



**ADA TOWNSHIP PLANNING COMMISSION
THURSDAY, FEBRUARY 21, 2019 MEETING, 7:00 PM
TOWNSHIP OFFICES, 7330 THORNAPPLE RIVER DR.
ADA, MICHIGAN**

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES OF JANUARY 17, 2019 MEETING

V. PUBLIC HEARINGS

1. Proposed Capital Improvements Plan, 2019 - 2025

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

VIII. COMMISSION MEMBER / STAFF REPORTS

1. Options for Preserving Historic Buildings in the Village
2. Proposed Landscaping Changes for Ada Hospital for Animals, 1770 Grand River Dr. NE

IX. PUBLIC COMMENT

X. ADJOURNMENT

**ADA TOWNSHIP PLANNING COMMISSION
MINUTES OF THE JANUARY 17, 2019 MEETING**

A meeting of the Ada Township Planning Commission was held on Thursday, January 17, 2019, at 7:00 p.m. at the Ada Township Offices, 7330 Thornapple River Dr., Ada, MI.

I. CALL TO ORDER

II. ROLL CALL

Present: Burton, Butterfield, Carter, Jacobs, Leisman

Absent: Lunn, Easter (arrived at 7:05 p.m.)

Staff Present: Ferro, Bajdek, Winczewski

Public Present: 11 Members

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES OF DECEMBER 20, 2018 MEETING

Burton moved, Carter supported, to approve the minutes of the December 20, 2018 meeting as presented. Motion passed unanimously.

V. PUBLIC HEARINGS

1. Request for Special Use Permit, “Type 2” Home Occupation in the RR Rural Residential Zoning District, to permit Personal Training as a Home Occupation, 201 Honey Creek Ave. NE, Parcel No. 41-15-27-200-054, Reed Dietrich, for property owned by Emily Dietrich

Reed Dietrich was present to state his request. Mr. Dietrich stated he is applying for a Special Use Permit to do personal training out of his garage for his 22 clients. He is a certified personal trainer who likes to help friends and family.

Easter arrived at 7:05 p.m.

Planner/Zoning Administrator, Bajdek, explained that Mr. Dietrich is planning to attach a new garage to his existing home for the use of his personal training business. However, before it is completed, he would like to use a portion of his existing garage which is located on the property and attached to the home via a covered walkway and roof system.

Bajdek explained that Mr. Dietrich will have small group training sessions ranging from 1-3 clients at a time as well as a larger group training session ranging from 5-10 clients once per week. No more than 15 training sessions per week are anticipated.

Bajdek summarized the parcel description and noted that the standards for a “Type II” Home Occupation and Special Use Permit standards have all been met.

Bajdek stated that per the Kent County Road Commission, a commercial driveway approach will be required for the subject operation. The existing residential driveway approach will need to be improved to meet commercial driveway approach requirements.

Bajdek stated that staff recommends approval of the Special Use Permit subject to the conditions outlined in his staff memo.

Leisman opened the public hearing at 7:08 p.m., no comments were given, public hearing was closed.

Leisman inquired if the potential for 53 additional vehicles on the private road could become a problem.

Burton inquired if there was enough parking for the days where 10 clients will be visiting. Mr. Dietrich stated he has a loop around driveway with plenty of room for 10 vehicles.

Planning Director, Ferro, explained what may be required for a commercial driveway.

Jacobs stated it might be worth considering obtaining the permit from the Kent County Road Commission before starting any construction.

Martha Rushmore, neighbor at 333 Honeycreek, stated Mr. Dietrich has a driveway easement on a small portion of her property and is concerned how this business may impact her financially. Leisman stated those concerns should be addressed with Mr. Dietrich and invited tabling the item for a few minutes so she could speak privately to Mr. Dietrich.

Item was tabled at 7:19 p.m. and resumed at 7:39 p.m.

Mr. Dietrich stated he would like to table the item until the February 21st meeting to give him more time to work out the details of his driveway easement with the Rushmores.

Jacobs moved, Burton supported, to table the request until the February 21st meeting.
Motion passed unanimously.

VI. UNFINISHED BUSINESS – None

VII. NEW BUSINESS

1. PVM District Development Plan, Construction of a 4,102 sq. ft., two-story dental building to be located within the Ada West Commercial Condominium, Unit 6, 7167 Headley Street SE, Parcel No. 41-15-28-479-006, Lindsey Vogl, Ada Hills Family Dentistry

Leisman stated for the record that he and Jacobs are patients of Dr. Vogl.

Ken Dixon, Dixon Architecture, presented the plans on behalf of Dr. Vogl. Dixon gave a slide presentation showing the different renderings of the proposed building. Dixon stated he is asking for a departure from lot coverage and rear setback standards, similar to the departures which have been given for other nearby lots.

Dixon stated his client would like to start construction in April and is concerned that the sanitary sewer which is being constructed by the Township will not be completed in time. He is asking that one of the recommended conditions from the Planning Department be removed which states “Sanitary sewer completion is required prior to building permit issuance.”

Easter inquired about parking spaces. Ferro stated he drives by the location frequently and the spaces are less than 50% utilized. There should not be any issues with parking.

Leisman asked for Planning Department's opinion on Dixon's request regarding sanitary sewer completion. Ferro stated an alternative condition could be added requiring a financial guarantee for the cost of the sewer construction from the developer as a means for starting building construction before the sewer is completed.

Bajdek gave a brief summary of the request stating that approval is recommended, subject to the conditions as outlined in the staff memo.

Jacobs suggested changing the sewer condition to state that the Utility Director must give permission to allow construction before the sanitary sewer permit is issued. Board discussed and agreed.

Jacobs moved, Burton supported, to approve the development plan, subject to the following findings and conditions:

1. a. The proposed development plan, as modified by the conditions of approval listed below, requires the following "departures" from the standards of the PVM district, which are hereby approved:
 - 1) Sec. 78-476(a) – Maximum lot coverage.
 - 2) Sec. 78-476(a) – Minimum rear setback.
 - b. The above departures result in a plan that complies with the spirit and intent of the PVM District to a greater degree than would be the case without authorization of the departures.
 - c. The proposed alternative is consistent with the purpose and intent of the PVM District.
 - d. The proposed alternative, in comparison to conformance with the PVM district standards, will not have a detrimental impact on adjacent property or the surrounding neighborhood.
 - e. The proposed alternative is necessary and appropriate to accommodate a superior design of the proposed development.
2. The proposed development plan for a 4,102 sq. ft., two-story, dental building, is approved subject to the following conditions:
 - a. The building and site improvements shall be completed substantially as shown on the plan set titled "Ada Hills Family Dentistry," (civil drawings) dated January 10, 2019 and "Ada Hills Family Dentistry" (architectural drawings) dated January 10, 2019, except as modified in accordance with these conditions of approval.
 - b. Any exterior building mounted light fixtures shall qualify as "full-cutoff" control of light emission or of a low light intensity non-glaring style, subject to approval of the Planning Department. Fixture specifications shall be submitted for approval, prior to building permit issuance.
 - c. Sanitary sewer completion is required prior to building permit issuance unless otherwise approved by the Utility Director.

Motion passed unanimously.

2. Revised PVM District Development Plan, Construction of a 13,075 sq. ft., two-story building to be used for restaurant, retail and office uses, Marketplace Square, Unit B5, 7471 River Street SE, Parcel No. 41-15-34-128-005, Ken Dixon on behalf of Ada Marketplace B-5, LLC

Leisman recommended discussing New Business, Items 2 and 3, simultaneously due to common ownership, the buildings being adjacent to each other, and both items are being presented by the same applicant. Leisman then opened the floor for comments from the Planning Department.

Bajdek gave an overview of the request stating that the ownership group recently determined that “swapping” the previously approved B5 and B6 buildings on Unit 5 and Unit 6 of the subject development would allow for an enhanced utilization of space within the development.

Bajdek stated swapping the buildings is an improvement from the previously approved plans for the following reasons:

- There will be an increased shared/common area between the buildings;
- Unit 6 will have gained access to the private garages from the common drive of the association;
- Restaurant functions planned for the building on Unit 5 will be located adjacent to the existing restaurant operation (Zeytin’s) located on Unit 4, allowing for consolidated deliveries and trash collection.

Ken Dixon gave a slide presentation of the proposed buildings. Dixon stated that swapping the buildings allows for a shared gathering space between the buildings which could be used for outdoor seating or shipping container cafes. Also in this shared space will be 10 feet of landscaping on the B5 side of the building.

Dixon stated the same departures are being requested as before, just for the opposite buildings.

Ferro asked if drivers pulling out of their garage from B6 would have clear view of cars coming around the corner. Dixon stated yes, the building was pushed back 13 feet in order for drivers to be able to see clearly in both directions before exiting their garage.

Carter expressed concerns that there could be problems between tenants regarding the shared space. Ferro pointed out that issues in the common space would need to be handled privately, possibly guided by their association by-laws.

Carter moved, Jacobs supported, to approve the B-5 development plan, subject to the following findings and conditions:

1. The Planning Commission hereby makes the following findings:
 - a. The proposed development plan, as modified by the conditions of approval listed below, requires the following “departure” from the standards of the PVM district, which is hereby approved:
 - 1) Sec. 78-476(a) – Minimum frontage percentage.
 - b. The above departures result in a plan that complies with the spirit and intent of the PVM District to a greater degree than would be the case without authorization of the departures.

- c. The proposed alternative is consistent with the purpose and intent of the PVM District.
 - d. The proposed alternative, in comparison to conformance with the PVM district standards, will not have a detrimental impact on adjacent property or the surrounding neighborhood.
 - e. The proposed alternative is necessary and appropriate to accommodate a superior design of the proposed development.
2. The proposed development plan for a 13,075 sq. ft. building is hereby approved, subject to the following conditions:
- a. The building and site improvements shall be completed substantially as shown on the plan set titled “Ada Marketplace Square Condominium – Unit 5,” (civil drawings) dated December 20, 2018 and “Marketplace Square – B5 Building” (architectural drawings) that includes a revision sheet dated January 11, 2019, except as modified in accordance with these conditions of approval.
 - b. Exterior building mounted light fixtures shall qualify as “full-cutoff” control of light emission or of a low light intensity non-glaring style, subject to approval of the Planning Department. Fixture specifications shall be submitted for approval, prior to building permit issuance.
 - c. Floodplain development permits shall be issued by the Michigan DEQ and Ada Township, prior to issuance of a building permit.

Motion passed unanimously.

3. Revised PVM District Development Plan, Construction of a 12,230 sq. ft., two-story building to be used for restaurant, retail and residential uses, Marketplace Square, Unit B6, 7505 River Street SE, Parcel No. 41-15-34-128-006, Ken Dixon on behalf of Ada Marketplace B-6, LLC

This item was discussed with New Business, Item 2. See above.

Leisman asked if there were any questions before a motion is made on B-6.

