



AGENDA
ADA TOWNSHIP REGULAR BOARD MEETING
MONDAY JUNE 13, 2022 at 12:00 P.M.
ADA TOWNSHIP HALL
7330 THORNAPPLE RIVER DRIVE

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. MOMENT OF SILENCE
- IV. ROLL CALL
- V. APPROVAL OF AGENDA
- VI. GENERAL TOWNSHIP BUSINESS
 - Motion to approve minutes and accept and file reports/communications under consent agenda
 - A. APPROVAL OF TOWNSHIP BOARD MINUTES
 - 1. Regular Board Meeting Minutes – May 23, 2022
 - 2. Closed Session Meeting Minutes – May 23, 2022
 - 3. Special Work Session Meeting Minutes – June 7, 2022
 - B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS
 - 1. Ada Historical Society Meeting Minutes – May 12, 2022
 - 2. DDA Regular Board Meeting Minutes – May 9, 2022
 - 3. Parks, Recreation & Land Preservation Meeting Minutes – May 12, 2022
 - 4. GVMC Meeting Minutes – February 3, 2022
 - 5. Zoning Board of Appeals Meeting Minutes – February 1, 2022
 - 6. Trails Committee Meeting Summary – May 26, 2022
 - 7. Quota Liquor License Interest Letter, Velvet 616 – May 31, 2022
- VII. APPROVAL OF WARRANTS
 - A. Township General Warrants
 - B. Consider Adatowne & Adacroft (Phase I) Water Main & Street Improvement Project Final Pay Application (#6) for an Amount Not to Exceed \$50,000.00
 - C. Consider Adatowne & Adacroft Neighborhoods (Phase II & III) Water Main & Street Improvement Project Pay Application #10 to CL Trucking & Excavating LLC for an Amount Not to Exceed \$176,402.18
 - D. Consider Roselle Park Improvement Project Pay Application #2 to Redline Excavating for an Amount Not to Exceed \$19,357.30
- VIII. PUBLIC COMMENT (*Limit of 3 Minutes Per Speaker*)
- IX. UNFINISHED BUSINESS – None

- X. PUBLIC HEARING – None

- XI. NEW BUSINESS
 - A. Kent District Library Quarterly Report - Spring 2022
 - B. Social District Local Government Unit Approval – Schnitz Bar & Grill – Resolution R-061322-1
 - C. Social District Local Government Unit Approval – Zeytin’s – Resolution R-061322-2
 - D. Consider Award of E. Fulton St. Lift Station Valve Project Bid to Allied Mechanical for an Amount Not to Exceed \$46,000
 - E. Consider Approval of Proposal from Xylem for E. Fulton St. Lift Station Valve Project Bypass Pumping
 - F. Extension of Farmers Market Parking Lot Use Agreement with Community Church
 - G. Ordinance O-061322-1: An Ordinance to Amend Chapter 78, Article VI, Section 78-154 and to Add Chapter 78, Article XXII, Division 3, Section 78-547 to the Ada Township Code Regulating Agricultural Preservation District Requirements and Platted Lot Land Division Requirements
 - H. Ordinance O-061322-2: An Ordinance to Amend Chapter 42, Article III, Division 3 to Add Section 42-178 Regulating Divisions of Platted Lots
 - I. 2021 Planning Commission Annual Report
 - J. Resolution R-061322-3: A Resolution to Accept the Michigan Municipal League Compensation Study Report
 - K. Consider Employee Compensation Adjustment Following Compensation Study Report
 - L. Schedule Joint Township Board/Trails Committee Meeting

- XII. DEPARTMENT REPORTS
 - A. Township Manager Report – June 8, 2022
 - B. Assessing Department Report – June 6, 2022
 - C. Downtown Development Authority Director Report – June 13, 2022
 - D. Fire Department Report – May, 2022
 - E. Historical Society Museum Manager Report – June, 2022
 - F. Parks & Recreation Report – June 6, 2022
 - G. Planning Department Report – June 6, 2022
 - a. Monthly & Year to Date Building Permit Reports
 - b. Presentations to Ada Elementary & Meadow Brook Elementary
 - H. Engineering Monthly Report – May, 2022
 - I. Ryan’s Municipal Utility Report – May, 2022

- XIII. CLOSED SESSION –
 - A. To Discuss Purchase or Lease of Real Property as Allowed Under the Open Meetings Act

- XIV. BOARD MEMBER COMMENT

- XV. OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT (*Limit of 3 Minutes Per Speaker*)

- XVI. ADJOURNMENT



**ADA TOWNSHIP BOARD MEETING
MINUTES
MAY 23, 2022 – 7:00 p.m.**

DRAFT

The meeting was conducted at the Ada Township Hall. The roll was called. Members present: Supervisor Leisman, Treasurer Moran, Trustees, Hurwitz, Jacobs, and Winczewski. Absent: Clerk Smith and Trustee Proos. Also present: Township Manager Suchy, Planning Director Said, Parks Director Fitzpatrick, Assessor Boerman, Firechief Murray, DDA Haley Stitchman, plus approximately 5 members of the community.

APPROVAL OF AGENDA

Moved by Hurwitz, supported by Jacobs, to approve the Agenda as presented. Motion carried.

GENERAL TOWNSHIP BUSINESS

Approval of Minutes; Accept Reports/Communications

- A. APPROVAL OF TOWNSHIP BOARD MINUTES
 - 1. Regular Board Meeting Minutes – May 9, 2022
- B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS
 - 1. Ada Historical Society Meeting Minutes-April 14, 2022
 - 2. Planning Commission Meeting Minutes-April 21, 2022
 - 3. Parks, Recreation & Land Preservation Meeting Minutes-April 14, 2022
 - 4. Water Advisory Council Meeting Minutes-March 9, 2023
 - 5. Environmental Protection Agency Letter-May 5, 2022

Moved by Jacobs, supported by Hurwitz, to approve the board meeting minutes and accept reports/communications under the consent agenda. Motion carried.

APPROVAL OF WARRANTS

Township General Warrants

Treasurer Moran presented the following: Hand Checks: \$68,624.62, Warrants: \$197,697.25. Total of all Checks and Warrants: \$266,321.87. **Moved by Jacobs, supported by Hurwitz to approve the Warrant Report for May 23, 2022, in the total amount of \$266,321.87. Roll Call: Yes –, Jacobs, Winczewski, Moran, Leisman, Hurwitz; No – 0; Absent – Smith, Proos. Motion carried.**

PUBLIC COMMENT

Nevin Zolenski commented on Trustee replacement, RPI Zoning Issue, and Social Districting.

UNFINISHED BUSINESS

There was no Unfinished Business.

PUBLIC HEARINGS

There were no public hearings.

NEW BUSINESS

- A. **Roselle Park Parking Lot Improvement Project Update-Park Director Mark Fitzpatrick updated the Roselle Park Parking Lot Improvement Project.**
- B. **Resolution R-052322-1, Social District Local Government Unit Approval-Ada Village General Store (AVGS LLC)- Moved by Jacobs, supported by Hurwitz to approve the Social District Local Government Unit approval for the Ada Village General Store. Motion Carried**
- C. **Resolution R-052322-2, Social District Local Government Unit Approval-Garage Bar & Grill LLC- Moved by Jacobs, supported by Hurwitz to approve the Social District Local Government Unit approval for the Garage Bar & Grill LLC. Motion Carried**
- D. **Resolution R-052322-3 Social District Local Government Unit Approval-Gravel Bottom Brewery (Michiels Brewing LLC)- Moved by Jacobs, supported by Hurwitz to approve the Social District Local Government Unit approval for the Gravel Bottom Brewery (Michiels Brewing LLC. Motion Carried**
- E. **Resolution R-052322-4, Social District Local Government Unit Approval-Luna(7471 LLC)- Moved by Jacobs, supported by Hurwitz to approve the Social District Local Government Unit approval for Luna. Motion Carried**
- F. **Resolution R-052322-5, Social District Local Government Unit Approval-MudPenny (Grace Coffee, DBA Mudpenny)- Moved by Jacobs, supported by Hurwitz to approve the Social District Local Government Unit approval for MudPenny (Grace Coffee, DBA Mudpenny) . Motion Carried**
- G. **Resolution R-052322-6, Social District Local Government Unit Approval-Nonna's: The Trattoria (Florence Properties LLC, DBA Nonna's, The Trattoria) Moved by Jacobs, supported by Hurwitz to approve the Social District Local Government Unit approval for Nonna's: The Trattoria (Florence Properties LLC, DBA Nonna's, The Trattoria) . Motion Carried**
- H. **Resolution R-052322-7, Ada Historical Society Charitable Gaming License Resolution. Moved by Jacobs, supported by Hurwitz to approve the Ada Historical Society Charitable Gaming License request. Motion Carried**
- I.
Discuss Township Board Member Vacancy

DEPARTMENT REPORTS

- A. **Township Manager Report – May 18, 2022**
- B. **Treasurer Quarterly Report-January 2022 to March 2022.**
- C.

CLOSED SESSION

Entered into close session at 8:08 pm. Moved by Hurwitz, supported by Moran. Motion carried. Moved by Winczewski, supported by Hurwitz to return to open Session at 8:39 pm

BOARD COMMENT

Treasurer Moran stated he and his deputy treasurer attended a conference in Midland.

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

Fire Chief Murray thanked Trustee Winczewski for his years of service as a Trustee on the Board.

ADJOURNMENT

Moved by Winczewski, supported by Hurwitz, to adjourn. Motion carried. The meeting was adjourned at 8:40 p.m.

Jacqueline Smith
Ada Township Clerk

Date

js



**ADA TOWNSHIP SPECIAL BOARD MEETING/WORK SESSION
MINUTES
JUNE 7, 2022 - 4:00 p.m.
AMY VAN ANDEL LIBRARY COMMUNITY ROOM #1
7215 HEADLEY AVENUE, ADA MI**

Members present: Supervisor Leisman, Treasurer Moran, Clerk Smith and Trustees Hurwitz, Proos and Jacobs.
Also present: Manager Suchy, Assessor Boerman, Parks Director Fitzpatrick, Accountant Rodriguez, Fire Chief Murray, Firefighter Brandon Holmes, Deputy Clerk Thompson.

CALL TO ORDER

I. Meeting was called to order by Supervisor Leisman at 4:04 p.m.

II. **ROLL CALL**

Trustee Proos, Jacobs, Hurwitz, Supervisor Leisman, Clerk Smith and Treasurer Moran

II. **APPROVAL OF AGENDA**

Moved Hurwitz and supported by Jacobs, to approve the Agenda for the June 7, 2022, Special Board Meeting Work Session. As amended to move combine public comment to end. Motion carried.

IV. **NEW BUSINESS**

1. Trustee Vacancy-Need to appointment by July 6, 2022. Trustee Chris Winczewski announced his resignation at the May 23, 2022 Board meeting.
Discussion amongst the Board Members regarding the need to put a process in place for future applicants for replacing Board Members. Motion by Proos, supported by Hurwitz to appoint Dan Carter to fill the vacant trustee term.
2. Compensation Study Final Report Presentation-Marcia Cornell, MML-Marcia shared and presented the compensation report. Board asked Manager to prepare resolution accepting this report as a framework.
Comments from the Board regarding Compensation Study Report
Treasurer Moran- Accept report at next board meeting. Get the 4% increase immediately, then move forward.
Catherine Jacobs-In favor of immediate 4% increase.
Dan Hurwitz-Report was thorough and agreed with the 4%.
Bob Proos-Asked about the Paid on Call firefighters range-Manager Suchy stated it's on for next year and at 7 %.
Ross Leisman-Great Report.

VII. Board Member Comment

VIII. Opportunity for Additional Public Comment-None

PUBLIC COMMENT

There was no public comment

IX. ADJOURNMENT- 5:48 PM. Moved by Moran, supported by Jacobs to adjourn the meeting at 5:56 p.m. Motion carried

Jacqueline Smith
Ada Township Clerk

Date

dt

Minutes of May 12, 2022
 Ada Historical Society
 Annual Membership Meeting

1. Call to Order: President Veldkamp called the meeting to order at 3:06 pm.

Present: Brown, Crosby, Czekai, Ferro, Hoover, Idema, Mulligan, Sefton, Thompson, Veldkamp, Vierson, Wildes.

Absent: DeGood, Hurwitz, Kroon.

Others Present: M. Bolhuis, D. Bolhuis, Mieras.

2. Approval of Agenda. The agenda was approved on motion by Crosby and supported by Hoover. The motion carried.

3. Election of Board Officers and Directors: Veldkamp related there is a one year director position available. Sefton has volunteered to take the one year position. We will be electing director numbers 5, 6, 7 and 8 as well as President (Veldkamp) and Treasurer (Kroon). Veldkamp called for additions to the ballot. Vierson nominated Jeane Ferro. Veldkamp nominated Sandra Sefton. Hoover moved to accept Ferro and Sefton for the open positions. M. Bolhuis supported by Hoover then moved for nominations to be closed. The motion carried. Crosby supported by Idema moved to accept the nominations by acclamation. Sefton, of the nominating committee, declared 19 ballots were received and the following officers and directors were elected unanimously:

Sandra Sefton – term ends 2023

Betty Jo Crosby – term ends 2024

Marilyn DeGood – term ends 2024

Jean Ferro – term ends 2024

Bernard Veldkamp , President – term ends 2024

Art Kroon, Treasurer – term ends 2024

4. General Business

Approve Minutes & accept reports/communications under Consent Agenda.

A. Board Minutes of April 14, 2022.

B. Receive & File various reports and communications:

1. Collections Committee Report: Wildes added to the Collections Report a log book and 1985 softball receipt book.

2. Publicity Committee Report

3. Display Committee Report
4. Fundraising Report
5. Museum Manager Report
6. Centennial Properties Report
7. Programs and Events Report: Sefton related Saturday, May 14 is family fun day at the museum. The Fire Department has gone all out to make it a fun day from 1:00 pm to 3:30 pm. Volunteers are asked to be present from 12:30 pm to 4:30 pm. Sefton then related the Kent Garden Club will be using the barn from May 17 to 20 for an estate sale. Wildes related May 21 is family fun day in Ada Village from 10:00 am to 4:00 pm.
8. Facilities: Hoover related Township Manager Suchy will see what he can do for painting and repairing the barn.
Vierson related we were going to discuss the 4th of July at this meeting. Mulligan related they are looking for an old vehicle to drive in the parade with a AHS banner on it. Idema related she will contact someone. Sefton will contact Fire Chief Murray.
Veldkamp accepted the consent agenda Board minutes of April 14, 2022, board reports and communications.

5. Public Comment: Mieras related the annual report is ready to go out and handed it out to the Board. Next year it will go out in the fall. Mieras then thanked Secretary Thompson for the Minutes and board packets each month as it is time consuming and thanked all the volunteers for putting in their time.

6. Board Comment: Crosby commented regarding raising money for on-going expenses. Our membership fees do not cover our expenses. She spoke with the Township Supervisor this morning and he suggested we should be talking to Township Manager Suchy to see where we stand financially with the township. Crosby further related we need to seek grant money from the State of Michigan every year. It was suggested a committee be put together for such discussions and a review of our Management Agreement with the township.

7. Unfinished Business: None.

8. New Business:

A. Committee Reports

Finance Committee: Ferro related the finance reports are stamped draft because year end has not been closed out. Veldkamp related he met with Crosby & Henry Insurance for a new quote for our coverage. They came up with a price that is a little lower than what we have been paying with another company. The agent suggested raising our content insurance to \$400,000 and

we also have riders that cover other things such as a liability policy. Hoover supported by Brown moved to approve the insurance policy from Crosby & Henry. The motion carried.

E. Pedego Fund Raising Bike Raffle: Mulligan related the tickets are \$5 each or \$20 for five tickets. The value of the bike is \$1,195. All the money goes to the museum. The drawing will be August 3 at Music on the Lawn. The bike will stay in the museum until August 3.

B. Museum Manager: Wildes related we have a plaque acknowledging the gift of land and dedicated to Floyd and Frank Averill establishing the museum. Wildes related June 3 we will have a school group through the museum and volunteers are needed. Wildes related Aleisha was here today with the sprinkler people and sprinklers seven and up were not turned on. Birds are going into the holes the woodpeckers made in the siding. The museum cleaning service not come last week like they were supposed to. Ferro related the cleaning rate has increased. She made a phone call to the service but has not received a response back.

C. Tri-River Historical Museum Network: M. Bolhuis related the group met in Eaton Rapids on April 19. They continue working on the booklet for next year. For the Spring Tour we had ten visitors on Saturday and three on Sunday. Details are being worked out on the program and lunch in August. A speaker is being lined up. Each museum is to bring a door prize valued at \$10-\$15. The next meeting will be May 17 in Belding. Fallasburg has an event planned for July 30 from noon to 8:00 pm.

9. PUBLIC COMMENT: M. Bolhuis asked if we are going to have a table at Beers at the Bridge. Veldkamp related he believed so. M. Bolhuis related the carmel corn/pop corn vendor wants payment before the order is placed this year. Wildes related we can do that. M. Bolhuis related help is needed this year as music starts in less than weeks. Ferro suggested we have volunteers for hour time slots. Hoover related Marian needs to be there the whole time. She needs help. We need two cash people and do the inventory before. Veldkamp related we can work on that.

10. OPEN DISCUSSION: Wildes presented a picture of our new exhibit with Chief Murray, Thompson and Vierson in the Michigan History Chronicles magazine.

11. Adjournment. The meeting was adjourned at 4:17 pm.

Respectfully submitted,

Marilyn Thompson

**DRAFT**

**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
BOARD OF DIRECTORS
MINUTES OF THE MAY 9, 2022, MEETING, 8:00 A.M.**

A regular meeting of the Ada Township Downtown Development Authority (DDA) was held on Monday, May 9, 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, Frost, Harrison, Idema, Leisman, Vogl

BOARD MEMBERS ABSENT: Knapp, Norman

STAFF AND OFFICIALS PRESENT: Buckley, Moran, Said, Stichman, Suchy, and Kevin Austin (Township Intern)

PUBLIC PRESENT: 3

II. APPROVAL OF AGENDA

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

III. ELECTION OF OFFICERS

Moved by Leisman, supported by Harrison, to approve the Election of Officers as follows: Terry Bowersox, Chair; Jeremy Frost, Vice Chair; and Devin Norman, Secretary. Motion carried.

IV. APPROVAL OF MINUTES OF APRIL 11, 2022, REGULAR MEETING

Moved by Idema, supported by Vogl, to approve the minutes of April 11, 2022, Regular Meeting. Motion carried.

V. APPROVAL OF PAYABLES - none

VI. UNFINISHED BUSINESS

a. Review and Adopt the Key Objectives Proposed Draft Outlined by Travis Alden

Travis Alden, The Right Place, referred to the proposed Key Objectives Draft included in the packet. He said he felt after the three work sessions they ended up with a good scope of work to serve as a guide to keep the DDA focused on the goals identified. He reiterated that this was not a full-fledged strategic plan it was more intended to be a lean-and-mean road map to focus time, effort, and energy sources for the next couple of years. Travis stated it was definitely a pleasure working with the DDA and he enjoyed it quite a bit.

Idema said the process was very helpful. Harrison added that the community-building was great, and the DDA acknowledged the additional benefit from working with The Right Place and the value and appreciation that Travis contributed to the process.

Stichman, noted that a vision statement was included on page 2 of the proposed draft that was not discussed during their work sessions. DDA members concurred that they liked the vision statement.

Moved by Harrison, supported by Frost, to adopt the Ada Township DDA Key Objectives – Spring 2022. Motion carried with roll call vote 7-0.

b. Review Additional Public Parking Brochure Options

Stichman gave an update on the parking brochure that she shared with the Board at the last meeting. She passed out an updated, laminated copy of the map which had a QR code on it and said it would also be in the summer edition of the Adaview. Stichman said she will share the laminated copies as well as digital copies with the local businesses and will look into obtaining vinyl stickers of the QR code for business windows.

There was brief Board discussion regarding parking concerns. Stichman said she would continue to work with the Township Manager and Planning Director about parking pressures/issues and the potential to revisit a parking study.

c. Discussion regarding Brats & Bonfires event

Stichman said she had conversations with Discover Ada and the ABA and was working on the idea to integrate Brats and Bonfires into the Fall Festival event and she went over expenses and revenues of last year's Brats and Bonfires. Stichman said she will continue to research the integration and plans to have more details at the June meeting.

VII. NEW BUSINESS

a. Consider and Approve Proposal from Lions & Rabbits Centers for the Arts

Stichman said many DDA members have commented about the lack of upkeep and vandalism of the train bridges that run over Ada Drive and Thornapple River Drive. Stichman requested the DDA consider the proposal from the Lions & Rabbits Center for the Arts for the train bridge mural project. She introduced Hannah Berry from Lions & Rabbits Center for the Arts (LRCFA) and shared information about her background coordinating art initiatives.

Hannah Berry, LRCFA, described a number of public art projects they have been involved with in the Grand Rapids area and said the goal was to get artists and municipalities coordinated together. Hannah explained the process for selecting the artists and encouraged DDA participation in the selections. She mentioned the possibility of also working with a local Girl Scout group who were interested to earn their public art badge.

There was Board discussion regarding the need/urgency to do the train bridge mural project and separating the Girl Scout badge project for a Parks related project.

Moved by Leisman, supported by Coe, to approve the Public Art Proposal from Lions & Rabbits in respect to the train trestle mural only and authorize the DDA Director to execute the contract services in the amount of \$3,000. Motion carried with roll call vote 7-0.

- b. Closed Session to Consider the Purchase or Lease of Real Property**
- c. Possible Action on Purchase or Lease of Real Property as Discussed in Closed Session**

DDA members concurred to move items b and c to the end of the meeting and to continue on with the other agenda items.

VIII. REPORTS AND COMMUNICATIONS

a. DDA Financial Report, April 30, 2022

Stichman presented the financial report for the DDA fund and mentioned a few main points: Special events receipts, community events expenditures, phone allowance expenditure, and Farmers Market activity.

b. Director/Staff Reports

Stichman reported that the Township Board approved the designation of a Social District and she has moved forward with submitting Township Board Resolution R-042522-4 to the Michigan Liquor Control Commission. Her next steps will be to start designing social district branding, purchase signage, and work with the Township Board to approve a resolution of support for each qualified business that would like to apply for a social district permit. She said the goal is to have the Social District launched by June 22, with the third Music on the Lawn concert.

There was Board discussion regarding the logo, signage, compostable cups; trash vs. recycle, and the DDA members concurred that Stichman would work directly with Chair Bowersox to set up a special meeting for the board to approve these expenses.

IX. BOARD MEMBER COMMENT

Leisman noted two things and said there were concerns from the Township Board when approving the social district and that the motion carried on a 4-2 vote. He also shared that TV 13 (13 On Your Side/ABC)) visited Ada and there would be footage/clips to be seen during the week of May 9, specifically May 12 at 5 & 6PM.

X. PUBLIC COMMENT

Stichman stated she has worked with the ABA to submit a grant application for the Michigan Retailers Association's Buy Near By grant program and Ada was selected as one of the communities to participate. She shared that she was looking forward to working on that opportunity.

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

Closed Session began at 8:54 a.m.

Opened Session began at 9:11 a.m.

Moved by Harrison, supported by Frost, to have the DDA Board return to Open Session. Motion carried.

Planning Director Said reiterated to the DDA that the Township was in the process of updating the Master Plan and that over the next several months they would be going through the public engagement phase and he encouraged everyone's participation.

XIV. ADJOURN MEETING

Moved by Harrison, supported by Vogl, to adjourn meeting at 9:14 a.m.

Respectfully submitted:

Devin Norman, Secretary

rs:eb



**PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
THURSDAY, MAY 12, 2022 BOARD MEETING, 8:30 AM**

**Roselle Park Community Building Meeting Room
1010 Grand River Dr., Ada, MI 49301**

**MINUTES
DRAFT**

1) Call meeting to order/roll call

Present: Crosby, Steketee, Winczewski, Terwilliger, Hurwitz, Roe, Levick, VandenBerge, Leisman

Absent: Schmottlach, Britt, Suchy

Staff Present: Fitzpatrick, Said, McIntosh

Public Present: None

2) Approval of agenda

Moved by Levick, supported by Hurwitz to approve the Agenda. Motion Carried.

3) Approval of minutes from April 14, 2022 meeting.

Moved by Levick, supported by Crosby to approve the minutes. Motion Carried

4) Old Business

Status the Leonard Field Riverfront Improvement Project

Fitzpatrick was in communication with DNR regarding the grant. He noted the timeline for the contract may be a few months yet. Fitzpatrick will be meeting with RJM-Design to review the schedule and potential for scaling back project to fit within approved budget.

Status of Roselle Park Parking Lot Improvement Project

Fitzpatrick noted issues on the project related to the restricted covenant area, soil compatibility, and soil contamination from the site history. Fitzpatrick was in communication with OCBA regarding alternatives for remediating the issues.

Update on improvements to Ada Park office & maintenance buildings

Fitzpatrick discussed the ongoing project of improving the maintenance building and office space due to expanding staff. Fitzpatrick noted upcoming expenses for the office for new desks, chairs, and filing systems.

5) New Business

Setting a date/time for PRLP Advisory Board Training/Planning Session

Leisman addressed board members and stated discussion should be postponed due to absent members and current changes in board member structure. The board agreed to postpone.

Discussion on recognition for Rob McCormick's years of service

Fitzpatrick discussed interest in taking a formal action to celebrate Rob McCormick's upcoming retirement and show recognition of his service. Terwilliger and Fitzpatrick note re-naming a softball field as an option.

6) Committee Reports & Updates

Fitzpatrick to add subcommittee discussion regarding placement for Hurwitz and Britt for next meeting

- **Programs and Facilities:** last meeting held March 3. After upcoming RJM-Design meeting, there will be a meeting of this subcommittee.

- **Trails:** VandenBerge presented an update related to his attached summary and discussed the committee's hope to continue to connect with the community regarding improvements.

VandenBerge also stated that the Pettis trail bid was approved at the May 9th Township Board meeting.

- **Stewardship:** Fitzpatrick highlighted some of the ongoing work with volunteer stewardship crews and programs. Further, he noted the ongoing work with targeting potential conservation easements and work with the Kent Count Conservation District.

7) Staff Comments & Reports

Ada Township Planner, John Said addressed the board regarding the Township master plan.

Fitzpatrick and Suchy are in ongoing conversations regarding the new Recreation Programmer position and hope to make a decision by the end of the week. Further, a full-time second shift maintenance position is expected to be posted by the end of May.

8) Board Member Comments

9) Public Comments

10) Adjournment

Meeting adjourned at 9:25

DRAFT

ITEM 4

GRAND VALLEY METRO COUNCIL**Board Meeting**

February 3, 2022

8:30 a.m.

Kent County Commission Chambers
 300 Monroe
 Grand Rapids, MI

MINUTES**1. Call to Order**

Chair Jack Poll called the meeting to order at 8:35 a.m.

Members Present:

Thad Beard	City of Rockford
Mike Burns	City of Lowell
Mark Bennett	Tallmadge Township
Gary Carey	City of Walker
Shea Charles	East Grand Rapids
Mike DeVries	Grand Rapids Township
Brian Donovan	At-Large Member
Adam Elenbaas	Allendale Township
Shay Gallagher	Village of Sparta
Lisa Haynes	GVSU
Curtis Holt	City of Wyoming
Ryan Kidd	Georgetown Twp.
Diane Jones	Kent County
Steve Kepley	City of Kentwood
Ross Leisman	Ada Township
Greg Madura	Alpine Township
Steve Maas	City of Grandville
Matt McConnon	Courtland Township
Jack Poll	City of Wyoming
Megan Rydecki	At-Large
John Shay	Ottawa County
Jeff Thornton	Village of Caledonia
Al Vanderberg	Kent County
Cameron VanWyngarden	Plainfield Township
Mike Verhulst	City of Grand Rapids
Mark Washington	City of Grand Rapids
Patrick Waterman	City of Hudsonville
Lynee Wells	City of Grand Rapids

Members Absent:

Rick Baker	At-Large Member
Nora Balgoyen	At-Large Member
Mandy Bolter	Kent County
Robyn Britton	Nelson Township
Deb Diepenhorst	Cannon Township
Rob DeWard	Gaines Township
Joshua Eggleston	City of Wayland
Precia Garland	City of Ionia
Rachel Gokey	Village of Sand Lake
Kevin Green	Algoma Township
Jerry Hale	Lowell Township
Bryan Harrison	Caledonia Township
Jim Holtvluwer	Ottawa County
Grace Lesperance	Cascade Twp.
Dennis Luce	City of Coopersville
Brenda McNabb-Stange	City of Hastings
John Niemela	City of Belding
Patricia Rayl	Village of Middleville
Amos Tillema	Byron Township
Mike Womack	City of Cedar Springs
Laurie Van Haitsma	Jamestown Township
Open	City of Greenville

Others Present:

John Weiss	Grand Valley Metro Council
Gayle McCrath	Grand Valley Metro Council
Laurel Joseph	Grand Valley Metro Council
Jason Moore	Grand Valley Metro Council
Chris Brown	Grand Valley Metro Council
Mark Rambo	City of Kentwood
Scott Connors	City of Walker
Peter Haefner	Verdeveld Haefner

2. Roll Call

Quorum Present

3. Public Comment

None

4. Approval of Minutes

MOTION – To Approve the November 4, 2021 GVMC Board Meeting Minutes. Approved by Unanimous Consent. MOTION CARRIED.

5. Oath of Office

The Oath of Office was administered to Lisa Haynes (GVSU) and Ryan Kidd (Georgetown Twp.).

The new members each spoke briefly and stated they were looking forward to working with the Council.

6. Approval of the Transportation Demand Management Study Contract

Laurel Joseph reported on the Transportation Demand Management Study Contract.

As part of a call for planning projects prior to the development of the FY2022 Unified Planning Work Program (UPWP), a regional transportation demand management (TDM) plan was proposed by representatives from the City of Grand Rapids and received broad support from members across the region for inclusion in the FY2022 UPWP. To fit this study into this year's program, it was determined that a consultant would be hired and GVMC would manage the contract.

The purpose of this study is to develop a coordinated regional transportation demand management strategy that includes recommended funding sources, lead agencies, and realistic mode shift goals, and outlines feasible implementation strategies and processes for performance analysis. This plan will support the 2045 MTP goals, objectives, and recommendations, help inform The Rapid's next regional transit master plan (scheduled for FY2023), consider potential TDM impacts of the COVID-19 pandemic, and serve to inform and guide current and future TDM activities on a regional scale.

During the summer, a committee was formed consisting of representatives from Grand Rapids, Kentwood, Walker, The Rapid, Gerald R. Ford Airport, and GVMC. This group collaboratively developed the request for proposals (RFP) and agreed upon the RFP process that would take place. The RFP was posted and distributed on October 29, 2021 and yielded one proposal submission.

This proposal was independently evaluated by committee members based on the following criteria:

- Familiarity with the MPO planning process, region, and needs
- Overall proposal suitability and technical approach
- Technical expertise and experience
- Previous work
- Organizational experience and value

The committee members provided their feedback and came together to discuss the proposal. All found that the UrbanTrans team (with subconsultants Nelson/Nygaard and AECOM) is highly qualified to complete the study, their proposal fulfilled all the

RFP requirements and was within budget and recommended that GVMC pursue federal approval to move forward with a single bidder. After GVMC staff consulted with MDOT, MDOT submitted the request on GVMC's behalf and federal approval was provided.

The committee appreciated the team's experience (both at the corporate and individual levels), the combination of national expertise and local partners, experience completing TDM plans/studies during the pandemic (including updating survey methodologies and incorporating travel changes), and their well thought out approach. The committee also requested having an informal meeting with the consultant team prior to contract drafting to hear more and have an opportunity to discuss the study context and approach in a non-interview setting. This meeting yielded full participation from committee and consultant team members and bolstered confidence that this team can complete a high-quality process and product that can help us move forward with additional regional TDM work.

Based on the recommendation from the committee a draft contract has been developed and reviewed to ensure all contracting requirements are met. On behalf of the RFP/proposal evaluation committee, GVMC staff is requesting approval to engage UrbanTrans in this contract for services related to the completion of a regional transportation demand management (TDM) plan.

If you have any questions, please do not hesitate to contact me at (616) 776-7610 or laurel.joseph@gvmc.org.

MOTION – To Approve the Resolution to Approve the Transportation Demand Management Study Contract with UrbanTrans. MOVE – DeVries. SUPPORT – Leisman. MOTION CARRIED.

7. Annual Report

John Weiss and GVMC Department Heads reported on the very successful past year (please see the GVMC website www.gvmc.org to view the annual report).

John Weiss highlighted the work done by the Michigan Infrastructure Council, including Infrastructure Portal (13,000 projects) and Asset Management Champion participation in the region. Please contact John if you are interested in participating in the 2nd round of Asset Management Champion training.

