna and Township staff have conducted research to identify other comparable metropolitan regions and how those communities run their bus system. The comparison communities include:

- Delta Township, Lansing area
- Oshtemo Township, Kalamazoo area
- Scio Township, Ann Arbor area
- Englewood Township Dayton, Ohio area
- Middleton Township, Madison Wisconsin area
- Washington Township, Peoria, Illinois area
- Arkeny Township, Des Moines, Iowa area
- Fairmount Township, Syracuse, New York area
- Henrietta Township, Rochester, New York area
- Sylvania Township, Toledo, Ohio area
- Clay Township, South Bend, Indiana area

A few key highlights were found during the research of these communities' bus system:

- All the above metropolitan areas provide a fixed route (without transfer) to get to the major downtown area for the region
- Each area above tends to have a more robust dial-a-ride system compared to Cascade

Further, McKenna and Township Staff conducted research to compare other non-millage communities within Kent County to identify what their service looks like, and how they pay for it. These communities include:

- Byron Township
- Gaines Township
- Alpine Township
- Plainfield Township

A few key highlights have been identified during this research of other non-millage Kent County communities:

- Cascade appears to be paying the highest amount for their contract with The Rapid. However, it is important to note that the route in Cascade is quite a bit longer than the other communities
- The other non-millage communities have a route specific to popular destinations, such as a Meijer, Walmart, or apartment complex. Gaines Township (for example) does not have service to Davenport or the Farmers Insurance campus. As in, Cascade has more popular destinations to serve than the comparison non-millage communities
- The Rapid provides service to Meijer in Plainfield at no cost to Plainfield. The route is about a quarter mile

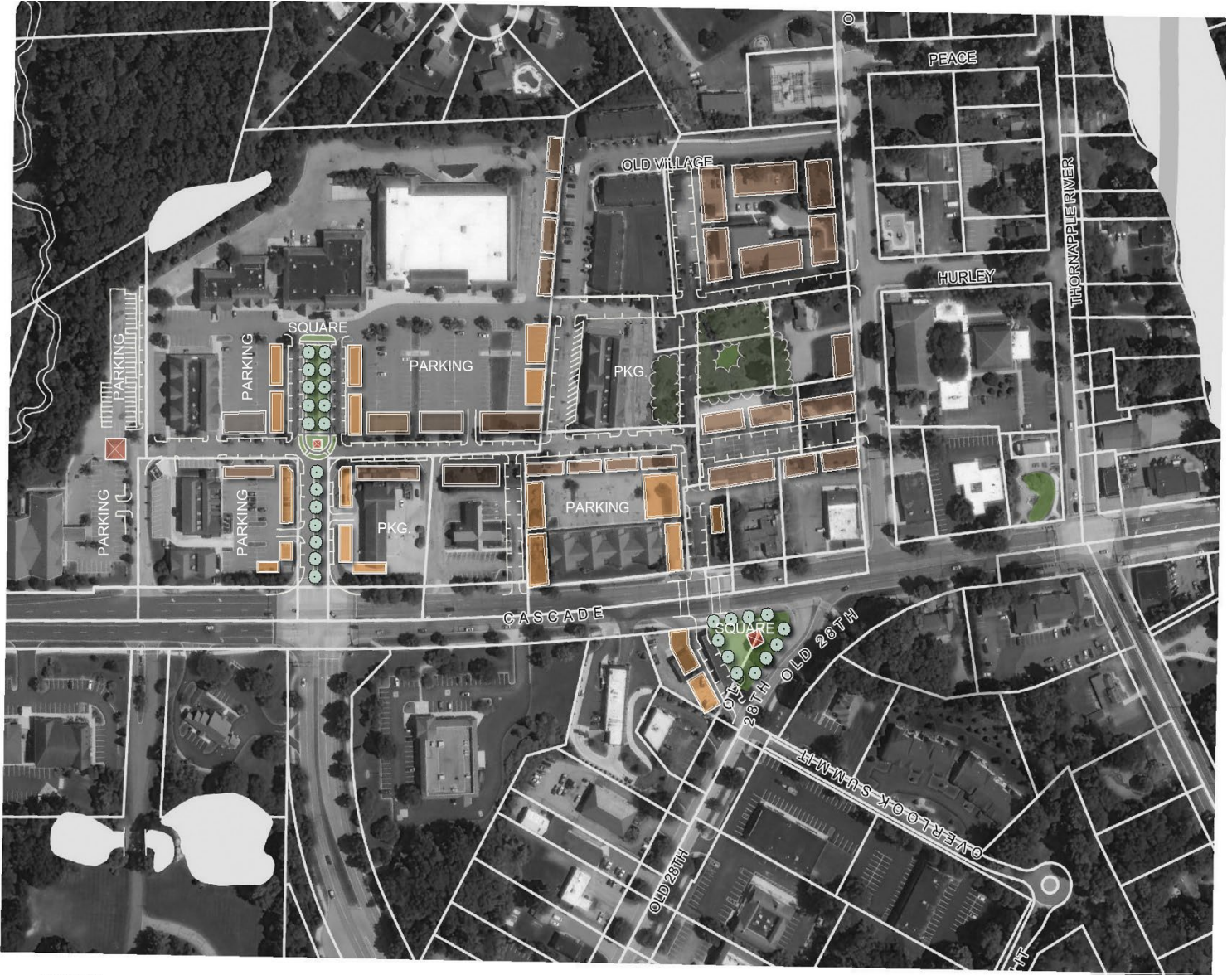
Upcoming, McKenna and Township staff will be working on the following next steps:

- Public engagement: 3 community surveys (residents, bus riders, and businesses)
- Gathering more financial data from The Rapid and non-millage communities to understand ridership and costs for individual routes



MCKENNA

# Thornapple Plaza – Draft



**LEGEND:**

-  MISSING-MIDDLE HOUSING
-  MIXED-USE BUILDINGS
-  OPEN SPACE
-  CIVIC STRUCTURE

**GRAND RAPIDS**  
 124 East Fulton Street  
 6th Floor, Suite B  
 Grand Rapids, Michigan 49503

☎ 616.226.6375  
 ☎ 248.596.0930  
 MCKA.COM

Communities for real life.

