

## **AGENDA**

Cascade Charter Township  
Downtown Development Authority Board of Directors  
November 21, 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/84772691985>

Meeting ID: 847 7269 1985

By Phone: 1 312 626 6799

- ARTICLE 1.** Call the Meeting to Order
- Record the Attendance
- ARTICLE 2.** Approval of the Agenda
- ARTICLE 3.** Approval of the Minutes of the October 17, 2023 Regular Meeting and October 17, 2023 Informational Meeting
- ARTICLE 4.** Acknowledge visitors wishing to speak regarding any agenda or non-agenda items (*Comments are limited to five minutes per speaker*)
- ARTICLE 5.** 2024 Budget
- ARTICLE 6.** Site Improvement Grants - McKenna
- ARTICLE 7.** Hope Network Transportation – Ridership data supplied at meeting
- ARTICLE 8.** Staff Updates
- Library Project
  - Cascade Rd Pedestrian Bridge
  - Master Plan Update
  - 6869 Cascade Rd Update
  - Tree Lighting
  - December Meeting
- ARTICLE 9.** Any Other Business
- a. Next Meeting:
  - b. Township Board Minutes:
- ARTICLE 13.** Adjournment

## **Minutes**

Cascade Charter Township  
Downtown Development Authority Board of Directors  
October 17, 2022  
5:30 p.m.  
2870 Jacksmith Ave. SE

**ARTICLE 1.** Chair Pupilava called the meeting to order at 5:34 P.M.  
Members Present: Vogel, Kleyla, Preston, Pupilava, Lesperance, Siegle, Stephan  
Members Late: Makkar  
Members Absent: Growney  
Others Present: Planning Director Brian Hilbrands, 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 Supervisor Lesperance to approve the current agenda. Supported by Member Siegle. Motion carried 7 to 0.**

**ARTICLE 3. Approval of the Minutes of August 15, 2023**

**Motion was made by Member Vogel to approve the minutes of the August 15, 2023 meeting as written. Supported by Member Siegle. Motion carried 7 to 0.**

**ARTICLE 4. Acknowledge visitors wishing to speak**

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

**ARTICLE 5. Introduction of Township Manager**

Township Manager Smith was introduced to the committee.

Member Makkar arrived at 5:35.

**ARTICLE 6. Discussion and vote regarding holiday decorations**

Due to the changes in staffing, there was a tight timeline to approve the contract and install the holiday lighting, so the company that won the bid winter of 2022 was approved for 2023. They will be installing lights in the same places as the previous year, including the additional lighting that was added part way through the season.

Motion was made by Supervisor Lesperance to approve the funding for the 2023 holiday lighting contract. Supported by Member Siegle. Motion carried 8 to 0.

**ARTICLE 7. Discussion regarding status of median visibility in Centennial Park**

The Township's Buildings and Grounds crew will be going through and placing stakes in the medians due to their recent plantings and their lack of visibility when it snows.

**ARTICLE 8. Update regarding Hope Network transportation**

Manager Smith met with representatives from Hope Network and received ridership numbers from the first five weeks. There are approximately 80 rides in total (40 riders) with 2-3 per bus ride. They may remove evening trips because they currently aren't being used. Per Mckenna, The Rapid said there were approximately 25,000 rides per year and showed a peak between 2pm and 3pm. The current peak Hope Network is seeing is in the morning. They noted that the 25,000 rides The Rapid claimed were for the entirety of route 29, not just rides in Cascade.

Manager Smith said that he has yet to receive any calls asking about changes to the bus route or residents concerned that they no longer have transportation. Member Siegle recommended Manager Smith reach out to Gaylord House and see if it is working for them since they were very vocal at previous meetings. Supervisor Lesperance disagreed and said that the Township has sufficiently communicated with them and put them in contact with the proper organizations.

Manager Smith will ask a representative from Hope Network to attend the next DDA meeting. He stated that some employees at Meijer who previously used the bus system have transferred to a different store that they can get to via a different bus.

**ARTICLE 9. 2024 Budget**

Member Kleyla stated that the 2024 budget should follow the priorities in line with the strategic plan. Member Stephan mentioned that the Tuffy building lease came up again at the Township Board meeting and asked for a status update. Manager Smith said that the Township is looking to buy out the Tuffy lease without using DDA funding.