8. Resolution on Acceptance of the GVMC Annual Audit

Peter Haefner of Verdeveld Haefner, reported on the annual audit.

GVMC was given a clean opinion on the financial statements and single audit with no deficiencies, compliance issues or material weaknesses found.

GVMC has solid financial numbers and position.

MOTION – To Accept the GVMC Annual Audit and Financial Statements. MOVE–Ellenbas. SUPPORT – Madura. MOTION CARRIED.

9. Resolution on Reconciling MDOT Project Agreements

John Weiss explained the process of MDOT project agreement audits. MDOT has informed GVMC that it is closing their audits through 2016. The resolution accepts the MDOT audit results.

MOTION – To Accept the Resolution on Reconciliation of MDOT Project Agreements. MOVE – Donovan. SUPPORT – Waterman. MOTION CARRIED.

10. Approval of REGIS Board

The REGIS Board is required to be approved annually by the GVMC Board.

REGIS Board of Directors as of 1/1/22:

Ada Township – Julius Suchy
Alpine Township – Sue Becker
Byron Township – Peggy Sattler
Cascade Charter Township – Brian Hilbrands , *proxy Ben Swayze*
City of Cedar Springs – Michael Womack
City of East Grand Rapids – Doug LaFave
Gaines Charter Township – Jonathan Seyferth
Grand Rapids Charter Township – Mike Devries
City of Grandville – Matt Butts
City of Hudsonville – Dan Strikwerda
The Rapid – Nick Monoyios
Kent County Road Commission – Steve Warren
City of Kentwood – Mark Rambo (*Chair*)
City of Lowell – Michael Burns
Plainfield Charter Township – Cameron Van Wyngarden (*Vice Chair*)
City of Rockford – Thad Beard
Village of Sparta – Shay Gallagher
City of Walker – Frank Wash
City of Wyoming – Curtis Holt

MOTION – To Approve the Above Listed REGIS Board of Directors. MOVE – DeVries. SUPPORT – Madura. Motion CARRIED

11. Adjourn – 9:35

MOTION – To Adjourn. MOVE – Cary. SUPPORT – Burns. MOTION CARRIED.



**ADA TOWNSHIP ZONING BOARD OF APPEALS
MINUTES OF THE TUESDAY, FEBRUARY 1, 2022 REGULAR MEETING**

A regular meeting of the Ada Township Zoning Board of Appeals was held on Tuesday, February 1, 2022, at 4:30 p.m. at the Ada Township Hall, 7330 Thornapple River Dr. SE, Ada, Michigan

I. CALL TO ORDER

The meeting was called to order by Chair Dixon at 4:30 p.m.

II. ROLL CALL

Members present: Dixon, McNamara, Nuttall, Smith

Members absent: Burton

Staff Present: Bajdek, Buckley, Said, Suchy

Others Present: 5

III. APPROVAL OF AGENDA

Moved by Smith, supported by Nuttall, to approve the February 1, 2022 agenda as presented. Motion carried.

IV. APPROVAL OF MINUTES

Moved by Nuttall, supported by McNamara, to approve the January 4, 2022 Meeting minutes as presented. Motion carried.

V. UNFINISHED BUSINESS – None

VI. NEW BUSINESS

1. Request for Variance to allow the construction of a 3,600 sq. ft. accessory building in the front yard not satisfying the building appearance standard, Benjamin & Elisabeth Hammer, 6679 3 Mile Road NE, Parcel No. 41-15-04-300-025

Ben Hammer presented his request for a variance and said he would like to construct a pole barn in his front yard within the allowable size, height, and property setbacks of the ordinance, but the only thing disputed was the façade and roof materials.

Mr. Hammer stated that due to the constraints of the property there was no good way to build the pole barn in the back or side yards and explained the difficult circumstances with his property; wetlands, too close to the neighbor, removal of trees, power lines, and interference with well & septic field.

Mr. Hammer explained the reason the pole barn façade and roofing would not match the house was that the current vinyl siding on the house was problematic with pest infestation and deterioration and the pole barn materials would be much higher quality with a steel roof. He said his goal was to change the siding of the house to match the pole barn in the future.

Mr. Hammer referred to his narrative statement included in the packet and the four criteria required to grant a variance and he went through each criteria with explanations.

- * Cause a practical difficulty; side & rear yards impossible to build and matching house with vinyl siding.
- * Alter essential character of the area; it would enhance the look of property with higher quality materials.
- * Circumstances are self-created; purchased house after it was built, therefore no control where house was located.
- * Amending Zoning Ordinance; conditions associated are not typical or recurring, so not deemed appropriate to amend the zoning ordinance.

Mr. Hammer concluded that he cared deeply about his home and property and with the support from his neighbors, he requested the ZBA grant the request for variance.

Zoning Administrator, Bajdek, summarized the staff memo and said the zoning ordinance Sec. 78-20 states an accessory building shall not be located in a front yard, with the exception that one accessory building may be located in the front yard in the AGP, RP-1, RP-2 and RR districts, provided the following standards are satisfied:

- a. The accessory building is located a minimum of 50 feet from any lot line. - *this standard is satisfied.*
- b. The accessory building is located on a lot with a minimum area of three acres in the AGP, RP-1 and RP-2 districts, and two acres in the RR district. – *this standard is satisfied (property is approximately 7.5 acres in the RP-1 district.)*
- c. The façade materials and color, and the roof pitch, shape, material and color, of the accessory building are substantially the same as those of the dwelling unit on the subject property. – *this standard is not met; therefore, the request for variance.*

Bajdek prompted the Board of the standards that need to be met to grant a variance:

1. Whether unique physical circumstances exist which cause a “practical difficulty” in complying with the Zoning Ordinance standards.

The proposed building could easily be constructed outside of the ‘front yard’ and the building appearance regulations would not apply. Therefore, no unique physical circumstances exist which cause a “practical difficulty” in complying with the Zoning Ordinance standards.

2. Whether granting the variance would alter the essential character of the area.

In staff’s opinion the granting of the variance would alter the essential character of the area. The proposed accessory building would not be consistent/compatible with other existing or future accessory buildings in the surrounding area.

3. Whether the circumstances leading to the variances are self-created.

Circumstances leading to the variances are self-created. The desired building location and appearance are self-created circumstances.

4. Whether amending the Zoning Ordinance standards is a more appropriate remedy to the situation.

An amendment of the Zoning Ordinance is not deemed an appropriate remedy to the situation.

Bajdek stated based on the above four criteria, denial of the requested variance is recommended.

Dixon opened public comment at 4:46 p.m.

Andy Steenstra, 3126 Carmel Avenue, Grandville MI, said he and his wife recently signed a purchase agreement and will move in a month to live across the street from the Hammer's. Mr. Steenstra expressed his support of the location and materials on the proposed pole barn.

Matt Darragh, 6791 3 Mile Road, Ada, said he lives southeast of Hammer's and has been a neighbor for 7-8 years. Mr. Darragh said that the Hammer's have always been very respectful neighbors and have done a lot of work to improve the aesthetics of their property and he was supportive of the location and materials of the barn.

Dixon closed public comment at 4:53 p.m.

There was Board discussion regarding the overall property and other possibilities for the location of the pole barn and questions were asked of the applicant why he felt the barn could not be built in the side yard or back yard. The applicant reviewed the aerial view of his property with the Board and discussed the problems he had with the location of the powerlines and marshy area.

Smith asked the Planning Director about the pictures of the examples the applicant took and whether those would be considered as "grandfathered in." Planning Director, Said, stated that it was very possible those buildings were built before the zoning requirement and that he was not able to identify that the pictures were of barns being in a front yard location or whenever they were built.

Dixon said to the ZBA members that the request before them was to determine the intent of the code and he felt what was being proposed had a distinct separation/distance between the barn and the house and the current house appearance was undesirable. Dixon stated the intent of the code was to maintain property values and he struggled with a decision to match the proposed barn with the structure of the home of inferior quality.

There was continued Board discussion about the materials to be used; steel siding vs. vinyl siding, whether the property's "wetlands" interfered with location options, the members concurred that the Zoning Board had no way to enforce any cosmetic/aesthetic changes after a variance was granted, and whether the applicant had a viable true hardship or self-created and/or the other options necessary to be in compliance.

Moved by Smith, supported by Nuttall, to deny the request for variance.

Roll Call:

Ayes: McNamara, Nuttall, Smith

Nays: Dixon

Absent: Burton

Motion Carried 3-1, with 1 absent.

VII. CORRESPONDENCE - none

VIII. PUBLIC COMMENT

Said shared that the Township was about to embark on its Master Plan project and that it was last updated in 2016. He said that a review group/sub-committee was formed consisting of Planning Commission members, the Township Manager, Bajdek and himself that would review candidates and put together a recommendation to the Township Board for approval of a consulting agency.

IX. ADJOURNMENT

Moved by Nuttall, supported by McNamara, to adjourn meeting at 5:38 p.m. Motion carried.

Respectfully submitted,

Jacqueline Smith
Ada Township Clerk

rs:eb

Summary of 5/26 Ada Trails Committee Meeting

Joint meeting with the Trails Committee and Township Board

- Update board on current 2022 projects
- Update board on current trail priorities for 2023 and 2024
- Update board on 2022 trail maintenance

PR Plan from Seyferth

- After discussion it was determined that the proposal was beyond the scope of work the Trail Committee should consider
- It was explained that the township is considering a comprehensive PR plan and the committee will look to integrate the trail PR into that effort

Feasibility Update on Fulton Crossing and Rix St

- It was noted that property on north end of possible Fulton tunnel is being developed
- The RR will not allow a pedestrian crossing of the tracks between Rix and Bronson
- An effort outside of the Trail Committee is underway to use the existing RR to run a trail from downtown GR to Lowell
 - The committee is making efforts to better understand the project and how it would impact our trail planning
 - This has the potential to impact the Fulton corridor in particular

Trail Maintenance Plan Review and Potential Repairs for 2022

- Suggestions for this year are in the packet provided
- Spend is approximately \$150,000
- Up to 80% of last years paving repairs to be replaced at no cost to township

Wayfinding Signage Request for Proposals

- Expect to review proposals at next meeting

Knapp St Bridge Meeting Recap

- Summary Notes are in packet
- Pushing for 2024 construction but may be delayed until 2025 due to number of agencies and grant timing

Status Report of Projects for 2022 and Potential 2023 Projects

- Initial Report is in Packet
- After discussion the Pettis Trail from Knapp to 3 mile was put on hold due to difficulty of attaining easements and the potential opportunity to work with the Grand River Greenway Trail Project
- Due to GR Township trail construction plan the connection from GR Township Line to Carl Dr to GR Drive is on hold until 2024 or 2025
- Legacy Park to Fulton St Bridge remains a priority for 2023
- Fase St to Thornapple River remains a 2023 priority
- Considerable time was spent reviewing options for Chief Hazy Cloud Park to Vergennes
 - This segment continues to be a 2023 priority but there are many complications
 - Moore + Bruggink continue to explore options



MEMORANDUM

TO: Julius Suchy, Ada Township Manager
Jeff VandenBerge, Ada Trail Committee Chairman

FROM: Steve Groenenboom, P.E.

DATE: May 24, 2022

SUBJECT: Status Report to Trail Committee

The following will provide an update on the status of the various trail segments.

2022 Pettis Trail – Knapp Street to Chief Hazy Cloud Park: We received four bids on May 3, and a contract was awarded to Brenner Excavating earlier this month by the Township Board. We are pleased to report that Brenner's bid was well under our construction estimate. We are currently finishing up a project with Brenner Excavating in Kalamazoo County. That construction crew will mobilize to Ada and will start work on the Pettis Trail on June 6.

2022 Pettis Trail – Knapp Street to 3 Mile Road: We need an easement from the NE corner parcel at Knapp/Pettis. This property recently sold, and I have discussed the easement with the new owners on two occasions. They take possession after Memorial Day, and I am meeting with them in June to discuss the easement after they get moved in.

2022 Kamp Twins – Thornapple River Drive to Fase: Construction plans are complete. We continue to wait for approval by the Genesee and Western RR for the rail crossing. I spoke with Rick Fowler from the RR earlier today. He will be submitting the license agreement and land lease forms later this week. After these are approved by the Township, the project can go out for bids. I am meeting next week with Amy Hoyt to review the plans. She is the adjacent property owner on Kamp Twins. I believe that we have addressed most of her concerns.

2022 Cascade Road from Hall Street to Spaulding: We are waiting to hear back from Chris Eggert, who represents the owners of 5211 Cascade Road. We need an easement from the owners (an LLC) and are waiting for their approval of the easement documents. This project will likely be out for bids sometime in June, with construction taking place later this summer.

2023 Rix Street Trail – Ada Drive to Adaridge: Based upon comments from our last meeting, and after looking at numerous options, we are planning on constructing the trail on the southerly side of Rix. The trail will be ten feet wide between Adaridge and Jasperse. It will be a narrower width (five feet) between Jasperse and Ada Drive.

2023 Pettis Trail – Chief Hazy Cloud Park to Vergennes: As reported last month, we reviewed this section with the KCRC, and they will not allow any tree removal on the



Memo to Julius Suchy and Jeff VandenBerge, May 24, 2022

southerly side of Pettis, as the trees are stabilizing the embankment. We are now looking at two options:

1. Construct trail on north side of Pettis. There are a few challenges here:
 - a. This will require a six foot tall retaining wall roughly 1,000 feet long.
 - b. There will also be a 450-foot long boardwalk section.
 - c. There are also numerous low hanging utility lines that would need to be relocated and this will require removal/trimming of numerous trees.
2. We are also reviewing an option to move Pettis Avenue north and east towards the steep upslope, and then constructing the trail on the south side (river side) of Pettis.

Both options offer significant engineering challenges.

2023 Fulton Street from Legacy Park/Fulton Street Bridge: We have walked this section and will have a map showing conceptual alignment for review at the meeting.

2023 Thornapple River Drive from Fase Street to Thornapple River: We are waiting for the developer to submit plans for the property to the north. Hopefully, this section can be incorporated into their project.

2023 Fulton Street from GR Twp Line to Carl Drive to GR Drive: I reviewed this section with Tim Hoffert, P.E. (GR Twp Engineer). GR Township does not have plans to connect up with this section until 2024 or 2025. That being known, we need direction from the committee if this section is still a priority for 2023 construction.

2023 McCabe from Conservation to Downs: We have not reviewed this section yet.

2023 Honey Creek from CranBrook to Conservation: We have not reviewed this section yet.

2024 Knapp Street Bridge: We met yesterday with Ada Township and KCRC (Wayne Harrall) to review the next steps in applying for TAP Grant funding from MDOT for a portion of this project. We are meeting tomorrow morning at the KCRC to continue discussions and design options.

Ada Township Bike Paths

Maintenance/Repair Items for Review and Potential Repairs in 2022

Summary

- In addition to the ongoing repairs to the trails on Ada Drive, the Consumer Energy Easement and the GRNA, we have the following area of maintenance projects to work on:
- There is a significant amount of asphalt patch & repair work throughout the system.
- There is a significant amount of boardwalk repair work including repairing thresholds, repairing rotten or “curled” boards, replacing entire sections of boards, and fixing a sunken foundation.
- Some tree work will need to be done but a more detailed assessment needs to be conducted first. These are for trees close to the trail or dead trees needing removal.
- The maintenance staff have identified the areas needing attention and have pictures of many of the spots. They are able to meet with the engineers to share the details create a detailed list of needs.

Asphalt work

- About 4-5 areas where we did temporary patches that need full repairs
- Several areas on or adjacent to the patch have “crumbled” asphalt needing repair
- Thresholds to several boardwalks need to be raised or repaired, some need better support like the concrete done in some locations.
- An area on McCabe where willows grow through needs to be redone
- A section Thornapple River Drive at the entrance of the Lions Park driveway needs attention
- Roselle Park has an area by the culvert/ drain needing attention – crack fill & seal would be good – through the system.
- Ada Park back loop may need some attention – under review

Boardwalk repairs

- Many boardwalks have a series of rotted boards and boards that have ends “curled up”.
- Several boardwalks get very slippery when wet – usually those over wetlands or in the shade (Bailey).
- The two boardwalks with mini-covered bridged had the boards put in at the wrong directions – both need all boards replaced so spaces between the board go across the paths versus in the direction of the path (bike tire get caught in them as they are now).

Recommendation

- Park staff to meet with engineers to review details
- Engineers do assessments
- Divide work into “asphalt work” and “boardwalk work”
- Prioritize needs for 2022 and 2023
- Contract out work for 2022.

5-26-22

From: [Steve Groenenboom](#)
To: [Julius Suchy](#); [Jeff Vandenberg](#)
Subject: Knapp Street Bridge Meeting Notes
Date: Tuesday, May 24, 2022 11:31:19 AM

My notes from our meeting yesterday follow. Any changes desired. Should I email to all.

Summary Notes from Meeting to Discuss Knapp Street Bridge

Attendance

Kevin Austin
John Said
Erin McIntosh
Julius Suchy
Jeff Vandenberg
Mark Fitzpatrick
Wayne Harrall
Steve Groenenboom

Key Items Discussed

The purpose of the meeting was to review a TAP grant submittal for the widening of the Knapp Street bridge over the Grand River.

Kevin reviewed the following TAP grant funding deadlines as follows:

Initial Contact to Julie Thomas by **July 20, 2022** - This needs to be done by the KCRC, most likely Steve Warren/Joe Kaltz.

TAP Grant Application due by **October 12, 2022**.

Grand Decision (MODT) **March 8, 2023**

We reviewed several options for bridge widening including the possibilities of adding one or two girders as well as a separated (prefabricated) structure. Steve Groenenboom will get with Mike TenBrock (KCRC) and Jennifer Dougherty (bridge engineer) to review various options/cost estimates. KCRC desires the roadway be made 10' wider. If this is accomplished, they would share in the project funding. This work needs to be done by **June 8, 2022** so it could be reviewed by the Ada Township Board at the **June 13, 2022** meeting.

Julius cautioned to not rush the work simply to make the June 8 deadline. If we do not make this deadline, the grant decision would be in June 2023. This would still allow for 2024 construction. Wayne mentioned MDOT may have committed all TAP funds for the 2024 season, but we could "advance construct" in 2024 and get reimbursed with FY 2025 grant funds after October 1, 2024 (new fiscal year for MDOT)

Additional Items

Project will involve numerous permitting agencies including floodplain/wetlands/streams, NEPA reviews.

We will likely apply for a grant in the \$1.3 million range and Township/County share will be 35% or more (at least \$650,000)

The approaches to the bridge will be constructed as a separate contract.

Steve Groenenboom, P.E.



2020 Monroe Avenue | Grand Rapids, MI 49505

Ph: (616) 363-9801 | Fx: (616) 363-2480 | sgroenenboom@mbce.com

[Website](#) | [LinkedIn](#)

This e-mail and any attachments are intended for the sole use of the addressee(s) listed, and may contain confidential or proprietary information. If you are not the intended recipient, please delete the e-mail and any attachments, and notify the sender.



May 31, 2022

Ada Township Board of Directors
7330 Thornapple River Drive
PO Box 370
Ada, MI 49301

RE: Existing Quota Liquor License

Dear Ada Township Board Members:

We are writing to express our immediate interest in the existing quota liquor license available in Ada for a new establishment, Velvet616, and our significant commitment to long-term use of this license in Ada. We would like to open our doors this September 2022.

What is Velvet616?

Velvet616 is a wine bar with the highest culinary standards. Our mission is to provide joy through wine, food, and community.

From early days, onward, wine bars have been a fixture of nearly every city in the nation. Velvet616 will bring this new dimension to our community in Ada. Going beyond the routine, Velvet616 will serve both big-name wines and smaller boutique labels spanning Old World and New. We will offer around 40 wines by the glass and another 150 by the bottle, pair sipping with education, and provide an atmosphere driven by community and genuine hospitality. Our laid-back environment will lend itself to socializing with a less crowded feel and more intimate appeal.

In warmer weather, choose a bottle from Velvet616's racks or fridges and our staff will uncork it, provide an ice bucket, and direct you to our garden courtyard, adorned with twinkling lights and inspired by live music. Or choose to explore and experiment by selecting a two-ounce or five-ounce pour, paired with daily-changing gourmet appetizers. Our seasonal ingredients will be thoughtfully chosen both from local farmers and world-wide purveyors not otherwise accessible to our community.

Velvet616 will be furnished with nooks and cozy booths encased in rich colors and plush surroundings, in hopes our guests will find comfort here, returning time and time again. We will embrace the intellectual stimulation linked to wine and offer an alternative to the bar scene.

We believe our business concept fits well with the Ada Village design principals, which are aimed at creating a cohesive community space that encourages pedestrian activity and a healthy mix of commercial activity. We will serve as a gathering place, encouraging patrons to stop in and relax before, after, or while taking advantage of the shopping, outdoor entertainment, and dining options within close walking distance.

Where is Velvet616?

Our business will be housed within the existing building located at 515 Ada Drive. Aside from some minor enhancements to more fully utilize the outdoor areas, we will preserve the exterior aesthetic of the building, which contributes greatly to the quaint, historic, and small-scale feeling of Ada Village. We have signed a three-year lease and would be willing to sign a longer lease if this provided reassurance to the Board of our long-term commitment.

Who are We?

We are locals serving locals. Dr. Thomas Aaberg, M.D. and his wife Dr. Melissa Meldrum Aaberg, M.D. (University of Michigan undergraduate and Medical School graduate) have lived in Ada for the past 20 years. Amy Laughlin, Esq. (Melissa's sister) lives in Ada and attended University of Michigan Law School ("Founders"). All three Founders are successful entrepreneurs, cumulatively employing and serving hundreds. We have significant personal assets to weather economic downturns or—goodness forbid—future pandemics. Opening Velvet616 fulfills a life-long dream of the Founders.

We respectfully ask you to consider the value this significant project brings to Ada Township and award Velvet616 with the existing quota liquor license, subject to receipt and review of Velvet616's formal application to the Township. Please let us know if we can provide additional information.

Sincerely,

Amy Laughlin

Amy Laughlin
650-533-6283

Thomas Aaberg

Dr. Thomas Aaberg
616-633-3181

ADA TOWNSHIP
WARRANTS FOR BOARD APPROVAL
ON BOARD MEETING DATE: June 13, 2022

HAND CHECKS

#101	#	53277, 53276, 53322, E147, 53329, 53331, 53332, 53334, E150	\$	43,385.76
#205	#	53323, E147, 53330, 53335, E151	\$	3,826.20
#208	#	53321, E147	\$	1,387.40
#211	#			
#213	#			
#243	#			
#248	#			
#249	#			
#401	#			
#590	#	E147, 53333	\$	4,468.59
#591	#	E147, 53333	\$	839.72
#597	#	E147, 53333	\$	421.42
#701	#			
TOTAL ALL HAND CHECKS			\$	54,329.09

WARRANTS

#101	GENERAL FUND		\$	249,228.07
#205	PUBLIC SAFETY FUND		\$	32,745.58
#208	PARKS & RECREATION		\$	23,130.20
#211	TOWNSHIP TRAILS		\$	47,981.63
#213	PARKS & OPEN SPACE			
#243	BROWNFIELD REDEVELOPMENT			
#248	DDA FUND		\$	6,955.60
#249	BUILDING DEPARTMENT			
#401	CAPITAL PROJECT			
#590	SEWER OPERATION FUND		\$	161,920.13
#591	WATER OPERATION FUND		\$	173,039.75
#597	GRAND VALLEY ESTATES FUND		\$	2,170.93
#701	ESCROW ACCT		\$	15,355.40
TOTAL WARRANTS			\$	712,527.29
TOTAL ALL CHECKS & WARRANTS			\$	766,856.38

ser: cassie

INVOICE ENTRY DATES 05/20/2022 - 06/13/2022

B: Ada

JOURNALIZED OPEN AND PAID

BANK CODE: GEN

Vendor Name	Description	Amount	Check #	Check Date
1. A-1 ASPHALT	TOWNSHIP PARKING LOT REPAIRS	3,848.40		
2. ACACIA GROUP	IRRIGATION REPAIRS-WEST VILLAGE	1,095.00		
3. ACCIDENT FUND OF MICHIGAN	WORKER COMP - JUNE	3,728.80		
4. ACP ENTERTAINMENT	4TH OF JULY ENTERTAINMENT	790.00		
5. ADA HISTORICAL SOCIETY	SPEAKER FEE	75.00		
6. ADA TOWNSHIP	WATER SERVICES-LIBRARY	588.45		
	WATER SERVICES-ADA PARK	86.60		
	WATER SERVICES-FIRE #1	471.57		
	WATER SERVICES-FULTON LIFT STATION	154.70		
	WATER SERVICES-LEGACY PARK	171.54		
	WATER SERVICES-TOWNSHIP HALL	408.70		
	WATER SERVICES-LEONARD FLD	201.54		
	WATER SERVICES-MUSEUM	162.12		
	TOTAL	2,245.22		
7. AFLAC	EMPLOYEE PREMIUMS	793.86	53329	06/08/2022
8. AIRVAC	SUPPLIES-FIRE	148.00		
9. AMAZON CAPITAL SERVICES, INC.	SUPPLIES-GEN	41.19	150	06/08/2022
10. APEX SOFTWARE	SOFTWARE RENEWAL	705.00		
11. AQUATIC CONSULTING SERVICES	GYPSY MOTH SPRAY COORDINATION	800.00		
12. AT & T	TELEPHONE SERVICES	181.80		
13. AUNALYTICS	ENDPOINT PROTECTION	428.50		
14. BARE NAKED 90'S	MUSIC ON THE LAWN	650.00	53321	06/01/2022
15. BARTLETT TREE EXPERTS	LEGACY PARK TREE MAINTENANCE	786.00		
16. BAZEN ELECTRIC COMPANY	STREETSCAPE MAINTENANCE	275.00		
17. BESTROM SERVICES, INC	COFFEE SERVICES-TWP HALL	58.90		
18. BETTENBAKER GMC	TAHOE MAINTENANCE	1,502.78		

6/08/2022 04:17 PM
ser: cassie
B: Ada

INVOICE APPROVAL BY INVOICE REPORT FOR ADA TOWNSHIP
INVOICE ENTRY DATES 05/20/2022 - 06/13/2022
JOURNALIZED OPEN AND PAID
BANK CODE: GEN

Vendor Name	Description	Amount	Check #	Check Date
19. BUIST ELECTRIC, INC.	MAINTENANCE - ROSELLE PARK	575.00		
20. CANFIELD PLUMBING AND HEATING	MAINTENANCE	99.00		
21. CARLETON EQUIPMENT	TOOLCAT BRUSH	1,092.56		
22. CASCADE PRINTING & GRAPHICS	SOCIAL DISTRICT LOGO STICKERS	433.75		
23. CLEAR WATER LAKE MANAGEMENT	PARADISE LAKE ALGAE TREATMENT	550.00		
24. COMCAST	INTERNET-PUMP STATION	204.85	151	06/08/2022
	INTERNET-FIRE #1	119.95	151	06/08/2022
	INTERNET-ADA PARK	118.45	151	06/08/2022
	TOTAL	<u>443.25</u>		

INVOICE APPROVAL BY INVOICE REPORT FOR ADA TOWNSHIP
INVOICE ENTRY DATES 05/20/2022 - 06/13/2022
JOURNALIZED OPEN AND PAID
BANK CODE: GEN

Vendor Name	Description	Amount	Check #	Check Date
25. CONSUMERS ENERGY	ELECTRIC SERVICES-TOWNSHIP HALL	589.99	147	06/07/2022
	ELECTRIC SERVICES-ADA DR STORAGE	31.23	147	06/07/2022
	ELECTRIC SERVICES-HALL LIFT STATION	186.99	147	06/07/2022
	ELECTRIC SERVICES-ROSELLE PARK	291.11	147	06/07/2022
	ELECTRIC SERVICES-FIRE #1	455.42	147	06/07/2022
	ELECTRIC SERVICES-GRAND VALLEY PUMP STATION	317.22	147	06/07/2022
	ELECTRIC SERVICES-ADA PARK	180.03	147	06/07/2022
	ELECTRIC SERVICES-ADA PARK	37.84	147	06/07/2022
	ELECTRIC SERVICES-MUSEUM	163.00	147	06/07/2022
	ELECTRIC SERVICES-ADA DR PUMP STATION	553.84	147	06/07/2022
	ELECTRIC SERVICES-STREET LIGHTS, BRONSON	43.84	147	06/07/2022
	ELECTRIC SERVICES-STREET LIGHTS, THORNAPPLE RIVER	38.92	147	06/07/2022
	ELECTRIC SERVICES-ROSELLE PARK	31.21	147	06/07/2022
	ELECTRIC SERVICES - KNAPP WATER TOWER	47.84	147	06/07/2022
	ELECTRIC SERVICES- LIBRARY OUTSIDE	211.74	147	06/07/2022
	ELECTRIC SERVICES-7351 BRONSON	50.30	147	06/07/2022
	ELECTRIC SERVICES-COVERED BRIDGE	57.69	147	06/07/2022
	ELECTRIC SERVICES-LEONARD FLD	77.37	147	06/07/2022
	ELECTRIC SERVICES-THORNAPPLE CLUB LIFT STATION	73.89	147	06/07/2022
	ELECTRIC SERVICES-LEGACY PARK	62.15	147	06/07/2022
	ELECTRIC SERVICES-PATTERSON METER PIT	63.61	147	06/07/2022
	ELECTRIC SERVICES-FIRE #2	115.15	147	06/07/2022
	ELECTRIC SERVICES-FINDLAY CEMETERY	29.24	147	06/07/2022
	ELECTRIC SERVICES-SIRENS	28.00	147	06/07/2022
	ELECTRIC SERVICES-SIRENS	38.98	147	06/07/2022
	ELECTRIC SERVICES-STREET LIGHTS	4,146.92	147	06/07/2022
	ELECTRIC SERVICES-49301 LED LIGHTS	286.81	147	06/07/2022
	ELECTRIC SERVICES-CASCADE LIFT STATION	186.99	147	06/07/2022
	ELECTRIC SERVICES-STREET LIGHTS, HEADLEY	143.95	147	06/07/2022
	ELECTRIC SERVICES-LIBRARY	2,424.26	147	06/07/2022
	ELECTRIC SERVICES-SPAULDING LIFT STATION	362.28	147	06/07/2022
	ELECTRIC SERVICES-STREET LIGHTS, HEADLEY 2	92.48	147	06/07/2022
	ELECTRIC SERVICES-FULTON LIFT STATION	3,097.56	147	06/07/2022
	ELECTRIC SERVICES-FULTON LIFT STATION	265.28	147	06/07/2022
	ELECTRIC SERVICES-ADA DR WATER TOWER	53.89	147	06/07/2022
	TOTAL	14,837.02		

6/08/2022 04:17 PM
ser: cassie
B: Ada

INVOICE APPROVAL BY INVOICE REPORT FOR ADA TOWNSHIP
INVOICE ENTRY DATES 05/20/2022 - 06/13/2022
JOURNALIZED OPEN AND PAID
BANK CODE: GEN

Vendor Name	Description	Amount	Check #	Check Date
26. CONTINENTAL LINEN SERVICE				
	LINEN/RUG SERVICES-FIRE	113.48		
	LINEN/RUG SERVICES-FIRE	113.48		
	LINEN/RUG SERVICES-TWP HALL	157.39		
	TOTAL	<u>384.35</u>		
27. CUSTODIAL HOUSEKEEPING STAFFING, IN				
	JANITORIAL SERVICES - MAY	800.00		
28. DELTA DENTAL				
	DENTAL PREMIUMS-PREPAID	2,119.40	53330	06/08/2022
29. DIRT CHEAP EXCAVATING & LANDSCAPING				
	CEMETERY SERVICES - OPEN/CLOSE	675.00		
	CEMETERY SERVICES - OPEN/CLOSE	565.00		
	CEMETERY SERVICES-OPEN/CLOSE	565.00		
	TOTAL	<u>1,805.00</u>		
30. DTE ENERGY				
	GAS SERVICES-LEGACY PARK	58.27		
	GAS SERVICES-TOWNSHIP HALL	308.71		
	GAS SERVICES-MUSEUM	146.01		
	GAS SERVICES-7351 BRONSON	20.86		
	GAS SERVICES-LIBRARY	741.45		
	GAS SERVICES-FIRE #2	138.72		
	GAS SERVICES-ROSELLE PARK	125.86		
	GAS SERVICES-FIRE #1	132.76		
	GAS SERVICES-GRAND VALLEY PUMP STATION	69.19		
	GAS SERVICES-FULTON LIFT STATION	130.27		
	GAS SERVICES-HALL ST LIFT STATION	53.42		
	GAS SERVICES-ADA DR PUMP STATION	127.78		
	GAS SERVICES-LEONARD FLD	69.11		
	GAS SERVICES-ADA PARK	76.61		
	TOTAL	<u>2,199.02</u>		
31. ELAINE BUCKLEY				
	SUPPLY REIMBURSEMENT	8.47		
32. ETNA SUPPLY				
	WATER METERS	1,410.00		
	7590 E FULTON APARTMENT BLDG#1,2,3 & 4	3,100.00		
	BLUE & GREEN MARKING PAINT	587.16		
	TOTAL	<u>5,097.16</u>		
33. EVERETT & ILENE VANDERTUIN				
	RETURN OF (1) CEMETERY SPACE	300.00		

