



**OUR MISSION IS TO PROVIDE EXCEPTIONAL PUBLIC SERVICES THAT  
ENHANCE THE EXPERIENCE OF LIVING, WORKING AND VISITING ADA.**

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**TENTATIVE AGENDA  
ADA TOWNSHIP REGULAR BOARD MEETING  
MONDAY, JANUARY 27, 2020 at 7:00 P.M.  
ADA TOWNSHIP HALL  
7330 THORNAPPLE RIVER DRIVE**

- I. CALL TO ORDER**
  - A. PLEDGE OF ALLEGIANCE
  - B. MOMENT OF SILENCE
  - C. NOTE BOARD MEMBERS PRESENT & ABSENT
  
- II. APPROVAL OF AGENDA**
  
- III. GENERAL TOWNSHIP BUSINESS**

MOTION TO APPROVE MINUTES & ACCEPT REPORTS / COMMUNICATIONS UNDER CONSENT AGENDA

  - A. APPROVAL OF BOARD MEETING MINUTES:
    - 1. TOWNSHIP BOARD MINUTES – JANUARY 13, 2020
  - B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS:
    - 1. ADA HISTORICAL SOCIETY MINUTES – 12/12/19
    - 2. MUSEUM MANAGER – WORK REPORT – 12/2019
    - 3. ADA DDA MINUTES – 12/09/19
    - 4. COMCAST UPDATE – 01/09/20
    - 5. ADA PLANNING COMMISSION MINUTES – 12/19/19
    - 6. UTILITY ADVISORY BOARD MINUTES – 12/19/19
    - 7. LIBRARY / COMMUNITY CENTER PROJECT STATUS REPORT – 01/13/20
    - 8. BUILDING REPORT SUMMARY – 01/16/20
    - 9. ASSESSING DEPARTMENT UPDATE – 01/17/20
  
- IV. APPROVAL OF WARRANTS**
  - A. TOWNSHIP GENERAL WARRANTS
  
- V. PUBLIC COMMENT**
  
- VI. BOARD COMMENT**
  
- VII. UNFINISHED BUSINESS**
  
- VIII. NEW BUSINESS**
  - A. ADA TOWNSHIP SPACE UTILIZATION STUDY
  - B. ARTS AND CULTURAL CENTER
    - 1. UPDATE ON DESIGN, COST & FUNDING
    - 2. BOARD DIRECTION
    - 3. PROGRESSIVE AE AMENDMENT FOR PROFESSIONAL SERVICES – ADVANCE PLANNING FOR ARTS CULTURAL CENTER
    - 4. APPROVAL OF DESIGN SERVICES FOR ARTS AND CULTURAL CENTER PROJECT
  - C. RESOLUTION R-012720-1, GRAND RAPIDS TRIATHLON ROAD CLOSURE
  - D. TOWNSHIP ROAD PROJECTS FOR 2020
  - E. CORRECTED RESOLUTION R-011320-3, RESOLUTION TO SUPPORT THE AVGS, LLC FOR AN ON-PREMISES REDEVELOPMENT LICQUOR LICENSE
  
- IX. OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT**
  
- X. ADJOURNMENT**

*A Copy of the above information is available upon request M-F 8AM-5PM at the Ada Township Clerk's Office, excluding Holidays*

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Draft

**ADA TOWNSHIP BOARD MEETING  
MINUTES  
JANUARY 13, 2020**

Meeting was called to order by Supervisor Haga at 7 p.m.. Members present: Supervisor Haga, Clerk Smith, Treasurer Moran, and Trustees Hurwitz and Proos. Trustee Jacobs arrived at 7:02 p.m. Members absent: Trustee McAleenan. Also Present: Planning Director Ferro, DDA Coordinator Hilbrands, Parks Director Fitzpatrick, Assessor Boerman, and approximately nine community members.

**APPROVAL OF AGENDA**

Added to the agenda under Reports/Communications: Item 9. Ada Township Parks and Recreation Park Directors Report - 1-9-20. **Moved by Hurwitz, supported by Proos, to approve the Agenda as amended. Motion carried.**

**CONSENT AGENDA**

**Approval of Board Meeting Minutes**

Township Board Minutes - 12/9/19.

**Receive and File Various Reports/Communications**

1. Ada Township DDA Minutes - 11/04/19; 2. Ada Township Fire Department Activity Report - 11/2019; 3. Utility Advisory Board Minutes - 11/14/2019; 4. Ada Township Planning Commission Minutes - 11/21/2019; 5. Ada Historical Minutes - 11/14/2019; 6. Ada Township Social Media Recap - 01/02/2010; 7. Ada Township Treasurer's Investment Report - 11/2019; 8. Ada Township ZBA Minutes - 12/03/2019; 9. Ada Township Parks and Recreation Park Directors Report - 01/09/2020. **Moved by Proos, supported by Hurwitz, to approve the Minutes and Reports/Communications on the Consent Agenda. Motion carried.**

**APPROVAL OF WARRANTS**

**ADA TOWNSHIP GENERAL WARRANTS**

Treasurer Moran presented the following Hand Checks: #101, \$53,316.01; #205 \$4,631.19; #211 \$300.00; #214 \$38,865.98; #248 \$4,000.00; #401 \$462,483.02; #590, \$5,150.84; #591, \$1,712.17; #592 \$792.84. Total of all Hand Checks: \$571,252.05. Warrants: #101, \$120,848.46; #205, \$30,986.11; #211 \$2,936.29; #214 \$75,903.03; #248 \$1,130.00; #401 \$30,030.40; #590 \$161,486.42; #591 \$142,799.95; #592 \$8,135.62. Total of all Warrants: \$574,256.28. Total of all Checks and Warrants: \$1,145,508.33. **Moved by Proos, supported by Hurwitz, to approve the Warrant Report for January 13, 2020, in the total amount of \$1,145,508.33. Roll Call: Yes - Proos, Jacobs, Hurwitz, Moran, Smith, Haga; No - 0; Absent - McAleenan. Motion carried.**

**PAY APPLICATION 18 - LEGACY PARK**

Pete Lazdins, Progressive AE, explained this project, stating it is nearly complete. **Moved by Jacobs, supported by Moran, to approve Pay Application 18 for Legacy Park, to Katerberg VerHage, in the amount of \$39,948.03. Roll Call: Yes - Jacobs, Proos, Hurwitz, Moran, Smith, Haga; No - 0; Absent - McAleenan. Motion carried.**

**PAY APPLICATION 2 - LEGACY PARK, DEVOS MEMORIAL**

Pete Lazdins, Progressive AE, explained this project. **Moved by Proos, supported by Jacobs, to approve Pay Application 2 for Legacy Park, DeVos Memorial, to Couturier Iron Craft, in the amount of \$46,983.34. Roll Call: Yes - Proos, Hurwitz, Jacobs, Smith, Moran, Haga; No - 0; Absent - McAleenan. Motion carried.**

**PAY APPLICATION 7 - LIBRARY & COMMUNITY CENTER**

Nick Haglund, Erhardt Construction, explained this project. **Moved by Proos, supported by Moran, to approve Pay Application 7 for the Library/Community Center, to Erhardt Construction, in the amount of \$321,857.60. Roll Call: Yes - Hurwitz, Jacobs, Proos, Moran, Smith, Haga; No - 0; Absent - McAleenan. Motion carried.**

**PUBLIC COMMENT**

There was no public comment.

## BOARD COMMENT

Trustee Hurwitz asked about the status of fundraising for the community room at the library. Planning Director Ferro explained there is a small stakeholder group involved.

Clerk Smith stated 2020 will be a big election year, with the March 10 Presidential Primary being first. Township offices will be on the August primary and November general election. Deadlines for filing are April 21, and candidate packets are available in the Clerk's office.

Trustee Proos expressed kudos to the Fire Department and all that they do. He also commented on township office space and the library/performance center.

Supervisor Haga announced that the old Kubota sold for over \$9,000. He also stated he would email pictures of the Christmas Day sanitary sewer leak.

## UNFINISHED BUSINESS

There was no Unfinished Business.

## NEW BUSINESS

### **RESOLUTION R-011320-1 - RESOLUTION TO ACQUIRE AND CONSTRUCT CAPITAL IMPROVEMENTS CONSISTING OF THE SANITARY SEWER MAIN AND WATER MAIN IMPROVEMENT PROJECTS AND RELATED IMPROVEMENTS AND TO PUBLISH NOTICE OF INTENT TO ISSUE CAPITAL IMPROVEMENT BONDS AND MATTERS RELATED THERETO**

Steve Groenenboom, Moore & Bruggink, and Mark Nettleton, Mika Meyers, explained the process required. **Moved by Proos, supported by Moran, to adopt Resolution R-011320-1, which is a Resolution to Acquire and Construct Capital Improvements Consisting of the Sanitary Sewer Main and Water Main Improvement Projects and Related Improvements and to Publish Notice of Intent to Issue Capital Related Improvement Bonds and Matters Related Thereto, Roll Call: Yes - Hurwitz, Jacobs, Proos, Smith, Moran, Haga. Resolution adopted.**

### **RESOLUTION R-011320-02 - ADA TOWNSHIP WATER AND SANITARY SEWER RATE CHANGES**

Steve Groenenboom and Josh DeYoung, Moore & Bruggink, explained the rate structure. **Moved by Jacobs, supported by Proos to adopt Resolution R-011320-2, which is the Ada Township Water and Sanitary Sewer Rate Changes. Roll Call: Yes- Jacobs, Hurwitz, Proos, Moran, Smith, Haga; No - 0; Absent - McAleenan. Resolution adopted.**

### **ADATOWN WATER MAIN AND STREET IMPROVEMENT PROJECT CONTRACT AWARD**

Steve Groenenboom, Moore & Bruggink, explained this project. **Moved by Proos, supported by Jacobs, to approve the Adatown Water Main and Street Improvement Project Contract Award with CL Trucking in the amount of \$2,433,253.00, for water main replacement. Roll Call: Yes- Hurwitz, Proos, Jacobs, Smith, Moran, Haga; No - 0; Absent - McAleenan. Motion carried.**

### **RESOLUTION R-011320-3 - RESOLUTION TO SUPPORT THE AVGS, LLC APPLICATION FOR AN ON-PREMISES REDEVELOPMENT LIQUOR LICENSE**

DDA Coordinator Brian Hilbrands, explained this request. **Moved by Proos, supported by Jacobs, to approve Resolution R-011320-3, which is a Resolution to Support the AVGS, LLC Application for an On-Premises Redevelopment Liquor License. Roll Call: Yes - Proos, Jacobs, Hurwitz, Moran, Smith, Haga; No - 0; Absent - McAleenan. Resolution adopted.**

### **RESOLUTION R-011320-4 - RESOLUTION TO ADOPT 2020 POVERTY EXEMPTION GUIDELINES**

Assessor Boerman explained the need for this resolution. **Moved by Proos, supported by Hurwitz, to adopt Resolution R-011320-4, which is a Resolution to Adopt 2020 Poverty Exemption Guidelines. Roll Call: Yes - Jacobs, Hurwitz, Proos, Haga, Moran, Smith; No - 0; Absent - McAleenan. Resolution adopted.**

### **RESOLUTION R-011320-5 - RESOLUTION TO DETERMINE THE TOWNSHIP BUDGET PREPARATION SCHEDULE FOR FISCAL YEAR 2020/2021**

Supervisor Haga explained the budget preparation schedule. **Moved by Proos, supported by Moran, to adopt Resolution R-011320-5, which is a Resolution to Determine the Township Budget Preparation Schedule for Fiscal Year 2020/2021. Roll Call: Yes - Jacobs, Proos, Hurwitz, Moran, Haga, Smith; No - 0; Absent - McAleenan. Resolution adopted.**

### **RESOLUTION R-011320-5 - RESOLUTION TO AMEND THE ADA TOWNSHIP BUDGETS FOR FISCAL YEAR APRIL 1, 2019 THROUGH MARCH 31, 2020**

Supervisor Haga explained the need for this amendment. **Moved by Proos, supported by Jacobs, to adopt Resolution R-011320-5, which is a Resolution to Amend the Ada Township Budgets for Fiscal Year April 1, 2019, through March 31, 2020. Roll Call: Yes - Proos, Hurwitz, Jacobs, Smith, Moran, Haga; No - 0; Absent - McAleenan. Motion carried.**

**TOWNSHIP MANAGER HIRING PROJECT - RECOMMENDATION TO UTILIZE PROFESSIONAL SEARCH SERVICES**  
Supervisor Haga explained the Personnel Committee had met and made this recommendation. **Moved by Jacobs, supported by Hurwitz, to approve hiring a firm to provide professional services to complete an executive search for the Township Manager. Motion carried.**

**OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT**

There was no additional Public Comment.

**ADJOURNMENT**

The meeting was adjourned at 8:05 p.m.

\_\_\_\_\_  
Jacqueline Smith  
Ada Township Clerk

\_\_\_\_\_  
Date

**Minutes of November 14, 2019**  
Ada Historical Society  
Board of Directors Meeting

**Present:** Crosby, Czekai, DeGood, Hoover, Kroon, Mulligan, Sefton, Thompson, Veldkamp, Wildes.

**Absent:** Michaels, Moran, Vierson

**Others Present:** M. Bolhuis - Historian, D. Bolhuis, Township Supervisor Haga, Barbara Mieras, Patric Sullivan.

- 1). The meeting was called to order by President Veldkamp at 1:10 pm.
- 2.) Review and Approval of the Minutes. Mulligan supported by Sefton moved to approve the Minutes of the October 10, 2019 Minutes as written. The motion carried.
- 3.) Approval of the agenda. M. Bolhuis added two items to the agenda: cookies for parade day and a wreath sale report. Sefton supported by Czekai moved to approve the agenda with the additions. The motion carried.

**6. New Business**

3). Change of meeting time. M. Bolhuis commented an evening meeting may be difficult for mature members as it relates to driving after dark. Crosby related she would prefer a day meeting. Kroon related 1:00 pm works for him. Mulligan suggested 4:00 pm. Czekai related he prefers either the lunch hour or 3:00 or 4:00 pm. Wildes related she likes to be home at 3:00 pm for children after school. After a short discussion, Hoover supported by Mulligan moved to leave the meeting day the second Thursday of the month with the meeting time changed to 3:00 pm with a social time at 2:30 pm. The motion carried.

**4). Committee Reports**

a. Capital Campaign Committee Report

Mieras presented the final capital campaign report. A master copy will be filed in the museum. The campaign came in \$50,000 over goal. New donors were contacted and more volunteers are needed to keep our facility and programs running. Mieras related we are blessed to have a great Board of Directors. Mieras thanked Kristen Wildes, the Museum Manager, for all her help during the campaign. Supervisor Haga related on behalf of the Township Board they were excited about the project. Ada Township does have a unique group that

worked on this project. It enhances the community. Veldkamp related on behalf of the Board thank you to Betty Jo Crosby, Barbara Mieras and Kristen Wildes for all your work on the campaign.

b. Finance Committee. Treasurer Kroon presented the financial reports. He related \$6,000 has been donated to begin the process of re-printing the first history book. M. Bolhuis presented the donations report. She noted no books were sold this month and the balance in the marketing account is the same as last month. Mulligan supported by Crosby moved to accept the financial reports: Profit & Loss Oct. 2019; Balance Sheet Oct. 2019; Profit & Loss May - Oct. 2019 and the donations report. The motion carried.

c. Display Committee.

Wildes presented an opening and closing checklist for use by volunteers. A new sound machine has been installed in the river room. The Kidding Around room is almost done. The train sound amplifier in the train exhibit blew out and a new one will be installed. The train signal light requires a 40 watt bulb or lower. A temporary exhibit is in place regarding businesses, the Ada Hotel and the Lena Lou restaurant. DeGood related decorating for Christmas will be Tuesday at 10:00 am.

Veldkamp related our new volunteer coordinator is Jan Brown.

d. Collections.

Wildes presented five items for acceptance:

1. Weaver - a 1965 Forest Hills High School yearbook.
2. VanDerWarf Boggs - 7 books from Chase School.
3. Hoover - 2 photos, immunization card and 17 greeting cards.
4. Ada Congregational Church - 3 sheet music books
5. Vierson - 5 postcards relating to Ada.

Sefton supported by Mulligan moved to accept the items. The motion carried.

Wildes related a new cabinet has been obtained for linen storage.

e. Facilities Committee.

Hoover asked how the war on squirrels is going. Supervisor Haga related 16 red squirrels have been captured. The hole in the building will now be covered.

f. Programs and Education.

Wildes related a January 16 program has been scheduled relating to Martin Luther King Day. The program is music from the civil rights era.

g. Membership.

Veldkamp related we are looking for a membership chair.

Tri-River. M. Bolhuis related the last meeting was held at Charlton Park. The 2020 meeting calendar is being set up. The next meeting is November 19 in Cedar Springs.

h. Publicity Committee.

Wildes related Patric Sullivan has volunteered to do our newsletter. Sullivan related he has prepared a draft of the next newsletter. He is looking for events to put in. The newsletter will include an ad for our gift shop.

Wreath Sale: M. Bolhuis related order forms were sent out to the membership and to 36 purchasers from last year. Thirty orders have been received already. Many businesses have order forms also. The wreaths will be picked up next Wednesday and the sale begins on Friday, Nov. 20.

6) New Business

1) Reprinting of our first book: A Snug Little Place. Crosby related she has talked with several printers in the area during the past several months. Color House Graphics printed our second book. They can scan the old book and make a hard copy proof. The cream paper stock is not available. The book will be printed on white paper with brown ink. She feels 500 copies would be a reasonable number to start and that is where the price break is. CMP is donating the paper stock. Mieras thanked all our donors. Hoover supported by Sefton moved to proceed with printing 500 copies of our first book. The motion carried. Crosby directed the Secretary to write a thank you note for the in kind donation of paper. Hoover thanked the donors also.

2) 100 Year Old House Project. Sullivan related at our marketing meeting we discussed how can we bring more awareness of the village. Sullivan related when he was a resident of Pentwater, 100 year old homes were identified with a plaque and certificate. Township Planner Ferro has given the marketing group a list of old homes in Ada Township. Cascade Township has a similar program. Mieras related this is great. Think of the homes that have already left us. Sullivan presented a painting of the Bradfield house that was recently demolished. The painting was done by Jean Rockett. It was decided to move forward with the project.

4) Revision to the Meeting format. Veldkamp related he would like each committee to make a formal report to the board each month. The report would be due Sunday evening and emailed to the board on Monday morning. On Tuesday the agenda will be emailed. A reminder email will be sent on Friday of the week prior to the meeting.