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## DDA MEMORANDUM

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**To:** Cascade Township DDA Board

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

**Subject:** Review and Discuss Centennial Park Median Islands

**Meeting Date:** January 17, 2023

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Late December we received an email from Ginny Wanty regarding her mother's caregiver who became stuck in the snow on one of the median islands on Charlevoix Dr. in Centennial Park. There are seven median islands in the park. One at each entrance off 28<sup>th</sup> Street (Foremost, Charlevoix & Lucerne) and four internal islands (two on Foremost Dr. and two on Charlevoix Dr. near Tahoe).

In the spring, summer and fall, there are some low-level plantings in the islands but snow makes them difficult to see. In a recent discussion with the Kent County Road Commission, they will permit plantings in the islands, anywhere from 18-24" tall. Trees or any type of permanent structures are not allowed.

Ginny did some research on native plants and shrubs that are generally hardier for our weather conditions that may provide increased visibility for the islands.

Staff recommends working with landscape architects the Township has engaged with in the past, including Tom Rooks and Native Edge, to design a plan with plantings that are hardy, low maintenance and will provide increased visibility year around including, if possible, during snow events. Reflective posts should be replaced in the islands and it may be possible, working with a landscape architect, to arrange landscaping to help screen the lower post area.

**From:** [Ginny Wanty](#)  
**To:** [Ben Swayze](#); [Sandra](#)  
**Cc:** [Jim MacDonald](#); [Brian Hilbrands](#); [Grace Lesperance](#)  
**Subject:** Stuck in snow on an island in Charlevoix street last Saturday  
**Date:** Friday, December 30, 2022 11:28:54 AM

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Hello Ben and Sandra,

As I mentioned to Ben at a Park's sub committee meeting on Tuesday, my 93-year old Mother's caregiver got stuck in the snow on one the islands on Charlevoix Street heading south last Saturday morning. (The caregiver being stuck made it a very difficult situation because I had to rush to care for my Mom and was not able to assist the caregiver get unstuck. Luckily a snow plow service saw the stuck caregiver and got her car unstuck. AAA had told her it would be at least a half day until they could respond.)

I realize the amount of snow accumulated on Saturday was extraordinary and the Kent County plows were doing their very best. The layout of the islands makes it really difficult to get the snow cleared between the 2 sides of the street. Often the snow gets piled up on the islands and drivers do not realize the islands are even there.

My Mother and I both live at different condo complexes off Charlevoix, so myself and my Mother's care team are driving often on Charlevoix Street many times during the day.

I don't know what can be done to improve the visibility of these islands but **something needs to be done**. These islands are a traffic hazard! (Have you driven by lately to see how many of the islands have been run over by vehicles?)

Not sure if the best solution would be to add signage added to the islands like the yield signs that are in place in the bigger island near the Entrance to "The Meadows Condo Complex"? Or adding trees or shrubs to the island that would show up during the winter. ( I know you don't want tall trees or shrubs to block any views but having plants like hostas that disappear in the winter are not helpful at all.)

Not sure whose idea it was to add these traffic islands to Charlevoix Street but I truly believe (as do my neighbors) the decision wasn't worth it; just to slow down the traffic.

Please let me know if I can be helpful. I'd be glad to make some suggestions about shrubs to plant to make the islands more visible.

Cheers,  
Ginny

**From:** [Ginny Wanty](#)  
**To:** [Grace Lesperance](#)  
**Cc:** [Sandra](#); [Jim MacDonald](#); [Wesley Landon](#)  
**Subject:** Re: Stuck in snow on an island in Charlevoix street last Saturday  
**Date:** Monday, January 9, 2023 4:17:02 PM

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Grace and Sandra,

I tried to focus on plants or shrubs that were *native* to suggest for planting in the islands/medians and met your 2 foot height limitation. Native plants or shrubs means that they are from this region and most likely have no pest/disease problem or require a regular source of water and are hardier than standard perennials. (For example, Boxwoods are a non-native shrub and have 13 different diseases and do best with a sprinkler system.)

Tom Rooks helped me brainstorm this list of plants/shrubs that would grow only about 2 feet tall, do well in clay soil and not require regular watering.

Some will need cutting down in the spring (not fall).

Another wonderful resource would be Wes Landon, from Native Edge Landscaping. Wes and Native Edge will be completing the landscape design plans and installation of the Cascade Library Outdoor Gathering Space. I talked to Wes Landon today, he would be more than happy to advise and assist you any way he can with figuring out the right plants/shrubs for these islands on Charlevoix Street.

Also, you could go a different route and install a native seed mix for clay on the islands/medians. I could help you figure out the best source for native seed such as from Prairie Moon Nursery or Michigan Wildflower Farm.

You could go the native plant plug route instead of seed. There are many native plant growers in the area as well as the annual Native Plant Sales held in May by the Kent Conservation District and Calvin University.

Just let me know how I can be of assistance.

Cheers,

Ginny

PS Grace, I will give you a native plant catalog that will show photos and descriptions of some of these suggestions as well as other.