6/08/2022 04:17 PM
ser: cassie
B: Ada

INVOICE APPROVAL BY INVOICE REPORT FOR ADA TOWNSHIP
INVOICE ENTRY DATES 05/20/2022 - 06/13/2022
JOURNALIZED OPEN AND PAID
BANK CODE= GEN

Vendor Name	Description	Amount	Check #	Check Date
34. FIRST COMMUNICATIONS	TELEPHONE SERVICES	899.39		
35. GILSON	BUSINESS CARDS - PARK	180.12		
36. GINA OLSZEWSKI	MILEAGE REIMBURSEMENT	167.68		
37. GODWIN HARDWARE, INC	SUPPLIES-B&G	138.50		
	SUPPLIES-FIRE	18.86		
	SUPPLIES-PARKS	70.50		
	SUPPLIES-PARKS	110.99		
	SUPPLIES-FIRE	11.98		
	SUPPLIES-FIRE	55.44		
	SUPPLIES-UTILITIES	15.99		
	TOTAL	422.26		
38. GRAND RAPIDS CITY TREASURER	WATER/SEWER USAGE & SERVICE CHARGE	248,947.08		
39. GREEN GIFTZ	SOCIAL DISTRICT SIGNAGE	2,824.88		
40. GRIFFIN PEST SOLUTIONS, INC	PEST CONTROL-FIRE #2	110.00		
	PEST CONTROL-MUSEUM	80.00		
	TOTAL	190.00		
41. HAMILTON HELICOPTERS	GYPSY MOTH SPRAY	199,620.90		
42. HOLLADAY PHOTOGRAPHY	EVENT PHOTOGRAPHY SUBSCRIPTION	378.00		
43. HOPE NETWORK WEST MICHIGAN	TRANSPORTATION-MAY	102.45		
44. I.T. RIGHT	COMPUTER MAINTENANCE	880.00		
45. INTEGRATED ARCHITECTURE	TOWNSHIP SPACE STUDY	1,660.00		
	PAYMENT FOR SERVICES RELATED TO NEW TWP HALL	2,570.00	53322	06/01/2022
	TOTAL	4,230.00		

Vendor Name	Description	Amount	Check #	Check Date
46. INTEGRITY BUSINESS SOLUTION				
	SUPPLIES-GEN DEPT	30.33		
	SUPPLIES-LIBRARY	156.00		
	SUPPLIES-PARKS	413.44		
	SUPPLIES-PARKS	6.12		
	SUPPLIES-GEN & ELECTION DEPTS	440.24		
	SUPPLIES-PARKS	639.64		
	TOTAL	1,685.77		
47. KENT COMMUNICATIONS, INC				
	POSTAGE - SUMMER TAX BILLS	2,300.00		
	WATER BILLS	966.98		
	TOTAL	3,266.98		
48. KENT COUNTY TREASURER				
	TOWNSHIP LAW - APRIL	26,554.04		
49. LEE'S TRENCHING SERVICE INC				
	FASE STREET SEWER REPAIRS	33,000.00		
	FASE STREET SEWER	17,000.00		
	TOTAL	50,000.00		
50. MARK YATROS				
	AV REFUND FOR ROSELLE	20.00		
51. MICHIGAN MUNICIPAL LEAGUE				
	CONSULTING SERVICES - COMPENSATION SURVEY	11,519.34		
	JOB POSTING-PARKS	211.44		
	TOTAL	11,730.78		
52. MID MICHIGAN ASSOC OF ASSESSING OFF				
	CO ED - ASSESSING	15.00		
53. MLIVE MEDIA GROUP				
	ADS	1,913.30		
54. MOORE & BRUGGINK INC				
	IRRIGATION REPAIR REIMBURSEMENT	514.90		
	PETTIS AVE TRAIL	44,749.19		
	ADA UTILITY SERV ENGINEERING	17,187.69		
	ADA SEWER H2S MONITORING	5,061.50		
	TOTAL	67,513.28		
55. MORAN, KEVIN				
	MILEAGE REIMBURSEMENT	147.42		
56. NATIONAL HOSE TESTING SPECIALITIES				
	2022 GROUND LADDER TESTING	432.50		

User: cassie

INVOICE ENTRY DATES 05/20/2022 - 06/13/2022

B: Ada

JOURNALIZED OPEN AND PAID

BANK CODE: GEN

Vendor Name	Description	Amount	Check #	Check Date
57. NYE UNIFORM CO.	UNIFORMS - MURRAY	4.00		
58. OCBA INC	PARKS LANDSCAPE CONSULTATION	5,327.01		
59. PINNACLE CLEANING SERVICES, INC	LIBRARY CLEANING SERVICES-MAY	3,270.00		
60. PLUMMER'S DISPOSAL SERVICE	HANDICAP RESTROOM-PARKS	129.00		
61. PREIN & NEWHOF, P.C.	WATER SAMPLES	405.00		
62. PRIORITY HEALTH	HEALTH PREMIUMS- JUNE	23,002.33	53331	06/08/2022
63. RAILROAD MANAGEMENT COMPANY, LLC	LICENSE FEES	608.99		
64. REPUBLIC SERVICES	TRASH SERVICES	689.22		
65. RRR LAWN AND LANDSCAPE LLC	TRAIL MAINTENANCE	775.00		
66. RYAN'S MUNICIPAL SERVICES	2021 CROSS CONNECTIONS	19,760.00		
67. SAID, JOHN	MILEAGE REIMBURSEMENT	73.48		
68. SALLY SAMPSON	IRRIGATION REPAIRS	258.50		
69. SEYFERTH PR	PUBLIC SAFETY MILLAGE	875.00		
70. SITEONE LANDSCAPE SUPPLY	SUPPLIES-PARKS	116.75		
	SUPPLIES-PARKS	47.24		
	TOTAL	163.99		
71. STANDARD SUPPLY & LUMBER CO, INC	SUPPLIES-TRAILS	83.44		
72. STATE OF MICHIGAN	MUNICIPAL PLATES FOR NEW FIRE	26.00	53323	06/01/2022
73. STERICYCLE, INC.	SHREDDING SERVICES	113.79		
	SHREDDING SERVICES	1,057.36		
	TOTAL	1,171.15		

Vendor Name	Description	Amount	Check #	Check Date
74. THE BADGE COMPANY, LLC	NAME BADGES, PARKS	9.70		
	NAME BADGES	9.70		
	NAMES BADGES	4.85		
	TOTAL	24.25		
75. THE ESTATE OF JOAN ARTIST	RETURN OF (11) CEMETERY SPACES	2,200.00	53277	05/20/2022
76. THE RIGHT PLACE	THE RIGHT PLACE PLEDGE #2	4,000.00		
77. THOMET CUSTOM CONSTRUCTION	ADA PARK IMPROVEMENT	4,800.00		
78. THORNAPPLE RIVER NURSERY, INC	PREMIUM WOOD CHIPS	15.50		
	PREMIUM WOOD CHIPS	62.01		
	PREMIUM WOOD CHIPS - PARKS	31.00		
	TOTAL	108.51		
79. THORNAPPLE, INC	SPRINKLER ACTIVATION - MUSEUM	71.00		
	SPRINKLER ACTIVATION - FIRE	62.00		
	SPRINKLER ACTIVATION - TOWNSHIP HALL	370.95		
	SPRINKLER LABOR - MUSEUM	631.12		
	SPRINKLER ACTIVATION - LEONARD FLD	106.00		
	SPRINKLER LABOR - STREET SCAPES	211.00		
	SPRINKLER ACTIVATION - BRONSON	96.92		
	MOWING CONTRACT 2 OF 6	14,944.44		
	TOTAL	16,493.43		
80. U.S. POSTAL SERVICE	POSTAGE	4,000.00	53276	05/20/2022
81. UNUM	LONG TERM DISABILITY PREMIUM-	409.48	53332	06/08/2022
	LIFE INSURANCE PREMIUMS	1,368.59	53332	06/08/2022
	TOTAL	1,778.07		
82. UTILITY SUPPLY OF AMERICA INC DB	SUPPLIES-UTILITIES	622.20		
83. VERIZON WIRELESS	SCADA LINE SERVICES	43.34	53333	06/08/2022
	SCADA LINE SERVICES	477.00	53333	06/08/2022
	TOTAL	520.34		

Vendor Name	Description	Amount	Check #	Check Date
84. VIRGINIA MAC ANASPIE	MARKET MASTER-MAY	804.00		
85. VISION SERVICE PLAN	EMPLOYEE VISION PREMIUM-JUNE	747.63	53334	06/08/2022
86. WHISKEY BOUND	LEGACY PARK CONCERT SERIES	600.00	53335	06/08/2022
87. WMCAT - AMBROSE	BEERS AT THE BRIDGE T-SHIRTS	2,459.05		
88. YELLOW PAGE CO.	LISTING SERVICES	57.53		
TOTAL - ALL VENDORS		766,856.38		
PAYMENT TYPE TOTALS				
Paper Check		751,534.92		
EFT Transfer		15,321.46		



MEMORANDUM

Date: 6/8/22

TO: Ada Township Board
FROM: Julius Suchy, Township Manager
RE: Adatowne/Adacroft Water Main & Street Improvements Final Pay Application (#6)

Background:

Ada Township awarded the Adatowne/Adacroft Water Main & Street Improvement Phase 1 Project to CL Trucking & Excavating for \$2,433,253.00.

Moore + Bruggink has provided the attached pay application recommendation for CL Trucking & Excavating for final pay application #6 in the amount of \$50,000.00 which would release retainage being held on the project. This project was completed in 2020.

Mr. Groenenboom will be present at the meeting to discuss the specific items that were covered by this pay application and to answer any questions.

Recommendation:

Staff would recommend approval of final pay application #6. The project is complete and the one outstanding driveway that is cracked will be addressed when they complete concrete work on Phase III.

Requested Motion: Motion to Approve Adatowne/Adacroft Water Main & Street Improvement Project Final Pay Application (#6) to CL Trucking & Excavating for \$50,000.00.



Moore+Bruggink
Consulting Engineers

May 24, 2022

Re: Adatowne & Adacroft
Neighborhoods Water Main &
Street Improvements
Project No. 180226.01

Mr. Julius Suchy
Ada Township
7330 Thornapple River Drive SE
Ada, Michigan 49301

Dear Mr. Suchy:

The attached pay estimate releases the \$50,000 in retainage for the Adatowne Water Main project. This project was completed in the fall of 2020, and CL Trucking has completed all punch list items, including various lawn restoration issues and the replacement of 19 cracked concrete driveway approaches.

There is one additional driveway that cracked earlier this spring. This was added to the punch list after the concrete sub left the project. CL Trucking assures me this will be taken care of with the driveway work scheduled for Phase 3 work.

Please give me a call if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Steven C. Groenenboom'.

Steven C. Groenenboom, P.E.
Project Manager

Attachment



RECOMMENDATION FOR PAYMENT

CONTRACTOR: C L Trucking & Excavating, LLC
256 East Parameter Road
Ionia, Michigan 48846

PROJECT NO.: 180226.01
ESTIMATE NO.: 6
DATE: May 24, 2022

PROJECT: Adatowne & Adacroft Neighborhoods Water Main & Street Improvements

Period covered by this estimate: January 1, 2021, through May 24, 2022

ORIGINAL CONTRACT PRICE: \$2,433,253.00

Approved Contract Change Orders to Date:	Increase	Decrease
Change Order #1		\$161,248.31

ADJUSTED CONTRACT AMOUNT: \$2,272,004.69

TOTAL AMOUNT EARNED AS SHOWN ON THIS ESTIMATE: \$2,272,004.69

Less Retained: \$0.00

Subtotal: \$2,272,004.69

Less Payments to Date: \$2,222,004.69

AMOUNT DUE CONTRACTOR: \$50,000.00

Prepared By: Steve Groenenboom, P.E.

Recommended for Payment:  Date: 5/24/2022
Moore & Bruggink, Inc.

Authorized for Payment: _____ Date: _____
Ada Township



MEMORANDUM

Date: 6/8/22

TO: Ada Township Board
FROM: Julius Suchy, Township Manager
RE: Adacraft/Adatowne Water Main & Street Improvements Pay App #10

Background:

Ada Township awarded the Adacraft/Adatowne Water Main & Street Improvement Phase II & III Project to CL Trucking & Excavating for \$5,664,810.50. At the July 26, 2021 meeting the Township Board authorized Change Order #1 for an increase of \$34,853.25. At the November 8, 2021 meeting the Township authorized Change Order #2 for an increase of \$64,905.26.

Moore + Bruggink has provided the attached pay application recommendation for CL Trucking & Excavating for pay application #10 in the amount of \$176,402.18 for the period between 1/29/22 and 4/29/22. The Township will still hold 5% of the total contract amount earned equaling \$201,864.94

Mr. Groenenboom will be present at the meeting to discuss the specific items that were covered by this pay application and to answer any questions.

Recommendation:

Staff would recommend approval of pay application #10. The project is continuing to progress and M+B has recommended approval of the pay application.

Requested Motion: Motion to Approve Adacraft & Adatowne Water Main & Street Improvement Project Pay Application #10 to CL Trucking & Excavating for \$176,402.18.



RECOMMENDATION FOR PAYMENT

CONTRACTOR:	C.L. Trucking & Excavating, LLC 256 East Parmeter Road Ionia, Michigan 48846	PROJECT NO.:	190182.01
		ESTIMATE NO.:	10
		DATE:	May 24, 2022
PROJECT:	Adatowne & Adacraft Neighborhoods Water Main & Street Improvements, Phases 2 & 3		

Period covered by this estimate: January 29, 2022, through April 29, 2022

ORIGINAL CONTRACT PRICE:	\$5,664,810.50
--------------------------	----------------

Approved Contract Change Orders to Date:	Increase	Decrease
#1: 7/21/2021	\$34,853.25	
#2: 11/3/2021	\$64,905.26	

ADJUSTED CONTRACT AMOUNT:	\$5,764,569.01
---------------------------	----------------

TOTAL AMOUNT EARNED AS SHOWN ON THIS ESTIMATE:	\$4,037,298.89
--	----------------

Less Retained (5% of Amount Earned):	<u>\$201,864.94</u>
--------------------------------------	---------------------

Subtotal:	\$3,835,433.95
-----------	----------------

Less Payments to Date:	<u>\$3,659,031.77</u>
------------------------	-----------------------

AMOUNT DUE CONTRACTOR:	\$176,402.18
------------------------	--------------

Prepared By: Steven C. Groenenboom, P.E.

Recommended for Payment:	 _____ Moore & Bruggink, Inc.	Date:	<u>5/24/2022</u>
--------------------------	---	-------	------------------

Authorized for Payment:	_____ Ada Township	Date:	_____
-------------------------	-----------------------	-------	-------

MOORE & BRUGGINK, INC.

CONTRACT: Adatowne & Adacraft Neighborhoods Water Main & Street Improvements – Project No. 190182.01

CONSTRUCTION PROGRESS REPORT NO. 10

PERIOD OF ESTIMATE: January 29, 2022, through April 29, 2022

OWNER: Ada Township, 7330 Thornapple River Drive SE, Ada, Michigan 49301

CONTRACTOR: C.L. Trucking & Excavating, LLC, 256 East Parmeter Road, Ionia, Michigan 48846

Item No.	Proposal Item	Unit	Contract Plan Quantity	Completed Quantity	Price	Amount
Phase 2 Items						
1	Mobilization, Max \$460,000	Lsum	1	1	\$383,590.00	\$383,590.00
2	Tree, Rem, 19 inch to 36 inch	Ea	10	9	\$500.00	\$4,500.00
3	Tree, Rem, 6 inch to 18 inch	Ea	50	37	\$200.00	\$7,400.00
4	Curb and Gutter, Rem	Ft	4,600	4,739.5	\$3.75	\$17,773.13
5	Pavt, Rem	Syd	4,800	4,896.73	\$5.00	\$24,483.65
6	Abandon and Fill Underground Utilities, 8 inch Dia.	Ft	8,700	8,700	\$2.00	\$17,400.00
7	Miscellaneous Landscaping, Remove	Lsum	1	1	\$10,000.00	\$10,000.00
8	Street Grading	Ft	14,500	14,500	\$4.50	\$65,250.00
9	Erosion Control, Inlet Protection, Silt Bag	Ea	82	79	\$70.00	\$5,530.00
10	Aggregate Base, 8 inch, 21AA, Modified	Syd	1,000	1,000	\$10.00	\$10,000.00
11	Dr Structure Cover, Adj, Case 1	Ea	182	133	\$450.00	\$59,850.00
12	Dr Structure, Temp Lowering	Ea	182	99	\$75.00	\$7,425.00
13	Dr Structure, Reconstruct	Ft	20	2.46	\$200.00	\$492.00
14	Furnish Drainage Cover Casting	Lb	45,000	35,943	\$1.15	\$41,334.45
15	HMA Surface, Rem	Syd	50,250	49,841.96	\$0.85	\$42,365.67
16	Hand Patching	Ton	100	10.54	\$91.00	\$959.14
17	HMA, 3C	Ton	6,250	6,546.24	\$62.00	\$405,866.88
18	HMA, 5E1	Ton	4,700	4,619.19	\$65.00	\$300,247.35
19	Temporary HMA Pavement	Ton	200	0	\$67.00	\$0.00
20	Driveway, Nonreinf Conc, 6 inch, 4 inch Sand Subbase	Syd	5,400	4,921.63	\$37.00	\$182,100.31
21	Curb and Gutter, Conc, Det F4	Ft	1,950	2,213.3	\$22.50	\$49,799.25
22	Valley Gutter, Conc	Ft	2,800	2,527	\$22.50	\$56,857.50
23	Traffic Control	Lsum	1	1	\$25,000.00	\$25,000.00
24	Turf Establishment	Syd	30,000	22,669.57	\$3.70	\$83,877.41
25	Turf Watering	Ea	10	0	\$500.00	\$0.00
26	Sign, Remove & Reinstall	Ea	17	5	\$55.00	\$275.00
27	Adacraft Sign, Remove & Reinstall	Ea	1	1	\$200.00	\$200.00
28	Water Main, D.I. CL 53, 8 inch (with Poly-Wrap), incl. sand backfill	Ft	14,685	14,529.65	\$80.00	\$1,162,372.00
29	Water Main, D.I. CL 53, 6 inch (with Poly-Wrap), incl. sand backfill	Ft	405	323.6	\$45.00	\$14,562.00
30	Water Service, Copper, Type K, 1 inch, incl. sand backfill	Ft	2,100	963.8	\$25.00	\$24,095.00
31	Water Service, Copper, Type K, 1 inch, Trenchless Construction	Ft	6,700	6,067.9	\$25.00	\$151,697.50
32	Hydrant Extension	Ft	30	1.5	\$325.00	\$487.50
33	Ex. Water Main, Rem	Ft	50	50.5	\$10.00	\$505.00
34	Hydrant, Rem and Salvage	Ea	30	30	\$450.00	\$13,500.00
35	Tap for 1 inch Water Service, incl Corporation Stop	Ea	249	251	\$350.00	\$87,850.00
36	Curb Stop and Box, 1 inch	Ea	249	250	\$600.00	\$150,000.00
37	Tee, 12 inch x 12 inch x 8 inch	Ea	1	0	\$850.00	\$0.00
38	Tee, 8 inch x 8 inch x 8 inch	Ea	13	13	\$550.00	\$7,150.00
39	Tee, 8 inch x 8 inch x 6 inch	Ea	18	19	\$500.00	\$9,500.00
40	Cross, 8 inch x 8 inch	Ea	2	2	\$750.00	\$1,500.00
41	Reducer, 8 inch x 6 inch	Ea	12	14	\$325.00	\$4,550.00
42	Valve and Box, 12 inch	Ea	2	0	\$2,800.00	\$0.00
43	Valve and Box, 8 inch	Ea	48	49	\$1,600.00	\$78,400.00
44	Valve and Box, 6 inch	Ea	30	30	\$1,150.00	\$34,500.00
45	Water Service Connection	Ea	249	251	\$185.00	\$46,435.00

Item No.	Proposal Item	Unit	Contract Plan Quantity	Completed Quantity	Price	Amount
46	Plug, 6 inch	Ea	1	1	\$200.00	\$200.00
47	Plug, 8 inch	Ea	5	7	\$250.00	\$1,750.00
48	Hydrant, 5 inch	Ea	30	30	\$2,850.00	\$85,500.00
49	Bend, 90 Degree, 8 inch	Ea	1	1	\$350.00	\$350.00
50	Bend, 22-1/2 Degree, 8 inch	Ea	27	26	\$320.00	\$8,320.00
51	Bend, 11-1/4 Degree, 8 inch	Ea	2	17	\$320.00	\$5,440.00
52	Bend, 90 Degree, 6 inch	Ea	18	18	\$280.00	\$5,040.00
53	Sleeve, 8 inch	Ea	7	6	\$600.00	\$3,600.00
54	Sleeve, 6 inch	Ea	1	0	\$600.00	\$0.00
55	Thrust Block	Ea	4	1	\$250.00	\$250.00
56	Water Main Connection	Ea	5	6	\$1,500.00	\$9,000.00
57	Abandon Ex. Valve and Box	Ea	55	55	\$150.00	\$8,250.00
58	Bend, 45 Degree, 8 inch	Ea	22	24	\$325.00	\$7,800.00
59	Adaway Ave Pressure Reducing Valve & Chamber	Lsum	1	1	\$25,000.00	\$25,000.00
60	Ada Drive Pressure Reducing Valve & Chamber	Lsum	1	0	\$27,000.00	\$0.00
61	Valve & Chamber, Rem	Ea	2	1	\$1,000.00	\$1,000.00
62	Tapping Sleeve & Valve, 12 inch x 8 inch	Ea	1	1	\$4,500.00	\$4,500.00
63	Underground Sprinkling Systems, Restore	Dlr	20,000	23,497.4	\$1.00	\$23,497.40
64	Sanitary Manhole Epoxy Lining	Vft	25	0	\$340.00	\$0.00
Subtotal Phase 2 Items						\$3,779,178.13
Phase 3 Items						
65	Mobilization, Max \$180,000	Lsum	1	0.5	\$165,000.00	\$82,500.00
66	Clear and Grubbing	Acre	0.05	0	\$10,000.00	\$0.00
67	Tree, Rem, 19 inch to 36 inch	Ea	5	3	\$500.00	\$1,500.00
68	Tree, Rem, 6 inch to 18 inch	Ea	30	16	\$200.00	\$3,200.00
69	Curb and Gutter, Rem	Ft	2,100	0	\$3.75	\$0.00
70	Pavt, Rem	Syd	1,900	0	\$5.00	\$0.00
71	Abandon and Fill Underground Utilities, 12 inch Dia.	Ft	2,750	0	\$5.00	\$0.00
72	Abandon and Fill Underground Utilities, 8 inch Dia.	Ft	2,475	0	\$2.00	\$0.00
73	Miscellaneous Landscaping, Remove	Lsum	1	0	\$6,000.00	\$0.00
74	Street Grading	Ft	5,919	0	\$4.50	\$0.00
75	Erosion Control, Inlet Protection, Silt Bag	Ea	40	24	\$70.00	\$1,680.00
76	Aggregate Base, 8 inch, 21AA, Modified	Syd	600	0	\$10.00	\$0.00
77	Dr Structure Cover, Adj, Case 1	Ea	73	0	\$450.00	\$0.00
78	Dr Structure, Temp Lowering	Ea	73	0	\$75.00	\$0.00
79	Dr Structure, Reconstruct	Ft	20	0	\$200.00	\$0.00
80	Furnish Drainage Cover Casting	Lb	20,500	0	\$1.15	\$0.00
81	HMA Surface, Rem	Syd	21,000	0	\$0.85	\$0.00
82	Hand Patching	Ton	50	0	\$94.00	\$0.00
83	HMA, 3C	Ton	2,450	0	\$65.00	\$0.00
84	HMA, 5E1	Ton	1,800	0	\$68.00	\$0.00
85	Temporary HMA Pavement	Ton	100	0	\$66.00	\$0.00
86	Driveway, Nonreinf Conc, 6 inch, 4 inch Sand Subbase	Syd	1,900	0	\$37.00	\$0.00
87	Curb and Gutter, Conc, Det F4	Ft	1,275	0	\$22.50	\$0.00
88	Valley Gutter, Conc	Ft	810	0	\$22.50	\$0.00
89	Traffic Control	Lsum	1	0	\$10,000.00	\$0.00
90	Turf Establishment	Syd	12,600	0	\$3.70	\$0.00
91	Turf Watering	Ea	10	0	\$500.00	\$0.00
92	Sign, Remove & Reinstall	Ea	8	0	\$55.00	\$0.00
93	Water Main, D.I. CL 53, 12 inch (with Poly-Wrap), incl. sand backfill	Ft	1,450	761	\$105.00	\$79,905.00
94	Water Main, D.I. CL 53, 8 inch (with Poly-Wrap), incl. sand backfill	Ft	4,580	5	\$80.00	\$400.00
95	Water Main, D.I. CL 53, 6 inch (with Poly-Wrap), incl. sand backfill	Ft	141	12.7	\$45.00	\$571.50
96	Water Service, Copper, Type K, 1 inch, incl. sand backfill	Ft	653	0	\$25.00	\$0.00
97	Water Service, Copper, Type K, 1 inch, Trenchless Construction	Ft	2,416	0	\$25.00	\$0.00

Item No.	Proposal Item	Unit	Contract Plan Quantity	Completed Quantity	Price	Amount
98	Hydrant Extension	Ft	11	0	\$325.00	\$0.00
99	Ex. Water Main, Rem	Ft	45	0	\$10.00	\$0.00
100	Hydrant, Rem and Salvage	Ea	11	0	\$450.00	\$0.00
101	Tap for 1 inch Water Service, incl Corporation Stop	Ea	89	0	\$350.00	\$0.00
102	Curb Stop and Box, 1 inch	Ea	89	0	\$600.00	\$0.00
103	Tee, 8 inch x 8 inch x 8 inch	Ea	5	0	\$550.00	\$0.00
104	Tee, 8 inch x 8 inch x 6 inch	Ea	7	0	\$500.00	\$0.00
105	Tee, 12 inch x 12 inch x 12 inch	Ea	1	0	\$1,000.00	\$0.00
106	Tee, 12 inch x 12 inch x 8 inch	Ea	2	1	\$850.00	\$850.00
107	Tee, 12 inch x 12 inch x 6 inch	Ea	2	1	\$800.00	\$800.00
108	Cross, 8 inch x 8 inch	Ea	1	0	\$750.00	\$0.00
109	Reducer, 12 inch x 8 inch	Ea	1	0	\$500.00	\$0.00
110	Reducer, 8 inch x 6 inch	Ea	4	0	\$325.00	\$0.00
111	Valve and Box, 12 inch	Ea	6	3	\$2,800.00	\$8,400.00
112	Valve and Box, 8 inch	Ea	24	1	\$1,600.00	\$1,600.00
113	Valve and Box, 6 inch	Ea	11	1	\$1,150.00	\$1,150.00
114	Water Service Connection	Ea	89	0	\$185.00	\$0.00
115	Plug, 6 inch	Ea	2	0	\$200.00	\$0.00
116	Plug, 8 inch	Ea	6	0	\$250.00	\$0.00
117	Plug, 12 inch	Ea	2	0	\$350.00	\$0.00
118	Hydrant, 5 inch	Ea	11	1	\$2,850.00	\$2,850.00
119	Bend, 22-1/2 Degree, 12 inch	Ea	10	0	\$650.00	\$0.00
120	Bend, 45 Degree, 8 inch	Ea	3	0	\$325.00	\$0.00
121	Bend, 22-1/2 Degree, 8 inch	Ea	21	0	\$320.00	\$0.00
122	Bend, 90 Degree, 6 inch	Ea	7	1	\$280.00	\$280.00
123	Sleeve, 12 inch	Ea	2	0	\$1,200.00	\$0.00
124	Sleeve, 8 inch	Ea	5	0	\$600.00	\$0.00
125	Sleeve, 6 inch	Ea	2	0	\$600.00	\$0.00
126	Thrust Block	Ea	3	0	\$250.00	\$0.00
127	Water Main Connection	Ea	9	0	\$1,500.00	\$0.00
128	Abandon Ex. Valve and Box	Ea	11	0	\$150.00	\$0.00
129	Tapping Sleeve & Valve, 12 inch x 8 inch	Ea	1	0	\$4,500.00	\$0.00
130	Underground Sprinkling Systems, Restore	Dlr	5,000	0	\$1.00	\$0.00
Subtotal Phase 3 Items						\$185,686.50
Change Order #1 Items						
131	Tapping Sleeve & Valve, 8 inch x 8 inch	Ea	0	1	\$4,742.00	\$4,742.00
132	Landscaping @ 401 Adaway Ave	Dollar	0	2,787	\$1.00	\$2,787.00
Subtotal Change Order #1 Items						\$7,529.00
Change Order #2 Items						
133	Ex. Aggregate Removal & 6 inch 21AA Placement	Syd	0.00	4,954.6	\$13.10	\$64,905.26
Subtotal Change Order #2 Items						\$64,905.26
TOTAL ALL ITEMS						\$4,037,298.89
LESS RETAINAGE (5% of Amount Earned)						\$201,864.94
ADJUSTED AMOUNT EARNED TO DATE						\$3,835,433.95
LESS PREVIOUS ESTIMATES						\$3,659,031.77
AMOUNT DUE CONTRACTOR, THIS ESTIMATE						\$176,402.18



To: Ada Township Board of Trustees
Julius Suchy, Ada Township Manager
From: Mark Fitzpatrick, Parks Director
Re: Redline Excavating Pay Ap #2 for Roselle Park Parking Lot Project
Date: June 6, 2022

Redline Excavating LLC has submitted their second Application and Certificate for Payment for their work on the Roselle Park Parking Lot project application date of May 20, 2022. Their request is for \$19,357.30. The total for their current contract is \$245,700.00.

Sandra Bliesener, President of OCBA, has submitted a letter along with the application form verifying the work completed to date and recommending the payment as requested.

I have observed and reviewed the work completed at the site and the pay application request. I also recommend payment to Redline Excavating for the \$19,357.30.

Thank you



O'BOYLE, COWELL,
BLALOCK & ASSOCIATES, INC.

350 E. Michigan Avenue, Suite 415
Kalamazoo, Michigan 49007

124 Fulton Street E., Suite 6B
Grand Rapids, MI 49503

T (269) 381-3357
F (269) 381-2944

ocba.com

26 May 2022

Mark Fitzpatrick, Director
Ada Township Parks and Recreation
mfitzpatrick@adatownshipmi.com

Re: Roselle Park Improvements
Ada Township, Michigan

Dear Mark:

Enclosed you will find Redline Excavating's Application and Certificate for Payment No. 2 for the referenced project. This application is a request for payment for project work completed to date.

We have observed the work represented by this application and to the best of our knowledge, it has been completed according to the contract documents. We would, therefore, recommend payment to the Contractor for the amount of \$19,357.30.

If you have any questions regarding this recommendation, please do not hesitate to call.

Sincerely,

O'BOYLE, COWELL, BLALOCK & ASSOCIATES, INC.

A handwritten signature in black ink that reads "Sandra J. Bliesener". The signature is fluid and cursive.

Sandra J. Bliesener, PLA, ASLA, LEED AP
President

Enclosure

copies:

Mike Meyer, Redline Excavating, LLC
Rachael Hill, Redline Excavating, LLC
Julius Suchy, Ada Township Supervisor
Katie Chase, OCBA Landscape Architects



APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF TWO PAGES

TO (OWNER):

Ada Township
7330 Thornapple River Dr.
Ada, MI 49301

PROJECT:

Roselle Park Improvements
1010 Grand River Dr NE
Ada, MI 49301

APPLICATION NO.: 2

APPLICATION DATE: 05/20/22

PERIOD FROM: 05/01/22 TO 05/31/22

FROM (CONTRACTOR):

Redline Excavating, L.L.C.
4277 1/2 58th St.
Holland, MI 49422

ARCHITECT:

O'Boyle, Cowell, Blalock & Associates, Inc.
350 E. Michigan Ave. Suite 415
Kalamazoo, MI 49007

ARCHITECT'S PROJECT NO.: 052015

CONTRACT FOR:

Application is made for Payment, as shown below, in connection with the Contract. Continuation sheet, AIA Document G702A, is attached.

