

## Minutes

Cascade Charter Township  
Downtown Development Authority Board of Directors  
January 16, 2023  
5:30 p.m.  
2870 Jacksmith Ave. SE

- ARTICLE 1.** Acting Vice Chair Stephan called the meeting to order at 5:30 P.M.  
Members Present: Vogel, Kleyla, Preston, Stephan, Lesperance, Bingham, Growney, Makkar  
Members Excused: Carlson,  
Others Present: Township Manager Jade Smith, Mgt Office Admin Assistant Jessica Stine, and those listed on the sign-in sheet.
- ARTICLE 2. Approval of the Agenda**
- Motion was made by Member Vogel to approve the current agenda. Supported by Member Makkar. Motion carried 8 to 0.**
- ARTICLE 3. Approval of the Minutes of the January 16, 2024 Meeting**
- Motion was made by Supervisor Lesperance to approve the minutes of the January 16, 2024 meeting as written. Supported by Member Growney. Motion carried 8 to 0.**
- ARTICLE 4. Acknowledge visitors wishing to speak**
- Wes Landon from Native Edge spoke about Friendship Park progress.
- ARTICLE 5. OHM Professional Services Contract**
- Manager Smith introduced the changes to the OHM contract after meeting with OHM and Chair Kleyla to clarify the scope of work and which areas of the DDA would be targeted. Tony Slanec from OHM explained that their product is a tool. Manager Smith will create a team of representatives to work on this project and report back to each of the involved boards.
- Motion was made by Supervisor Lesperance to approve the contract with OHM. Supported by Member Preston. Motion carried 8 to 0.**
- ARTICLE 6. Façade Grant Program: McKenna**
- Danielle Bouchard from McKenna explained the zoning changes in progress by the Planning Commission and Township Board and how they may affect the façade grant program. They will create a 'form-based code' Master Plan key to articulate the township vision. When creating the requirements and priorities for the grants, they intent to be very transparent with prioritizing the downtown feel. Bouchard introduced a draft resolution to develop the grant program.

**Motion was made by Member Makkar to approve the draft grant program resolution as written. Supported by Member Stephan. Motion unanimously by roll call vote.**

**ARTICLE 7. 4<sup>th</sup> of July Celebration Discussion**

Manager Smith described the new layout for the 2024 Independence Day celebration and explained a new way that the DDA could be involved. The parcel between Old 28<sup>th</sup> St and KDL-Cascade Branch is open and could be used for businesses to set up tables and meet with residents and/or sell their products. Member Stephan wasn't interested as he finds it hard enough to staff the holiday weekend without also needing to staff an event table. Member Vogel suggested gauging business owner interest to see if other business owners wanted to participate as it could be a great idea to explore. Member Stephan agreed that putting DDA support behind it was a good idea.

**ARTICLE 8. Staff Updates**

- Manager Smith introduced new Planning and Community Development Director Andrea Hendrick.
- **Tuffy Demolition**-The Township is getting a new environmental study done on the property and then the building will be demolished.
- **Cascade Rd Pedestrian Bridge**-The bridge will likely be completed in 2024 after school lets out for the summer.
- **Friendship Park**-Discussed during Article 4 when Landon spoke.
- **Metro Cruise Warmup**-The name of the Metro Cruise was purchased and the new owners aren't interested in allowing the Warmup event to continue. There is a possibility this event could be combined with Heritage Day to increase the draw and funding.

**ARTICLE 8. Any Other Business**

There wasn't any other business to discuss.

**ARTICLE 9. Adjournment**

**Motion was made by Member Makkar to adjourn the meeting. Supported by Member Vogel. Motion carried 8 to 0. The meeting adjourned at 7:03 P.M.**

Respectfully submitted,

Rene Growney, Secretary