Mieras said goodbye for the winter as she is leaving for Florida. She will be back in May.

M. Bolhuis asked about cookies for the Santa parade. Hoover related he has been checking prices and will get them already baked from Ada Market. They gave us a good price plus a discount. Supervisor Haga related Ada Market wants to be involved with community events. M. Bolhuis related two more people are needed to help on parade day. Crosby suggested opening the museum early that day. Veldkamp related he will be available in the morning.

**7) Open Discussion.**

**Adjournment.** The meeting was adjourned at 2:25 pm.

Respectfully submitted,

Marilyn Thompson, Secretary



4:42 PM  
01/06/20  
Accrual Basis

**Ada Historical Society**  
**Balance Sheet**  
**As of December 31, 2019**

	<u>Dec 31, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · Checking Account	33,228.15
11000 · Savings Account - Building	<u>64,327.53</u>
<b>Total Checking/Savings</b>	97,555.68
<b>Accounts Receivable</b>	
11001 · Accounts Receivable	<u>7,223.00</u>
<b>Total Accounts Receivable</b>	7,223.00
<b>Other Current Assets</b>	
12001 · Undeposited Funds	<u>136.90</u>
<b>Total Other Current Assets</b>	<u>136.90</u>
<b>Total Current Assets</b>	<u>104,915.58</u>
<b>TOTAL ASSETS</b>	<u><u>104,915.58</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	<u>316.00</u>
<b>Total Accounts Payable</b>	<u>316.00</u>
<b>Total Current Liabilities</b>	<u>316.00</u>
<b>Total Liabilities</b>	316.00
<b>Equity</b>	
30000 · Opening Balance Equity	60,375.97
31000 · Restricted Funds	3,570.00
32000 · Unrestricted Net Assets	62,575.97
Net Income	<u>-21,922.36</u>
<b>Total Equity</b>	<u>104,599.58</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>104,915.58</u></u>

# Work Report

Museum Manager – Averill Historical Museum

Oct-Dec 2019

- Hours: Regular working hours have been Monday thru Thursday, 8:30am-2:30pm. 3 additional events attended in evenings or weekends.
- Museum activities: Attended 3 monthly DDA meetings, 3 monthly AHS board meetings, hosted 7 events/tours/meetings outside of regular open hours, hosted 3 events in community meeting room, participated in 3 offsite events
- Museum administration:
  - Volunteer coordination, training, and supervision for tours, events, collections management.
  - Collections – monthly processing of new acquisitions and backlog, registering, documenting, labeling, proper storage. Working on fitting out new collections management building with proper archival cabinetry. Received furniture donations from Amway. Acquired new cabinet and art screens for collections storage
  - Exhibits – Development and installation of *Ada Is...Kidding Around* exhibit featuring area schools and children's toys collection. Working on selection image and objects and writing script for development of new business exhibit *Ada Is...Taking Care of Business* for installation in late February. Temporary holiday exhibits.
  - Office – updates provided for the AdaView, AHS newsletter, AHS website, Ada Village Facebook/Instagram, AHS Facebook, emails, Our Home Ada magazine, Tri-River Historical Museum Network. Promotional materials created for upcoming exhibit openings and museum events.

Museum Registrars Conference  
 GVSU Connections On the Grand  
 Journey Academy  
 Cascade Community Foundation  
 Historical Society of Michigan History Alliance  
 Powell Moving  
 Collections Facility Planning webinar  
 Veterans lecture  
 Our Home Ada magazine  
 Ada Village Preschool  
 GVSU Hauenstein Center

**DRAFT**

**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)  
BOARD OF DIRECTORS  
MINUTES OF THE DECEMBER 9, 2019 MEETING  
ADA, MICHIGAN**

**I. CALL TO ORDER AND ROLL CALL**

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

**BOARD MEMBERS PRESENT:** Terry Bowersox, George Haga, Bryan Harrison, Devin Norman, Ted Wright, Walt VanderWulp, Dawn Marie Coe, Margaret Idema

**BOARD MEMBERS ABSENT:** Justin Knapp

**STAFF PRESENT:** Jim Ferro, Planning Director; Brian Hilbrands, DDA Coordinator; Adina Winczewski, Administrative Assistant; Kevin Moran, Treasurer

**PUBLIC PRESENT:** 4 Community Members

**II. APPROVAL OF AGENDA**

It was moved by VanderWulp, seconded by Harrison, to approve the agenda as presented. Motion passed unanimously.

**III. APPROVAL OF MINUTES OF NOVEMBER 4, 2019 MEETING**

It was moved by Idema, seconded by VanderWulp, to approve the minutes of the November 4, 2019 meeting as presented. Motion passed unanimously.

**IV. APPROVAL OF PAYABLES**

- a. **RRR Lawn and Landscape, Light Pole Garland Installation, \$748.75**
- b. **Seyferth PR October Invoice, Event Planning Services, \$7,997.29**
- c. **Twin lakes Nursery, Inc, Ada Drive Brick Repair, \$2,946.89**

Hilbrands briefly summarized the payables as presented in the board packets. It was moved by Norman, seconded by Harrison, to approve the above payables. Motion passed unanimously.

**V. RESOLUTION DDA-120919-1, REDEVELOPMENT LIQUOR LICENSE APPLICATION FOR AVGS, LLC**

Hilbrands presented, stating this is the first Class-C Redevelopment Liquor License Ada Township has seen. Owners of the Ada Village General Store would like to offer dessert-type alcoholic drinks. Hilbrands introduced Emily Cantor from Warner Norcross & Judd, LLP who was present on behalf of AVGS, LLC.

Harrison asked how many of these Redevelopment Liquor Licenses are available in the Township. Hilbrands stated it requires redevelopment of \$1 million per 1,000 people in the Township. There has been more than \$30 million in redevelopment and the Township has a population of around 13,000. It is his understanding that there is room for 20-30 of these licenses. That is in addition to the 6 quota liquor licenses for Ada which are full.

Harrison asked what happens to the Redevelopment Liquor License if the applicant decides to no longer serve alcohol. Hilbrands stated the license would revert back to the Michigan Liquor License Commission (MLLC).

VanderWulp asked if the applicant is intending to serve or allow the liquor outside. Ms. Cantor stated the applicant does intend to provide outdoor service. They will need to make some changes by adding a barricade, per MLLC regulations. Serving outside requires a permit through the MLLC and is separate from the Redevelopment Liquor License application. Haga stated the Township is no longer involved in the outdoor service permit; it must go through the MLLC.

Wright asked what the cost would be to bring liquor to the Ada Village General Store. Ms. Cantor stated it will be a little over \$20,000 because of permits that go with it.

Wright expressed concerns that the General Store will morph into a place primarily for adult beverages instead of the kid-friendly ice cream shop. Ms. Cantor stated Ice cream sales are slower in the winter and this will help smooth over the seasonal business. The offerings will be more of a dessert variety for adults. The owner does not intend to operate as a bar.

Norman asked if this will change who can work for them. Ms. Cantor stated underage employees (under 21 yrs. old) will not be able to serve alcoholic beverages but they can continue to work there as long as someone of-age (21 or older) is also working.

Haga moved, Harrison seconded, to adopt Resolution DDA-120919-1, for the Redevelopment Liquor License Application for AVGS, LLC.

Roll Call: Yes – Coe, Norman, Haga, Bowersox, Harrison, VanderWulp, Idema, Wright; No – 0; Absent - Knapp. Resolution adopted.

## **VI. REVIEW OF DRAFT DDA YEAR-END REPORT**

Hilbrands presented the first draft of the year-end report and requested feedback. Idema stated she would like emails accessible to the community; if not in the year-end report, then somewhere else. Hilbrands stated the DDA member's names are already listed on the Township website. If requested, he can add a link to their personal emails. Hilbrands stated his contact information is currently on the website and will be in the year-end report.

VanderWulp inquired about having a joint meeting with the Citizens' Council. He believes they should meet once or twice per year. Harrison agreed, requesting Hilbrands to schedule a joint meeting for January or February.

Wright suggested adding more photos of smiling faces in the year-end report.

Haga commented on the businesses listed on the back page. He feels since the Township serves all businesses; all businesses should be recognized. Norman stated that highlighting new businesses since 2012 is important, it shows that businesses want to come to Ada. Wright suggested adding a link to the Ada Business Association. Hilbrands brought up the idea of creating an Ada Business Directory because not all businesses are members of the Ada Business Association. VanderWulp suggested including the home-based businesses.

## **VII. REPORTS AND COMMUNICATIONS**

- a. Status of Legacy Park Construction** – Ferro stated it is almost complete. Lettering on the pavilion, the removable backdrop, and landscaping are all that remains to be completed.

Harrison inquired about extending the walkability down towards the Fulton bridge, through the property of 7590 Fulton St. Ferro stated he has been in discussions with the developer about potential access easements or possibly conveying some land to the Township.

VanderWulp inquired about the development at 7590 Fulton St. Ferro stated it is currently being proposed as 2, three-story buildings and 2, four-story buildings with a total of about 95 apartments. The design has not yet been approved.

- b. Amy Van Andel Library and Community Center Update** – Ferro stated the steel should be delivered and start to be erected this week. There is some fundraising and initial design work going on for the optional addition on the west end of the building, proposed to be able to hold up to 150 people. Bill Payne is spearheading the fundraising and has a goal to have the money raised by mid-January, 2020.

Harrison stated he has a multipurpose room at the Caledonia library which gets a lot of use but needs a lot of flexibility. Tables and chairs, sound equipment, etc. need to be stored somewhere when they're not in use. Harrison also stated that the proposed kitchen appears larger than necessary. In his experience, most events will have food brought in/catered.

- c. Unfinished Business** – None

- d. DDA Financial Report, 11/30/19** – Hilbrands stated there was little financial activity for November outside of the Farmers' Market and Brats & Bonfires.

Bowersox inquired about a Farmers' Market that took place in late November. Hilbrands stated there was a small holiday market that took place by several of the vendors but he hasn't heard feedback.

## **VIII. BOARD COMMENTS**

Haga invited the DDA to attend a meeting for the Leonard Field Park Master Plan on Saturday, January 18, 2020, from 10 am – 12 pm. With the ongoing success of Beers at the Bridge, the Township feels a Master Plan for Leonard Field Park is necessary.

Harrison thanked fellow board members for volunteering to be a part of the DDA.

Bowersox wished everyone a Merry Christmas and Happy New Year.

Meeting was adjourned at 8:36 a.m.

Respectfully submitted:

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Devin Norman, Secretary

rs: aw



January 9, 2019

Mr. George Haga, Supervisor  
Ada Township  
P.O. Box 370  
Ada, MI 49301

Dear Mr. Haga:

We are committed to keeping you and our customers informed about Xfinity TV changes. In order to improve the customer experience, we are in the process of updating how we deliver some of our programming over the cable system to enhance the quality and reliability of our services.

In the coming weeks, we plan to implement delivery updates for our non-Hispanic international programming networks (IPNs) such as: TV Asia, Zee TV, TV Japan, etc. and out of market (OOM) sports Pay Per View packages (initially NHL Center Ice and NBA League Pass, followed by MLB Extra Innings).

A limited number of customers may still have older devices that do not support these upgrades and will not be able to continue to view them until the devices are replaced. Customers with this older equipment who receive the impacted channels are being notified that they can swap their equipment at no cost so they can continue to enjoy these channels. Please note that since the spring of 2018, we have provided updated devices to all new IPN subscribers, and since September 2019, have provided updated devices to all OOM Sports PPV customers. Accordingly, we expect the number of impacted customers from these first two sets of changes to be very minimal.

Over the next two years, we plan to expand this enhancement of our services to include additional channels on additional tiers of service. In each case, we will communicate with impacted customers well in advance so they can continue to enjoy this programming in their homes.

Please feel free to contact me at 734-359-1961 if you have any questions.

Sincerely,

Jeffrey Snyder  
Manager of External Affairs  
Comcast, Heartland Region  
3500 Patterson Ave. SE  
Grand Rapids, MI 49512

**ADA TOWNSHIP PLANNING COMMISSION  
MINUTES OF THE DECEMBER 19, 2019 MEETING**

A meeting of the Ada Township Planning Commission was held on Thursday, December 19, 2019, 7:00 p.m. at the Ada Township Offices, 7330 Thornapple River Dr., Ada, MI.

**I. CALL TO ORDER**

**II. ROLL CALL**

Present: Burton, Butterfield (arrived 7:01 p.m.), Carter, Easter, Heglund, Jacobs, Leisman

Absent: None

Staff Present: Ferro, Bajdek, Winczewski

Public Present: Approximately 18 members

**III. APPROVAL OF AGENDA**

Moved by Jacobs, supported by Carter, to approve the agenda as written. Motion passed unanimously.

*Butterfield arrived*

**IV. APPROVAL OF MINUTES OF NOVEMBER 21, 2019 MEETING**

Moved by Easter, supported by Carter, to approve the minutes of the November 21, 2019 meeting as presented. Motion passed unanimously.

**V. PUBLIC HEARINGS**

1. Request for Rezoning from the Medium Density Single-Family Residential (R-3) District to the Village Residential (V-R) District, Parcel No. 41-15-34-402-008, 7699 Fase Street SE, Chuck Hoyt, on behalf of TPR 7699 Fase Street, LLC

Chuck Hoyt of MENSA Capital presented on behalf of TPR 7699 Fase Street, LLC. Mr. Hoyt stated this 4-acre property was previously owned by the Kent County Road Commission. It is surrounded by residential single-family homes. The property currently has a building on it which was constructed around 1934 and has been used as a storage facility.

Mr. Hoyt stated the property was made available to Ada Township for purchase in 2016. Ada Township declined the offer and MENSA Capital purchased it in 2017. Mr. Hoyt stated MENSA Capital has been allowing public parking on the property during community events.

Mr. Hoyt stated the property was purchased with the intent to develop it into a residential neighborhood, compact in nature and walkable in its design. The applicant would like to build a neighborhood consistent with the Ada Township Master Plan. They are requesting a zoning change from R-3 to V-R because the lots in the R-3 district require a lot width of 90 feet with a 13,500 sq. ft. lot size. That is larger than what is required of Ada Moorings. Many of the existing lots on Fase St. are smaller than that dimension, therefore, they feel it is appropriate to ask for the V-R designation which requires 50 ft. lot widths and 7,000 sq. ft. lots. Mr. Hoyt stated he believes this site was not included in the V-R district because it was not in use as a residential site at the time the zoning designation was made.

Mr. Hoyt stated their goal is to make it into 16 single-family homes with lot widths of 50 ft. That would allow for affordable, walkable, and highly marketable residential units as encouraged in the Ada Village

## Market Study.

Mr. Hoyt addressed two objections mentioned in the November 18, 2019 staff memo prepared by Planning Director, Jim Ferro:

1. *A lack of existing storm drainage facilities.*

Mr. Hoyt presented a recent survey which shows a storm drain and catch basin at the corner of the emergency access drive and Fase St.

2. *The proximity of a lower density neighborhood immediately adjacent to the north and east.*

Mr. Hoyt reviewed an aerial photo noting the home closest to the north east corner of the subject property.

Mr. Hoyt stated that they have every intent to do some landscape screening. Mr. Hoyt stated the side yard setbacks for homes in Ada Moorings are roughly 18 ft. and they would be significantly farther away from what homes currently are from each other in Ada Moorings.

Planning Director, Ferro, presented and reviewed a zoning map of the subject property and surrounding area. Ferro stated the R-3 zoning district requires a minimum lot size of 13,500 sq. ft. and a minimum lot width of 90 ft. when the property is served by both public water and sewer. R-3 zoning is typically found in the Ada Drive corridor which has public utilities. It is more of a suburban zoning district which includes neighborhoods such as Ada Croft Commons, Ada Towne, and Ada Woods.

Ferro stated that the V-R zoned properties on Fase St. allows for smaller lots. When the V-R district was created years ago, it was created to better match the lot sizes and characteristics of properties in the village at that time. Prior to the V-R designation, all residential neighborhoods in the Village were labeled in the R-3 zoning district. V-R designation allows 7,000 sq. ft. lots with a minimum lot width of 50 feet. Ferro stated he estimates that 16 homes could be built on the applicant's 4-acre property. If the applicant's property stayed in the current R-3 zoning district, no more than 8 homes could be built on the 4-acre property.

Ferro stated one of the criteria used in evaluating a re-zoning request is how it conforms with the Ada Township Master Plan. In the case of the 2007 Ada Township Master Plan, amended in 2016, the subject property is shown as being used as a public/semi-public land use category. That was based on the fact that the Road Commission owned the property and the Township was entertaining the idea of purchasing the property for some other public use. Ferro stated the Future Land Use Map doesn't address the change in ownership from public ownership to private ownership.

Ferro stated there is a vision statement regarding residential land use in the Master Plan which states that "Ada Township will have a variety of housing styles and levels of affordability, to accommodate the needs of varying income, stages in life and housing preferences..." There is also a supporting policy that states the Township should "encourage compact residential development in and near the Ada Village neighborhood..." Ferro stated that he feels these statements support the applicant's zoning change request.

Ferro stated a second criterion used in evaluating a re-zoning request is compatibility with surrounding uses. Ferro stated that although Ada Moorings is in the R-3 zoning district, due to judicial proceedings back in the 1980's, Ada Moorings was permitted to have lots smaller than the minimum R-3 standard of 13,500 sq. ft.

Ferro stated the lot sizes to the east and north of the subject property range from about 7,700 sq. ft. on Fase St. and up to 15,333 sq. ft. in the Ada Moorings development. There are existing lots on Moorings Drive to the north of the applicant's property that are slightly over 12,000 sq. ft. in size.



Ferro noted that there are powerlines along the east side of the applicant's property which may put some constraints on how much landscape screening can be planted.

Ferro stated a third criterion used in evaluating a re-zoning request is availability of public facilities to serve the proposed use. Ferro stated there is both public water and sewer available to serve the subject property. There are also two means of access to Thornapple River Drive, one is from Fase St. and the other is from Kamp Twins Dr. Ferro stated the development of this property, as the applicant proposes, would potentially add around 160 vehicle trips per day. There are no traffic count studies for Fase St. but there are about 40 existing homes on the street which, using generally accepted traffic generation rates, generate about 320 vehicle trips per day. Ferro stated that even with a possible addition of 20 homes on the applicant's property, there would be daily traffic volumes below the acceptable limit.

