



**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
BOARD OF DIRECTORS
MINUTES OF THE MARCH 14, 2022, MEETING, 8:00 A.M.**

A regular meeting of the Ada Township Downtown Development Authority (DDA) was held on Monday, March 14, 2022, at 8:00 a.m. at the Ada Township Hall, Assembly Room, 7330 Thornapple River Drive, Ada, MI.

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 8:00 a.m. by Chair, Bowersox.

BOARD MEMBERS PRESENT: Bowersox, Coe, Harrison, Knapp, Leisman, Norman, Vogl

BOARD MEMBERS ABSENT: Frost, Idema

STAFF AND OFFICIALS PRESENT: Buckley, Said, Stichman, Suchy and Moran (arrived 9:11 a.m.)

PUBLIC PRESENT: 2

II. APPROVAL OF AGENDA

Moved by Coe, supported by Harrison, to approve the agenda as presented. Motion carried.

III. APPROVAL OF MINUTES OF THE FEBRUARY 2, 2022, SPECIAL MEETING

Moved by Leisman, supported by Harrison, to approve the minutes as presented. Motion carried.

IV. APPROVAL OF MINUTES OF THE FEBRUARY 14, 2022, REGULAR MEETING

Moved by Harrison, supported by Vogl, to approve the minutes as presented. Motion carried.

V. APPROVAL OF MINUTES OF THE FEBRUARY 23, 2022, SPECIAL MEETING

Moved by Leisman, supported by Coe, to approve the minutes as presented. Motion carried.

VI. APPROVAL OF PAYABLES - none

VII. UNFINISHED BUSINESS - none

VIII. NEW BUSINESS

a. Discuss and Approve a Decision regarding Brats & Bonfires Event

Stichman said there have been questions raised about the impact of the event and whether it was the right event for the DDA to be hosting. Stichman outlined some factors to consider to help evaluate the event; unpredictable weather, location, event relies heavily on the Fire Fighters Association for volunteers, and Amway no longer covering the PR and Marketing costs.

Suchy arrived 8:05 a.m.

There was Board discussion regarding moving the event date and/or location, concerns to ensure the continued support from Fire Chief Murray and staff, and the budget and related expenses. Leisman asked Stichman if she had any recommendation.

Stichman stated that the event concept was good but they could take the concept and do an event that would require less capacity from staff and still accomplish the same thing. Stichman said she recommends the DDA not host the event and consider other Fall events and possible partnerships to enable more capacity to do the events.

It was DDA Board consensus to request Stichman to do more research/explore different events, obtain input from Fire Department on any changes, provide a breakdown (line-by-line) of the \$16,500 costs, and provide the updated information at the April meeting.

b. Consider Establishing a committee to Review and Approve Streetscape Plan

Stichman stated that the 2021-22 budget included \$40,000 for Village streetscape furnishings and she referred to the plan overview included in the packet. Stichman requested the DDA Board to consider establishing a committee to approve the final plan before April 1st. Stichman said the committee would consist of herself, Suchy, Fitzpatrick, DDA members, and a representative from the Citizens Council. DDA members Vogl and Norman volunteered for committee meeting dates; Vogl - March 17 and Norman - March 21.

c. Closed Session to Consider the Purchase or Lease of Real Property

Moved by Harrison, supported by Norman, to have the DDA Board go into a Closed Session for the purpose of discussing a property purchase or lease. Motion carried by roll call vote 7-0, with 2 absent.

Closed Session began at 8:26 a.m.

Opened Session began at 8:47 a.m.

d. Possible Action on Purchase or Lease of Real Property as Discussed in Closed Session

Moved by Norman, supported by Harrison, to allow the DDA Director and the Township Manager to proceed as directed by the DDA Board in Closed Session. Motion carried.

IX. REPORTS AND COMMUNICATIONS

a. DDA Financial Report, February 28, 2022

Stichman went over the financial activity outline: property tax revenues received \$480,657.63; special event receipts; operating supplies/services \$3,484.91; continuing education \$200; contract and legal services; improvement costs; market manager's payment; and bond payment expenditures for principal and interest payments.

b. Director/Staff Reports

Stichman included an update from the Social District Community Conversation presentation and outlined some of the research with other communities in the staff memo. She said the goal was to move forward with a vote from the DDA to support approval of the Social District plan in April.

There was Board discussion about the Social District maintenance and management plan, what the DDA responsibilities would be (staff tasks and staff costs), the launch event as a pilot program, and whether letters from other communities would help support the proposed plan. The DDA members concurred to continue further discussion about the event at the special work session meeting scheduled for later this afternoon.

Stichman gave a brief update about the Redevelopment Liquor License application request (which was supported by the DDA Board) vs. Quota Liquor License for Scopo Hospitality. Stichman said the Township Board would vote at tonight's meeting whether to approve or deny a resolution of support for the Quota Liquor License. Stichman shared that if the support for a Quota License was denied, the Township Board could still support the Redevelopment Liquor License request if the applicant wishes to do so.

X. BOARD MEMBER COMMENT - none

IX. PUBLIC COMMENT - none

X. ADJOURN MEETING

Moved by Harrison, supported by Norman, to adjourn meeting at 9:15 a.m. Motion carried.

Respectfully submitted:

Devin Norman, Secretary

rs:eb