



ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS
MONDAY, JANUARY 13, 2025, MEETING, 8:00 A.M.
ASSEMBLY ROOM, ADA TOWNSHIP OFFICES
7330 THORNAPPLE RIVER DR SE, ADA, MI

AGENDA

- I. CALL TO ORDER/ROLL CALL
- II. APPROVAL OF AGENDA
- III. APPROVAL OF MINUTES OF DECEMBER 09, 2024, REGULAR MEETING
- IV. APPROVAL OF PAYABLES – none
- V. UNFINISHED BUSINESS
 - a. None
- VI. NEW BUSINESS
 - a. Introduction of new DDA Director Kevin Austin
 - b. Proposed DDA Meeting Dates FY 2025-26
 - c. Review 2025 Streetscape Maintenance & Flower Planting Services Bid from RRR Lawn and Landscape
 - d. Review and Discuss Proposed 2024-2025 Fiscal Year Budget Draft
 - e. Beers at the Bridge – *Verbal Update*
- VII. REPORTS AND COMMUNICATIONS
 - a. DDA Financial Report, December 31, 2024
 - b. Farmers Market Manager Report – Raquel Valverde
 - c. Township Department Head Staff Reports
- VIII. BOARD MEMBER COMMENT
- IX. PUBLIC COMMENT
- X. ADJOURN MEETING



**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
BOARD OF DIRECTORS
MINUTES OF DECEMBER 9, 2024, REGULAR MEETING, 8:00 A.M.**

DRAFT

A regular meeting of the Ada Township Downtown Development Authority (DDA) was held on Monday, December 9, 2024, at 8:00 a.m. at the Ada Township Hall, Assembly Room, 7330 Thornapple River Drive, Ada MI.

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 8:00 a.m. by Vice Chair Vogl.

BOARD MEMBERS PRESENT: Cloutier, Coe, Frost, Idema, Turan, Vogl

BOARD MEMBERS ABSENT: Harrison, Knapp

STAFF AND OFFICIALS PRESENT: Buckley, Said, Suchy, Treasurer Moran, Chief Murray, Farmers Market Coordinator Valverde

PUBLIC PRESENT: 5 members of the public

II. APPROVAL OF AGENDA

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

III. APPROVAL OF MINUTES OF NOVEMBER 12, 2024, REGULAR MEETING

Moved by Korth, supported by Turan, to approve the November 12, 2024, Regular Meeting minutes. Motion carried.

IV. APPROVAL OF PAYABLES - none

V. UNFINISHED BUSINESS - none

VI. NEW BUSINESS

a. Update on Recommendation for DDA Director Appointment

Township Manager Suchy stated at the Township Board meeting tonight he will be presenting a recommendation to the Board to select Kevin Austin as the next DDA Director. Kevin's ability to communicate effectively and his ability to be a dynamic leader is something the DDA will benefit from. Suchy noted Kevin's prior experience as Intern with Ada Township as well as working some of the events and other related projects in Ada.

b. Consider Approval of Ada Farmers Market Branding Guide – Raquel Valverde

Valverde said the Farmers Market committee met in November and discussed changes in the branding. She went over the illustrations included in the packet and explained details (removed language 'Village', changed colors, added more craft items and how their branding will interact with the Township branding).

Cloutier commented that it is easier to read Ada Farmers Market and the colors looked better, more true. Coe mentioned the idea of adding some art from the kids events.

Moved by Turan, supported by Frost, to approve the design of the Ada Farmers Market Branding Guide with the addition of children's art.

c. Downtown Banner Update – Verbal Update

Suchy informed the new banners will be installed before Christmas at 100% vendors cost. There was also conversation with the vendor regarding the installation process and adding twist ties for securing the posts.

d. Beers at the Bridge – Verbal Update

Suchy noted at the last DDA Meeting he mentioned there were previous conversations with the community and some of the partners regarding potential changes to the Beers at the Bridge format. Suchy said he is working on setting up follow-up conversations with the community partners and committee members to discuss topics; such as, DDA action on the cancelled August event (possible refund or discounts). Suchy explained the process of cancelling an event and at what point a decision is made.

VII. REPORTS AND COMMUNICATIONS

a. DDA Financial Report, November 30, 2024

Suchy referred to the Financial Report included in the packet and offered to answer any questions.

b. Farmers Market Social Media & Marketing Report – Tara Heerspink

Tara Heerspink, Social Media & Marketing Consultant, referred to her report in the packet and said we are currently focusing on the off-season. She appreciates the opportunity to collaborate with Raquel and the Farmers Market vendors and staff to look at strategies for not only when the market is thriving, but also during off-season to keep up with market awareness, branding growth, and initiatives to support local vendors.

Tara mentioned she reached out to Cascade Community Foundation and scheduled a meeting this month to discuss a marketing workshop. The workshop aims to equip the market vendors with effective social media strategies, thus driving more traffic to the market.

c. Farmers Market Manager Report – Raquel Valverde

Valverde updated that November 19 was the first Farmers Market Committee meeting, which included 8 members. The committee focused on the markets branding and discussed the implementation of the food stamp program. Moving forward, the committee will be reviewing the vendor application packets for possible changes.

Valverde briefly went over the social media posts/stats (growth is up from last month). She said she would have an annual report at the January meeting, which will include budget/numbers for the items that were offered at the market.

d. Township Department Head Staff Reports

Suchy provided updates:

The Tinsel, Treats and Trolleys event on December 6 was very successful, as

well as the Santa Parade and the Chili & Beer Festival. He said the events were good representations of the community and what Ada has going on.

Suchy said the Township is starting the budget process and he will have a draft budget for the DDA at the January meeting. He will work with the new DDA Director and the Farmers Market Committee to guide through the budget process.

The December 14th Progressive Tastings event was cancelled due to lack of participants. Idema suggested the event be offered on a quarterly basis to help build up the marketing. Suchy acknowledged that this is good conversation for the new director and DDA Board to have, especially with the strategic planning process happening after the first of the year.

Coe asked if the January DDA meeting was a good time to bring up additional ideas to budget for. Suchy explained the process of presenting a draft budget to the DDA with a listing of the capital improvement projects that were budgeted. That will be a good time for the DDA to brainstorm new ideas or evaluate previous plans and to align the strategic planning along with the budget.

Coe inquired about the Placer.AI data update/comparisons. Suchy made note that he will review Placer.AI data and report back to the DDA.

Frost mentioned that the DDA Financial Report was difficult to track and asked if there is a newer, updated reporting process. Suchy explained the difference in the financial report for the DDA vs. the Township Board report and offered to run both formats of reporting and bring to the next DDA meeting for their review/preference.

VIII. BOARD MEMBER COMMENT

Korth thanked the DDA members for having him on the DDA Board. He said he was a founding member of the DDA when it was first formed and looking at what has evolved in the last 15-20 years is quite impressive.

IX. PUBLIC COMMENT

Chip Clark, spoke on behalf of the Ada Arts Council where he serves as a director on the board. He said the arts council is starting a strategic planning effort and identifying critical stakeholders in the community, and the DDA is one of them. Mr. Clark extended an invitation to the DDA to participate in their strategic planning efforts.

Kim Rantala, Ada Business Association, shared there are two ribbon cutting ceremonies coming up; The Angela Bukala Agency and Workman Outfitters. She said this information is on their facebook page and website and she encouraged the DDA to get a hold of her if they were not receiving the ABA newsletter.

X. ADJOURN MEETING

Moved by Idema, supported by Turan, to adjourn the meeting at 8:52 a.m. Motion carried.

Respectfully submitted:

Dawn Marie Coe, DDA Secretary

rs:eb



MEMORANDUM

Date: 01/03/25

TO: Ada Township DDA Board
FROM: Kevin Austin, DDA Director
RE: Review and Approve Proposed FY2025-2026 Meeting Dates

Background:

Below is an outline of the proposed FY2025-26 Downtown Development Authority Board Meeting dates. These dates align with the typical schedule of meeting monthly on the 2nd Monday, at 8:00am. Please review the dates and provide feedback regarding any major conflicts. These dates will be provided to the Township Board for final approval next month.

**PROPOSED MEETING DATES
DOWNTOWN DEVELOPMENT AUTHORITY BOARD OF DIRECTORS
FY 2025 – 2026**

MEETING DATES - 2025

APRIL 14*

MAY 12

JUNE 09

JULY 14

AUGUST 11

SEPTEMBER 08

OCTOBER 13*

NOVEMBER 10

DECEMBER 08

*Will also hold an Informational Meeting prior to the regularly scheduled Board meeting.

MEETING DATES - 2026

JANUARY 12

FEBRUARY 09

MARCH 09

Recommendation:

Staff recommends the approval of these dates assuming no major conflicts for DDA Board Members.

Requested Motion: Motion to approve the proposed DDA Board Meeting dates for FY25-26.



MEMORANDUM

Date: 01/03/25

TO: Ada Township DDA Board
FROM: Kevin Austin, DDA Director
RE: Review 2025 Village Streetscape Maintenance & Flower Planting Services Bid from RRR Lawn and Landscape

Background:

The streetscape maintenance and flower planting service contract was transitioned to the Downtown Development Authority in 2022. RRR Lawn and Landscape was awarded the bid in 2023 and once again in 2024.

Previous reports provide positive feedback regarding the services and performance of RRR Lawn and Landscape. The vendor has provided three separate estimates for each of the next three years; however, Staff recommendation is that the board evaluate the service on an annual basis currently and consider the proposal for 2025. The approved bid for 2024 by RRR was \$36,451.77. The 2025 estimate provided demonstrates that 17 additional annual beds are included in 2025 that were not included in the original 2024 estimate. As the board may recall, on July 8, 2024 additional expenditure was approved not to exceed \$3,990 to include the streetscape plantings along the stretch of Ada drive between Bronson and Thornapple River Dr. This brought the total approved cost of streetscape/beautification to \$40,441.77.

The provided 2025 estimate incorporates the additional beds that were added in July of 2024, as well as the streetscapes that were approved with the bid in February of 2024. The 2025 estimate does not include the planting of the 4 beds near the train bridge walkway, which were planted with perennials in 2024. They also propose 2 additional nutrient applications and additional soil per bed. Overall, the estimate of \$52,163.83 provided by the vendor demonstrates a roughly 28.9% increase in price from the previous contracted year and the additional approved expenditure (total \$40,441.77). The FY2025-2026 Budget is currently in draft process, however, the 2024 budget for streetscape and beautification was \$37,000. The vendor has provided a letter explaining the construction of the estimate.

As stated, there has been positive feedback from the community and the township on the services provided by the vendor under last year's proposal. This timeframe is the appropriate time to evaluate streetscape proposals as delays could negatively affect the lead time required for proper growth and selection. If the DDA agrees with the proposal, the cost should be referenced in drafting the budget proposal for FY2025-26. If the DDA does not agree with the proposal more information can be requested of the vendor or additional bids can be sought. However, the DDA should be cognizant of the timeframe required to assess additional proposals respective of the season and the lead time required.

Recommendation:

Staff is requesting the Board consider the Streetscape Maintenance and Flower Planting Services bid from RRR Lawn and Landscape for a one-year period in the amount of \$52,163.83.

Requested Motion: Motion to Award Village Streetscape Maintenance & Flower Planting Services Bid to RRR Lawn and Landscape for a One-Year Period in the Amount of \$52,163.83.



January 6, 2025

Ada Township DDA,

RRR Lawn & Landscape would like to thank the Ada Township DDA for the opportunity to bid on the Ada Village Streetscape Maintenance and Flower Planting Services again this Season! As a local Ada based business it is our pleasure to work in the community in which we live and love. In addition to living and working in Ada we love supporting the community through several initiatives and local events brought to our attention through our participation in the Ada Business Association.

First and foremost, quality product is key to ensure a successful growing Season; RRR utilizes Proven Winners annual plant material for our projects. Proven Winners is the #1 plant brand in the world composed of leading plant propagators and best of all our material is all sourced locally from right here within the state of Michigan which keeps dollars local and the transportation of plant material to a minimum. Proven Winners are top performing plants- healthy, disease-resistant and they provide long lasting color. Secondly, we utilize an organic blend of soil necessary to restore nutrients in the soil for new plant growth, improve the physical nature of soil, reduce compaction and to aerate the soil to allow water and nutrients to move through the soil and reach plant roots. Our organic soil blend includes kelp seaweed, alfalfa and fertilizer.

As you know from the success of the 2023 and 2024 Season our Team is more than capable with our level of expertise to install the Ada Township Streetscape Plantings in a timely manner and to meet the deadline set forth for planting to ensure the beautification of downtown Ada for the Summer months. In addition, our Team is well versed in Annual Maintenance to ensure the success of the flowers for many months through routine service visits which include dead heading, trimming, weeding and nutrient applications to provide the plants the necessary food for continual growth.