Manager Smith explained that he likes to be proactive in creating budgets and will send the DDA the final budget by the next meeting. There may have to be a budget amendment due to the late start he was able to get on creating the budget this year and the status of the Tuffy proceedings. They may entertain a special meeting if amendments need to be made.

**ARTICLE 10. DDA and Village Concept Project**

Manager Smith explained his plan to bring in another contractor to work with the DDA on a concept/vision for the 'village' area. He has worked with them before in other cities. Mckenna would still be used but for other purposes. He

proposed including the funding for this contractor in the 2024 budget, especially with the potential Tuffy lease termination. Member Siegle requested before and after pictures of previous work they have done.

**ARTICLE 11.** Brief updates

- **DDA Implementation Tools and Case Studies**-Danielle from Mckenna brought in information about how other DDAs encourage façade improvements. Strategy one was grants from the DDA for business owners; this is very popular among other communities. Strategy two was to approve placemaking grants for specific locations. They could suggest specific amounts to award based on what types of improvements are taking place. Strategy three was property acquisitions where the township would buy property and sell it to developers with the types of businesses they wanted or continue to own the property and rent it out to businesses. Strategy four was to fund the design engineering for specific sites. Strategy five was to create development and redevelopment programs (currently only used by Van Buren Township when researching local municipalities). This is often less popular because large grants are a challenge to facilitate. Strategy six was to award grants to businesses to update their signs.

Member Makkar asked if Cascade currently employed any of these practices and was told that they do not. There was discussion as to how much funding communities regularly award to these types of projects and the best methods for Cascade. Member Makkar opined that multiple smaller awards each year is better than one large award because it gives business owners an incentive to act and reapply the next year. Member Stephan suggested that business owners who funded their own improvements in the previous year should also be included in the program, once it starts. Members suggested creating a subcommittee to focus on developing criteria and gathering information on awarding grants. Manager Smith didn't think it was too early to investigate current zoning to see if any of the current qualifications would be a fit for awarding grants. He said the next step will be to see what Cascade wants for a look and feel of the village area. Danielle suggested meeting internally with the building department to look at historic sign information and estimate the current demand. She will bring an update to the next meeting.

- **Joint Meeting**-Chair Puplava explained that there used to be meetings where all township boards and committees would get together and share information. She asked Manager Smith to add this to his to-do list.
- **Library Project**-Lulu Brown from KDL explained to the committee that the library grounds will now become an official Cascade Park and Parks & Recreation Director Manion will be taking over as the project lead. Wes from Native Edge said that the core design for the property is complete and was put out for bid; Harder and Warner were the selected project contractors. The plan is the same as when it was last presented to the DDA with some insignificant changes. The design for the pavilion and the

area immediately surrounding it are incomplete as the original idea didn't match what the board desired, so they hired an architect. They are currently looking at a circular pavilion with a flat roof (with a slight angle) that is a 'green roof.' It would work well for everyday use but also for presentations and performances. Harder and Warner intend to start prep work in mid-November, as well as the completion of planning. This will still fit in the approved budget and be completed by June 2024.

Member Siegle asked if there was a storage portion like they had previously suggested and Wes said that there would not be as he spoke with Director Manion and she recommended not including one. Member Vogel asked if there would be a sign going up to show that the project is coming along and Manager Smith thought that was a good idea and they could include renderings of the intended improvements.

- **Planting Project**-The plantings have been changed for fall. Director Manion is handling this project and an update will be brought to a future meeting.
- **Cascade Road Bridge Pedestrian Bridge**-Engineer Thorne has made some progress with the Ket County Road Commission. Member Kleyla said that she last heard they were updating drawings and wanted the DDA to see them. Manager Smith will keep this on the agenda for the next meeting. Hopefully this project will start in 2024 but it would be best if it could take place during the summer so that bussing would not be disrupted while school was in session.
- **Parks and Pathways**-This was covered in the other updates.
- **Master Plan Amendments**-The Planning Commission is working with Mckenna on Master Plan amendments so that the Strategic Plan and Master Plan are in alignment.
- **Thornapple Plaza Redevelopment**-Manager Smith explained that the business owners in that area are anxiously awaiting the discussed grants and opportunities. They are very interested in public/private partnerships.
- **6869 Cascade Road Update**-This is the Tuffy site and was discussed earlier in the meeting.
- **RAP Grant**-The township was awarded \$450,000 in round one of the RAP grants. Round two will be coming in 2024 but it is likely to be more competitive than this year's.