Ferro stated a fourth criterion used in evaluating a re-zoning request is site suitability for the proposed use. The site is nearly flat and has very little significant vegetation. The site is well out of the 100-year floodplain and has no wetlands or other water/riparian features.

Ferro stated a fifth criterion used in evaluating a re-zoning request is the current supply of land already zoned for the proposed use in the area. The analysis of potential development in the VR district that was completed by the Planning Department in September, 2019 demonstrated that the acreage of land in the existing VR district boundary has potential for redevelopment that could result in a 47% increase in the number of home sites in the district (from 97 to 143 home sites), through division of existing parcels. However, there are currently very few existing vacant lots in the VR district that are available for development in the short term.

Ferro stated the final criterion used in evaluating a re-zoning request is whether the property can be reasonably used under its current zoning. Development of the subject property under the current R-3 zoning district would permit reasonable use of the property. Rezoning is not necessary in order to allow reasonable use of the site.

Ferro concluded his review by stating that VR zoning of the subject property is compatible with the character of the area provided that it is developed in a way that is sensitive to what surrounds it. In regards to storm drainage, the applicant addressed it in his recent survey and it appears it is available.

Ferro noted that the applicant could also apply for an R-3 PUD zoning which would allow development with density that is higher than the R-3 district. In doing so, the Township would have more discretion on the design and layout of the development that they wouldn't have if it was simply zoned V-R. Ferro stated the layout in comparison to surrounding homes is likely more important than density in this case.

Chair Leisman opened the public hearing at 7:35 p.m.

Miles Fase of 7680 Fase St. stated he thinks the re-zoning is a terrible thing to happen. Fase St. already has traffic problems. Fase St. does not need more vehicles or more buildings. Mr. Fase stated he does not care about a Master Plan. He is concerned he would be charged for more water and sewage built for the additional homes. He thinks the whole thing is ridiculous and terrible.

Mark LaCroix of 7551 Fase St. stated he has concerns about the density in regards to the road. Fase St. has become a parking lot. With more and more Township events, residents are parking on both sides of the street. You can barely fit 2 cars on the road when there are cars parked on both sides. Another concern is that Fase St. is a pedestrian thoroughfare. Mr. LaCroix stated there is already many children, bicycles, wagons, etc. in the street and it has become dangerous. He feels adding more traffic on Fase St. would be irresponsible. Mr. LaCroix stated the intersection of Fase St. and Thornapple River Dr. is extremely dangerous. He thinks that until the safety issues are addressed, there should not be more density on the end of Fase St.

Broderick Bebout of 826 Moorings Dr. stated he agrees with Mr. LaCroix's comments and asked several questions:

1. Do any of the Trustees get a financial benefit for the completion of this project?
2. Is there a site plan so the residents can see the layout for the 16 potential houses?
3. Will there be any change to the emergency access road between Ada Moorings and Fase St.?
4. Will there be any common element built into this project?
5. Will the power lines be relocated?

Tom Manus, owner of two rental homes on Fase St., stated he agrees with the public comments tonight. The pedestrian flow does create a problem. Mr. Manus inquired what the minimum square footage of the homes would be on these lots and expressed concerns over the possibility of very small homes being built thus causing property values to decline. Mr. Manus stated the traffic is the main issue and he is totally against this.

Arjia Wilcox of 842 Dogwood Meadows Dr. stated she once sold in Ada Moorings and she represents MENSA Capital in the Riverpoint development. Ms. Wilcox stated she is speaking as a homeowner in Ada Moorings and prefers to look at homes vs. an eyesore. She has lived in Ada Moorings for 16 years and has walked past the storage facility for 16 years. She feels very strongly that the Township needs to make an improvement in the community. This development will add to our local businesses and community enjoyment. Ms. Wilcox stated she doesn't feel an additional 16 homes will add much traffic and that neighborhoods and the Township can control traffic flow. She feels her home will increase in value by having an improvement to an eyesore. Ms. Wilcox stated it is easy to look at free land and want it to stay that way, but she does not feel that way. She wants her home value to increase and her community to be whole.

Jeremiah Gruchow who lives on Cascade Road stated he has a small development going on in Ada right now in a R-3 zoned district. Mr. Gruchow stated his homes are at a higher price point because of how many homes they can put in an R-3 development. Mr. Gruchow stated he gets calls 5-6 times per week from people wanting to know if they can provide homes at a smaller price point but he can not in the R-3 district because of how much money goes into development. Mr. Gruchow stated he feels the applicant's request would fit the need for the community and allow an opportunity for people to find a home that is a little more affordable.

Delvin Ratzsch of 7653 Fase St. stated he has a running battle with the Kent County Road Commission in regards to the intersection of Fase St. and Thornapple River Dr. Mr. Ratzsch stated that according to some studies, this intersection is one of the most dangerous types of pedestrian crossing situations. If the proposal is to add up to an additional 20 houses, this intersection is going to be more dangerous. He encouraged the Township to apply more pressure on the Kent County Road Commission to improve the safety on this

intersection if this development does get approved.

Noelle DiVozzo of 7115 Bronson St. stated the pedestrian and traffic issues do need to be addressed on Fase St. before any development takes place. If development does take place, she would like to see affordable housing.

Betsy Ratzsch of 7653 Fase St. stated that she is worried about traffic and noted that there would also be an increase in garbage trucks, school busses, turn-around traffic, etc. Ms. Ratzsch stated that she loves the idea of some small homes, preferring no more than 1,800 sq. ft. She would also like to see more affordable homes. The Master Plan has a vision to offer homes in a variety of price points and she does not feel that is true right now.

Dawn Bebout of 826 Moorings Dr. stated the subject property is an eyesore as it sits now. Nice homes would be an improvement but 16 homes seem too much. Fase St. has too many cars and the pedestrian crossing is dangerous.

Public Hearing closed at 7:57 p.m.

Chair Leisman offered the applicant to speak on the concerns raised from the residents. Mr. Hoyt declined.

Ferro stated the emergency access gate is for Ada Moorings only.

Ferro stated in regards to site layouts, nothing has been presented to the Township. He also does not know if there will be a common area, but there is not a requirement to have one. He has no knowledge of the minimum square footage of homes that the developer would propose. Ferro stated the Commissioners can request to see plans if that would help conceptualize, but the Planning Commission can not approve or deny based on layout in the VR district.

Ferro stated he is not aware of any plans to relocate the power lines. Mr. Hoyt stated there are no plans to move the power lines.

Jacobs stated the neighbor with the shortest setback will likely be concerned about the vegetation screening.

Jacobs stated that any costs related to infrastructure / utility connections would be the developer's responsibility.

Jacobs stated there have been numerous conversations, meetings, and studies between the Township and the Kent Count Road Commission on the safety of the pedestrian crossing area at Fase St. and Thornapple River Dr. It is a county road and the KCRC has essentially said they can not do anything to help. Jacobs encouraged audience members to talk to the people who make decisions at the KCRC.

Ferro stated the Township is currently in the process of updating the community trail and walkability plan. A lot of public input has been collected and this southeastern area is rated as one of the highest ranked needs for a potential project to improve better access into the Village.

Leisman stated he agrees with the Planner's recommendation to deny unless the applicant wants to table the

application and show the Planning Commission some plans so they can conceptualize the changes. Carter stated that if it is tabled, he will likely deny because even if the plans are acceptable by the Planning Commission and the area is rezoned to V-R, the applicant is not bound by those plans in the V-R district.

Leisman stated a Site Plan Review is required for any developments over a certain number. Carter asked how many lots the applicant's property could be split into as it is currently zoned. Ferro stated 8 lots.

Leisman stated the Planning Commissioners' options are: to recommend approval to the Township Board, recommend denial, or table the request to allow the applicant to bring more information or allow them to resubmit their re-zoning request as a PUD.

Carter stated he favors the PUD option as it allows the Planning Commission to look at landscaping, screening, roads, sidewalks, etc.

Leisman asked Mr. Hoyt what he would like to do. Mr. Hoyt stated he would like to table the request and informed the Commissioner's that it was not presented as a PUD because it can be a cumbersome process. He felt it was unnecessary. He doesn't feel the site will allow 20 units as a V-R zoning would allow, and feels they are capped out at 16 units.

Mr. Hoyt stated that if they re-submit their application and request a PUD, they would be allowed up to 24 units and they would likely apply for that many. Easter noted that Mr. Hoyt just stated he felt the property was capped out at 16 units.

Mr. Hoyt commented that Riverpoint of Ada, single family homes, has lots that are 50 ft. wide. He recommended looking at those lots to get a feel for the size.

Burton asked about pricing. Mr. Hoyt stated the homes will be market driven.

Leisman stated if a PUD application is presented, there will be a new Public Hearing.

It was moved by Jacobs, supported by Carter, to table the request for 1 month. Motion passed unanimously.

**VI. UNFINISHED BUSINESS** – None

**VII. NEW BUSINESS** - None

**VIII. COMMISSION MEMBER/STAFF REPORTS** - None

**IX. PUBLIC COMMENT** – None

**X. ADJOURNMENT** – Meeting adjourned at 8:25 p.m.

Respectfully submitted,

**ADA TOWNSHIP PLANNING COMMISSION  
MINUTES OF THE DECEMBER 19, 2019 WORK SESSION**

A work session meeting of the Ada Township Planning Commission was held on Thursday, December 19, 2019, at 4:00 p.m. at the Ada Township Offices, 7330 Thornapple River Dr., Ada, MI.

**I. Call to Order / Roll Call**

Present: Burton, Easter, Carter, Heglund, Jacobs, Leisman

Absent: Butterfield

Staff Present: Ferro, Bajdek

Public Present: 5 Members

**II. Informal Pre-Application Conference, 96 Multifamily Residential Units On 9.64 Acre Site, 7590 East Fulton St., Parcel No. 41-15-34-127-003, Orion Real Estate Solutions**

Mr. Tom Tooley of Ghafari Architecture apologized for Mike Lubbers' absence and presented on his behalf. Mr. Tooley stated his team took the feedback from previous meetings and incorporated them into the new plans.

Mr. Tooley stated a manager's office building has been added in front near the detached garages. They have also eliminated 2 units on one end of each of the 4-story buildings to give them a stepped architecture. This change results in a decrease in the total number of units from 96 to 92. Mr. Tooley stated additional windows and detailing have also been added to the elevator areas in the 3-story buildings. Mr. Tooley reviewed the renderings with the Commissioners.

Mike Maier of Wheeler Development Group (formerly Orion Real Estate Solutions) stated he is hoping that input from today's meeting can help finalize thoughts and get them ready for a formal application submittal in January.

Planning Director, Ferro, asked if the ground floor units in the 3-story buildings have doorways out to the courtyard. Mr. Tooley stated yes.

Mr. Maier stated they are offering a pathway along the eastside of the apartments to the Township to connect to the trail system.

Ferro asked if they would be willing to do a property line adjustment so the Township can have ownership of the entire pond which is currently split between them and the Township. Mr. Maier stated that would be possible.

Ferro inquired if building setbacks from Fulton Street were changed from the previous submittal. Mr. Tooley stated they increased the setbacks a little bit since the last iteration.

Jacobs noted that the Ada Township Fire Department does not have the capacity to reach a 4-story building. She would like to see liability insurance and recommended speaking to the Township attorney. Mr. Tooley stated there will be sprinkler systems installed.

Burton stated she does like the brick façade. Carter stated he thinks it fits well with the architecture of downtown Ada.

Carter stated he would like to see something different on the rear of the garages so people aren't looking at a solid wall of brick. Mr. Tooley stated they intend to carry some detailing from the front of the garages to the back. Mr. Maier stated landscaping will also be a part of the rear of the garages.

Burton inquired about garage spaces. Mr. Tooley stated there will be 42 spaces under the buildings, 40 detached garages and 81 open spaces. There will not be designated guest parking.

Leisman stated he feels the architecture is much improved. He likes the brick and how it matches the rest of the Village. He likes the step architecture of the 4-story buildings and wonders if they could do the same with the 3-story buildings.

Leisman stated his only hesitation is that this does not fit with the Envision Ada Master Plan.

Easter stated Ada Township does not have any residential rental units like this in the Village. This is a classy way of providing rental space and it encourages some diversity in the Village.

Jacobs stated that she really likes the architecture of the buildings but she agrees with Leisman; this plan deviates from the Envision Ada Master Plan.

Ferro stated the Envision Ada plan had a graphic concept layout for this property but it was not intended to be prescriptive. If this project were proposed under the PVM district regulations, the PVM regulations for this property allows all types of housing from apartment buildings to single-family homes.

John Wheeler, Wheeler Development Group, stated that since the last work session meeting, he consulted with Pete Lazdins, Urban Land Planner from Progressive AE. Mr. Lazdins was the author and guiding architect on the Envision Ada Master Plan. Mr. Wheeler stated that Mr. Lazdins felt this project fit in beautifully with the Envision Ada Master Plan.

Leisman suggested the Planning Department retain an external source of expertise to take an independent look at these drawings and get their opinion if this fits with the Envision Ada Master Plan.

Carter suggested adding the barn door motif to the back of the parking garages so they look similar to the Ada Fresh Market building.

Easter stated the rendering looking east makes the 3-story buildings look like institutional like dorms.

Leisman asked Ferro how close would this be if done under the form-based code with some departures. Ferro stated he will need to research that option.

Carter asked if they still think they will be charging rent in the \$1,200 - \$1,600 range. Mr. Maier stated yes.

Burton inquired about the insulation, concerned that neighbors will be hearing each other. Mr. Tooley stated they will be exceeding the required codes. Wheeler stated their design includes specific features to address sound barriers between units.

Leisman stated the narrative that comes with the application will be a part of the Public Hearing. It would be helpful if it explained how this project is consistent with the development in Ada.

### **III. Public Comment**

Noelle DiVozzo, 7115 Bronson St., stated she thinks this design is better than what was submitted previously. She agrees with Easter's comment about the east rendering looking like dorm rooms. Ms. DiVozzo stated she thinks there will be a lot of public pushback about high-density apartments here. There is already traffic issues and she doesn't think Ada needs any higher density than what was already planned for in the Envision Ada Master Plan. Apartments are never a neighborhood. They tend to be

much more transient communities. Ms. DiVozzo stated Ada could still make that higher density with smaller houses. It would be wonderful to get something that is senior citizen-friendly.

**IX. Adjournment** – Meeting adjourned at 4:53 p.m.

Respectfully submitted,

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Jacqueline Smith, Ada Township Clerk

rs: aw

**UTILITY ADVISORY BOARD**

**Thursday, December 19, 2019**

**8:30 a.m.**

**Arnie's Bakery**

**815 Leonard Street NW**

**Present:**

Chuck Schroeder, Ed Robinette, Eric DeLong, Nichole Pasch, James Hurt, Sam Giffel, Wayne Jernberg, Tim Bradshaw, Todd Boerman, Tim Burkman, Jeff McCaul, Jenessa Carter, William Kaiser, George Haga, Mike Grenier, Darrel Schmalzel, Izamar Contreras

**Call to Order:**

Mr. DeLong called the meeting to order at 8:32 am.

**Approval of Minutes – November 14, 2019**

Motion to approve the November minutes by Mr. Robinette second by Mr. Grenier.

MOTION CARRIED.

**Public Comment on Agenda Items**

None

**Approval of Agenda**

Motion to approve the Agenda by Mr. Robinette second by Mr. Haga.

MOTION CARRIED.

**Adoption of the Water and Sewer Rates in Accordance with the 2019 Water/Sewer Rate Review-**

**Jenessa Carter**

Ms. Carter thanked everyone for their work on the rate study. This year four public comments were received regarding the biodigester. The team gave a presentation to the City Walker and Ada Township on this year's rate study. Two capital agreements with the City of Walker resulted in a slight rate adjustment

Mr. Haga thanked Mrs. Carter and Mrs. Clarin for presenting and answering questions. Mr. Schmalzel also thank Ms. Carter. Mr. DeLong thanked community partners for their collaboration in the 2019 Rate Study.



### **KCCA – Individual Circuit Breaker Program Quarterly Update – Sam Giffel**

Ms. Giffel said that she's been worked with Ms. Carter to revamp the reporting for the program. She's been working closely with KCCA on better reporting methods and how the funds are being issued. The year-to-date household served is 326 which is lower than 2018. For the third quarter, 17 households were repeated households. She recently attended an affordability conference and she will start researching affordability strategies.

### **Updates**

#### **November Contract Awards – Jeff McCaul**

Mr. Jim McCaul gave an overview of the November contract award. The water main replacement project in Madison Avenue was awarded to Ponstein Enterprises LLC.

#### **Resolution authorizing a rental agreement for a backup generator at the WRRF and Phosphorus Installation Contract Award**

Mr. Schroeder explained that the WRRF currently has two independent sources of power supplying a switchgear at the Consumers Energy Substation on the property, and this redundancy ensures consistent plant performance and sustainability of the biological treatment process. Part of the upgrade is to take one feed line out of service leaving the plant to be single-ended. The WRRF will only have one power source, and an emergency source must be on-site should the one source fail during construction. Having a working generator of sufficient size on-site is necessary in order for us to operate the WRRF per our NPDES permit requirements and maintain the integrity of the plant should any emergency arise. Three quotes were received with the lowest bidder being United Rentals for \$79,840.

The resolution was approved by City Commission on December 17, 2019.

#### **Biodigester Tour**

Mr. DeLong would like the group to take a tour of the Biodigester. One of the three biodigester tanks has been installed. Staff will schedule a tour of the Biodigester once the weather warms-up.

Additionally, the air quality permit for the project was received. The city will need to pay a fine, but part of the money can go towards an environmental program. If the fine is just paid it will go to the state general fund, but by setting up a program the money can come back to the city. A possible investment is housing

rehabilitation where children have been poisoned by lead more than once. More information will be shared with the board in January.

**Public Comment**

None

**Items from Members**

Mr. Jernberg said that the Governor and her staff are organizing a press conference in Grand Rapids for the 75th Anniversary of Fluoride. Currently, the date nor time has not been confirmed. Mr. Schroeder said that the WRRF's laboratory is currently under construction. Mr. Haga said that Ada Township is currently doing an evaluation of its booster stations. Ms. Giffel updated the board on the bill redesigned, the Utility Billing Office is almost complete with the bill redesigned. Mr. Grenier said that the lead and copper results were received from the state. There were no surprises. Staff will work on drafting a media release with the Communications Department. He will bring photos of the construction that is occurring at the filtration plant. Mr. DeLong thanked everyone for their hard work this year.