Ginny's thoughts (in no particular order) for plants/dwarf shrubs for islands/medians

### 1) [Little Joe Joe Pye Weed \(Eupatorium\)](#)

Eupatorium dubium **Little Joe**, a dwarf form of **Joe Pye Weed**, has beautifully colored flowers that are highly attractive to butterflies.

### 2) [Rudbeckia, Black-eyed Susan, Coneflower](#)

Rudbeckias have become one of our most popular garden **plants** in recent years, and it's not surprising – bushy **plants** produce masses of colourful flowers ...

### 3) [Rhus aromatica \(Fragrant sumac\) | Native Plants of North ...](#)

**Fragrant sumac** is an irregular, spreading, deciduous shrub, with velvety twigs and lower branches turned up at the tips.

### 4) [Russian Sage - Perovskia atriplicifolia \(Not native but acts like a native plant\)](#)

Tall, airy, spike-like clusters create a lavender-blue cloud of color above the finely textured, aromatic foliage. This vigorous, hardy, heat-loving and drought

### 5) **Blaze Little Bluestem Grass**

Blaze' Little Bluestem Grass is grown for its exceptional fall color. A tall upright warm-season ornamental grass, *Schizachyrium scoparium* 'Blaze' mixes in nicely with flowering perennials and its grass blades turn deep red in the fall maturing to a pink winter color. Drought resistant perennial plant

### 6) [Fothergilla gardenii – dwarf or Fothergilla 'Mount Airy](#)

Fothergilla is a genus of two to four species of flowering plants in the family Hamamelidaceae, native to woodland and swamps of the southeastern United States. They are low-growing deciduous shrubs growing to 1–3 m tall with

On Tue, Jan 3, 2023 at 1:01 PM Grace Lesperance <[glesperance@cascadetwp.com](mailto:glesperance@cascadetwp.com)> wrote:

Thanks for the feedback Ginny. You aren't alone. I get lots of complaints about those.

Ginny—can you think of plants that could grow there—around 24 inches max?

Sandra--please put this on the agenda for the next DDA meeting. Please include Ginny's email below in the meeting packet.

Grace

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**From:** Ginny Wanty <>  
**Sent:** Friday, December 30, 2022 11:29 AM  
**To:** Ben Swayze <[bswayze@cascadetwp.com](mailto:bswayze@cascadetwp.com)>; Sandra <[Sandra@cascadetwp.com](mailto:Sandra@cascadetwp.com)>  
**Cc:** Jim MacDonald <[jmacdonald@cascadetwp.com](mailto:jmacdonald@cascadetwp.com)>; Brian Hilbrands <[bhilbrands@cascadetwp.com](mailto:bhilbrands@cascadetwp.com)>; Grace Lesperance <[glesperance@cascadetwp.com](mailto:glesperance@cascadetwp.com)>  
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Cheers,

Ginny











# Downtown Development Authority **2022 ANNUAL REPORT**



# PURPOSE OF DOWNTOWN DEVELOPMENT AUTHORITY

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The primary purpose of the **Downtown Development Authority (DDA)**, as established by Public Act 197 of 1975 (now Public Act 57 of 2018), is:

- To halt property value deterioration
- Increase property tax valuation
- Eliminate the causes of deterioration
- Promote economic growth
- Create and provide for the operation of the DDA

The Cascade Downtown Development Authority was established in 1993. It was expanded in 2003 to include the Interchange area and again in 2004 to include Centennial Business Park.





# DDA BOARD OF DIRECTORS

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The DDA is governed by a Board of Directors (9 members) appointed by the Township Board. The board is made up of business owners, DDA residents and at-large residents.

## Board Members:

- **Jennifer Puplava**, Chair, At-large resident
- **Steve Stephan**, Vice-Chair, Culver's Cascade
- **Rene Growney**, Secretary, Portobello Road
- **Grace Lesperance**, Cascade Supervisor
- **Rishi Makkar**, International Beverage
- **Rick Siegle**, Cascade Hospital for Animals
- **Scott Vogel**, Nothing Bundt Cakes
- **Michelle Kleyla**, At-large resident
- **The Late Gordon Reynolds**, DDA Resident

# DDA BOUNDARIES

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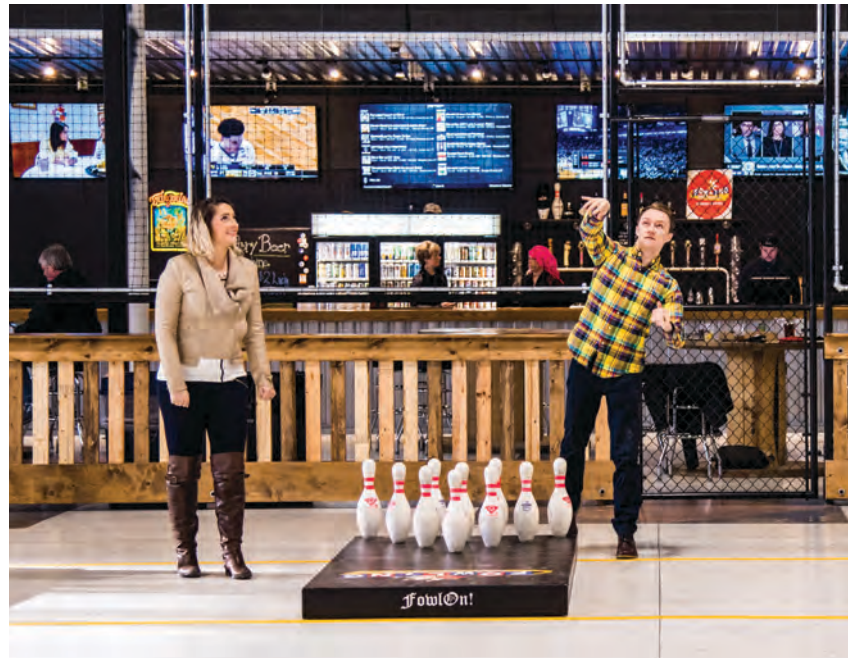


# DDA FUNDING

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The DDA's fiscal year runs from **January 1 – December 31**. The DDA receives its revenues from Tax Increment Financing (TIF).