For this project our Team will utilize the necessary equipment which includes but is not limited to trucks, trailers, box vans, RTV, hand tools and power tools.

Our proposal includes utilizing an average of 5 gallon plants and 15 quarts on each Streetscape bed. This average is size dependent; smaller beds may receive a few less and larger beds may receive a few more.

You will notice a price increase from last year's plantings on the 2025 bid. In 2025 we initially provided an estimate for all of the Streetscape beds except those along Ada Dr between Bronson and Thornapple River Dr. In July of 2024 we provided the DDA with an additional bid to install annuals in the Streetscape beds on Ada Dr between Bronson and Thornapple River Dr which were initially requested to be left out. Therefore the 2025 proposal includes all Streetscape beds in this one estimate. The 2025 estimate also includes the request for additional annuals to be utilized along some of the larger beds along Headley to create more density, as well as the increase from 10 Maintenance Visits to 12 Maintenance Visits.

6757 Cascade Rd Ste 121 Grand Rapids MI 49546
616-893-5765 • www.rrrlawn.com



Our Team had to spend a lot more time than in the previous year servicing and maintaining all the annuals since the beds were so dry and the irrigation system does not suffice the plants. We have had to apply double the amount of water that we did previously and also double the amount of fertilizer being utilized to keep the plant's growth progressing in the right direction due to the lack/inconsistency of water. The 2025 increase also includes a 5% price increase from Proven Winners on our direct plant cost along with other material increases. The 2025 bid includes additional soil from the 2024 bid as it has become necessary to utilize more soil in the beds initially in the Spring to replenish nutrients as well as in the Fall when the annuals are removed. Lastly, we include our labor increase for the 2025 Season.

For the 2026 and 2027 bid we increased our bids by 5% per year as we forecast increases in plants, other materials and labor.

Thank you again for the opportunity to bid the Streetscape project. If you have any questions, please do not hesitate to reach out.

Nikki Riebel

Operations Manager
RRR Lawn & Landscape, LLC
nriebel@rrrlawn.com



January 6, 2025

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RRR Lawn and Landscape, LLC

6757 Cascade Rd SE #121 Grand Rapids, MI 49546
(For Mailing Purposes Only)



(616) 893-5765
nriebel@rrrlawn.com | www.rrrlawn.com / www.rrrseasonalcolor.com

RECIPIENT:

Ada Township

7330 Thornapple River Dr PO Box 370
Ada, Michigan 49301

Estimate #3856

Sent on 12/17/2024

Total \$52,163.83

| Product/Service | Description | Qty. | Total |
|------------------------------------|--|------|-------------|
| Streetscape Planting Services 2025 | <p>The following services are included in the 2025 Streetscape Planting Services Bid as submitted to Ada Township:</p> <ol style="list-style-type: none">1. Early April Clean Up & Removal of Debris2. Two Pallets of Top Soil with Peat Mixtures for Spring replacements and lost soil thru Season3. Daffodils to be cut back and debris removed following Spring growing Season, prior to plant installation4. Plant Annuals (Gallons & Quarts- Plant Selection TBD) in late May in 114 Annual Beds. We will utilize an average of 5 - 1 gallons per bed (based upon bed size) as well as an average of 15 quarts per bed (based upon bed size). Plant Annuals in 2 Median Beds on Headley.5. Complete 12 applications of micronutrients to beds through growing Season. At the same time flowers beds will be weeded and dead flowers pinched off to maintain growth. Visits will be weekly for the first 3 weeks then bi-weekly into October6. Removal all annuals from beds in October. Apply soil/leaf compost to beds. | 1 | \$52,163.83 |

Total \$52,163.83

This estimate is valid for the next 10 days, after which values may be subject to change.

You may see Optional Line Items listed on your estimate. Please note these are not added into your estimate total. If you would like to add any of these Optional Line Items to your project please check the corresponding box for that Line Item BEFORE signing your estimate.

Signature: _____ **Date:** _____

RRR Lawn and Landscape, LLC

6757 Cascade Rd SE #121 Grand Rapids, MI 49546
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nriebel@rrrlawn.com | www.rrrlawn.com / www.rrrseasonalcolor.com

RECIPIENT:

Ada Township

7330 Thornapple River Dr PO Box 370
Ada, Michigan 49301

Estimate #3857

Sent on 12/17/2024

Total \$54,772.01

| Product/Service | Description | Qty. | Total |
|------------------------------------|---|------|-------------|
| Streetscape Planting Services 2026 | <p>The following services are included in the 2026 Streetscape Planting Services Bid as submitted to Ada Township:</p> <ol style="list-style-type: none">1. Early April Clean Up & Removal of Debris2. Two Pallets of Top Soil with Peat Mixtures for Spring replacements and lost soil thru Season3. Daffodils to be cut back and debris removed following Spring growing Season, prior to plant installation4. Plant Annuals (Gallons & Quarts- Plant Selection TBD) in late May in 114 Annual Beds. We will utilize an average of 5 - 1 gallons per bed (based upon bed size) as well as an average of 15 quarts per bed (based upon bed size). Plant Annuals in 2 Median Beds along Headley.5. Complete 12 applications of micronutrients to beds through growing Season. At the same time flowers beds will be weeded and dead flowers pinched off to maintain growth. Visits will be weekly for the first 3 weeks then bi-weekly into October6. Removal all annuals from beds in October. Apply soil/leaf compost to beds. | 1 | \$54,772.01 |

Total \$54,772.01

This estimate is valid for the next 10 days, after which values may be subject to change.

You may see Optional Line Items listed on your estimate. Please note these are not added into your estimate total. If you would like to add any of these Optional Line Items to your project please check the corresponding box for that Line Item BEFORE signing your estimate.

Signature: _____ **Date:** _____

RRR Lawn and Landscape, LLC

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nriebel@rrrlawn.com | www.rrrlawn.com / www.rrrseasonalcolor.com

RECIPIENT:

Ada Township

7330 Thornapple River Dr PO Box 370
Ada, Michigan 49301

Estimate #3858

Sent on 12/17/2024

Total \$57,510.62

| Product/Service | Description | Qty. | Total |
|------------------------------------|---|------|-------------|
| Streetscape Planting Services 2027 | <p>The following services are included in the 2027 Streetscape Planting Services Bid as submitted to Ada Township:</p> <ol style="list-style-type: none">1. Early April Clean Up & Removal of Debris2. Two Pallets of Top Soil with Peat Mixtures for Spring replacements and lost soil thru Season3. Daffodils to be cut back and debris removed following Spring growing Season, prior to plant installation4. Plant Annuals (Gallons & Quarts- Plant Selection TBD) in late May in 114 Annual Beds. We will utilize an average of 5 - 1 gallons per bed (based upon bed size) as well as an average of 15 quarts per bed (based upon bed size). Plant Annuals in 2 Median Beds along Headley.5. Complete 12 applications of micronutrients to beds through growing Season. At the same time flowers beds will be weeded and dead flowers pinched off to maintain growth. Visits will be weekly for the first 3 weeks then bi-weekly into October6. Removal all annuals from beds in October. Apply soil/leaf compost to beds. | 1 | \$57,510.62 |

Total **\$57,510.62**

This estimate is valid for the next 10 days, after which values may be subject to change.

You may see Optional Line Items listed on your estimate. Please note these are not added into your estimate total. If you would like to add any of these Optional Line Items to your project please check the corresponding box for that Line Item BEFORE signing your estimate.

Signature: _____ **Date:** _____



MEMORANDUM

Date: 01/09/25

TO: Ada Township DDA Board
FROM: Kevin Austin, DDA Director
RE: Review and Discuss Proposed 2025-2026 Fiscal Year Budget Draft

Background:

Attached is the proposed budget for the DDA for the 2025-26 fiscal year, beginning April 1, 2025. This budget is an initial draft and will be revised based on feedback from the DDA Board as well as through additional information received over the next few months. This draft budget will be provided to Township Manager Suchy to be included in the draft budget to be presented to the Township Board at a special work session (yet to be scheduled) in early February. As stated, this is the first of many drafts, which will be subject to revisions based on DDA board input and additional committee discussions and analysis.

It is my understanding that reviewing the millage during the budget session has been discussed previously. Staff will review this and be able to provide additional information on a potential recommendation if that is a desire of the DDA Board. The current millage rate is 1.9455 for DDA property owners.

Revenues

- Revenue projections shown are conservative.
- TIF revenue (Taxes: DDA AD VAL) is projected at \$260,000 for FY25-26. The adopted FY24-25 budget was \$254,000.
- DDA Millage revenue is projected at \$485,000. FY24-25 adopted budget was \$375,000. This is based on the completed construction of several buildings within the DDA District over the past year as well as conservative budgeting last year.
- Local Community Stabilization revenue is projected at \$125,000. This value has factors that make it difficult to predict year to year, so we will maintain the same adopted amount as FY24-25. Staff will work to better understand the process to more accurately forecast this value.
- Special Events revenue is projected at \$80,000 based on the FY24-25 request. This value is also subject to draft and revision pending additional committee meetings where modifications may be evaluated and proposed.

Estimated Revenues total \$991,241.

Expenditures

- Wages- Support includes the following allocations: Township Manager (2%), Parks & Rec Director (2%), Planning Director (5%), and Buildings, Facilities and Grounds Director & Maintenance Staff (5%). These allocations were used last year and will need to be further reviewed before they are finalized for the final budget. There may be additional wage allocation as the need for a seasonal staff

member to assist with DDA-specific BFG activities within the village is evaluated. This allocation would be split between multiple funds.

- Wages-Intern expenditure includes \$9,900 for two 16-week summer interns to support summer events and social media/communications.
- Contract services total \$15,000. Placer AI constitutes much of this allocation.
- Landscaping/Beautification was increased to \$53,000, with reference to the bid provided by our current vendor RRR. This allocation is subject to revisions based on continued discussions regarding this service and bid proposals.
- Snow Removal allocation of \$20,000 was carried over from the adopted FY24-25 budget.
- The Marketing/Promotion allocation is \$5,000 however this includes funds for marketing for the Progressive Tasting event series. This allocation and the Progressive Tastings allocation are subject to continued revisions as staff completes further analysis with our collaborators.
- Improvements currently capture two main capital improvements for FY25-26 which include \$150,000 for irrigation repairs between Bronson and Thornapple River Dr, and a \$70,000 allocation for streetscape furniture and trash receptacles. Each of the proposed capital improvements for FY 25-26.
- Community Events' total budget request is \$123,000. This is the total of all DDA event allocations. Additional expenses have been budgeted for other events that occur within the development district that aren't necessarily designated as a DDA event. The intention is to work collaboratively with Township staff to support these events that bring people into the Village area.

Expenditures total \$935,479.20.

Net of Revenues: \$55,761.80.

BUDGET ADOPTION CALENDAR:

Below are keys dates adopted by the Township Board resolution that establishes the calendar for adoption of the Township budget:

| | |
|--|-----------------------------------|
| Township Board work session for review of budgets | Week of January 20-26, 2025 – TBD |
| Public Hearing on all budgets | Monday, February 24, 2025 - 7 PM |
| Adopt General Appropriations Budgets by Resolution for FY 2025/2026: | Monday, March 10, 2025 - 7 PM |
| Fiscal Year 2024/2025 ends | Monday, March 31, 2025 |
| Fiscal Year 2025/2026 begins | Tuesday, April 1, 2025 |

Recommendation:

Staff supports the draft budget that is being presented but would like to receive feedback from the DDA Board members on their priorities for the upcoming year.