#### **ARTICLE 12. Any Other Business**

- **Small Business Saturday**-Communications Specialist Lakeberg asked if the Township generally does anything for Small Business Saturday. They haven't done anything in recent years but at one point a couple businesses ran a passport program and the DDA spent around \$2,000 in radio ads.
- The **Cascade Community Foundation annual fundraiser** is next month. Chair Puplava said that she had tickets to share and the event will be based on the Price is Right show. They will be honoring community

members that have made an impact. It will take place on Wednesday, November 15<sup>th</sup> at 6:00pm.

- The next DDA meeting will be November 21, 2023.
- **Trunk or Treat**-Member Stephan said there was a great turnout.
- **Appointments**-There was some concern that members would be reaching the end of their term this year. Supervisor Lesperance said she would investigate.

**ARTICLE 13. Adjournment**

**Motion was made by Member Siegle to adjourn the meeting. Supported by Member Stephan. Motion carried 8 to 0. The meeting adjourned at 7:18 P.M.**

Respectfully submitted,

Rene Growney, Secretary

## **Minutes**

Cascade Charter Township  
Downtown Development Authority Informational Meeting  
October 17, 2022  
After the regularly scheduled meeting  
2870 Jacksmith Ave. SE

**ARTICLE 1.** Chair Pupilava called the meeting to order at 7:19 P.M.  
Members Present: Vogel, Kleyla, Preston, Pupilava, Lesperance, Siegle, Stephan, Makkar  
Members Absent: Growney  
Others Present: Planning Director Brian Hilbrands, Township Manager Jade Smith, Mgt Office Admin Assistant Jessica Stine, and those listed on the sign-in sheet.

### **Approval of the Agenda**

**Motion was made by Member Makkar to approve the current agenda. Supported by Member Stephan. Motion carried 8 to 0.**

### **ARTICLE 2. Review of Projects Completed - 2023**

Planning Director Hilbrands presented the projects the DDA worked on or completed in 2023. Supervisor Lesperance asked if the Metro Cruise changed ownership. He explained that it did and that may change the nature of Cascade's participation next year.

### **ARTICLE 3. Future Plans/Projects**

Planning Director Hilbrands explained that projects in 2024 will mainly be a continuation of those started in 2023 and focus will be on those that advance the Township's strategic plan.

### **ARTICLE 4. Acknowledge visitors wishing to speak**

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

### **ARTICLE 5. Adjournment**

**Motion was made by Member Makkar to adjourn the meeting. Supported by Member Vogel. Motion carried 8 to 0. The meeting adjourned at 7:25 P.M.**

Respectfully submitted,

Rene Growney, Secretary



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7123

**November 16, 2023**

**To: Cascade Township Downtown Development Authority**

**From: Jade Smith, Township Manager**

**Subject: FY 2024 DDA Fund Budget**

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## **Overview:**

The following is the DDA 2024 Budget as passed by the Board of Trustees on November 15, 2023. This budget is the first under the new Administration and has a few changes as compared to the 2023 budget. With a tight timeline this budget is being presented with the knowledge that budget amendments may be presented throughout the upcoming year.

In subsequent years the administration will strive to present an annual proposed and a three-year forecasted budget prior to the Board of Trustees approving the Townships overall budget. Developing a forecasted budget is considered a municipal finance best practice and will allow for proper operation allocations and better capital planning.

This year's budget does include capital improvements but does not have a long-term capital improvement plan (CIP). In the first quarter of 2024 the administration will be asking the DDA to work on a long-term plan to be included in the Townships overall CIP that will be presented to the Board of Trustees. The expectation is to have this capital improvement plan updated and presented with future annual budgets.

## **Highlights:**

The 2024 budget shows an increase in revenue of over \$600,000. This is due to the increase in property taxable values and a one-time transfer of \$500,000 from the Township's ARPA funds for additional support of the Cascade Road Pedestrian Bridge project.



# CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7123

A significant change to the Townships 2024 budget is the implementation of allocating overhead revenue back to the General Fund from dedicated millage funds, special revenue funds and the building fund. This includes the DDA fund and is a general governmental finance practice that assist to fund the operations of all departments that support the DDA. The allocation back to the General Fund supports all of the operations that support the DDA, include Finance, Planning, Building and Grounds, Parks and Rec, Township Management as well as other functions.

Other changes to expense line items for 2024 are as follows:

- ◆ Removal of the Miscellaneous line item.
- ◆ Increase of Contracted Services line item to accommodate for an anticipated increase in support services contracts for the Site Improvements Grants, Zoning Modifications, Village Concept and Planning, and demolition services.
- ◆ Decrease in Transportation Services line item as the Township Board will continue to look at overall township transportation solutions.
- ◆ Increase in Streetlight line item for ongoing maintenance and repair.
- ◆ Increase in Special Projects – Flowers/Plantings in the anticipation of improvements along the entire DDA corridor including the Village.
- ◆ Increase in Capital Outlay due to the DDA decision to contribute to the Cascade Road Pedestrian Bridge and Library’s Friendship Park projects. This was voted on in 2023 but the funds were never accounted for or transferred.

11/16/2023

BUDGET REPORT FOR CASCADE CHARTER TOWNSHIP  
 CASCADE CHARTER TOWNSHIP  
 2024 RECOMMENDED BUDGET REPORT

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	2024 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>			
Dept 000			
248-000-401-401	TAXES - CASCADE TOWNSHIP	326,438	389,115
248-000-401-402	TAXES - G.R.C.C.	190,800	203,000
248-000-401-403	TAXES-KENT COUNTY	634,300	685,000
248-000-401-406	KDL TAXES-DDA	118,172	140,115
248-000-528-007	ARPA		500,000
248-000-665-000	INTEREST REVENUE	65,000	88,500
248-000-667-001	RENT-TUFFY	78,769	79,000
248-000-675-675	MISCELLANEOUS INCOME	7,000	7,000
248-000-677-300	DDACONTRIB & DONATION- METRO CRUISE	4,000	4,000
Totals for dept 000 -		1,424,479	2,095,730
<b>TOTAL ESTIMATED REVENUES</b>		1,424,479	2,095,730
<b>APPROPRIATIONS</b>			
Dept 190 - DDA OPERATIONS/CONSTRUCTION			
248-190-723-000	DDA - MEMBERSHIP AND DUES	2,150	2,000
248-190-724-000	DDA - EDUCATION	2,000	2,000
248-190-787-000	MISCELLANEOUS	7,000	
248-190-801-000	CONTRACT SERVICES	55,000	175,000
248-190-821-000	ENGINEERING	75,000	75,000
248-190-826-265	LEGAL	2,500	2,500
248-190-860-000	DDA - MILEAGE	400	400
248-190-861-100	TRANSPORTATION SERVICES	217,540	60,000
248-190-921-000	ELECTRICITY	26,000	26,000
248-190-922-000	STREETLIGHTS	10,000	30,000
248-190-924-100	CELL PHONES/DATA	900	900
248-190-927-000	WATER-SEWER	8,500	8,500
248-190-931-000	MAINT & REPAIR/IMPROVEMENTS	60,000	60,000
248-190-931-300	DDA REPAIR & MAINT- METRO CRUISE WU	8,000	8,000
248-190-964-100	DDA PROPERTY TAX REFUNDS	25,000	25,000
248-190-967-000	SPECIAL PROJECTS-DDA LIGHTING/DECOR	15,000	15,000
248-190-967-001	SPECIAL PROJECTS-TACTICAL URBANISM	20,000	20,000
248-190-967-002	SPECIAL PROJECTS-FLOWERS/PLANTINGS	10,000	110,000
248-190-967-003	SPECIAL PROJECTS-PR/MARKETING/PROMO	20,000	20,000
248-190-967-004	SPECIAL PROJECTS-SPECIAL EVENTS	15,000	15,000
248-190-981-000	OFFICE EQUIPMENT	1,000	1,000
Totals for dept 190 - DDA OPERATIONS/CONSTRUCTION		580,990	656,300