- The DDA can capture the taxes generated by subsequent growth in the district.
- Taxing jurisdictions always receive the tax revenues from the base taxable value.
- DDA receives tax revenues generated from any taxable value growth from the base year, for the duration of the Tax Increment Financing Plan.
- Local school millages and State Education Tax is not subject to capture – they continue to receive tax revenues on growth.



# DDA BASE VALUES BY AREAS

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## 1993 – Village and 28th Street to Kraft Ave.

- Base Value - \$36,500,800
- 2022 Taxable Value - \$98,354,957



## 2003 – 28th Street - Kraft Ave. to Patterson Ave.

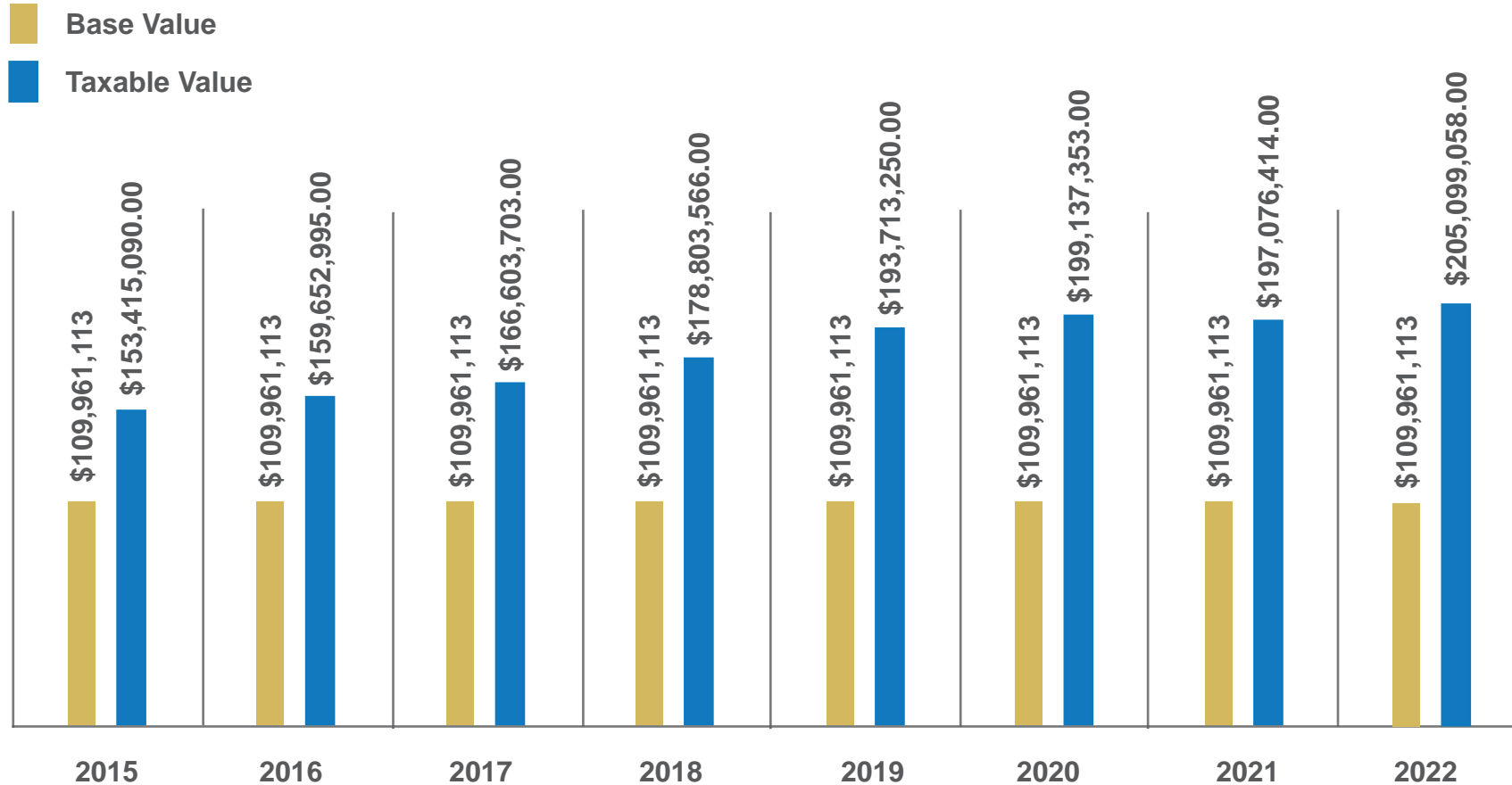
- Base Value - \$50,275,739
- 2022 Taxable Value - \$81,033,088



## 2004 – Centennial Business Park

- Base Value - \$23,184,574
- 2022 Taxable Value - \$25,711,013

# BASE VS. TAXABLE VALUE



# 2022 SUMMARY OF BUSINESSES, EVENTS AND PROJECTS





## 2022 NEW OR RENOVATED BUSINESSES – AT A GLANCE

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- Backyard Restaurant
- Chick-fil-A
- CycleBar
- El Centenario
- Farba House of Beauty
- Fifth Third Bank (reno)
- Holladay Photo
- Hyperbaric Wellness Center
- Lima Candles
- McDonald's (reno)
- Parooz (expansion)
- Robinson Dental
- Subaru
- The Wooden Owl
- Tommy's Car Wash
- United Bank (reno)
- Your Pets Naturally G.R.