Requested Motion: No motion requested, discussion and feedback on draft budget is needed.

| GL Number | Description | 2022-23 Activity | 2023-24 Activity | 2024-25 ADOPTED | YTD As Of 12/31/2024 | 2025-26 REQUESTED |
|----------------------------------|---------------------------------|-------------------|-------------------|-------------------|----------------------|-------------------|
| --- Estimated Revenue --- | | | | | | |
| 248-000.000-401.405 | TAXES: DDA AD VAL | 124,134.07 | 176,985.13 | 254,000.00 | 18,731.46 | 260,000.00 |
| 248-000.000-401.406 | TAXES: DDA IFT | 0.00 | 21,625.70 | 0.00 | 0.00 | 0.00 |
| 248-000.000-665.000 | INTEREST REVENUE | 6,200.89 | 17,931.68 | 7,000.00 | 8,873.24 | 9,000.00 |
| 248-020.000-406.000 | TAXES: DDA MILLAGE | 368,693.82 | 405,280.24 | 375,000.00 | 0.00 | 485,000.00 |
| 248-020.000-437.000 | TAXES: IFT | 22,385.66 | 0.00 | 15,926.00 | 0.00 | 17,241.00 |
| 248-020.000-573.000 | LOCAL COMMUNITY SABILIZATION | 150,096.63 | 127,512.01 | 125,000.00 | 127,095.33 | 125,000.00 |
| 248-026.000-654.000 | SPECIAL EVENTS RECEIPTS | (200.00) | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-026.000-654.001 | BEERS AT THE BRIDGE | 78,546.00 | 90,891.00 | 80,000.00 | 50,349.00 | 80,000.00 |
| 248-026.000-654.008 | PROGRESSIVE TASTINGS | 0.00 | 346.99 | 10,000.00 | 3,172.48 | 0.00 |
| 248-026.000-674.000 | CONTRIBUTIONS/PRIVATE SOURCES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-026.000-674.001 | BEERS AT THE BRIDGE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-027.000-675.000 | MISC AND OTHER REVENUE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-027.000-675.001 | CASH RECONCILIATION CORRECTIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-027.000-694.000 | MISC AND OTHER REVENUE | (454.87) | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-028.000-675.000 | MISC AND OTHER REVENUE | 0.00 | 3,212.98 | 0.00 | 0.00 | 0.00 |
| 248-028.000-675.000-FARMERMARKET | MISC AND OTHER REVENUE | 0.00 | 3,950.00 | 3,000.00 | 6,250.00 | 5,000.00 |
| 248-028.000-675.001 | REGISTRATIONS | 0.00 | 0.00 | 0.00 | (305.00) | 0.00 |
| 248-028.000-675.001-FARMERMARKET | REGISTRATIONS | 12,260.00 | 8,865.00 | 10,000.00 | 8,900.00 | 10,000.00 |
| 248-028.000-675.002 | SALES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-028.000-675.002-FARMERMARKET | SALES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-028.000-675.003-FARMERMARKET | FUND RAISING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Estimated Revenue: | | 761,662.20 | 856,600.73 | 879,926.00 | 223,066.51 | 991,241.00 |

--- Appropriations ---

| | | | | | | |
|----------------------------------|--------------------------------|-----------|------------|-----------|-----------|-----------|
| 248-000.000-995.000 | TRANSFERS OUT TO OTHER FUNDS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-266.000-828.000 | LEGAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-272.000-890.000 | COMMUNITY EVENTS/PROMOTIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-272.000-890.001 | BEERS AT THE BRIDGE | 0.00 | 0.00 | 80,000.00 | 60,964.04 | 80,000.00 |
| 248-272.000-890.002 | WINTER WONDERLAND | 0.00 | 0.00 | 29,000.00 | 32,785.15 | 33,000.00 |
| 248-272.000-890.003 | FALL FESTIVAL/BRATS & BONFIRES | 0.00 | 0.00 | 3,000.00 | 49.37 | 3,000.00 |
| 248-272.000-890.004 | 4TH OF JULY | 0.00 | 0.00 | 1,000.00 | 2,500.00 | 1,000.00 |
| 248-272.000-890.005 | SANTA PARADE | 0.00 | 0.00 | 1,000.00 | 0.00 | 1,000.00 |
| 248-272.000-890.006 | TINSEL, TREATS & TROLLEYS | 0.00 | 0.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| 248-272.000-890.007 | MUSIC ON THE LAWN | 0.00 | 0.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| 248-272.000-890.008 | PROGRESSIVE TASTINGS | 0.00 | 5,694.99 | 16,900.00 | 8,475.00 | 0.00 |
| 248-272.000-906.001 | COMMUNITY EVENTS | 98,391.80 | 130,968.90 | 0.00 | 0.00 | 0.00 |
| 248-272.000-906.002 | COMMUNITY SERVICES | 25,000.00 | 25,000.00 | 0.00 | 0.00 | 0.00 |
| 248-272.000-959.000 | CONTRIBUTIONS TO OTHER GOVN'T | 0.00 | 0.00 | 10,000.00 | 0.00 | 0.00 |
| 248-277.000-704.000 | WAGES | 70,398.19 | 58,681.17 | 76,638.00 | 45,217.39 | 81,000.00 |
| 248-277.000-704.001 | WAGES - SUPPORT | 23,854.84 | 24,645.01 | 28,110.00 | 20,226.51 | 33,732.00 |
| 248-277.000-704.005 | WAGES: OVERTIME | 0.00 | 0.00 | 200.00 | 0.00 | 0.00 |
| 248-277.000-707.001 | WAGES - INTERN | 0.00 | 3,888.75 | 8,800.00 | 5,979.00 | 9,900.00 |
| 248-277.000-715.000 | FICA - TOWNSHIP SHARE | 5,714.67 | 5,108.49 | 6,900.00 | 4,213.56 | 7,590.00 |
| 248-277.000-716.000 | FICA - MEDICARE TWP SHARE | 1,314.41 | 1,188.87 | 1,400.00 | 1,019.13 | 1,540.00 |
| 248-277.000-719.000 | RETIREMENT - EMPLOYER COST | 9,031.76 | 8,147.64 | 10,487.00 | 6,746.26 | 11,473.20 |
| 248-277.000-719.001 | MEDICAL, DENTAL INSURANCE | 18,786.09 | 17,450.82 | 24,000.00 | 17,909.07 | 24,000.00 |
| 248-277.000-724.000 | PHONE ALLOWANCE | 948.91 | 886.19 | 930.00 | 688.00 | 930.00 |
| 248-277.000-726.000-FARMERMARKET | OFFICE SUPPLIES/SERVICES | 0.00 | 0.00 | 0.00 | 37.00 | 0.00 |
| 248-277.000-740.000 | OPERATING SUPPLIES/SERVICES | 0.00 | 3,629.77 | 3,500.00 | 2,909.07 | 3,500.00 |
| 248-277.000-740.000-FARMERMARKET | OPERATING SUPPLIES/SERVICES | 1,417.66 | 1,421.43 | 2,500.00 | 1,109.98 | 6,179.00 |
| 248-277.000-788.000-FARMERMARKET | PROGRAM SUPPLIES/SERVICES | 0.00 | 0.00 | 5,500.00 | 6,000.00 | 2,846.00 |
| 248-277.000-800.000 | CONTINUING EDUCATION | 708.00 | 1,453.00 | 2,000.00 | 219.52 | 2,000.00 |
| 248-277.000-800.000-FARMERMARKET | CONTINUING EDUCATION | 0.00 | 0.00 | 350.00 | 465.62 | 500.00 |
| 248-277.000-801.000 | CONTRACT SERVICE | 36,143.64 | 61,176.16 | 3,000.00 | 13,597.00 | 15,000.00 |
| 248-277.000-801.000-FARMERMARKET | CONTRACT SERVICE | 10,179.94 | 13,283.25 | 14,000.00 | 13,300.00 | 13,000.00 |
| 248-277.000-801.010 | LANDSCAPING/BEAUTIFICATION | 0.00 | 0.00 | 37,000.00 | 41,224.77 | 53,000.00 |
| 248-277.000-801.020 | I.T. MAINTENANCE | 0.00 | 0.00 | 2,000.00 | 0.00 | 2,000.00 |
| 248-277.000-801.030 | SNOW REMOVAL SERVICES | 0.00 | 0.00 | 20,000.00 | 0.00 | 20,000.00 |
| 248-277.000-801.040 | MARKETING/PROMOTION | 0.00 | 0.00 | 5,000.00 | 0.00 | 5,000.00 |
| 248-277.000-820.000 | MEMBERSHIP & DUES | 125.00 | 475.00 | 750.00 | 650.00 | 750.00 |
| 248-277.000-820.000-FARMERMARKET | MEMBERSHIP & DUES | 0.00 | 250.00 | 250.00 | 150.00 | 150.00 |
| 248-277.000-821.000 | ENGINEERING | 0.00 | 4,042.42 | 10,000.00 | 0.00 | 10,000.00 |
| 248-277.000-828.000 | LEGAL SERVICES | 2,087.50 | 2,597.00 | 2,000.00 | 418.00 | 2,000.00 |
| 248-277.000-828.000-FARMERMARKET | LEGAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-277.000-870.000 | MILEAGE & EXPENSES | 20.00 | 75.88 | 750.00 | 327.63 | 400.00 |
| 248-277.000-870.000-FARMERMARKET | MILEAGE & EXPENSES | 0.00 | 0.00 | 50.00 | 225.11 | 325.00 |

| | | | | | | |
|--|----------------------------------|-------------------|-------------------|-------------------|---------------------|-------------------|
| 248-277.000-927.000 | MAINTENACE & REPAIR/IMPROVEMENTS | 326.05 | 2,495.13 | 15,000.00 | 11,021.24 | 15,000.00 |
| 248-277.000-970.000 | CAPITAL PURCHASE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-277.000-974.000 | IMPROVEMENTS | 3,000.00 | 67,886.00 | 122,000.00 | 2,851.07 | 220,000.00 |
| 248-277.000-974.000-FARMERMARKET | IMPROVEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-277.000-974.004 | DESIGN DEVELOPMENT CONTRACTOR | 0.00 | 0.00 | 0.00 | 775.00 | 0.00 |
| 248-279.000-719.002 | LIFE INSURANCE, OTHERS | 1,037.87 | 580.60 | 1,000.00 | 396.04 | 1,000.00 |
| 248-279.000-995.000 | TRANSFERS OUT TO OTHER FUNDS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-279.000-999.000 | PAYING AGENT FEES | 631.91 | 631.91 | 650.00 | 693.00 | 725.00 |
| 248-905.000-991.000 | BOND PRINCIPAL PAYMENTS | 165,250.00 | 179,568.35 | 184,173.00 | 0.00 | 193,382.00 |
| 248-905.000-993.000 | BOND INTEREST PAYMENTS | 90,727.70 | 86,469.06 | 81,082.00 | 40,063.50 | 75,557.00 |
| Total Appropriations: | | 566,258.19 | 707,695.79 | 815,920.00 | 348,206.03 | 935,479.20 |
| Net of Revenues & Appropriations: | | 195,404.01 | 148,904.94 | 64,006.00 | (125,139.52) | 55,761.80 |

REVENUE AND EXPENDITURE REPORT FOR ADA TOWNSHIP
 PERIOD ENDING 12/31/2024
 % Fiscal Year Completed: 75.34

