

MINUTES  
Cascade Charter Township  
Downtown Development Authority Board of Directors  
Tuesday, February 20, 2018  
5:30 P.M.  
Cascade Library – Wisner Center

**ARTICLE 1.** Chairman Puplava called the meeting to order at 5:30 P.M.  
Members Present: Beahan, DeWitt, Kingsland, Puplava, Ridings, Rowland and Stephan  
Members Absent: Siegle and Smith  
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 Ridings to approve the Agenda. Supported by Member Kingsland. Motion carried 7 to 0.**

**ARTICLE 3. Approve the Minutes of the January 16, 2018 Meeting.**

**Motion was made by Member Beahan to approve the Minutes as presented. Supported by Member Stephan. Motion carried 7 to 0.**

**ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items.**

No one came forward.

**ARTICLE 5. Discuss and Consider Centennial Park Streetscape Improvements**

Director Korhorn stated that at the January meeting the DDA provided two options for staff to get cost estimates on for the Centennial Park streetscape improvements. Director Korhorn decided to also throw in a third option for the Board. Estimated costs ranged from \$1 million to \$1.5 million for those three options.

Director Korhorn recommends completing the sidewalks and lights, median islands at the three entrances and a few additional median islands inside the park. She did add that she was not able to a breakdown of the bond costs in time for this meeting.

Discussion centered around the three options presented. If medians were needed, where and how many.

**Motion was made by Member Beahan to table this matter until such time as they have more bond information. Supported by Member Ridings. Motion carried 7 to 0.**

**ARTICLE 6. Discuss and Consider a Development Support Agreement for 2771 Orange Avenue**

Director Korhorn stated that the DDA has received a development support request for the project located at 2771 Orange Avenue. The project consists of 18 2-story townhomes. Mr. Jared Belka, on behalf of 2771 Orange Avenue, has requested the lesser of 75% of available tax increment revenue from the townhouse project for a period of up to 10 years for reimbursement or full reimbursement of the eligible activities (ADA improvements). The ADA improvements total \$16,000.

Director Korhorn stated that Applicant is eligible for reimbursement of \$16,000 for the ADA improvements and recommends the DDA support this request. She recommends the support be paid to the Applicant over a period of one (1) year rather than spread it out over multiple years. Director Korhorn would work with the Township attorney to draw up the appropriate agreement and paperwork, which would then come back to the DDA at the March meeting.

A brief discussion was held mostly concerning how best the support could be paid.

**Motion was made by Member Ridings to approve the Development Support Agreement for 2771 Orange Avenue for reimbursement of \$16,000 for ADA improvements over a period of one (1) year. Supported by Member Beahan. Motion carried 7 to 0.**

**ARTICLE 7. Discuss and Consider the Purchase of Holiday Decorations**

Director Korhorn stated that at the January meeting the board instructed her to obtain cost estimates for a couple of different options for additional holiday decorations for the District. Director Korhorn presented the estimates and stated that the sale at Bronner's ends February 28, so she would need a decision immediately.

A brief discussion was held in which most if not all of the Board seemed to be in favor of option 1 more than option 2.

**Motion was made by Member Ridings to approve the purchase of the holiday decorations as laid out in option 1. Supported by Member Kingsland. Motion carried 7 to 0.**

**ARTICLE 8. Update on Marketing Plan Tactics**

Director Korhorn gave a brief update as to how the marketing plan tactics have progressed.

**ARTICLE 9. Any Other Business**

- a. Update on Planning Activities

**ARTICLE 10. Adjournment.**

**Motion was made by Member Beahan to adjourn. Supported by Member Kingsland.  
Motion carried 7 to 0. The meeting was adjourned at 6:15 p.m.**

Respectfully submitted,  
Diana Kingsland, Secretary