# BUSINESS SPOTLIGHT VIDEOS

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- Bridal Elegance
- Daylily Floral
- Detroit Cookie Company
- EuroBistro
- Farba House of Beauty
- Goldfish Swim School
- IMPACT Fitness+Wellness
- International Beverage
- JRK Studios
- JT's Pizza
- KarateBuilt G.R.
- Kingsland Ace Hardware
- Lima Candles
- Nothing Bundt Cakes
- Pedego Electric Bikes
- Portobello Road
- Rebel Nutrition
- Sugar Momma's Bakery
- The Pit Stop
- Thornapple Brewing
- Tommy's Car Wash
- Up North Living and Brewing Supply

**Average viewership** – 661 views through Facebook, YouTube and Instagram.



# PLANS AND COMMITTEES

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## Strategic Plan

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Participated in the Township Strategic Plan.  
[connectingcascade.com](http://connectingcascade.com).

## Transportation

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The Transportation Committee, with the assistance of McKenna, will research and review public transportation options available to businesses and the community.

## DDA Strategic Plan

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McKenna is assisting the DDA board with the development of a DDA Strategic Plan.

# VIRGIL NISHIMURA WESTDALE MEMORIAL PARK

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The DDA supported the renaming and dedication of Westdale Park.



# LANDSCAPE PROJECTS

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A \$3,000 grant from Consumers Energy was received and allowed 15 trees to be planted in the district.



# RIBBON CUTTING EVENTS

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# TREE LIGHTING CEREMONY

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The ceremony brought approximately 100 people to Westdale Park.



# CASCADE METRO CRUISE WARM-UP

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This event brings in hundreds of participants.



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## DDA MEMORANDUM

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**To:** Cascade Township DDA Board

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

**Subject:** Recommend Village Design Review Committee Member

**Meeting Date:** January 17, 2023

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Chapter 8 (B-1 Village Business District) of the Zoning Ordinance has a section regarding the Village Design Review Committee (VDRC). This is a Township Board appointed committee made up of 5 Cascade Township citizens, including a member of the Township Board, Planning Commission, DDA and ZBA.

The purpose of the VDRC is to foster a working partnership between property owners, developers and the Township in achieving the objectives/intent of the B-1 zoning district. This committee may then recommend to the Planning Commission departures from section 8.08 of the Zoning Ordinance.

The DDA should recommend a member to be appointed to the VDRC.

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## DDA MEMORANDUM

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**To:** Cascade Township DDA Board

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

**Subject:** Election of Officers

**Meeting Date:** January 17, 2023

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It is time to elect officers for the DDA for 2023. The 2022 officers were as follows:

Chairman – Jennifer Puplava  
Vice Chair – Steve Stephan  
Secretary – Rene Growney

We will need to elect all three positions.

01/11/2023

BUDGET REPORT FOR CASCADE CHARTER TOWNSHIP  
 CASCADE CHARTER TOWNSHIP  
 2023 APPROVED BUDGET - DDA (248)

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	2022 PROJECTED ACTIVITY	2023 REQUESTED BUDGET
ESTIMATED REVENUES				
Dept 000				
248-000-401-401	TAXES - CASCADE TOWNSHIP	302,100	302,100	328,183
248-000-401-402	TAXES - G.R.C.C.	162,134	156,000	172,000
248-000-401-403	TAXES-KENT COUNTY	550,206	540,000	580,000
248-000-401-406	KDL TAXES-DDA	110,500	110,500	118,172
248-000-665-000	INTEREST REVENUE	22,595	3,000	25,000
248-000-667-001	RENT-TUFFY	70,500	70,500	78,769
248-000-671-671	MISCELLANEOUS INCOME	34,400	34,293	
248-000-675-300	DDACONTRIB & DONATION- METRO CRUISE	2,500	2,500	4,000
Totals for dept 000 -		1,254,935	1,218,893	1,306,124
TOTAL ESTIMATED REVENUES		1,254,935	1,218,893	1,306,124
APPROPRIATIONS				
Dept 170 - DDA OPERATIONS/CONSTRUCTION				
248-170-723-000	DDA - MEMBERSHIP AND DUES	1,320	1,320	2,150
248-170-724-000	DDA - EDUCATION	2,000	2,000	2,000
248-170-787-000	MISCELLANEOUS	7,000	7,000	7,000
248-170-801-000	CONTRACT SERVICES			55,000
248-170-802-300	DDA ADMINISTRATIVE	99,426	99,462	103,440
248-170-821-000	ENGINEERING	75,000	25,000	75,000
248-170-826-265	LEGAL	2,500	2,500	2,500
248-170-860-000	DDA - MILEAGE	400	400	400

