

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
MINUTES OF THE MONDAY, MAY 7, 2018 SPECIAL MEETING
8:00 A.M., ADA TOWNSHIP HALL, 7330 THORNAPPLE RIVER DR SE
ADA, MICHIGAN**

1. Call meeting to order/roll call

Present: Crosby, Haga, LeBlanc, Roe, Schmottlach, Terwilliger, VandenBerge
Absent: Damstra, Jacobs, Nowak, Steketee
Staff Present: Ferro, Fitzpatrick

2. Approval of agenda

Haga moved to approve agenda. LeBlanc supported. Motion carried unanimously.

3. Recommend Award of Consulting Contract for Preparation of Recreation Needs Assessment (RNA)

Roe stated that out of six candidates who were considered by the RNA Sub-Committee for the RNA, three were interviewed: RJM/Mainstreet, Progressive A&E, and McKenna. Roe stated the sub-committee recommends RJM/Mainstreet to prepare the RNA.

Terwilliger moved to recommend to the Township Board that RJM/Mainstreet be retained for the Recreation Needs Assessment. LeBlanc supported.

Fitzpatrick stated the sub-committee did a lot of research and spent much time preparing the request for proposals for the RNA. The assessment will assist the township in updating the amenities and services for the 5-year rec plan. The RNA Sub-Committee was not interested in looking at the conditions of facilities but was more interested in a marketing analysis. Data will be collected using all kinds of media, not just a blanket survey. Decisions will be made based on that data.

Fitzpatrick stated the RNA will help the Township goals by providing clarity of role and purpose of “active” programs such as tennis coaches giving lessons, or organizing pickle ball tournaments, instead of people signing up for courts on their own.

After the RNA data is collected, the Parks, Recreation & Land Preservation Advisory Board will have to reassess the department’s goals and objectives. The RNA is a tool to help amend our goals but not re-write our recreation plan.

Crosby asked if we would have to do a RNA again in the future? Fitzpatrick stated yes, there is potential that we will need another assessment at some point in the future.

Haga stated the RNA is not mandated. The assessment will be a tool in updating Ada Township’s current recreation plan and may assist the township in obtaining grants.

On a call for a vote on the motion, the motion passed unanimously.

Terwilliger thanked the RNA Sub-Committee for all their work.

Roe stated she will be gone at the next meeting held on June 14, 2018.

4. Public Comment

No public comment

5. Adjournment

Meeting was adjourned at 8:23 a.m.

Respectfully Submitted,

Jacqueline Smith, Township Clerk