Carter asked who will be responsible for maintaining the property directly behind the garage. Dixon stated the property manager will be responsible for that area along with all the other common areas. Bajdek stated the residential units will be rentals, not individual condos.

Easter inquired about the transparent storefront departure. Dixon stated that because there will be garages along one wall, faux windows, a mural, or a living wall are being considered. Board discussed who would be responsible for approving what goes in place of the windows and consensus was to have the Planning Department approve.

Carter moved, Jacobs supported, to approve the development plan, subject to the following findings and conditions:

- 1. The Planning Commission hereby makes the following findings:
 - a. The proposed development plan, as modified by the conditions of approval listed below, requires the following “departure” from the standards of the PVM district, which is hereby approved:

- 1) Sec. 78-476(a) – Minimum frontage percentage.
 - 2) Sec. 78-476(g) – Windows on primary façades.
- b. The above departures result in a plan that complies with the spirit and intent of the PVM District to a greater degree than would be the case without authorization of the departures.
 - c. The proposed alternative is consistent with the purpose and intent of the PVM District.
 - d. The proposed alternative, in comparison to conformance with the PVM district standards, will not have a detrimental impact on adjacent property or the surrounding neighborhood.
 - e. The proposed alternative is necessary and appropriate to accommodate a superior design of the proposed development.
2. The proposed development plan for a 12,230 sq. ft. building is hereby approved, subject to the following conditions:
 - a. The building and site improvements shall be completed substantially as shown on the plan set titled “Ada Marketplace Square Condominium – Unit 6,” (civil drawings) dated December 20, 2018 and “Marketplace Square – B6 Building” (architectural drawings) that include revision sheets dated January 11, 2019, except as modified in accordance with these conditions of approval.
 - b. Exterior building mounted light fixtures shall qualify as “full-cutoff” control of light emission or of a low light intensity non-glaring style, subject to approval of the Planning Department. Fixture specifications shall be submitted for approval, prior to building permit issuance.
 - c. Floodplain development permits shall be issued by the Michigan DEQ and Ada Township, prior to issuance of a building permit.
 - d. Approval of the windows on a primary facades departure is contingent upon the implementation of faux windows and/or artwork and/or living wall approved by the Planning Department, that shall not become signage, on the south wall of the building at its eastern extent.
 - e. Signage proposed for the north wall of the building, as indicated on the renderings/plans, does not meet the signage regulations of the Zoning Ordinance, as is not included as part of the subject approval.

Motion passed unanimously.

VIII. COMMISSION MEMBER/STAFF REPORTS

Ferro reminded Commissioners of an upcoming educational seminar.

Leisman inquired if the Planning Department has heard if there will be a change of use for Kingma's. Ferro stated that the Ada Business Association posted on their Facebook page that there will be an announcement of a new tenant in the next few weeks.

IX. PUBLIC COMMENT

Marsha Plafkin, 2150 Buttrick Rd., Ada, and 4415 Lake Michigan Drive, Apt. 512E, Allendale. Ms. Plafkin inquired if this was where she can ask questions about the naming of the library. Leisman informed Ms. Plafkin that questions regarding naming of the library should be addressed to either the Township Board of Trustees or the Downtown Development Authority.

Ken Dixon inquired about regulations for signage that is placed on a building but not used for advertising. Leisman stated he should talk to the Planning Department first and they can determine if it should come to the Planning Commission or the Zoning Board of Appeals.

Noelle Divozzo, 7115 Bronson St. SE, stated she is concerned about the loss of houses in the village. She is worried about the vacant houses near the covered bridge being torn down. Ms. Divozzo asked if the Planning Commission would consider preserving this area with a Historic Preservation zoning change. She would like to see a plan implemented soon to preserve the existing old homes. Ms. Divozzo also expressed disapproval of the higher density townhomes going up behind McDonalds.

Public comment was closed.

Ferro stated he researched zoning rules addressing historic buildings a year ago and did not find much information to create a historic district. There would need to be a study commission implemented to identify the historic resources and the decision would be based on that inventory. Leisman requested the Planning Department do more research on historic districts.

Easter stated she can understand Ms. Divozzo's concerns.

X. ADJOURNMENT – Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Jacqueline Smith, Ada Township Clerk



MEMORANDUM

Date: 2/18/19

TO: Ada Township Board
FROM: Jim Ferro, Planning Director
RE: Capital Improvements Plan, 2019-2024

Attached for review and action by the Planning Commission is the proposed Capital Improvements Plan, 2019-2024.

The annual preparation of a Capital Improvements Plan by the Township is required under the provisions of the Michigan Planning Enabling Act (Act 33 of 2008). Sec. 65 of the Act states that “a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements ...” The Act further states that “the capital improvements program shall show those public structures and improvements, in the general order of their priority, that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period.”

Although the provisions of the Michigan Planning Enabling Act assign responsibility for preparing the plan to the Planning Commission, the Township's practice has been for the Township Board to also approve the plan.

With one exception, the Plan presents a realistic, achievable program of future capital expenditures for upkeep and replacement of existing and development of new capital facilities in the Township. As was the case in the 2018 CIP, the financial projections for the Public Safety fund, which supports fire protection and law enforcement services in the Township, indicate that the Public Safety fund has insufficient revenues from the existing millage to support both operating costs and planned capital expenditures over the next 6 years.

Recommendation:

It is recommended that the Planning Commission approve the proposed Capital Improvements Plan, 2019-2024, as drafted, and include in the approval communication to the Township Board a recommendation that an appropriate committee or task force be immediately charged with developing a financial sustainability plan for the Public Safety Fund.



Ada Township Capital Improvements Plan



2019-2024

2/18/19 Draft

Approved by Planning Commission:

Approved by Township Board:



ADA TOWNSHIP CAPITAL IMPROVEMENTS PLAN, 2019-2024

Adopted: _____, 2019

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ADA TOWNSHIP CAPITAL IMPROVEMENTS PLAN, 2019-2024

Introduction

The Ada Township Capital Improvements Plan, 2019-2024 (CIP) identifies the major investments in capital facilities that the Township plans to make in the next 6 years. “Capital facilities” are physical facilities of the Township that have a relatively high cost and a long lifespan. Capital facility expenditures are generally “one-time” expenditures on acquisition, construction, major repair or major improvement to land or a physical facility, and are not annually occurring operating expenses. Examples of capital facilities include Township buildings, parks, public water and sewer systems, and vehicles and other major equipment. Facilities owned by other jurisdictions for which the Township participates in financing may also be considered within the scope of the capital improvements plan. Examples of these types of facilities include public roads that are under the jurisdiction of the Kent County Road Commission. For purposes of this Plan, the acquisition or improvement of a physical asset with a cost of \$10,000 or more is included in the Plan.

There are a number of Township-prepared planning documents that include multi-year expenditure blueprints for specific types of capital facilities, such as the “Action Plan” contained in the Parks, Recreation and Land Preservation Plan, the Township’s Non-Motorized Trail Plan, the DDA Development Plan and the Water System and Sewer System Asset Management Plans. In addition, some specific Township park sites, such as Roselle Park, have individual site Master Plans that have been prepared and adopted to guide development of these sites. The CIP brings all of these various capital expenditure plans for specific program areas into a single comprehensive document that addresses the full range of capital facilities in the Township.

The annual preparation of a Capital Improvements Plan by the Township is required under the provisions of the Michigan Planning Enabling Act (Act 33 of 2008). Sec. 65 of the Act states that “a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements ...” The Act further states that “the capital improvements program shall show those public structures and improvements, in the general order of their priority, that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period.”

Benefits and Uses of a Capital Improvements Plan:

Few communities have the fiscal resources to afford every new community facility or improvement its citizens desire. Since our facility needs and wants exceed the financial resources available, choices must be made among competing community project needs. The preparation of a CIP provides a systematic approach to identifying capital project needs and selecting those to be implemented, which helps ensure that public funds are used in the most cost-effective manner.

The preparation of a CIP also provides the following benefits to the community:

- It promotes coordination and continuity in budgeting over several years.
- The process of preparing a CIP helps decision-makers relate capital spending to achievement of adopted community goals.
- Preparing a CIP involves a process in which capital projects of different types are evaluated and prioritized; helps ensure that financial resources are devoted to most important needs first.
- Preparing a CIP helps ensure that funds are set aside for eventual replacement or major rehabilitation of facilities with a limited useful lifespan.
- Preparing and following a CIP helps avoid a “squeaky wheel” approach to deciding which projects get funded.

Overview of Process for Development of the CIP

The preparation of this Plan has been a team effort involving the elected Township executive positions, Township department heads and the Planning Commission, with data collection and analysis, meeting coordination, and plan drafting responsibilities carried out by the Township Planning Department. The preparation of a draft Plan for consideration by the full Planning Commission was overseen by a 5-member Capital Improvements Plan Committee comprised of the Township Supervisor, Clerk and Treasurer, along with two members of the Planning Commission.

The process of preparing the plan was initiated in August, 2018, with distribution to Township department heads of a “capital project request worksheet,” for use in requesting potential projects for consideration in the plan. The project requests submitted were compiled in late Fall. In addition, the Planning Department completed an analysis of historic revenues and expenditures in each of the Township’s major funds, as well as projections of future revenues and operating expenditures, in order to assess the amount of funding available for capital projects for each year of the CIP, in each of the major fund categories.

The CIP Committee met with Township department heads on February 1, 2019, and reviewed proposed projects and the analysis of funding availability. Feedback from CIP Committee members was then incorporated into a draft plan document by Planning Department staff. A public hearing was held by the Planning Commission on the final draft plan on February 21, 2019, after the draft was made available for review by the public on the “News Alerts” section of the Township’s web site on February 18, 2019.

Following the public hearing, the Commission approved the plan and forwarded it to the Township Board for review and adoption.

The Township Board reviewed and approved the Plan on _____, 2019.

Assessment of Local Funding Available for Capital Improvements

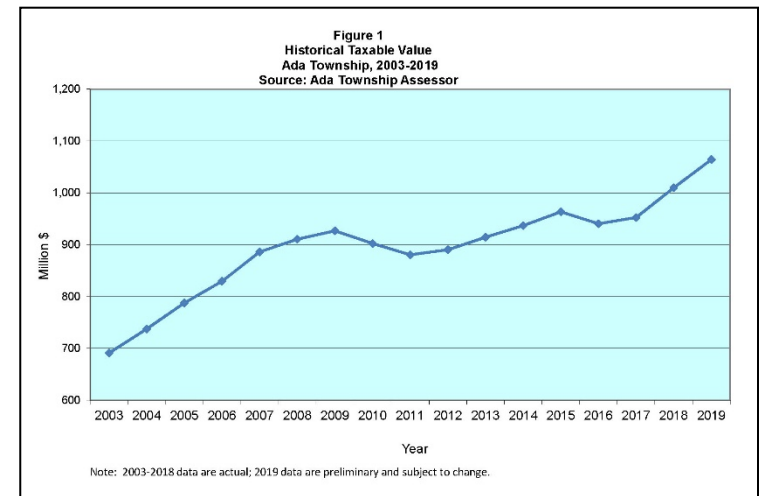
To be most useful as a guide and a financial planning tool for the future, the 6-year CIP should be based upon a realistic expectation of future funding available for capital expenditures. Unless likely funding availability is taken into consideration, the value of the CIP as a planning tool is seriously diminished, and it becomes more of a project “wish list” than a true roadmap for future capital investments.