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER | DESCRIPTION | 2024-25 | | YTD BALANCE 12/31/2024 NORM (ABNORM) | ACTIVITY FOR MONTH 12/31/24 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BGD USED |
|---|--------------------------------|--------------------|---------------------------|--|---|---------------------------------------|---------------|
| | | ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | | | | |
| Fund 248 - DDA FUND | | | | | | | |
| Revenues | | | | | | | |
| Dept 000.000 | | | | | | | |
| 248-000.000-401.405 | TAXES: DDA AD VAL | 254,000.00 | 254,000.00 | 18,731.46 | 17,460.70 | 235,268.54 | 7.37 |
| 248-000.000-665.000 | INTEREST REVENUE | 7,000.00 | 7,000.00 | 8,873.24 | 0.00 | (1,873.24) | 126.76 |
| Total Dept 000.000 | | 261,000.00 | 261,000.00 | 27,604.70 | 17,460.70 | 233,395.30 | 10.58 |
| Dept 020.000 - TAXES | | | | | | | |
| 248-020.000-406.000 | TAXES: DDA MILLAGE | 375,000.00 | 375,000.00 | 0.00 | 0.00 | 375,000.00 | 0.00 |
| 248-020.000-437.000 | TAXES: IFT | 15,926.00 | 15,926.00 | 0.00 | 0.00 | 15,926.00 | 0.00 |
| 248-020.000-573.000 | LOCAL COMMUNITY SABILIZATION | 125,000.00 | 125,000.00 | 127,095.33 | 0.00 | (2,095.33) | 101.68 |
| Total Dept 020.000 - TAXES | | 515,926.00 | 515,926.00 | 127,095.33 | 0.00 | 388,830.67 | 24.63 |
| Dept 026.000 - CONTRIBUTIONS | | | | | | | |
| 248-026.000-654.001 | BEERS AT THE BRIDGE | 80,000.00 | 80,000.00 | 50,349.00 | 0.00 | 29,651.00 | 62.94 |
| 248-026.000-654.008 | PROGRESSIVE TASTINGS | 10,000.00 | 10,000.00 | 3,172.48 | 0.00 | 6,827.52 | 31.72 |
| Total Dept 026.000 - CONTRIBUTIONS | | 90,000.00 | 90,000.00 | 53,521.48 | 0.00 | 36,478.52 | 59.47 |
| Dept 028.000 - FARMER'S MARKET | | | | | | | |
| 248-028.000-675.000-FARMERMARKET | MISC AND OTHER REVENUE | 3,000.00 | 3,000.00 | 6,250.00 | 0.00 | (3,250.00) | 208.33 |
| 248-028.000-675.001 | REGISTRATIONS | 0.00 | 0.00 | (305.00) | 0.00 | 305.00 | 100.00 |
| 248-028.000-675.001-FARMERMARKET | REGISTRATIONS | 10,000.00 | 10,000.00 | 8,900.00 | 195.00 | 1,100.00 | 89.00 |
| Total Dept 028.000 - FARMER'S MARKET | | 13,000.00 | 13,000.00 | 14,845.00 | 195.00 | (1,845.00) | 114.19 |
| TOTAL REVENUES | | 879,926.00 | 879,926.00 | 223,066.51 | 17,655.70 | 656,859.49 | 25.35 |
| Expenditures | | | | | | | |
| Dept 272.000 - GENERAL ADMINISTRATION | | | | | | | |
| 248-272.000-890.001 | BEERS AT THE BRIDGE | 80,000.00 | 80,000.00 | 60,964.04 | 0.00 | 19,035.96 | 76.21 |
| 248-272.000-890.002 | WINTER WONDERLAND | 29,000.00 | 29,000.00 | 32,785.15 | 32,785.15 | (3,785.15) | 113.05 |
| 248-272.000-890.003 | FALL FESTIVAL/BRATS & BONFIRES | 3,000.00 | 3,000.00 | 49.37 | 0.00 | 2,950.63 | 1.65 |
| 248-272.000-890.004 | 4TH OF JULY | 1,000.00 | 1,000.00 | 2,500.00 | 0.00 | (1,500.00) | 250.00 |
| 248-272.000-890.005 | SANTA PARADE | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 248-272.000-890.006 | TINSEL, TREATS & TROLLEYS | 2,500.00 | 2,500.00 | 2,500.00 | 0.00 | 0.00 | 100.00 |
| 248-272.000-890.007 | MUSIC ON THE LAWN | 2,500.00 | 2,500.00 | 2,500.00 | 0.00 | 0.00 | 100.00 |
| 248-272.000-890.008 | PROGRESSIVE TASTINGS | 16,900.00 | 16,900.00 | 8,475.00 | 350.00 | 8,425.00 | 50.15 |
| 248-272.000-959.000 | CONTRIBUTIONS TO OTHER GOVN'T | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 0.00 | 100.00 |
| Total Dept 272.000 - GENERAL ADMINISTRATION | | 145,900.00 | 145,900.00 | 119,773.56 | 43,135.15 | 26,126.44 | 82.09 |
| Dept 277.000 - DDA OPERATIONS/CONSTRUCTION | | | | | | | |
| 248-277.000-704.000 | WAGES | 76,638.00 | 76,638.00 | 45,217.39 | 0.00 | 31,420.61 | 59.00 |
| 248-277.000-704.001 | WAGES - SUPPORT | 28,110.00 | 28,110.00 | 20,226.51 | 2,168.33 | 7,883.49 | 71.95 |
| 248-277.000-704.005 | WAGES: OVERTIME | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 248-277.000-707.001 | WAGES - INTERN | 8,800.00 | 8,800.00 | 5,979.00 | 0.00 | 2,821.00 | 67.94 |
| 248-277.000-715.000 | FICA - TOWNSHIP SHARE | 6,900.00 | 6,900.00 | 4,213.56 | 113.08 | 2,686.44 | 61.07 |

REVENUE AND EXPENDITURE REPORT FOR ADA TOWNSHIP
 PERIOD ENDING 12/31/2024
 % Fiscal Year Completed: 75.34

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| GL NUMBER | DESCRIPTION | 2024-25 | | YTD BALANCE 12/31/2024 NORM (ABNORM) | ACTIVITY FOR MONTH 12/31/24 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|--|----------------------------------|--------------------|---------------------------|--|---|---------------------------------------|----------------|
| | | ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | | | | |
| Fund 248 - DDA FUND | | | | | | | |
| Expenditures | | | | | | | |
| 248-277.000-716.000 | FICA - MEDICARE TWP SHARE | 1,400.00 | 1,400.00 | 1,019.13 | 30.52 | 380.87 | 72.80 |
| 248-277.000-719.000 | RETIREMENT - EMPLOYER COST | 10,487.00 | 10,487.00 | 6,746.26 | 216.22 | 3,740.74 | 64.33 |
| 248-277.000-719.001 | MEDICAL, DENTAL INSURANCE | 24,000.00 | 24,000.00 | 17,909.07 | 249.46 | 6,090.93 | 74.62 |
| 248-277.000-724.000 | PHONE ALLOWANCE | 930.00 | 930.00 | 688.00 | 23.19 | 242.00 | 73.98 |
| 248-277.000-726.000-FARMERMARKET | OFFICE SUPPLIES/SERVICES | 0.00 | 0.00 | 37.00 | 0.00 | (37.00) | 100.00 |
| 248-277.000-740.000 | OPERATING SUPPLIES/SERVICES | 3,500.00 | 3,500.00 | 2,909.07 | 1,160.53 | 590.93 | 83.12 |
| 248-277.000-740.000-FARMERMARKET | OPERATING SUPPLIES/SERVICES | 2,500.00 | 2,500.00 | 1,109.98 | 253.11 | 1,390.02 | 44.40 |
| 248-277.000-788.000-FARMERMARKET | PROGRAM SUPPLIES/SERVICES | 5,500.00 | 5,500.00 | 6,000.00 | 0.00 | (500.00) | 109.09 |
| 248-277.000-800.000 | CONTINUING EDUCATION | 2,000.00 | 2,000.00 | 219.52 | 0.00 | 1,780.48 | 10.98 |
| 248-277.000-800.000-FARMERMARKET | CONTINUING EDUCATION | 350.00 | 350.00 | 465.62 | 465.62 | (115.62) | 133.03 |
| 248-277.000-801.000 | CONTRACT SERVICE | 3,000.00 | 3,000.00 | 13,597.00 | 522.00 | (10,597.00) | 453.23 |
| 248-277.000-801.000-FARMERMARKET | CONTRACT SERVICE | 14,000.00 | 14,000.00 | 13,300.00 | 0.00 | 700.00 | 95.00 |
| 248-277.000-801.010 | LANDSCAPING/BEAUTIFICATION | 37,000.00 | 37,000.00 | 41,224.77 | 0.00 | (4,224.77) | 111.42 |
| 248-277.000-801.020 | I.T. MAINTENANCE | 2,000.00 | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 248-277.000-801.030 | SNOW REMOVAL SERVICES | 20,000.00 | 20,000.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| 248-277.000-801.040 | MARKETING/PROMOTION | 5,000.00 | 5,000.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 248-277.000-820.000 | MEMBERSHIP & DUES | 750.00 | 750.00 | 650.00 | 0.00 | 100.00 | 86.67 |
| 248-277.000-820.000-FARMERMARKET | MEMBERSHIP & DUES | 250.00 | 250.00 | 150.00 | 0.00 | 100.00 | 60.00 |
| 248-277.000-821.000 | ENGINEERING | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 248-277.000-828.000 | LEGAL SERVICES | 2,000.00 | 2,000.00 | 418.00 | 0.00 | 1,582.00 | 20.90 |
| 248-277.000-870.000 | MILEAGE & EXPENSES | 750.00 | 750.00 | 327.63 | 0.00 | 422.37 | 43.68 |
| 248-277.000-870.000-FARMERMARKET | MILEAGE & EXPENSES | 50.00 | 50.00 | 225.11 | 53.59 | (175.11) | 450.22 |
| 248-277.000-927.000 | MAINTENANCE & REPAIR/IMPROVEMENT | 15,000.00 | 15,000.00 | 11,021.24 | 238.00 | 3,978.76 | 73.47 |
| 248-277.000-974.000 | IMPROVEMENTS | 122,000.00 | 122,000.00 | 2,851.07 | 0.00 | 119,148.93 | 2.34 |
| 248-277.000-974.004 | DESIGN DEVELOPMENT CONTRACTOR | 0.00 | 0.00 | 775.00 | 0.00 | (775.00) | 100.00 |
| Total Dept 277.000 - DDA OPERATIONS/CONSTRUCTION | | 403,115.00 | 403,115.00 | 197,279.93 | 5,493.65 | 205,835.07 | 48.94 |
| Dept 279.000 - OTHER TOWNSHIP EXPENSES | | | | | | | |
| 248-279.000-719.002 | LIFE INSURANCE, OTHERS | 1,000.00 | 1,000.00 | 396.04 | 16.40 | 603.96 | 39.60 |
| 248-279.000-999.000 | PAYING AGENT FEES | 650.00 | 650.00 | 693.00 | 693.00 | (43.00) | 106.62 |
| Total Dept 279.000 - OTHER TOWNSHIP EXPENSES | | 1,650.00 | 1,650.00 | 1,089.04 | 709.40 | 560.96 | 66.00 |
| Dept 905.000 - OTHER TOWNSHIP EXPENSES | | | | | | | |
| 248-905.000-991.000 | BOND PRINCIPAL PAYMENTS | 184,173.00 | 184,173.00 | 0.00 | 0.00 | 184,173.00 | 0.00 |
| 248-905.000-993.000 | BOND INTEREST PAYMENTS | 81,082.00 | 81,082.00 | 40,063.50 | 0.00 | 41,018.50 | 49.41 |
| Total Dept 905.000 - OTHER TOWNSHIP EXPENSES | | 265,255.00 | 265,255.00 | 40,063.50 | 0.00 | 225,191.50 | 15.10 |
| TOTAL EXPENDITURES | | 815,920.00 | 815,920.00 | 358,206.03 | 49,338.20 | 457,713.97 | 43.90 |
| Fund 248 - DDA FUND: | | | | | | | |
| TOTAL REVENUES | | 879,926.00 | 879,926.00 | 223,066.51 | 17,655.70 | 656,859.49 | 25.35 |
| TOTAL EXPENDITURES | | 815,920.00 | 815,920.00 | 358,206.03 | 49,338.20 | 457,713.97 | 43.90 |
| NET OF REVENUES & EXPENDITURES | | 64,006.00 | 64,006.00 | (135,139.52) | (31,682.50) | 199,145.52 | 211.14 |
| BEG. FUND BALANCE | | 1,322,555.11 | 1,322,555.11 | 1,322,555.11 | | | |
| END FUND BALANCE | | 1,386,561.11 | 1,386,561.11 | 1,187,415.59 | | | |

2024 Ada Farmer's Market Annual Report to the DDA January 13th, 2025

Summary

The 2024 AFM's season began on June 4th and ended on October 29th, operating for 22 weeks on Tuesdays, from 9 a.m. until 2 p.m. The weather was warm & dry for the most part and there was only a need to cancel a total of 3 markets during the season.

- The number of seasonal vendors increased from last year from 27 to 38 plus 4 food trucks.
- The number of returning vendors increased from last year by seven from 23 to 30.
- The number of new vendors was 15.
- The number of daily vendors decreased from 24 to 10 last year.
- The number of available vendor spaces increased to 55 (this doesn't include the food trucks). The Market filled 54 of these spaces between seasonal and daily vendors. *

*This number represents the individual vendor booths used during the season but it should be noted that Daily booths were used multiple times, with different frequencies. Seasonal vendors utilized multiple booth spaces at one time.

The rate for a daily vendor is \$25 per day during the regular season. Seasonal vendors paid an upfront fee of \$255 per space for 17 weeks (June 4th-September 24th) and \$305 per space for 22 weeks (June 4th-October 29th).

- The market layout was updated this season to utilize more of the longest portion of the parking lot, which pushed the majority of vendor booths into a straight line instead of an L shape. The new layout streamlined the vendor booths, added a center aisle, opened up the greenspace for family activity, and designated a picnic area for food vendors.
- The biggest struggle with the new market layout was the decrease in accessible parking.

Vendors

We had a couple of vendors who expressed interest and registered but did not attend. The reason noted for not attending was attributed to the lack of available help or lack of necessary insurance.

Visitors

We don't have great data this year as we were not able to pull it from Placer.ai as it's protected data because the market operates in the parking lot of the community church.

Vendors generally appreciate the market's size, noting that it is small and easy to navigate, especially when compared to other markets that can feel overwhelming. They also find the timing of the market on Tuesdays to be beneficial, as it allows them to make money throughout the week without the need to participate in multiple markets on the same day.

One aspect that vendors mentioned positively was the children's activities, which brought in many visitors and encouraged people to browse through the market. However, they pointed out that additional parking is needed to accommodate the increased traffic generated by these activities. Another area for improvement is the lack of advertising for the children's activities. Vendors believe that better promotion could have drawn in more attendees.

