



**PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
THURSDAY, JANUARY 14, 2021 BOARD MEETING, 8:30 AM**

PURSUANT TO PUBLIC ACT 228 OF 2020, IN ORDER TO PROTECT THE PUBLIC HEALTH, THIS MEETING WILL BE CONDUCTED VIA ELECTRONIC COMMUNICATIONS. ANY MEMBER OF THE PUBLIC WISHING TO LISTEN AND/OR WATCH THE PROCEEDINGS OR PROVIDE PUBLIC COMMENT MAY DO SO BY USING THE FOLLOWING INTERNET LINK OR PHONE NUMBER, MEETING ID NUMBER AND PASSCODE:

Click to join by videoconference:

<https://us02web.zoom.us/j/89930131686>

Meeting ID: 899 3013 1686

Passcode: 981058

One tap mobile

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Dial-in phone audio:

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Meeting ID: 899 3013 1686

Passcode: 981058

Members of the public with disabilities may utilize the Michigan Relay System (7-1-1) to participate in the meeting. If other aids or services are needed for individuals with disabilities please contact the Township Clerk, Jackie Smith, at jsmith@adatownshipmi.com or 616-676-9191 at least 24 hours prior to the meeting

AGENDA

- 1) Call meeting to order/roll call
- 2) Approval of agenda
- 3) Approval of minutes from December 8, 2020
- 4) Update on Township Boards & Committee, member terms
- 5) CIP Update and Proposed FY 21-22 Budget
- 6) Committee Reports & Updates
 - Stewardship
 - Trails-Connect Ada
 - Programs and Facilities
 - Rules
- 7) Park Director's Report
 - Project Update - Leonard Field Park improvements, grant
 - Project Update – Roselle Park improvements
- 8) Board Member Comments
- 9) Public Comments
- 10) Adjournment

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
MINUTES OF THE THURSDAY DECEMBER 8, 2020 SPECIAL MEETING
3:30 P.M., ZOOM MEETING**

1. Call meeting to order/roll call

Present: Nowak, Steketee, Terwilliger, Levick, Crosby, VandenBerge, Jacobs, Roe, Damstra, Schmottlach, and Leisman

Absent: None

Staff Present: Ferro, Fitzpatrick, Ergang, McCormick, Buckley, Suchy

Public Present: Katie Hallgren, RJM

2. Approval of agenda

Terwilliger moved, VandenBerge supported, to approve the agenda as presented. Motion carried with a roll call vote 11-0.

3. Approval of minutes of the October 8, 2020 meeting

Corrected name from Row to Roe. Updated on section 5 on approval amount for phrase 3 to \$6,700 to include grant writing. Terwilliger moved, Roe supported, to approve the minutes with changes. Motion carried with a roll call vote 11-0.

4. Board member terms, members, committees update – Suchy stated he has been working with Ferro, Fitzpatrick and Leisman on a review of all Township boards and committees including terms for all board members. Some Advisory Board member terms had formally expired while other will on September 30th. For record keeping purposes we are giving everyone new terms dates for all boards. Fitzpatrick will reach out to everyone if you still want to continue with this board. To follow up in January meeting.

5. Phasing options for Leonard Field Park improvements – Katy RJM-Design

Fitzpatrick give some background with Katie from RJM-Design on the ballfield lighting project and the grant-based master plan improvements.

RJM-Design provided a quote for soil borings which had two options; one for just the ballfield area; the other to include the remainder of the park. Fitzpatrick stated we need the soil borings before completing final designs and cost estimates. Option 1 for the ballfield lights area was \$4,950; Option 2 for the area around the river was \$2,000; both together would be \$6,950, requiring Township board for approval. Damstra Motion to approve both options for soil borings at the total cost of \$6,950. Steketee supported. Motion carried with a roll call vote 11-0. Fitzpatrick will write a letter to the Township board to get approval at Monday's meeting held on 12/14/20.

Katy presented two alternative project plans and cost estimates for the project to be submitted for a state grant. One included the river overlook deck while the other included the Covered Bridge Plaza. After discussion, consensus of the Board was for the Plaza.

6. Committee Report and updates

- a. **Facilities/Program Committee** – Fitzpatrick stated they had not met since last October. \
- b. **Stewardship Committee** — Ferro reported on a Township property on Pettis which the Township has a first right to refusal agreement on and that a bid for that property had been made. The Township Board reviewed the process and voted not to exercise option to purchase. An update on the Shady Drive parcel was provided noting that Moore & Bruggink was approved to survey the site and mark the property corners.
- c. **Trails / Connect Ada Committee**– Ferro stated that a meeting was held last month to review potential future construction projects, including for 2021, as well as funding alternatives. Ferro and Suchy were working on a meeting with the bond consultant to review a bond alternative for funding 2021 construction projects.
- d. **Rules Committee** – Fitzpatrick stated that this committee was on hold until Suchy & Ross could be brought up to date. Fitzpatrick is to set up a meeting with Suchy discuss pricing and rules for Legacy Park, then bring recommendations to the committee for review and Township Board approval.

- 7. Directors Report** – Fitzpatrick gave a quick update; Director reports is in the packet for everyone to review. Highlights -
- Programs are still on hold due to COVID-19.
 - RecPro has been approved. To go live mid-late January.
 - Budget update: Planning to close out both Fund 208 and Fund 213 by the end of this fiscal year. Working on details for PRLP Fund 214 and Trails Fund 211.
 - Working on getting donations to use for projects around Parks.
 - Pickle ball courts will remain open for winter.

8. Board Member Comment – None

9. Public Comment – None

Meeting adjourned at 5:06 p.m.