**Next Meeting – January 16, 2020**

The next meeting is scheduled for January 16<sup>th</sup>, 2020.

**Adjournment**

The meeting was adjourned at 8:59 am.



## PROJECT STATUS REPORT

# Project: Ada Library & Community Center

January 13, 2020



# Schedule Summary

**Ada Library & Community Center** | **21864P180001**

<b>Schedule:</b> <span style="color: green;">●</span> OnTrack	<b>Budget:</b> <span style="color: green;">●</span> On Track	<b>Start Date:</b> 08-Dec-2017	<b>Due Date:</b> 28-Dec-2020	<b>Project Manager:</b> Scott Rantala
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## Description & Overall Summary

<b>Description</b>	Design and construction of a new 24,000 s.f. township library and community center.
<b>Summary</b>	Structural steel installation basically complete excluding the canopy. Exterior wall framing and denseglas board in progress. Progressive AE working on schematic design of cultural arts center addition.
<b>Phase</b>	Construct
<b>JLL Project Type</b>	New Build
<b>JLL role</b>	Agent

## Completed Milestones

Name	Due Date	Actual End Date
Initiate	24-Jan-2018	27-Feb-2018
Plan	25-Apr-2018	11-Jun-2018
Design	23-Aug-2019	23-Aug-2019

## Upcoming Critical Activities

NAME	Start	Finish
PH1 Slab On Grade Pour	3/10/2020	3/16/2020

## Finish Milestones

Name	Due Date	Status
Construct / Certificate of Occupancy	23-Nov-2020	<span style="color: green;">●</span> On Track
1 <sup>st</sup> Day of Business	11-Dec-2020	<span style="color: green;">●</span> On Track

# Budget Summary

Ada Library & Community Center

21864P180001

<b>Schedule:</b>	● On Track	<b>Budget:</b>	● On Track	<b>Start Date:</b>	08-Dec-2017	<b>Due Date:</b>	28-Dec-2020	<b>Project Manager:</b>	Scott Rantala
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## By Cost Category Section

Name	Original Budget	Projected Budget	Approved Commitments	Total Invoices
Hard Costs - CAP	8,920,780	9,164,236	9,164,236	1,547,361.14
FF&E, Moving and Technology - CAP	1,155,250	1,055,250	0.00	0.00
Soft Costs - CAP	1,140,614	1,126,117.34	1,092,617.34	949,048.69
Owner Contingency - CAP	783,356	654,396.66	0.00	0.00
<b>Total</b>	<b>12,000,000 USD</b>	<b>12,000,000 USD</b>	<b>10,256,853.34 USD</b>	<b>2,496,409.83 USD</b>

**10/24/2019 Cash Flow Update:** A significant portion of the capital campaign contributions are from donors whose payments are being made over 3 years. As a result, approximately \$2.25 million in campaign contributions are expected to be made after the library/community center is completed and open in fall, 2020, with the payment schedule extending into calendar year 2021.

Based on the above schedule, it is projected that the Capital Projects fund will experience a negative fund balance starting in approximately September, 2020. The negative balance reaches a most severe level of about \$2.25 million in November, 2020.

# Action Items

Ada Library & Community Center

21864P180001

<b>Schedule:</b>	● OnTrack	<b>Budget:</b>	● On Track	<b>Start Date:</b>	08-Dec-2017	<b>Due Date:</b>	28-Dec-2020	<b>Project Manager:</b>	Scott Rantala
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## Action Items

Status	Name	Comments	Start Date	Due Date	Owner
<u>Open</u>	Cultural Arts Center	Project Team to present schematic plan update to the Township Board on 1/27/2020.	1/2/2020	1/27/2020	Progressive
<u>Open</u>	Bulletin 1	Erhardt pricing being reviewed. Driveway modification per Kent County Road Commission; structural steel clarifications; revise roof insulation; revise window openings	10/4/2019	1/13/2020	Erhardt
<u>Open</u>	Bulletin 2	Erhardt pricing being reviewed. Clarify window specs and trim	10/29/2019	1/13/2020	Erhardt
<u>Open</u>	Bulletin 3	Erhardt out for pricing. Revise snowmelt layout; revise Sandbox 104 by deleting sink and door; add WAP to North Stair S100 and Restrooms; clarify curb details; clarify entry vestibule slab recess; revise door hardware sets per mtg w/KDL	12/20/2019	1/31/2020	Erhardt

# | Risks

Ada Library & Community Center 21864P180001

<b>Schedule:</b>	● OnTrack	<b>Budget:</b>	● On Track	<b>Start Date:</b>	08-Dec-2017	<b>Due Date:</b>	28-Dec-2020	<b>Project Manager:</b>	Scott Rantala
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## Risk Register

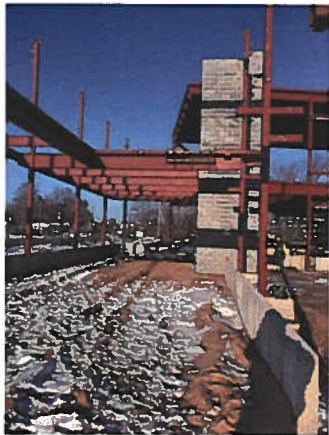
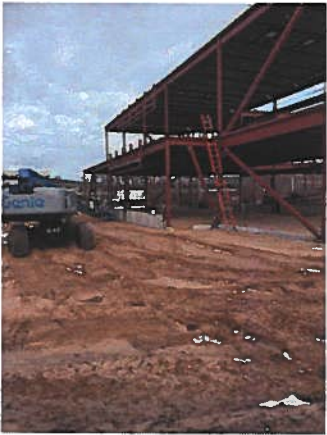
Status	Title	Category	Impact	Date Opened	Due Date
Closed	Structural Steel Install	Time	Structural steel installation is scheduled for December 2019. Winter weather conditions could impact the completion date for structural steel install, which is on the critical path 12/6/19: Steel delivery scheduled for 12/9/19. 12/9/19: Steel delivery and install on schedule.	13-Aug-2019	10-Jan-2020



# | Progress Photos

Ada Library & Community Center 21864P180001

<b>Schedule:</b>	● OnTrack	<b>Budget:</b>	● On Track	<b>Start Date:</b>	08-Dec-2017	<b>Due Date:</b>	28-Dec-2020	<b>Project Manager:</b>	Scott Rantala
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## MEMORANDUM

Date: 1/16/2020

**TO:** George Haga, Township Supervisor  
**FROM:** Jim Ferro, Planning Director  
**RE:** Building Permit Summary for 2018 and 2019

Attached are summary building permit data tables for calendar years 2018 and 2019, from Cascade Twp. Building Dept. The following table and comments summarize and compare data from the two years:

	2018	2019	% Change
Total Permits Issued:	423	349	-17.5%
Total Construction Value (\$ Million):	\$80.92	\$60.62	-25.1%
New Single Family Dwelling Units:	37	36	-2.7%
Total New SF Dwelling Unit Value (\$ Million):	\$27.83	\$25.07	-9.9%
Ave. Value per New SF Unit	\$752,237	\$696,458	-7.4%
New Attached Dwelling Units	89	4	-95.5%
Total Attached Dwelling Unit Value (\$ Million):	\$18.72	\$1.15	-93.9%
Commercial/Industrial Value (\$ Million):	\$20.00	\$23.62	18.1%
Mixed Use (\$ Million)	\$0.00	\$0.00	---
Residential Add./Alter./Repairs:			
Value (\$ Million):	\$14.09	\$10.68	-24.2%
# Permits:	215	228	6.0%

- Construction activity in Ada Township in 2019 decreased from 2018 levels, measured by both number of permits issued and declared value of construction.
- New detached single-family home starts were slightly below 2018 levels, with a modest decline in average value per dwelling unit.
- The number of attached housing units issued permits in 2019 declined greatly from 2018. This is largely due to the influence on the 2018 data of the permitting for all 72 units in The Knoll townhome development on Spaulding Avenue, as well as 13 townhome units in the Riverpoint of Ada development.
- The value of commercial and industrial construction increased by 18.1% from last year.
- The number of permits issued for residential additions/alterations/repairs increased slightly from last year, while the declared value of this construction category decreased by 24%. This category includes a variety of projects, including swimming pools, garages, residential additions and remodeling and roofing/siding projects.

Note: Cascade Township Building Dept. classifies both detached homes and attached condominiums as "single family homes." The above table divides them into separate categories.

**ADA TWP CATEGORY REPORT YTD**

Category	Estimated Cost	Permit Fee	Number of Permits
<b>Commercial, Add/Alter/Repair</b>	<i>\$7,062,846</i>	<i>\$27,622.00</i>	37
<b>Commercial, New Building</b>	<i>\$16,416,687</i>	<i>\$25,545.00</i>	8
<b>Deck</b>	<i>\$238,756</i>	<i>\$3,500.00</i>	24
<b>Demolish</b>	<i>\$104,300</i>	<i>\$550.00</i>	11
<b>Detached Accessory Building</b>	<i>\$2,092,431</i>	<i>\$5,260.00</i>	24
<b>Res. Add/Alter/Repair</b>	<i>\$5,966,990</i>	<i>\$14,500.00</i>	82
<b>Res. Single Family</b>	<i>\$26,217,679</i>	<i>\$36,401.00</i>	40
<b>Roofing/Siding</b>	<i>\$1,621,241</i>	<i>\$6,898.00</i>	82
<b>Sign</b>	<i>\$142,568</i>	<i>\$1,250.00</i>	25
<b>Swimming Pool</b>	<i>\$758,836</i>	<i>\$2,290.00</i>	16
<b>Totals</b>	<b><i>\$60,622,334</i></b>	<b><i>\$123,816.00</i></b>	349

Permit.PermitNumber Starts With PB192 AND  
 Permit.DateIssued Between 1/1/2019 12:00:00 AM  
 AND 12/31/2019 12:00:00 AM

01/03/2019

2018

### ADA TWP CATEGORY REPORT YTD

Category	Estimated Cost	Permit Fee	Number of Permits
<b>Basement Finish</b>	<i>\$583,940</i>	<i>\$3,046.00</i>	13
<b>Commercial, Add/Alter/Repair</b>	<i>\$9,886,066</i>	<i>\$28,031.00</i>	37
<b>Commercial, New Building</b>	<i>\$10,109,175</i>	<i>\$18,549.00</i>	10
<b>Deck</b>	<i>\$344,569</i>	<i>\$3,150.00</i>	21
<b>Demolish</b>	<i>\$192,600</i>	<i>\$1,088.00</i>	18
<b>Detached Accessory Building</b>	<i>\$1,370,052</i>	<i>\$5,500.00</i>	20
<b>Res. Add/Alter/Repair</b>	<i>\$9,521,213</i>	<i>\$12,421.00</i>	64
<b>Res. Single Family</b>	<i>\$46,548,566</i>	<i>\$89,518.00</i>	126
<b>Roofing/Siding</b>	<i>\$1,425,220</i>	<i>\$6,621.00</i>	83
<b>Sign</b>	<i>\$94,111</i>	<i>\$850.00</i>	17
<b>Swimming Pool</b>	<i>\$843,066</i>	<i>\$2,045.00</i>	14
<b>Totals</b>	<b><i>\$80,918,578</i></b>	<b><i>\$170,819.00</i></b>	423

Permit.PermitNumber Starts With PB182 AND  
 Permit.DateIssued Between <Prompt For Value> AND  
 <Prompt For Value>



# Memo

To: George Haga, Supervisor  
From: Stephanie Boerman, Assessor *SB*  
Date: January 17, 2020  
Re: Assessing Department Update

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Comments: The Land Values, Economic Conditions Factors and all of the New Construction has been completed for all property classes.

Real property assessment notices will be mailed on Monday February 17<sup>th</sup> 2020. Personal property assessment notices are being mailed internally as returns are processed.

All staff and Board of Review Members will be attending Board of Review Training in Cascade Township on Monday February 3, 2020.

Assessing Technician position has been posted and will close today January 17<sup>th</sup> 2020. Review of applications and setting up interviews will happen in the next weeks.

Below is an update on our active MTT cases:

- Old National Bank – Hearing was held November 25, 2019. We are awaiting the Judge's opinion and order.
- Salih Vidinlic – Valuation Appeal. Answer has been filed August 2019. Discussing settlement offers.

Thanks

**ADA TOWNSHIP  
WARRANTS FOR BOARD APPROVAL  
ON BOARD MEETING DATE: January 27, 2020**

**HAND CHECKS**

#101	# 49469, 49477, 49478	\$ 2,464.73
#205	# 49477, 49478	\$ 253.27
#208	#	
#211	#	
#213	# EFT11, 49477, 49478	\$ 687.28
#214	#	
#243	#	
#248	#	
#249	#	
#401	# 49466, 49467, 49468	\$ 408,788.97
#590	#	
#591	#	
#592	#	
#701	#	
<b>TOTAL ALL HAND CHECKS</b>		<b>\$ 412,194.25</b>

**WARRANTS**

#101	GENERAL FUND	\$ 103,131.59
#205	PUBLIC SAFETY FUND	\$ 29,095.54
#208	PARK FUND	
#211	TOWNSHIP TRAILS	
#213	PARKS & OPEN SPACE	
#214	PARKS & RECREATION	\$ 66,527.58
#243	BROWNFIELD REDEVELOPMENT	
#248	DDA FUND	\$ 214,846.00
#301	ENVISION ADA	
#401	CAPITAL PROJECT	\$ 11,608.41
#590	SEWER OPERATION FUND	\$ 147,907.83
#591	WATER OPERATION FUND	\$ 176,346.99
#592	GRAND VALLEY ESTATES FUND	\$ 25.79
#701	ESCROW ACCT	
<b>TOTAL WARRANTS</b>		<b>\$ 749,489.73</b>

**TOTAL ALL CHECKS & WARRANTS**

**\$ 1,161,683.98**

Vendor Name	Description	Amount	Check #	Check Date
1. .ETNA SUPPLY COMPANY DBA	METER & MXU QUOTE#S103363275	29,150.00		
2. .GRAND RAPIDS CITY TREASURER	WATER/SEWER USAGE & SERVICE CHARGE	179,141.78		
3. .MOORE & BRUGGINK	ADA DR OUTLET SEWER	20,273.39		
	ADARIDGE WATER MAIN REPLACEMENT	3,606.66		
	ADACROFT WATER MAIN	20,998.23		
	ADA WATER RATE STUDY	6,496.96		
	TOTAL	51,375.24		
4. .SENSUS USA INC.	SUPPORT PROGRAM RENEW 1 YEAR	1,949.94		
5. .UTILITY SUPPLY OF AMERICA INC DB	SUPPLIES	107.26		
6. ACTION INDUSTRIAL SUPPLY CO	UNIFORM SUPPLIES-DJ & MARK	221.07		
7. ADA HISTORICAL SOCIETY	COMCAST	86.90		
8. ADA TOWNSHIP TAX ACCOUNT	2019 WINTER TAX BILL-7215 HEADLEY	3,445.14		
	2019 WINTER TAXES-7185 HEADLEY	1,217.41		
	TOTAL	4,662.55		
9. AUNALYTICS	ENDPOINT PROTECTION	1,332.50		
10. BESTROM SERVICES, INC	COFFEE SERVICES-TWP HALL	100.10		
11. BOERMAN, STEPHANIE	MILEAGE REIMBURSEMENTS	63.25		
12. CANFIELD PLUMBING AND HEATING	PLUMBING REQUIRED FOR EXTRACTOR STATION 1	990.00		
13. COMCAST	INTERNET-ROSELLE PARK	138.40	11	01/22/2020
14. CONTINENTAL LINEN SERVICE	LINEN/RUG SERVICES-FIRE	102.78		
	LINEN/RUG SERVICES-FIRE	102.78		
	TOTAL	205.56		
15. COUTURIER IRON CRAFT	DEVOS MEMORIAL SCULPTURE	46,983.34	49466	01/14/2020
16. CUSTODIAL HOUSEKEEPING STAFFING, IN	JANITORIAL SERVICES-DEC	800.00		
17. DIMENSION GRAPHICS, INC	NAME PLATE	22.00		

Vendor Name	Description	Amount	Check #	Check Date
18. ENGINEERED PROTECTION SYSTEMS INC				
	ROSELLE PARK SECURITY - ALARM SYSTEM	231.00		
	ROSELLE PARK SECURITY - ACCESS CONTROL	90.00		
	ROSELLE PARK SECURITY - VIDEO	141.00		
	TOTAL	462.00		
19. ERHARDT CONSTRUCTION				
	LIBRARY & COMMUNITY CENTER	321,857.60	49467	01/14/2020
20. GODWIN HARDWARE, INC				
	SUPPLIES-PARKS	86.55		
	LABOR & SUPPLIES-PARKS	350.96		
	B&G EXTENSION CORDS	199.96		
	SUPPLIES-FIRE	57.96		
	SUPPLIES-FIRE	28.27		
	ROSELLE PARK TRASH BAGS	16.99		
	PARK SUPPLIES	72.90		
	SUPPLIES-FIRE	96.78		
	KEY TAGS-PARKS	8.67		
	SUPPLIES-FIRE	45.94		
	TOTAL	964.98		
21. GREENMARK EQUIPMENT				
	SERVICE INSPECTION - JOHN DEERE	2,224.05		
	COMPACT TRACTOR MAINTENANCE & REPAIR	716.67		
	TOTAL	2,940.72		
22. HOPE NETWORK WEST MICHIGAN				
	TRANSPORTATION-DEC	166.90		
23. INTEGRITY BUSINESS SOLUTION				
	SUPPLIES-CLERK, & GEN	191.68		
	SUPPLIES-GEN, ASSESS, FIRE	70.17		
	TOTAL	261.85		
24. JONES LAND LASALLE AMERICAS, INC				
	LIBRARY & COMMUNITY CENTER	4,028.85		
25. KATERBERG-VERHAGE, INC				
	LEGACY PARK PROJECT	39,948.03	49468	01/14/2020
26. KBP COMMUNICATIONS, LLC				
	SOCIAL MEDIA MANAGEMENT	960.00		
27. KENT COUNTY EMERGENCY MED SERV				
	QUARTERLY ASSESSMENT	254.86		
28. KENT COUNTY TREASURER				
	TOWNSHIP LAW-NOVEMEBER	26,695.38		

01/23/2020.10:05 AM  
User: cassie  
DB: Ada

INVOICE APPROVAL BY INVOICE REPORT FOR ADA TOWNSHIP  
POST DATES 01/13/2020 - 01/27/2020  
JOURNALIZED OPEN AND PAID  
BANK CODE: GEN