When it comes to attendance, vendors felt that it could have been higher, particularly due to a combination of insufficient advertising and the hot summer weather. Many suggested that the market's hours be shortened, with a recommendation to close by 1 p.m. This is because the period from 1 p.m. to 2 p.m. tends to be slow, and the intense heat during that time negatively impacts both attendance and the quality of perishable items, making it less worthwhile for vendors whose products are affected by the weather.

Family Programming

- Kids in the market reading time slot stayed the same at a one-time slot at 10 am, still supported by the Amy Van Andel Library staff and held on the church's green space on the west end of the market. It was well attended. We plan to have more readings scheduled for the 2024 market.
- This year, we included extra kid's activities in addition to Storytime. Cynthia Hagerdorn Fine Arts Studio provided planned activities, including face painting. This ran Tuesdays, 9:00-12:00 noon (3 hours weekly), and was well attended.
- Music at the Market ran from the beginning of the season until the end of August. The Busker schedule included 12 weeks of performances; two time slots each Tuesday.

Comments

Parent: This is wonderful, I feel bad dragging my kids through the market. Now they ask if they can go to the market to play. We don't always catch story time so I am glad you are here all morning.

Parent: These Stations are so creative. We love them! I am so glad you are not making us carry 3 projects of coffee filter butterflies through the whole market! Ha!

Grandparent: I love being able to do these things with my grandkids. I like the open-endedness of everything and not cookie-cutter art projects. This is a welcoming spot for the community.

Child: I did every one of the tables because I am good like that.

Social Media

Instagram and Facebook are the primary social media channels for the market.

- Facebook continues to show consistent organic growth in the number of likes year after year.
- Instagram usage has also increased, the majority from posts and stories about the market's schedule of activities and vendors each week. Our audience enjoys getting to know our vendors and when we post more interactive posts/stories. This year we also did a total of four giveaways, one using ads compared to the other three which were organic, they were successful in making people interact more with our account and coming to the market.
- We plan to continue to grow our social media and internet presence for the 2025 season by creating different types of content and taking more pictures/videos all season.

Things we learned and plan to implement in the 2025 season:

- To ensure a successful market, we must increase our marketing. We can do this by adding more signage, continuing to hand out market flyers at the beginning of the season, and posting more on social media.
- Making a couple of changes to the market map will provide better accessibility to vendors and kids' activities.
 - The food trucks were highly successful. We will keep the same number of two food trucks but have a rotation system, to not only increase but attract more people during lunch hour.
- Continue to discuss ways to both reach out and compensate adult volunteers for their time. The market requires a minimum of two adult volunteers (one in the market each week) and two middle/high school volunteers to run efficiently. This may be accomplished by potential internship programs.

Budget

Attached is the AFM proposed budget revenue & expenditures, which details the budget for last season, 2024 as well as the upcoming season 2025.

- Most notable change in expenditures coming from the addition of Cynthia Hagedorn Fine Arts Studio for Kid's programming. This adds a total of \$6,000.



Director Report for January 13, 2025

Submitted by Downtown Development Authority Director Kevin Austin

Greetings:

I'd like to take this opportunity to express my excitement for the opportunity to serve this amazing community as the Downtown Development Authority Director. I'd like to express my gratitude to the Township Board and the DDA for entrusting this role to me. I look forward to working with you all to help sustain the vitality that you all continue to cultivate here.

Orientation and Familiarization:

My first day in office was Thursday January 2nd. Since that time, I have begun familiarizing myself with operational and administrative functions to better aid in my required tasks. I have the benefit of being previously acquainted with almost all township staff members currently and their positions within the office. They welcomed me back to the office and have been great to continue working with to establish my operational knowledge.

On Wednesday, I had the opportunity to meet with representatives of two of our communities' key collaborators, the Ada Business Association and Discover Ada. We engaged in a great conversation which helped to familiarize myself with their staff and provided me with lots of information regarding the working relationship between their organizations and the DDA. The 2025 Ada Events meeting will be held Monday January 13, at Michigan Software Labs. I will be attending to introduce myself and provide a brief overview of the DDA events in 2025, while being assisted by Parks and Recreation Director Wesley Deason.

In the coming weeks I have scheduled orientation meetings with the township BFG Director Dennis Brinks and Parks and Recreation Director Wesley Deason. These meetings will provide me with added insight into the current operational relationships with our departments and our collaborative efforts. I will be seeking to schedule individual meetings with our DDA board members as well as with the Citizens Council.

One of the first tasks I have engaged in this week has been construction of the first Draft of the DDA's FY25-26 Budget. Continued discussion with the DDA within our strategic planning sessions will be

extremely influential on the revisions of the budget to establish proposed changes to expenditures regarding DDA events.

Strategic Planning Session:

The DDA will hold a Strategic Planning Work Session on Wednesday January 15 at 8:30am in Community Room #2, within the AVA Library. Travis Alden, Senior Director of Community Development with The Right Place, will be assisting the DDA with this planning process by facilitating the session. The DDA will be utilizing the existing Key Objectives, adopted in 2022, as a starting point to evaluate current relevance and begin evaluation of new objectives. This will be the first of multiple work sessions for this strategic planning initiative.

Beers at the Bridge Summer Concerts:

Following my orientation with Director Wesley Deason, I will begin scheduling the Beers at The Bridge Committee meetings. I have been provided with correspondence and connections for selecting bands, which will be treated as the top priority given the time of season. There is much correspondence regarding the desire to reevaluate traditional aspects of the event and I will be sure to include this information in committee sessions and the planning process.



Township Manager Report for January 8, 2025

Submitted by Township Manager Julius Suchy

Michigan Earned Sick Time Act (ESTA) Changes:

The Michigan Earned Sick Time Act (ESTA), enacted as part of recent legislative changes, mandates new provisions for earned sick time that must be provided to employees. Ada Township's current employee handbook and paid time off (PTO) policies require updates to ensure compliance with this law, effective February 21, 2025.

Staff is reviewing with legal counsel and will bring recommended changes to the January 27th board meeting for consideration.

Retirement Transition from John Hancock/Voya to Empower Update:

Our first planned transition meeting will be held on Thursday, January 9th. I will meet with Empower representatives weekly to ensure a smooth transition throughout the process.

Paving of 3 Mile Rd. Update:

I have submitted a copy of the signed work order to Jerry Byrne at the Kent County Road Commission. The work order included a letter stating that the Township would like to discuss the cost split if the KCRC supports the project to determine if the Township is funding the entirety of the project or if there will be a cost share with the residents from Mela Via Ct.

Mr. Byrne said this would be presented to the Road Commission Board at the January 28th board meeting.

I did propose whether the Township could work with the KCRC on potential standards for gravel road pavement that are less destructive to the natural environment than the regular paving standards. He indicated that KCRC staff would not support paving any gravel road to something less than their current standard. However, their engineering and maintenance staff will review the KCRC's current standards for any possible changes and contact me to discuss.

MSHDA Housing Readiness Grant Award:

The "Reports and Communications" includes a letter from MSHDA notifying the Township of its approval for the \$50,000 Housing Readiness Incentive grant. The grant agreement needs to be approved within 30 days of the date of the letter – Wednesday, February 5th. The plan is to have legal counsel and staff review the grant agreement and present it to the Township Board at the January 27, 2025, board meeting.

Pettis Avenue Phase II Bid Schedule:

The Pettis Avenue Phase II Bid documents have been released and are due on Tuesday, January 21, 2025. The bids will be presented to the Township Board at the January 27th board meeting to award the bid at that time.

Fulton Street Sanitary Sewer Line Damaged by Gas Line:

The Township will be billing DTE for a sanitary sewer line replacement because a DTE contractor is boring through the sanitary line underneath Fulton near the new EHTC building (7500 Fulton).

Once the issue was identified, we worked with DTE, Lee’s Trenching, and F&V to implement a repair. DTE representatives are aware that they will be billed for this work. The staff is waiting on the final invoices before submitting them for reimbursement.

Michigan Township Association 2025 Annual Conference

MTA will hold its annual conference in Grand Rapids from March 31 to April 3. This is an excellent training opportunity for elected officials interested in participating.

If you want to learn more, please visit the MTA website or contact me. I am happy to provide additional information and assist with registration.

Knapp Street Bridge Update:

The Township & Kent County had an update meeting on the Knapp Street bridge a few weeks ago to hear about issues surrounding the project primarily related to soil conditions. The long and short of it is that due to deplorable soil conditions, the pre-bid estimate of the project, as designed, has gone from \$7.5 million (Ada Township Funding \$4M and Kent County funding \$3.5M) to \$11.7 million. Here is the high-level breakdown of the budget and summary from Ben Swayze, Kent County Parks & Recreation Director:

| | |
|---------------------------------|---------------------|
| Widen Existing Bridge Piers | \$2,000,000 |
| Prefab Pedestrian Bridge (550’) | \$1,811,754 |
| Elevated Concrete Walk (1,800’) | \$5,886,976 |
| Path on Grade (550’) | \$110,000 |
| Traffic Control Allowance | \$200,000 |
| Design/Construction Engineering | \$670,000 |
| Mussel Relocation | \$30,000 |
| Contingency Allowance | <u>\$991,270</u> |
| Total Estimate | \$11,700,000 |

The issue is that the elevated concrete walk must reach the actual bridge crossing. The soil borings showed that the soil structure is primarily muck on top of a clay shelf. To ensure the stability of the walk, steel pilings will need to be driven almost 55’ to get through the clay shelf. Here are some of the takeaways from the update meeting:

- The Kent County Road Commission has agreed, in principle, to cover 50% of the widening of the existing piers. While they still need to review the project details, that would bring in an extra \$1,000,000
- The contingency seems excessive, given that we’ve identified poor soils, the most likely source of contingency spending in a project like this. While we will keep it in at this phase, we hope to reduce that further once we get through bidding.
- The Engineer will explore soil conditions on the north side of the road and determine if it can be more efficiently built on that side.
- The project is currently designed at 14’; the engineer is going to evaluate a reduction to 10’ to determine if there would be a significant cost reduction

- Though it will be bid as an entire project, we will consider requesting multiple alternatives in the bid request. The idea is that if we can't value engineer the project into a budget we are comfortable with, we can consider a phased approach where we would do part of the project now (the bridge and one of the approaches) and continue to seek funding for the other approach in the future. If we go this route, we will work with the Road Commission to make additional on-road improvements (larger shoulder, safety striping, etc.) until the second approach can be built. So, the bid package will potentially include three alternatives:
 - Pedestrian bridge and west approach
 - Pedestrian bridge and east approach
 - Pedestrian bridge and both approaches.

The engineer should answer us on the value-engineering approaches in the next few weeks. In the meantime, we don't see any scenario where the project can be built within the original budget. Julius and I are asking the Grand River Greenways to allocate additional funding to this project at a future meeting. Also, if one of the currently funded projects cannot be constructed in the required timeline and funds need to be reallocated to other projects, this project should also be considered for that funding.

From a timing perspective, we are still on track to receive bids in April, giving us the final picture of the project's budget.

DDA Director Officially in Place:

Kevin Austin officially started as DDA Director on Thursday, January 2nd. Kevin will begin working with the DDA on its strategic planning review at the meeting next week and has been working to get up to speed on DDA projects and meet with local community partners.

Trail Wayfinding Project Update:

The staff is reviewing shop drawings and plans and will have them completed by early next week. I also contacted Kent County regarding the Trailhead Kiosks to be placed in the Seidman Park parking lots to see if they would like to place material on the reverse side of the information panel.

Connecting Community Campaign Update:

For 2024, the Campaign received \$3,265,355 in pledges and \$3,082,031.16 in contributions—a 94% conversation rate. Some donors have reached out to extend their commitments to 2025.

The campaign has approximately another \$250,000 - \$300,000 to raise to meet its goal.

Downtown Development Authority Board to Undertake Strategic Planning:

On Wednesday, January 15th, Travis Alden from the Right Place will facilitate a strategic planning session for the DDA. The goal will be to evaluate the 2022 key objectives identified and determine what the objectives of the DDA will be moving forward under new DDA Director Kevin Austin.

Re-Appointment to Kent County Fire Commission:

The Kent County Board of Commissioners re-appointed me to the Kent County Fire Commission for a two-year term that expires on December 31, 2026. I have served on the Commission predating my tenure with Ada Township and am a Township resident appointee.

Re-Appointment to Grand Rapids Water System Advisory Council:

At their December 17, 2024, meeting, the Grand Rapids City Commission re-appointed me to the Grand Rapids Water System Advisory Council for a three-year term ending January 3, 2028. The Township is a wholesale customer of the Grand Rapids Water system, and this appointment allows the Township a representative.