248-170-861-100	TRANSPORTATION SERVICES	217,540	217,540	217,540
248-170-921-000	ELECTRICITY	24,000	24,000	26,000
248-170-922-000	STREETLIGHTS	5,000	5,000	10,000
248-170-924-100	CELL PHONES/DATA	900	900	900
248-170-927-000	WATER-SEWER	6,500	7,500	8,500
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	70,000	50,000	60,000
248-170-931-300	DDA REPAIR & MAINT- METRO CRUISE WU	8,000	6,000	8,000
248-170-950-000	DDA PROPERTY TAX REFUNDS	50,000	25,000	25,000
248-170-967-000	SPECIAL PROJECTS-DDA LIGHTING/DECOR	90,000	65,000	15,000
248-170-967-001	SPECIAL PROJECTS-TACTICAL URBANISM			20,000
248-170-967-002	SPECIAL PROJECTS-FLOWERS/PLANTINGS			10,000
248-170-967-003	SPECIAL PROJECTS-PR/MARKETING/PROMOTION			20,000
248-170-967-004	SPECIAL PROJECTS-SPECIAL EVENTS			15,000
248-170-981-000	OFFICE EQUIPMENT	1,000	1,000	1,000
Totals for dept 170 - DDA OPERATIONS/CONSTRUCTION		660,586	539,622	684,430
Dept 901 - CAPITAL OUTLAY				
248-901-970-000	CAPITAL OUTLAY - FFE	80,000	80,000	230,000
248-901-974-000	CAPITAL OUTLAY - LANDIMP	57,084	60,000	250,000
Totals for dept 901 - CAPITAL OUTLAY		137,084	140,000	480,000
Dept 990 - DEBT SERVICE				
248-990-992-007	LOAN PRINCIPAL	75,000	75,000	75,000
248-990-996-001	INTEREST AND FEES	21,775	21,775	19,338
Totals for dept 990 - DEBT SERVICE		96,775	96,775	94,338
TOTAL APPROPRIATIONS		894,445	776,397	1,258,768
NET OF REVENUES/APPROPRIATIONS - FUND 248		360,490	442,496	47,356
BEGINNING FUND BALANCE		2,037,318	2,037,318	2,479,814
ENDING FUND BALANCE		2,397,808	2,479,814	2,527,170



MCKENNA

# Memorandum

**TO:** Cascade Township Board  
**FROM:** Danielle Bouchard, AICP, Senior Planner  
Chris Khorey, AICP, West Michigan Manager  
**SUBJECT:** Minutes from 12-16-22 Implementation Committee Meeting  
**DATE:** January 2, 2023

**The Cascade Township Board approved the Township Strategic Plan in summer 2022.** To begin implementation of the Plan, the Township Board also approved the creation of the Implementation Committee. The role of the Implementation Committee is to get representatives from all the Township's boards and commission, as well as key Township staff, regularly around the same table to discuss current and ongoing projects and establish connections for collaboration. Further, the goal of the Implementation Committee is to ensure that the Township's priorities as identified by its residents are being carried through.

The Implementation Committee meets on the third Friday of each month at 9am. The first official meeting was held on December 16, 2022. This memorandum includes key highlights from the meeting.

## PLANNING COMMISSION

**Updates:** Chairperson, Chris Noordyke and Commissioner Kornstange gave an update of recent activities led by the Planning Commission and supported/implemented by Township Staff.

- The airport committee has been meeting every other week to discuss the future land uses adjacent to the airport.
- The airport committee has also been discussing master plan and zoning ordinance amendments and the process for amending the master plan, especially the amendment process pertaining to future land uses adjacent to the airport.
- The Planning Commission is looking more into processes for farmland preservation tools and mechanisms specifically for the eastern part of the Township.
- Community input will eventually be sought for the various projects as mentioned above.

**Collaboration Opportunities:** The Township Strategic Plan will be utilized for the implementation of these activities. Collaboration from other Township leaders, such as from the Township Board, will be warranted for the various zoning ordinance and master plan amendments. The Planning Commission will also be working with the DDA to discuss proposed improvements to the Lower Village area. Further, the Planning Commission will be involved with the re-energization of the Architectural Review Committee in terms of Commission representation and Zoning Ordinance and master plan amendments (as applicable).

## PARKS COMMITTEE & TRAILS COMMITTEE

**Updates:** Parks Committee and Trails Committee representative, Mike Reese, provided an update of the recent and upcoming activities led by the Parks Committee and Trails Committee, with support from Township staff.



- The 5-year Parks and Recreation Master Plan was recently adopted.
- The Parks Committee is working to solidify the job description for the proposed Parks Director position and will go to the Township Board for final approval and advertisement. The position is planned to be advertised to the public in 2023.
- The Parks Committee is also beginning preliminary work to “spread the word” for a proposed parks millage on the next ballot.
- A Master Plan for Cascade Recreation Park and Wycliff Park improvements, regarding accessibility, are underway.
- As outlined in the Township Strategic Plan, the Parks Committee has recently adopted a property acquisition template.
- The Township Engineer has recently developed a rating system and rated all of the Township’s pathways. The results will be used to create a maintenance/improvement priority list and schedule. A map of these ratings will be presented at the next Pathways Committee meeting.
- In approximately June 2023, the pathway located on Cascade and Buttrick will be out for bid.
- The Cascade Road Bridge pathway has been approved for implementation in 2023.
- The Pathways Committee will consider and discuss connections to Laraway Lake Drive.

**Collaboration Opportunities:** Future collaborations will be needed between the Pathways Committee and the DDA for the implementation of the Cascade Road bridge pathway. Further, collaboration will be established between the Planning Commission and the Parks Committee for future parks plans, and how they relate to master plan amendments.

## DDA

**Updates:** DDA representative, Michelle Kleyla, and consultants at McKenna, provided updates on recent ongoing projects conducted by the DDA.

- In 2023, the DDA will explore options and processes for strategic property acquisitions.
- The DDA will also explore options for mobility and connectivity improvements to Cascade Road.
- The DDA has also commenced work with planning consultants at McKenna to develop a Lower Village Subarea Plan. The Lower Village Subarea Plan will provide a roadmap for future improvements and goals to implement the “downtown village” atmosphere, which was identified by the public as a #1 priority in the Strategic Plan.
  - Through a meeting with the Kent County Road Commission, the Road Commission expressed that the Township could develop a plan for future improvements to Old 28<sup>th</sup> Street with much flexibility in design. During the Lower Village Subarea Plan process, consultants at McKenna will work with the DDA to develop a proposed plan for Old 28<sup>th</sup> Street improvements. The Road Commission has also expressed that there are many constraints in place when considering improvements to Cascade Road.
  - The DDA, along with McKenna, will also be working on recommendations for (re)development standards within the Lower Village area. This will include Zoning Ordinance recommendations pertaining to design standards as well as supplementary standards (and incentives) for DDA supported building design.
  - The DDA also is in support of the re-energization of the Township’s Architectural Review Committee.