To develop projections of future funding, historical trends in the Township’s taxable and assessed value were reviewed, in addition to historical and projected State revenue sharing, and other major Township revenue sources. In addition, historical data concerning the Township’s basic operating expenditures were compiled and reviewed.

a. Historical Growth in Taxable Value

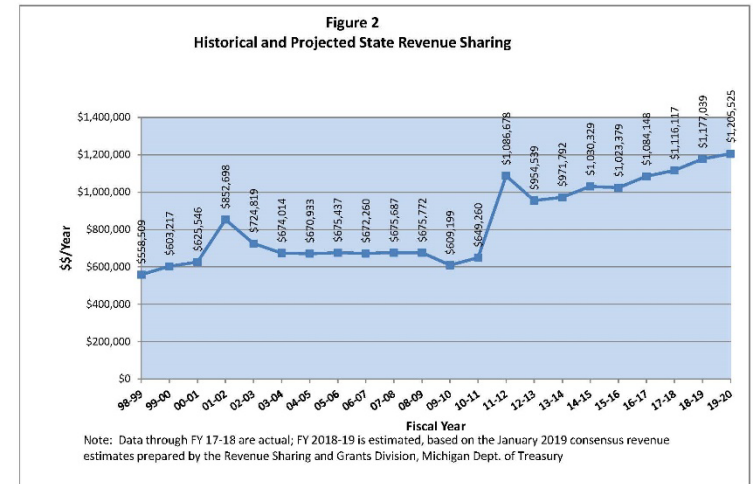
The graph in Figure 1 depicts historical change in the total taxable value of property in Ada Township. Property tax levies are based on the taxable value of property. Annual increases in taxable value are limited by law to no greater than the overall rate of inflation (or 5%, whichever is less), while assessed values are adjusted annually based on studies of market values reflected in actual property sales. Michigan law provides that the taxable value of property may not exceed the assessed value.

The historical data shows that between 2003 and 2007 total taxable value of property in the Township grew between 5% and 7% per year. Beginning in 2008, the rate of increase slowed markedly, with taxable value peaking in 2009 at \$926 million. After reaching a low point in 2011 in the aftermath of the “great recession,” taxable values have since resumed a trend of positive growth, interrupted in 2016 by the implementation of the gradual phaseout of the personal property tax approved by Michigan voters in 2014. Preliminary data from the Township Assessor as of mid-February, 2019 indicates a 2019 total taxable value of \$1.064 billion, an increase of 5.4% from 2018.



b. History of State-Shared Revenues

Figure 2 below depicts the history of annual State revenue sharing payments to the Township. After peaking at about \$852,000 in FY 2001-02 (when 2000 US Census population was first used in the allocation formula), revenue sharing payments declined to just over \$600,000 per year through FY 2010-11. Beginning in FY 2010-11, revenue sharing amounts were calculated based on the new 2010 US Census population counts. With Ada Township's population growth of 33% between 2000 and 2010, this resulted in a substantial increase in the Township's State shared revenues. The revenue total for FY 2011-12 spiked up sharply, to over \$1 million, due to a delay in payments attributable to the increase in population for FY 2010-11 being pushed into FY 2011-12. After this artificial spike in FY 2011-12 revenues, annual revenue sharing payments to the Township have been on a gradual upward trend as a result of growth in the State economy and consumer spending. For FY 2019-20, a 2.4% increase to about \$1.21 million is projected. Annual revenue sharing beyond the 2019-20 fiscal year will be influenced by the results of the 2020 U.S. Census.



c. Assumptions Regarding Future Revenues, Expenditures and General Fund Balance

In developing the CIP, the following major assumptions were made regarding future Township revenues and expenditures:

1. After FY 2019-20, 1.5% per year annual growth in Township total taxable value is assumed, and a 1% increase in DDA taxable value.
2. State revenue sharing is projected to increase at a rate of 1.5% per year beyond FY 2019-20.
3. The Township's non-capital expenditures (basic operating expenditures) are projected to increase by 2% per year.
4. The incremental increase in the DDA's taxable value above the 2008 base year is projected to increase at a rate of 8% per year, for FY 20-21 and beyond.
5. No change in current millage rates is projected. Millages that expire during the term of the CIP are assumed to be renewed with voter approval, as indicated in Tables 10-15.

6. An additional assumption made in preparing the CIP is that the Township will expend some of its undesignated general fund reserves on capital projects within the next 6 years. As of the end of FY 2017-18, the Township's "unassigned" general fund reserves were \$3.4 million, which was 153% of total general fund expenditures for that year.

Input from the Township's auditing consultant is that a prudent level of reserve funding is in the range of 25% to 50% of the Township's annual operating expenditures, or a year-end reserve sufficient to meet cash flow needs during the fiscal year, prior to receipt of property tax revenue near the end of the fiscal year, in February. However, the Township Board has expressed a desire to maintain a general fund balance in excess of the upper limit of this range.

Project Evaluation Criteria:

In order to compare the relative merits and priority of project requests for consideration in the CIP, the following criteria were used by the CIP Committee in evaluating projects for inclusion in the Plan:

- Whether the project is mandated by State or Federal law or regulation.
- Whether the project addresses an immediate threat to public health and/or safety
- Whether the project replaces or rehabilitates an existing deteriorated facility.
- Whether the timing of the project is coordinated with another project, thereby achieving cost efficiencies or reductions through project coordination.
- Whether the project advances adopted community goals and policies contained in a document such as the Township Master Plan, Parks, Recreation and Open Space Plan, site specific Master Plan, adopted Utility Plan or other adopted policy document.
- Whether completion of the project will result in a reduction in annual operation and maintenance costs.
- Whether the project promotes economic development & job creation in the community.

Summary of Planned Capital Improvement Projects by Year

Table 19 in the Appendix summarizes total capital expenditures by year for each of the major program areas within the Township budget. Excluding expenditures in the water and sewer enterprise funds, capital expenditures programmed over the 6-year time

horizon of the CIP total \$19.12 million. Tables 1-10 in the Appendix identify the proposed capital projects funded from each of the Township's major fund accounts. Following is a discussion of major projects proposed in each of the major fund accounts:

General Fund:

Continuation of funding of \$400,000 per year over the 6 years of the CIP is programmed for local road repairs and preventative maintenance treatments, in partnership with the Kent County Road Commission, which shares the cost of local road rehabilitation and preventative maintenance work on a 50/50 basis with the Township. Specific road segments for this work are chosen each year in the spring, in consultation with the Road Commission Maintenance Department. Selection of specific road segments for various treatments is based on pavement condition ratings that are updated every year, an annual visual inspection in the Spring, and based on coordination with other planned projects such as water and sewer main replacement.

With regard to Buildings and Grounds projects, several building upkeep projects are planned at the Township Hall, including roof replacement, carpet replacement and an upgrade of audio-visual equipment in the Assembly Room. A new freestanding Township Hall identification sign is also proposed, in conjunction with upgrading of signage for all Township facilities.

A space needs study is also programmed for FY 19-20. A consultant will be retained to assist in projecting future Township office space needs across all departments and functions. A \$10,000 portion of the cost of the study is allocated to the Parks, Recreation and Land Preservation Fund.

In the anticipation that the Township may need to make a significant investment in the future in new or upgraded office space, consideration should be given to annually assigning a portion of the Township's fund balances for future capital expenditure for this purpose.

Public Safety Fund:

With the completion of the sleeping quarters and storage addition at Ada Fire Station 1 in early 2019, 24-hour staffing of the station has now been implemented. Although expenditures for paid on-call personnel for overnight emergency response are expected to decline, this increase in emergency response service levels will result in an increase in annual operating expenses for the Fire Department.

Additional capital projects planned during the next 6 years include acquisition of a rescue boat, introduction of on-board computers to emergency response vehicles, purchase of an enhanced "Jaws of Life" tool, replacement of an EMS response vehicle and scheduled replacement of firefighter helmets and boots. Acquisition of a major fire-fighting apparatus is scheduled for FY 22-23, and replacement of firefighter turn-out gear in FY24-25.

As discussed later in this document, the projected revenues and expenditures in the Public Safety Fund result in a steady decline and eventual fund balance depletion in FY 22-23 that will need to be addressed in the near future.

Parks, Recreation and Land Preservation:

Programming of future park, recreation and land preservation capital projects is complicated by the fact that the program is supported by 3 existing major funds, two of which have expired millages with remaining unexpended fund balances. These include Fund 208 (Parks and Recreation Fund, with expired millage), Fund 213 (Parks and Land Preservation Fund, with expired millage) and Fund 214 (Parks, Recreation and Land Preservation Fund, supported by a 10-year millage approved by voters in 2016).

Capital projects and ongoing operations costs have been allocated to these 3 funds in a manner that spends down the remaining fund balances in the 208 and 213 funds in FY 19-20 and FY 21-22, respectively, so that these Funds may be closed out and removed from the Township's fund accounts.

A number of significant park and land preservation projects are proposed in the next 6 years. In Fund 208 (Parks and Recreation), the only capital project proposed is a 10.2% share of the completion of the outstanding work on the contract for trail and park pavement repairs that was awarded and initiated in 2018, but which won't be completed until Spring, 2019.

In Fund 213 (Parks and Land Preservation), funds totaling \$700,000 are programmed as local matching funds to Kent County Parks, for acquisition of land to expand Chief Hazy Cloud Park between Pettis Ave. and the Grand River. \$300,000 of this amount is anticipated to be expended prior to March 31, 2019, upon Kent County closing on the acquisition of 145 acres of land on Pettis Ave., funded in part by a previously-awarded Michigan DNR grant. An additional \$400,000 in matching funds is programmed for expenditure in FY 20-21 and 21-22, in anticipation of future DNR grants being awarded to Kent County for acquisition of an additional 124 acres of land.

The only other capital expenditure in the 213 Fund is for an 11.5% portion of the remaining work outstanding on the non-motorized trail and park pavement repair contract referenced above.

The majority of the Township's Park, Recreation and Preserve capital projects are programmed in the new Fund 214 (Parks, Recreation and Land Preservation). \$10,000 is programmed in FY 19-20 for a space needs study for Parks Dept. office space and maintenance building needs, to be carried as part of the overall Township space needs study. \$200,000 is programmed in the "Long Term" time horizon for implementation of an office and maintenance space improvements program. \$20,000 is also programmed for consultant services in preparing a Master Plan for Leonard Field Park, to guide future investments in improvements to this property. \$225,00 in unspecified improvements to this park are programmed over 3 years following completion of the Master Plan.