Utility Rate Study Update:

I have a call with Municipal Analytics next week to discuss the status of the study. Mr. Kaczor's initial communication stated that the rate model is approximately 85% done. He has provided questions that need clarification before completing the rest of the model. Staff is working on responding to those answers over the next few weeks.

Revize Website Update:

I will continue to work with department heads and staff on the new website design process over the next few months before the website goes live in the spring of 2025. The migration of initial information has been completed, and now, based on review and recommendations from Revize staff, the next step is to start finalizing the site map.

Committee Updates:

All Committees are on hold until Supervisor Korth and the Board determine which committees to proceed with and which board members are appointed to each committee.

Memo

To: Julius Suchy, Township Manager
From: Stephanie Boerman, Assessor *SB*
Date: January 7, 2025
Re: Assessing Department Update

Comments: Residential, Agricultural, Commercial and Industrial Land Values and Economic Condition Factors have been set and property values are almost final.

Personal Property canvass was conducted on December 26, 2024 and we have 28 new businesses in the Township. Statements were hand delivered to some of the new businesses and the others were mailed on January 2, 2025. Tax Day was December 31st.

This week we have started to add new value for all permits.

Below is an update on our active MTT cases:

- Village East of Ada LLC – Appraisal has been completed and will be reviewed over the next week.
- Old National Bank – Valuation Appeal. (2022 & 2023) Appeal Tax years have been combined and will be heard together. Appraisals have been completed on this parcel by both parties. Waiting for the hearing date to be set.

Thanks



Buildings, Facilities, and Grounds Report for January 13, 2025

Submitted by Dennis Brinks BFG Director

Buildings / Facilities:

The library is still experiencing some issues through December. The snow melt system was not working properly and the two contractors (Control Net and Hurst Mechanical) worked to get it going.

Currently Hurst Mechanical is working on a failed card on Roof Top Unit (RTU) #2. Card was delivered and Basil, the technician, is installing it Jan. 2nd, and making sure there is heat in the library. Average temperatures have been mid to low 60 degrees inside the building and on both floors. Update, the library has heat again.

BFG Director also had the initial electrical installers come back to troubleshoot and repair/replace some of the lighting issues that BFG was not able to complete. Also called Canfield Plumbing to repair the floor drain in the boiler room so that it does not leak downstairs in the server room. Too many pipes for BFG to manage and seal the drain. See pictures below:



After at least 6 weeks of emails and working with Pella Windows, the quote came in for the window damage at the Roselle Resource Building. The quote was \$1,185.94 and is currently being scheduled for replacement.

Lowered flags in remembrance of Pearl Harbor and currently for Former President Carter.

BFG made sure that the Christmas Caroling went smoothly at Townhall and the Assembly Hall on Saturday Dec. 1st.

Parks:

Our contractor, EPS, needed to update some of the software at the Roselle building.

Attended a meeting to relocate the Musco Lighting for the ball diamonds.

Cemeteries:

Working with the Clerk Department, contractors and engineer on costs for the new columbaria. In addition to assisting with the new ordinance and costs associated with the maintenance of the two cemeteries.

BFG

The new F250 has a recall on the air conditioning system. Fox Ford will not let it leave the dealership until this is working properly. The paperwork has been signed and once the F250 is able to be picked up, it will be scheduled to have the hitch mounted salter installed, the caution lights installed, and the new logos installed.

Made sure that we had all the traffic and pedestrian barricades out for not only the Santa Parade, but the Tinsel Treats and Trollies event. In addition to the dropping off the portable heaters "Fire Pits" for the Chili Cook Off.

BFG Director is working on the BFG budget along with helping other department heads with contracted quotes for their budget.

BFG staff was able to schedule preventative maintenance on most of our John Deere equipment and ToolCat.

BFG Director will schedule reviews with staff once everyone is back from the Holidays and PTO.



January 8, 2025

Re: Ada Township Engineering
Project No. 250102.01

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

Dear Mr. Suchy:

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

Sewer Odors – The following was reported last month: *The new impellers have been installed, and we have nothing new to report, but I have spoken with a friend who lives on Ada Drive, and they still notice the H₂S odors at times during certain weather conditions.*

Hall/Fernridge Lift Station – Plans for the lift station renovations and new forcemain are complete and were submitted to EGLE along with a construction permit request on December 6, 2024. We hope to have the permit soon, and plan on advertising the project for bids later this month and receiving construction bids on February 25. A construction contract could then be awarded at the March 10 Township Board meeting.

Knapp's Corner Drainage – As I mentioned last month, I submitted an affidavit to Patrick Druke regarding the impact of the storm outlet on Ada Township. We have nothing further to report at this time.

Trail Construction 2023

- **2023 Village East Residential Trail** – The following was reported last month, and we have nothing further to report. *This section of trail was constructed by the Wheeler Development Group as part of a development agreement with the Township. The agreement requires the Township maintain this section of trail between Legacy Park and Fulton Street after the East Residential buildings are complete.*

There are several areas that are eroding and other design issues that need to be addressed before the Township can accept this section. We have expressed our concerns to the developer. They are of the opinion that Ada accepted the trail when you issued the occupancy permits. I have tried repeatedly to set a meeting with the developer regarding these issues, but have not been able to make contact with them. It might be time for the Township to consider legal action on this matter.



Trail Construction 2024/2025

- **2024 Trail Maintenance** – The Township uses a portion of the yearly trail millage proceeds to fund maintenance of the trail system. The Township Board decided at their June meeting to focus on the 4.5 miles of trail along Grand River Drive from Fulton Street to Knapp Street. We will prepare construction documents later this winter and anticipate bidding the project in March, with spring/early summer 2025 construction.
- **2025 Pettis Trail – Cannonsburg Road to Knapp Street** – This section is currently being designed by LRE on the west side of Pettis.
- **2024 Pettis Trail – Chief Hazy Cloud Park to Vergennes** – AT&T has completed their work to place their lines underground. I met with Comcast's sub-contractor this morning to review the work that they will be doing. They plan on starting work to place their lines underground next week. There will not be any cost to the Township for either the AT&T or Comcast work.

Construction plans for the trail are complete and are currently being reviewed by bidders. Bids will be submitted on January 21, and a construction contract will hopefully be awarded at the January 27 Township Board meeting.

- **2025 Rix Street from Adaridge to Ada Drive** – Nothing new to report on this section of trail.
- **2025 Kamp Twins** – We are waiting for the Kent County Road Commission to bid out/coordinate construction of the new and wider RR crossing. We will then bid out plans for construction of the trail from Fase Street up to Buttrick. This section will be bid and built later in 2025, after the railroad completes the new crossing.
- **2025 Thornapple River Pedestrian Bridge** – The new bridge will be 30 feet downstream from the existing bridge. MTC did the soil borings, and they are preparing their report and will recommend the type and depth of foundation to be used.

We have begun work on the structural design of the bridge and footings. The current schedule is to have preliminary plans complete by January 25. We can then review these with the Township and finalize construction plans by the end of February.

- **Knapp Street Bridge** – As reported last month, certified divers need to relocate up to 21 endangered snuffbox mussels. This will be done later this spring.

As previously reported, the soil borings for the project show there is a layer of peat/muck below the existing roadway and proposed trail. We have prepared additional boardwalk options and currently have estimated costs ranging between \$10.7 million and \$11.7 million for boardwalk sections that are 10 feet or 14 feet wide. While these are estimates, it seems reasonable to assume that additional funding will be required from the Grand River Greenways, Ada Township, and the Kent County Road Commission.



Mr. Julius Suchy
January 8, 2025
Page 3

- **Conservation Boardwalk** – MTC has completed the muck probe and soil borings that were authorized at the October Township Board meeting. They are preparing a report that lays out various options to correct the settlement that is occurring.

Please call if you have any questions.

Sincerely,

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

Steven C. Groenenboom, P.E.
Township Engineer



Ada Township Fire Department



752

December 2024

Activity Report

| Type | December | YTD |
|-------------------------|----------|-----|
| Medical | 25 | 342 |
| Vehicle accident | 16 | 93 |
| Structure fire Ada | 1 | 14 |
| Auto aid | 4 | 51 |
| Grass/ illegal burn | 2 | 16 |
| Fire alarm | 10 | 123 |
| Service call/ assist | 3 | 21 |
| Good intent / odor/gas | 4 | 23 |
| Hazardous condition/ CO | 3 | 22 |
| Other calls / wires | 2 | 37 |
| Vehicle fire | 1 | 10 |
| Total | 71 | 752 |

| Year | Month/December | YTD |
|------|----------------|-----|
| 2024 | 71 | 752 |
| 2023 | 62 | 688 |
| 2014 | 55 | 572 |

| Auto aid | Received | Received | Given | Given |
|------------|----------|----------|----------|-------|
| Department | December | YTD | December | YTD |
| Alto | | 0 | | 1 |
| Cannon | 1 | 6 | | 0 |
| Cascade | | 11 | | 16 |
| GR Twp | 1 | 4 | 2 | 6 |
| Grattan | | 0 | 1 | 4 |
| Lowell | | 3 | 1 | 17 |
| Plainfield | | 0 | | 4 |
| Total | 2 | 24 | 4 | 48 |

| # | Date | Location | Description | Detail | Shift | Time | #FF | Assist |
|-----|-------|-----------------------|--------------------|-----------------------|-------|-------|-----|------------|
| 682 | 12-2 | 989 Spaulding | Med 1 | Medical | 1 | 11:58 | 4 | |
| 683 | 12-3 | 5125 Cascade | Fire alarm | Canceled | 1 | 15:01 | 1 | |
| 684 | 12-3 | 7128 Fulton | Med 1 | Medical | 1 | 12:37 | 1 | |
| 685 | 12-3 | 6139 Witherbee | Med 1 | Medical | 2 | 16:01 | 4 | |
| 686 | 12-3 | 5359 Fulton | Vehicle accident | Property damage | 2 | 20:33 | 6 | |
| 687 | 12-3 | 5359 Fulton | Vehicle accident | Tow truck struck | 2 | 21:13 | 6 | |
| 688 | 12-4 | 5200 Knapp | Vehicle accident | Property damage | 2 | 17:44 | 6 | |
| 689 | 12-4 | Bailey & Barron | Wires down | Road closed | 2 | 20:10 | 6 | |
| 690 | 12-5 | 7100 Fulton | Vehicle fire | Out on arrival | 3 | 1:28 | 5 | |
| 691 | 12-5 | 3600 Fulton | Structure fire | Smoke in the building | 1 | 11:20 | 5 | To Gr Twp |
| 692 | 12-5 | 7195 Thornapple | Co alarm | Contractor working | 2 | 16:52 | 2 | |
| 693 | 12-6 | 6925 Two Mile | Fire alarm | Canceled | 2 | 22:26 | 1 | |
| 694 | 12-6 | 1115 Crampton | Vehicle accident | Rollover | 1 | 8:55 | 5 | |
| 695 | 12-7 | 6173 Hall Street | Med 3 | Lift assist | 4 | 9:38 | 2 | |
| 696 | 12-7 | 6316 Clubview Ct. | Fire alarm | Burnt food | 2 | 16:36 | 3 | |
| 697 | 12-8 | 10018 Grand River | Structure fire | Wood burner | 4 | 8:38 | 5 | To Lowell |
| 698 | 12-8 | 7528 Thornapple River | Vehicle accident | iPhone alert false | 4 | 15:05 | 4 | |
| 699 | 12-9 | 1010 Fernridge | Med 3 | Assist AMR | 3 | 6:32 | 2 | |
| 700 | 12-10 | 7307 Oliver Woods | Med 1 | Echo | 1 | 10:43 | 3 | To Cascade |
| 701 | 12-10 | 7403 Leonard | Med 3 | Lift assist | 2 | 22:41 | 2 | |
| 702 | 12-10 | 574 Pettis | Grass fire | Controlled burn | 1 | 8:56 | 6 | |
| 703 | 12-11 | 1120 Skyevale | CO alarm | Canceled | 1 | 13:33 | 2 | |
| 704 | 12-11 | 8500 Vergennes | Vehicle accident | Slide off | 2 | 22:12 | 8 | |
| 705 | 12-13 | Honeycreek & Pettis | Vehicle accident | Slide off | 3 | 5:46 | 6 | |
| 706 | 12-13 | Honeycreek & Pettis | Close roads | For accident | 3 | 5:46 | 6 | |
| 707 | 12-13 | 461 Grand River | Vehicle accident | Three vehicles | 3 | 7:07 | 5 | |
| 708 | 12-13 | 2445 Honeycreek | Odor investigation | Water alarm | 1 | 8:00 | 2 | |
| 709 | 12-13 | 2652 Maguire | Structure fire | Equipment fire | 1 | 8:19 | 5 | To Gr Twp |
| 710 | 12-13 | 1771 Grand River | Med 1 | Medical | 2 | 18:55 | 4 | |