The present status of the account for this Contract is as follows:

CHANGE ORDER SUMMARY

Change Orders approved in previous months by Owner.	ADDITIONS	DEDUCTIONS
TOTAL	\$0.00	\$0.00
<u>Approved this Month</u>		
<u>Number</u> <u>Date Approved</u>		
TOTALS	\$0.00	\$0.00
Net Change by Change Orders		\$0.00

1. ORIGINAL CONTRACT SUM	<u>\$245,700.00</u>
2. Net change by Change Orders (See Change Order Summary)	<u>\$0.00</u>
3. CONTRACT SUM TO DATE	<u>\$245,700.00</u>
4. TOTAL COMPLETED & STORED TO DATE	<u>\$47,477.37</u>
5. RETAINAGE: 10%	<u>\$4,747.74</u>
6. TOTAL EARNED LESS RETAINAGE	<u>\$42,729.63</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	<u>\$23,372.33</u>
8. CURRENT PAYMENT DUE	<u>\$19,357.30</u>

The undersigned Contractor certifies that the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that the current payment shown herein is now due.

CONTRACTOR: Redline Excavating, L.L.C.

By: *[Signature]* 05/20/22

State of: Michigan County of: Ottawa
Subscribed and sworn to before me this 20th day of May, 2022
Notary Public: Rachael Hill
My Commission expires: April 18, 2027

RACHAEL HILL
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OTTAWA
My Commission Expires April 18, 2027
Acting in the County of ALLEGAN

In accordance with the Contract and this Application for Payment the Contractor is entitled to payment in the amount shown above.

Architect: O'Boyle, Cowell, Blalock & Associates, Inc. 05/26/22

By: *Sandra J. Bliesener*

- OWNER
- ARCHITECT
- CONTRACTOR
-

This Certificate is not negotiable. It is payable only to the payee named herein and its issuance, payment and acceptance are without prejudice to any rights of the Owner or Contractor under their Contract.

CONTINUATION SHEET

AIA DOCUMENT G702A

PAGE TWO OF TWO PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing CONTRACTOR'S signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.

APPLICATION NUMBER: 2
 APPLICATION DATE: 05/2022
 PERIOD TO: 05/31/22
 ARCHITECT'S PROJECT NO.: 052015

A ITEM NO.	B DESCRIPTION OF WORK	C ORIGINAL SCHEDULED VALUE	D CHANGE ORDERS	E REVISED SCHEDULED VALUE	G WORK COMPLETED		H STORED MATERIALS	I TOTAL COMPLETED AND STORED (F + G + H)	J PERCENT COMPLETED (I / E)	K BALANCE TO FINISH (E - I)
					F PREVIOUS APPLICATIONS	THIS APPLICATION				
1	Traffic Control	\$1,300.00		\$1,300.00				\$0.00	0.00%	\$1,300.00
2	Mobilization	\$2,500.00		\$2,500.00	\$2,500.00			\$2,500.00	100.00%	\$0.00
3	Soil Erosion	\$5,510.00		\$5,510.00	\$4,408.00			\$4,408.00	80.00%	\$1,102.00
4	Removals	\$26,150.00		\$26,150.00	\$13,075.00			\$13,075.00	50.00%	\$13,075.00
5	Earthwork	\$35,860.25		\$35,860.25	\$3,586.25	\$21,508.12		\$25,094.37	69.98%	\$10,765.88
6	Landscaping	\$38,333.00		\$38,333.00				\$0.00	0.00%	\$38,333.00
7	Storm Sewer	\$2,860.00		\$2,860.00				\$0.00	0.00%	\$2,860.00
8	Roads & Lots	\$59,747.00		\$59,747.00				\$0.00	0.00%	\$59,747.00
9	Asphalt/Signage	\$66,839.75		\$66,839.75				\$0.00	0.00%	\$66,839.75
10	Restoration - Topsoil/Seed	\$1,500.00		\$1,500.00				\$0.00	0.00%	\$1,500.00
11	Street Sweeping	\$3,000.00		\$3,000.00				\$0.00	0.00%	\$3,000.00
12	Bond	\$2,400.00		\$2,400.00	\$2,400.00			\$2,400.00	100.00%	\$0.00
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
	SUB TOTAL OR TOTAL	\$246,000.00		\$246,000.00	25,969	\$21,508.12	0	\$47,477.37	19%	\$198,522.63

AIA DOCUMENT G702A * CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT

From:	Redline Excavating, L.L.C. 4277 1/2 58th St. Holland, MI 49422	To:	Ada Township 7330 Thornapple River Dr. Ada, MI 49301	Invoice:	2
				Invoice Date:	05/20/22
				Period Ending Date:	05/31/22

Request for Payment:
Original Contract Amount

SWORN STATEMENT
 (under the Construction Lien Act of 1980)

Mike Meyer being duly sworn, deposes and says: that Redline Excavating, LLC
 is the subcontractor for an improvement to the following described real property situated in Kent

Put Description, Project Name and/or Address Roselle Park Improvements

that the following is a statement of each subcontract and supplier and laborer, for which laborer the payment of wa-
 benefits and withholdings is due but unpaid, with whom the (contractor)(subcontractor) has (contracted)(subcontra-
 performance under the contract with the owner or lessee thereof, and that the amounts due to the persons as of th-
 are correctly and fully set forth opposite their names as follows:

Name of subcontractor supplier or laborer	Type of improvement furnished	Total Contract price	Amount Already paid	Amount currently owing	Balance to complete (optional)
Redline Excavating	Sitework	\$132,764.25	\$23,372.33	\$ 19,357.30	
L&O Construction	Concrete	\$ 15,606.00			
Landscape Design Serv	Storm Structures	\$ 34,900.00			
Rieth Riley Construction	Asphalt	\$ 62,429.75			
TOTALS:		\$245,700.00	\$23,372.33	\$19,357.30	\$ -

(Some columns are not applicable to all persons listed)

That the contractor has not procured material from, or subcontracted with, any person other than those set forth on the reverse side and owes no money for the improvement other than the sums set forth on the reverse side.

Deponent further says that he or she makes the foregoing statement as the (contractor)(subcontractor) or as Employee

owner or lessee of the described on the reverse side premises and his or her agents that the property described on the reverse side is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth on the reverse side and except for the claims of construction liens by laborers which may be provided pursuant to section 109 of the construction lien act, Act No. 497 of the Public Acts of 1980, as amended, being section 570.1109 of the Michigan Compiled Laws.

WARNING TO OWNER: AN OWNER OR LESSEE OF THE PROPERTY DESCRIBED ON THE REVERSE SIDE MAY NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING PURSUANT TO SECTION 109 OF THE CONSTRUCTION LIEN ACT TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.



(Deponent)

WARNING TO DEPONENT: A PERSON, WHO WITH INTENT TO DEFRAUD, GIVES A FALSE SWORN STATEMENT IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT NO. 497 OF THE PUBLIC ACTS OF 1980, AS AMENDED, BEING SECTION 570.1110 OF THE MICHIGAN COMPILED LAWS.

Subscribed and sworn to before me this 20th day of May, 2022.

Ottawa County, Michigan

Signature Dawn Hui

My Commission Expires April 18, 2027

INSTRUCTIONS

1. A Sworn Statement in the preceding form must be provided before any contractor or subcontractor can file a Complaint, Cross-Claim or Counter-Claim to enforce a construction lien.
2. An owner or lessee may withhold payment to a contractor or subcontractor who has not provided a Sworn Statement the amount sufficient to pay all sums shown on the statements as owing subcontractors, suppliers and laborers, or the amount shown to be due to lien claimants who have provided Notices of Furnishing pursuant to the Construction Lien Act of 1980.
3. An owner or lessee may rely on a Sworn Statement to avoid a lien claim unless the lien claimant has provided the owner or less with a Notice of Furnishing pursuant to the Construction Lien Act of 1980.
4. If the contract provided for payments by the owner to the general contractor, if any, in the normal course of construction, but the owner elects to pay lien claimants directly, the first time the owner elects to make payment directly to a lien claimant he or she shall provide at least 5 business days' notice to the general contractor of the intention to make direct payment. Subsequent direct disbursements to lien claimants need not be preceded by the 5-day notice provided in this section unless the owner first returns to the practice of paying all sums to the general contractor.

KENT DISTRICT LIBRARY REPORT SPRING 2022

AMY VAN ANDEL LIBRARY + COMMUNITY CENTER



Our First Birthday Cake!

Ada Fast Facts

- **60.64%** of all checkouts in ADA are children's books compared to **45.73%** system wide.
- YTD there has been a **64%** increase in visitors vs 2021. The Branch has seen **30,240** visits through May 31.
- We're growing! **587** new library cards have been issued so far in 2022.

What's New This Summer?

Coming off a very successful Spring, the Amy Van AnDEL Library is ready for Summer Wonder! The 2022 Summer Wonder 30 day reading challenge is for all ages and reading levels. Children who complete the challenge will receive a free book and adults will receive a Summer Wonder umbrella. KDL is the perfect place to keep summer learning alive and growing.

The Library is excited to be hosting story time every Tuesday morning at the Farmer's Market and looks forward to marching in the Fourth of July Parade and participating in August in Ada. With multiple events scheduled every week this summer visitor counts at the Amy Van AnDEL Branch are anticipated to be quite a bit higher than 2021.

In other news KDL has launched a new App! The app makes common library tasks faster and easier. It keeps users logged in and is the best way to check on the status of holds, due dates, and the events calendar. It even has a bar code which can be used at the self checkout inside the branch.

All 20 locations have also added hygiene lockers. Every locker is stocked with diapers, wipes, tampons, deodorant, oral hygiene products and more! Patrons may take what they need without having to ask a staff person. The lockers are located near the bathrooms on both levels of the Amy Van AnDEL library.

Scott Ninemeier
Amy Van AnDEL Library Regional Manager

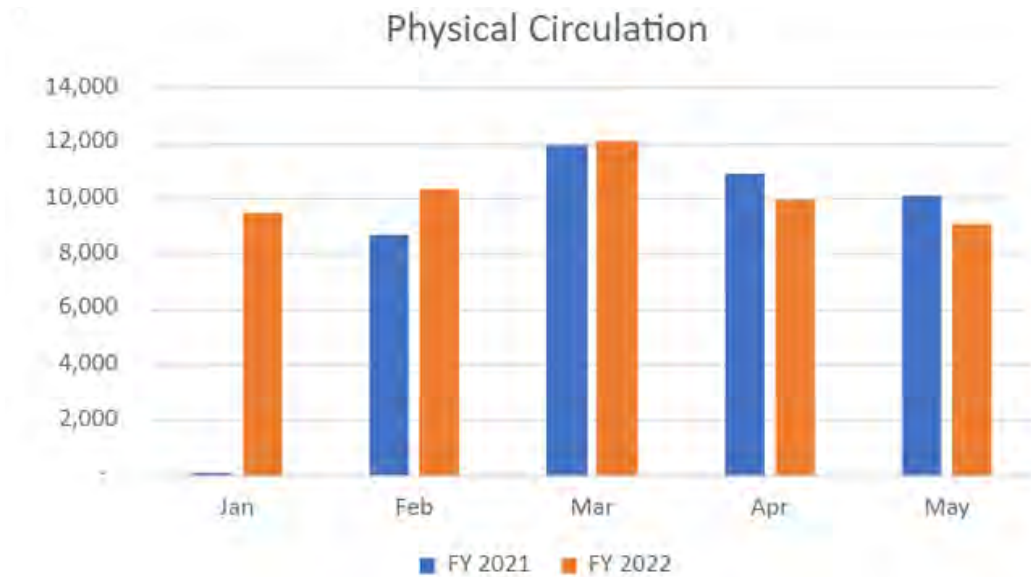
Friends Book Sale:

The first Friends of the Library Book sale on May 21 raised \$1,392! It was on the same day as the Junior Business Fair and StoryStroll drawing Party.



Circulation of Materials

The Amy Van Andel Library has circulated 50,789 physical items year-to-date in 2022.

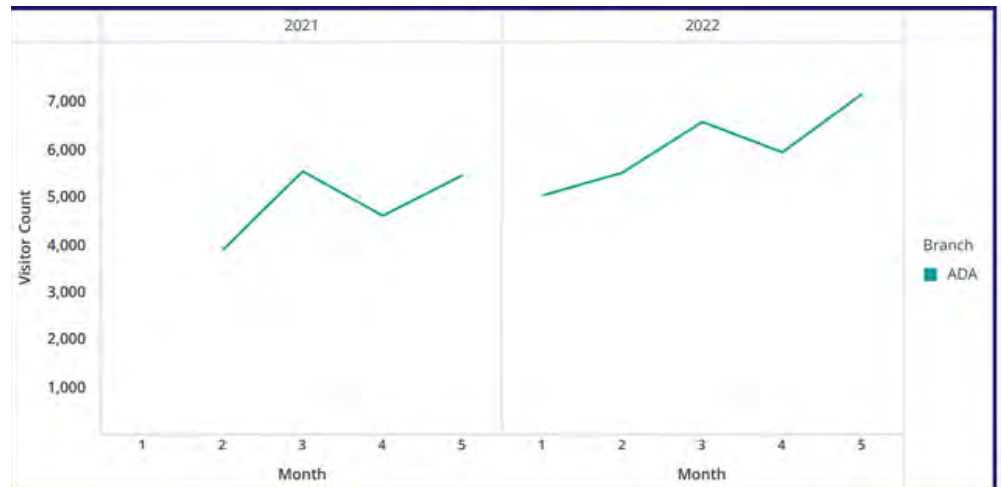


87%

of those surveyed would recommend the library to others

Visitor Count

The Amy Van Andel Library has welcomed 30,240 total visitors through May 31, 2022.



What is Ada Saying?

*"Helpful, courteous staff who listen to my requests and holds them for me when needed. **Clean facility with easy parking** that is free."*



"Fast, efficient and friendly service."



***Always a helpful staff and great amenities** for every stage of life and interest*

MEMORANDUM

Date: 6/6/22



TO: Ada Township Board
FROM: Haley Stichman, DDA Director
RE: Social District Permit Applications

Background:

The Ada Village Social District has been established with the Michigan Liquor Control Commission (MLCC). The Downtown Development Authority approved Social District branding and signage expenditures at a special meeting on May 25. All branding elements and signage are in production, and I expect to have items in hand by the end of next week. We will be moving forward with a combination of aluminum panels that will be fastened to light poles as well as a-frame sandwich board signage to designate the Social District commons area boundaries.

I have been working with licensed establishments to have them apply for a Social District Permit with the MLCC as each licensed business must be approved individually by the Township before applying. The Township Board approved Local Governmental Unit Approval forms for each of the establishments below at its meeting on May 23.

- Ada Village General Store (*Liquor license still in process - can apply for Social District Permit once it is issued.*)
- Garage Bar & Grill
- Gravel Bottom Craft Brewery
- Luna
- MudPenny
- Nonnas: The Torattoria

I have received additional applications for Schnitz and Zeytin's and have included in your packet a Social District Permit Application and Local Governmental Unit Approval form for each establishment. These forms will be returned to each establishment ASAP to be submitted directly to the MLCC with payment of \$320 for the inspection and permit fees. These establishments will have to wait to begin serving Social District beverages until they receive their permits. This may be after the opening of the Social District on June 22. It will all depend on the processing time for the MLCC.

Recommendation:

Staff recommends that the Township Board move forward with approving a local governmental unit approval for each of the additional establishments that are seeking to submit a Social District Permit application to the MLCC.



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: <u>Schnitz Ada Grill</u>		
Address: <u>597 Ada Dr. SE</u>		
City: <u>Ada</u>	State: <u>MI</u>	Zip Code: <u>49301</u>
Contact Name: <u>Paige Vandam</u>	Phone: <u>616 915 6121</u>	Email: <u>paigevandam@gmail.com</u>

Part 2 - Required Documents & Fees

<input type="checkbox"/> Local Governmental Unit Approval <input type="checkbox"/> Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)		TOTAL DUE: <input type="text"/> Make checks payable to State of Michigan	Leave Blank - MLCC Use Only
<input type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036)	<input type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)		

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

JEFF HUGGER, OWNER [Signature] PV 06/01/22
 Print Name of Licensee & Title Signature of Licensee Date

Please return this completed form and fees to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933
 Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
 Fax With Credit Card Authorization to: 517-284-8557



Resolution R-061322-1

Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Township _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ on Jun 13, 2022 at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from SKILLETHEAD, INC. DBA SKILLETHEAD'S SCHMITZ EAST DELI
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Township _____
council/board at a _____ regular _____ meeting held on Jun 13, 2022 _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC Use Only)

Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name: <i>BOX OFFICE HITS VIDE, INC / ZEYTIN</i>		
Address: <i>7437 River St. SE</i>		
City: <i>Ada</i>	State: <i>MI</i>	Zip Code: <i>49301</i>
Contact Name: <i>U. TURAN</i>	Phone: <i>616 581-6868</i>	Email: <i>uturan@zeytinturkishrestaurant.com</i>

Part 2 - Required Documents & Fees

<input checked="" type="checkbox"/> Local Governmental Unit Approval Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)	
<input checked="" type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036) <input checked="" type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	<p style="text-align: center;">TOTAL DUE:</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">320.00</div> <p style="text-align: center;">Make checks payable to State of Michigan</p>

Leave Blank - MLCC Use Only

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

<i>UFUK TURAN</i>		<i>6-2-22</i>
Print Name of Licensee & Title	Signature of Licensee	Date

Please return this completed form and fees to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933
 Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
 Fax with Credit Card Authorization to: 517-284-8557



Resolution R-061322-2

Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Township _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ on Jun 13, 2022 at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from BOX OFFICE HITS VIDEO, INC. DBA ZEYTIN _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Township _____
council/board at a _____ regular _____ meeting held on Jun 13, 2022 _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



MEMORANDUM

Date: 6/8/22

TO: Ada Township Board
FROM: Julius Suchy, Township Manager
RE: E. Fulton Lift Station Valve Project Bid

Background:

I have enclosed a memo from Ryan's Municipal outlining the background of this project and the process utilized to seek proposals to complete the work.

The Building/Grounds/Utilities Committee has reviewed the matter and supports the recommendation from Ryan's Municipal to move forward with Allied Mechanical at a rate not to exceed \$46,000.00 and to utilize Xylem for rental pumps to complete bypass pumping as outlined in their January 20, 2022 proposal.

The justification of selecting Allied Mechanical is recent satisfaction with their work on the Ada Booster Station project and their responsiveness to Township requests for proposals.

This project was included in the FY 22/23 budget for a total cost of \$150,000. This number was used as a place holder as the Township was not sure how significant the repairs needed were and where quotes would come in.

Action on these two items will be separate action items as follows:

1. A motion to award the bid to Allied Mechanical for an Amount not to exceed \$46,000
2. A motion to approve the proposal from Xylem for a rental to complete bypass pumping related to the project.

Recommendation:

Staff would recommend approval of the E. Fulton St. Lift Station Valve Project award to Allied Mechanical for \$46,000 and in a separate motion approval of the proposal from Xylem for bypass pumping.

Requested Motions:

Motion #1: Motion to Award E. Fulton St. Lift Station Valve Project Bid to Allied Mechanical for an Amount Not to Exceed \$46,000.00

Motion #2: Motion to Approve Xylem Proposal dated January 20, 2022 for Bypass Pumping for the E. Fulton Lift Station Project.



EAST FULTON LIFT STATION REPAIRS

June 3, 2022

All –

We have finally received two quotes for the lift station repairs at East Fulton.

At the end of December 2021, we received notice from the City of Grand Rapids about a need for valve repairs. Initially the City of Grand Rapids Maintenance Department was going to take on this job. They then back peddled and determined Ada Township would need to contract the job out.

Mid-January we requested bid prices from both Allied Mechanical (completed booster station upgrades) and Franklin Holwerda Company. We also received a price for bypass pumping from Xylem. All quotes are attached for your review. We have had the Allied quote for a couple of months, and it has been difficult getting a quote from FHC. We have had to make many follow-up phone calls to ask for updated quotes. Prices have also been changing fast.

Allied Mechanical did an excellent job at the booster station on Ada Drive and were easy to work with. When we requested a quote, they were quick to respond. Moore and Bruggink suggested the size of the peacemakers increase and again they were eager to get back to us. We would prefer to work with Allied Mechanical based on the communication ease and prior work history with the Township. However, we understand there is a price difference to take into consideration as well. We are happy to have further discussion with the board about this project.

Thank you,
Stephanie Kozal and Steve Ryan Sr



ALLIED MECHANICAL SERVICES, INC.

April 28, 2022

Steve Ryan
Ada LS

Dear Mr. Ryan

Thank you for your team's consideration of Allied Mechanical Services, Inc. as a potential partner for various work at the Ada Lift Station

Attached is our response to your Request for Proposal to provide design/build and construction services for the Ada Lift Station Project.

We trust you will find the Allied Mechanical team to be a strong and capable partner for this important project. We would be honored to add our experience and expertise to yours to help make this a successful project for everyone involved.

We look forward to the possibility of being selected to your team, and we are grateful for your careful consideration of our proposal.

Best regards,

James Oudbier
Allied Mechanical Services, Inc.
joudbier@alliedmechanical.com
616-607-4555



Job Scope:

Remove & Replace (3) 10" gate valves & (3) 8" plug Valves

Remove (2) ventilation hoods

Install (2) 6" goosenecks with Peacemaker odor control canisters on the end in location of existing (2) ventilation hoods

Included

1. Remove & Replace (3) 10" gate valves

2. Remove & Replace (3) 8" plug valves

3. Remove (2) Ventilation Hoods

4. Provide blank off ss panel w/reinforcement & 8" flange at location of (2) existing ventilation hoods

5. Provide 8" Gooseneck w/peacemaker at location of (2) existing ventilation hoods

Not included:

1. Lead Paint Abatement

2. Painting

3. Electrical

Assumptions:

1. Normal working hours.

2. Owner will bypass pump the station for the valve removal & replacement

3. Owner will vactor the wet well dry for the valve removal & replacement

4. Owner will contract Moore & Bruggink to verify (2) 6" vents will be adequate ventilation for the wet well.

Proposal Pricing and Cost

Base Bid.....\$46,000

Rates for additional work beyond this proposal without markup are as follows;

Straight Time Journeyman Pipefitter \$78.4

Overtime/Shift Time Journeyman Pipefitter \$104.84

Markup for Self-Perform Labor & Material 15%

Markup for Subcontractors 7.5%

TO: Ryan's Municipal Services

ATTN: Steve Ryan

RE: Ada Pump Station

BID DATE: June 3, 2022

The following is our proposal for the **MECHANICAL WORK** on the above referenced project

A. INCLUDED:

1. Remove and replace 3-8" plug valves
2. Remove and replace 3-10" resilient seated gate valves
3. Demo existing Fan
4. Supply & install 8" Peacemaker Air scrubber
5. New bolts and gaskets where necessary

B. NOT INCLUDED:

1. Concrete work and grouting of any kind.
2. Architectural and structural work of any kind
3. Bypass Pumping
4. Painting - other than that specified as factory applied.
5. Excavation, dewatering, backfill and special fill.

C. BASE BID:

\$ 42,000.00

* prices subject to change based on current market volatility

January 20, 2022

Steve Ryan
Ada Township
7330 Thornapple River Drive
Ada, MI 49301-0370

Phone: 616-437-1132
Email: stever@ryanmunicipal.com

**RE: Ada Township - HL160M Rental
Rental Quotation 146004906**

Dear Steve:

Thank you for your interest in Xylem Dewatering Solutions, Inc. We are pleased to provide you with a weekly rental proposal for your Pump Station Project located in Ada, Michigan.

We propose to supply two (2) Godwin Dri-Prime® Model CD160M pumps, a six (6) inch, diesel driven, Dri-priming pumps for this application. The first Godwin Dri-Prime® Model CD160M pump will be critically silenced and act as the primary pumping unit running continuously utilizing a level transducer to maintain a constant water level. The second Godwin Dri-Prime® Model CD160M pump will be an open style unit and will be a dedicated backup unit controlled by an automatic two (2) float start/stop system. Both pumps will be set up at the upstream manhole before the wet well and will discharge approximately 60 feet away into the existing bypass connection. We have included in our pricing all required labor to do the installation and teardown of the system. We have also included in our proposal a 12" - 24" Sewer Plug and an alarm agent to call out in case of a high water level.

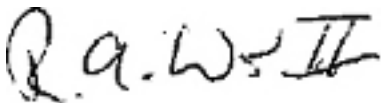
Setup Labor - 2 Men - \$110.00 per hour / 20 Hours = \$2,200.00
Teardown Labor - 2 Men - \$110.00 per hour / 16 Hours = \$1,760.00

Please note: this does not include any excavation, legal permits, landowner permission, traffic control, fuel for pumps or auxiliary equipment for off-loading, placement and reloading of the equipment.

Xylem can also assist you with our extensive rental fleet of electric and hydraulic sewage and dewatering submersible pumps, wellpoint pumping systems, generators and portable lighting systems.

Please keep in mind that Xylem Dewatering Solutions, Inc. is a responsive around the clock company that is here to ensure your complete satisfaction. If you have any questions or require additional information, please feel free to contact me directly at 815-378-3209 or contact my office at 248-445-0337.

Sincerely,



January 20, 2022
Ada Township
Attention: Steve Ryan
Rental Quotation # 146004906
Page 2 of 5

Bob Williams
Outside Sales Representative

BW / jr

RENTAL QUOTATION

ITEM	QTY	DESCRIPTION
A	1	Dri-Prime HL160M Critically Silenced <ul style="list-style-type: none"> • Primary Unit • Sound Attenuated Enclosure • 28% Chromium Steel Hardened Wearplates • 8" 150# Suction and 6" 300# Discharge • Caterpillar C-15 T3 Diesel Engine • Skid-mounted, 330 gal fuel tank • 8"FQD on inlet
B	1	Dri-Prime HL160M Diesel Pump <ul style="list-style-type: none"> • Primary Unit • 8" 150# Flange Suction and 6" 300# • Flange Discharge • Caterpillar C15-PG Diesel Engine • Skid-mounted, 250 gal fuel tank • 8"FQD on inlet
C	1	Level Transducer 0-5psi 700S14A4A005 <ul style="list-style-type: none"> • 700S14A4A005.000000.000B10060A • Series 700,Stainless Steel, Vented Gauge • 4-20 mA, Open Face, 0-5 psi, • 60 foot seal conductor, 1/2"-14MNPT • conduit fitting with molded cable seal
D	1	Godwin PrimeGuard Float Set <ul style="list-style-type: none"> • w/ 65' NM Mechanical Floats
E	3	8" Check Valve with 150# Flange
F	2	8" 150# Flanged Tee
G	6	8" x 10' Black Water Suction Hose with Godwin QD Fittings
H	2	8" X 10' Composite Hose with 150# Flange Fittings

RENTAL QUOTATION

ITEM	QTY	DESCRIPTION
I	2	8" x 10' Cargo Hose with 150# Flange Fittings
J	1	8" x 20' Cargo Hose with 150# Flange Fittings
K	2	8" 45 Degree Godwin QD Bend
L	1	8" 90 Degree Godwin QD Bend
M	4	8" 90 Degree Bend with 150# Flange
N	1	8" 150 lbs. Flange with ARI Valve
O	1	Lansas Multi-Sized Sewer Plug <ul style="list-style-type: none"> • Size 12" - 24" • w/Air Kit
P	1	6" 150 lbs. Flange X 6" 300 lbs. Flange Adapter
Q	2	6" 150 lbs Flange X 8" 150 lbs. Flange adapter
R	20	8" Bolt Kits & Gaskets
S	5	6" Bolts Kits with Gaskets
T	1	FST Stand-Alone Auto Dialer
E	1	Environmental Fee

ESTIMATED WEEKLY RENTAL TOTAL	\$ 7,644.90
ESTIMATED DELIVERY CHARGE	\$ 1,400.00
ESTIMATED PICKUP CHARGE	\$ 1,400.00
REQUIRED EXTRAS	\$ 104.82

TERMS AND DEFINITIONS

- Rental Day:** One Calendar day; for diesel units, not exceeding eight (8) hours running.
- Rental Week:** Seven (7) calendar days; for diesel units, not exceeding 48 hours running in aggregate during a Rental Week.
- Rental Month:** Twenty-eight (28) calendar days; for diesel units, not exceeding 192 hours running.
- Standby Rate:** The Standby Rate is 75% of the scheduled rate. Standby is for a "second" or additional back-up pump to be run in the event the primary pump cannot. If the standby pump operates for any reason other than failure of a primary pump, the standard rate will apply.
- Overtime Running:** For diesel units, all scheduled rates are based on an 8 hour per day shift. If diesel equipment is used for a double shift, the 8-hour rate will be multiplied by 1½ times the schedule rate. If used for a triple shift, the rate will be multiplied by 2 times the scheduled rate.
- | | | | |
|----------------|--------------|---|--------------------|
| Billing Cycles | 3 - 7 Days | = | 1 Week |
| Based on Open | 8 Days | = | 1 Week and 1 Day |
| Terms Approval | 9 Days | = | 1 Week and 2 Days |
| | 10 - 14 Days | = | 2 Weeks |
| | 15 Days | = | 2 Weeks and 1 Day |
| | 16 Days | = | 2 Weeks and 2 Days |
| | 17 - 28 Days | = | 1 Month |
-
- | | | | |
|-------------------------------|------------|---|--------|
| Billing Cycle - COD Customers | 3 - 7 Days | = | 1 Week |
|-------------------------------|------------|---|--------|
- Environmental Fee:** Environmental Fee is charged at 1.75% of rental charge for all applicable equipment with a minimum charge of \$6 and maximum charge of \$70 per individual piece of equipment, with maximum of \$140 per invoice.
- Off Rent:** It is the responsibility of the Customer to call into the Owner's local branch office and obtain an Off Rent Call Confirmation Number. This call serves as notification that equipment is disassembled, properly decontaminated, and stockpiled in one readily-accessible area available for immediate pick-up. Rental and/or labor charges will accrue if equipment is not cleaned and staged for removal.

IMPORTANT: Obtaining an Off Rent Call Confirmation Number does not release Customer from its obligations to safeguard and secure equipment, including maintaining required insurance coverages, while equipment remains under Customer's care, custody or control pending return of all rented equipment to Owner. Customer shall remain responsible for all loss or damage arising from Customer's failure to safeguard and secure equipment while awaiting pick up.

TERMS AND CONDITIONS

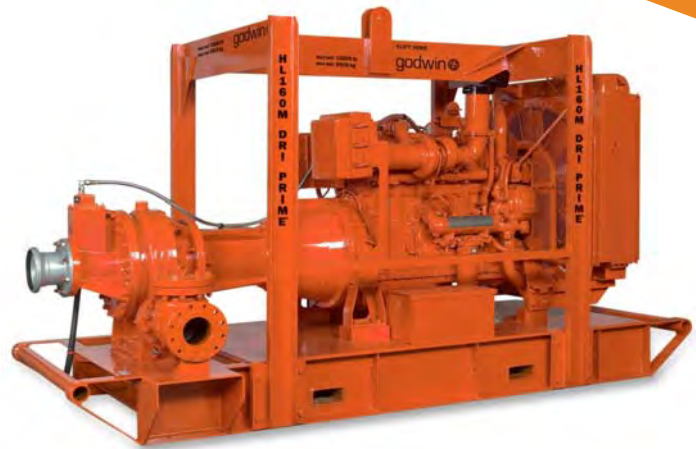
1. This quotation is valid for 30 days, however, prices may change without written notification. Quotations for sales of HDPE pipe are valid for seven (7) days.
2. This quotation is our estimate of equipment and material required. Actual installation may vary in cost due to site requirements. Additional equipment or time to set-up will be charged at the above itemized rates or based upon our published rental rate schedule.
3. Payment terms: Net 30 based on credit approval.
4. Taxes are not included in any rental, sale or labor quotes. Customer is responsible for paying applicable taxes on the equipment and services, including sales and use tax. Customer will only be considered exempt when a valid Sales Tax Exemption Certificate is received when ordering any rental equipment, pumping services and/or sale goods.
5. Delivery and Pick-Up available at Customer's request via Lessor's/Supplier's truck for an additional charge.
6. Customer shall be responsible for providing adequate labor and material handling equipment onsite to unload/load and setup/breakdown equipment, including chains or cables of sufficient capacity along with cribbing material to support pumps, piping and accessories.
7. Customer responsible for daily monitoring of all equipment on site, including but not limited to cleaning of suction screen(s) as necessary. Diesel driven pumps require routine service including changing oil, oil filter, fuel filter, and performing general maintenance every 250 hours of running time, and also replacing the air filter every 500 hours of running time. As requested, Lessor/Supplier will service the equipment for an additional charge.
8. Customer shall be responsible for any required secondary containment around and under each pump to contain possible spills during operation or refueling of the equipment.
9. Customer shall be responsible for compliance with permitting, licensing or other regulatory requirements associated with setup, installation, or operation of the equipment.

HL160M Dri-Prime® Pump

The Godwin Dri-Prime HL160M pump offers flow rates to 2140 USGPM and has the capability of discharge pressures to 268 psi.