Vendor Name	Description	Amount	Check #	Check Date
29. MARK'S BODY SHOP	LIGHT BULBS AND BATTERIES-FIRE TRUCKS	67.85		
30. NYE UNIFORM CO.	UNIFORMS-DONALD	35.50		
	UNIFORMS-MCCARTY	39.05		
	UNIFORMS-GREEN	10.00		
	UNIFORMS-GREEN	89.04		
	UNIFORMS-LITCHFIELD	49.99		
	TOTAL	223.58		
31. PITNEY BOWES GLOBAL FINANCIAL SERV	POSTAGE MACHINE SUPPLIES	237.98		
	POSTAGE MACHINE SUPPLIES	118.99		
	POSTAGE MACHINE LEASE	402.66		
	TOTAL	759.63		
32. PLUMMER'S DISPOSAL SERVICE	HANDICAP RESTROOM-ROSELLE PARK	88.00		
33. PRIORITY HEALTH	HEALTH PREMIUMS/CLAIMS TAX	22,339.57		
34. PROGRESSIVE AE	LIBRARY AND COMMUNITY CENTER	7,579.56		
35. REPUBLIC SERVICES	TRASH SERVICES- TWP HALL, PARKS, FIRE	805.88	49477	01/23/2020
36. SEYFERTHPR	PROFESSIONAL SERVICES - NOV & DEC	3,800.00		
37. SIEGFRIED CRANDALL	ACCOUNTING ADVISE FROM AUDITORS	525.00		
	RESTORE FILE FOR PARKS	625.00		
	TOTAL	1,150.00		
38. STANDARD SUPPLY & LUMBER CO, INC	B&G ROAD CLOSED LEGS	49.20		
39. THE BANK OF NEW YORK MELLON	BOND SERIES 2016	115,012.50		
	BOND SERIES 2017	288,075.00		
	TOTAL	403,087.50		
40. U.S. POSTAL SERVICE	POSTAGE	2,000.00	49469	01/14/2020
41. VEENSTRA'S LLC	MEDIC 9 SERVICING	35.70		
42. VERIZON WIRELESS	TELEPHONE/TABLET SERVICES	461.00	49478	01/23/2020



Vendor Name	Description	Amount	Check #	Check Date
43. WOODS LANDSCAPING	COMMUNITY CHURCH SNOW REMOVAL	336.00		
	DDA DISTRICT SNOW REMOVAL	2,240.00		
	TOTAL	<u>2,576.00</u>		
44. XEROX CORPORATION	COPY MACHINE LEASE	789.45		
TOTAL - ALL VENDORS		1,161,683.98		
PAYMENT TYPE TOTALS				
Paper Check		1,161,545.58		
EFT Transfer		138.40		

## Memo

**Project:** Amy Van Andel Community Center & Library – Proposed Arts & Cultural Addition

**Date:** January 21, 2020

**File No:** 72230012

**Copy:** JLL – Scott Rantala  
BP Ventures – Bill Payne  
PAE – Sara Fall, Jim Horman, Derek Molenaar

**Background**

In October of 2019, Progressive AE was contracted to develop an Arts and Cultural Center addition. A community-based team was assembled to develop a basis of design for further consideration by the Township Board. The team met in November and December to frame up the proposed addition.

**Team**

In addition to George Haga, Jim Ferro and Bob Proos, the community-based team assembled for two working sessions at Progressive AE. The community members included;

- ✓ Julie Duisterhof
- ✓ Marlene Kenneway
- ✓ Bill Payne
- ✓ Warren Rempel
- ✓ Betsy Ratzsch
- ✓ Dawn Lewis (KDL)

Erhardt Construction also joined the team including Stan Elenbaas and Ryan Formsma

**Programming**

During the working sessions, the team responded to the previously developed concept and framed the potential addition as follows;

- A. 3,500 SF addition, 200 persons in a lecture layout, 80 – 100 seated at tables
- B. 7,000 SF addition, 450 persons in a lecture layout, 200 seated at tables and chairs

Identified uses suggesting the larger space included;

- ✓ Maker space
- ✓ Music/magician performances for children seated on the floor
- ✓ Graduation celebrations
- ✓ Weddings
- ✓ Concerts, recitals
- ✓ Youth ballet
- ✓ Art exhibits
- ✓ Lectures & training
- ✓ Trade association events
- ✓ Corporate meetings
- ✓ Fundraisers, catered banquets
- ✓ Ada Township Board Meetings, Commission Meetings, etc.
- ✓ Wellness classes

**Recommendation**

The team centered on a preferred concept that includes;

1. 6,000 SF, 300-350 persons in a lecture layout, 150 seated at tables and chairs, performance capacity of 250.
2. Additional program areas include storage, catering kitchen, pre-function space as well as a portable stage.
3. Shared, expanded toilet rooms with Library & Community Center.
4. Site demonstration of a potential Township Offices building of +/- 11,000 SF.

The conceptual packet shared on January 20, 2020 reflects the recommendation as listed above.

Ken Brandsen CDT, LEED AP  
Project Manager

KB  
P:\72230012\WIP DOCUMENTS\Minutes\2020 01 21 Performance Space Board Memo.docx

# Ada Village

## Arts and Cultural Center - Update

JANUARY 27, 2020 - ADA, MI

# Targeted Events

150 Seated Round table

- Weddings
- Fundraisers

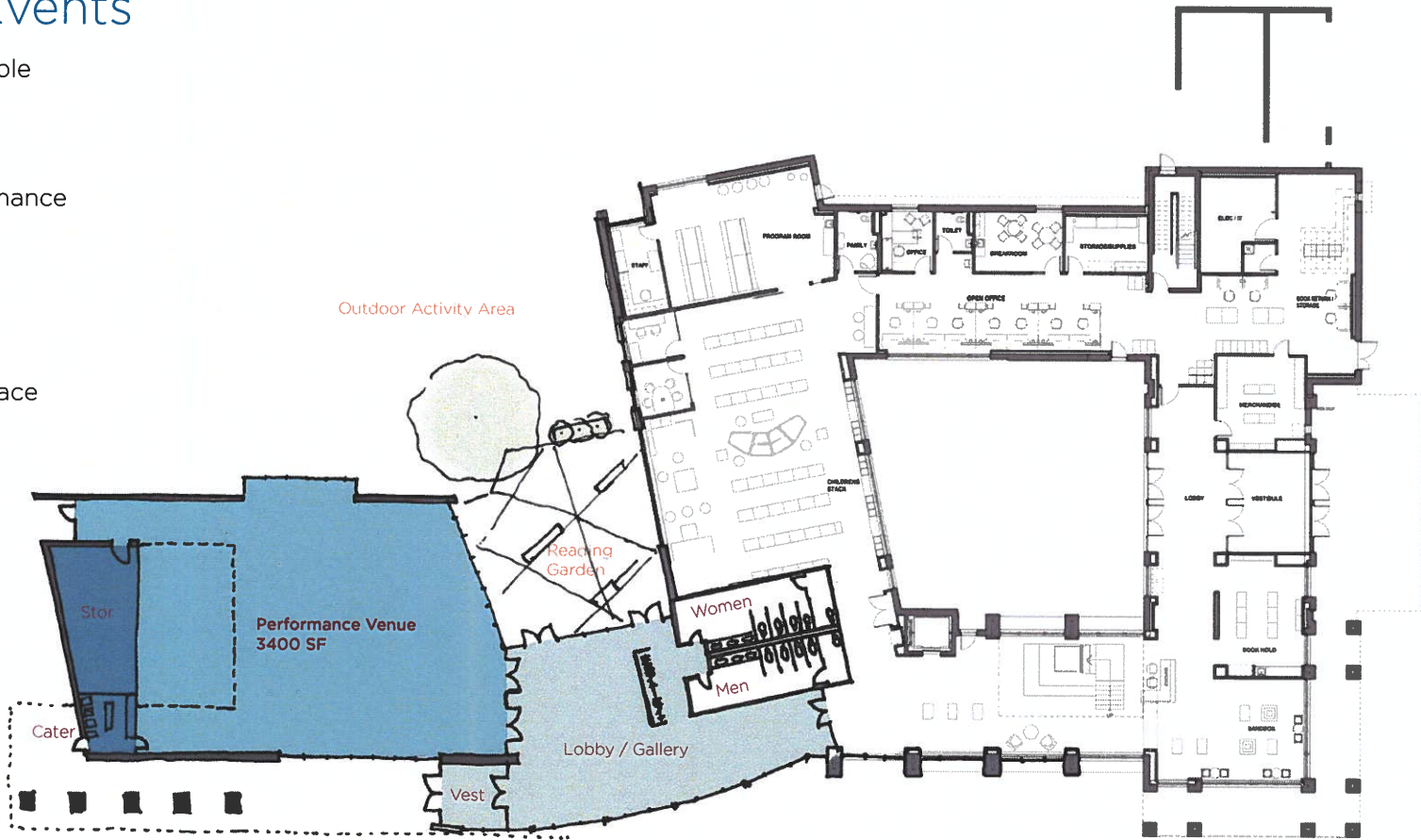
250 Capacity Performance

- Dance
- Theatre

300-350 Lecture

Community Marketplace

Art Exhibition



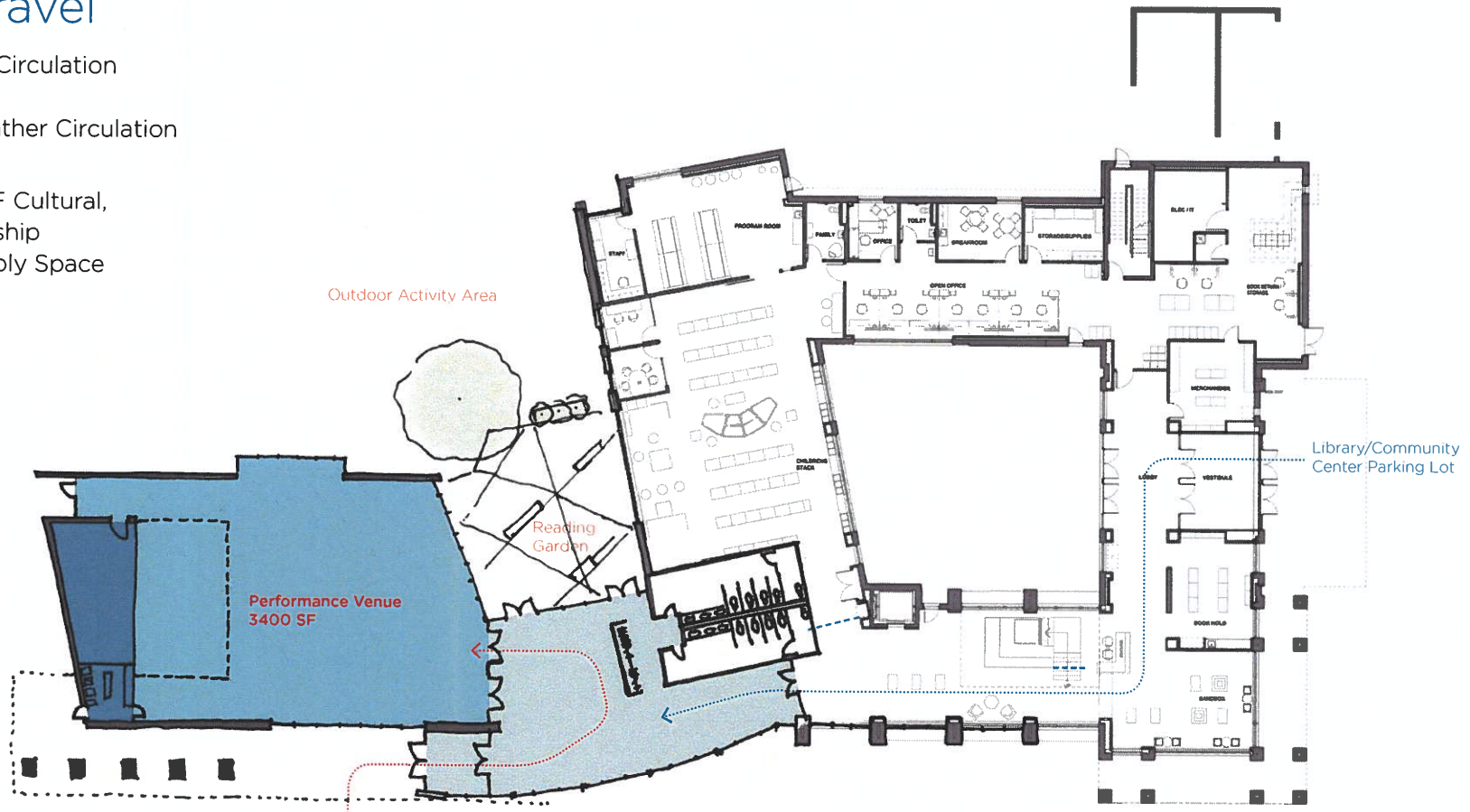
First Floor Plan

# Paths of Travel

.....> Normal Event Circulation

.....> Inclement Weather Circulation

Note: 4000-6000 SF Cultural, Arts, Lectures, Township Meeting, and Assembly Space

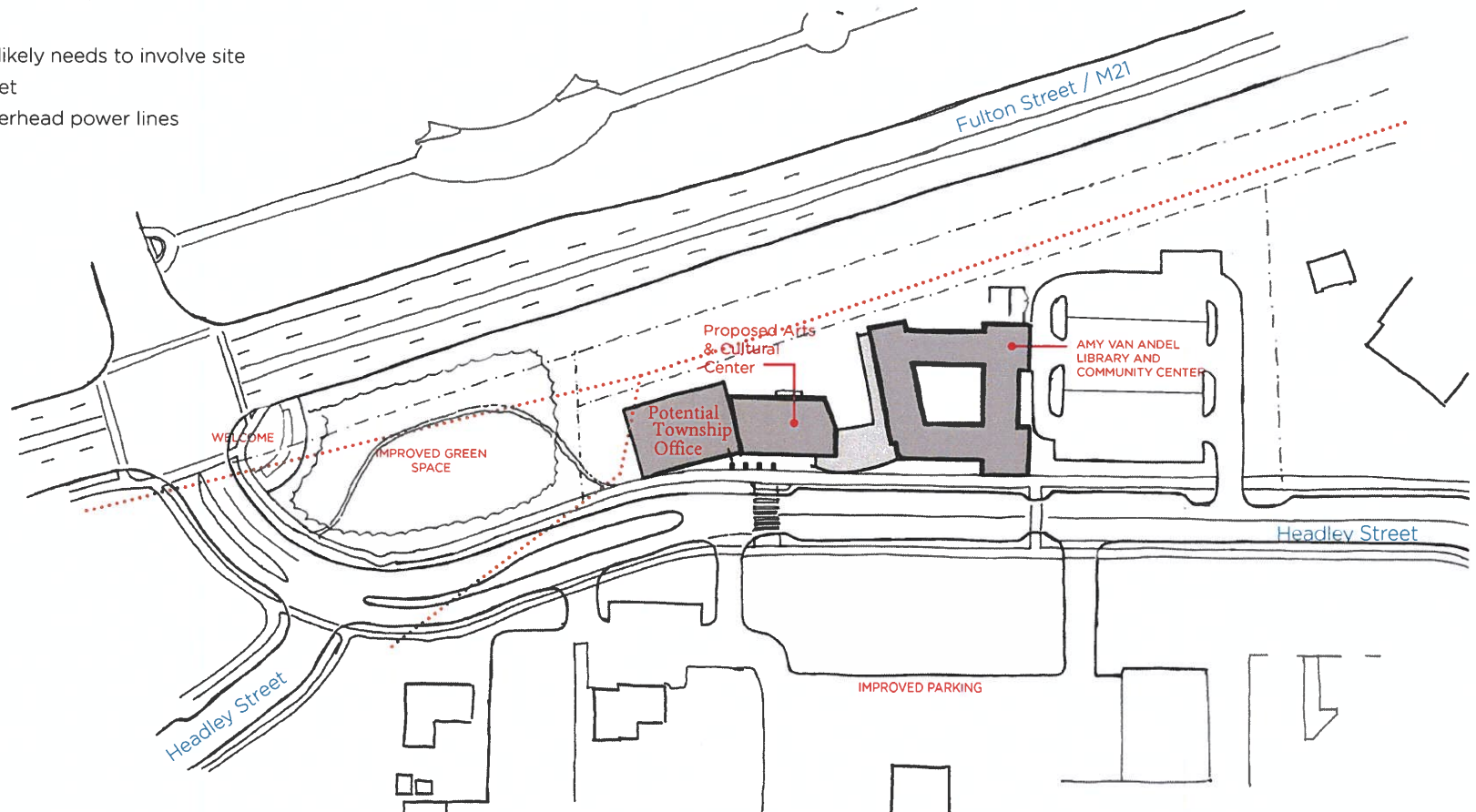


First Floor Plan

# Site Plan - OPTION A

11,000 SF TOWNSHIP HALL

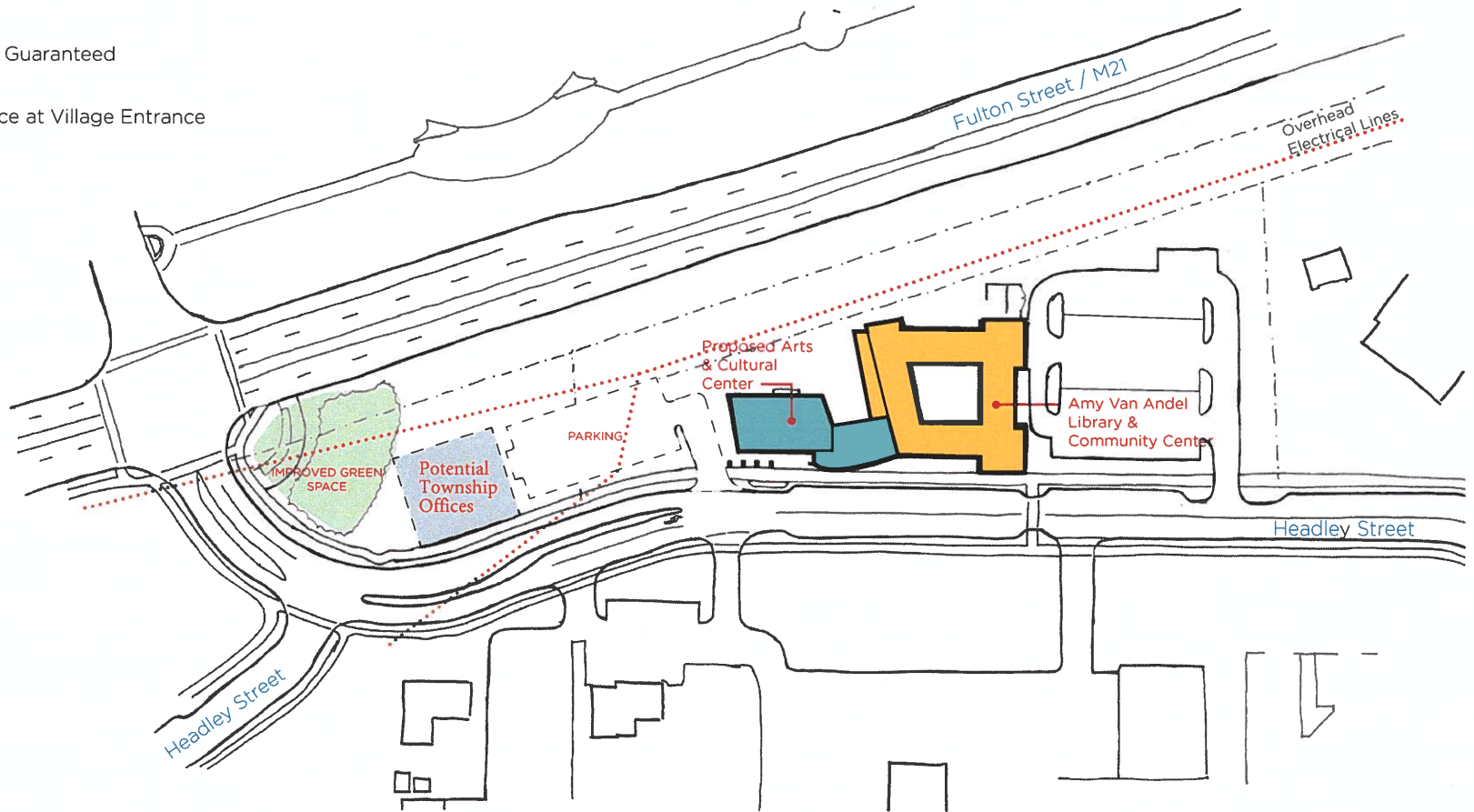
- No on-site parking, likely needs to involve site across Headley Street
- Requires moving overhead power lines