Respectfully Submitted,

Jacqueline Smith, Ada Township Clerk

**TABLE 5
CAPITAL IMPROVEMENT PROJECTS
PARKS, RECREATION AND LAND PRESERVATION FUND - 214**

PROJECT TITLE	EST. TO 3/31/21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Long Term Goals	FUNDING SOURCES			
									TWP	GRANT	OTHER	
Ada Park												
Master Plan Update		\$18,000							\$18,000			
Long Term Office, Maintenance Building & Site								\$200,000				
Mill and repave trails in arboretum						\$90,000			\$90,000			
Roselle Park												
Picnic shelter/picnic area/parking lot improvements		\$250,616	\$277,650						\$428,266		\$100,000	
Improve lagoon area								\$30,000				
Trail relocation near riverbank					\$80,000				\$80,000			
Leonard Field Park												
Master Plan Implementation with new sign		\$180,000	\$338,050	\$338,050					\$393,050	\$338,050	\$125,000	
Legacy Park												
Grand River Natural Area Preserve												
Carl Creek Crossings Preserve												
Carl Creek Wetland Preserve												
Public Access & trail Improvements								\$200,000				
Knapp Corner Preserve												
All Parks and Preserves												
New Entry Signs		\$38,000	\$58,000	\$31,000					\$127,000			
Equipment												
Replace light duty pick-up truck				\$22,000					\$22,000			
Replace oldest Gator					\$20,000				\$20,000			
Replace John Deere 1420 tractor (split with Trails Fund)				\$10,000					\$10,000			
TOTAL:		\$486,616	\$673,700	\$401,050	\$100,000	\$90,000	\$0		\$1,188,316	\$338,050	\$225,000	
POTENTIAL FUNDING SOURCES												
Parks, Rec. and Land Preservation Fund-214		\$436,616	\$392,175	\$169,525	\$100,000	\$90,000			\$1,188,316			
Grant Funds			\$169,025	\$169,025						\$338,050		
Other Sources:		\$50,000	\$112,500	\$62,500							\$225,000	
Total:		\$486,616	\$673,700	\$401,050	\$100,000	\$90,000	\$0					

**TABLE 15
PARKS, RECREATION AND LAND PRESERVATION FUND - 214
PROJECTED REVENUES/EXPENDITURES - 2020-21 THROUGH 2026-27**

REVENUES	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Property taxes	\$693,043	\$709,663	\$720,308	\$731,113	\$742,079	\$753,210	\$764,509
Local Govt. Stabilization Fund	\$1,000	\$1,000					
Licenses and permits							
Contributions	\$2,000	\$50,000	\$112,500	\$62,500	\$0	\$0	\$0
Grants/revenue sharing		\$0	\$169,025	\$169,025	\$0	\$0	\$0
Charges for services	\$21,090	\$30,000	\$46,000	\$46,690	\$47,390	\$48,101	\$48,823
Interest and rentals	\$5,800	\$30,000	\$55,000	\$56,100	\$57,222	\$58,366	\$59,534
Other							
Total revenues:	\$722,933	\$820,663	\$1,102,833	\$1,065,428	\$846,692	\$859,678	\$872,865
EXPENDITURES	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Operating expenditures	\$568,763	\$630,000	\$642,600	\$655,452	\$668,561	\$681,932	\$695,571
Capital expenditures	\$97,603	\$486,616	\$673,700	\$401,050	\$100,000	\$90,000	\$0
Debt Service on 2017 Capital Improvements Bonds	\$71,550	\$69,750	\$72,950	\$71,000	\$69,050	\$72,100	\$0
Tax tribunal refunds ordered							
Total expenditures	\$737,916	\$1,186,366	\$1,389,250	\$1,127,502	\$837,611	\$844,032	\$695,571
FUND TRANSFERS (IN, -OUT)	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Total net transfers:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FUND BALANCE	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Net change in fund balances:	-\$14,983	-\$365,703	-\$286,417	-\$62,074	\$9,081	\$15,646	\$177,294
Beginning fund balance:	\$831,946	\$816,963	\$451,260	\$164,843	\$102,769	\$111,849	\$127,495
Ending fund balance:	\$816,963	\$451,260	\$164,843	\$102,769	\$111,849	\$127,495	\$304,789
Fund balance as % of total expenditures plus transfers out	110.7%	38.0%	11.9%	9.1%	13.4%	15.1%	43.8%

GL Number	Description	2019-20 Activity	YTD As Of 03/31/2021	2021-22 REQUEST DRAFT 3 1-3
--- Estimated Revenue ---				
214-020.000-406.002	TAXES: PARK/OPEN SPACE AD VAL	662,850.18	8,241.33	703,439.00
214-020.000-423.000	TAXES:PARK/OPEN SPACE IFT	7,556.34	0.00	0.00
214-020.000-573.000	LOCAL COMMUNITY SABILIZATION	1,078.85	1,646.45	1,000.00
214-023.000-454.000	CELL TOWER RENTS	7,906.20	5,270.80	7,100.00
214-023.000-665.004	INT: COUNTY POOL	0.00	165.63	0.00
214-023.000-665.016	INTEREST - BANK	9,223.84	2,701.18	8,000.00
214-023.000-665.017	INTEREST/DIVIDEND - ARBORETUM	0.00	0.00	0.00
214-023.000-677.000	RENTALS	0.00	0.00	0.00
214-023.000-677.100	RENTAL: BUILDING/SHELTER/GAZEBO	6,297.30	2,265.00	6,000.00
214-023.000-677.200	RENTAL: FIELD	4,425.00	5,610.00	5,000.00
214-023.000-677.300	ROSELLE PARK BUILDING	25,507.50	1,410.00	15,000.00
214-023.000-677.400	LEGACY PARK RENTALS	0.00	200.00	4,000.00
214-023.000-677.500	LEOANRD FIELD PARK RENTALS			1,000.00
214-024.000-566.100	GRANTS: OTHER	0.00	0.00	500.00
214-024.001-566.000	STATE GRANT	0.00	0.00	0.00
214-025.000-651.000	FEES: RECREATION LEAGUES	0.00	0.00	0.00
214-025.000-651.100	FEES: SOFTBALL ADULT	16,690.00	12,815.00	15,000.00
214-025.000-651.200	FEES: SOFTBALL TOURNAMENT	5,937.00	4,520.00	6,000.00
214-025.000-652.000	FEES: PROGRAMS	0.00	(6,630.00)	0.00
214-025.000-652.100	FEES: YOUTH PROGRAMS	7,434.00	(825.00)	5,000.00
214-025.000-652.200	FEES: ADULT/FAMILY	906.50	150.00	3,000.00
214-025.000-652.300	FEES: SPECIAL EVENTS	0.00	0.00	1,500.00
214-026.000-675.000	CONTRIBUTIONS/PRIVATE SOURCES	0.00	0.00	0.00
214-026.000-675.001	CONTRIBUTIONS - PARK	1,800.00	4,550.00	2,000.00
214-026.000-675.002	LEONARD FLD CONTRIBUTIONS	0.00	0.00	50,000.00
214-026.000-675.003	ROSELLE PARK CONTRIBUTIONS			50,000.00
214-027.000-694.000	MISC AND OTHER REVENUE	9,353.59	1,211.29	1,000.00
214-030.000-695.000	TRANSFERS IN	0.00	0.00	0.00
214-032.000-698.002	INSURANCE RECOVERIES	64,280.09	3,750.00	0.00
Total Estimated Revenue:		831,246.39	47,051.68	884,539.00
--- Appropriations ---				
214-299.000-974.000	IMPROVEMENTS	0.00	0.00	0.00
214-545.000-704.000	WAGES	16,120.15	7,245.86	14,000.00
214-545.000-707.000	WAGES - HOURLY WORKER	4,748.59	1,577.15	6,000.00
214-545.000-707.005	OVERTIME	0.00	0.00	200.00
214-545.000-710.000	WAGES - UMPIRE/SCOREKEEPER	8,460.00	5,170.00	10,000.00
214-545.000-715.000	FICA - TOWNSHIP SHARE	1,827.06	867.56	1,850.00
214-545.000-716.000	FICA - MEDICARE TWP SHARE	427.29	202.90	450.00
214-545.000-740.000	OPERATING SUPPLIES/SERVICES	3,966.43	2,271.05	5,000.00
214-545.000-800.000	CONTINUING EDUCATION	0.00	0.00	0.00
214-545.000-983.000	NEW EQUIPMENT	0.00	0.00	700.00