The HL160M is able to automatically prime to 28' of suction lift from dry. Automatic or manual starting/stopping available through integral mounted control panel or optional wireless-remote access.

High discharge pressure, dry-running, and portability make the HL160M the perfect choice for mining, industrial and emergency fire backup applications.



Features and Benefits

- Simple maintenance normally limited to checking fluid levels and filters.
- Dri-Prime (continuously operated Venturi air ejector priming device) requiring no periodic adjustment or control. Optional automatic on-off control available on the priming system.
- Dry-running high pressure liquid bath mechanical seal with high abrasion resistant solid silicon carbide faces.
- Close-coupled centrifugal pump with Dri-Prime system coupled to a diesel engine or electric motor.
- All cast iron construction (stainless steel construction option available) with cast steel impeller.
- Also available in a critically silenced unit which reduces noise levels to less than 70dBA at 30'.
- Standard engine Caterpillar C15 (T3 Flex). Also available with Caterpillar C15 (IT4).

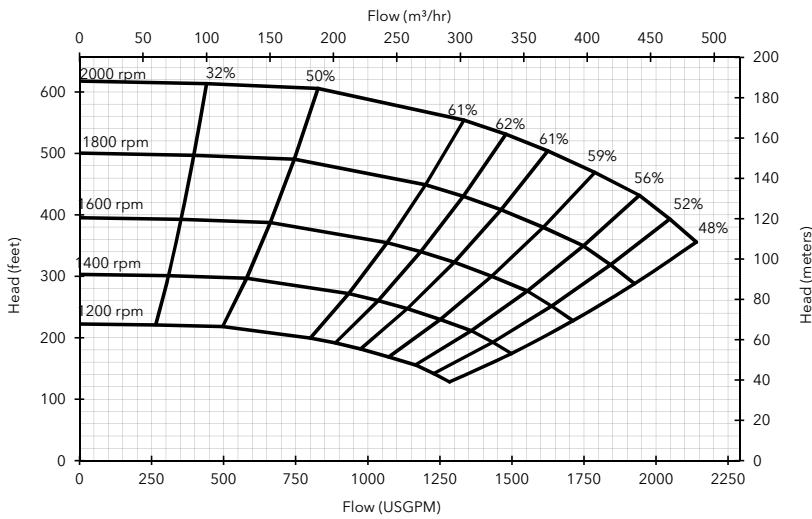
Specifications

Suction connection	8" 150# ANSI B16.5
Delivery connection	6" 300# ANSI B16.5
Max capacity	2140 USGPM †
Max solids handling	1.4"
Max Impeller diameter	20.0"
Max operating temp	176°F*
Max working pressure	268 psi
Max suction pressure	87 psi
Max casing pressure	402 psi
Max operating speed	2000 rpm

* Please contact our office for applications in excess of 176°F.

† Larger diameter pipes may be required for maximum flows.

Performance Curve



Engine option 1

Caterpillar C15 (T3 Flex), 475 HP @ 2000 rpm

Impeller diameter 20.0"

Pump speed 2000 rpm

Suction Lift Table

Total Suction Head (feet)	Total Delivery Head (feet)				
	361	459	525	591	591
	Output (USGPM)				
10	2140	1788	1519	1057	815
15	2091	1752	1471	1013	748
20	1827	1783	1409	872	713
25	1431	1387	1277	881	-

Fuel capacity: 240 US Gal

Max Fuel consumption @ 2000 rpm: 24.4 US Gal/hr

Max Fuel consumption @ 1800 rpm: 23.7 US Gal/hr

Weight (Dry): 12,240 lbs

Weight (Wet): 14,040 lbs

Dimensions: (L) 162" x (W) 67" x (H) 95"

Performance data provided in tables is based on water tests at sea level and 20°C ambient. All information is approximate and for general guidance only. Please contact the factory or office for further details.

Materials

Pump casing & suction cover	Cast iron BS EN 1561 - 1997
Wearplates	High Chromium Cast Iron HC403:1977 Grade FR6252
Pump Shaft	Carbon steel BS 970 - 1991 817M40T
Impeller	Cast Steel BS3100 A5 Hardness to 200 HB Brinell
Non-return valve body	Cast Iron
Mechanical seal	Silicon carbide face; Viton elastomers; Stainless steel body

Engine option 2

Caterpillar C15 (IT4), 475 HP @ 2000 rpm

Impeller diameter 20.0"

Pump speed 2000 rpm

Suction Lift Table

Total Suction Head (feet)	Total Delivery Head (feet)				
	361	459	525	591	591
	Output (USGPM)				
10	2140	1788	1519	1057	815
15	2091	1752	1471	1013	748
20	1827	1783	1409	872	713
25	1431	1387	1277	881	-

Fuel capacity: 240 US Gal

Max Fuel consumption @ 2000 rpm: 24.4 US Gal/hr

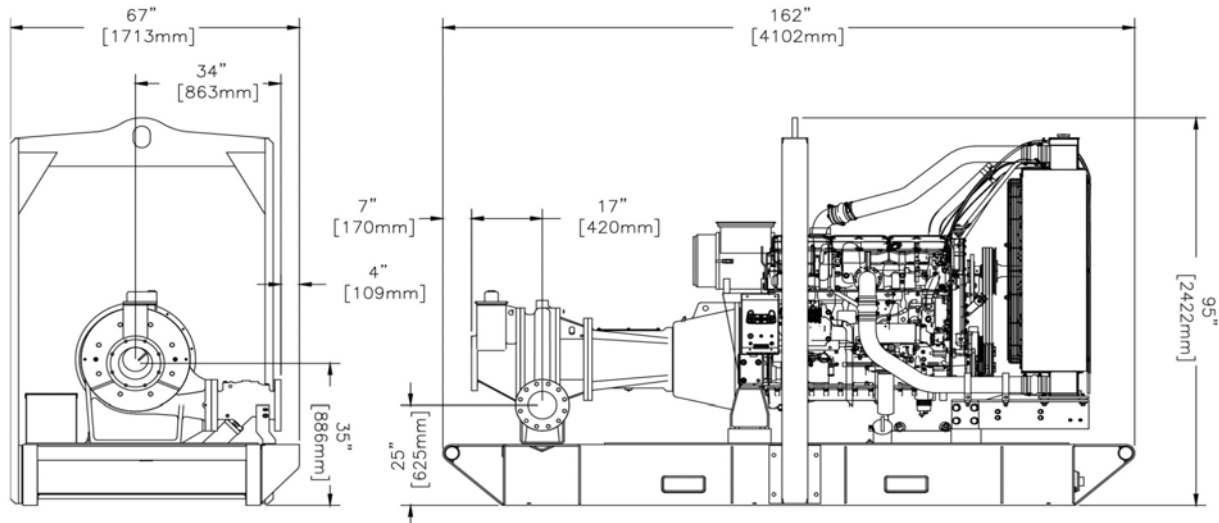
Max Fuel consumption @ 1800 rpm: 23.7 US Gal/hr

Weight (Dry): 13,240 lbs

Weight (Wet): 15,040 lbs

Dimensions: (L) 162" x (W) 67" x (H) 109"

Performance data provided in tables is based on water tests at sea level and 20°C ambient. All information is approximate and for general guidance only. Please contact the factory or office for further details.



84 Floodgate Road
 Bridgeport, NJ 08014 USA
 (856) 467-3636 . Fax (856) 467-4841
 Email: sales@godwinpumps.com

Reference number : 95-1117-3000
 Date of issue : February 26, 2014
 Issue : 3

www.godwinpumps.com



MEMORANDUM

Date: 6/8/22

TO: Ada Township DDA Board
FROM: Haley Stichman, DDA Director
RE: Extension of Agreement with The Community Church for use of property for Farmers' Market

Background:

The letter agreement between the DDA and The Community, an RCA Ministry in Ada, allowing use of the church parking lot for the weekly Farmer's Market expired at the end of the 2021 season. This matter is being brought to the DDA Board later than usual as I was unaware that this amendment needed to be done yearly. I spoke with Mara Norden at The Community Church, and she was agreeable to let the Farmer's Market open on June 7 with the goal of getting the new agreement in place as soon as possible.

Typically, the DDA Board has approved an extension on a year-by-year basis. When speaking with Mara Norden, we agreed that it would be practicable to extend the agreement through the 2025 season, making it a 3-year extension. As outlined in the attached "2022-2025 Amendment of Farmers' Market Agreement."

The DDA Board will be reviewing the Amendment at its meeting the morning of June 13.

As in the original agreement, the Township is a party to the extension agreement in a "joinder" provision, for the sole purpose of insurance provisions and indemnification. A copy of the 22/23 COI for the Community Church and Farmers Market has also been attached. This policy will be renewed on a yearly basis for the life of the Amendment.

Recommendation:

Approval of the 2022-2025 Amendment as a joinder party for insurance purposes is requested.

Requested motion: Motion to approve the 2022-2025 Amendment of the Farmer's Market Agreement for use of the community church parking lot by the Downtown Development Authority.



_____, 2022

The Community,
an RCA Ministry in Ada (“Church”)
7239 Thornapple River Dr.
Ada, MI 49301

Re: 2022-2025 Amendment of Farmer’s Market Agreement (to extend term)

To the Above:

The DDA and the Church are parties to a certain letter agreement between the Church and the DDA dated June 16, 2009, as amended by letter agreements dated May, 2012; June, 2014; May 24, 2017, May 22, 2018; April 24, 2019; May 11, 2020 and April 13, 2021 (collectively the “Farmer’s Market Agreement”) concerning the use of the Parking Lot for a Market (both as defined in the Farmer’s Market Agreement). (Note: the June, 2014 letter of amendment was described as “3rd Amendment of Farmer’s Market Agreement,” even though there had only been one prior amendment entered into between the parties.)

This letter, when signed by the Church and the DDA below, will be our agreement to extend the term of the Farmer’s Market Agreement through October 31, 2025.

The DDA acknowledges that its rights are subject to a lease between the Church and Ada Township concerning the Township’s right to use portions of the Church’s property for public parking.

In all other respects, the terms, and conditions of the Farmer’s Market Agreement, as previously amended and as amended by this 2022-2025 Amendment, shall continue in full force and effect.

By signing this 2022-2025 Amendment, each of the DDA and the Church is representing to the other that it has taken all steps necessary to approve this agreement and that the persons signing this 2022-2025 Amendment on its behalf are authorized to do so.

(Signatures follow)

2022 Amendment of Farmer's Market Agreement
Between Ada Township and The Community, an RCA Ministry in Ada

Dated: _____, 2022

ADA TOWNSHIP DOWNTOWN
DEVELOPMENT AUTHORITY

By _____

Its _____

And by _____

Its _____

Agreed:

Dated: _____, 2022

THE COMMUNITY, AN RCA MINISTRY IN ADA

By _____

Its _____

And by _____

Its _____

The Community, an RCA Ministry in Ada
7239 Thornapple River Drive, SE
Ada, Michigan 49301

JOINDER

ADA TOWNSHIP (the "**Township**") hereby joins in this Agreement solely for purposes of *Section 5* of this Agreement, as amended. Specifically, the Township: (1) agrees to furnish the Church with proof of the Township's liability insurance on use of the Parking Lot by Vendors, Patrons and the DDA, the terms of which shall provide at least \$1,000,000 of coverage and shall name the Church as an additional insured; (2) shall indemnify, hold harmless, and defend the Church, its agents, members, and employees, from and against any loss, liability, cause of action, or claim for personal injury, property damage, or loss of life or property arising from the use of the Parking Lot by Vendors, Patrons and the DDA; and (3) to the extent covered by insurance, whether obtained for the purposes of this Agreement or otherwise, waives all rights of recovery against the Church and its agents, members, employees, and guests arising from damage to the Township's or the DDA's property or the claim of any third party with respect to the Market or the use of the Parking Lot. The Township further agrees that its indemnity, hold harmless, and defense obligations shall survive any termination of this Agreement.

By signing this Agreement, the Township is representing to the Church that the Township has taken all steps necessary to approve its Joinder in this Agreement and that the persons signing this Agreement on its behalf are authorized to do so.

Dated: _____, 2022 ADA TOWNSHIP

By _____

Its _____

And by _____

Its _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/7/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Hub International Midwest East
CONTACT NAME: Sarah Veld
PHONE: (A/C, No, Ext):
FAX: (A/C, No):
E-MAIL ADDRESS: sarah.veld@hubinternational.com
INSURER(S) AFFORDING COVERAGE: Argonaut Insurance Company (19801), Accident Fund Insurance Company of America (10166)

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes sections for Commercial General Liability, Automobile Liability, Umbrella Liab, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Community Church, an RCA Ministry in Ada, its agents, members and employees are recognized as additional insureds as respects use of their parking lot located at 7239 Thornapple River Dr., SE, Ada, Michigan.

CERTIFICATE HOLDER: The Community Church, 7239 Thornapple River Drive, SE, Ada, MI 49301
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE: Neil R. Hughes

**MEMORANDUM**

Date: 06.03.22

TO: Ada Township Board
FROM: John D. Said, AICP, Director of Planning
RE: Amendments to Chapters 42 and 78 of the Municipal Code – Agricultural Preservation District Requirements and Platted Lot Land Division Requirements

Request Overview

The Township applied to make Zoning Ordinance text amendments to Sections 78-154 regarding Agricultural Preservation (AGP) District requirements, and Article XXII, regarding land divisions of platted lots, as well as a corresponding amendment to Chapter 42 of the Municipal Code regarding land divisions of platted lots.

Analysis

These amendments address the following:

- For the AGP District, eliminate confusing language regarding lot sizes and placement (setback requirements) to establish more consistency with the District's purpose as outlined in Sec. 78-151.
- For Land Divisions, add new language allowing for the land division of platted lots similar to language already allowing for division of unplatted lots. The new language specifies that such proposed lot splits would be subject to Planning Commission review and approval. Such splits would also be subject to the requirements of the zoning district in which they are located.
- An additional section (42-178) being added to Chapter 42 (Land Divisions and Other Subdivisions of Land) of the Township's Code of Ordinance to allow for the division of platted lots, corresponding to the Zoning Ordinance amendment. This amendment, along with the Zoning Ordinance text amendments, require final approval by the Township Board.

A public hearing was held on these amendments at the April 21, 2022 Planning Commission meeting; no public comment was received. At the May 19, 2022 meeting, the Planning Commission recommended approval of the text amendments.

The two draft ordinances with the new language for all changes are attached to this report. One ordinance addresses Zoning Ordinance requirements for the AGP District and land divisions of platted lots, while the other one addresses required platted lot changes in Chapter 42 of the Municipal Code (Land Divisions and Other Subdivision of Land) to correspond to the Zoning Ordinance changes.

Recommendation

Approval of the attached ordinances are recommended, to affirm the recommendation of the Planning Commission regarding these text amendments.



**ADA TOWNSHIP
ORDINANCE NO. O-061322-1**

**AN ORDINANCE TO AMEND CHAPTER 78, ARTICLE VI, SECTION 78-154 AND TO ADD
CHAPTER 78, ARTICLE XXII, DIVISION 3, SECTION 78-547 TO THE ADA TOWNSHIP
CODE REGULATING AGRICULTURAL PRESERVATION DISTRICT REQUIREMENTS
AND PLATTED LOT LAND DIVISION REQUIREMENTS**

THE TOWNSHIP OF ADA ORDAINS:

Section 1. Amendment of Section 78-154 – Area regulations for the Agricultural Preservation (AGP) Zoning District.

Chapter 78, Article VI, Section 78-154 of the Ada Township Code is amended to read as follows:

Sec. 78-154. - Area regulations.

No building or structure, nor any enlargement thereof, shall be hereafter erected except in compliance with the following yard and lot area requirements, unless otherwise provided for in this article:

- (1) *Front yard.* There shall be a front yard of not less than 50 feet for dwelling units, 60 feet for farm buildings not housing animals or poultry, and 150 feet for farm buildings housing animals or poultry.
- (2) *Side yard.* There shall be total side yards of not less than 50 feet and no side yard shall be less than 20 feet for dwelling units, 60 feet for farm buildings not housing animals or poultry, and 150 feet for farm buildings housing animals or poultry.
- (3) *Rear yard.* There shall be a rear yard of not less than 50 feet for dwelling units, 60 feet for farm buildings not housing animals or poultry, and 150 feet for farm buildings housing animals or poultry.
- (4) *Lot area and width.* The minimum lot area and width in this district shall be ten acres and 300 feet respectively, unless otherwise specified in this Article.

Section 2. Addition of Section 78-547 – Division or alteration of platted lots.

Chapter 78, Article XXII, Division 3, is amended to add Section 78-547 as follows:

Sec. 78-547. – Division or alteration of platted lots.

The division or splitting of a platted lot shall follow the same procedures, requirements, and standards that are applicable to the division of unplatted metes and bounds parcels as specified in this Division 3 of Chapter 78, except that all such alterations to a platted lot shall be subject to review and approval of a site {19613-001-00140454.2}

plan by the Planning Commission pursuant to the procedures and standards contained in Sec. 78-544 (regardless of the zoning district where the platted lot or lots are located).

Section 3. Severability.

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Section 4. Effective Date.

This Ordinance shall become effective upon the expiration of 7 days after publication in a newspaper of general circulation in the Township except as otherwise provide by law.

Jacqueline Smith
Township Clerk

Ross Leisman
Township Supervisor

I hereby certify that this ordinance was adopted by the Ada Township Board in regular session held on _____, 2022, and that it was published in the _____ on _____, 2022.

Jacqueline Smith
Township Clerk



**ADA TOWNSHIP
ORDINANCE NO. O-061322-2**

**AN ORDINANCE TO AMEND CHAPTER 42, ARTICLE III, DIVISION 3 TO ADD SECTION
42-178 REGULATING LAND DIVISIONS OF PLATTED LOTS**

THE TOWNSHIP OF ADA ORDAINS:

Section 1. Addition of Section 42-178 – Division of platted lots.

Chapter 42, Article III, Division 3 is hereby amended to add Section 42-178 to read as follows:

Sec. 42-178. – Division of platted lots.

Platted lots may be split or divided pursuant to the same procedures, requirements, and standards that are applicable to unplatted metes and bounds parcels under Division 3 of Chapter 78 of this Code of Ordinances.

Section 2. Severability.

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 3. Effective Date.

This Ordinance shall become effective 30 days after its publication, or a synopsis of the same, in a newspaper of general circulation in the Township.

Jacqueline Smith
Township Clerk

Ross Leisman
Township Supervisor

I hereby certify that this ordinance was adopted by the Ada Township Board in regular session held on _____, 2022, and that it was published in the _____ on _____, 2022.

Jacqueline Smith
Township Clerk



ADA TOWNSHIP PLANNING COMMISSION MEETING MINUTES OF THE MAY 19, 2022 REGULAR MEETING

Draft

A regular meeting of the Ada Township Planning Commission was held on Thursday, May 19, 2022 at 5:30 p.m., at the Ada Township Hall Assembly Room, 7330 Thornapple River Dr., Ada Michigan.

I. CALL TO ORDER

Chair Korth called the meeting to order at 5:31 p.m.

II. ROLL CALL

Members Present: Burton, Carter, Easter, Heglund, Korth

Members Absent: Butterfield, Jacobs

Member Carter arrived at 5:32 p.m.

Staff Present: Bajdek, Buckley, Said

Others Present: 15

III. APPROVAL OF AGENDA

Korth suggested and Commissioners concurred to move agenda item, election of officers, to after the new business section.

Moved by Easter, supported by Heglund, to approve the agenda with one change, to move the election of officers just below new business. Motion carried.

IV. ELECTION OF OFFICERS – item moved below

V. APPROVAL OF MINUTES OF THE APRIL 21, 2022, REGULAR MEETING

Easter and Korth commented that they appreciate the timeliness of receiving the minutes and Planning Commission packets. Moved by Carter, supported by Burton, to approve the April 21, 2022, minutes as presented. Motion carried.

VI. UNFINISHED BUSINESS

- 1. Proposed Map Amendment to the Zoning Map of Ada Township to Extend the PVM (Planned Village Mixed-Use) Overlay District to 7535 and 7567 Fase Street SE, with 7535 being designated Village Proper 1 Transect Zone, and 7567 being designated as Village Edge Transect Zone, Parcel No. 41-15-34-180-008 and 41-15-34-200-036, Brad Rottschafer, Mosaic Properties**

Planning Director Said gave a recap of the last meeting and said the public hearing was held and concluded and comments from the public were received, as well as additional written comments received by the Planning Department. Said stated there was Commission discussion at the April meeting regarding potential property use, traffic matters, and zoning aspects. The meeting concluded with the Commission asking the applicant to provide their traffic study to the

Township for an independent consultant to review.

Said referred to the traffic study and response comments from the Township's traffic consultant included in the packet. He summarized the traffic study results and said the study concluded that the levels of service of traffic would remain at acceptable levels, with minimal changes, and would not require roadway changes, while recommendations to consider the following options: signage at pedestrian crossing and/or providing a pedestrian island.

Said concluded that staff believes all the criteria for rezoning have been met and recommend approval of the requested Map Amendment.

Brad Rotttschafer, applicant and owner of Mosaic Properties, said that from the very beginning when they started looking at the property and had the neighborhood meetings, one of their priorities was the pedestrian crossing and he has agreed to work with the County (and plans to share financial responsibilities) to make that area as safe as they can.

Chris Zull, Traffic Engineer, presented a screen share and went over details of the independent review; data collection, result processing, levels of service analysis, feedback from the Township Engineer, and crash reviews. He said the recommendations from the study were a center median along Thornapple River Drive and suggesting an ordinance for signage that say "stop for pedestrians in the crosswalk"; he shared conceptual renderings of the median.

There was Board discussion regarding concerns with the blind curve before the pedestrian crossing, location of the medians/islands, the improvements suggested and idea of signage at crosswalk, the Township continuing communication with the Road Commission, and the overall geographic reality of Ada.

Korth referred to a letter received from the Fase Street neighborhood requesting to be involved in the consulting of the project process. Korth said he felt that concern had been addressed with the traffic study and the results and comments from the traffic engineers and Kent County Road Commission.

Moved by Carter, supported by Easter, to recommend, to the Township Board, approval of the requested Map Amendment to extend the PVM Overlay District based on the following findings:

1. The PVM Overlay District will allow development of the site in conformance with 2016 Master Plan Amendment principles identifying a goal to develop a variety of housing styles and preferences.
2. With appropriate control through the PVM Development Approval process, the site can be made compatible with surrounding uses.
3. There are adequate public facilities available to serve the proposed use.
4. The developable portion of the site is suitable for a proposed mixed-residential development.
5. There is a very limited supply of available land designated as PVM.
6. While the property can be reasonably used under the current zoning, the designation of the property as PVM will allow for an enhanced design and layout.

Motion carried.

2. Proposed Text Amendments to the Sections 78-151 through 78-154

regarding Agricultural Preservation (AGP) District requirements, and Article XXII, regarding land divisions of platted lots, as well as advisory review of amendments to Chapter 42 of the Municipal Code regarding land divisions of platted lots

Korth recapped and said that at the April meeting the Commission took the time to hold the public hearing and the public hearing was opened and closed with no public comment received.

Said summarized that this was a two-part request and he explained the details about the Division of Platted Lots and the Text Amendment request for the AGP District.

There was brief Board discussion regarding whether the request would affect or not affect housing affordability, possibly improve density issue, and went over the current lot sizes in the AGP District. The Commission also agreed to remove language regarding boundary line adjustments requiring Planning Commission review.

Moved by Easter, supported by Burton, to recommend, to the Township Board, approval of the requested Text Amendments to Sections 78-151 through 78-154 regarding Agricultural Preservation (AGP) District requirements, and Article XXII, regarding land division of platted lots, as well as advisory review of amendments to Chapter 42 of the Municipal Code regarding land divisions of platted lots, and remove the language requiring boundary line adjustments to obtain Planning Commission approval. Motion carried.

3. Request for approval of revised Planning Commission Bylaws

The Commissioners reviewed the redline revisions of the Bylaws and discussed the addition of minor changes/clarifications; terms of officers and the election of officers, justification of a quorum and the number of board members required, and clarifications on conflict of interest.

Moved by Heglund, supported by Easter, to approve the revised Planning Commission Bylaws. Motion carried.

VII. NEW BUSINESS

1. Election of Officers

Korth advised that Butterfield contacted him and said she would like to continue as Vice Chair. Korth stated that he was happy to continue to be Chair. Easter agreed to continue as Secretary. Korth asked if any other Commissioners had interest. Carter moved to nominate the slate, supported by Heglund: Tom Korth - Chair, Angela Butterfield - Vice Chair, and Sara Easter - Secretary. Motion carried.

VIII. OTHER BUSINESS – none

IX. COMMISSION MEMBER / STAFF REPORTS

1. Planning Commission Annual Report

Said went over the details of the report; site plan reviews, PUD and PVM reviews, special use requests, text amendments, rezonings, and other actions.

Moved by Carter, supported by Burton, to approve the Planning Commission Annual Report for Fiscal Year 2021-2022. Motion carried.

X. PUBLIC COMMENT

Del Ratzsch, 7653 Fase Street, said he had a plea for the future to not lose sight or get distracted from what Ada is about and worth hanging onto and keeping and preserving. He stressed of traffic concerns and said that elevated traffic can change the character of the neighborhood.

Deb Emery, 7534 Fase Street, said she had a hard time believing the traffic study. She said she made 9 trips out of Fase Street and waited a lot longer than 11 seconds. She said that 80 units was way too much traffic.

Betsy Ratzsch, 7653 Fase Street, shared her concern with all the activity on Fase Street and said she thinks Fase Street residents have experienced more explosion of building than anywhere else in town and she felt sad about it. She said she hopes they (Fase Street) can be incorporated in the process of things so they can see how things are going.

Commissioner Easter, addressing Ms. Ratzsch's concern, stated we all feel very strongly about the Fase Street neighborhood and she feels that the fidelity of the traffic study was so that they can make sure the people and neighborhoods that are precious to us are protected.

Planning Director Said requested to touch base on 2 additional items before adjournment.

- 1.) Accessory Building Standards in Front Yards- to meet and discuss possible changes. The Commissioners concurred that Korth and Burton would meet with Said and Bajdek to work on that.
- 2.) Adult Foster Care Group Homes-Text Amendment was approved by the Planning Commission, however, the Township Board had some concerns and questions about it and tabled their decision and informally turned it back to the Planning Commission for review.

The Commissioners discussed why the Township Board questioned reasons for approval and thought it might be for the request only covering the RP-1 District and the possibility to include other Districts also. The Commission determined that Said would informally address the Township Board for their reasons/concerns and bring back to the Planning Commission for further discussion.

XI. ADJOURNMENT

Moved by Easter, supported by Carter, to adjourn the meeting at 7:18 p.m. Motion carried.

Respectfully submitted,

Jacqueline Smith, Ada Township Clerk

rs:eb



ADA TOWNSHIP PLANNING COMMISSION MEETING MINUTES OF THE APRIL 21, 2022 REGULAR MEETING

A regular meeting of the Ada Township Planning Commission was held on Thursday, April 21, 2022 at 5:30 p.m., at the Ada Township Hall Assembly Room, 7330 Thornapple River Dr., Ada Michigan.

I. CALL TO ORDER

Chair Korth called the meeting to order at 5:30 p.m.

II. ROLL CALL

Members Present: Burton, Butterfield, Heglund, Jacobs, Korth

Member Easter arrived at 5:31 p.m.

Member Carter arrived at 5:41 p.m.

Staff Present: Said, Bajdek, Smith, Suchy, Moran

Others Present: 34

III. APPROVAL OF AGENDA

Moved by Jacobs, supported by Burton, to approve the agenda as presented. Motion carried.

IV. ELECTION OF OFFICERS

Moved by Jacobs, supported by Burton, to table this item until the May 19 meeting. Motion carried.

V. APPROVAL OF MINUTES OF THE MARCH 17, 2022, REGULAR MEETING

Moved by Heglund, supported by Easter, to approve the March 17, 2022, minutes as presented. Motion carried.

VI. PUBLIC HEARING

- 1. Proposed Map Amendment to the Zoning Map of Ada Township to Extend the PVM (Planned Village Mixed-use) Overlay District to 7535 and 7567 Fase Street SE, with 7535 being designated Village Proper 1 Transect Zone, and 7567 being designated as Village Edge Transect Zone, Parcel No. 41-15-34-180-008 and 41-15-34-200-036, Brad Rottschafer, Mosaic Properties**

Brad Rottschafer, applicant and owner of Mosaic Properties, stated he was excited to be part of a revolution in Ada. He gave a brief history of his background. He said he looked forward to the opportunity to support the Village and its wonderful character, increase the amount of public land to facilitate trail connections along the Thornapple and Grand Rivers, help facilitate a safer

pedestrian crossing at Thornapple River and Fase Street, and provide a variety of housing styles that meet the preferences of Ada residents. He stated they held two public community engagement meetings at Roselle Park, and had made some changes as a result.

Suzanne Schulz, Progressive AE, stated their request for zoning change was to incorporate 7535 and 7567 Fase Street into the Planned Village Mixed-Use Overlay District and explained the transect zones, the mix of housing types, the connectivity with the trail system, greenspace, the density development pattern, and described the different zoning districts and options (R3/PUD/PVM).

Ms. Schulz concluded the site was beautiful property but hard to develop and the PVM provides the flexibility to be able to develop it in a sensitive manner that compliments the Village area.

Korth opened the public hearing at 5:54 p.m.

Betsy Ratzsch, 7653 Fase Street, shared her history in the township. She said she wanted to see improvements in Ada, but explained issues of traffic flow, congestion, safety concerns, stress, walking availability, and floodplain concerns.

Jay Rosloniec, 7546 Fase Street, stated he was not necessarily opposed to development, but felt this did not meet requirements of the master plan. He expressed safety issues crossing Thornapple River Drive and stated the area was not really walkable.

Mark Bruinius, 7146 Driftwood Drive, 19-year resident, expressed traffic concerns but said the property owner should be able to use/develop his property the way everyone else has.

Del Ratzsch, 7653 Fase, stated allowing quadruple the number of residences would increase traffic by too much and create significant difficulty. He said he would like to see the decision be postponed until there was data available from a traffic study.

Craig Emery, 7534 Fase, expressed how bad the Thornapple River/Fase intersection is. He shared a picture taken of the congestion at Kamp Twins and Thornapple River Drive.

Broderick BeBout, 826 Moorings, stated he moved here seven years ago because of how neat the area was. He said he wants to support the growth but hope we can retain how cool the area is.

Patty Wolterstorff, 1022 Buttrick, said she moved here from Forest Hills area because she loves Ada. She shared that there is also a new development at Buttrick and Grand River, the horse farm, and the traffic is lined up at her driveway and causes issues.

Mark LaCroix, 7551 Fast Street, 16-year resident, said he is not anti-development, but recommends not approving this rezoning until a traffic study is done.

Planning Director John Said stated for the record he received a letter representing 18 properties on Fase Street recommending postponement of a decision until a traffic study was completed and that all stakeholders had an opportunity to conduct thorough review and provide feedback to the Planning Commission.

There was no other public comment and the public hearing was closed at 6:16 p.m.

Said summarized the staff memo and stated that this was similar to a rezoning request in that it involves zoning designation for a property, even though it is for an overlay district, not an actual zoning district. As an additional zoning designation in the Ada Township Zoning Ordinance, the PVM Overlay District provides for unique land use and physical developments that are specific to the area in and around the Township's Village area. This includes particular allowances for lot sizes, building forms, land uses, placement requirements, and other development aspects, all subject to approval and very detailed review by the Planning Commission.

Said went over details of the rezoning evaluation criteria; conformance with the Master Plan, undevelopable floodway area, availability of public facilities, site suitability, tree retention plan, current zoning, and traffic concerns.

Said concluded that Staff was supportive of the recommendation and understand the concerns that have been identified.

Heglund said he definitely feels the need for more housing in the Village and does not want to lose this opportunity with Mosaic, but he felt he needs more information on the traffic concerns. Jacobs asked what kind of timeframe to get the traffic study and who prepares it.

Township Manager Julius Suchy said the Township has met with the Kent County Road Commission and pushed back on the narrative that we do not have control to put up signs that say "must stop for pedestrians." However, with consult from legal counsel and additional communication, the Kent County Road Commission are receptive to Ada having control to be able to put up signs, which will take time for implementation.

Chris Zull, Traffic Engineer, said the traffic study for the proposed site was currently underway and he shared some of the preliminary information available.

There was Board discussion regarding the trail connectivity and concerns of the pedestrian crossing at Thornapple River & Fase Street, how to go about getting good data from a traffic study, the possibility to allow zoning R3 vs. PVM for the site, and whether to postpone a decision.