# Site Plan - OPTION B

11,000 SF TOWNSHIP HALL

- New Curb Cut - Not Guaranteed
- New Left Turn Lane
- Reduced Green Space at Village Entrance






**AIA<sup>®</sup> Document G802<sup>™</sup> – 2017**
***Amendment to the Professional Services Agreement***
**PROJECT: (name and address)**

Ada Township Community Center and  
Library Branch  
7215 Headley Street  
Ada, MI 49301

**AGREEMENT INFORMATION:**

Date: August 3, 2018

**AMENDMENT INFORMATION:**

Amendment Number: 003

Date: January 17, 2020

**OWNER: (name and address)**

Ada Township  
7330 Thornapple River Drive  
P.O. Box 370  
Ada, MI 49301

**ARCHITECT: (name and address)**

Progressive AE  
1811 4 Mile Road NE  
Grand Rapids, MI 49525

The Owner and Architect amend the Agreement as follows:

Given last week's, January 8, 2020 Arts & Cultural Addition review meeting and follow-up correspondence with Ryan Formsma of Erhardt Construction, we understand the need to formalize and document immediate areas of need relative to the proposed addition. The immediate areas of need will offer utilities and construction detailing that may be necessary now to prepare for the pending addition and mitigate construction re-work and associated costs.

Our work will focus on specific architectural and engineering efforts to inform next steps of the current Library and Community Arts construction process.

**A. Arts & Cultural Addition – Advance Planning**

At our recent meeting, we discussed the need to advance the development of the proposed addition. This would allow the current construction to further anticipate the proposed addition, mitigating re-work and added costs to accommodate. Specific areas of focus include;

1. Underground Utility Services – Civil, Architectural, Electrical, Mechanical
  - Storm water
  - Electrical
  - Natural gas
  - Water
  - Sanitary Sewer
2. Library and Community Center intersection/extents – Architectural, Interiors, Structural
  - Footing and foundation wall
  - Structural steel
  - Exterior skin (brick, aluminum, glass/glazing)
3. Toilet Room Re-Design – Architectural, Interiors, Mechanical
  - Fixture counts
  - Re-orient for dual access

Following our efforts, we would anticipate a Bulletin issuance that would establish the construction scope of work necessary to accommodate the proposed addition.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

\$12,500

Schedule Adjustment:

3 - 4 weeks

**SIGNATURES:**

James F. Horman

ARCHITECT (*Firm name*)

OWNER (*Firm name*)

SIGNATURE

SIGNATURE

James F. Horman, Principal

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

January 17, 2020

DATE

DATE



**BOARD OF COUNTY ROAD COMMISSIONERS  
KENT COUNTY**  
1500 Scribner Avenue NW  
Grand Rapids MI 49301  
Telephone 242-6900 FAX 242-6980

**ADA TOWNSHIP RESOLUTION NO. R-011720-1**

Request to Construct, Operate, Use, and/or Maintain within the Right-of-Way; or to Close a Roadway under the jurisdiction of the Kent County Road Commission.

PRESENT:  
ABSENT:

RESOLVED THAT: MICHIGAN ENDURANCE HOLDINGS, LLC

IS HEREBY AUTHORIZED to make application to the Kent County Road Commission on behalf of the TOWNSHIP OF ADA, In the County of Kent, State of Michigan for the necessary permit to:

**REQUEST**

Conduct the "Grand Rapids Triathlon" in Ada Township on June 14th, 2020 with specific road closures and times:

- a. Transition area (bike setup, etc): Buttrick Ave closed from Thornapple River Ave SE to Grand River Ave from 4:30 pm June 13<sup>th</sup> to 6 pm on June 14<sup>th</sup>.
- b. Finishline will be placed on Thornapple River Dr between Kamp Twin and Buttrick Ave-This will be a hot point for the race. If you live North of this spot people must go north-If you live South of this location you will only be able to go south.
- c. Swim/Bike/Run start area: Thornapple River Drive closed from Ada Dr. to township boarder south ,June 14<sup>th</sup> From 4 a.m. -6 p.m.,
- d. Thornapple River Drive will be closed to Thru Traffic from River St. to Fase St..

And that the TOWNSHIP OF ADA, County of Kent, State of Michigan will faithfully fulfill all permit requirements.

The following resolution was offered by Board Member and seconded by Board Member pending approval by Kent County Road Commission and Kent County Sheriff's Department,

Yes:  
No:  
Absent:

Resolution R-012720-1

*Resolution adopted 01/27/20.*

\_\_\_\_\_  
Jacqueline Smith  
Ada Township Clerk

**CERTIFICATION**

I, 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, January 27, 2020

Dated: 01/27/2020

\_\_\_\_\_  
Jacqueline Smith  
Ada Township Clerk

JOHN MOSEY  
Michigan Endurance Holdings, LLC | 616-551-7385 | jmosey@tris4health.com

Monday, January 06, 2020

**George Haga**  
*Supervisor*  
Ada Township

Dear George Haga:

We would like to be added to the agenda for the January 27<sup>th</sup> meeting, if possible. I have attached the 2019 race program which contains the various course maps and road closure requests.

We are requesting that Thornapple River Drive be closed from 4 am to 6 pm on Sunday, June 14<sup>th</sup> and Buttrick Ave from 4pm on Saturday June 13<sup>th</sup> until Sunday, June 14<sup>th</sup> at 6 pm. This should be roughly the same as previous years.

If you have questions, please call me at 616-551-7385.

I look forward to hearing from you soon.

*Sincerely,*

JOHN MOSEY



# GRAND RAPIDS TRIATHLON



June 14, 2020  
ADA, MI

A portion of all proceeds will benefit:



**Wishes are more than just a nice thing**

A wish experience can be a game-changer for a child with a life-threatening medical condition.

This one belief guides us in everything we do at Make-A-Wish®. It inspires us to grant wishes that change the lives of the kids we serve. It compels us to be creative in exceeding the expectations of every wish kid. It drives us to make our donated resources go as far as possible.

Most of all, it's the founding principle of our vision to grant the wish of every eligible child.

Wishes are more than just a nice thing. And they are far more than gifts, or singular events in time. Wishes impact everyone involved - wish kids, volunteers, donors, sponsors, medical professionals and communities. The impact varies. For wish kids, just the act of making their wish come true can give them the courage to comply with their medical treatments. Parents might finally feel like they can be optimistic. And still others might realize all they have to offer the world through volunteer work or philanthropy.

Whatever the odds, whatever the obstacles ... wishes find a way to make the world better.

# GRAND RAPIDS TRIATHLON

## INTRODUCTION

Thank you for considering approval of the 2020 Grand Rapids Triathlon.

### Who we are – Michigan Endurance Holdings, LLC

Michigan Endurance Holdings is owned by Jon Conkling and John Mosey, both of whom are level 1 certified race directors by USA Triathlon. We are avid triathletes and have been involved with the sport for 8+ years so when the opportunity to become involved with our two favorite races (Grand Rapids and Michigan Titanium) arose we jumped at the chance. We spent much of last year shadowing Ann and Andy Vidro and are thankful to have their knowledge and support at our disposal going forward. Our vision is to continue to grow the Grand Rapids Triathlon, both locally and nationally. We want as many people as possible to get off the couch and into a healthier lifestyle, while at the same time showing off all of the wonderful things the Grand Rapids area is known for, including the newly renovated downtown Ada.

### What the Grand Rapids Triathlon is:

This triathlon is a chance for athletes of all skill levels to compete on a scenic riverside course, perfect for the novice and seasoned triathlete. This USA Triathlon sanctioned event promises heart pounding excitement from start to the finish. We will offer three events: Sprint, Olympic and Half-Iron, along with a kid's triathlon the day before.

## BENEFITS

**Give back to the community:** We partner with Make-a-Wish with the goal of granting as many wishes as possible to children and families who desperately need them. A portion of the proceeds from our event will be given to Make-a-Wish and they also use our event as a fundraiser through the Dream Team.

**Be involved with one of the fastest growing sports in the country.** The general excitement for the sport of triathlon received a boost of popularity when triathlon debuted at the 2000 Olympic Games in Sydney, Australia. It is estimated that approximately 150,000 people participate in multi-sport in the United States each year. And the numbers continue to grow!

**Positions Ada/Cascade with a healthy lifestyle and lifelong fitness associated with swimming, biking and running.** Triathlon embraces the idea of maintaining a healthy and active lifestyle like no other sport. You can often see participants at local races ranging in age from 10-85 years old! All three sports require aerobic power, excellent endurance and tactical thinking.

## REQUEST

We are requesting approval of the following:

- 1.) To hold this annual event in the Ada area on June 14<sup>th</sup>, 2020 and for years to come.
- 2.) Attached are maps of the course, suggested parking areas and street closings. The transition area will be the only area where the streets will need to be completely closed. The run and bike routes will be on the side of the road and will not require any re-routing of traffic.
- 3.) Specific road closures and times:
  - a) Transition area (bike setup, etc.): Buttrick Ave closed from Thornapple River Ave SE to Grand River Ave - From 4:00pm June 13<sup>th</sup> to 6pm on June 14<sup>th</sup>.
  - b) Finishline will be placed on Thornapple River Dr between Kamp Twin and Buttrick Ave – This will be a hot point for the race. If you live north of this spot people must go north – If you live south of this location you will only be able to go south.
  - c) Swim/Bike/Run start area: Thornapple River Drive closed from Fase St. to Buttrick Ave south 4am – 6pm. Buttrick Ave SE (main road Buttrick) closed from Thornapple to Grand River Drive during this time as well.
  - d) Thornapple River Drive will be closed to Thru Traffic from River St. to Fase St.
  - e) Thornapple River Drive will be closed to Thru Traffic from Bridle Path Ct south to township line on Thornapple Rive Dr.
  - f) Total Road Closure at Thornapple River/ Fase St South to Thornapple River/ Buttrick. And Buttrick/Thornapple River to Buttrick/Grand River Ave
- 4.) We request a letter from the Township of Ada stating the above has been approved.
- 5.) Michigan Endurance Holdings will have Ada Township as an additional insured. We will also send out a mailer to all of the residents that live on the run course. One week prior to the race we will place 3 changeable message signs in Cascade and Ada.



# GRAND RAPIDS TRIATHLON



Helping to support:





### **Wishes are more than just a nice thing**

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# Grand Rapids Triathlon

Ada / Cascade MI  
June 14, 2020



## Triathlon Participation, Growth Trends and Demographics (updated July 2010 from USAT Website)

Triathlon participation in the United States is at an all-time high, following unprecedented growth over the past decade. USA Triathlon can easily track the surge through its membership numbers, which approached 133,000 annual members in March 2010. To put that into perspective, annual membership hovered between 15,000 and 21,000 from 1993-2000.

At the end of 1999, annual membership stood at **19,060**. Those numbers had more than doubled to 40,299 by the end of 2002 and doubled again to 84,787 by the end of 2006. Much of the growth in 2006 could be owed to mandatory youth memberships, but adult memberships still soared at a 15 percent rate over the previous year. The growth during 2007 continued at close to a 16 percent rate, bringing membership to 100,674.

After rising to 107,231 at the end of 2008, annual membership jumped nearly 20 percent to **128,653** to close 2009.

Additionally, 312,489 one-day memberships to compete in USAT sanctioned events were purchased in 2009, growing from just over 100,000 in 2000.



# Grand Rapids Triathlon

Ada, MI  
June 14, 2020



## Ada Township Road Closures

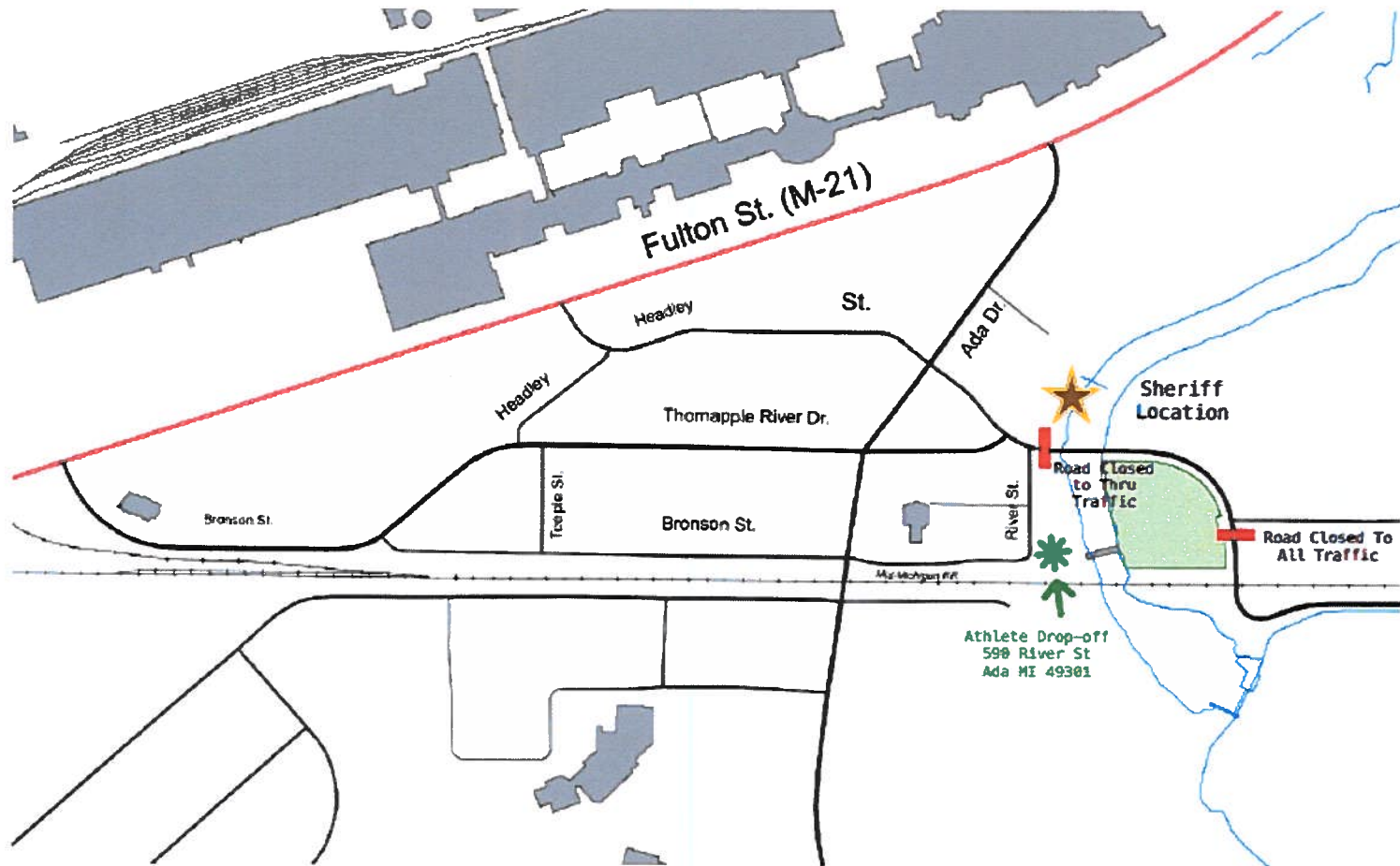
- Thornapple River Dr
  - River St south to Cascade
  - June 14<sup>th</sup> from 4am – 6pm
- Buttrick Ave
  - Thornapple to Grand River Ave
  - From 4:00pm on the 13<sup>th</sup> - 6pm on the 14<sup>th</sup>

# Grand Rapids Triathlon

## Race Timeline

- **Notify Residents – Have race information in Township Newsletter**
- **Friday June 5th, 2019 – Setup 3 digital signs announcing closures on Thornapple River Dr (2) and Buttrick Ave – (1)**
- **Transition Setup on June 13<sup>th</sup> at 4pm. Transition is on Buttrick Ave**
- **Setup Road Closures signage on Run Course. Road Closure on Thornapple River Dr, Grachen St, Mountain Ash St Orange, and Hurley at 4am on June 14th**
- **Transition Area Opens – 5:15 – 7:45 am**  
**Course Meeting @ 6:45**
- **Race Start Times:**
  - Half Iron – 7:00 am**
  - Olympic – 7:45 am**
  - Sprint – 8:30 am**
- **Half Iron Cutoff Times:**
  - Swim – 9:15 am**
  - Bike – 12:00 pm**
  - Run – 3:15 pm**
- **Road Opens at 6:00 pm**