214-546.000-704.000	WAGES	0.00	0.00	0.00
214-546.000-707.000	WAGES - HOURLY WORKER	21,682.13	787.92	33,000.00
214-546.000-707.005	OVERTIME	0.00	0.00	200.00
214-546.000-715.000	FICA - TOWNSHIP SHARE	1,357.23	48.85	1,400.00
214-546.000-716.000	FICA - MEDICARE TWP SHARE	317.40	11.42	325.00
214-546.000-719.000	RETIREMENT - EMPLOYER COST	222.30	0.00	0.00
214-546.000-719.001	MEDICAL, DENTAL INSURANCE	5.93	0.00	0.00
214-546.000-740.000	OPERATING SUPPLIES/SERVICES	863.97	100.00	3,000.00
214-546.000-801.000	CONTRACT SERVICE	683.05	250.00	7,000.00
214-546.000-983.000	NEW EQUIPMENT	0.00	0.00	2,800.00
214-571.000-990.000	SYSTEM DEPRECIATION	0.00	0.00	0.00
214-692.000-704.000	WAGES	80,853.57	54,346.95	77,160.00
214-692.000-704.001	WAGES - SUPPORT	0.00	0.00	0.00
214-692.000-704.003	PK MAINTENANCE	107,251.60	56,891.11	105,560.00
214-692.000-704.005	WAGES: OVERTIME	2,016.22	149.40	1,500.00
214-692.000-704.006	WAGES- PLANNER SUPPORT	0.00	0.00	0.00
214-692.000-707.000	WAGES - HOURLY WORKER	12,723.48	5,993.99	16,000.00
214-692.000-707.005	OVERTIME	0.00	0.00	200.00
214-692.000-708.000	WAGES - ADMIN ASSISTANT	18,487.11	10,411.61	18,480.00
214-692.000-715.000	FICA - TOWNSHIP SHARE	12,692.11	7,569.68	12,700.00
214-692.000-716.000	FICA - MEDICARE TWP SHARE	2,980.40	1,770.33	3,000.00
214-692.000-718.000	UNIFORMS	851.42	877.45	3,000.00
214-692.000-719.000	RETIREMENT - EMPLOYER COST	17,827.03	7,756.57	18,000.00
214-692.000-719.001	MEDICAL, DENTAL INSURANCE	40,269.14	19,112.35	40,200.00
214-692.000-740.000	OPERATING SUPPLIES/SERVICES	23,143.81	9,474.62	23,000.00
214-692.000-742.000	ARBORETUM TREE CARE	2,591.00	1,775.00	4,200.00
214-692.000-800.000	CONTINUING EDUCATION	340.00	0.00	1,300.00
214-692.000-801.000	CONTRACT SERVICE	26,230.92	6,058.12	14,000.00
214-692.000-801.004	CONTRACT - PRK PLAYGROUND PROJECT	0.00	0.00	0.00
214-692.000-817.000	LAWN CARE CONTRACT	23,321.30	41,647.75	26,000.00
214-692.000-818.000	SANITATION CONT SERVICE	5,912.75	5,533.16	8,000.00
214-692.000-820.000	MEMBERSHIP & DUES	140.00	350.00	400.00
214-692.000-853.000	COMMUNICATIONS/TELEPHONE,ETC	7,405.00	4,188.36	9,200.00
214-692.000-870.000	MILEAGE & EXPENSES	3,525.80	7.50	2,000.00
214-692.000-910.000	TOWNSHIP INSURANCE/BONDS	9,782.50	10,059.41	10,000.00
214-692.000-920.000	UTILITIES/SPEC ASSM'TS	20,181.74	13,798.34	20,000.00
214-692.000-930.000	MAINTENANCE & REPAIR	91,574.34	10,099.15	30,000.00
214-692.000-933.000	TRUCK/EQUIP EXPENSES	9,865.65	3,727.04	13,000.00
214-692.000-956.000	OTHER	0.00	0.00	0.00
214-692.000-970.000	CAPITAL PURCHASE	96,652.85	0.00	456,616.00
214-692.000-974.000	IMPROVEMENTS	481.27	4,158.65	33,100.00
214-692.000-974.004	DESIGN DEVELOPMENT CONTRACTOR	11,412.28	21,217.25	30,000.00
214-692.000-974.006	OTHER SERVICES & CHARGES	271.21	0.00	0.00
214-692.000-983.000	NEW EQUIPMENT	456.88	2,843.68	17,900.00
214-693.000-704.000	WAGES	8,900.63	5,503.27	9,000.00
214-693.000-715.000	FICA - TOWNSHIP SHARE	526.90	329.39	550.00
214-693.000-716.000	FICA - MEDICARE TWP SHARE	123.19	77.04	125.00