Moved by Jacobs, supported by Easter, to postpone the decision on the proposed map amendment subject to receipt of a traffic study currently being prepared by the applicant, the Township get an independent third party to review the traffic study, and obtain an update from the Kent County Road Commission about the pedestrian crossing, with the goal to have all available for review at the May 19 meeting. Motion carried.

2. Proposed Text Amendment to Allow Adult Foster Care Group Homes as Special Uses in the RP-1 (Rural Preservation 1) Zoning District, Green Meadow AFC

Korth informed that he was the owner of the property that the Adult Foster Care facility would occupy, but since this was a proposed text amendment for special use and not a project application, he did not feel necessary to recuse himself. Jacobs asked Korth if he could be fair and impartial. Korth answered that he is absolutely certain that he can be fair and impartial.

Ken Dixon, Dixon Architecture, stated he was representing Green Meadow AFC and was accompanied by Dorothy Greenlee.

Mr. Dixon presented his request and said by 2030 it was estimated that 1 in 5 people living in America will be 65 years old or older and at that time the demand for long-term care facilities in the U.S. will out-number the current supply. As a result, Ada Township needs to consider housing types to properly address the need for the aging community and a residential option to assist with the aging population are those of adult foster care homes. He explained the details of what an adult foster care home provides; a single-family home/shelter, shared living spaces, food and 24-hour care.

Mr. Dixon proposed a text amendment to the RP-1 District to allow for an adult foster care group home for no more than 12 residents and said with an appropriate limitation of size, the proposed AFC group would fit well into the character of the surrounding area.

Said summarized the staff memo and referred to the chart showing what districts allow adult foster care family home or group homes. He went over the items in the memo for the Planning Commission to consider.

Zoning Administrator Brent Bajdek pointed out that the reason these group homes were not permitted in the lower density area was because of the lack of infrastructure; no water, no sewer, no access to emergency vehicles.

Korth opened the public hearing at 7:25 p.m. There was no public comment and the public hearing was closed.

There was Board discussion regarding the concern of well, septic, and emergency vehicle access to consider as conditions of approval. Heglund asked who controlled the number of bedrooms vs. number of residents in the group home.

Dorothy Greenlee, 2984 Windcrest Way NE, Grand Rapids, and representing Green Meadow AFC, shared that the State has licensing guidelines where each person has to have so many square feet in the bedroom space and in the rest of the house per person. She explained their plan was to take the existing home and adjust it for 10 people with 10 beds; two double bedrooms and the rest would be single bedrooms.

Moved by Carter, supported by Jacobs, to recommend, to the Township Board, approval of the text amendment to Sec. 78-157 to allow adult foster care group homes as special uses in the RP-1 residential zoning district. Motion carried.

3. Proposed Text Amendment to the Sections 78-154 regarding Agricultural Preservation (AGP) District requirements, and Article XXII, regarding land divisions of platted lots, as well as advisory review of amendments to Chapter 42 of the Municipal Code regarding land divisions of platted lots

Said explained there are two parts to this request; one is to establish minimum lot size requirements in the AGP District of 10 acres with a minimum lot width of 300 ft., the second is the division splitting or boundary line adjustment of platted lots subject to site plan review and approval by the Planning Commission.

Korth opened the public hearing at 7:39 p.m. There was no public comment and the public hearing was closed.

Moved by Easter, supported by Heglund, to postpone action on the text amendment request until the May 19 meeting. Motion carried.

VII. NEW BUSINESS

1. Review of PVM District Development Plan for a 3-Story Building on Lot A6, River Street Commons Condominiums, 7399 River Street SE, Parcel No. 41-15-34-129-006, Ken Dixon on behalf of River Street Commons A6, LLC/Dan Clemo

Ken Dixon, Dixon Architecture, stated it was really exciting to be presenting the last building of the Block A and B development and referred to the picture projected on the screen to show Building A6 at the corner of River Street and Thornapple River Drive. The building is 3-story, 19,202 sq. ft., with retail on the lower level and office space on the second and third floors.

Mr. Dixon explained the details of the building and its store front and said it meets requirements for lot area, width dimension, coverage percentage, building setbacks, site frontage; however, he was requesting one departure. The required 75% of the ground story primary façade must consist of transparent storefront windows; the Thornapple River side is proposed with 69.2% transparency where the River Street side is proposed with 72.2% transparency.

Bajdek added note of one more condition of approval for a revised landscape plan because the tree species are not identified on the plans submitted. Dixon agreed that they were not and said he would work on that.

Moved by Jacobs, supported by Heglund, to approve the Building A6 subject to the recommendations from the Planning Department with the additional recommendation to have a revised landscaping plan and the departures as follows:

1. The Planning Commission hereby makes the following findings:
 - a. The proposed development plan, as modified by the conditions of approval listed below, requires the following "departures" from the standards of the PVM District, which are hereby approved:
 - 1) Sec. 78-476 (g): Minimum transparent window coverage along Headley Street/Thornapple River Drive (75% req.; 69.2% proposed) and River Street (75% req.; 72.2% proposed).
 - b. The above departure results in a plan that complies with the spirit and intent of the PVM District to a greater degree than would be possible without approval of the departure.
 - c. The proposed alternative is consistent with the purpose and intent of the PVM District.
 - d. The proposed alternative, in comparison to conformance with PVM District standards, will not have a detrimental impact on adjacent property or the surrounding neighborhood.
 - e. The proposed alternative is necessary and appropriate to accommodate a superior design

of the proposed development.

2. The proposed development plan for a new 19,202 sq. ft. 3-story building is hereby approved, subject to the following conditions:
 - a. The applicant shall provide lighting plans consistent with applicable requirements and shall obtain Township Staff approval prior to the issuance of any building permit. Any exterior building-mounted light fixtures shall be full-cutoff to control light emission, or of a low-intensity non-glare light style, subject to approval by Township Staff prior to issuance of a building permit.
 - b. Except as modified in accordance with these conditions of approval, the building and site improvements shall be completed substantially as shown on the plan set titled "#7423 River Street SE; River Street Commons – A3 Building", as follows:
 - 1) Engineer/Utility Plans Sheets 1-4, dated 03/08/22.
 - 2) Floor Plan Sheets A2.1, A2.2, and A2.3, dated 03/24/22.
 - 3) Exterior Elevation Sheets A4.1 and A4.2, dated 03/24/22.
 - 4) Landscape Plan Sheet L1.1, dated 03/24/22.
3. Submittal of a revised landscaping plan consistent with applicable requirements and shall obtain Township Staff approval prior to the issuance of any building permit.

Motion carried.

2. Review of PVM District Development Plan for a Pergola and Outdoor Seating Area for a Restaurant at B-5 and B-6, Ada Marketplace Condominiums, 7471 and 7505 River Street SE, Parcels 41-15-34-128-005 and 41-15-34-128-006, Ken Dixon on behalf of Ada Marketplace B-5 LLC and Ada Marketplace B-6 LLC

Ken Dixon, Dixon Architecture, representing the Ada Marketplace Square B5/B6 and Mario Cascante, operator of Luna. Mr. Dixon referred to the renderings of the proposed pergola structure and said the outdoor seating area of 50 seats, 1,000 sq. ft., are being added to enjoy the outdoor dining experience and he described the proposed changes.

Mario Cascante, 225 Holmdene NE, Grand Rapids, said he was working furiously toward opening Luna and have had some unexpected delays, but it should be just weeks away now.

Bajdek said this proposal is a new development plan, as a supplemental/additional development plan to the previously approved development plans for both units B5 and B6 of Ada Marketplace Square.

Moved by Jacobs, supported by Heglund, to approve the development plan for a pergola and outdoor seating. Motion carried.

3. Request for approval of revised Planning Commission Bylaws

The Commissioners concurred that agenda items VII 3, and IX, 1. and 2., be postponed until the May 19 meeting.

VIII. OTHER BUSINESS

IX. COMMISSION MEMBER / STAFF REPORTS

- 1. Planning Commission Annual Report**
- 2. Ada Drive/Journey Academy follow-up**

X. PUBLIC COMMENT – none

XI. ADJOURNMENT

Moved by Heglund, supported by Easter, to adjourn the meeting at 7:58 p.m. Motion carried.

Respectfully submitted,

Jacqueline Smith, Ada Township Clerk

rs:JS/eb



MEMORANDUM

Date: 5.25.22

TO: Julius Suchy, Township Manager
FROM: John D. Said AICP, Director of Planning
RE: Planning Commission Annual Report (FY 2021-2022)

Please see the attached Annual Report for the Township Planning Commission (PC) for submittal to the Township Board. The Commission reviewed and approved the Report at their May 19, 2022 meeting. Per State requirements (Michigan Planning Enabling Act), the Commission is required to provide "an annual written report to the legislative body concerning its operation and the status of planning activities..." (Sec. 125.3819). (No Board action is required.)

The Report identifies Commission membership, Staff support, meetings held, and most importantly, a summary of the Planning Commission's activities. During FY 21-22, the Commission held 15 total meetings (11 regular meetings and 4 special meetings). Through that time, the Commission completed 23 separate reviews of proposals. This included the following: 3 site plan reviews, 3 planned unit developments (PUDs), 2 Planned Village Mixed-Use (PVM) Overlay District development reviews, 5 special uses, 3 Zoning Ordinance text amendments, 1 Zoning Map amendment (rezoning), and 6 other actions, consisting of the following:

- Approval of the Block C Subarea Plan, arising out of review of the 7500 Fulton PVM development plan review. The Commission intends for the Block C Plan to be integrated into the Township Master Plan Update.
- Review of Village East's façade alterations.
- Review and approval of the Master Plan Update Request for Proposals (RFP).
- Interviews of the two Master Plan consultant candidates, and recommendation of preferred candidate to the Township Board.
- Preliminary review of the conceptual plan for the Mosaic 'Oxbow' mixed-residential project, at 7535 and 7567 Fase Street.
- Capital Improvements Plan for 2022-2028, with recommendation for approval.

Not mentioned in the Report, but also of note was the attendance of Chair Tom Korth and PC Member Dan Carter at the Michigan Statewide Planning Conference, held by the Michigan Chapter of the American Planning Association, in October, 2021. Staff will continue to encourage Planning Commission (and Zoning Board of Appeals) participation in planning and zoning conferences.

In summary, the Commission has had an active year. With many potential projects and the Master Plan Update now getting underway, FY 2022-2023 should be an equally dynamic period.

As always, please let me know if there are any questions, and the ongoing support of you and the Township Board to the Planning Commission, Zoning Board, and Staff is very much appreciated.



**PLANNING COMMISSION
ANNUAL REPORT TO TOWNSHIP BOARD
Fiscal Year April 1, 2021 – March 31, 2022
Approved by Planning Commission, April 21, 2022**

Commission Members

Susan Burton, Angela Butterfield (Vice Chair), Daniel Carter, Sara Easter (Secretary), Jacob Heglund, Catherine Jacobs (Township Board Representative), Tom Korth (Chairperson).

Staff

Jim Ferro, Planning Director (through August, 2021), John D. Said, Planning Director (beginning August, 2021), Brent Bajdek, Planning & Zoning Administrator, Elaine Buckley, Administrative Assistant.

Meetings

A total of fifteen meetings were held as follows:

- Eleven regular meetings held (third Thursday monthly), with one meeting (April 15, 2021) cancelled.
- Four special meetings held: June 1, 2021; November 29, 2021, December 3, 2021, and March 2, 2022.

Please see the attached Commission attendance summary.

Commission Activity Summary

Site Plan Reviews

- 7333 Knapp St. (Egypt Valley Country Club); swimming pool renovations.
- 6555 Grand River Dr. (Canterbury Creek Farm Preschool); building addition and new storage barn/accessory building and animal shelter.
- 6080 Grand River Dr.; creating 4 parcels on +/- 10 acres in Rural Residential (RR) District.

Planned Unit Developments (PUDs)

- 7518 & 7524 Fase Street (Turan Townhomes); Final PUD; 3 two-family dwellings and 1 one-family dwelling.
- 7699 Fase Street (Fase Street Crossings); Final PUD; 16 new single-family home lots.
- 7590 E. Fulton (Village East); extension of Final PUD; 92 multifamily residential units.

PVM District Development Plan Reviews

- 7423 River Street (A3 Building); new retail and office building.
- 7500 E. Fulton (PDL); new office building.

Special Use Requests

- 6252 Knapp; accessory building sidewall height of 12 feet (10-foot max. allowance without special use).
- 1170 Fox Hollow Ave.; accessory building area of 6,526 square feet (4,000 SF max. allowed without special use).
- 8745 Glen Nevis Rd.; accessory building sidewall height of 13 feet (10-foot max. allowance).
- 7300 Windy Hill Dr. (VA Memorial Trust); private cemetery with parking, committal shelter, burial area, and mausoleum.
- 6025 Ada Dr. (Journey Academy); proposed K-12th grade private school.

Zoning Ordinance Text Amendments

- Secs. 78-742 and 78-746; to allow wall murals without commercial content (not approved).
- Sec. 78-744; to allow additional projecting signs for businesses.
- Sec. 78-544; to revise lot size and width requirements associated with land divisions.

Zoning Map Amendments (Rezoning)

- 155 Spaulding Ave. (Journey Academy); extension of conditional rezoning amendment from I Industrial to R-1 Low-Density Single-Family Residential.

Other Actions

- Block C Subarea Plan; creation and review; to be incorporated into Master Plan.
- Village East Façade Alterations review.
- Master Plan Request for Proposals (RFP); review.
- Master Plan consultant candidates (McKenna and Progressive AE); interviews and recommendation of Progressive AE for project.
- 7535 and 7567 Fase St (Mosaic); preliminary review of proposed mixed-residential development.
- Capital Improvements Plan for 2022-2028; review and recommended approval.

**ADA TOWNSHIP PLANNING COMMISSION
MEETING ATTENDANCE RECORD
APRIL 2021 – MARCH 2022**

MEETING DATE	BUTTERFIELD	EASTER	JACOBS	CARTER	KORTH	BURTON	HEGLUND
04-15-21 CANCELLED	-	-	-	-	-	-	-
05-20-21	X	X	X	X	X	Absent	X
06-01-21 SPECIAL MEETING	Absent	X	X	X	X	Absent	X
06-17-21	Absent	Absent	X	X	X	Absent	X
07-15-21	Absent	Absent	X	X	X	Absent	X
08-19-21	Absent	Absent	X	X	X	X	Absent
09-16-21	X	X	X	X	X	X	Absent
10-21-21	Absent	X	X	X	X	Absent	X
11-18-21	X	X	X	X	X	X	Absent
11-29-21 SPECIAL MEETING	X	X	X	X	X	X	Absent
12-3-21 SPECIAL MEETING	Absent	X	X	X	X	X	X
12-16-21	X	Absent	Absent	X	X	X	Absent
01-20-22	X	Absent	X	Absent	X	X	X
02-17-22	X	X	X	X	X	Absent	X
03-02-22 SPECIAL MEETING	X	X	Absent	X	X	Absent	Absent
03-17-22	Absent	Absent	X	X	X	Absent	X
Total Attended	8	9	13	14	15	7	9
Total Absences	7	6	2	1	0	8	6

X = Present
As of 3/18/22



RESOLUTION NO. R-061322-3

A RESOLUTION ACCEPTING THE CLASSIFICATION AND COMPENSATION STUDY REPORT
PREPARED BY THE MICHIGAN MUNICIPAL LEAGUE

PRESENT: _____

ABSENT: _____

The following resolution was offered by member _____ and supported by member _____.

WHEREAS, the Township of Ada is a General Law Township operating in the State of Michigan, County of Kent; and

WHEREAS, the Township annually reviews and adjusts compensation for its employees; and

WHEREAS, the Township identified a need to better understand the market for employee compensation and benefits and hired the Michigan Municipal League to complete this a compensation study; and

WHEREAS, the Michigan Municipal League completed a review of positions and interviewed staff prior to requesting compensation information from comparable communities identified by the Township; and

WHEREAS, on June 8, 2022 Marcia Cornell, MML Consultant presented the final report dated March 2022 to the Township Board; and

WHEREAS, at the June 8, 2022 work session the Township Board requested the Manager prepare a resolution accepting the classification and compensation study as a framework for the Township moving forward; and

WHEREAS, the Township will work to implement the plan in a way that keeps Ada Township competitive with the municipal market for employee compensation; and

NOW, THEREFORE BE IT RESOLVED that the Township Board does hereby accept the Ada Township Classification and Compensation Study Report Prepared by the Michigan Municipal League dated March 2022

YEAS _____

NAYS _____

ABSENT _____

RESOLUTION DECLARED ADOPTED, JUNE 13, 2022

Jacqueline Smith, Ada Township Clerk

CERTIFICATION

I, Jacqueline Smith, HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the ADA TOWNSHIP BOARD of the TOWNSHIP OF ADA at a regular meeting held on Monday, June 13, 2022.

Date: _____

Jacqueline Smith, Ada Township Clerk

MEMORANDUM

Date: 6/8/22



TO: Ada Township Board
FROM: Julius Suchy, Township Manager
RE: Compensation Study Phase I Implementation Options

Background:

Following the presentation and discussion by Marcia Cornell from the MML I have put together the following options for the Phase I salary increases. I have also enclosed a position chart showing where each of the options places the employees on the min/mid/max scale as identified in the study.

All financial impacts are factored to include wages, FICA, Medicare and retirement contribution increases associated with any increase.

Option A:

- Fire Lieutenants (3) – Move to Minimum + 4% Increase
- All Other Positions Receive 4% Increase
 - Parks & Recreation Program Coordinator & Administrative Assistant (Parks) excluded as they were hired with new pay range
 - DDA Director – Plan to reach minimum will be developed with the DDA Board to allow time to reach rather than large one year increase.

Option A Implementation by Fund (Financial Impact)				
GF (101)	PS (205)	PRLP (208)	Trails (211)	DDA (248)
\$31,649.13	\$17,335.66	\$4,300.34	\$4,572.23	\$3,812.27
Building (249)				
\$2,231.90	\$1,248.66	\$1,248.66	\$478.30	\$66,877.15

Note:

- Planning Director reaches maximum pay of \$96,086.96; rest will be paid in form of a one-time bonus (\$856.64)
- Appraiser reaches maximum pay of \$48,150.44 (based on 1,508 hours); rest will be paid in form of a one-time bonus (\$892.18)

Option B:

- Fire Lieutenants (3) – Move to Minimum + 5% Increase
- All Other Positions Receive 5% Increase
 - Parks & Recreation Program Coordinator & Administrative Assistant (Parks) excluded as they were hired with new pay range. They have opportunity to move up on next review.
 - DDA Director – Plan to reach minimum will be developed with the DDA Board to allow time to reach rather than large one year increase.

Option B Implementation by Fund				
GF (101)	PS (205)	PRLP (208)	Trails (211)	DDA (248)
\$40,317.29	\$20,853.13	\$5,421.95	\$5,841.27	\$4,828.33
Building (249)	Sewer (590)	Water (591)	GVE (597)	Total Increase
\$3,041.83	\$1,560.82	\$1,560.82	\$597.87	\$83,755.32

Note:

- Planning Director reaches maximum pay of \$96,086.96; rest will be paid in form of a one-time bonus (\$1,788.79)
- Appraiser reaches maximum pay of \$48,150.44 (based on 1,508 hours); rest will be paid in form of a one-time bonus (\$1,363.74)

Option C:

- Fire Lieutenants (3) – Move to Minimum + 6% Increase
- All Other Positions Receive 6% Increase
 - Parks & Recreation Program Coordinator & Administrative Assistant (Parks) excluded as they were hired with new pay range. They have opportunity to move up on next review.
 - DDA Director – Plan to reach minimum will be developed with the DDA Board to allow time to reach rather than large one year increase.

Option C Implementation by Fund				
GF (101)	PS (205)	PRLP (208)	Trails (211)	DDA (248)
\$48,380.74	\$23,834.60	\$6,493.14	\$7,009.52	\$5,749.00
Building (249)	Sewer (590)	Water (591)	GVE (597)	Total Increase
\$3,650.20	\$1,872.99	\$1,872.99	\$717.44	\$99,625.63

Note:

- Planning Director reaches maximum pay of \$96,086.96; rest will be paid in form of a one-time bonus (\$2,702.94)
- Appraiser reaches maximum pay of \$48,150.44 (based on 1,508 hours); rest will be paid in form of a one-time bonus (\$1,835.31)
- Parks & Recreation Director reaches maximum pay of \$96,086.96; rest will be paid in form of a one-time bonus (\$322.02)

Option D:

- Fire Lieutenants (3) – Move to Minimum + 7% Increase
- All Other Positions Receive 7% Increase
 - Parks & Recreation Program Coordinator & Administrative Assistant (Parks) excluded as they were hired with new pay range. They have opportunity to move up on next review.
 - DDA Director – Plan to reach minimum will be developed with the DDA Board to allow time to reach rather than large one year increase.

Option D Implementation by Fund				
GF (101)	PS (205)	PRLP (208)	Trails (211)	DDA (248)
\$56,444.20	\$27,084.07	\$10,937.49	\$8,177.78	\$6,759.66
Building (249)	Sewer (590)	Water (591)	GVE (597)	Total Increase
\$4,258.57	\$2,185.15	\$2,185.15	\$837.02	\$118,869.09

Note:

- Planning Director reaches maximum pay of \$96,086.96; rest will be paid in form of a one-time bonus (\$3,653.09)
- Appraiser reaches maximum pay of \$48,150.44 (based on 1,508 hours); rest will be paid in form of a one-time bonus (\$2,306.87)
- Parks & Recreation Director reaches maximum pay of \$96,086.96; rest will be paid in form of a one-time bonus (\$1,231.54)

By taking steps to implement the study, the Township is putting itself in a better position to retain talent and eliminate lost productivity and costs by needing to search for talented individuals to fill open positions. Based on a recent presentation put on by the Ada Business Association they said the average business pays \$20,000.00 each time they have to replace an employee.

The personnel committee will continue to meet and discuss additional items in advance of the next fiscal year and how to handle step increases, classification changes and other benefit items.

Recommendation:

Staff has no recommendation.

Requested Motion: Motion to Approve Option (A, B, C, D) for Phase I Implementation of Employee Compensation Study Completed by the Michigan Municipal League.

FY 2022-2023 Wages Compensation Study Implementation (Wages as of 4/1/22 - Current)

Position	Wage (3% Inc)	Minimum	Midpoint	Maximum	% of Min	% of Mid	% of Max
Administrative Support (GF/Bldg)	\$ 44,754.74	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	112%	97%	86%
Administrative Support (GF)	\$ 42,398.10	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	106%	92%	82%
Administrative Support (Parks)	\$ 40,941.26	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	102%	89%	79%
Maintenance - BG & Parks	\$ 44,626.00	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	105%	91%	81%
Maintenance - BG & Parks	\$ 47,000.00	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	110%	96%	85%
Maintenance - BG & Parks	\$ 45,504.58	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	107%	93%	82%
Maintenance - BG & Parks	\$ 45,504.58	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	107%	93%	82%
Assessing Tech (PT - 29 hrs)	\$ 31,856.95	\$ 30,883.84	\$ 35,528.48	\$ 40,158.04	103%	90%	79%
Utility Dept Accountant	\$ 50,817.73	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	119%	104%	92%
Deputy Clerk	\$ 51,331.90	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	120%	105%	93%
Deputy Treasurer	\$ 51,331.90	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	109%	95%	84%
Recreation Program Coordinator	\$ 50,000.00	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	106%	93%	82%
Accountant	\$ 56,623.63	\$ 51,086.96	\$ 58,750.00	\$ 66,413.04	111%	96%	85%
Fire Fighter	\$ 59,447.32	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	100%	87%	77%
Fire Fighter	\$ 57,708.88	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	97%	84%	75%
Fire Fighter	\$ 57,708.88	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	97%	84%	75%
Appraiser (PT - 29 hrs)	\$ 47,156.36	\$ 36,734.88	\$ 42,601.00	\$ 48,150.44	128%	111%	98%
Planner/Zoning Administrator	\$ 65,468.15	\$ 55,478.26	\$ 63,800.00	\$ 72,121.74	118%	103%	91%
Planning Director	\$ 93,215.00	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	126%	110%	97%
Fire Chief	\$ 90,951.87	\$ 79,565.22	\$ 91,500.00	\$ 103,434.78	114%	99%	88%
Assessor	\$ 89,200.00	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	121%	105%	93%
Parks Director	\$ 90,951.87	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	123%	107%	95%
DDA Director	\$ 57,533.20	\$ 65,826.09	\$ 75,700.00	\$ 85,573.91	87%	76%	67%
Township Manager	\$ 124,125.30	\$ 113,913.04	\$ 131,000.00	\$ 148,086.96	109%	95%	84%
Totals	\$ 1,436,158.20	\$ 1,303,227.43	\$ 1,499,079.48	\$ 1,694,599.77	110%	96%	85%

FY 2022-2023 Wages Compensation Study Implementation (Option A - 4%)

Position	Wage	Minimum	Midpoint	Maximum	% of Min	% of Mid	% of Max
Administrative Support (GF/Bldg)	\$ 46,544.93	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	116%	101%	90%
Administrative Support (GF)	\$ 44,094.02	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	110%	96%	85%
Administrative Support (Parks)	\$ 40,941.26	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	102%	89%	79%
Maintenance - BG & Parks	\$ 46,411.04	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	109%	95%	84%
Maintenance - BG & Parks	\$ 48,880.00	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	115%	100%	88%
Maintenance - BG & Parks	\$ 47,324.76	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	111%	97%	85%
Maintenance - BG & Parks	\$ 47,324.76	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	111%	97%	85%
Assessing Tech (PT - 29 hrs)	\$ 33,131.23	\$ 30,883.84	\$ 35,528.48	\$ 40,158.04	107%	93%	83%
Utility Dept Accountant	\$ 52,850.44	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	124%	108%	95%
Deputy Clerk	\$ 53,385.18	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	125%	109%	96%
Deputy Treasurer	\$ 53,385.18	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	114%	99%	87%
Recreation Program Coordinator	\$ 50,000.00	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	106%	93%	82%
Accountant	\$ 58,888.58	\$ 51,086.96	\$ 58,750.00	\$ 66,413.04	115%	100%	89%
Fire Fighter	\$ 61,857.39	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	104%	90%	80%
Fire Fighter	\$ 61,857.39	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	104%	90%	80%
Fire Fighter	\$ 61,857.39	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	104%	90%	80%
Appraiser (PT - 29 hrs)	\$ 49,042.62	\$ 36,734.88	\$ 42,601.00	\$ 48,150.44	134%	115%	102%
Planner/Zoning Administrator	\$ 68,086.88	\$ 55,478.26	\$ 63,800.00	\$ 72,121.74	123%	107%	94%
Planning Director	\$ 96,943.60	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	131%	114%	101%
Fire Chief	\$ 94,589.94	\$ 79,565.22	\$ 91,500.00	\$ 103,434.78	119%	103%	91%
Assessor	\$ 92,768.00	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	126%	109%	97%
Parks Director	\$ 94,589.94	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	128%	111%	98%
DDA Director	\$ 59,834.53	\$ 65,826.09	\$ 75,700.00	\$ 85,573.91	91%	79%	70%
Township Manager	\$ 129,090.31	\$ 113,913.04	\$ 131,000.00	\$ 148,086.96	113%	99%	87%
Totals	\$ 1,493,679.37	\$ 1,303,227.43	\$ 1,499,079.48	\$ 1,694,599.77	115%	100%	88%

FY 2022-2023 Wages Compensation Study Implementation (Option B - 5%)

Position	Wage	Minimum	Midpoint	Maximum	% of Min	% of Mid	% of Max
Administrative Support (GF/Bldg)	\$ 46,992.47	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	117%	102%	90%
Administrative Support (GF)	\$ 44,518.01	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	111%	97%	86%
Administrative Support (Parks)	\$ 40,941.26	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	102%	89%	79%
Maintenance - BG & Parks	\$ 46,857.30	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	110%	96%	85%
Maintenance - BG & Parks	\$ 49,350.00	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	116%	101%	89%
Maintenance - BG & Parks	\$ 47,779.81	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	112%	98%	86%
Maintenance - BG & Parks	\$ 47,779.81	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	112%	98%	86%
Assessing Tech (PT - 29 hrs)	\$ 33,449.80	\$ 30,883.84	\$ 35,528.48	\$ 40,158.04	108%	94%	83%
Utility Dept Accountant	\$ 53,358.62	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	125%	109%	96%
Deputy Clerk	\$ 53,898.50	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	126%	110%	97%
Deputy Treasurer	\$ 53,898.50	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	115%	100%	88%
Recreation Program Coordinator	\$ 50,000.00	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	106%	93%	82%
Accountant	\$ 59,454.81	\$ 51,086.96	\$ 58,750.00	\$ 66,413.04	116%	101%	90%
Fire Fighter	\$ 62,452.17	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	105%	91%	81%
Fire Fighter	\$ 62,452.17	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	105%	91%	81%
Fire Fighter	\$ 62,452.17	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	105%	91%	81%
Appraiser (PT - 29 hrs)	\$ 49,514.18	\$ 36,734.88	\$ 42,601.00	\$ 48,150.44	135%	116%	103%
Planner/Zoning Administrator	\$ 68,741.56	\$ 55,478.26	\$ 63,800.00	\$ 72,121.74	124%	108%	95%
Planning Director	\$ 97,875.75	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	132%	115%	102%
Fire Chief	\$ 95,499.46	\$ 79,565.22	\$ 91,500.00	\$ 103,434.78	120%	104%	92%
Assessor	\$ 93,660.00	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	127%	110%	97%
Parks Director	\$ 95,499.46	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	129%	112%	99%
DDA Director	\$ 60,409.86	\$ 65,826.09	\$ 75,700.00	\$ 85,573.91	92%	80%	71%
Township Manager	\$ 130,331.57	\$ 113,913.04	\$ 131,000.00	\$ 148,086.96	114%	99%	88%
Totals	\$ 1,507,167.23	\$ 1,303,227.43	\$ 1,499,079.48	\$ 1,694,599.77	116%	101%	89%

FY 2022-2023 Wages Compensation Study Implementation (Option C - 6%)

Position	Wage	Minimum	Midpoint	Maximum	% of Min	% of Mid	% of Max
Administrative Support (GF/Bldg)	\$ 47,440.02	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	119%	103%	91%
Administrative Support (GF)	\$ 44,941.99	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	112%	98%	86%
Administrative Support (Parks)	\$ 40,941.26	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	102%	89%	79%
Maintenance - BG & Parks	\$ 47,303.56	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	111%	97%	85%
Maintenance - BG & Parks	\$ 49,820.00	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	117%	102%	90%
Maintenance - BG & Parks	\$ 48,234.85	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	113%	98%	87%
Maintenance - BG & Parks	\$ 48,234.85	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	113%	98%	87%
Assessing Tech (PT - 29 hrs)	\$ 33,768.37	\$ 30,883.84	\$ 35,528.48	\$ 40,158.04	109%	95%	84%
Utility Dept Accountant	\$ 53,866.79	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	126%	110%	97%
Deputy Clerk	\$ 54,411.81	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	128%	111%	98%
Deputy Treasurer	\$ 54,411.81	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	116%	101%	89%
Recreation Program Coordinator	\$ 50,000.00	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	106%	93%	82%
Accountant	\$ 60,021.05	\$ 51,086.96	\$ 58,750.00	\$ 66,413.04	117%	102%	90%
Fire Fighter	\$ 63,046.96	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	106%	92%	82%
Fire Fighter	\$ 63,046.96	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	106%	92%	82%
Fire Fighter	\$ 63,046.96	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	106%	92%	82%
Appraiser (PT - 29 hrs)	\$ 49,985.75	\$ 36,734.88	\$ 42,601.00	\$ 48,150.44	136%	117%	104%
Planner/Zoning Administrator	\$ 69,396.24	\$ 55,478.26	\$ 63,800.00	\$ 72,121.74	125%	109%	96%
Planning Director	\$ 98,807.90	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	134%	116%	103%
Fire Chief	\$ 96,408.98	\$ 79,565.22	\$ 91,500.00	\$ 103,434.78	121%	105%	93%
Assessor	\$ 94,552.00	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	128%	111%	98%
Parks Director	\$ 96,408.98	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	130%	113%	100%
DDA Director	\$ 60,985.19	\$ 65,826.09	\$ 75,700.00	\$ 85,573.91	93%	81%	71%
Township Manager	\$ 131,572.82	\$ 113,913.04	\$ 131,000.00	\$ 148,086.96	116%	100%	89%
Totals	\$ 1,520,655.10	\$ 1,303,227.43	\$ 1,499,079.48	\$ 1,694,599.77	117%	101%	90%

FY 2022-2023 Wages Compensation Study Implementation (Option D - 7%)

<u>Position</u>	<u>Wage</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>% of Min</u>	<u>% of Mid</u>	<u>% of Max</u>
Administrative Support (GF/Bldg)	\$ 47,887.57	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	120%	104%	92%
Administrative Support (GF)	\$ 45,365.97	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	113%	99%	87%
Administrative Support (Parks)	\$ 43,807.15	\$ 40,000.00	\$ 46,000.00	\$ 52,000.00	110%	95%	84%
Maintenance - BG & Parks	\$ 47,749.82	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	112%	97%	86%
Maintenance - BG & Parks	\$ 50,290.00	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	118%	103%	91%
Maintenance - BG & Parks	\$ 48,689.90	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	114%	99%	88%
Maintenance - BG & Parks	\$ 48,689.90	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	114%	99%	88%
Assessing Tech (PT - 29 hrs)	\$ 34,086.94	\$ 30,883.84	\$ 35,528.48	\$ 40,158.04	110%	96%	85%
Utility Dept Accountant	\$ 54,374.97	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	128%	111%	98%
Deputy Clerk	\$ 54,925.13	\$ 42,608.70	\$ 49,000.00	\$ 55,391.30	129%	112%	99%
Deputy Treasurer	\$ 54,925.13	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	117%	102%	90%
Recreation Program Coordinator	\$ 50,000.00	\$ 46,956.52	\$ 54,000.00	\$ 61,043.48	106%	93%	82%
Accountant	\$ 60,587.28	\$ 51,086.96	\$ 58,750.00	\$ 66,413.04	119%	103%	91%
Fire Fighter	\$ 63,641.74	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	107%	93%	82%
Fire Fighter	\$ 63,641.74	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	107%	93%	82%
Fire Fighter	\$ 63,641.74	\$ 59,478.26	\$ 68,400.00	\$ 77,321.74	107%	93%	82%
Appraiser (PT - 29 hrs)	\$ 50,457.31	\$ 36,734.88	\$ 42,601.00	\$ 48,150.44	137%	118%	105%
Planner/Zoning Administrator	\$ 70,050.92	\$ 55,478.26	\$ 63,800.00	\$ 72,121.74	126%	110%	97%
Planning Director	\$ 99,740.05	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	135%	117%	104%
Fire Chief	\$ 97,318.50	\$ 79,565.22	\$ 91,500.00	\$ 103,434.78	122%	106%	94%
Assessor	\$ 95,444.00	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	129%	112%	99%
Parks Director	\$ 97,318.50	\$ 73,913.04	\$ 85,000.00	\$ 96,086.96	132%	114%	101%
DDA Director	\$ 61,560.52	\$ 65,826.09	\$ 75,700.00	\$ 85,573.91	94%	81%	72%
Township Manager	\$ 132,814.07	\$ 113,913.04	\$ 131,000.00	\$ 148,086.96	117%	101%	90%
Totals	\$ 1,537,008.85	\$ 1,303,227.43	\$ 1,499,079.48	\$ 1,694,599.77	118%	103%	91%



MEMORANDUM

Date: 6/8/22

TO: Ada Township Board
FROM: Julius Suchy, Township Manager
RE: Schedule Joint Board Meeting with Trails Committee

Background:

The trails committee and Township board held a joint meeting last fall that was very helpful in working through priorities and looking at potential projects. With next years construction projects up for discussion the committee would like to have a joint meeting with the board to report back on the feasibility work that has been completed and discuss potential options for the upcoming few years.