Dept 901 - CAPITAL OUTLAY			
248-901-970-000	CAPITAL OUTLAY - FFE	230,000	230,000
248-901-974-000	CAPITAL OUTLAY - LANDIMP	353,440	1,750,000
Totals for dept 901 - CAPITAL OUTLAY		583,440	1,980,000
Dept 966 - TRANSFERS OUT			
248-966-955-248	TRANSFER TO GF - FROM DDA		434,564
Totals for dept 966 - TRANSFERS OUT			434,564
Dept 990 - DEBT SERVICE			
248-990-992-007	LOAN PRINCIPAL	75,000	80,000
248-990-994-001	INTEREST AND FEES	19,338	16,900
Totals for dept 990 - DEBT SERVICE		94,338	96,900
TOTAL APPROPRIATIONS		1,258,768	3,167,764
NET OF REVENUES/APPROPRIATIONS - FUND 248		165,711	(1,072,034)
BEGINNING FUND BALANCE		2,624,396	2,618,528
FUND BALANCE ADJUSTMENTS		(5,868)	
ENDING FUND BALANCE		2,618,528	1,546,494



# Memorandum

**TO:** Cascade Township DDA  
**FROM:** Danielle Bouchard, AICP  
 Chris Khorey, AICP  
**SUBJECT:** **DDA Site Improvement Grant Program**  
**DATE:** November 21, 2023

**The DDA is in the process of developing a strategic plan.** A primary component of the strategic plan is to analyze and identify tools and resources the DDA can use to facilitate project implementation. Many DDAs around the State of Michigan utilize various tools available to them to financially assist with (re)development projects and processes to achieve a consensus vision.

It was discovered during the Townshipwide Strategic Plan process that designating a walkable “Village” area is the community’s highest priority. Now presents as an ideal time to explore the options the Township DDA has to offer (re)development incentives to private property owners.

It is also recognized that, the DDA continues to work on the overall vision for the “Lower Village” area. The strategies and tools outlined in this memorandum are simply a “menu” of options the DDA can utilize to transform the Cascade Village vision into a reality for the whole community to enjoy. Further, these strategies can be referenced while the DDA is in the process of determining the Board’s budget for upcoming years.

## **RECOMMENDED STRATEGY: SITE IMPROVEMENT GRANT PROGRAM**

### **Overview Snapshot**

This type of grant program functions similarly to a façade improvement grant program. A Site Improvement Grant Program can award reimbursement for various improvement activities and projects. Grants could go toward projects such as:

- Placemaking improvements
- Sidewalks and bike paths
- Utilities and infrastructure
- Signage and building facades

*Note: Grant awards and other funded projects should be consistent with the DDA’s Development & TIF Plan.*

### **How it Works**

Each year, the DDA will budget a set amount for site improvement grants to businesses within the Development Area Boundary. A property owner or business owner will apply for grant funds, including conceptual drawings. The DDA will evaluate the applications, or award projects on a “first come first serve” basis. The property owner will complete the site improvement work and apply to be reimbursed by the DDA for a certain amount the DDA has predetermined.



### Recommended Budget

We recommend the DDA establish a budget of **\$150,000 each year for site improvement grants**. The method for this recommended amount includes the following:

- Reviewing the amounts that other comparable communities to Cascade Township budget for façade improvements or site improvements grant programs.
- Considering the DDA's current funds.
- Considering the DDA's goal to create a walkable Cascade Village.
- Reviewing the DDA's current Development & TIF Plan and goals for DDA projects

To ensure equal opportunity for all business owners within the DDA area, **we recommend the DDA award Site Improvement Grants on a “first come first serve” basis**. Grants can continue to be awarded each year so long as there still is budget left. If multiple applications are received at once, the DDA could establish criterion to prioritize projects that are more impactful to achieving the DDA's goals.

We also recommend the DDA accept reimbursement applications for eligible projects dating back to 12 months prior to the establishment of the program. That way, business owners who have already invested into their site within the last 12 months can apply for reimbursement.

Alternatively, the DDA could establish a total budget of \$150,000 with a not-to-exceed award per application. This would ensure that the DDA would award multiple grants per year. As in, the DDA would budget \$150,000 total, with a not-to-exceed of \$50,000 per application. Thus, the DDA could award a minimum of 3 grants per year.

