

MINUTES
Cascade Charter Township
Downtown Development Authority Board of Directors
November 17, 2020
5:30 p.m.
Virtual Meeting

ARTICLE 1. Chairman Pupilava called the meeting to order at 5:34 p.m.
Members Present: Stephan, Growney, Siegle, Beahan, and Pupilava.
Members Absent: Dewitt, Vogel, Kingsland, Makkar
Others Present: DDA Director Sandra Korhorn

ARTICLE 2. Approve the current Agenda.

Motion was made by Member Beahan to approve the Agenda. Supported by Member Growney. Motion carried 5 to 0.

ARTICLE 3. Approval of the Minutes of October 20, 2020 Meeting

Motion was made by Member Growney to approve the Minutes of the October 20, 2020 Meeting. Supported by Member Stephan. Motion carried 5 to 0.

ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items. (Comments are limited to five minutes per speaker)

No visitors came forward.

ARTICLE 5. Lower Village Plan - Update

Director Korhorn stated that the Township Board decided to table the Lower Village Plan during their October 28th, 2020 Board meeting, with the Board stating that additional public comment is needed. Director Korhorn stated that once a plan for additional public comment can be made, she will update the DDA with those plans. Member Stephan asked what concerns or comments the Board had; Director Korhorn stated the following was discussed:

- not enough public comment/input regarding the plans,
- features should be quainter and more “Cascade” like,
- whether or not an event area was needed with the Outdoor Gathering Space proposal,
- general parking/traffic safety concerns,
- a desired link across the river from the park to the neighborhood
- handicap accessibility

Director Korhorn stated that people were also very complimentary and want to see the area cleaned and developed as a very visible gateway to Cascade. There will be further discussion at a to be determined date, Director Korhorn stated that she will keep the DDA updated.

ARTICLE 6. Discuss Capital Improvement Plan Request

Director Korhorn stated that this is a discussion item, and that a Capital Improvement Plan (CIP) is put together every year. This is a plan that outlines a schedule of potential capital improvements for a six-year period, this will be for 2021-2026. All improvements need to be budgeted and approved by the board, and are generally \$10,000 or more.

These items are generated by Staff through comments received from meetings throughout the year. Director Korhorn reviewed projects of the DDA area of the CIP, which included the following:

- the Community Gathering Space
- the purchase of riverfront properties
- a synthetic ice rink
- 28th Street mid-block crossing (near Crowne Plaza)
- gateway signage (Lower Village area)
- Lower Village plan
- bus stop improvements
- a pathway/trail from the library to Tassell Park

There were no follow up questions or further discussion.

ARTICLE 7. Consider 2021 Meeting Schedule

Director Korhorn reviewed the tentative meeting schedule with Members, stating that Meetings are held on the third Tuesday of the month at 5:30pm. There will be one joint meeting held with other Boards and Commissions, the date of that Meeting is still pending. Two Informational Meetings are required to be held each year, and will be held after the conclusion of a regularly scheduled DDA Meeting.

Motion was made by Member Siegle to approve the proposed 2021 Meeting Schedule. Supported by Member Growney. Motion carried 5 to 0.

ARTICLE 8. Any Other Business

a. Update on Planning Activities

Director Korhorn stated that there is no new activity to discuss, and noted a couple of business closing within the Township (Panopoulos Salon, Dans Diner, and The Donut Conspiracy).

Chairman Puplava and Members thanked Member Beahan for his years of service in Cascade as this will be his final DDA Meeting.

ARTICLE 9. Adjournment

Motion was made by Member Beahan to adjourn. Supported by Member Siegle. Motion carried 5 to 0. Meeting was adjourned at 6:04 p.m.

Respectfully submitted,
Diana Kingsland, Secretary