At Roselle Park, a grant-funded major improvement project is planned for FY 21-22. This \$451,296 project would include re-paving and re-configuration of the original parking lot and driveway entry, additional landscaping, addition of a large group picnic gazebo, and playground/stream access enhancements. Grant funds and donations would pay for \$261,988 of the project cost, with the 214 Fund providing the remaining \$176,658. A grant application will be submitted to the Michigan DNR in late March, 2019, requesting 50% grant funding of the project cost.

A public access improvements plan was previously prepared for the 34-acre Carl Creek Wetland Preserve located on the west side of Alta Dale Ave., north of the rail line. Implementation of the plan at a cost of \$200,000 is programmed as a “Long Term” improvement.

Less significant capital projects included in the plan include re-configuration of the driveway entry and adjacent parking spaces at Ada Township Park, along with extension of an existing trail around the north side of the softball fields to connect to the Buttrick Ave. trail, as well as replacement of two Parks Department pickup trucks.

Trail Fund:

Capital projects for non-motorized trails in the Township are planned to be limited to pavement and boardwalk replacement and rehabilitation in the next 3 years, since the non-motorized trail millage generates very little funding over and above the amount needed for debt retirement on the 2007 trail construction bonds, which will not be fully retired until FY 21-22.

Since the majority of the Township’s non-motorized trail network is now 15 years old or older, needs are increasing for major rehabilitation of existing trails. In 2017, Moore & Bruggink completed an assessment of non-motorized trail system pavement and boardwalk conditions, and prepared a multi-year schedule of priority repair needs and cost estimates. Annual expenditures ranging from \$225,000 to \$350,000 are programmed for trail rehabilitation and repair over the next 6 years. Beginning in FY 22-23, \$200,000 to \$300,000 per year is programmed for new non-motorized trail construction. Specific locations for new trail projects have not yet been identified. Selection of new trail project locations will be based on an analysis of the existing system and consideration of public input, with recommendations made by a non-motorized trail committee comprised of Township residents and members of the Parks, Recreation and Land Preservation Advisory Board.

All expenditures for FY 21-22 and beyond are premised on voter approval of a renewal of the non-motorized trail millage, which expires in FY 20-21.

DDA Fund:

Two projects are planned by the DDA in Fiscal Year 2019-20 – design and installation of a new Village business district entry sign at the Ada Drive/Fulton St. intersection, to replace an outdated sign that was removed from this location as part of the Ada Drive re-construction project, and refurbishment of the Ada Drive streetscape between Thornapple River Drive and Bronson St., to include leveling of the brick paver surface, and replacement of street trees and planting beds.

Capital Projects (Envision Ada Fund):

This fund was established for financial tracking of major public infrastructure projects in the Village that are being bond financed, including the completed Ada Drive re-construction project, the new public park in the Village along the Thornapple River frontage, and the planned community center/library building. Bonds totaling \$7 million were issued in 2016 and 2017 to finance a portion of the cost of these projects, along with “cash on hand” funding from the DDA and Township General Fund, funding provided by Geld, LLC and a now-underway capital campaign. This fund also tracks capital campaign contributions and campaign expenses.

Completion of the riverfront park is planned for early 2019, with remaining work that includes completion of the planned amphitheater, and completion of landscaping in the park.

Completion of design and initiation of construction on the planned community center/library building is scheduled for 2019, with completion of the building by fall 2020. The building will be located on the north side of Headley Street on land to be donated to Ada Township by the property owner, Geld, LLC. The building will include a KDL branch library as well as multi-purpose community event and meeting space. Based on the conceptual design to date, a total project cost of approximately \$11.8 million has been assumed for this project. As the design is refined and additional capital campaign contributions are solicited and confirmed, the project cost may change.

Water Fund:

A Water Asset Management Plan was recently completed by the Township’s engineering consultant. Improvement projects that are included in the plan and programmed through the next 6 years include the following:

- repainting of the elevated water tank serving the Grand Valley Estates system that serves the Knapp St./Pettis Ave. area, in FY 19-20, as well as rebuilding of one of the two submersible well pumps serving the Grand Valley Estates system.
- installation of an additional pump at the main water booster station on Ada Drive in FY 22-23
- replacement of 5 miles of existing water mains in the Adatowne, Adacraft Commons and Ada Woods subdivisions, scheduled over 5 years beginning in FY2019-20.

Sewer Fund:

Completion of a Sanitary Sewer Asset Management Plan is underway and scheduled for completion in 2019. Programmed sewer system projects include the following:

- Elevating flood-vulnerable components of the Fulton Street Lift Station above the floodplain elevation in FY 22-23.
- Rehabilitation/re-building 4 of the Township's 6 sanitary sewer lift stations scattered throughout the Township, programmed over 4 years beginning in FY 20-21.
- Repair of a corroded section of gravity sewer located downstream from the Ada Drive forcemain outlet structure, where the force main transitions to gravity flow, in FY 20-21.

Summary of Fund Transfers:

A number of inter-fund transfers over the CIP timeframe are proposed, many of them associated with the bond financing of public infrastructure and park/civic projects associated with the Envision Ada redevelopment project in the Village.

“One-time” transfers from the General Fund (\$500,000) and the DDA Fund (\$32,473) to the Capital Projects Fund are programmed in FY 19-20, as “cash on-hand” contributions to the riverfront park and community center/library building projects.

Annual transfers from the Parks, Recreation and Land Preservation Fund and the DDA Fund to the General Fund are programmed through FY 35-36 to pay portions of the annual debt service on the 2016 Series 1 and 2017 Series 2 Capital Improvements bonds that were issued to finance Envision Ada public infrastructure, park and civic amenity projects. The Township Water and Sewer funds also share in the debt service payments on the 2016 Capital Improvement Bonds, based on the cost of installing new water and sewer mains under reconstructed streets in the Village.

Annual transfers of \$100,000 from the General Fund to the Trail Fund are also planned in each of the next two years, to supplement Trail Fund millage revenues and enable Trail Fund financing of needed trail repair work along with annual debt service on the trail construction bonds issued in 2007.

Projected Major Fund Balance Sheets, FY 2018-19 to FY 2024-25

Tables 11-18 contain projections of revenues, expenditures and fund balances for each of the Township's governmental funds (excepting the water and sewer Proprietary Funds), for each of the 6 years included in the CIP. The balance sheet projections are based on the assumptions discussed earlier in this document regarding future Township revenues and operating expenses, as well as the projected capital expenditures and fund transfers in each of the funds as summarized above.

Of particular note are the following points:

- The General Fund balance is projected to hover near \$3 million for the next 3 years, followed by 3 years of steady increase in the fund balance to over \$3.8 million at the end of FY 24-25.
- Unsustainable declines are projected for the Public Safety fund balance, to the point where a negative fund balance of over \$260,000 is projected by the end of FY 22-23. This results from the additional annual operating cost needed to implement 24-hour staffing of Fire Station 1, combined with the capital expenditure needed to provide barracks space for this service. The fund balance is projected to drop below the current level of the “assigned” portion of the fund balance by the end of FY 18-19. The fund balance projections indicate there will be insufficient fund balance to complete the acquisition of a replacement fire-fighting apparatus in FY 2022-23 as scheduled in this plan.
- The Trail Fund maintains a positive fund balance throughout the 6-year plan horizon, assuming the trail millage is renewed at its current level for FY 2021-22 and beyond. The fund balance is projected to decline in the last 3 years of the Plan timeframe, to approximately \$150,000 in fiscal years FY 2022-23 through FY 2024-25.
- The Parks and Recreation Fund (Fund 208) and the Parks and Land Preservation Fund (Fund 213), both of which have expired millages, are planned to be spent down to zero balances by Fiscal Year 21-22.
- The Parks/Recreation/Land Preservation Fund (Fund 214) maintains a fund balance no less than 64% of annual expenditures.
- The DDA Fund is projected to experience growth in its fund balance of approximately \$40,000 per year through the 6-year timeframe of the Plan. An effort should be undertaken to prepare projections of future TIF revenues based on buildout projections for future planned buildings in the shopping center area, and other planned new construction in the Village.
- As a temporary fund created to account for financing of Envision Ada-related capital projects, the Capital Projects Fund is projected to have a zero fund balance after completion of the riverfront park and community center/library building projects. Additional capital campaign contributions beyond the total currently pledged will be necessary to complete the community center/library project, based on the current conceptual plan. The projections contained in Table 18 assume an additional \$740,000 in campaign pledges beyond the current pledged total will be obtained in the future. It should also be noted that a significant portion of the capital campaign contributions are in the form of multi-year payments. There is a need for monthly cash flow projections to be prepared, to determine whether the Township will need to undertake short-term borrowing to bridge any short-term deficit that may occur while the project is under construction.

It should be recognized that several factors affecting the Township's future finances will influence whether these projections remain accurate in the future:

- Although the fund balance projections assume that voter-approved millages that expire within the next 6 years are renewed with voter approval, decisions have not yet been made by the Township as to the timing, amount and purpose of any future millage proposals that may be placed before the voters. A plan and schedule should be developed for consideration of a potential renewal of the non-motorized trail millage that expires at the end of 2020 and for the Public Safety millage that expires at the end of 2021.
- Voter approval of a statewide ballot proposal in August 2014 is resulting in the phased elimination of the personal property tax on business fixtures, furnishings and equipment. The annual impact of the phaseout is difficult to project on a year-to-year basis.
- Changes in national and state economic conditions could affect trends in the Township's annual growth in property tax revenue and state revenue sharing, which together make up a major portion of the Township's annual revenues.

Annual Update of the CIP

Given the high degree of uncertainty in projecting future Township revenues and operating expenditures, it is important that the assumptions made in this Plan regarding future expenditure and revenue trends be reviewed and adjusted annually. At the same time, based on the healthy General Fund balance maintained by the Township, and the conservative assumptions regarding revenues and expenditures that are made in this Plan, the Plan presents a realistically-achievable program of future capital investment by the Township.

It should also be kept in mind that the Capital Improvements Plan and the inclusion of projects in the Plan do not represent an irrevocable commitment to those projects. The CIP will be annually updated, and as each year's update is prepared, new information regarding revenue and expenditure trends and the needs and priorities of the Township will be taken into consideration. Based on this new information, projects will be added to or dropped from the Plan, or targeted completion dates will be adjusted as needed.