### Implementation Steps

If the DDA would like to implement a Site Improvement Grant Program, here are the steps:

1. Approve an amount to budget for the 2024 fiscal year.
2. Approve a Resolution to officially establish the Site Improvement Grant Program.
3. Establish program parameters. This should include:
  - a. Develop a list of eligible projects.
  - b. Develop a grant award application with required attachments. We recommend the model used by the City of Grandville for the Façade Improvement Grant Program (also Hudsonville's model).
  - c. Advertisement on the DDA website (and other applicable means).
  - d. Establish a Site Improvement Grant Agreement template.
  - e. Establish a timeframe requirement for project completion.

### ELIGIBLE PROJECTS FOR GRANT AWARDS – PRELIMINARY RECOMMENDATIONS

Below is a list of recommended eligible projects for the Site Improvement Grant award:

#### Eligible Grant Activities

- Repair or replacement of windows, doors, walls, or other appropriate architectural elements
- Exterior lighting
- Masonry restoration
- Restoration of historical elements
- Patios and other hard scape improvements
- Landscaping and other softscape improvements
- Existing sign structure improvements



- Signage or awning replacement
- Mural art
- Sidewalks
- Removal of non-contributing facades
- Significant façade repair and treatment
- Parking lot resurfacing or cross-access connections (if there is a demonstrated improvement to the overall site circulation system, enhanced connectivity to adjacent sites, or enhanced drainage patterns)
- Burying overhead utilities (if applicable)
- Other site improvements consistent with the DDA Development Plan

#### **Ineligible Grant Activities**

- Property acquisition
- Mortgage or land contract financing
- Loan fees
- Site plan and permit fees
- Appraiser, attorney, interior decorator, architectural and engineering fees
- Wages paid to applicant, relatives or friends for work associated with the façade improvements
- Furnishings, trade fixtures, display cases, counters or other internal items
- Reusable or portable items
- Any portion of expenses for which the applicant pays contractor in merchandise or in-kind services
- Fencing and screening
- Routine building or site maintenance
- Roof repair/replacement
- Dumpster enclosures

**RESOLUTION NO. XXXX**  
**CASCADE CHARTER TOWNSHIP, KENT COUNTY, MICHIGAN**  
**DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**  
**A RESOLUTION TO ESTABLISH A SITE IMPROVEMENT GRANT PROGRAM**

**WHEREAS.** The Cascade Charter Township Downtown Development Authority (DDA) was created in June 1993 by Ordinance, thereby establishing the DDA District.

**WHEREAS.** The primary purpose of the DDA is to halt property value deterioration, increase property tax valuation, eliminate causes of property deterioration, and promote economic growth where possible, within the DDA District.

**WHEREAS.** The Cascade Charter Township Board adopted the DDA Development Plan and Tax Increment Financing (TIF) Plan in 1994 to permit the DDA to collect tax increment financing to fund eligible improvement projects within the DDA District.

**WHEREAS.** The primary goals for eligible improvement projects within the DDA District are to enhance pedestrian safety through appropriate roadway and traffic modifications that will enhance the shopping experience; support beautification that will enhance the streetscape and create character, identity and attract shoppers and businesses alike; support the growth of existing businesses while new businesses, offices, education, or health care industries will locate in the DDA District.

**WHEREAS.** The DDA Development Plan and Tax Increment Financing Plan supports DDA funding to be utilized for façade and site improvements for businesses as a matching grant program.

**WHEREAS.** The Cascade Charter Township DDA approves and supports the establishment of a Site Improvement Grant program to financially assist business owners and property owners to improve, enhance, and beautify eligible structures, properties, and businesses within the DDA District.

**WHEREAS.** The Cascade Charter Township DDA intends to establish and administer grant award criterion and application processes.

**WHEREAS.** The Cascade Charter Township DDA intends to budget for the reimbursement of eligible site improvement projects within the DDA District, compatible with the DDA Development and Tax Increment Financing Plan.

**NOW THEREFORE LET IT BE RESOLVED.** That the Cascade Charter Township Downtown Development Authority hereby establishes the DDA Site Improvement Grant Program.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Signed: \_\_\_\_\_