214-693.000-719.000	RETIREMENT - EMPLOYER COST	884.06	550.33	900.00
214-693.000-719.001	MEDICAL, DENTAL INSURANCE	6,837.70	711.89	6,900.00
214-693.000-726.000	OFFICE SUPPLIES/SERVICES	0.00	0.00	0.00
214-693.000-740.000	OPERATING SUPPLIES/SERVICES	0.00	0.00	4,000.00
214-693.000-801.000	CONTRACT SERVICE	0.00	0.00	0.00
214-693.000-828.000	LEGAL SERVICES	0.00	0.00	0.00
214-693.000-956.000	OTHER	0.00	0.00	0.00
214-693.000-970.000	CAPITAL PURCHASE	0.00	0.00	0.00
214-693.000-974.000	IMPROVEMENTS	0.00	0.00	10,000.00
214-693.000-974.004	DESIGN DEVELOPMENT CONTRACTOR	0.00	0.00	0.00
214-900.000-719.002	LIFE INSURANCE, OTHERS	2,020.39	702.42	1,000.00
214-900.000-719.003	ACCRUED VACATION/SICK PAY	0.00	0.00	0.00
214-900.000-899.000	TAX TRIBUNAL REFUNDS ORDERED	0.00	0.00	0.00
214-900.000-947.000	TRANSFERS OUT TO OTHER FUNDS	0.00	0.00	0.00
214-904.000-970.000	CAPITAL PURCHASE	0.00	0.00	0.00
214-904.000-974.000	IMPROVEMENTS	31,977.19	5,898.71	0.00
214-990.000-991.000	BOND PRINCIPAL PAYMENTS	55,000.00	0.00	60,000.00
214-990.000-995.000	BOND INTEREST PAYMENTS	12,650.00	5,775.00	11,550.00
Total Appropriations:		808,842.97	337,898.23	1,184,466.00
Net of Revenues & Appro		22,403.42	(290,846.55)	(329,927.00)
Net of Revenues & Appropriations:		22,403.42	(290,846.55)	(329,927.00)



Ada Township Parks & Recreation Department
Park Director's Report
For January 6, 2021
Submitted by Parks & Recreation Director Mark Fitzpatrick

Parks, Recreation, and Land Preservation Advisory Board Items

- Supervisor Leisman and Township Manager Suchy are still in the process of reviewing the make-up and terms for Township boards and Committees. Supervisor Leisman will be out of town for the January 14 PRLP Advisory Board meeting.

Updates related to COVID-19

- We are still operating under extended COVID-19 protocols. This includes reduced staff, no indoor rentals and reduced program services. Planning for next spring and summer is still a challenge.

Administrative Updates

- Set-up details for the new recreation management software ReCPro is underway. The process is more involved than anticipated, which is moving our “go-live” date into February. www.recpro.com
- We are coordinating with other Township staff for facilitating rentals of rooms within the new library. Part of this is establishing rental fees and guidelines.
- Request for the FY 2021-22 budget are due in to the Township Manager on January 8, 2021. We are participating in a meeting of the CIP Committee on January 13. Part of that plan includes closing out Funds 208 and 213 before the end of this fiscal year.
- We are reviewing the option of hiring a consultant to assisting with our fund-raising efforts for improvements to Roselle Park and Leonard Field Park.
- Parks and Buildings & Grounds staff have been working with Township Manager Suchy to review our snow plowing and management needs.

Updates on Township Parks and Preserves

Leonard Field Park

- With the Covered Bridge lights and other holiday lights up in the Village, the park is getting a lot of visitors in the evenings.
- RJM-Design is continuing their work working on details for the softball field lighting improvements as well as components for a MI DNR grant application. Soil borings were taken in the park this week which will provide details for both project areas. We are still planning to go out for bid on the ball field lights this winter and to submit a grant application in March.

Ada Township Park

- As noted after my last report, we put the nets back up on the pickleball courts so visitors can continue to use them. They have been busy until this last snowfall.
- For improvements to the park office, we have reviewed quotes to replace the thermostat and will complete that soon. Getting estimates for floor insulation, carpeting and replacing doors is underway.
- Park maintenance and Buildings & Grounds staff have been working hard to clean, re-organize and evaluate needs for the maintenance building & equipment.

Legacy Park – In Memory of Helen and Rich Devos

- The guidelines for facility use and rental fees are being reviewed so we can get them into the ReCPro software program.

Updates on Township Parks and Preserves continued ...

Roselle Park

- Due to COVID-19 protocol, we are not holding any meetings or rental in the room in the building. Future rental requests are being taken, but not being confirmed at this time.
- OCBA is continuing their work on the Roselle Park Shelter/Accessible Picnic/Playground improvement project. They applied for an EGLE permit this week. We are targeting to go out to bid February 23.

Carl Creek Crossings Preserve

- We do not plow the parking lot at this site since it is gravel. Staff check on it as needed.

Carl Creek Wetlands Preserve

- No updates at this time. Access for visitors is limited in the winter.

Grand River Natural Area Preserve

- We are still planning to repair a section of the paved trail next summer as part of a larger trail maintenance initiative. This will be coordinated with Moore & Bruggink.
- We are keeping the trail cleared for walkers.

Knapp Corners Preserve

- The Sign Committee is still working to finalize details to upgrade the entry sign.

Shady Drive Preserve

- This is a small parcel we own next to the MI DNR boat launch near Knapp.
- Moore & Bruggink completed a survey and marking the property boundaries last week. Our next step is to post the property for boundaries and Township ownership.

Updates on the Bike Paths / Non-Motorized Trails

- Park staff have been working daily to keep the trails as usable as possible for winter conditions.
- Moore & Bruggink is working to update the Trail Maintenance Plan to be used as a guide for future trail repair needs.
- Township staff and the Trails/Connect-Ada Committee are reviewing the options for funding improvement and maintenance projects for 2021 and beyond. Details have not been confirmed yet.

Update on the Kent County Chief Hazy Cloud Park

- Kent County Parks Director Dan DeLooff has been keeping up us to date on their closing on the final parcels in the park expansion initiative. We are still expecting to pay out the Township's contribution of \$400,000 later this winter or early spring. With that payment, we will be closing our Fund 213.

Updates on Recreation Programs

- Program offerings and staffing are still limited due to COVID-19.
- Details for this spring and FY 21-22 programs are being planned out as part of the budget process. We are anticipating some COVID-19 restrictions to be in place through the summer. More details should be available in early February.
- The new ReCPro software will be used for our program registrations once it is ready in February.

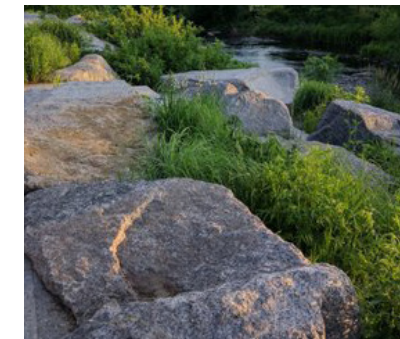
- 1 Proposed Accessible Walk
- 2 Proposed Accessible River Overlook Deck
- 3 Proposed Riverbank Improvements
- 4 Proposed Accessible Covered Bridge & Picnic Plaza
- 5 Proposed River Access Point
- 6 Existing Open Lawn
- 7 Existing Improved Existing Ball Field
- 8 Existing Improved Crosswalk
- 9 Existing Accessible Restroom Building
- 10 Future Improved Park Entry Sign
- 11 Future Accessible East Entry Plaza & Spectator Seating
- 12 Future Bioswale
- 13 Future Accessible Legacy Walk & Bike Path
- 14 Future Sustainability Improvements to Existing Parking Lot
- 15 Future Accessible Playground
- 16 Future Multi-use Sidewalk (10' Wide)
- 17 Potential Future Park