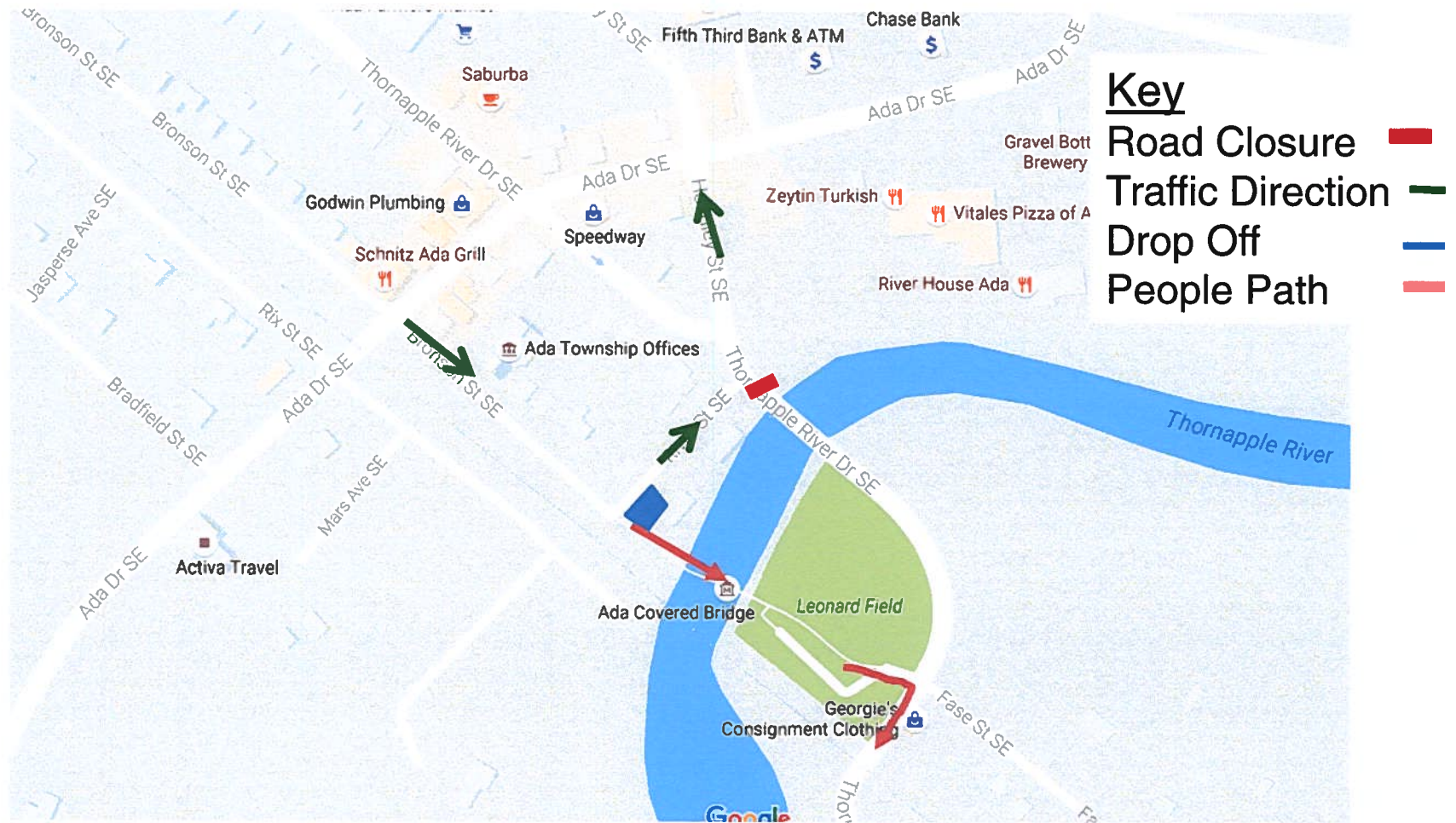
# Athlete Drop-Off



# Changes for 2020

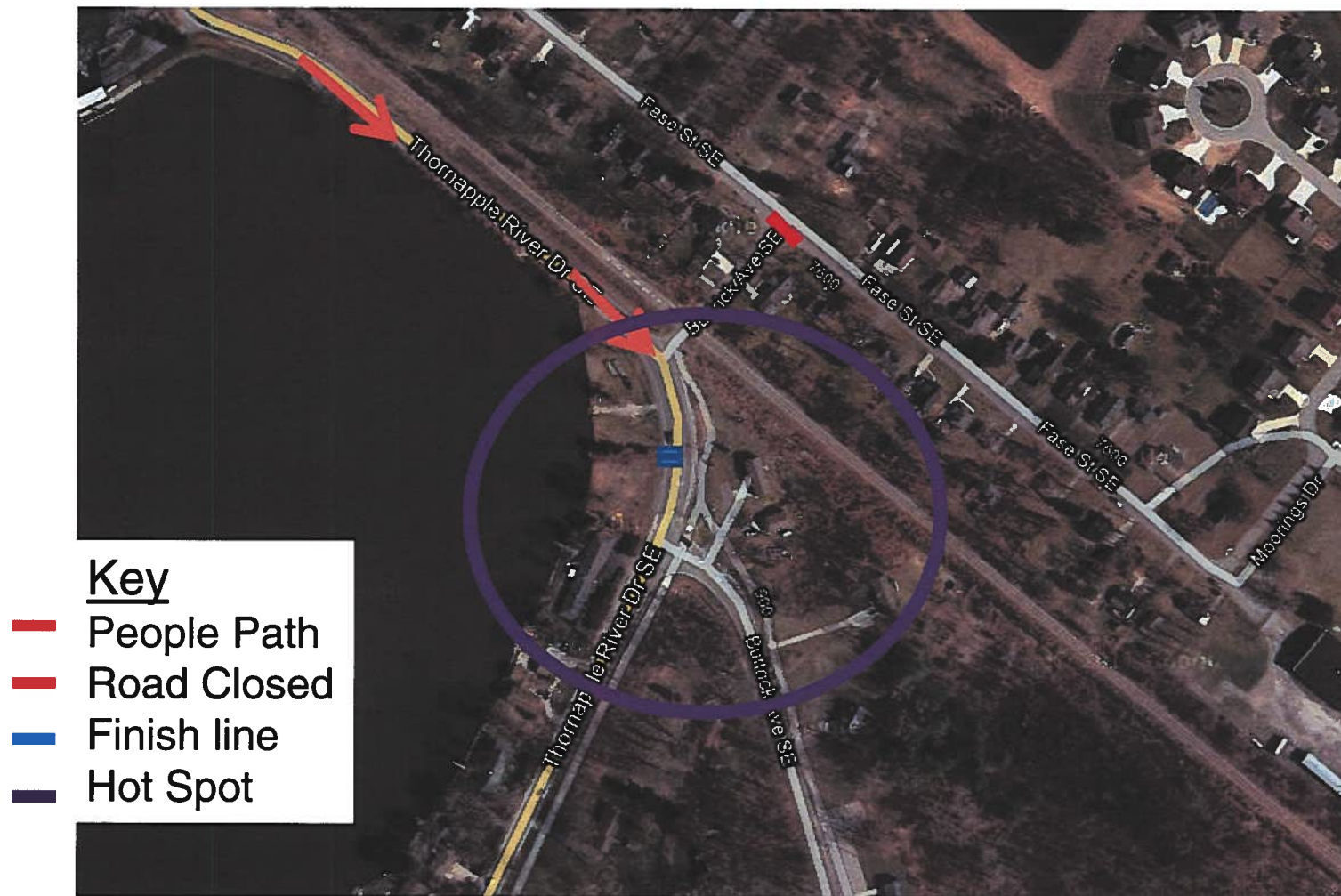
- Beer Tent
  - New Holland is on as a beer sponsor.
  - Charity will pull permit
  - What is the next step?
- Installing second gate into swim area
  - Will improve traffic flow
  - Waiting for approval

# Shuttle Route

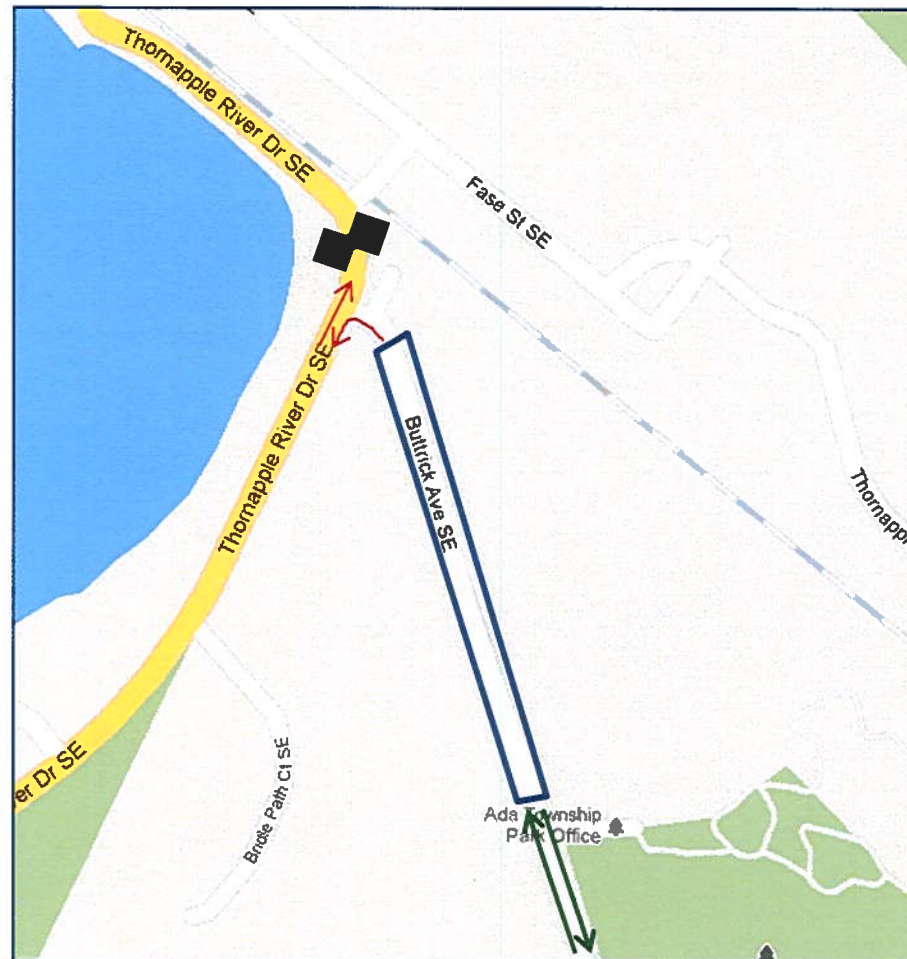




# Main Location for Race



# Transition Area and Finish line



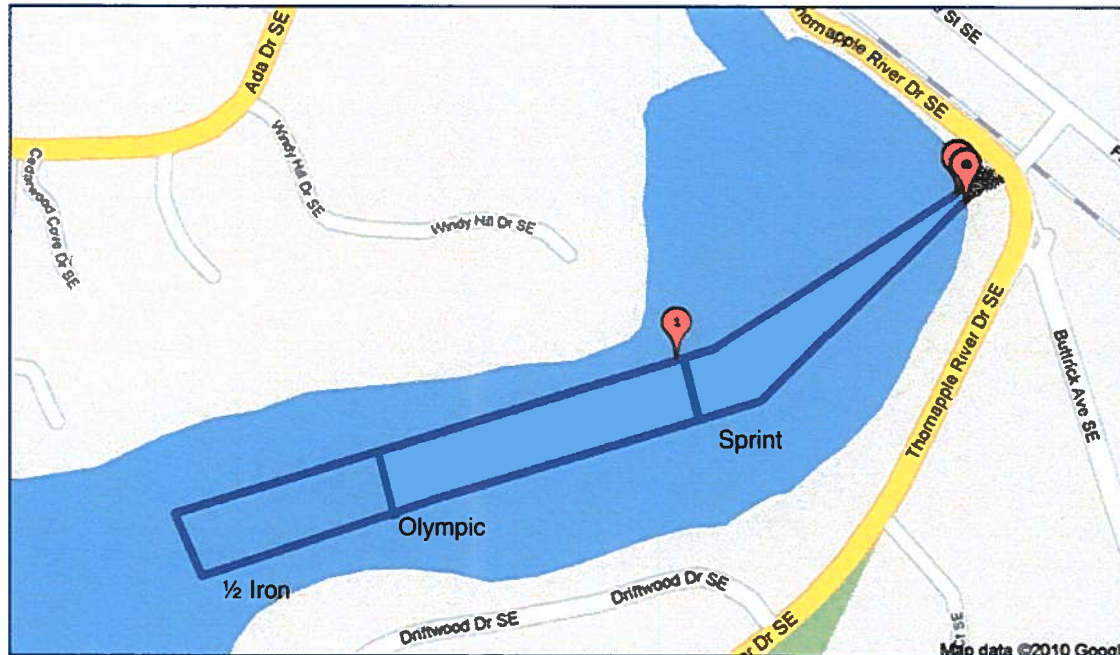
## Key

- Transition Fence
- Bike In/Out
- Run In/Out
- ◆◆ Finish Line

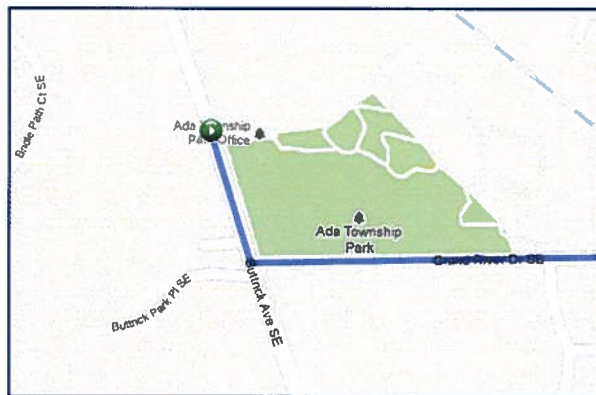
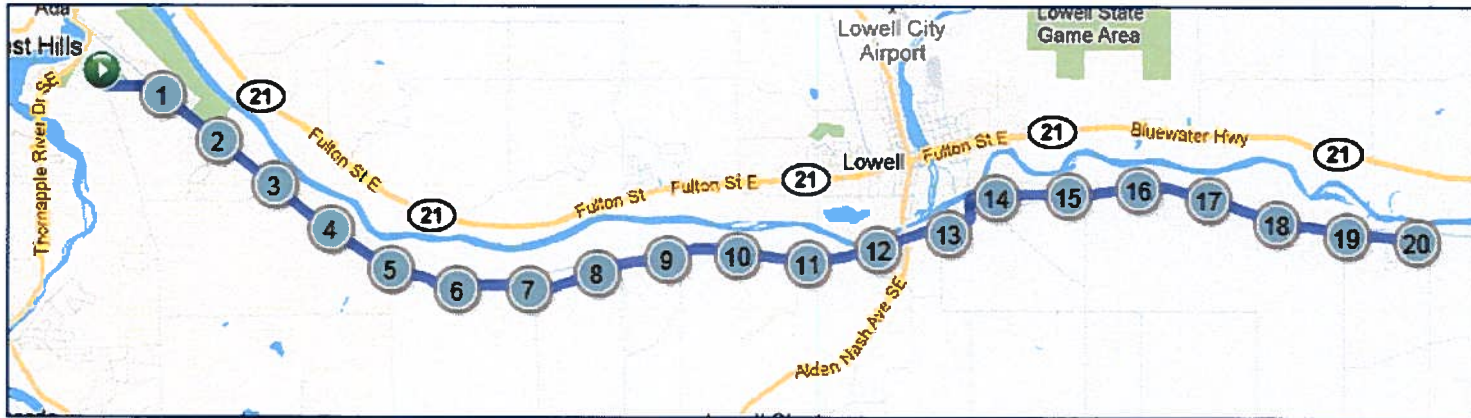


# Swim

Sprint – 600 meters  
Olympic – 1500 meters  
½ Iron – 1.2 miles



# Bike – Olympic and Sprint 40K and 20K



Bike - Start and Finish

## Bike Turn Around

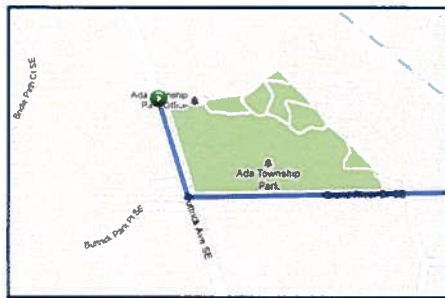
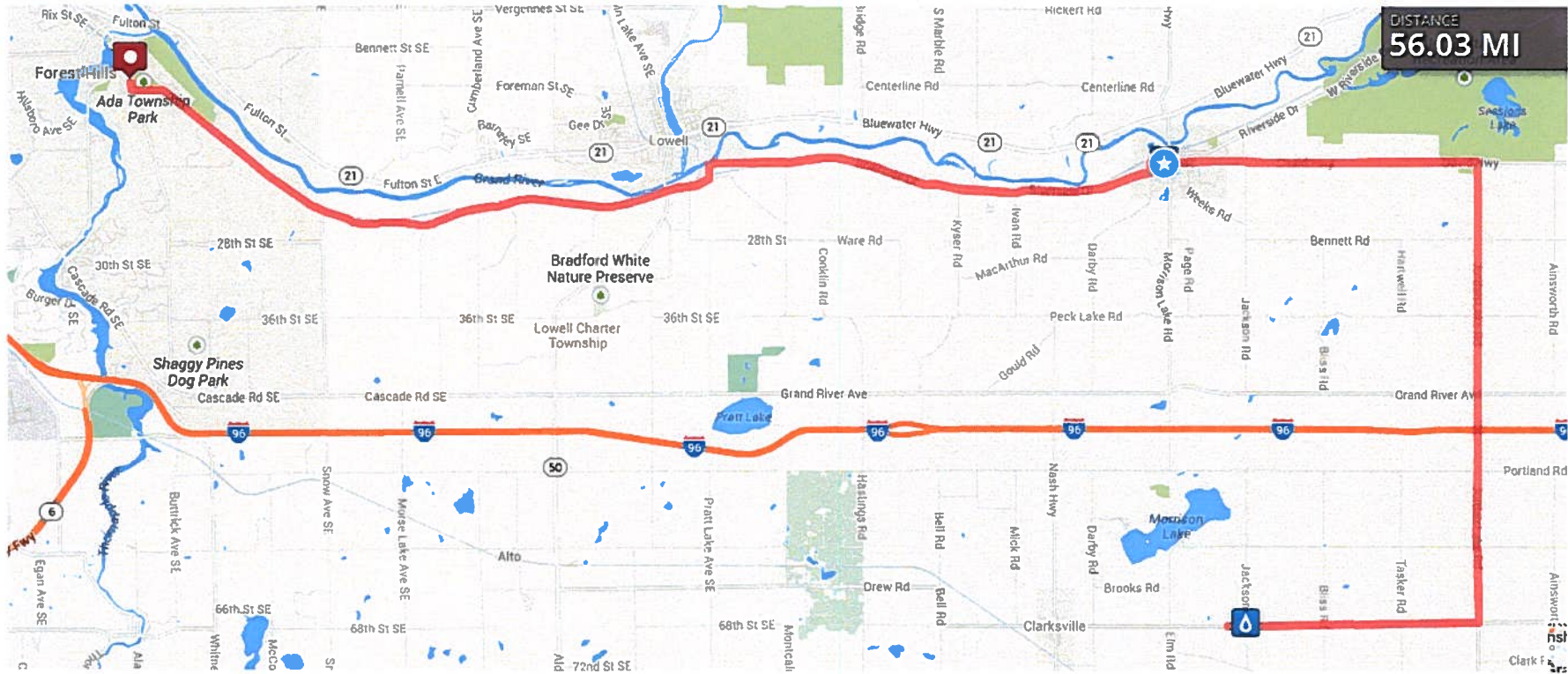