ADA TOWNSHIP CAPITAL IMPROVEMENTS PLAN, 2019-2024

APPENDIX A

TABLES 1-20

TABLE 1
CAPITAL IMPROVEMENT PROJECTS
GENERAL FUND - 101

PROJECT TITLE	DEPARTMENT	DEPT. PRIORITY	EST. TO 3/31/19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Township Hall Space Needs Study	Buildings and Grounds			\$15,000					
Township Hall Sign Replacement	Buildings and Grounds			\$10,000					
Township Hall Carpet Replacement	Buildings and Grounds				\$42,500				
Township Hall Roof Replacement	Buildings and Grounds			\$46,285					
Assembly Room Technology Upgrade	Buildings and Grounds			\$35,000					
Major road repair/rehabilitation (milling and resurfacing, or crush,shape, repave)	Public Works			\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
Local Road Surface Treatment (chip seal/microsurface)	Public Works			\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
TOTAL:			\$0	\$506,285	\$442,500	\$400,000	\$400,000	\$400,000	\$400,000
CUMULATIVE TOTAL BY YEAR:				\$506,285	\$948,785	\$1,348,785	\$1,748,785	\$2,148,785	\$2,548,785

TABLE 2
CAPITAL IMPROVEMENT PROJECTS
PUBLIC SAFETY FUND - 205

PROJECT TITLE	DEPT.	DEPT. PRIORITY	EST. TO 3/31/19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Rescue Boat	Fire				\$20,000				
On-board vehicle computers	Fire				\$10,000				
Medic 9-2009 Chevy Suburban Replacement	Fire				\$50,000				
Fire helmet and boot replacement	Fire					\$13,000			
Replacement of Engine #7 pumper	Fire								
Fire engine replacement	Fire						\$500,000		
Jaws of Life equipment upgrade	Fire						\$30,000		
Replacement firefighter turn-out gear	Fire								\$60,000
TOTALS:				\$0	\$80,000	\$13,000	\$530,000	\$0	\$60,000
CUMULATIVE TOTAL BY YEAR:				\$0	\$80,000	\$93,000	\$623,000	\$623,000	\$683,000

TABLE 3
CAPITAL IMPROVEMENT PROJECTS
PARKS AND RECREATION FUND 208

PROJECT TITLE	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Long- Term	FUNDING SOURCES		
									TWP.	GRANTS	OTHER
10.2% of Trail System and Park Pavement Repair Project		\$4,299							\$4,299		
Ada Park											
Roselle Park											
Improve north section hydrology and trails		\$27,740							\$27,740		
TOTALS:	\$0	\$32,039	\$0	\$0	\$0	\$0	\$0	\$0	\$32,039	\$0	\$0
POTENTIAL FUNDING SOURCES											
Parks and Rec. Fund - 208	\$0	\$32,039	\$0	\$0	\$0	\$0	\$0	\$0	\$32,039		
Grant Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	
Other Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0

TABLE 4
CAPITAL IMPROVEMENT PROJECTS
PARKS AND LAND PRESERVATION FUND - 213

PROJECT TITLE	EST. TO 3/31/19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Long Term	FUNDING SOURCES		
									TWP.	GRANTS	OTHER
11.5% of Trail System and Park Pavement Repair Project		\$4,846							\$4,846		
Ada Park											
Leonard Field											
Open Space											
Matching Funds for Chief Hazy Cloud Park Acquisition	\$300,000		\$200,000	\$200,000					\$400,000		
Grand River Natural Area											
Total:	\$300,000	\$4,846	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$404,846	\$0	\$0
POTENTIAL FUNDING SOURCES											
Parks and Land Preservation Fund-213	\$300,000	\$4,846	\$200,000	\$200,000					\$404,846		
Grant Funds	\$0	\$0	\$0							\$0	
Other Sources:	\$0	\$0	\$0								\$0
Total:	\$300,000	\$4,846	\$200,000	\$200,000	\$0	\$0	\$0		\$404,846		\$404,846

**TABLE 5
CAPITAL IMPROVEMENT PROJECTS
PARKS, RECREATION AND LAND PRESERVATION FUND - 214**

PROJECT TITLE	EST. TO 3/31/19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Long Term	FUNDING SOURCES		
									TWP	GRANT	OTHER
Office/Maintennce Bldg Space Needs Study		\$10,000							\$10,000		
Ada Park											
Parking area re-configuration/patching/trail extension		\$70,000							\$70,000		
Office and Maintence Bldg Improvement								\$250,000			
Roselle Park											
Picnic shelter/picnic area/parking lot improvements											\$0
Design/const. admin fees			\$30,000	\$14,800					\$17,920	\$22,400	\$4,480
Construction				\$428,240					\$171,296	\$214,120	\$42,824
Leonard Field											
Prepare Park Master Plan		\$20,000							\$20,000		
Master Plan Implementation			\$75,000	\$75,000	\$75,000				\$200,000		\$25,000
Preserves											
Carl Creek Wetland Preserve, Public Access Improvements								\$200,000			
Equipment											
Replace F350 heavy-duty pickup truck			\$32,000						\$32,000		
Replace light duty pick-up truck					\$22,000				\$22,000		
TOTAL:		\$100,000	\$137,000	\$518,040	\$97,000	\$0	\$0	\$450,000	\$543,216	\$236,520	\$72,304
POTENTIAL FUNDING SOURCES											
Parks, Rec. and Land Preservation Fund-214		\$100,000	\$110,667	\$243,883	\$88,667				\$543,216		
Grant Funds			\$15,000	\$221,520						\$236,520	
Other Sources:			\$11,333	\$52,637	\$8,333						\$72,304
Total:		\$100,000	\$137,000	\$518,040	\$97,000	\$0	\$0	\$0			\$852,040

February 2, 2019

TABLE 6
CAPITAL IMPROVEMENT PROJECTS
TRAIL FUND - 211

PROJECT TITLE	DEPARTMENT	DEPT. PRIORITY	EST. TO 3/31/19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Trail Repair/Rehabilitation	TRAILS			\$225,000	\$200,000	\$350,000	\$350,000	\$350,000	\$350,000
New trail construction	TRAILS						\$300,000	\$250,000	\$200,000
TOTAL:			\$0	\$225,000	\$200,000	\$350,000	\$650,000	\$600,000	\$550,000
CUMULATIVE TOTAL BY YEAR:			\$0	\$225,000	\$425,000	\$775,000	\$1,425,000	\$2,025,000	\$2,575,000

TABLE 7
CAPITAL IMPROVEMENT PROJECTS
DDA FUND - 248

PROJECT TITLE	DEPT.	DEPT. PRIORITY	EST. TO 3/31/19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Village Entry Sign at Ada Dr./Fulton intersection				\$25,000					
Re-construct Ada Dr. Streetscape - Bronson to TRD				\$100,000					
TOTALS:				\$125,000	\$0	\$0	\$0	\$0	\$0
CUMULATIVE TOTAL BY YEAR:				\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000

TABLE 8
CAPITAL IMPROVEMENT PROJECTS
CAPITAL PROJECTS (ENVISION ADA FUND) -401

PROJECT TITLE	DEPT.	DEPT. PRIORITY	EST. TO 3/31/19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Riverfront Park Construction	Parks		\$1,146,546	\$598,000					
Riverfront Park Design	Parks			\$21,131					
Community Center/Library Bldg. Design/PM Fee	Buildings and Grounds		\$539,689	\$558,533	\$51,942				
Community Center/Library Bldg Construction	Buildings and Grounds			\$8,110,139	\$2,562,346				
TOTALS:				\$9,287,803	\$2,614,288	\$0	\$0	\$0	\$0
CUMULATIVE TOTAL BY YEAR:				\$9,287,803	\$11,902,091	\$11,902,091	\$11,902,091	\$11,902,091	\$11,902,091

TABLE 9
CAPITAL IMPROVEMENT PROJECTS
SEWER FUND - 590

PROJECT TITLE	DEPT.	DEPT. PRIORITY	EST. TO 3/31/19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Sanitary Sewer Asset Management Plan	Sewer		\$65,000	\$35,000	\$10,000				
Elevate Fulton St. Lift Station	Sewer						\$1,300,000		
Ada Drive Forcemain Outlet Repair	Sewer		\$20,000		\$1,500,000				
Sanitary Sewer Lift Station Upgrades	Sewer		\$10,000		\$300,000	\$300,000	\$300,000	\$300,000	
TOTALS:				\$35,000	\$1,810,000	\$300,000	\$1,600,000	\$300,000	\$0
CUMULATIVE TOTAL BY YEAR:				\$35,000	\$1,845,000	\$2,145,000	\$3,745,000	\$4,045,000	\$4,045,000

TABLE 10
CAPITAL IMPROVEMENT PROJECTS
WATER FUND - 591 AND 592

PROJECT TITLE	DEPT.	DEPT. PRIORITY	EST. TO 3/31/19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Ada System - Fund 591									
Ada Drive Water Booster Station, Pump Addition							\$100,000		
Water Main Replacement - Adatowne, Adacroft Commons and Ada Woods subdivisions			\$10,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	
Grand Valley Estates System - Fund 592									
Elevated Tank Repainting				\$100,000					
Pump 2 Rebuild				\$10,000					
TOTAL:			\$10,000	\$1,310,000	\$1,200,000	\$1,200,000	\$1,300,000	\$1,200,000	\$0
CUMULATIVE TOTAL BY YEAR:				\$1,310,000	\$2,510,000	\$3,710,000	\$5,010,000	\$6,210,000	\$6,210,000

TABLE 11
GENERAL FUND - 101
PROJECTED REVENUES/EXPENDITURES - 2018-19 THROUGH 2024-25

REVENUES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Property taxes	\$838,781	\$870,927	\$888,346	\$906,112	\$924,235	\$942,719	\$961,574
Local Govt. Stabilization Fund	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
Licenses and permits	\$287,000	\$291,305	\$295,675	\$300,110	\$304,611	\$309,181	\$313,818
Grants/revenue sharing	\$1,177,039	\$1,205,525	\$1,223,608	\$1,241,962	\$1,260,591	\$1,279,500	\$1,298,693
Intergovernmental (DDA Millage share of 2017 bond debt servi	\$132,291	\$193,079	\$194,169	\$193,999	\$193,726	\$196,757	\$196,178
Intergovernmental (DDA TIF share of 2017 bond debt service)	\$46,581	\$67,986	\$68,369	\$68,309	\$68,213	\$69,281	\$69,077
Charges for services	\$88,484	\$89,811	\$91,158	\$92,526	\$93,914	\$95,322	\$96,752
Interest and rentals	\$62,900	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000
Other, Inc. Donations	\$358,580	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Tota Revenuesl:	\$3,026,656	\$2,878,633	\$2,921,324	\$2,963,018	\$3,005,290	\$3,052,761	\$3,096,092