With the trails committee meeting summary this month is a number of other notes and updates as to where projects are, but it is important that the committee continue to communicate with the board to make sure they are on the right path for potential projects.

I would like to schedule a work session in late June if possible. I have not requested availability from the trail committee as I wanted to see what Township board availability may be first. If desired I can send out a series of dates/times and to trustees this week to begin to coordinate for a special work session.

If you have dates you definitely are not available please let me know and I can exclude them from my dates I send out.

Recommendation:

No Staff Recommendation

Requested Motion: None.



Township Manager Report for June 8, 2022

Submitted by Township Manager Julius Suchy

W. Fulton St. Generator Insurance Replacement:

The Township's insurance carrier has sent the Township a check for \$27,047.91. Once the repairs are completed and we send documentation they will release the recoverable depreciation of \$14,204.95. The total amount received from insurance will be \$41,279.86, this is after the Townships \$2,500 deductible is removed.

The total cost for the replacement is as follows:

New Generator - \$42,316.00

Installation - \$8,930.00

Concrete Work (if needed, if footprint doesn't match and pipes don't align) - \$5,900.00

Total Cost = \$57,146.00 if Concrete Work Needed, \$51,246 if not needed.

I tried to reason with the adjuster that the Township purchased the larger generator due to lead time issues as well as eliminating the need for a temporary portable generator. They responded that our coverage only replaces item to pre-loss condition and they do not pay for upgrades.

Township Hall Fiber is Live!

Township Hall is officially running on Fiber. The change over took place last week and the speed tests we have done since making the change have been excellent. The next step is to move the phone system to VoIP, which will be taking place in the next few weeks – month as I am working with Comcast on this piece. Once that is complete the Township can terminate its relations with BSB for phone services and Granite and First Communications for phone services.

I am also working with Allied Mechanical to see what needs to be done to update our alarm system to a cellular system from our current system. Once I have this I will review and depending on scope and scale take to the appropriate committee or Township Board for any potential action.

Spongy (Gypsy) Moth Spray Program Update:

Neal Swanson with Aquatic Consulting Services will follow up in a few weeks once he has done a preliminary review of if the spraying was successful or not.

The Township had received a call from the Michigan Department of Agriculture notifying us that a resident had called to report our spray program. I shared with the Department of Agriculture all of the materials mailed out and the updates provided on our website. Following receipt of this information he contacted the resident and shared that there was no issue as our spray program followed all notification protocols.

Knapp Street Pedestrian Bridge Update:

Staff and our engineer met with KCRC staff on May 23rd to discuss the process and timeline for applying for a grant to add a pedestrian bridge to the Knapp Street bridge.

The process is lengthy and staff is following up to determine if it proceeds what funding cycle this would be for. More information will be shared when it is available.

2nd Shift Maintenance Position Job Posting Update:

The position has been posted and will remain open through June 20th. The Township posted through a number of different employment websites, newspaper and other recreation and municipal websites.

It is anticipated that someone could be selected in late June with a potential start date in mid-July.

Ada Elementary & Meadow Brook Elementary 2nd Grade Presentations:

Planning Director John Said and I presented to all of the 2nd grade classes from these two elementary schools at the beginning on June. The presentation framework we used has been included with John's monthly Planning Department report.

This was an excellent way to connect with the community and we utilized it as an opportunity to ask students what they would like to see in Ada and we will use this as a piece of public engagement for the Master Plan currently being worked on.

Agreement with Ada Historical Society:

I will be meeting with Bernie Veldkamp and Kristen Wildes from the Ada Historical Society to review the current agreement between the Township and the Historic Society. This will allow us to review payment terms and the items that both the Township and Historical Society is responsible for.

I will provide an update following the meeting. I would anticipate taking this to Administrative Committee once there is some traction on any requested changes.

ARPA Second Tranche Payment Update:

The Department of Treasury sent out an e-mail indicating that they would be distributing second tranche payments within the next 30 days. These funds will be deposited with the Township and are on hold until the Township determines when and how to proceed with spending the funds. Once the new Township Hall feasibility study is completed it will likely help this process move forward.

West Michigan Health Insurance Pool:

This past year the Township changed our agent of record related to Health Insurance from Burnham & Flowers to Hub International. Following this change, we met with employees and discussed health insurance and there was discussion about changing the plan but overall employees wanted to know if the Township had any ability to access more plan options despite being a small group (less than 50 employees).

I learned of the West Michigan Health Insurance Pool, which is a pool of 13,000+ employees made of up municipalities and school districts that would provide this opportunity. I had a preliminary call with their team on May 24th and we will be sending them our plan information and employee census to see their plan costs would compare to our existing rates before having any additional conversation about the Township joining the pool.

Updated Revenue Sharing Projection:

The Township budgeted for additional funds in the FY 2022-2023 budget based on updated financial projections from the State of Michigan. I recently received notification that the projections have been updated based on better than anticipated revenue and the Township is projected to receive approximately \$40,000 in additional revenue.

As this is just a projection, staff will continue to evaluate these estimates and provide updates as they become available.

New Township Hall Feasibility Study Update:

Integrated is working with Erhardt Construction to put together preliminary estimates for cost for the two sites still under consideration. Once this information is available, I will schedule a work session for them to present this information and the Township can decide on next steps.

I have reached out to Geld again to see if anything has changed regarding the property across from the library and have not yet received a response. I also reached out to the Community Church as I want to make sure that all other options are vetted as much as possible before the Township Board is presented with final options.

Mobile Antenna Updates:


I am currently working on two proposals related to mobile antennas for the Township:

- Dish Wireless is proposing a new antenna to be located on the Ada Dr. water tower. Legal counsel and the Admin Committee have reviewed and we are still in the negotiation process on this lease agreement.
- T-Mobile has submitted a proposed amendment and extension to their existing lease. Admin committee has reviewed and it will be sent to legal counsel for final review before being presented to the Township Board.

Amy Van Andel Library – Ada Community Center Update:

- News & Updates
 - The Excellence in Construction Awards Committee reached out and stated the project was nominated for an EIC award in the Interior Finishing – Flooring Category by Sobie Company. I will be providing a tour to the three judges on Friday June 3rd.
- Maintenance Items –
 - The lighting system is still being reviewed, waiting for a fix to the existing software that manages the system.

Memo

To: Julius Suchy, Township Manager
From: Stephanie Boerman, Assessor 
Date: June 6, 2022
Re: Assessing Department Update

Comments: Property questionnaires for the neighborhoods that we are reviewing this year have been mailed to residents and we have received 36% of the questionnaires back. We are in the process of analyzing and entering data on those parcels as part of our summer field review process.

Interviews for the Assessing Technician position have been conducted and a candidate has been chosen. Completing paperwork and background checks this week.

We currently have one Michigan Tax Tribunals Pending Cases for Ada Township.

Thanks



Director Report for June 13, 2022

Submitted by DDA Director Haley Stichman

DDA Events and Marketing Intern

Aaron McNair started as the new DDA events and marketing intern on June 1. His focus has been helping to manage the social media posts for both Beers at the Bridge and Farmer's Market as well as recruiting volunteers for summer events. He will be introduced to the DDA Board at the meeting on June 13.

Events/Sponsorships:

Beers at the Bridge - June 17 | July 15 | August 19 – Leonard Field

We are just about two weeks away from the Beers at the Bridge event on June 17. I met with the BATB committee this week to finalize day-of-event logistics and will be working to coordinate with the band/sound crew, vendors, and sponsors over the next two weeks to get ensure a smooth set-up on event day. Me and Aaron (DDA Intern) will be onsite all day on June 17 to oversee the event set-up. Additional Township staff will be accompanying us throughout the day to provide additional support and I expect to have 4 volunteers to assist as needed.

Brats & Bonfires – Date TBD

This past month I have been working to outline a plan to present to the DDA Board regarding the possibility of integrating the Brats & Bonfires event into the Fall Festival. The DDA Board is set to review on June 13.

Farmer's Market – Tuesdays - June 7 through October 25 – The Community Church

The Farmers Market kicked-off on Tuesday, June 7 with over 29 vendors. This is the largest Market we have seen over the past couple of years. And additional vendors are expected join throughout the season. We had our photographer in the Market taking photos of each of the vendors and their products. The goal is work with Aaron (DDA Intern) to highlight each of the vendors on social media throughout the market season to showcase the variety of products that are available with the intent to increase foot traffic.

Additional events:

Music on the Lawn – Kicked off June 1 – Legacy Park

4th of July Celebration – Monday, July 4

Social District:

The Ada Village Social District has been established with the Michigan Liquor Control Commission (MLCC). The DDA Board approved Social District branding and signage expenditures at a special meeting on May 25. All branding elements and signage are in production, and I expect to have items in hand by the end of next week. We will be moving forward with a combination of aluminum panels that will be fastened to light poles as well as a-frame sandwich board signage to designate the Social District commons area boundaries. Social

District logo stickers are being printed by Cascade Printing and will be distributed to each participating establishment. The ABA will be providing additional support to businesses that needs cups and logo stickers.

I have been working with licensed establishments to have them apply for a Social District Permit with the MLCC as each licensed business must be approved individually by the Township before applying. The Township Board approved Local Governmental Unit Approval forms for each of the establishments below at its meeting on May 23.

- Ada Village General Store (*Liquor license still in process - can apply for Social District Permit once it is issued.*)
- Garage Bar & Grill
- Gravel Bottom Craft Brewery
- Luna
- MudPenny
- Nonnas: The Torattoria

I have received additional applications from Schnitz and Zeytin's and I am expecting the Township Board to approve Local Governmental Unit Approval forms at its meeting on June 13. These forms will be returned to each establishment ASAP to be submitted directly to the MLCC with payment of \$320 for the inspection and permit fees. These establishments will have to wait to begin serving Social District beverages until they receive their permits. This may be after the expected opening of the Social District on June 22. It will all depend on the processing time for the MLCC.

There will be cross promotion of the Social District via the ABA, DiscoverAda and the DDA social media pages. DiscoverAda has been working to shoot a short promo video for the Social District to be shared as we get closer to the opening date. At this point in time, we are not heavily promoting the opening as June 22, as I'm still unsure as to whether businesses will have received Social District permits by then.

Parking in Downtown:

The public parking map has begun to be distributed to the community with a QR code that directs back to the full brochure on the Township website. Next steps will include:

- Distributing a digital copy to ALL Township staff as a resource to be shared when asked about public parking in the Village area. The clerk's office has been given a printed laminated copy for reference.
- Working with Aaron (DDA Intern) to schedule social media posts, especially during times when events are happening downtown. First set of posts will go out before the GRTriathlon the weekend of 6/10.
- Package together a digital file as well as content to be shared with the ABA, DiscoverAda, and local businesses.

Train Bridge Mural Project:

Over the past month, I've been working with Lions & Rabbits staff to get the contract for his project executed, which is moving a little slower than anticipated. I'm just waiting for a few clarifications from their legal team, and my goal is to get the contract executed by the end of this week. I expect to have more of an update for the DDA Board at its meeting on June 13. Once we can get the contract signed, we'll be able to move this project

forward with Lions and Rabbits as a consultant to start on the R&D for public art on the railways. This phase will include navigating approval with the railways, outlining the total budget, artist RPF application, marketing assets, and a structured timeline.

Streetscape Flowering Plantings

The DDA Board approved moving forward with Rockwell Earthworks at the requested increase for year two with the intent to reevaluate at the end of the year. This price increase means that Rockwell Earthworks year 3 bid is no longer realistic and the DDA Board could look at rebidding at the end of the year or approving an amendment for year 3 based on updated pricing from Rockwell Earthworks.

Regarding the planting for this season, Rockwell Earthworks has communicated that the bulk of planting occurred the weekend of May 13 with additional planting in subsequent weeks to complete each route established by Rockwell per the map in the RFP. Staff has been communicating with Jina from Rockwell Earthworks to address issues that have surfaced this year. The Township is aware of the concerns with some of the planter beds in the older part of town along Bronson and Old Headley. An assessment has been completed that visually documents all planter beds in the Village. This assessment has also allowed us to also capture the state of each flower bed before and after plantings were done. I'll plan to bring this assessment to the DDA Board at its meeting in July for discussion.

**Ada Township
Fire Department**



**Activity Report
May 2022**

Type	May	YTD
Medical	18	96
Vehicle accident	7	32
Structure fire Ada	0	0
Structure fire auto aid	5	14
Grass/ illegal burn	3	7
Fire alarm	7	46
Service call/ assist	2	6
Good intent / odor/gas	3	8
Hazardous condition/ CO	1	9
Other calls / wires	3	14
Vehicle fire	0	2
Total	49	234

Year	Month/May	YTD
2022	49	234
2021	50	209
2012	36	172

Auto aid	Received	Received	Given	Given
Department	May	YTD	May	YTD
Cannon		0	1	3
Cascade	1	2		4
GR Twp		0		1
Grattan		0		0
Lowell		0	2	6
Plainfield		0	2	2
East GR		0		0
Total		2	5	16

#	Date	Location	Description	Detail	Shift	Time	#FF	Assist
190	5-1	1004 Argo	Structure fire	Burn barrel in the area	4	13:59	6	From Cascade
191	5-3	1060 Gros Venture	Med 1	Medical	3	4:40	3	
192	5-4	6477 Ada Drive	Fire alarm	Student pulled	1	10:52	3	
193	5-5	8730 Bennett	Med 1	Medical	3	6:47	4	
194	5-5	1417 Grand River	Wires down	Power lines	2	21:45	3	
195	5-6	7175 Bronson	Wires down	Cable line	1	8:40	2	
196	5-6	Honeycreek & Pettis	Vehicle accident	Car vs truck	1	11:13	4	
197	5-7	4405 Frost	Structure fire	Occupant rescued	2	23:31	2	To Plainfield
198	5-8	Ada & Spaulding	Med 2	Canceled	3	1:12	1	
199	5-8	5777 Preservation Ct	Fire alarm	Battery issue	4	8:05	4	
200	5-8	6650 Fulton	Med 2	Stage	2	23:38	6	
201	5-9	840 Bridgecrest	Med 1	Medical	1	13:38	3	
202	5-9	Ada & Headley	Vehicle accident	Two cars	1	15:50	4	
203	5-10	2900 Pettis	Med 1	Medical	2	16:02	4	
204	5-10	8740 Bailey	Vehicle accident	Motorcycle	2	19:35	10	
205	5-11	228 Elizabeth Dean	Structure fire	Dryer	1	9:05	4	To Lowell
206	5-11	7100 Fulton	Med 1	Medical	1	12:37	3	
207	5-11	6650 Fulton	Med 2	Medical	1	13:55	3	
208	5-12	6624 Fulton	Vehicle accident	Property damage				
209	5-12	Gd. River & Winter Ridge	Vehicle accident	Motorcycle	2	16:03	8	
210	5-13	7113 Driftwood	Animal rescue	Fawn	1	12:40	2	
211	5-13	Ada & Fulton	Vehicle accident	Property damage	2	21:24	5	
212	5-15	5880 Two Mile	Illegal burn	Controlled	1	9:07	4	
213	5-16	3850 Dursum	Structure fire	Electrical	1	13:40	5	To Cannon
214	5-16	760 Rutledge	Structure fire	Two buildings	2	17:49	9	To Plainfield
215	5-17	7272 Conservation	Med 1	Medical	1	10:32	3	
216	5-17	7645 Thornapple Club	Odor investigation	Natural gas	1	14:31	3	
217	5-17	2077 Shady	Med 1	Medical	2	17:14	3	
218	5-17	Hall & Fernridge	Smoke investigation	Generator	1	8:44	1	

#	Date	Location	Description	Detail	Shift	Time	#FF	Assist
219	5-19	5453 Egypt Creek	Fire alarm	Battery problem	1	14:12	3	
220	5-19	200 Dogwood	Fire alarm	Cooking	2	5:55	1	
221	5-19	8526 Longleaf	Med1	Medical	2	22:15	5	
222	5-20	366 Stone Falls	Dumpster fire	Mechanical issue	3	6:22		
223	5-20	4868 Luxemburg	Med 1	Medical	2	20:25	4	
224	5-20	Cascade & Spaulding	Vehicle accident	Two cars	2	20:25	7	
225	5-22	7128 Fulton	Med 1	Medical	4	14:42		
226	5-22	444 Ada Drive	Person locked in car	Yes, locked in	4	16:12	3	
227	5-22	7510 Thornapple River	Illegal burn	Kids near the dam	2	19:49	5	
228	5-23	667 Marbury	Med 1	Medical	1	8:33	3	
229	5-23	6310 Fulton	Fire alarm	False	2	18:58	3	
230	5-26	5610 Far Hill	CO alarm	False	1	12:11	1	
231	5-26	6310 Fulton	Fire alarm	Faulty detector	1	14:41	2	
232	5-26	8111 Bailey	Med 1	Medical	2	16:56	3	
233	5-29	444 Ada Drive	Med 1	Medical	4	15:16	2	
234	5-30	6016 Adacraft	Med 1	Medical	3	4:22	2	
235	5-31	2485 Egypt Valley	Wires down	Tree on wires	3	6:09	2	
236	5-31	1800 W Main	Structure fire	Electrical	3	6:26	4	To Lowell
237	5-31	2741 Egypt Valley	Med 3	Assist AMR	1	11:28	2	
238	5-31	5921 Two Mile	Fire alarm	False	2	17:04	1	

On the Cover

A lifelong resident of Ada, **Kyle Kalm** has served with our department since 2015. Kyle is a professional photographer and has taken the photos you see here. His business keeps him very busy as the photographer for many of the music events at the Van Andel, various Senators and Congressman as well as graduation and weddings. Kyle and his wife Andrea have three children.

Aaron Wallace began his firefighting career at the Alto Fire Department, once he moved to Ada, he joined our team coming fully trained including being an EMT. We became familiar with Aaron while he worked Protection Services at Amway. Recently Aaron accepted a position with the Fire Department at the Gerald Ford Airport where he works the 24/7 shift similar to ours. Aaron and his wife Emma welcomed their first baby, Harper just eight months ago.

Fire Training

This month we pulled the ladders from the trucks and did ladder training. We used Station One to practice placement and safety as well as locking into the ladder. Locking is a technique where the firefighter wraps a leg over a rung and back on the one below to be stabilized while operating off a ladder.

Medical Training

The topic for this month's continuing education was trauma of the extremities and how to properly stabilize a break or injury. It was the following day we put those skills to work on a motorcycle accident patient who broke his collarbone. The previous month we had to splint a patient who had broken his femur in a vehicle accident.

Work night

Work night had a late start for some of the firefighters who were assisting Plainfield Fire Department. A house fire on a corner lot had spread to a garage on the side street. Each fire was attacked by different departments until one was under control at which time we worked together on overhaul and checking for extension through the house of the initial fire. Our other crew members that provided station coverage began the monthly inspection of the remaining apparatus. Once all members were back in the station, we all enjoyed some slightly cold KFC.

Touch a Truck

St. Roberts School had their first ever touch a truck event, giving students a chance to explore various trucks and equipment. We were joined by Dan Vos Construction, the U.S. Coast Guard, Steelcase and several other businesses. Although clouds filled the sky and occasional rain drops the crowd of students and parents all had a great time.



Ada History Center

Saturday May 14th was a safety day at the Ada Museum, our team of firefighters and Fire Pup were on hand to welcome nearly 150 guests. Inside the Museum we demonstrated the use of a fire extinguisher. We had a simulator which gives you the chance to use a real size fire extinguisher that operates a LED light towards the screen of flames. Outside our crews demonstrated the new Jaws of Life and how easily they can cut steel. Of course, everyone enjoyed climbing inside the fire truck.

Museum Manager Report

Ada History Center – Kristen Wildes

June 2022

Week of May 2-6

- Display - gave a tour on Thursday.
- Collections - worked with Karey on processing. Took in several new artifacts. Worked on data entry, refining info in our collections database. Talked to Walt about donating the Ada Liquor sign from tenant, but he noted that sign will stay and be reused.
- Admin - prepared monthly report for Julius. Marthene & intern Kevin at township fixed the printing problem, so we received copies of the newsletter & annual report - hooray! Working with Jan to write membership thank you letter template. Spoke with Betty Jo about a number of things. Emailing for Aleisha to the MSU Extension about approving Master Gardener hours for our Digging Into Gardening events. Prepared 3 committee reports for next week's board meeting. Conferred with Barb about fundraising. Membership renewal request letters were mailed on 4/2. Worked with Mark and Mike Z on an article for the AdaView concerning Rob McCormick's retirement. Shared covered bridge pics with a researcher who will visit soon. Spoke with Dave Murray about several things. Took in a couple membership renewals, including a Robinson membership.
- Publicity - prepared & sent a flyer for info bags for the Family Day in Ada event. Attended StorySTROLL donors and hosts event at KDL. Prepared and scheduled several upcoming social media posts. Posted about former fire chiefs and International Firefighters Day. With consult from Aleisha, created & ordered a sign for the garden explaining that an Eagle Scout project will be replacing the fence and so normal plantings will not happen this summer. Aleisha & Henry (scout) are working on details. Drafted additions to website, just waiting for official release of MOL schedule.

Week of May 9-13

- Collections - Took in 1985 softball receipt book from Ada Parks. Hung most of firearms in collections storage. Continue to review and edit old files in database.
- Admin - finalized Meadow Brook Elem visit for June 3. Bit of work with Mike Z on the Grange. Brief discussion with finance and fundraising. Processed many membership renewals. Met Dianna S and helped with research on covered bridge and Bradfield family. Helped with board packets. Touched base with programming/events committee and J. Tuttle regarding dahlia garden. Worked on sprinklers with Aleisha. Attended monthly board meeting.
- Publicity - sent email and FB posts about Family Fun & Fire Safety day. New Our Home Ada is out with photography article. Blurb about Hometown Heroes is in the new Chronicle from Hist Soc of MI. Worked with Mark & Haley to release info on Music On the Lawn & Beers. Forwarded WZZM article about Nonna's for which we gave history info. Social posts about the Rainbow Inn and new sign at fire station #2. Added Music and Beers concerts to our website & FB.

Week of May 16-20

- Display - Scheduled Ada Elem to visit on May 26. 9:30-2:30.
- Collections - worked with Karey on processing new accessions. Took in a donation from Hoover.
- Admin - Processed several membership renewals, some with additional donations. Various coordination with Kent Garden Club who is onsite Tue-Fri this week. Unfortunately the garden fence is too big of a job for our Eagle Scout, so we are on the lookout again for someone to replace our rotten fence. Gave a brief presentation at the ABA luncheon. Met briefly with Haley from DDA. Jo-anne Tuttle planted the dahlia garden.
- Publicity - Updated website and planned posts for June for social media. Posted the Family Fun & Fire Safety Day, about 4th of July plans, re-posted Ada Fire Dept post about Firefighter May, posted about Kent Garden Club Estate Sale. Emailed about the sale, next week's mulch spreading party on Wed at 6:30pm, and the volunteer sign-up for Beers events. Picked up a sign for garden from FastSigns.

Week of May 23-27

- Display - Ordered "office" and "museum" etched, die-cut letters for our glass doors to better identify spaces. Hosted 100 Ada Elementary students/parents for tour on Thursday 9:30-noon with Barb, Jeanne & Frank.
- Collections - worked with Gary & Karey on collections management, had a luncheon for the collections management team.
- Admin - ordered a wheeled cart for MOL supplies. Touched base with Bernie about several matters. Continued to process membership renewals. Prepped and printed all the thank you letters for renewals. Followed up with Programs committee after their meeting.
- Publicity - I got the file and the go-ahead to post the attached Music on the Lawn weekly promo. There will be a new one each time for that week's band. Made social posts about: the classic car show of 4th of July, Ada's early photographers, thank you to VanVossen for donating the 20 yds of mulch, honoring Memorial Day, and we forwarded the Ada Fire post about Lt. Holmes. Sent emails and coordinated with Aleisha about the mulch spreading party. Supplied content to ABA for their next newsletter. Supplied info for the MOL emcee to read about who we are and what we do.

Week of May 31-June 3

- Display: Hosted Meadow Brook 2nd graders Friday morning with Bernie, Betty Jo & Frank. Hosted FHN student for her AP US History project.
- Collections - Met with new intern Peter, worked with Gary on photographs and Karey on new accessions. Received artifact donations. Met with Mike on research and rehabbing the old township sign.
- Admin - Processed a couple more renewals. Prepared board reports for June board meeting. Lots of coordination with Music On the Lawn and Gardening committees. Connected with Programs committee. Received new gift shop item from Fire Chief Dave. Sent out docent schedule for June/July/Aug with request to help fill final spots.
- Publicity - Emails and posts about the start of Music On the Lawn. Sent Month @ the Museum email, Posted about our bridal wreath spirea and Thanking Firefighters on National Donut Day.



Ada Township Parks & Recreation Department
Park Director's Report
For June 6, 2022
Submitted by Parks & Recreation Director Mark Fitzpatrick

Parks, Recreation, and Land Preservation Advisory Board Items

- Input sessions for the Township's Master Plan will be held at the AVA Library on June 21 at 5:30 – 7:00 pm, and June 22 at 8:30 – 10:00 am at the library. PRLP Advisory Board members are invited to attend one or the other. Planner John Said will be facilitating these.
- The next PRLP Advisory Board meetings are set for Thursdays, June 9 and July 14 at 8:30 am at Roselle Park.
- There has been discussion about having a training session for the PRLP Advisory Board in the upcoming months. Setting a date and time is the next step in the process.

Administrative Updates

- A report on the results of the Compensation Study will be presented to the Township Board on June 7 at 4:00 p.m. at the AVA Library.
- As part of our initiative to improve the staffing needs for the Parks & Recreation Department, we have taken several significant steps:
 - *Earlier this year we moved the ½ time Administrative Assistant position into a full-time position. Erin McIntosh was hired into that role. She has been doing an excellent job.
 - *For the recreation staff, we combined the two part-time positions of Recreation Program Assistant and Softball Program Coordinator into one fulltime Recreation Program Coordinator position. Wesley Deason has been hired into that role and started on May 31. He has jumped right into the position and is doing great.
 - *We posted for the new maintenance position that is to work Wednesday through Sunday afternoons and evenings. Applications will be received through June 20. Information can be found on our web site at: <http://adamichigan.org/township/government/job-postings>
 - *We are working through a process of merging the Buildings & Grounds and Parks & Recreation department's maintenance staff into one operating unit to service all township properties and facilities.
 - *We are working through the process of renovating to park office building to better accommodate staff and the public.

Updates on Township Parks and Preserves

Leonard Field Park

- We recently met with staff from RJM-Design to review the status and planning process for the Riverfront Improvement Project. RJM-Design has started their work on the project, and we will be having monthly updates. Once we receive the final grant documentation from the MI DNR, we will be able to begin the re-imburement process associated with the grant. We anticipate updates on the project scope, design and cost analysis early this summer for review. We are still on schedule for final construction documents in the fall, going out to bid in the winter and construction starting in the spring of 2023.

Updates on Township Parks and Preserves continued ...

Ada Township Park

- As part of the upgrades to Ada Park office building, we have removed the function of the “Les Craig Learning Center” as part of the use of the building. That space is being renovated into office space and visitor services. Recently the doors and concrete in front of building have been upgraded. Our IT services are reviewing options for re-wiring the workstations and some new office furniture is also under review.
- For the maintenance building, our goal is for this building to serve the operational needs of all the Township properties, facilities and the trail system. We have had assessments by consultants from Integrated Architects to review the structure and layout of the building and discussed with the Kent County Health Department the process to review the water service needs. Our next step is to have our engineer draft a plan that we can present to the Health Department. While going through that process the maintenance staff have been re-organizing the equipment and supplies.
- Facility rentals are active for the spring and summer months.

Legacy Park – In Memory of Helen and Rich Devos

- With a potential new bike path to go alongside the park, through the new East Village development area and on to Fulton Steet, we are accessing how the interface of the bike path, East Village and the access area to the park will merge together.
- Staff from Progressive A&E are re-assessing the erosion along the bank and are expected to have a plan for review.
- We recently replaced the concrete that was damaged by vandals and are working to replace the trash can. Staff did a kill-off of the Myrtle in the flower beds and will have them mulched soon.
- Weekly rentals of the pavilion are underway.
- The Wednesday night concerts, “*Music on the Lawn*”, have started.

Roselle Park

- The construction on the Roselle Park Parking Lot project is temporarily on hold while we wait on feedback from EGLE regarding the permit and alternatives being presented by OCBA staff. Once OCBA has set a design alternative and adjusted pricing, we will submit a change order to the Board. Pay application #2 for the contractor Redline Excavating LLC is being submitted for June 13.
- Facility rentals are busy for the summer months. We are currently taking reservation into December and have a waitlist for 2023 already.
- The old solar bathroom has been removed from the site.

Carl Creek Crossings Preserve

- No updates at this time, other than it has daily use and staff and volunteers are maintaining the site.

Carl Creek Wetlands Preserve

- No updates at this time.

Grand River Natural Area Preserve

- The project of milling and paving the trail section from Ada Moorings to the Grand River is to resume the week of June 6 by Katerberg VerHage.

Update on the Kent County Parks in Ada Township

- Kent County Parks Department has hired a contractor to work on the non-paved trails in Seidman Park this summer.
- We continue to coordinate with Kent County Parks on the planning and development of Chief Hazy Cloud Park, including the bike path along Pettis Drive.