ATTACHMENT: SITE DEVELOPMENT PLAN ENLARGEMENT - RIVER OVERLOOK



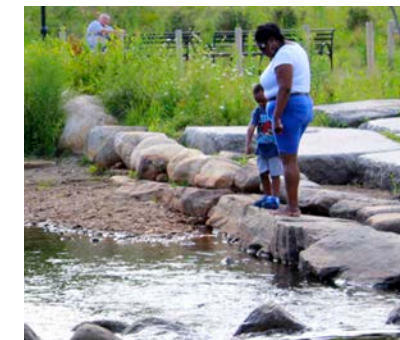
- 1 Universally Accessible Ramp Connecting to Thornapple River Drive Bridge
- 2 Universally Accessible Walk
- 3 River Overlook Deck
- 4 River Bank Improvements to Increase Accessibility and Reduce Bank Erosion



Riverbank Enhancements to Reduce Erosion and Improve River Health



Accessible River Overlook with Interpretive Signage

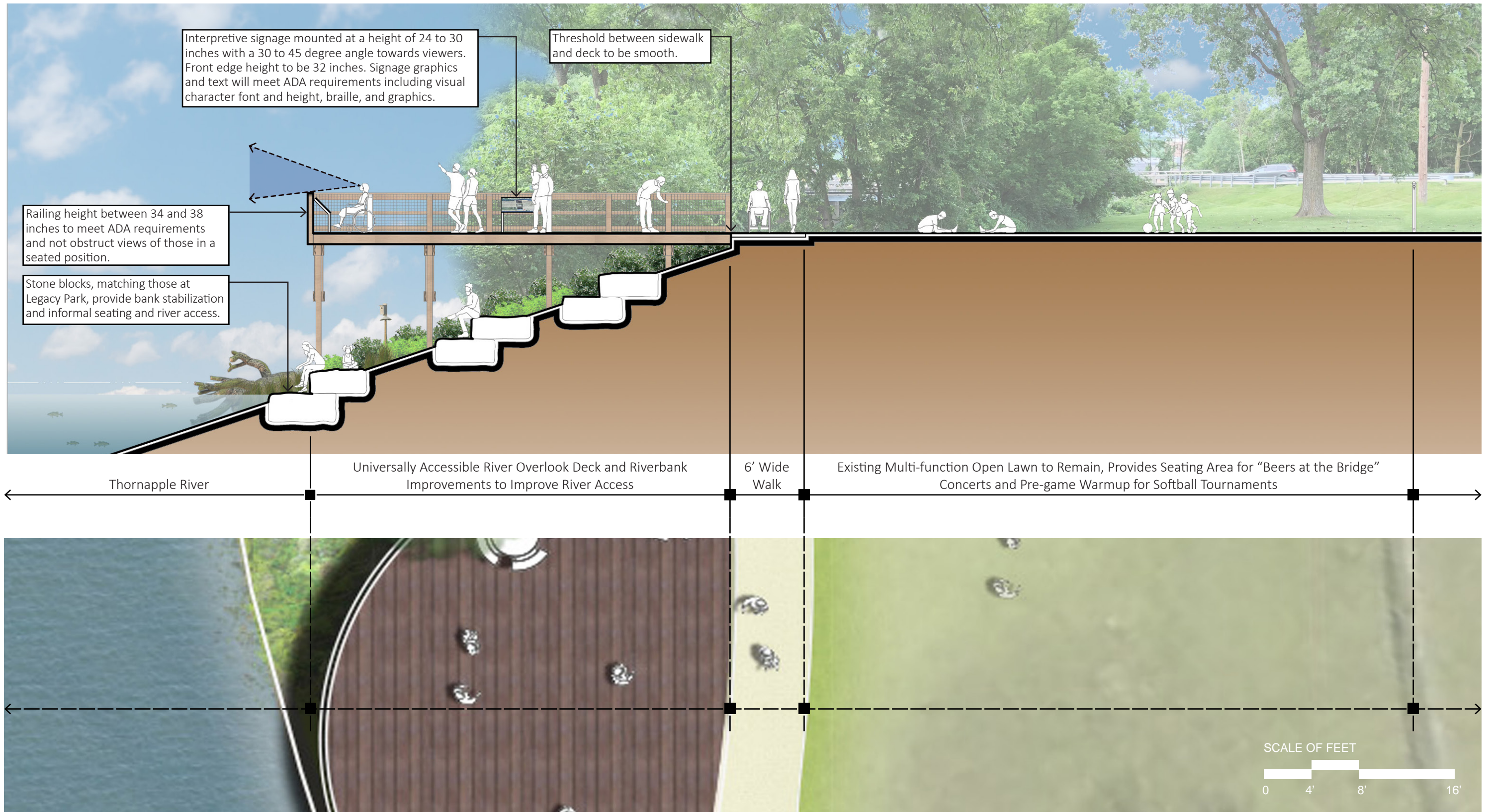


Riverbank Enhancements to Increase River Accessibility

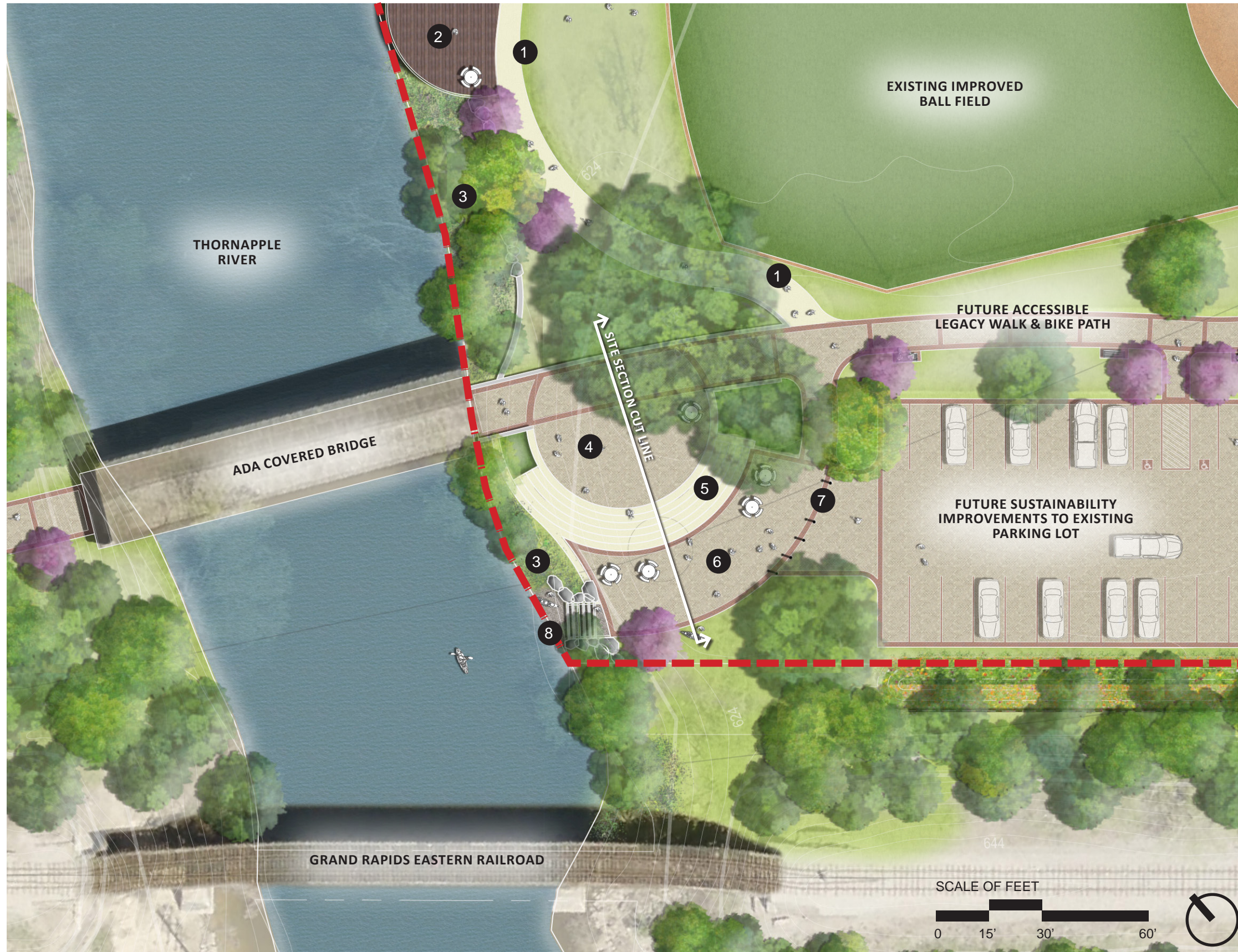


Accessible River Overlook with Interpretive Signage

ATTACHMENT: SITE DEVELOPMENT PLAN SECTION - RIVER OVERLOOK DECK



ATTACHMENT: SITE DEVELOPMENT PLAN ENLARGEMENT - COVERED BRIDGE PLAZA



- 1 Universally Accessible Walk
- 2 River Overlook Deck
- 3 River Bank Improvements to Increase Accessibility and Reduce Bank Erosion
- 4 Ada Covered Bridge Plaza with Watershed Map
- 5 Stone Seating Steps
- 6 River Overlook Picnic Plaza
- 7 Service Access with Retractable Bollards
- 8 River Access Point