EXPENDITURES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Operating Expenditures	\$1,776,507	\$1,812,037	\$1,848,278	\$1,985,243	\$2,024,948	\$2,065,447	\$2,106,756
Capital expenditures	\$1,037,176	\$506,285	\$442,500	\$400,000	\$400,000	\$400,000	\$400,000
Debt Service:							
2017 Bond Series Principal	\$220,000	\$225,000	\$235,000	\$240,000	\$250,000	\$260,000	\$265,000
2016 Bond Series Principal (minus utilities portion)	\$41,250	\$41,250	\$43,542	\$43,542	\$45,833	\$48,125	\$48,125
2011 Bonds Principal	\$15,600	\$18,200	\$18,200	\$18,200	\$20,800	\$20,800	\$20,800
2017 Bonds Interest/Fees	\$131,300	\$126,150	\$121,650	\$114,600	\$107,400	\$99,900	\$92,100
2016 Bonds Interest/Fees (minus utilities portion)	\$24,503	\$22,928	\$22,103	\$21,232	\$20,361	\$19,444	\$18,482
2011 Bonds Interest/Fees	\$9,005	\$8,484	\$7,892	\$7,246	\$6,495	\$5,663	\$4,800
Tax Tribunal Refunds Ordered							
Total expenditures	\$3,255,341	\$2,760,334	\$2,739,165	\$2,830,064	\$2,875,837	\$2,919,379	\$2,956,063

FUND TRANSFERS (IN, -OUT)	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Transfer to Trail Fund	-\$100,000	-\$100,000	-\$100,000				
Transfer to Capital Projects Fund (Library/Community Ctr.)		-\$500,000					
Transfer from PRLP Fund (2017 Bond debt service)	\$56,894	\$67,650	\$71,550	\$69,750	\$72,950	\$71,000	\$69,050
Total net transfers	-\$43,106	-\$532,350	-\$28,450	\$69,750	\$72,950	\$71,000	\$69,050

FUND BALANCE:	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Net change in fund balances:	-\$271,791	-\$414,051	\$153,709	\$202,704	\$202,403	\$204,382	\$209,079
Beginning fund balance:	\$3,575,384	\$3,303,593	\$2,889,542	\$3,043,252	\$3,245,956	\$3,448,359	\$3,652,741
Ending fund balance:	\$3,303,593	\$2,889,542	\$3,043,252	\$3,245,956	\$3,448,359	\$3,652,741	\$3,861,820
Fund balance as % of total expenditures plus transfers out	102.8%	129.7%	112.3%	111.9%	116.9%	122.1%	127.7%

FY 21-22 and beyond operating expenses include additional \$100,000 per year for operation/maintenance costs of Community Center/Library Bldg.

TABLE 12
PUBLIC SAFETY FUND - 205
PROJECTED REVENUES AND EXPENDITURES - 2018-19 THROUGH 2024-25

REVENUES	2018-19	2019-20	2020-21	2021-22*	2022-23	2023-24	2024-25
Property taxes	\$856,328	\$914,208	\$927,921	\$941,840	\$955,968	\$970,307	\$984,862
Local Gov't. Stabilization Fund	\$10,000	\$10,000	\$7,500	\$6,000	\$2,000	\$0	\$0
Licenses and permits							
Grants/revenue sharing							
Charges for services							
Interest and rentals	\$8,425	\$8,425	\$8,425	\$8,425	\$8,425	\$8,425	\$8,425
Other	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Total Revenues	\$875,753	\$933,633	\$944,846	\$957,265	\$967,393	\$979,732	\$994,287

EXPENDITURES	2018-19	2019-20	2020-21	2021-22*	2022-23	2023-24	2024-25
Law enforcement operating expenses	\$320,000	\$320,000	\$326,400	\$332,928	\$339,587	\$346,378	\$353,306
Fire protection operating expenses	\$522,725	\$660,241	\$673,446	\$686,915	\$700,653	\$714,666	\$728,959
Capital outlay	\$299,828	\$0	\$80,000	\$13,000	\$530,000	\$0	\$60,000
Tax Tribunal Refunds							
Total expenditures	\$1,142,553	\$980,241	\$1,079,846	\$1,032,843	\$1,570,240	\$1,061,044	\$1,142,265

FUND TRANSFERS (IN, -OUT)	2018-19	2019-20	2020-21	2021-22*	2022-23	2023-24	2024-25
Total net transfers:	\$0	\$0	\$0	\$0	\$0	\$0	\$0

FUND BALANCE	2018-19	2019-20	2020-21	2021-22*	2022-23	2023-24	2024-25
Net change in fund balances:	-\$266,800	-\$46,608	-\$135,000	-\$75,578	-\$602,847	-\$81,312	-\$147,979
Beginning fund balance:	\$865,473	\$598,673	\$552,065	\$417,065	\$341,488	-\$261,360	-\$342,672
Ending fund balance:	\$598,673	\$552,065	\$417,065	\$341,488	-\$261,360	-\$342,672	-\$490,651
Fund balance % of total expenditures	52.4%	56.3%	38.6%	33.1%	-16.6%	-32.3%	-43.0%

Note: As of 3/31/18, \$766,374 in the Public Safety fund balance is "assigned" for future capital purchase (fire truck apparatus).

* FY 2021-22 is the last year of collection of the voter-approved public safety millage.

TABLE 13
PARK AND RECREATION FUND - 208
PROJECTED REVENUES/EXPENDITURES - 2018-19 THROUGH 2024-25

REVENUES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Property taxes (Parks Millage)	\$0						
Property taxes (42% of Parks and Land Preservation Millage)	\$0						
Local Govt. Stabilization Fund	\$0						
Licenses and permits							
Contributions	\$0						
Grants/revenue sharing	\$0						
Charges for services	\$0						
Interest and rentals	\$400	\$150					
Other	\$0						
Total revenues:	\$400	\$150	\$0	\$0	\$0	\$0	\$0

EXPENDITURES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Operating expenditures	\$200	\$33,942					
Capital expenditures	\$36,240	\$32,039	\$0	\$0	\$0	\$0	\$0
Tax tribunal refunds ordered							
Total expenditures	\$36,440	\$65,981	\$0				

FUND TRANSFERS (IN, -OUT)	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Transfer in from General Fund (for Personnel costs)							
Transfer in from General Fund (for Capital projects)							
Transfer in from Park, Recreation, Land Preservation Fund							
Total net transfers:	\$0	\$0	\$0	\$0	\$0	\$0	\$0

FUND BALANCE	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Net change in fund balances:	-\$36,040	-\$65,831	\$0	\$0	\$0	\$0	\$0
Beginning fund balance:	\$101,871	\$65,831	\$0	\$0	\$0	\$0	\$0
Ending fund balance:	\$65,831	\$0	\$0	\$0	\$0	\$0	\$0
Fund balance % of total expenditures	180.7%	0.0%					

TABLE 14
PARKS AND LAND PRESERVATION FUND - 213
PROJECTED REVENUES/EXPENDITURES - 2018-19 THROUGH 2024-25

REVENUES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Property taxes		\$0	\$0	\$0	\$0	\$0	\$0
Local Government Stabilization Fund							
Licenses and permits							
Contributions		\$0	\$0	\$0	\$0	\$0	\$0
Grants/revenue sharing		\$0	\$0	\$0	\$0	\$0	\$0
Charges for services							
Interest and rentals	\$9,600	\$5,000	\$2,000	\$0	\$0	\$0	\$0
Other							
Total revenues::	\$9,600	\$5,000	\$2,000	\$0	\$0	\$0	\$0

EXPENDITURES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Operating expenditures				\$40,526			
Capital expenditures	\$704,585	\$4,846	\$200,000	\$200,000	\$0	\$0	\$0
Tax Tribunal Refunds							
Total expenditures	\$704,585	\$4,846	\$200,000	\$240,526	\$0	\$0	\$0

FUND TRANSFERS (IN, -OUT)	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Total net transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0

FUND BALANCE	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Net change in fund balances:	-\$694,985	\$154	-\$198,000	-\$240,526	\$0	\$0	\$0
Beginning fund balance:	\$1,133,357	\$438,372	\$438,526	\$240,526	\$0	\$0	\$0
Ending fund balance:	\$438,372	\$438,526	\$240,526	\$0	\$0	\$0	\$0
Fund balance % of total expenditures	62.2%	9048.4%	120.3%				

TABLE 15
PARKS, RECREATION AND LAND PRESERVATION FUND - 214
PROJECTED REVENUES/EXPENDITURES - 2018-19 THROUGH 2024-25

REVENUES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Property taxes	\$585,894	\$625,494	\$634,876	\$644,400	\$654,066	\$663,877	\$673,835
Local Govt. Stabilization Fund	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000
Licenses and permits							
Contributions	\$51,405	\$0	\$11,333	\$52,637	\$8,333	\$0	\$0
Grants/revenue sharing	\$1,575	\$0	\$15,000	\$221,520	\$0	\$0	\$0
Charges for services	\$41,900	\$42,738	\$43,379	\$44,030	\$44,690	\$45,361	\$46,041
Interest and rentals	\$31,050	\$40,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
2017 Bond Premium							
Other							
Total revenues:	\$735,824	\$732,232	\$773,589	\$1,031,587	\$776,089	\$778,237	\$788,876

EXPENDITURES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Operating expenditures	\$539,057	\$515,896	\$560,835	\$530,526	\$583,493	\$595,162	\$607,066
Capital expenditures	\$14,664	\$100,000	\$137,000	\$518,040	\$97,000	\$0	\$0
Tax tribunal refunds ordered							
Total expenditures	\$553,721	\$615,896	\$697,835	\$1,048,566	\$680,493	\$595,162	\$607,066

FUND TRANSFERS (IN, -OUT)	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
To Debt Service Fd; 2017 Cap. Impr. Bonds	\$68,750	\$67,650	\$71,550	\$69,750	\$72,950	\$71,000	\$69,050
Total net transfers:	\$68,750	\$67,650	\$71,550	\$69,750	\$72,950	\$71,000	\$69,050

FUND BALANCE	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Net change in fund balances:	\$113,353	\$48,686	\$4,204	-\$86,729	\$22,646	\$112,075	\$112,760
Beginning fund balance:	\$635,080	\$748,433	\$797,119	\$801,323	\$714,594	\$737,240	\$849,315
Ending fund balance:	\$748,433	\$797,119	\$801,323	\$714,594	\$737,240	\$849,315	\$962,075
Fund balance as % of total expenditures plus transfers out	135.2%	116.6%	104.2%	63.9%	97.8%	127.5%	142.3%

Note: In FY, 19-20, \$33,942 of parks and rec operating expenses are charged to 208 Fund, to zero out and terminate the fund.
In FY 21-22, \$41,526 of parks and rec operating expenses are charged to 213 Fund, to zero out and terminate the fund.