- Processes for establishing public/private partnerships and re-energizing properties in the DDA area will be discussed in 2023.
- A Strategic Plan for the DDA, to establish and clarify the Board's goals and objectives, is a top priority in 2023. This includes updating and adopting a new TIF Plan.
- The DDA will also continue working to increase communications and gain community support on projects.

**Collaboration Opportunities:** Future collaboration will be needed between the Planning Commission and the DDA to develop enhanced architectural standards and approval processes for development in the Lower Village area. This will likely require amendments to the Zoning Ordinance and master plan. Collaborations between the DDA and all Township entities will be requested in the development of the Lower Village Subarea Plan.

## TRANSPORTATION COMMITTEE

**Updates:** Representatives for the Transportation Committee, Economic Development Director, Sandra Korhorn, and McKenna provided an update on recent activities.

- McKenna and Township Staff recently conducted research on how other comparable communities to Cascade conduct public transportation activities. Key highlights include:
  - Many comparable communities (such as other similar communities in Michigan and other states) have a more robust dial a ride service than what is currently offered in Cascade.
  - Route 29's highest ridership destinations include Meijer and Walmart.
  - Most of the comparison communities provide direct service (without transfer) to the area's largest "downtown." In Cascade's case, would be the City of Grand Rapids.
- Township Staff and McKenna are currently working to obtain hypothetical cost estimates from The Rapid for various route changes. Further, staff and McKenna are conducting research to identify how other area non-millage communities fund their bus system.
- Once all the necessary information is gathered, McKenna and staff will develop a public outreach campaign.

**Collaboration Opportunities:** The Transportation Committee is an offshoot of the DDA. As such, close communication with the DDA will be imperative to the Transportation Committee's activities. The Transportation Committee will present research, outreach findings, and recommendations to all Township Boards and organizations once complete.

## TOWNSHIP STAFF

**Updates:** Township Manager, Ben Swayze, provided an update on recent Township Staff activities (as they pertain to the Strategic Plan).

- The budget was passed by the Board for the next cycle.
- Work will commence on the "community gathering place" as identified in the Township Strategic Plan's priorities. This includes establishing a subcommittee.
- Staff will continue to provide support and carry out the various implementation tasks as guided by the Township's Boards and Committees.



## TOWNSHIP BOARD

**Updates:** Township Board Trustee, John Shipley, as well as Township Supervisor, Grace Lesperance, and Township Manager, Ben Swayze provided updates on recent Township Board activities.

- The Township Board recently approved the budget for a new Parks Director position.
- A no camping ordinance and cost recovery ordinance is being discussed at the Board level.
- Sound system upgrades to public meetings is being looked into by Township Staff.
- With regard to the Architectural Review Committee, collaboration with the DDA and Planning Commission will be needed to establish zoning ordinance and master plan amendments. Future Board activities pertaining to this task include:
  - Member reappointments
  - Approval of responsibilities (and bylaws, if needed)
  - Zoning ordinance amendments
  - Committee renaming

**Collaboration Opportunities:** Each Township Board and Organization will report to the Township Board and the Board will be kept up to date on all projects.

**MINUTES OF THE  
CASCADE CHARTER TOWNSHIP  
REGULAR BOARD MEETING**

Wednesday, November 2, 2022

Wisner Center

2870 Jacksmith Dr SE

Grand Rapids, MI 49546

And Virtual Zoom Meeting

7:00 P.M.

HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.  
Present: Supervisor Lesperance, Clerk Slater, Treasurer Peirce, Trustees Koessel, McDonald, Shipley and Noordhoek  
Absent: None  
Also Present: Township Manager Swayze, Planning Director Hilbrands, Laurel Joseph-Grand Valley Metro Council (GVMC), Jeromie Winsor via Zoom-AECOM, Deputy Clerk Brott, and those listed in the Supplement
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3.** **Approval of Agenda**  
Motion by Trustee Shipley, seconded by Trustee McDonald to approve. Motion carried unanimously.
- Article 4.** **Presentations**  
**a.** Grand Valley Metro Council-Airport Access Study  
Laurel Joseph-GVMC and Jeromie Winsor-AECOM presented the Airport Access Study.
- Article 5.** **Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**  
**1.** Mauricio Fernandez-2272 Cascade Lakes Circle-In agreement with the Board's comments that Cascade Township was not involved in the Airport Access Study.
- Article 6.** **Approval of Consent Agenda**  
**a.** Receive and File Minutes  
**1.** Township Board-10/26/22  
**b.** Receive and File Reports  
None  
**c.** Receive and File Education Requests  
**1.** Todd Stevenson-Michigan Fire Service Instructors Association Educational Conference-Traverse City, MI-12/1/22-12/4/22  
**d.** Receive and File Communication  
**1.** Letter from Michigan Public Service Commission (MPSC)  
Motion by Trustee Shipley, seconded by Trustee Koessel to approve the Consent Agenda.  
Motion carried unanimously.
- Article 7.** **Financial Actions**  
None

**Article 8. Unfinished Business**  
None

**Article 9. New Business**

**086-2022 Consider Cascade Township Vendor Policy**  
Motion by Trustee McDonald, seconded by Trustee Noordhoek to approve, pending legal review. Motion carried unanimously.