Update on the Bike Paths / Non-Motorized Trails

- Punch list items from last year's work on Fase Street being completed.
- Completion of last year's projects on the Ada Drive trail, the Consumers Energy easement and a section in the GRNA are to resume the week of June 6.
- Construction of the new trail along Pettis Drive is to start the week of June 6
- The Kamp Twins connector, Cascade/Spaulding/Hall St. connector and another section for the Pettis trail are in the planning stages with hopes to do them later this summer.
- Other large maintenance projects are under review by the park staff and engineer for potential work in 2022. These include repairing asphalt, fixing bridge thresholds, replacing decking on boardwalks and tree trimming.
- Plans to submit an RFP for a contractor to help with wayfinding and signage is underway.
- We remain engaged with Kent County on funding initiatives related to the Grand River Greenways project. This is a regional effort to establish a trail route from Grand Haven to Lowell along the Grand River corridor.
- LGROW continues to lead the initiative of developing a Water Trail Plan for the Lower Section of the Grand River (Ionia to Grand Haven). The application for state certification has been extended to the fall. More details at: www.lgrow.org

Updates on Recreation Programs

- Now that we have the new Recreation Program Coordinator position filled, we will start more long-range planning, scheduling and re-structuring of recreation programs and services. The current activities will be the focus for the summer with hopes to start new initiatives, or re-start programs that have been on hold, in the fall.
- Highlights of current programs include:
 - ❖ We completed the Middle School Baseball League series and tournament in May. This ran as a rental by the company Athletic Consultants & Associates, aka ACA. ACA also held a tournament the weekend of June 3-5. They cancelled a tournament that was scheduled for June 24-26.
 - ❖ We hosted a girls fast-pitch tournament in May through Mike Terwilligers organization.
 - ❖ Rental of ball fields by the Thornapple Valley Baseball League will be done June 6, with a tournament set for July 15-17.
 - ❖ Our own adult softball leagues started May 3rd with Men's slow-pitch on Tuesday nights and Coed on Wednesday nights.
 - ❖ AYSO youth soccer at Ada Park wraps up on June 9. Over 2000 youth served.
 - ❖ Youth Zigzag Ultimate Frisbee at Ada Park will continue on Tuesdays through October.
 - ❖ The GR Triathlon is set for June 11-12. In addition to Ada Park for the main activities, they will also be using Legacy Park for package pick up. #Discover Ada is one of the main sponsors this year.
 - ❖ The summer concert series "*Music on the Lawn*" at Legacy Park started on June 1 and runs through the end of August.
 - ❖ The "*Beers at the Bridge*" outdoor concert events at Leonard Field Park will be held on the third Fridays of June, July and August.
 - ❖ The 4th of July activities are being set up for Monday, July 4. To include the pancake breakfast, parade, car show, activities at Legacy Park, evening concert and fireworks.



MEMORANDUM

Date: 06.06.22

TO: Julius Suchy, Township Manager
FROM: John D. Said AICP, Director of Planning
RE: Department Activities Summary Report, May 2022

Planning Commission

At the May 19 meeting, the Planning Commission acted on the following:

- Election of Officers; Tom Korth, Chair; Angela Butterfield, Vice-Chair, and Sara Easter, Secretary.
- Approval of a recommendation to amend the Zoning Map to add the PVM Overlay District designation to 7535 and 7567 Fase Street (Mosaic Property), with 7535 being designated Village Proper 1 Transect Zone, and 7567 being designated Village Edge Transect Zone.
- Approval of a recommendation to amend the Zoning Ordinance regarding Agricultural Preservation (AGP) District requirements, and Article XXII requirements regarding land divisions of platted lots.
- Approval of revised Bylaws for the Planning Commission.
- Approval of the Planning Commission Annual Report (which is attached to this Report).
- Discussion of a subcommittee to review requirements concerning accessory buildings; Tom Korth and Susan Burton agreed to participation. (More information will be provide in subsequent reports concerning discussion and progress.)

Zoning Board of Appeals

The May meeting was cancelled due to a lack of applicants.

Staff is reviewing the matters associated with the appeal filed with the Kent County Circuit Court in relation to property at 6679 3 Mile Rd. Part of the review will include evaluation of current accessory building requirements, as discussed in the subcommittee item noted above.

Other Activities

- Work on the Master Plan preparations continue. This included a meeting of the Master Plan Steering Committee on May 10, followed up by various preparation tasks for upcoming public online survey and three focus group workshop meetings for those that wish to provide input for the Master Plan. These are noted as follows:
 - Community-oriented Focus Group meetings scheduled for: Tuesday, June 21, 5:30

pm – 7:00 pm, and Wednesday, June 22, 8:30 am – 10:00 am. Both meetings will be held in Community Room #1 at the Amy Van Andel Library. These meetings are intended for any residents, members of the public, and any other interested parties.

- Business-oriented Focus Group meeting scheduled for Wednesday, June 29, 11:30 am – 1:00 pm. This meeting is being coordinated through the Ada Business Association (ABA) and is intended for any businesses and professionals that work in the community.
- Television coverage of Ada was featured on WZZM Channel 13, including daily features from May 9 – 12 about various Ada features, including businesses and the community, which provided great publicity, and culminating with a feature on the future of Ada: <https://www.wzzm13.com/article/news/local/ada-cascade/13-on-your-side-of-town-what-to-expect-in-ada-the-next-few-years/69-9816acff-ae31-468b-929c-513e93f03e52>
- I attended the Michigan Association of Planning's Spring Institute training conference on Wednesday, May 18 in East Lansing. The conference focused on housing and allowed me to obtain training credits associated with my professional certification (American Institute of Certified Planners – AICP).
- Staff has been communicating with the Kent County Road Commission concerning various road-related activities and opportunities, including enhanced safety for the Thornapple River Dr. crosswalk between Leonard Field and Fase Street. Staff and the Township Attorneys had previously identified case law language allowing for Township participation in road-related matters with the Road Commission.
- Staff assisted the DDA Director with review of proposed signage associated with the Social District in the Village area. Staff was able to identify sections of the sign regulation portion of the Zoning Ordinance that allows for these signs.
- On Thursday, May 26, the Township Manager and I hosted a group of second-grade students from Ada Elementary School that were learning about their local community. A copy of that presentation is attached.
- Participated in the following meetings during April:
 - DDA Board meetings; May 9 and May 25.
 - PRLP Advisory Board; May 12.
 - Trails Committee; May 26.
- Assisted Parks Director in meeting with Village East construction managers to review required path extensions and potential Legacy Park access during construction.
- Attended Ada Business Association (ABA) Lunch & Learn on May 19; presentation focused on emotional and mental well-being.

Permit Activity

Permit summary activity will be provided when it is furnished by Cascade Township.

Any questions or comments concerning the information in this Report are welcome.

Category	Estimated Cost	Permit Fee	Number of Permits
Commercial, Add/Alter/Repair	<i>\$620,000</i>	<i>\$3,426.00</i>	3
Commercial, New Building	<i>\$15,200,000</i>	<i>\$61,638.00</i>	4
Deck	<i>\$109,740</i>	<i>\$700.00</i>	4
Detached Accessory Building	<i>\$48,000</i>	<i>\$441.00</i>	2
Res. Add/Alter/Repair	<i>\$316,104</i>	<i>\$1,228.00</i>	7
Res. Single Family	<i>\$1,539,244</i>	<i>\$4,466.00</i>	3
Residential - Other	<i>\$77,850</i>	<i>\$260.00</i>	2
Roofing	<i>\$239,462</i>	<i>\$1,105.00</i>	12
Sign	<i>\$4,950</i>	<i>\$85.00</i>	1
Swimming Pool	<i>\$170,300</i>	<i>\$350.00</i>	2
Totals	<i>\$18,325,650</i>	<i>\$73,699.00</i>	40

Permit.DateIssued in <Previous month> [05/01/22 -
05/31/22] AND
Permit.PermitNumber Starts With PB222

ADA TWP CATEGORY REPORT YTD

Category	Estimated Cost	Permit Fee	Number of Permits
Commercial, Add/Alter/Repair	<i>\$4,446,800</i>	<i>\$22,185.00</i>	12
Commercial, New Building	<i>\$17,900,000</i>	<i>\$69,108.00</i>	5
Deck	<i>\$408,623</i>	<i>\$2,800.00</i>	16
DEMOLITION	<i>\$33,400</i>	<i>\$255.00</i>	3
Detached Accessory Building	<i>\$306,822</i>	<i>\$1,886.00</i>	6
Res. Add/Alter/Repair	<i>\$1,782,630</i>	<i>\$6,994.00</i>	30
Res. Single Family	<i>\$8,983,031</i>	<i>\$20,346.00</i>	11
Residential - Other	<i>\$282,375</i>	<i>\$1,005.00</i>	8
Roofing	<i>\$534,663</i>	<i>\$2,975.00</i>	34
Sign	<i>\$18,260</i>	<i>\$425.00</i>	5
Swimming Pool	<i>\$566,400</i>	<i>\$1,400.00</i>	8
Totals	<i>\$35,263,004</i>	<i>\$129,379.00</i>	138

Permit.PermitNumber Starts With PB222 AND
 Permit.DateIssued Between 1/1/2022 12:00:00 AM
 AND 5/31/2022 12:00:00 AM



XII Gb

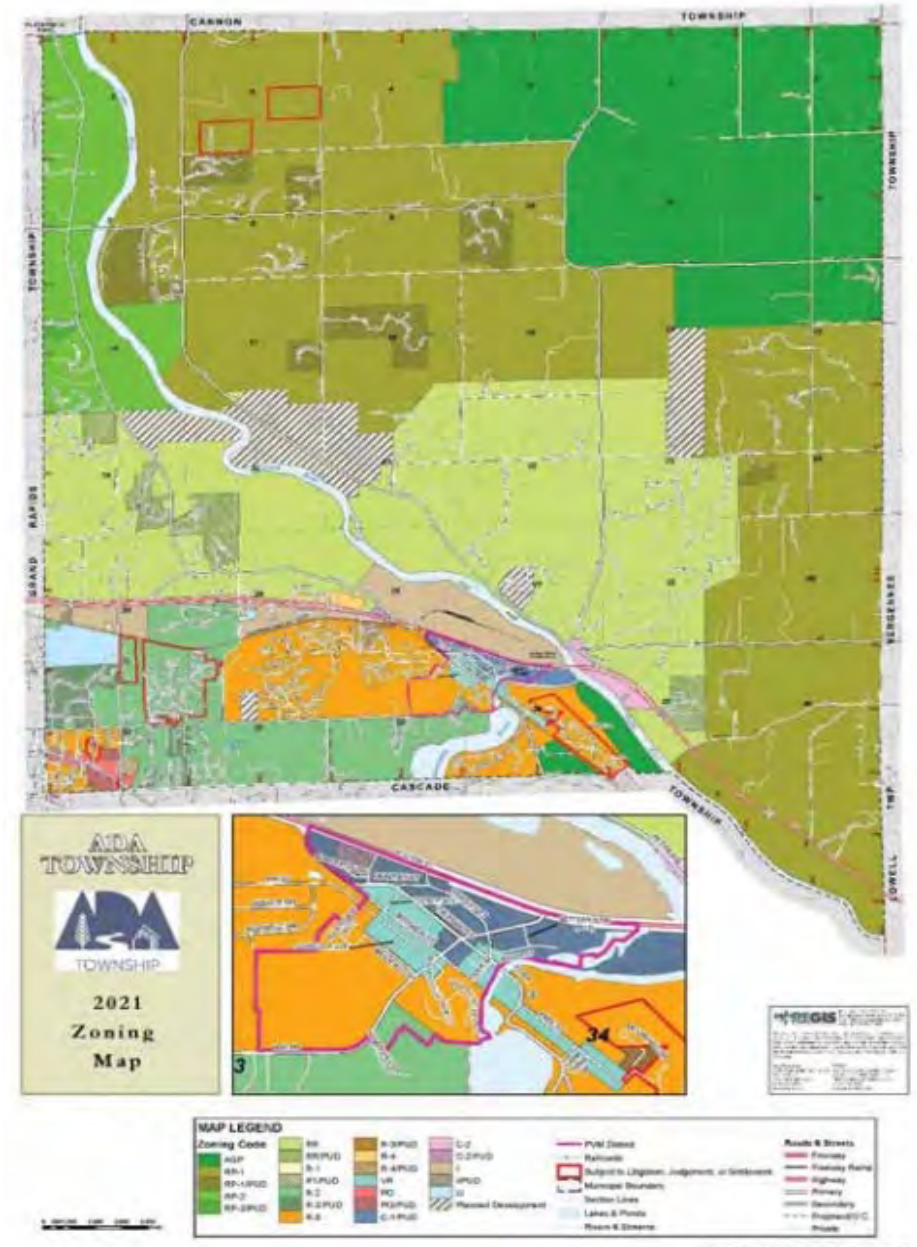
Welcome Ada Elementary School!

Ada Township

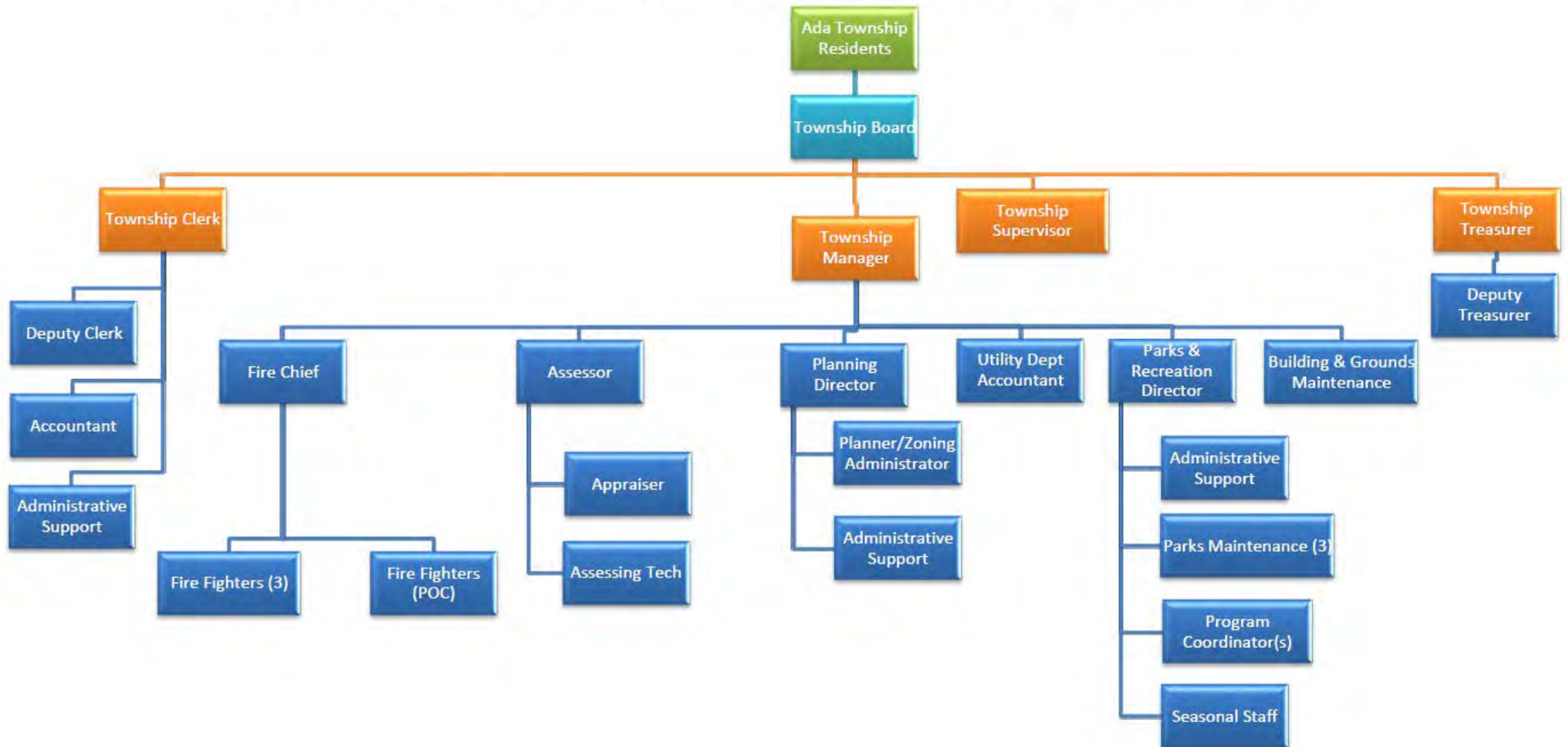
May 26, 2022

Ada Township...

- YOUR local government.
- Governed by a Supervisor and Board.
- Makes rules for the good of the Township.
- Provides utility services; water, sanitary sewer, and storm sewer.
- Owns all local parks and walking-biking trails and keeps them clean, and runs local sports leagues for kids (baseball, soccer).
- Helps residents and businesses.
- Keeps residents safe! (Fire Dept. and Kent County Sheriff's Dept.)
- Plans for the future.



Ada Township – Organizational Chart





Township Board



Supervisor
Ross Leisman

[Email Ross](#)
(616) 676-9191 ext. 50



Treasurer
Kevin Moran

[Email Kevin](#)
(616) 676-9191 ext. 23



Clerk
Jacqueline Smith

[Email Jacqueline](#)
(616) 676-9191 ext. 21



Trustee
Robert Proos

[Email Robert](#)



Trustee
Catherine Jacobs

[Email Catherine](#)

Trustee
Chris Winczewski

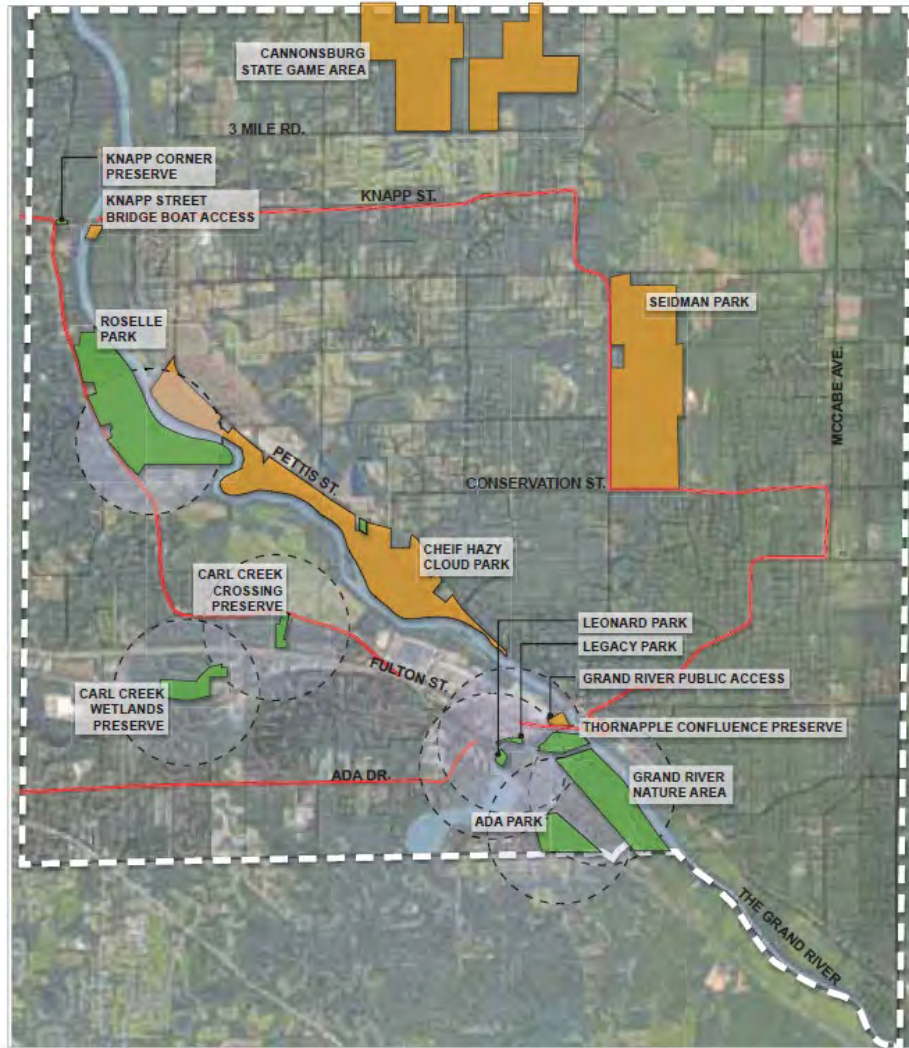
[Email Chris](#)



Trustee
Dan Hurwitz

[Email Dan](#)

Parks and Trails



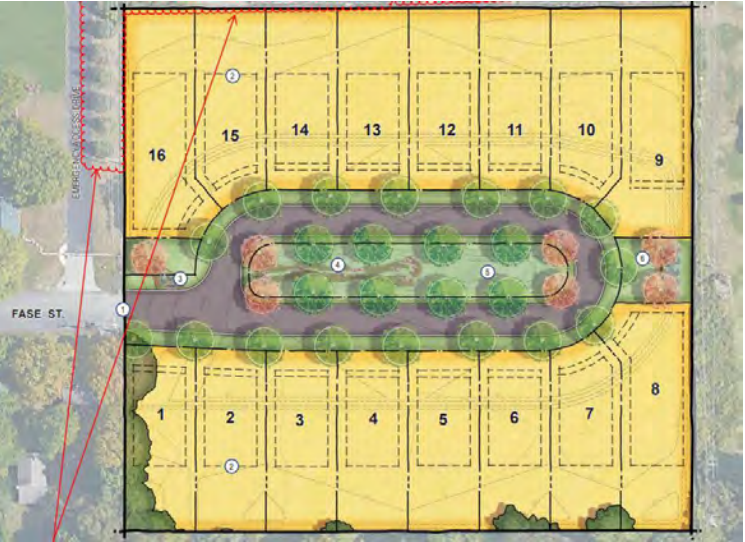
Keeping Ada Township Safe



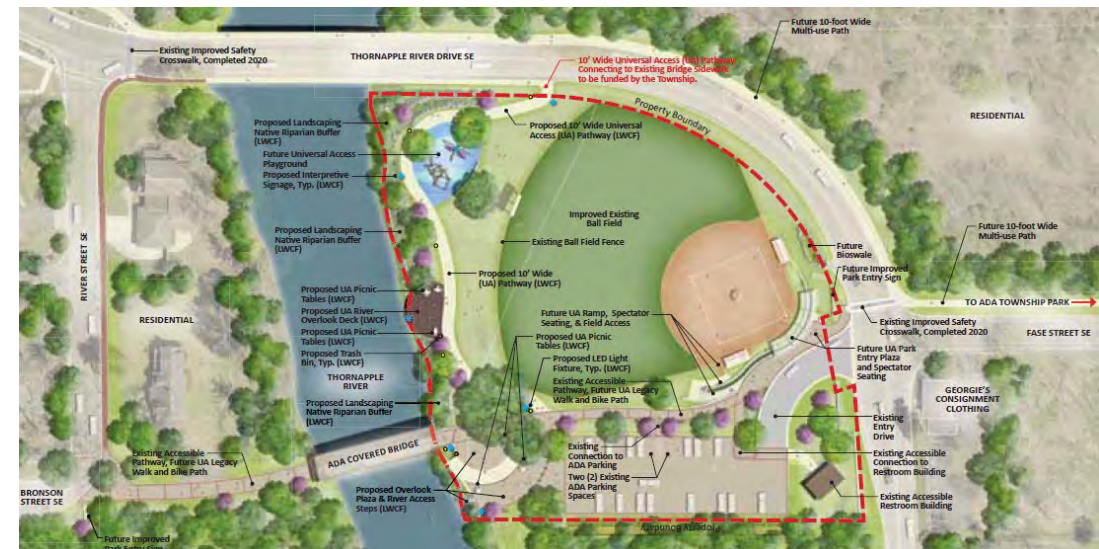
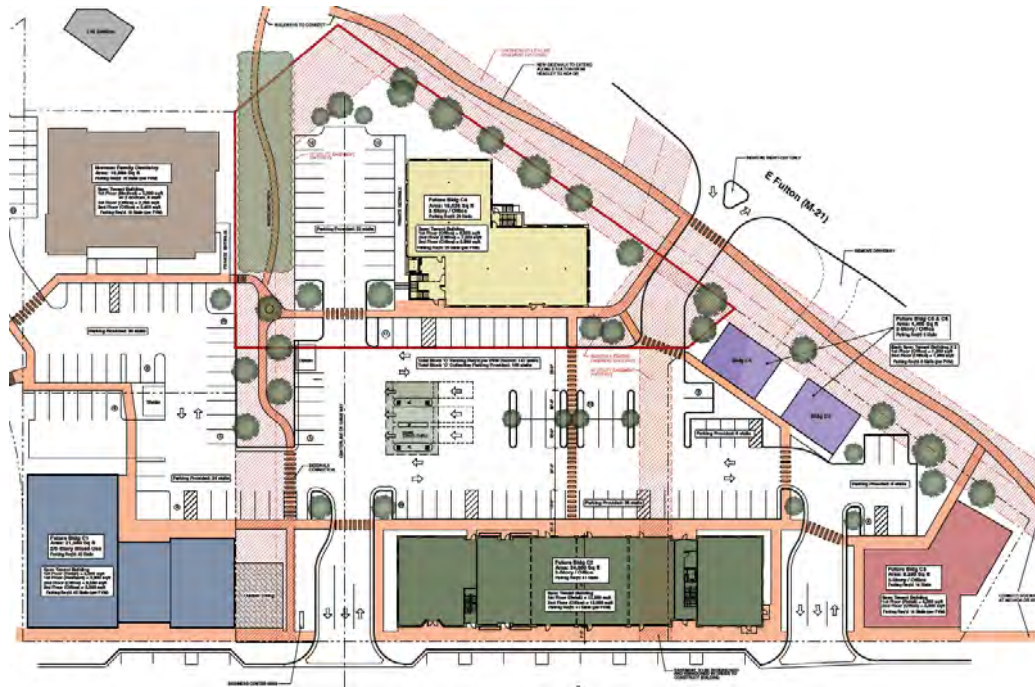
Ada is growing!



Color Rendering



Planning for Ada's Future



What would you like to see added to



- We will pass out paper, please write down what you would like to see added to the Township and we will include responses from the elementary schools in our Master Plan Update.
- It can be related to Parks, Businesses or anything you can think of that would make Ada a better place!



Thank you!

Questions and Answers



Ada Township
7330 Thornapple River Drive
P.O. Box 370
Ada, Michigan 49301
www.adamichigan.org
jsuchy@adatownshipmi.com
jsaid@adatownshipmi.com



June 6, 2022

Re: Ada Township Engineering
Project No. 220102.01

Mr. Julius Suchy, Township Manager
Ada Township
7330 Thornapple River Drive SE
Ada, Michigan 49301

Dear Mr. Suchy:

This letter will provide our monthly update on various engineering projects in the Township.

Sewer Odors – We have completed the data collection, which shows significant concentrations of H₂S at two outlet manholes on Ada Drive. We will have a draft report with recommendations and cost estimates by June 24.

Water Main Construction 2021/22

- **Phase 2** – Punch list items are nearly complete. There are nine drives that are cracked and will be replaced next week. There are also a few irrigation systems that need to be repaired. This will all be done by June 17.
- **Phase 3** – The water main on Rix, Springreene, and Creek Run is installed and tested. The contractor is currently installing water services along these streets. These streets will be paved later this month, and the contractor will then move over to the final sections in the Ada Woods neighborhood west of Kulross. The contract completion date is September 3, 2022.

Fase Street Trail – We are waiting to confirm proper growth of all restored areas and will then issue the final pay recommendation.

Ada Drive Trail Construction – Julius Suchy and I walked the trail again on May 10 with Katerberg VerHage and Michigan Paving to review the limits of the removal and repaving. We have since confirmed the trail resurfacing will start next week. Roughly 90 percent will be repaved at no cost to the Township.

Katerberg VerHage also has the following original contract work to do:

- The retaining wall at Rix/Ada Drive needs to be replaced. This is being coordinated with the new homeowner and revised lawn grades adjacent to the trail.
- 1,000 feet of the Grand River Nature Area Trail needs to be repaved. This area remains too wet to be paved at this time.



Trail Construction 2022

Pettis Trail – Knapp Street to Chief Hazy Cloud Park – In response to concerns from the Township Board, the Township Attorney prepared an amendment to the contract, which was approved and signed by the contractor. We had the preconstruction meeting and are currently survey staking the trail. The contractor will be mobilizing to the site today and will start clearing/tree removals this week.

We have acquired four of five easements, and the last one (FHPS) will be approved by the school board at their meeting next Monday (June 13). The completion date is October 31, 2022.

Pettis Trail – Knapp Street to 3 Mile Road – I will be meeting with the new owners of the parcel at the northeast corner of Knapp and Pettis to review the easement area that is required. If they are agreeable, we can then continue discussions with the Treebrook neighborhood regarding this section that will extend up to Three Mile Road.

Cascade/Spaulding/Hall Street – We are making progress on obtaining the easement from 5211 Cascade Road. This section will be bid in July and constructed August.

Kamp Twins – Fase Street to Thornapple River Drive – The plans were submitted to the railroad for review and they require a \$4,500 review fee. We also met again with Amy Hoyt to review the plans. She is the property owner directly south of Kamp Twins.

Future Trail Segments (2023/24)

We met with the KCRC on May 23 to review the **Knapp Street** bridge segment. As a follow up to that meeting, I reviewed various structural options with Mike TenBrock (KCRC Bridge Engineer) and Jennifer Dougherty. Jennifer is a local bridge engineer that we are using as our sub-consultant. Jennifer hopes to have various options and cost estimates ready for review by July 6. Long-term goals for this section are to confirm MDOT grant funding in 2023, with construction of the \$5 million segment in 2024.

We met with the Trail Committee again on May 26. The following sections are a priority for 2023 construction. These were all listed in last month's update as well.

1. Rix Street from Adaridge to Ada Drive (2,100').
2. Thornapple River Drive from Fase Street to Legacy Park (750').
3. Fulton Street from Legacy Park to the M-21 Bridge. MDOT constructed the bridge to accommodate a trail crossing along the river and under the westerly bridge span (2,500').
4. Pettis from Chief Hazy Cloud Park to Vergennes. This is a challenging section with numerous trees/slope stability issues along the river side or steep embankments on the other side (4,300').
5. Honey Creek Avenue from Conservation to Crancreek (4,200').
6. McCabe Avenue from Downs to Conservation (5,200')

Ada East Residential – Thornapple Excavating has completed the sanitary sewer and water main extension to this residential piece of Envision Ada.



Mr. Julius Suchy
June 6, 2022
Page 3

Please call if you have any questions. I will also be at the Township Board meeting to respond to review this information as well.

Sincerely,

Steven C. Groenenboom, P.E.
Township Engineer



Utility Department

Ada Township Utility Department Report May 2022

Ongoing:

The Ada Drive sewer smell – We placed a vent stack cover with carbon filtration at 4978 Ada Dr due to a customer complaint of H2S smell in the yard. The map has been updated and sent to Moore and Bruggink who is working on the study. Odor loggers are still being placed.

Quotes have been submitted for the East Fulton Lift Station

Julius has been working with the insurance company for the West Fulton lift station.

The 2022 Cross Connection mailings for commercial account testing were mailed on May 13th with all reports due by August 1st, 2022. We have already received over 20 reports in the last two weeks.


The 3rd and final phase of the water main project is going smoothly. Pressure tests have been completed and bacteria tests have passed to where Rix St is complete. Springreene and Creek Run are next.

We have started the Grand Valley Estates water tower project. The railing on top has been welded into place, everything has been pressure washed and we are ready for paint. We plan to start draining the tower June 3rd. The system will keep a steady pressure with variable frequency drives on the the wells.

Completed:

On May 26th at 8am Amway notified Stephanie that they were filling the fire protection system on Spaulding. She notified Lake Michigan Filtration Plant so if they see a drop in tank level or pressure this is why. We decided to run pump 3 and fill the tower. An hour and a half later the Lake Plant called Stephanie back and explained there has been a water main break on the 30" line that feeds our system. Our system can be fed in other ways if needed but the primary source has been cut off. We notified Amway right away to stop filling. What we had in the tower was all we could get for several hours. Amway graciously limited their water use to slow demand. AGO car wash in Ada also helped by shutting down the car wash temporarily. David Murray was also informed of the situation and he would contact us in the event of a fire and we would open the interconnect system. The tank started at over 29 feet in the tower at 10am and once the repair was complete, they were able to start feeding our tower again around 4pm. We had about 20 feet left in the tower at this point. Amway and AGO were notified that they could resume normal operating conditions at 5pm giving the tower some time to fill. A huge thank you to Amway and AGO for their help!

The EPA sent notice to the Township that it needed the Risk and Resilience plan updated as well as the Emergency Response Plan. Both were completed on May 12, 2022. Also received in May from the EPA was a notice about PFAS testing at the booster station on Ada Drive. These quarterly tests will be completed in 2023. This EPA notice was completed on May 17th, 2022.

 Did you know?

If in the event of an emergency and our tower was out of service or cannot be fed from that connection, we have two other connections we can make between the City of Grand Rapids water supply and Ada Township. The system would then be pressure fed at a constant demand. One location is the 5000 block of Cascade and another at Hall and Cascade. Valves are tested and flushed annually.

Respectfully Submitted - *Stephanie Kozal & Steven Ryan*