Thornapple River Watershed Map Paving at the Covered Bridge Plaza



Thornapple River Watershed Map & Ada Dam History

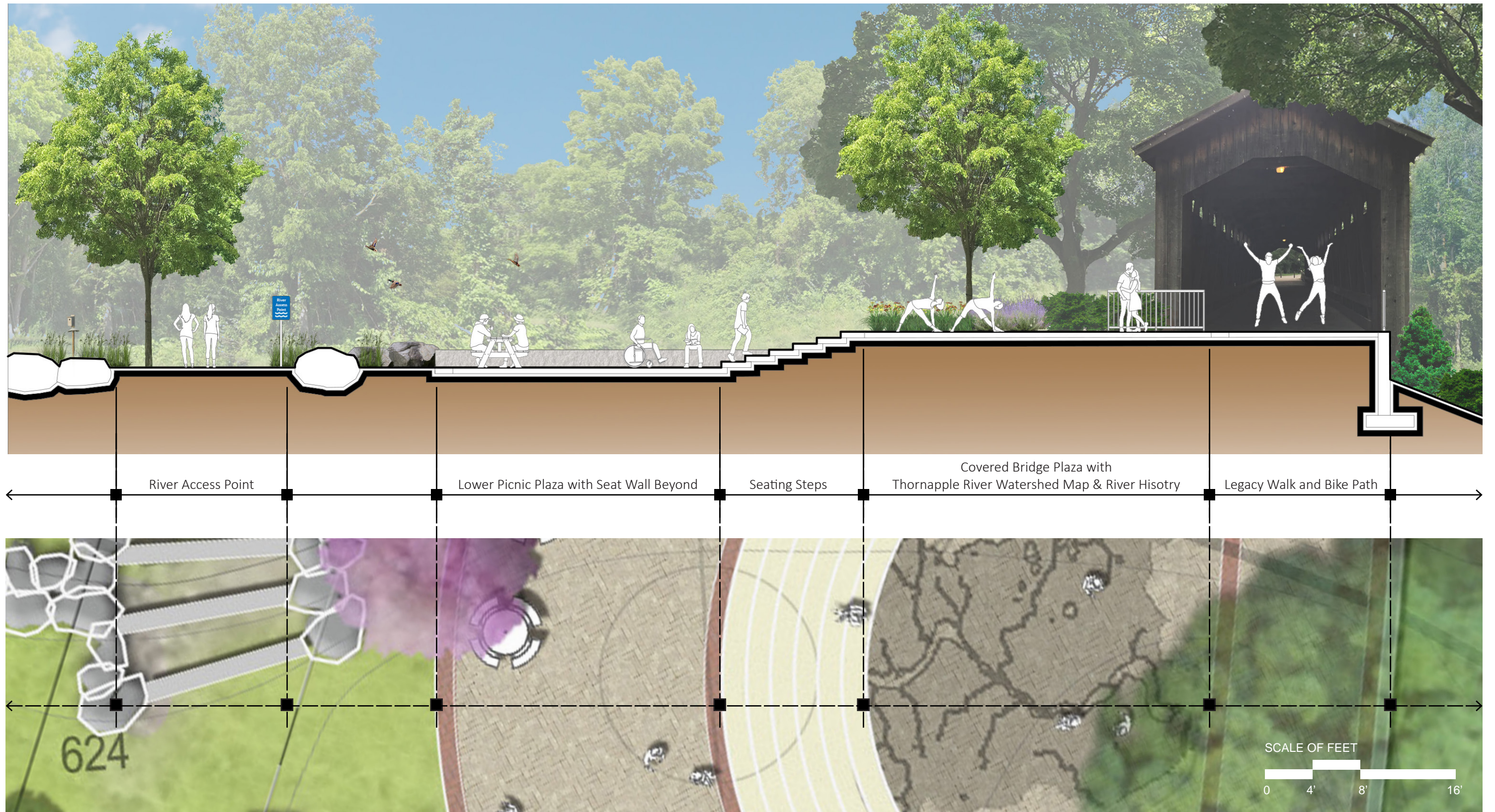


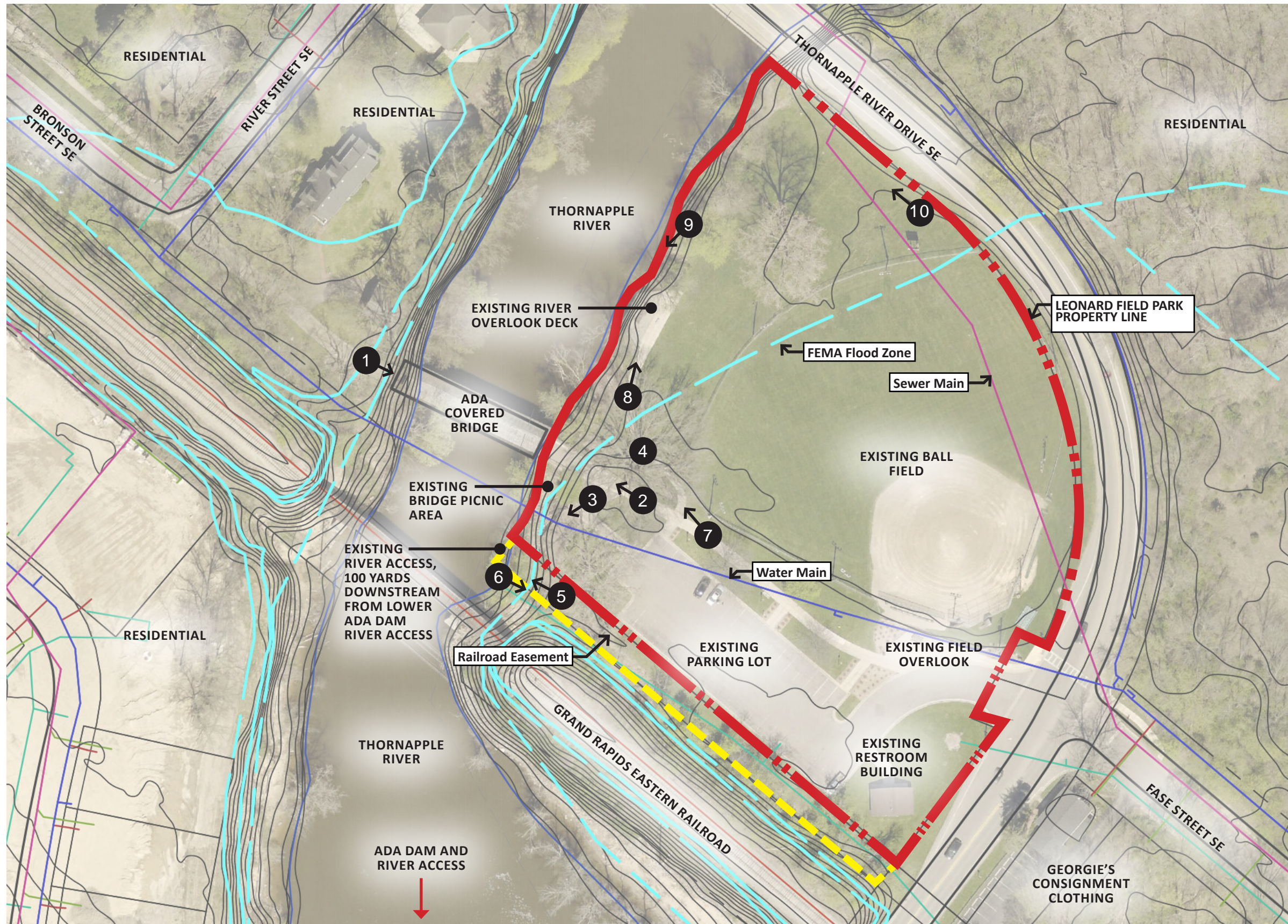
Seating Steps Connecting the Upper and Lower Level Plazas



River Access Point with Improved Accessibility and Erosion Control

ATTACHMENT: SITE DEVELOPMENT PLAN SECTION - COVERED BRIDGE PLAZA





1 The historic Ada Covered Bridge, crossing the Thornapple River, acts as the west gateway to the park connecting it to Ada Village.



2 The Bridge Lighting Ceremony is a popular annual event. The area east of the bridge where the ceremony occurs should be improved to provide a universally accessible gathering space that accommodates a range of programming opportunities.





3 The existing bridge picnic area and overlook is in need of repair. Transitions between concrete, brick, and wood are abrupt and impair accessibility. Additionally, the handrails do not meet ADA standards. These facilities are highly used by visitors for picnics and photo opportunities.



4 The centennial tree east of the Ada Covered Bridge should be protected and educational and interpretive signage should be provided. Railings along the covered bridge ramp are not ADA compliant. Additionally, settling of the sub-base has caused the pavers to become uneven.



5 The existing river access point is located in an easement granted by a 2007 agreement with the adjacent Rail Road. Due to liability and indemnity concerns, further improvements cannot be made. The access point should be moved onto Park property and incorporated into other improvements.



6 The access point is used as a takeout spot for paddlers who have launched upstream at the Lower Ada Dam River Access and want to use the Park's restroom and picnic amenities or visit the Ada Covered Bridge. The access point is incorporated into the Township's educational programming for activities such as water testing.



7 An existing sidewalk connects the main walk through the park with an overlook deck. This pathway should be improved to provide accessible access to the ball field. Wayfinding and informational signage that indicate accessible routes should be added.



8 The river overlook deck requires updates for safety and accessibility compliance. In addition to daily use, the overlook deck also functions as a stage for the "Beers at the Bridge" summer concert series. Improvements should include universal accessibility features and interpretive/educational signage.



9 The riverbank exhibits erosion and is overgrown with invasive and non-contributor species that impede visual and physical access to the river. Riverbank improvements should include informal/low-impact opportunities for river access, stabilization, removal of invasive species, and planting of native species.



10 An existing sidewalk along the Thornapple River Drive bridge ends after crossing the river. There is adequate room to extend a universally accessible walk through the park increasing connectivity with Ada Village and other open space and trail networks throughout the Township.