TABLE 16
TRAIL FUND - 211
PROJECTED REVENUES/EXPENDITURES - 2018-19 THROUGH 2024-25

REVENUES	2018-19	2019-20	2020-21*	2021-22	2022-23	2023-24	2024-25
Property taxes	\$443,026	\$478,347	\$485,522	\$492,805	\$500,197	\$507,700	\$515,316
Local Gov't. Stabilization Fund	\$93,000	\$93,000	\$93,000	\$93,000	\$93,000	\$93,000	\$93,000
Grants/revenue sharing/donations							
Charges for services							
Interest and rentals	\$3,000	\$3,000	\$3,000	\$1,500	\$800	\$500	\$500
Other							
Total:	\$539,026	\$574,347	\$581,522	\$587,305	\$593,997	\$601,200	\$608,816
EXPENDITURES	2018-19	2019-20	2020-21*	2021-22	2022-23	2023-24	2024-25
Operating Expenditures	\$23,860	\$24,337	\$24,824	\$25,320	\$25,827	\$26,343	\$26,870
Debt Service	\$467,320	\$476,079	\$478,938	\$474,935			
Capital expenditures	\$251,210	\$225,000	\$200,000	\$350,000	\$650,000	\$600,000	\$550,000
Tax Tribunal refund ordered							
Total expenditures	\$742,390	\$725,416	\$703,762	\$850,255	\$675,827	\$626,343	\$576,870
FUND TRANSFERS (IN, -OUT)	2018-19	2019-20	2020-21*	2021-22	2022-23	2023-24	2024-25
Transfer in from General Fund	\$100,000	\$100,000	\$100,000				
Total net transfers	\$100,000	\$100,000	\$100,000	\$0	\$0	\$0	\$0
FUND BALANCE	2018-19	2019-20	2020-21*	2021-22	2022-23	2023-24	2024-25
Net change in fund balances:	-\$103,364	-\$51,069	-\$22,240	-\$262,950	-\$81,830	-\$25,143	\$31,945
Beginning fund balance:	\$661,640	\$558,276	\$507,207	\$484,967	\$222,017	\$140,187	\$115,044
Ending fund balance:	\$558,276	\$507,207	\$484,967	\$222,017	\$140,187	\$115,044	\$146,989
Fund balance % of total expenditures	75.2%	69.9%	68.9%	26.1%	20.7%	18.4%	25.5%

* FY 2020-21 is the last year of tax revenue from the 15-year Non-Motorized Trail millage.

The last debt service payment on the 2007 Capital Improvement bonds is due the following year, in FY 2021-22.

TABLE 17
DDA FUND - 248
PROJECTED REVENUES/EXPENDITURES - 2018-19 THROUGH 2024-25

REVENUES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Tax increment revenue	\$0	\$13,702	\$14,798	\$15,982	\$17,261	\$18,641	\$20,133
Millage revenue	\$312,373	\$324,990	\$328,240	\$331,522	\$334,838	\$338,186	\$341,568
Local Government Stabilization Fund	\$138,642	\$138,500	\$138,500	\$138,500	\$138,500	\$138,500	\$138,500
Contributions	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Grants/revenue sharing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Farmers' Market Vendor Fees	\$7,970	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Farmers' Market Sales	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest and rentals	\$3,000	\$4,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total revenues:	\$462,985	\$490,192	\$495,538	\$500,004	\$504,598	\$509,327	\$514,200

EXPENDITURES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Operating expenditures	\$94,420	\$96,308	\$98,235	\$100,199	\$102,203	\$104,247	\$106,332
Farmers' Market Expenditures			\$0	\$0	\$0	\$0	\$0
Capital expenditures	\$44,921	\$125,000	\$0	\$0	\$0	\$0	\$0
Total expenditures	\$139,341	\$221,308	\$98,235	\$100,199	\$102,203	\$104,247	\$106,332

FUND TRANSFERS (IN, -OUT)	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
To Capital Projects Fund		\$32,473					
to Debt Service Fd.; 2017 Bonds - Millage share	\$132,291	\$193,079	\$194,169	\$193,999	\$193,726	\$196,757	\$196,178
to Debt Service Fd.; 2017 Bonds - TIF share	\$46,581	\$67,986	\$68,369	\$68,309	\$68,213	\$69,281	\$69,077
Total net transfers:	\$178,872	\$293,538	\$262,538	\$262,308	\$261,939	\$266,038	\$265,255

FUND BALANCE	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Net change in fund balances:	\$144,772	-\$24,654	\$134,765	\$137,497	\$140,456	\$139,042	\$142,613
Beginning fund balance:	\$379,967	\$524,739	\$500,084	\$634,850	\$772,347	\$912,803	\$1,051,845
Ending fund balance:	\$524,739	\$500,084	\$634,850	\$772,347	\$912,803	\$1,051,845	\$1,194,458
Fund balance as % of total expenditures and transfers out	164.9%	97.1%	176.0%	213.1%	250.7%	284.1%	321.4%

TABLE 18
CAPITAL PROJECT (ENVISION ADA) FUND - 401
PROJECTED REVENUES/EXPENDITURES - 2018-19 THROUGH 2024-25

REVENUES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Grants/revenue sharing							
Bond sale proceeds							
Contributions	\$2,925,112	\$2,727,466	\$1,961,736	\$10,000	\$0	\$0	\$0
Interest and rentals	\$35,000	\$20,000	\$5,000	\$0	\$0	\$0	\$0
Total revenues:	\$2,960,112	\$2,747,466	\$1,966,736	\$10,000	\$0	\$0	\$0

EXPENDITURES	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Legal services	\$8,408						
Capital campaign labor costs							
Capital Campaign expenditures	\$49,172	\$1,000					
Capital expenditures	\$1,385,732	\$9,287,803	\$2,614,288	\$0	\$0	\$0	\$0
Total expenditures	\$1,434,904	\$9,288,803	\$2,614,288	\$0	\$0	\$0	\$0

FUND TRANSFERS (IN, -OUT)	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Transfer in from General Fund		\$500,000					
Transfer in from DDA Fund		\$32,473					
Total net transfers:	\$0	\$532,473	\$0	\$0	\$0	\$0	\$0

FUND BALANCE	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Net change in fund balances:	\$1,525,208	-\$6,008,864	-\$647,552	\$10,000	\$0	\$0	\$0
Beginning fund balance:	\$5,121,208	\$6,646,416	\$637,552	-\$10,000	\$0	\$0	\$0
Ending fund balance:	\$6,646,416	\$637,552	-\$10,000	\$0	\$0	\$0	\$0
Ending fund balance, as % of operating budget							

TABLE 19
SUMMARY OF PLANNED CAPITAL IMPROVEMENT PROJECTS, 2019-20 THROUGH 2024-25

PROGRAM AREA	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Works	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Buildings and Grounds	\$ 8,774,957	\$ 2,656,788	\$ -	\$ -	\$ -	\$ -
Cemeteries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	\$ -	\$ 80,000	\$ 13,000	\$ 530,000	\$ -	\$ 60,000
Parks/Rec./Land Preservation	\$ 756,016	\$ 337,000	\$ 718,040	\$ 97,000	\$ -	\$ -
Trails	\$ 225,000	\$ 200,000	\$ 350,000	\$ 650,000	\$ 600,000	\$ 550,000
DDA	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -
Water	\$ 1,310,000	\$ 1,200,000	\$ 1,200,000	\$ 1,300,000	\$ 1,200,000	\$ -
Sewer	\$ 35,000	\$ 1,810,000	\$ 300,000	\$ 1,600,000	\$ 300,000	\$ -
Total:	\$ 11,625,973	\$ 6,683,788	\$ 2,981,040	\$ 4,577,000	\$ 2,500,000	\$ 1,010,000
Cumulative Total	\$ 11,625,973	\$ 18,309,761	\$ 21,290,801	\$ 25,867,801	\$ 28,367,801	\$ 29,377,801
Total, Excl. Water and Sewer	\$ 10,280,973	\$ 3,673,788	\$ 1,481,040	\$ 1,677,000	\$ 1,000,000	\$ 1,010,000
Cumulative Total, Excl. Water and Sewer	\$ 10,280,973	\$ 13,954,761	\$ 15,435,801	\$ 17,112,801	\$ 18,112,801	\$ 19,122,801

TABLE 20
PROJECTED FUND BALANCES BY YEAR
FY 2018-19 THROUGH FY 2024-25

FUND	FUND #	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
General Fund	101	\$ 3,303,593	\$ 2,889,542	\$ 3,043,252	\$ 3,245,956	\$ 3,448,359	\$ 3,652,741	\$ 3,861,820
Public Safety Fund	205	\$ 598,673	\$ 552,065	\$ 417,065	\$ 341,488	\$ (261,360)	\$ (342,672)	\$ (490,651)
Trail Fund	211	\$ 558,276	\$ 507,207	\$ 484,967	\$ 222,017	\$ 140,187	\$ 115,044	\$ 146,989
Parks Fund	208	\$ 65,831	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks and Land Preservation Fund	213	\$ 438,372	\$ 438,526	\$ 240,526	\$ -	\$ -	\$ -	\$ -
Parks/Rec/Land Preservation Fund	214	\$ 748,433	\$ 797,119	\$ 801,323	\$ 714,594	\$ 737,240	\$ 849,315	\$ 962,075
DDA Fund	248	\$ 524,739	\$ 500,084	\$ 634,850	\$ 772,347	\$ 912,803	\$ 1,051,845	\$ 1,194,458
Capital Projects Fund	401	\$ 6,646,416	\$ 637,552	\$ (10,000)	\$ -	\$ -	\$ -	\$ -
Total:		\$ 12,884,333	\$ 6,322,095	\$ 5,611,982	\$ 5,296,401	\$ 4,977,229	\$ 5,326,272	\$ 5,674,691

ADA TOWNSHIP CAPITAL IMPROVEMENTS PLAN, 2019-2024

APPENDIX B

CAPITAL PROJECT REQUEST WORKSHEETS

CAPITAL PROJECT REQUEST WORKSHEETS

GENERAL FUND

FUND 101

ADA TOWNSHIP CIP, 2019-2024					Dept.:					Date Prepared:		2/14/19			
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		George Haga; Mark Fitzpatrick								
Project Title: Space Needs Study			Project Description and Location: Retain architectural firm to assist in evaluating current and future space needs for Township office space and maintenance facility space; scope of study to include Township offices and Parks and Rec./Bldgs and Grounds offices and maintenance/storage garage.												
Department Priority:			Project Justification The Township currently lacks an understanding of future needs for administrative and maintenance/storage space, and a plan for meeting those needs. Current Township Hall is at the limit of its office capacity and lacks suitable space for small and large meetings.												
	Current Status:		% Complete	Relevant Studies, Plans, etc:											
	Prelim. Design:		10%												
	Plans and Specs.:		0%												
	Construction:		0%												
Impact on Operating Budget:				\$000	Relationship to Other Projects:										
Annual operating cost:				\$0											
Annual maintenance cost:				\$0											
			EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL		
					TO 3/31/18	TO 3/31/19	FY 19-20								
			Prelim. Planning:		\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000		
Land acquisition needed? If so, status:			Design; Engineering:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Building/Other Constn.:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Other:		\$0	\$0			\$0	\$0	\$0	\$0	\$0		
			TOTAL:		\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	
Comments:			Proposed Method of Financing:			(\$000)		Net effect on revenue:			(\$\$\$)				
				General Fund 101			\$15,000		Tax gain or loss:						
				Public Safety Fund-205			\$0		Other income:						
				Parks/Rec Fund-208			\$0		Salvage Value of Replaced Asset:						
				Parks/Land Fund-213			\$0					\$0			
				Parsk/Rec/Land Fund-214			\$10,000								
				Trail Fund - 211			\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.						
				DDA Fund - 248			\$0								
				Grant/Loan/Bond Issue:			\$0								
				Charitable Donations:			\$0								
				Other			\$0								
				TOTAL:			\$25,000								