| # | Date | Location | Description | Detail | Shift | Time | #FF | Assist |
|-----|-------|-----------------------------|--------------------|---------------------------|-------|-------|-----|--------------------|
| 711 | 12-13 | 509 Lehigh | Med 0 | Medical | 2 | 23:13 | 6 | |
| 712 | 12-15 | 1195 Sargent | Med 1 | Medical | 4 | 9:07 | 3 | |
| 713 | 12-15 | Honeycreek & Leonard | Asst. KCSD | Close road for slide offs | 4 | 11:56 | 4 | |
| 714 | 12-15 | Spaulding & Fulton | Wires down | Phone lines | 4 | 13:22 | 1 | |
| 715 | 12-16 | 9381 Bennett | Med 2 | Medical | 1 | 8:00 | 3 | |
| 716 | 12-16 | 9599 Fulton | Med 1 | Medical | 1 | 9:35 | 3 | |
| 717 | 12-16 | 2085 Shady Drive | Structure fire | Garage / house | 1 | 10:30 | 8 | From Cannon/Gr Twp |
| 718 | 12-16 | 2415 Fair Ridge | Fire alarm | Canceled | 1 | 14:44 | 2 | |
| 719 | 12-16 | 2085 Shady Drive | Structure fire | Rekindle | 2 | 17:58 | 11 | |
| 720 | 12-17 | 6741 Fulton | Fire alarm | Testing | 1 | 9:39 | 4 | |
| 721 | 12-17 | 7128 Fulton | Tech rescue | Elevator occupied | 1 | 14:01 | 3 | |
| 722 | 12-17 | 915 Bridgecrest | Fire alarm | Battery problem | 2 | 17:15 | 1 | |
| 723 | 12-17 | 2415 Woodrick Hills | Fire alarm | Detector problem | 2 | 20:38 | 1 | |
| 724 | 12-18 | 5901 Hall Street | Med 2 | Medical | 1 | 13:23 | 6 | |
| 725 | 12-18 | 479 Stone Falls | Fire alarm | Detector problem | 2 | 18:03 | 1 | |
| 726 | 12-19 | Vergennes & Boynton | Vehicle accident | Several slide offs | 2 | 16:55 | 3 | |
| 727 | 12-19 | Bailey & Revado Hills | Vehicle accident | Several slide offs | 2 | 18:56 | 3 | |
| 728 | 12-19 | Cascade & Spaulding | Vehicle accident | Med 2 | 2 | 21:01 | 6 | |
| 729 | 12-19 | Ada Drive & Spaulding | Vehicle accident | Smoking | 2 | 21:21 | 1 | |
| 730 | 12-19 | Egypt Valley & Roma Terrace | Vehicle accident | rollover | 2 | 21:50 | 8 | |
| 731 | 12-20 | 7574 Fulton | Odor investigation | Undetermined | 3 | 00:57 | 2 | |
| 732 | 12-20 | 9300 Two Mile | Med 2 | Stage | 2 | 20:03 | 4 | |
| 733 | 12-20 | 904 Bridgecrest | Med 1 | Medical | 2 | 21:47 | 4 | |
| 734 | 12-20 | 1855 Winterbrook | Med 2 | Stage | 2 | 23:22 | 5 | |
| 735 | 12-21 | 7328 Fulton | Med 1 | Medical | 4 | 10:09 | 2 | |
| 736 | 12-21 | 7070 Ada Depot | CO alarm | Negative | 2 | 18:46 | 2 | |
| 737 | 12-21 | 5985 Two Mile | Illegal burn | Bon fire | 2 | 20:33 | 2 | |
| 738 | 12-22 | 510 Sanctuary Ct | Fire alarm | Canceled | 2 | 16:38 | 2 | |
| 739 | 12-22 | Bailey & Vergennes | Vehicle accident | Slide off | 2 | 17:30 | 5 | |

| # | Date | Location | Description | Detail | Shift | Time | #FF | Assist |
|-----|-------|------------------------------|--------------------|----------------|-------|-------|-----|------------|
| 740 | 12-23 | 8801 Conservation | Odor investigation | Paint odor | 3 | 3:48 | 3 | |
| 741 | 12-25 | 421 Greentree | Med 3 | Assist Life | 4 | 12:55 | 4 | |
| 742 | 12-25 | 7115 Bronson | Med 1 | Medical | 2 | 21:23 | 6 | |
| 743 | 12-25 | 5105 28 th Street | Med 3 | Dispatch error | 2 | 21:23 | 0 | |
| 744 | 12-26 | 940 Clifford | Med 1 | Medical | 2 | 15:13 | 2 | |
| 745 | 12-26 | Fulton & Ada | Vehicle accident | Two cars | 2 | 23:26 | 5 | |
| 746 | 12-27 | 4880 Cascade | Med 1 | Medical | 1 | 12:19 | 2 | |
| 747 | 12-28 | 931 Paradise Lake | Med 0 | Medical | 2 | 18:04 | 5 | Lucas |
| 748 | 12-29 | 7339 Fairhaven Ct. | Fire alarm | False | 3 | 7:34 | 5 | |
| 749 | 12-30 | 8811 Vergennes | Med 1 | Medical | 1 | 8:29 | 3 | |
| 750 | 12-30 | 1059 Greenwood Forest | Med 1 | Medical | 2 | 17:21 | 5 | |
| 751 | 12-30 | 1046 Ada Place | Odor investigation | Cooking | 2 | 17:58 | 2 | |
| 752 | 12-30 | 3889 Elhardt | Structure fire | Chimney fire | 2 | 20:30 | 2 | To Gratten |

On the Cover

This was our second busiest month, in 2019 we hit 755 runs for a record year. In 2019 we also began our 24-hour staffing, within the first few days of coverage we responded to 52 wires down calls which brought us to that all time high for incident responses. In 2019 we responded to 111 wires down incidents due to the ice storms that hit the area. Each year we continue to increase responses with medicals, fire alarms and vehicle accidents leading the way.

Fire Training

This month we reviewed the duties and importance of the Rapid Intervention Team (RIT). This team of two firefighters is assigned to RIT in the event a firefighter in a structure calls a MAYDAY alert. A MAYDAY could be when the firefighter becomes lost, disoriented, trapped, injured or low on air. The RIT crew jumps into action to begin a search for the downed firefighter. In their staging area they will be a collection of tools to assist in the rescue, one of the crew members will monitor the radio listening for a MAYDAY call.

Fire Inspector

Congratulations to Firefighter Rory Velting who recently completed the 80-hour Fire Inspector I course and successfully completed the testing process. Beginning in early 2025 Rory will be visiting each of our businesses for what will become an annual inspection.

Fire training

Thanks to Joel Harner of Let Us Construction for the opportunity to train in the house at 7142 Thornapple River prior to demolition. This gave our teams the chance to perform vent – enter – search, a technique to quickly enter and search a room during a fire. They also performed hose line advancement into the house and each room. It is not often we get a chance to use our skills in a house for training.

Tinsel Treats & Trollies

Our team was part of the busiest night in Ada. We had several points where we would light the area or assist with traffic control for the hundreds of guests.

Santa Parade

Our team was again part of organizing and welcoming Santa to town. This year we had the Forest Hills Northern Band who has been part of the parade since the beginning 30 years ago. Forest Hills Central Marching Band joined in the festivities this year. An order for 700 cookies prepared by the students at the Kenat Career Tech Center served the crowds as they waited to see Santa.



January 8, 2025

Julius Suchy, Township Manager
Ada Township
7330 Thornapple River Drive
Ada, MI 49301

RE: December 2024 Monthly Utility Report

Dear Julius:

Summarized below are the activities for the wastewater and water system operations for Ada Township, December 2024.

UTILITY REPORT

ADMINISTRATIVE

- The December Monthly Operation Report (MOR) for the Grand Valley Estates water supply for the Michigan Department of Environment, Great Lakes, and Energy (EGLE) is filed on the EGLE portal.
- Coordinated work orders to change out water meters due to inaccessibility around houses or nearing the end of their lifespans.
- Completed the 2024 lead and copper monitoring requirements and submitted reports to EGLE.
- Received notice from the EPA that Ada Township is in full compliance. No further information is required of us at this time.
- Fourth quarter samples are complete and submitted to the EGLE portal. These include water quality parameters and disinfection by products. Sample results are within limits.

WASTEWATER OPERATIONS

- Conducted routine lift station checks/maintenance December 6, and 20, 2024
- Routine sewer cleaning is currently on hold due to the winter weather.
- West Michigan CAT visited the generator at the West Fulton lift station due to pump issues during transfer switch. Found transfer switch working correctly. We need to investigate the programming on the controls. Made some adjustments and are monitoring the station for further pump issues.

WATER OPERATIONS

- Collected routine water bacteria samples.
- Completed routine Miss Digs in Ada Township and Grand Valley Estates.
- Water service replacement due to broken blue poly line at 6060 East Fulton.

2960 Lucerne Drive SE, Suite 100
Grand Rapids, MI 49546
P: 616.588.2900
F: 616.977.1005
www.fv-operations.com

- Finalized lead and copper samples for the fall monitoring period.
- Hydrants pumped down and winterized. Met with a contractor at St. Roberts Church about a hydrant they were still using during construction. They will discontinue use until spring.
- Sent letters to customers for cycle B that were affected by reading errors and addressed customer concerns and complaints directly.
- Worked with customers on main taps for 7210 Headley and 7247 Bradfield.
- During routine flushing we found a hydrant on Spaulding by the railroad tracks not working and loose. Shut hydrant down for replacement. Lee's Trenching replaced the hydrant, and we flushed then pumped it down.



EMERGENCY CALLS/OUT-OF-SCOPE

- Gravity sewer main with gas line running through the sewer at 7500 East Fulton was repaired by Lee's Trenching.
- Called to shut off water at 6363 Lehigh Court for a broken water service. Christmas décor was interfering with the locator signal to find curb box. After moving décor, we found the box was buried 6-inches deep. Uncovered and found curb box offset and full of dirt. Once we were able to access the valve, water was fully shut off for the plumbers to repair the next business day. Turned water back on after completion and checked for leaks.



- Resident reported leaking valve at 839 Paradise Lake. On-call staff shut off water for plumber at on a Saturday. Turned water back on when complete.
- Found warming bulb failed, causing a low-level alarm at the Grand Valley Estates water tower. The water was never low, but the water line was frozen in the panel causing the system to register that it needed water. Replaced the bulb and thawed line. System returned to normal operation.
- Hydrant was hit in the 7000 block of Ada Drive. Worked with Lee's Trenching to replace hydrant.



Sincerely,

F&V OPERATIONS AND RESOURCE MANAGEMENT, INC.

Stephanie M Kozal
Project Manager

Executive Director Report

Ada History Center – Kristen Wildes

December 2024

Week of December 2

- Display - research and content edits for next year's temporary exhibit, *Change*. Hosted a private tour with Margaret.
- Collections - worked with Gary on photo collection and Karey on new accessions. Researching and discussed the Ada Dam with representative from the Thornapple Association.
- Admin - working on documents for fundraising committee about year-end appeal and next year's special campaign. Worked with Karey on volunteer coordination. Submitted my monthly report to Julius. Spoke with Wesley about possible programming for 2025. Worked open hours with Karey. Connected with Liz F about Ada Cemetery tour research. Worked Tinsel, Treats & Trolleys event. Connected with Kim at the ABA about the reindeer onsite for TT&T. Assisted both Tom Korth and Ada Vista with info about Ada's development. Worked on annual calendar for Programs/Events committee. Working on research with Gary B and Mark D. Prepared my committee reports for December board meeting. Touched base with Jeanne about MACC granting and other finance things.
- Publicity - made social media posts about our holiday window decoration and Kreigh Collins' Up Anchor comic strip, wreath sale, and TT&T. Wrote and submitted article for January Our Home Ada magazine about the 150th anniversary of Rix's death. Began developing content for the upcoming newsletter which will finalize at the end of the month.

Week of December 8

- Display - working steadily on temporary exhibit for 2025 with Spaces to Experiences.
- Collections - worked with Gary on photo collection. Received 3 more artifact donations. Emailing with two different members about research for the new exhibit and cemetery tour.
- Admin - helped prepare board packets for and attended monthly board meeting. Compiled holiday volunteer gifts with Karey. Worked with Fundraising committee on a number of things. Finalized prep for year-end appeal mailing. Worked Tuesday open hours with Karey. Sent email to membership about final days of wreath sale. Helping funnel potential band inquiries to the Music on the Lawn committee. Received funding payment from Michigan Arts & Culture Council. Received 1 membership renewal. Sent holiday cards to township groups (as in Fire Dept, ABA, etc) and involved volunteers.
- Publicity - sent social media posts about a thank you for TT&T and Santa Parade, last chance for wreath sales, reminder about our window decoration. Final compilation and some editing for the upcoming newsletter.