20K Bike



40K Bike

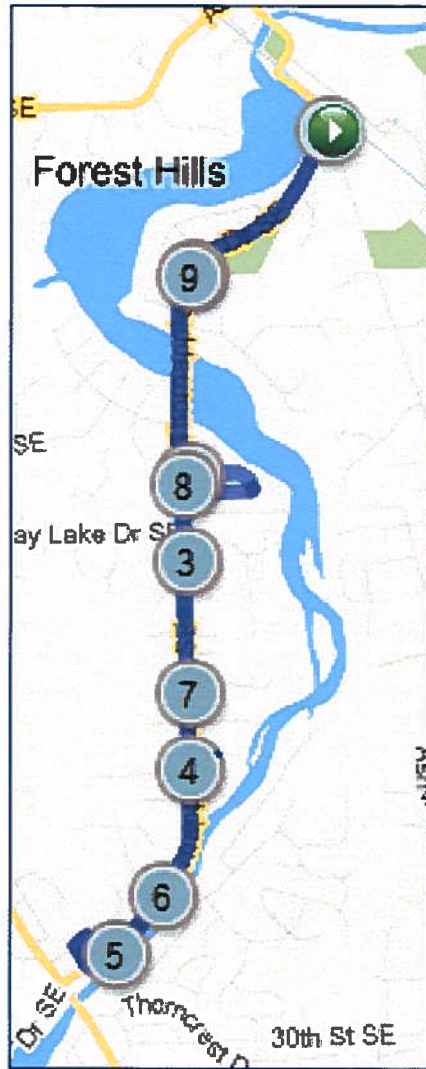
# Bike – ½ Iron 56 Miles



Bike - Start and Finish



# Run – Olympic and Sprint 10K 5K



Run – Start and Finish



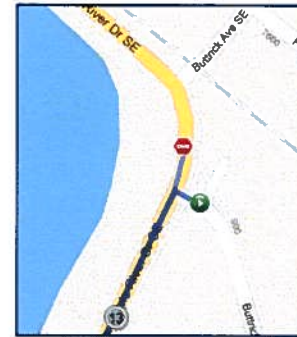
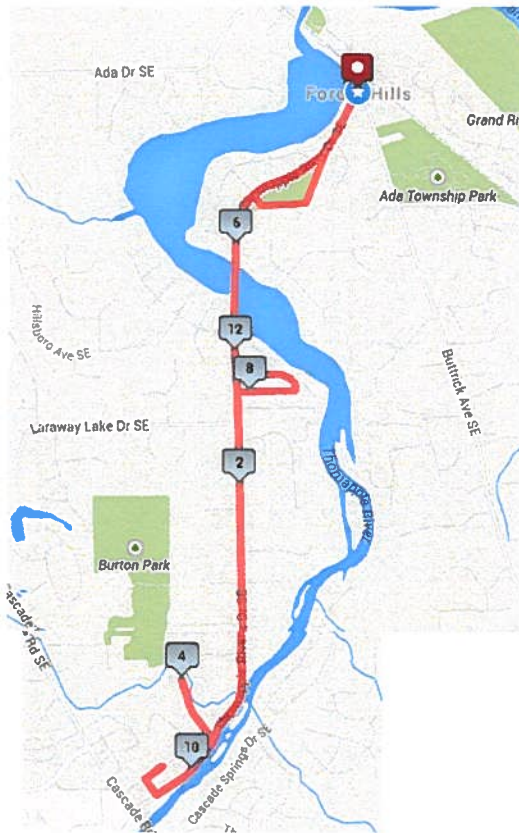
Sprint Turn Around



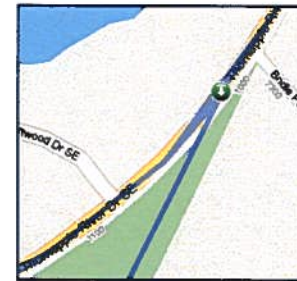
Olympic Turn Around

# Run – ½ Iron 13.1 Miles

## Double Loop



Run - Start and Finish



Run - Turn Around Points



## MEMORANDUM

Date: 1/23/20

**TO:** Ada Township Board  
**FROM:** Jim Ferro, Planning Director  
**RE:** 2020 Local Road Improvement Projects

After meetings between Supervisor Haga, Township Engineer Groenenboom and I with Jerry Byrne, Kent County Road Commission Maintenance Director, and review of pavement condition ratings for local roads completed in 2019, proposed local road repair projects for FY 20-21 are recommended in the attached Road Commission work order. These projects are in addition to the road re-surfacing that will be completed this year in the Adatowne subdivision as part of the Township's multi-year water main replacement project.

The road segments totaling 9,980 linear feet identified in the "2020 Ada Township Local Road List" attached to the KCRC Work Order are all located in the Ada Woods subdivision. All of these road segments have "ductile iron" water mains installed in the mid-1980's or later that do not have a history of water main breaks and are not scheduled for replacement. The proposed work includes milling of pavement and re-surfacing of these roads. Total estimated cost is \$813,000, with half of this amount - \$406,500, to be paid by the Township General Fund.

In addition to the projects discussed above, pavement will be replaced on 9,583 linear feet of road in the Adatowne subdivision in 2020, as part of the water main replacement project. Streets and utilities in this subdivision were installed in the early-1970's. The water mains to be replaced are all "cast iron" pipe that has been more prone to water main breaks. The contract for the first phase of this project was approved by the Township Board at the January 13 meeting. Streets included in this project include Adaridge Dr., Adaside Dr., Adapointe Dr., Pickering Dr. and a portion of Rix St.

The Road Commission has agreed to reimburse the Township \$252,266 toward the cost of repaving these streets (cost of asphalt placement only), with the Township General Fund paying for \$289,000 of the pavement replacement (includes road base preparation and paving). A Road Commission work order for this project is also attached.

The General Fund share of both projects, which will be included in the proposed FY 20-21 budget, is as follows:

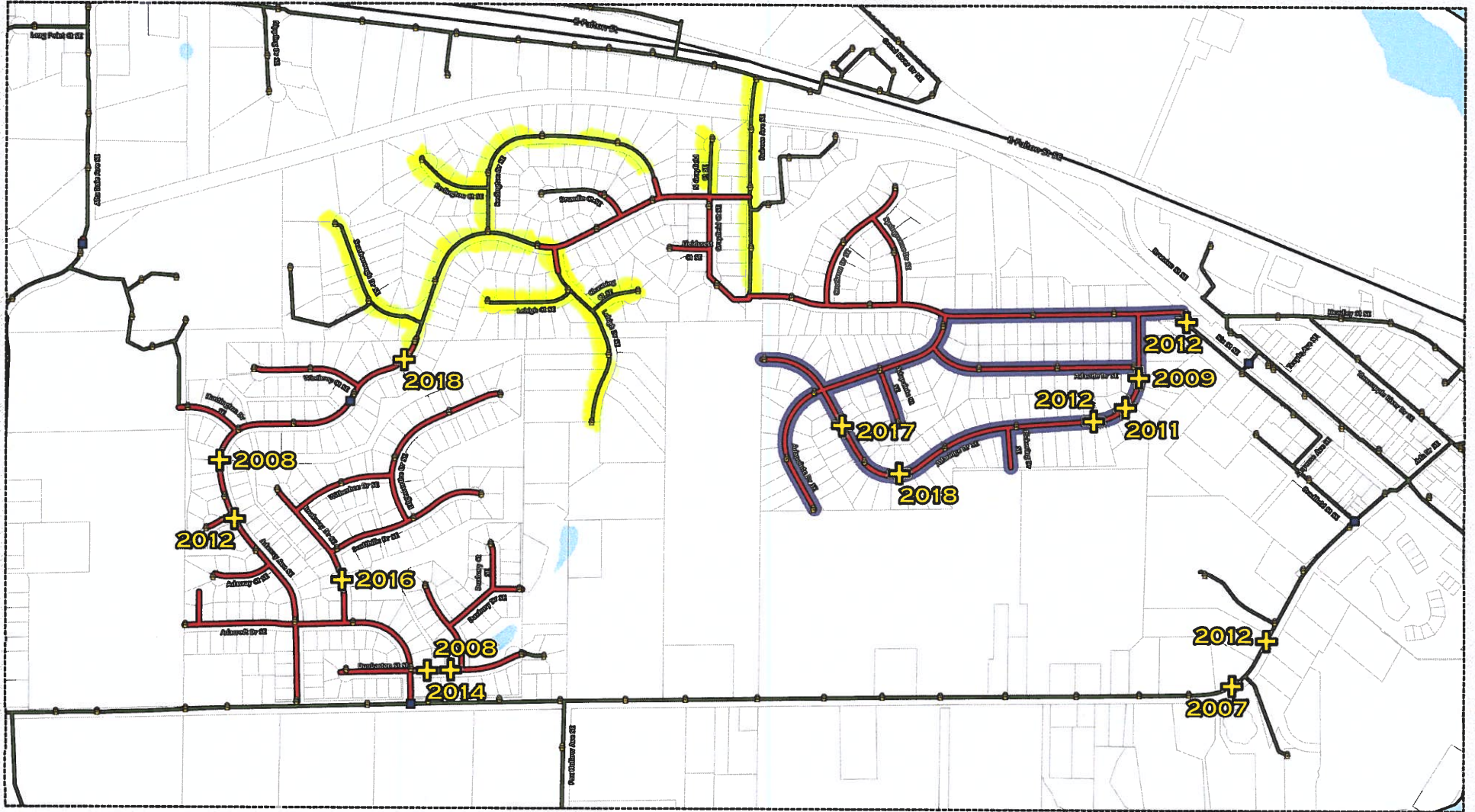
Ada Woods milling and re-surfacing:	\$406,500
Adatowne pavement removal and repaving:	\$299,404
<b>Total:</b>	<b>\$705,904</b>

Approval of the KCRC work orders for the above projects is recommended.





# ADA WATER SYSTEM BREAK HISTORY



— PROPOSED 2020 MILLING AND RE-PAVING

KENT COUNTY ROAD COMMISSION  
WORK ORDER

DATE 1/20/2020  
WORK ORDER \_\_\_\_\_  
PROJECT \_\_\_\_\_  
MUNICIPALITY Ada Township IF OTHER: \_\_\_\_\_  
ROAD TYPE Local  
LENGTH 1.87 Miles  
TYPE OF WORK \_\_\_\_\_ Mill and fill  
LOCATION \_\_\_\_\_ Various Locations  
\_\_\_\_\_  
CATEGORY Resurfacing  
ACTIVITY 489  
PROJECT YEAR 2020  
UTILITIES No

BUDGET

WORK TYPE 000109 - Surface Maintenance \_\_\_\_\_  
WORK TYPE 000128 - Restoration \_\_\_\_\_  
WORK TYPE \_\_\_\_\_  
WORK TYPE \_\_\_\_\_  
WORK TYPE \_\_\_\_\_  
WORK TYPE \_\_\_\_\_  
WORK TYPE \_\_\_\_\_

TOTAL \$ 813,000

ESTIMATED COST VALID UNTIL Dec-20

FUNDING

% KCRC 50.00% \$ 406,500  
% TOWNSHIP 50.00% \$ 406,500

TOTAL \$ 813,000

NOTES Total number of streets receiving mill and fills may be  
NOTES adjusted based on bid prices and Ada Twp's multi-year program

TOWNSHIP SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

FINANCE USE ONLY

CUSTOMER # \_\_\_\_\_ AR \_\_\_\_\_  
PROJECT \_\_\_\_\_ REV \_\_\_\_\_



## 2020 Ada Township Local Road List

435'	N. Grayfield Ct: Scarborough Dr to end
2110'	Scarborough Dr: Lehigh Dr to end
200'	Scarborough Ct: Scarborough Dr to end
1965'	Redington Dr: Scarborough Dr to Scarborough Dr
585'	Redington Ct: Redington Dr to end
1340'	Lehigh Dr: Scarborough Dr to end
640'	Lehigh Ct: Lehigh Dr to end
315'	Channing Ct: Lehigh Dr to end
625'	Drumlin Ct: Scarborough Dr to end
920'	Kulross Ave: Rix St to Scarborough Dr
845'	Kulross Ave: Scarborough Dr to M-21

**9,980'**

**TOTAL**

KENT COUNTY ROAD COMMISSION  
WORK ORDER

DATE 1/23/2020  
WORK ORDER \_\_\_\_\_  
PROJECT Ada Township Watermain & Adacraft Neighborhood  
MUNICIPALITY Ada Township IF OTHER: \_\_\_\_\_  
ROAD TYPE Local  
LENGTH 1.81 Miles  
TYPE OF WORK Watermain (Mill and Fill)  
LOCATION Adatowne & Adacraft Neighborhoods ( see attached)  
\_\_\_\_\_  
CATEGORY Reconstruction  
ACTIVITY 489  
PROJECT YEAR 2020  
UTILITIES Yes

BUDGET

WORK TYPE 000109 - Surface Maintenance \_\_\_\_\_  
WORK TYPE \_\_\_\_\_  
WORK TYPE \_\_\_\_\_  
WORK TYPE \_\_\_\_\_  
WORK TYPE \_\_\_\_\_  
WORK TYPE \_\_\_\_\_  
WORK TYPE \_\_\_\_\_

TOTAL \$ 504,532

ESTIMATED COST VALID UNTIL Dec-20

FUNDING

% KCRC	<u>50.00%</u>	\$ <u>252,266</u>
% TOWNSHIP	<u>50.00%</u>	\$ <u>252,266</u>
		TOTAL \$ <u>504,532</u>

NOTES KCRC to pay half of resurfacing cost

TOWNSHIP SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

FINANCE USE ONLY

CUSTOMER # \_\_\_\_\_ AR \_\_\_\_\_  
PROJECT \_\_\_\_\_ REV \_\_\_\_\_

**Ada Township**  
**Adatowne and Adacraft Neighborhoods**  
**Street List**

Rix Street: Adaridge Dr to Adapointe Dr

Adapointe Drive: Rix St to end

Adapointe Court: Adapointe Dr to end

Adaridge Drive: Rix St to end

Adaside Drive: Adapointe Dr to Adaridge Dr

Pickering Drive: Adaridge Dr to end



## MEMORANDUM

Date: 1/21/20

**TO:** Ada Township Board  
**FROM:** Brian Hilbrands, DDA Coordinator  
**RE:** Corrected Local Government Support Resolution for Redevelopment Liquor License Application for AVGS, LLC

At the January 13, 2020 Board meeting, the Township Board adopted the local government approval resolution for AVGS, LLC. The resolution was then sent to the applicant, who included it along with the other materials sent to the MLCC for the liquor license application.

The MLCC then sent a reply to the applicant, requesting that one line on the local government approval form be corrected to include specific language required by the MLCC regarding the type of license being applied for. The corrected resolution is attached. The type of license and all other information remain the same.

Staff are requesting that the attached corrected local government approval resolution be adopted by the Township. This corrected resolution will then be sent to the MLCC



**Local Government Approval**  
(Authorized by MCL 436.1501)

**Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

**Instructions for Local Legislative Body:**

- 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 \_\_\_\_\_ Ada Township \_\_\_\_\_ council/board  
(regular or special) (township, city, village)  
called to order by \_\_\_\_\_ Supervisor Haga on \_\_\_\_\_ Jan 27, 2020 \_\_\_\_\_ at \_\_\_\_\_ 7:00 P.M.  
(date) (time)

the following resolution was offered:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the application from AVGS, LLC \_\_\_\_\_

(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): \_\_\_\_\_ New Class C License issued under the provisions of MCL 436.1521a(1)(a) \_\_\_\_\_

(list specific licenses requested)

to be located at: \_\_\_\_\_ 7430 River St SE, Ada, MI 49301 \_\_\_\_\_

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it \_\_\_\_\_ recommends \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**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 \_\_\_\_\_ Ada Township \_\_\_\_\_  
council/board at a \_\_\_\_\_ regular \_\_\_\_\_ meeting held on \_\_\_\_\_ Jan 27, 2020 \_\_\_\_\_ (township, city, village)  
(regular or special) (date)

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.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

**From:** [Cantor, Emily](#)  
**To:** [Brian Hilbrands](#)  
**Cc:** [Dan Clemo](#)  
**Subject:** RE: AVGS Application Next Steps  
**Date:** Saturday, January 18, 2020 7:19:47 AM

---

Brian,

The MLCC has requested one small change to the Local Government Approval form. On the "for the following license(s)" line, the MLCC is requiring the following specific language: "New Class C License issued under the provisions of MCL 436.1521a(1)(a)"

Would you be able to update the form according and resend to me?

Thank you,  
Emily



**Emily E. Cantor** | 616.752.2716 | [ecantor@wnj.com](mailto:ecantor@wnj.com)