Ada Township - Leonard Field Park LWCF Grant Application
Cost Estimate: January 2021

Item	Cost
Preliminary Costs Subtotal	\$ 34,000.00
Covered Bridge Plaza & River Access Subtotal	\$ 247,287.50
Universally Accessible Walk Subtotal	\$ 78,050.00
River Overlook Subtotal	\$ 105,800.00
Riverbank Improvements Subtotal	\$ 106,250.00
All Improvements Subtotal	\$ 571,387.50
<i>LWCF plaque</i>	\$ 200.00
<i>Professional Fees (15% Engineering Costs)</i>	\$ 85,708.13
Leonard Field Park Total Improvements	\$ 657,295.63

Ada Township - Leonard Field Park LWCF Grant Application
Cost Estimate: January 2021

Item	Unit	Quantity	Installed Unit Price	Cost	Description
Preliminary Costs					
Land Survey	LS	1	\$ 10,000.00	\$ 10,000.00	Survey of entire park to include: boundary, 1 foot contours and hardscape spot grades, rights of way, restrictions, easements, deed restrictions, public utilities, floodplain, existing vegetation masses, existing trees noting DBH, all pavement, walls, light poles, buildings, boulders, fencing, wood decks & support columns, Thornapple River drive edge and sidewalks, site furnishing (trash, picnic tables, etc.)
Soils Testing	LS	0	\$ 2,000.00	\$ -	Already completed by MTC
Mobilization	LS	1	\$ 10,000.00	\$ 10,000.00	
Regulatory Permitting (EGLE, SHPO)	LS	1	\$ 7,000.00	\$ 7,000.00	EGLE for floodplain (all elements); MDOT for Universally Accessible walk connection; SHPO for the bridge plaza
Erosion Control and Silt Fence	LS	2000	\$ 2.50	\$ 5,000.00	
Tree Protection Fence	LS	1	\$ 2,000.00	\$ 2,000.00	
Preliminary Costs Subtotal				\$ 34,000.00	
D: Covered Bridge Plaza & River Access					
Demolition	LS	1	\$ 30,000.00	\$ 30,000.00	Removal of: brick & concrete pathway/plaza, wood railings, deck (steps have been removed), plant material, removal/storage of Michigan Historic Site sign
Earthwork and Grading	LS	1	\$ 25,000.00	\$ 25,000.00	
Covered Bridge and Picnic Plazas (pavers on 4" thick concrete)	SF	3548	\$ 25.00	\$ 88,687.50	Pavers on concrete, Pavers engraved with Thornapple River watershed and history (mill, millrace, dam, etc.), 6" concrete for maintenance vehicles?
Covered Bridge Plaza Steps & Walls	LS	1	\$ 50,000.00	\$ 50,000.00	Concrete steps and walls to match Legacy Park.
River Access Steps	LS	1	\$ 10,000.00	\$ 10,000.00	Landscape timber steps with compacted gravel, see reference image
Trash Receptacles	EA	1	\$ 2,000.00	\$ 2,000.00	
Picnic Tables	EA	3	\$ 2,200.00	\$ 6,600.00	
Lighting	LS	1	\$ 15,000.00	\$ 15,000.00	To match Legacy Park
Wayfinding & Information/History Signage	LS	1	\$ 10,000.00	\$ 10,000.00	Incorporate existing Covered Bridge Michigan Historic Site sign, Add wayfinding signage and interpretive panel to match AHS existing panels.
Landscape Planting	LS	1	\$ 10,000.00	\$ 10,000.00	Planting to repair from construction & minimal low maintenance decorative planting around the plaza.
Covered Bridge Plaza & River Access Subtotal				\$ 247,287.50	
G: Universally Accessible Walk					
Concrete Walk Removal	LS	1	\$ 10,000.00	\$ 10,000.00	Removal of existing concrete extending from 100-yr tree to existing overlook deck.
Concrete Sidewalks (6" thick)	SF	3200	\$ 6.50	\$ 20,800.00	6" thick to allow for service vehicles.
Stone Walls	FF	550	\$ 25.00	\$ 13,750.00	Stone walls on slope between Thornapple River Drive and walk to match Legacy Park
Wayfinding & Information Signage	LS	1	\$ 5,000.00	\$ 5,000.00	
Earthwork and Fill	LS	1	\$ 15,000.00	\$ 15,000.00	
Landscape Planting	LS	1	\$ 3,500.00	\$ 3,500.00	Low maintenance, ornamental (also native) planting on slope between Thornapple River Drive and walk
Construction Repair Lawn	LS	1	\$ 10,000.00	\$ 10,000.00	Top soil and seed
Universally Accessible Walk Subtotal				\$ 78,050.00	
H: River Overlook Deck					
River Overlook Removal	LS	1	\$ 10,000.00	\$ 10,000.00	Remove deck, maintain pillars for new deck
Overlook Deck	LS	1	\$ 75,000.00	\$ 75,000.00	Per master plan, See reference image
Trash Receptacles	EA	1	\$ 2,000.00	\$ 2,000.00	
Picnic Tables	EA	4	\$ 2,200.00	\$ 8,800.00	
Educational Signage	LS	1	\$ 5,000.00	\$ 5,000.00	
Construction Repair Planting	LS	1	\$ 5,000.00	\$ 5,000.00	Top soil and seed, Riverbank planting included in Riverbank Improvements
River Overlook Subtotal				\$ 105,800.00	
J: Riverbank Improvements					
Invasive and Non-contributor Tree Removal	LS	1	\$ 10,000.00	\$ 10,000.00	Tree removal service
Invasive and Non-contributor Brush Removal	LS	1	\$ 5,000.00	\$ 5,000.00	Volunteer labor
Earthwork and Grading	LS	1	\$ 15,000.00	\$ 15,000.00	To restore optimal bank profile
Riverbank Stone Walls	FF	1650	\$ 25.00	\$ 41,250.00	To match Legacy Park
Educational Signage	LS	3	\$ 5,000.00	\$ 15,000.00	Information signage regarding plants and wildlife
River Bank Native Planting	LS	1	\$ 20,000.00	\$ 20,000.00	Completed by volunteer labor, entire length of park riverbank
Riverbank Improvements Subtotal				\$ 106,250.00	
All Improvements Subtotal				\$ 571,387.50	
LWCF plaque	LS	1	\$ 200.00	\$ 200.00	
Professional Fees (15% Engineering Costs)				\$ 85,708.13	
Leonard Field Park Total Improvements				\$ 657,295.63	