**087-2022 Consider Parks Committee Appointment**  
Motion by Trustee Koessel, seconded by Trustee Shipley to approve Supervisor Lesperance's Parks Committee Appointment, Eileen Boekestein, M.S. Motion carried unanimously.

**088-2022 Consider the Amendment/Repeal of the Township Animal Control Ordinance**  
Motion by Trustee McDonald, seconded by Trustee Shipley to set the matter for Public Hearing on November 16, 2022. Motion carried unanimously.

**Article 10. Discussion**  
None

**Article 11. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)**  
1. Mauricio Fernandez-Township should consider reviewing the noise ordinance re allowing construction noise and lights during certain hours.

**Article 12. Manager Comments**  
1. Thanked everyone for coming to the Fire Station #1 groundbreaking.

**Article 13. Board Member Comments**  
1. Trustee Shipley-Thanked everyone in attendance.

**Article 14. Adjournment**  
Motion by Trustee Shipley, seconded by Trustee McDonald to adjourn. Motion carried unanimously.  
Meeting adjourned at 8:08 pm.

Krissi Brott  
Deputy Clerk

Approved by:

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Grace Lesperance, Supervisor

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Susan B. Slater, Clerk

**MINUTES OF THE  
CASCADE CHARTER TOWNSHIP  
REGULAR BOARD MEETING**

Wednesday, November 16, 2022

Wisner Center

2870 Jacksmith Dr SE

Grand Rapids, MI 49546

And Virtual Zoom Meeting

7:00 P.M.

HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.  
Present: Supervisor Lesperance, Clerk Slater, Treasurer Peirce, Trustees Koessel, McDonald, Shipley and Noordhoek  
Absent: None  
Also Present: Township Manager Swayze, Fire Chief Magers, Deputy John DeGroot-Kent County Sheriff's Office, Ken Follett-Center for Physical Rehabilitation (CPR), Deputy Clerk Brott, and those listed in the Supplement
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**  
Motion by Trustee Shipley, seconded by Trustee McDonald to approve. Motion carried unanimously.
- Article 4. Presentations**  
None
- Article 5. Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**  
None
- Article 6. Approval of Consent Agenda**
- a. Receive and File Minutes
    - 1. Township Board-10/24/2022
    - 2. Township Board-11/2/2022
  - b. Receive and File Reports
    - 1. Treasurer's Department Report – August 2022
    - 2. Building Department – October 2022
  - c. Receive and File Education Requests  
None
  - d. Receive and File Communication  
None
- Motion by Trustee Koessel, seconded by Trustee Shipley to approve the Consent Agenda. Motion carried unanimously.
- Article 7. Financial Actions**
- a. Consider Approval of October 2022 Payroll, Payables and Transfers  
Motion by Trustee Shipley, seconded by Trustee McDonald to approve. Motion carried unanimously.

**Article 8. Unfinished Business**  
None

**Article 9. New Business**

**089-2022 a.) Public Hearing to Consider the Repeal of the Animal Control Ordinance**

Motion by Trustee McDonald, seconded by Trustee Koessel to open the Public Hearing. Motion carried unanimously.

1. Scot VanSolkema-2570 Orange Ct-Will the signage be changed in the parks (now it states Cascade Charter Township Ordinance)?

Motion by Trustee McDonald, seconded by Trustee Shipley to close the Public Hearing. Motion carried unanimously.

**b.) Consider Repeal of the Animal Control Ordinance (Roll Call)**

Motion by Trustee McDonald, seconded by Trustee Shipley to approve. Motion carried unanimously by roll call vote.

**090-2022 Consider a Unilateral METRO Act Permit for US Signal**

Motion by Trustee McDonald, seconded by Trustee Shipley to approve. Motion carried unanimously.

**091-2022 Consider Bid Awards for FEMA Grant Project**

Chief Magers and Ken Follett-CPR answered questions. Clerk Slater advised that her daughter works for CPR.

Motion by Trustee McDonald, seconded by Trustee Shipley to approve. Motion carried unanimously.

**Article 10. Discussion**  
None

**Article 11. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)**

1. Boy Scout Troop 334 attended the meeting and participated during Public Comments in order to earn a badge. Alex asked the Board what kinds of projects they do? Tristan asked what Board members liked best about Cascade? Noah asked, “What is frustrating about your job?” Board members responded.
2. Brian Holcomb-3415 Glenstone Ct-Requested an update on the Eagle Creek Landscaping issue and read a letter from another resident due to continued violations. Are they violating the PUD? Township should fine and ticket the violations until the company stops.
3. Joey Gindzin-3420 Glenstone Ct-Re Eagle Creek Landscaping: Called the Sheriff, but nothing was done about violations. Nothing has changed and this has gone on for six (6) months.
4. Scot VanSolkema-Noticed that the Camelback fence was repaired. Expressed frustration about deer herd leaving waste on his property.

**Article 12.     Manager Comments**  
None

**Article 13.     Board Member Comments**

1. Trustee Shipley-Thanked everyone in attendance.
2. Trustee Noordhoek-Requested result from first deer hunting. Requested information about the house on Cascade. Manager Swayze responded.
3. Supervisor Lesperance-Deputy Dieppa has done a lot of work addressing crime, and encampments on public property. Would like an ordinance brought to the Board for review.

**Article 14.     Adjournment**  
Motion by Trustee Shipley, seconded by Trustee McDonald to adjourn. Motion carried unanimously.  
Meeting adjourned at 7:59 pm.

Krissi Brott  
Deputy Clerk

Approved by:

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Grace Lesperance, Supervisor

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Susan B. Slater, Clerk