Week of December 16

- Display- worked open hours with Jeanne. Been focused on design edits working with Spaces to Experiences on the temporary exhibit for 2025. Emailing with a member about his family history with the dam. Working with VanderBoon family and Parks Dept. for a plaque for Roselle Park.
- Collections - worked on photo collection with Gary. Worked on new accessions with Karey. Took in a couple of artifact donations.
- Admin - emailed members about final open hours for 2024. Confirmed with Jeanne about payments received from the MACC grant. Emailing with Parks Dept about a possible collaboration in February. Exchanged emails with 2 members doing research.
- Publicity - Working with Marian/Dale & Keith through edits for the newsletter. Made social media posts about the reindeer in our parking lot, the final open hours for 2024, Kreigh Collins' Christmas in Many Lands series, the chicken coop house being demo'd on Thornapple River Dr. and a pic of a wreath on the outhouse. Met with the township about the upcoming AdaView and began preparing our content.

Holiday weeks of December 23 and 30

- Display – editing for next year’s temporary exhibit
- Collections – processing donations of year end gifts. Worked with Karey on new accessions for collections management.
- Admin - Working with Barb and fundraising committee on documents for next year’s campaign and for year-end appeal. Met with Karey about volunteer coordination and year in review. Prepared four committee reports for January board meeting.
- Publicity - made social media post about Christmas, final open hours for the year, Kreigh Collins temporary exhibit closing, Happy New Year, wreath hanging on outhouse, and holiday closure hours. Sent info on Historical Society of Michigan’s History Hounds lecture series for January to our members.



**Parks & Recreation Department
Director's Report January 6th, 2025**

Submitted By: Director of Parks & Recreation – Wesley Deason

Parks, Recreation, and Land Preservation Advisory Board

- The next PRLP Advisory Board meeting is scheduled for January 16th, 2025 at 8:30am in the Roselle Park Resource Building.
- The December meeting was cancelled due to the unavailability of many board members and the inability to hold quorum.

Administrative Items:

- Annual performance reviews for staff were held the week of December 16th.
- A preliminary draft of the Parks & Recreation Budget was completed on 12/23. Township Manager Suchy and I will be reviewing this together on 1/8 as we continue to refine for the coming fiscal year.
- The Township has hired a new DDA Director, Kevin Austin. Due to the unique relationship between Parks and the DDA, staff will have an orientation meeting with Kevin on 1/9 to discuss our shared vision and plans for the future as it relates to community and special events.
- Parks & Recreation staff will be in attendance for the West Michigan Recreation & Parks Association (WMRPA) quarterly meeting in East Grand Rapids on 1/22. This meeting's focus will be on both existing and planned trails throughout the region.

Special Events & Programs:

- Parks & Recreation staff will be attending the 2025 Community Events Meeting held at Michigan Software Labs on January 13th. This event is held in collaboration with the Ada Business Association and DiscoverAda. We will be highlighting and sharing many of the exciting events and opportunities we have planned for the community in 2025.
- The Daddy-Daughter Dance scheduled for February 1st has received very positive feedback from our community members. Over 30 participants registered when registration opened within the first 4 hours on December 6th.
- Registration for our new Ada Youth Flag Football League (AYFFL) opens January 21st.

ADA YOUTH FLAG FOOTBALL LEAGUE
AYFFL
REGISTER
HERE!
**SPRING LEAGUE
GRADES K-5**
REGISTRATION: JAN. 21 - MAR. 12
LEAGUE PLAY: SATURDAYS APR. 19 - MAY 31
LOCATION: ADA PARK / FEE: \$125 PER PLAYER
ADA PARKS & RECREATION | 616.920.7852 | EENGEL@ADATOWNSHIPMI.COM

Ongoing Projects:

- Annual tree care maintenance at Ada Park will take place the week of January 6th. The work targeted to be completed will aid in both the overall health and aesthetic of our trees throughout the park.
- A new draft of Park Rules & Guidelines has been established through the aid and support of the Programs & Facilities Committee. This document has been shared with Township Manager Suchy to be reviewed by legal counsel. Once that review is complete, we will make final adjustments to prepare for a recommendation for adoption by the Township Board from the PRLP.
- Progressive Companies is scheduled to deliver the Township a final cost estimation and design proposal for the completion of Covered Bridge Park by January 13th. This proposal will be reviewed by the PRLP and considered for recommendation to approve to the Township Board.
- I am continuing to work with Musco Lighting to assess the logistical, operational, and financial requirements for relocating the stadium lights from Leonard Field to the Ada Park ball diamonds. To facilitate this project, the fencing at the Ada Park ball fields will need to be replaced in advance to ensure the lights are properly installed. I am working with several fencing contractors to gather quotes for the full replacement cost, enabling us to plan effectively for the next budget cycle.



MEMORANDUM

Date: 01.03.25

TO: Julius Suchy, Township Manager
FROM: John D. Said AICP, Director of Planning
RE: Department Activities Summary Report, December 2024

Planning Commission

December 19 Meeting

The following actions took place at the December 19 Planning Commission meeting:

- Review and approval of a request for Site Plan and Special Use approval for a front yard accessory building; RP-1 zoning district; 8831 Bailey Drive; Charmaine Murphy. (These approvals rectify a previously-existing zoning violation at this location.)
- PVM District Development Plan approval extension for townhome and accessory dwelling units; 7247, 7257, 72678 Bronson Street; Joe Harner/Let Us Development.

Zoning Board of Appeals

December 3 Meeting

The following actions took place at the December 3 Zoning Board of Appeals meeting:

- Review and approval of a side yard setback variance for an addition to an existing building in the I zoning district; 6540 E. Fulton; Makuski Builders Inc.
- Review and approval for sign variances for a new parish activities center sign in the R-3 zoning district; 6477 Ada Drive SE; St. Robert Church and School.

November 12 Zoning Board of Appeals meeting was cancelled due to a lack of applicants.

Other Activities/Information

Zoning Ordinance Update

Article reorganization revisions have resumed with completion of draft revisions to the Township's residential and commercial districts; these primarily reorganizations of existing requirements into a more concise, readable, and transparent format. The next set of revisions/reorganizations will be made to the Township's industrial districts. Staff has also submitted a grant application to the Michigan State Housing Development Authority (MSHDA) for funding to assist in the Zoning Ordinance rewrite, which would be especially useful for the Ordinance's more specialized portions, including the PVM (Planned Village Mixed-Use) Overlay District and various graphic illustrations.

Code Enforcement

Here is an update concerning the most prominent current/recent code enforcement matters:

- 8460 Conservation Street NE (Kent County Conservation League; KCCL); the Township's Attorney, Township Manager, and Director met with KCCL representatives on December 4 to review various matters; further review continues.
- 2085 Shady Drive; Township Staff issued a citation to the property owner regarding an illegal accessory dwelling (in an accessory building) on the property, as there has been no response from the owner nor efforts towards compliance. A court date is anticipated to be scheduled.

Additional Items

The following additional activities and information from December are provided:

- Director attended the annual Economic Outlook presentation held by The Right Place on December 5 at the JW Marriott in Grand Rapids. Event focused on review of economic trends and anticipated economic conditions for the near future.
- Director coordinated December 16 meeting between the Covered Bridge Park design team (Progressive Companies) and State officials (EGLE) to determine options for reconstruction of the restroom/storage building in the park and related Covered Bridge Park proposed improvements, due to the Park being located within floodplain and floodway areas. EGLE representatives provided helpful guidance so that these projects achieve compliance.
- Director and Staff met on December 16 to discuss Township newsletter articles for next issue, as well as newsletter design/format.
- Planning Department Staff and Planning Commission Chair Rob VanderVennen met with Planning Commission appointee Justin Ellixson-Andrews to provide introductory information about the Commission's duties and processes.
- Director prepared and submitted proposed Department budget for FY 2025-2026.
- Work on a draft "compatible renewable energy ordinance" (CREO) remains to be completed; once done it will be brought forward for Township Board consideration. This is being done in accordance with Public Act 233 of 2023, which exempts large scale large-scale solar and wind power projects from local zoning authority. The Act mandates local permitting only if the affected local unit of government has adopted a CREO.
- In addition to the meetings/activities noted above, the Director attended the following Township meetings/events:
 - December 9 DDA Board meeting
 - December 9 Township Board meeting

Permit Activity

Permit summary activity from Cascade Township for December and for calendar year 2024 is attached to this report. A summary of permit trends for the last four years (2021 to 2024) is also attached.

As always, please let me know if there are any questions regarding this report.

Ada Township – Permit Summary Information (2021 – 2024)*

| <u>Year</u> | <u>Total Number of Permits</u> | <u>Total Estimated Costs (\$)</u> | <u>Average Project Cost-Per-Permit (\$)</u> | <u>Total Permit Fees (\$)**</u> |
|-------------|--------------------------------|-----------------------------------|---|---------------------------------|
| 2021 | 381 | 60,675,135 | 159,252 | 151,806 |
| 2022 | 365 | 76,005,158 | 208,233 | 255,685 |
| 2023 | 346 | 90,791,794 | 262,404 | 293,794 |
| 2024 | 446 | 130,041,572 | 291,573 | 407,319 |

New Single-Family Residential Homes Permits

2021: 30. Total estimated cost: \$21,803,076. Average per home: \$726,769.

2022: 28. Total estimated cost: \$25,776,017. Average per home: \$920,572.

2023: 24. Total estimated cost: \$18,397,939. Average per home: \$766,581.

2024: 39. Total estimated cost: \$31,011,063. Average per home: \$795,155.

Changes from 2023 to 2024

- A 29% increase in total number of permits.
- A 43% increase in overall construction value.
- A 39% increase in permit fees.
- For new single-family home construction, an 11% increase in new home value, and a 63% increase in new home units.

*All monetary amounts and percentages rounded to nearest whole number.

**Per contract with Cascade Township, Ada receives 20% of permit revenues.

ADA TWP CATEGORY REPORT

| Category | Estimated Cost | Permit Fee | Number of Permits |
|-------------------------------------|---------------------------|---------------------------|-------------------|
| Commercial, Add/Alter/Repair | <i>\$377,000</i> | <i>\$2,560.00</i> | 4 |
| DECK | <i>\$84,400</i> | <i>\$700.00</i> | 4 |
| DEMOLITION | <i>\$27,000</i> | <i>\$170.00</i> | 2 |
| Detached Accessory Building | <i>\$60,000</i> | <i>\$346.00</i> | 1 |
| Res. Add/Alter/Repair | <i>\$1,155,819</i> | <i>\$875.00</i> | 5 |
| Res. Single Family | <i>\$3,471,435</i> | <i>\$7,022.00</i> | 5 |
| Residential - Other | <i>\$63,689</i> | <i>\$560.00</i> | 4 |
| Roofing | <i>\$143,823</i> | <i>\$935.00</i> | 11 |
| Sign | <i>\$5,500</i> | <i>\$85.00</i> | 1 |
| Totals | <i>\$5,388,666</i> | <i>\$13,253.00</i> | 37 |

ADA TWP CATEGORY REPORT YTD

| Category | Estimated Cost | Permit Fee | Number of Permits |
|-------------------------------------|----------------------------|----------------------------|-------------------|
| Commercial, Add/Alter/Repair | <i>\$80,445,410</i> | <i>\$295,830.00</i> | 43 |
| DECK | <i>\$643,489</i> | <i>\$5,670.00</i> | 33 |
| DEMOLITION | <i>\$146,360</i> | <i>\$850.00</i> | 10 |
| Detached Accessory Building | <i>\$1,007,072</i> | <i>\$3,900.00</i> | 11 |
| Res. Add/Alter/Repair | <i>\$8,038,114</i> | <i>\$15,568.00</i> | 68 |
| Res. Single Family | <i>\$31,011,063</i> | <i>\$58,694.00</i> | 39 |
| Residential - Other | <i>\$2,166,295</i> | <i>\$4,906.00</i> | 33 |
| RESIDENTIAL ADDITION | <i>\$853,224</i> | <i>\$3,821.00</i> | 9 |
| Roofing | <i>\$4,257,740</i> | <i>\$14,620.00</i> | 172 |
| Roofing/Siding | <i>\$15,000</i> | <i>\$85.00</i> | 1 |
| Sign | <i>\$113,014</i> | <i>\$1,275.00</i> | 15 |
| Swimming Pool | <i>\$1,344,790</i> | <i>\$2,100.00</i> | 12 |
| Totals | <i>\$130,041,57</i> | <i>\$407,319.00</i> | 446 |