<div>ADA TOWNSHIP CIP, 2019-2024</div> <div>CAPITAL PROJECT REQUEST WORKSHEET</div>					Dept.: 265		Buildings & Grounds		Date Prepared:		2/14/19		
					Submitted by:		Kevin Moran						
Project Title: Township Hall Sign Replacement			Project Description and Location: Replacement of Township Hall Main Entry Sign on Thornapple River Dr.										
Department Priority: 2													
	Current Status:				% Complete								
	Prelim. Design:				10%								
	Plans and Specs.:				0%								
	Construction:				0%								
Project Justification			Sign is worn and support post is rotting. Twp. Logo is two generations ago. Appearance is bad.										
Relevant Studies, Plans, etc:													
Alternatives Considered:			New location/building										
Relationship to Other Projects:			Township wide unified sign design project currently underway.										
Impact on Operating Budget:					\$000								
Annual operating cost:					\$0								
Annual maintenance cost:					\$0								
Land acquisition needed? If so, status:					PROGRAMMED EXPENDITURE SCHEDULE (\$000)								
			EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL
					TO 3/31/18	TO 3/31/19	FY 19-20						
			Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Design; Engineering:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Building/Other Constn.:		\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
			Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
TOTAL:		\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000			
Comments:			Proposed Method of Financing:		(\$000)		Net effect on revenue:		(\$\$\$)				
				General Fund		\$10,000		Tax gain or loss:					
				Parks Fund		\$0		Other income:					
				Parks and Land Pres. Fnd.		\$0		Salvage Value of Replaced Asset:		\$0			
				Trail Fund		\$0							
				Public Safety Fund		\$0		Notes:		* Identify project location on attached map. * See attached instructions for completing this form.			
				Special Assessment:		\$0							
				Grant/Loan/Bond Issue:		\$0							
				Other:		\$0							

ADA TOWNSHIP CIP, 2019-2024						Dept.:	Buildings and Grounds		Date Prepared:	2/14/19							
CAPITAL PROJECT REQUEST WORKSHEET						Submitted by:		Kevin Moran									
Project Title: Township Hall carpet replacement			Project Description and Location:			Replacement of Township Hall Carpeting											
Department Priority:																	
	Current Status:			% Complete	Project Justification		Carpeting throughout Twp. Hall is worn out; seams are fraying; areas under office chairs are worn thin or tearing.										
	Prelim. Design:			10%	Relevant Studies, Plans, etc:		Square footage based on building floor plan issued 11/11/13. Cost per square foot range is \$4.14 - \$5.73										
	Plans and Specs.:			0%	Alternatives Considered:		Median cost is noted										
	Construction:			0%	Relationship to Other Projects:		New Twp. office										
Impact on Operating Budget:				\$000													
Annual operating cost:				\$0	PROGRAMMED EXPENDITURE SCHEDULE (\$000)												
					EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL		
Annual maintenance cost:				\$0			TO 3/31/18	TO 3/31/19	FY 19-20								
					Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Land acquisition needed? If so, status:			Design; Engineering:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Land purchase:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Site Improvement:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Building/Other Constn.:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Furniture and Fixtures:			\$0	\$0	\$42,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42,500	
			Other:			\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			TOTAL:			\$0	\$0	\$42,500	\$0	\$0	\$0	\$0	\$0	\$0	\$42,500		
Comments:			Proposed Method of Financing:			(\$000)		Net effect on revenue:			(\$\$\$)						
				General Fund 101				\$42,500		Tax gain or loss:							
				Public Safety Fund-205				\$0		Other income:							
				Parks/Rec Fund-208				\$0		Salvage Value of Replaced Asset:							
				Parks/Land Fund-213				\$0								\$0	
				Parsk/Rec/Land Fund-214				\$0									
				Trail Fund - 211				\$0		Notes:			* Identify project location on attached map. * See attached instructions for completing this form.				
				DDA Fund - 248				\$0									
				Grant/Loan/Bond Issue:				\$0									
				Charitable Donations:				\$0									
				Other				\$0									
			TOTAL:				\$42,500										

ADA TOWNSHIP CIP, 2019-2024					Dept.:	Bldgs & Grounds		Date Prepared:	2/14/19							
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		Kevin Moran									
Project Title: Township Hall roof replacement			Project Description and Location: Replacement of entire roof membrane on flat-roof portion of Township Hall													
Department Priority:																
	Current Status:		% Complete		Project Justification Frequent roof leaks in numerous locations, as recently as week of Feb. 4, 2019; increased upkeep costs due to repairs on several past occasions.											
	Prelim. Design:															
	Plans and Specs.:		100%		Relevant Studies, Plans, etc: Contractor quotes obtained and contract entered into in 2018.											
	Construction:		0%		Alternatives Considered:											
					Relationship to Other Projects: To be completed prior to Twp. Hall carpet replacement											
Impact on Operating Budget:			\$000													
Annual operating cost:			\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)											
					EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL	
Annual maintenance cost:			\$0				TO 3/31/18	TO 3/31/19	FY 19-20							
					Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Land acquisition needed? If so, status:					Design; Engineering:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
					Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
					Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
					Building/Other Constn.:		\$0	\$0	\$46,285	\$0	\$0	\$0	\$0	\$0	\$0	\$46,285
					Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
					Other:		\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0
					TOTAL:		\$0	\$0	\$46,285	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Comments:			Proposed Method of Financing:					(\$000)		Net effect on revenue:		(\$\$\$)				
				General Fund 101					\$46,285		Tax gain or loss:					
				Public Safety Fund-205					\$0		Other income:					
				Parks/Rec Fund-208					\$0		Salvage Value of Replaced Asset:					
				Parks/Land Fund-213					\$0				\$0			
				Parsk/Rec/Land Fund-214					\$0							
				Trail Fund - 211					\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.					
				DDA Fund - 248					\$0							
				Grant/Loan/Bond Issue:					\$0							
				Charitable Donations:					\$0							
				Other					\$0							
			TOTAL:					\$46,285								

ADA TOWNSHIP CIP, 2019-2024 CAPITAL PROJECT REQUEST WORKSHEET					Dept.:	Admin		Date Prepared:		2/14/19			
Project Title: Assembly Room Technology Upgrade					Project Description and Location: Improvements/Changes to Assembly Room Audio/Visual System and Data Access for Board/Commission Members								
Department Priority:					Project Justification Current A/V and data access system has had frequent downtime/low reliability; current projection screen placement is not conducive to viewing by Board members; System does not permit all Board members to view same content simultaneously on their on-dais devices (IPads).								
	Current Status:				Relevant Studies, Plans, etc: contractor quotes currently being solicited								
	Prelim. Design:		10%		Alternatives Considered:								
	Plans and Specs.:		0%		Relationship to Other Projects:								
	Construction:		0%										
Impact on Operating Budget:			\$000										
Annual operating cost:			\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)								
Annual maintenance cost:			\$0		TOTAL								
Land acquisition needed? If so, status:			Prelim. Planning:		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	
					TO 3/31/18	TO 3/31/19	FY 19-20						
			Design; Engineering:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Building/Other Constn.:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Other:		\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
			TOTAL:		\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$35,000
Comments:			Proposed Method of Financing:		(\$000)		Net effect on revenue:		(\$\$\$)				
			General Fund		\$35,000		Tax gain or loss:						
			Parks/Rec Fund-208		\$0		Other income:						
			Parks/Land Fund-213		\$0		Salvage Value of Replaced Asset:		\$0				
			Parsk/Rec/Land Fund-214		\$0								
			Trail Fund		\$0		Notes:						
			Public Safety Fund		\$0								
			Grant/Loan/Bond Issue:		\$0								
			Other:		\$0								

<div>ADA TOWNSHIP CIP, 2019-2024</div> <div>CAPITAL PROJECT REQUEST WORKSHEET</div>					<div>Dept.:</div>				<div>Date Prepared:</div>	<div>2/14/19</div>			
<div>Project Title:</div> <div>Local Road Rehab and Prevent Maint.</div>			<div>Local road repair projects jointly selected and shared on a 50%./ 50% basis by the Township and the County Road Commission.</div>										
<div>Department Priority:</div>													
	<div>Current Status:</div>		<div>% Complete</div>										
	<div>Prelim. Design:</div>												
	<div>Plans and Specs.:</div>		<div>0%</div>										
	<div>Construction:</div>		<div>0%</div>										
<div>Impact on Operating Budget:</div> <div>\$000</div>				<div>Local Share of Costs to be Coordinated through the KCRC</div>									
<div>Annual operating cost:</div>			<div>\$0</div>	<div>Alternatives Considered:</div>									
<div>Annual maintenance cost:</div>			<div>\$0</div>	<div>Relationship to Other Projects:</div>									
				<div>To be coordinated with watermain replacement in the Ada Croft and other street resrufacing areas.</div>									
				<div>PROGRAMMED EXPENDITURE SCHEDULE (\$000)</div>									
				<div>EXPENDITURE TYPE</div>	<div>ACTUAL</div>	<div>ESTIM.</div>	<div>BUDGET</div>	<div>FY 20-21</div>	<div>FY 21-22</div>	<div>FY 22-23</div>	<div>FY 23-24</div>	<div>FY 24-25</div>	<div>TOTAL</div>
				<div>TO 3/31/18</div>	<div>TO 3/31/19</div>	<div>FY 19-20</div>							
				<div>Prelim. Planning:</div>		<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>
<div>Land acquisition needed? If so, status:</div>				<div>Design; Engineering:</div>		<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>
				<div>Land Purchase:</div>		<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>
				<div>Site Improvement:</div>		<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>
				<div>Building/Other Constn.:</div>		<div>\$0</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$2,400,000</div>
				<div>Furniture and Fixtures:</div>		<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>
				<div>Other:</div>		<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>	<div>\$0</div>
				<div>TOTAL:</div>		<div>\$0</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$400,000</div>	<div>\$2,400,000</div>
<div>Comments:</div>				<div>Proposed Method of Financing:</div>				<div>Net effect on revenue:</div>		<div>(\$\$\$)</div>			
					<div>General Fund</div>	<div>\$2,400,000</div>		<div>Tax gain or loss:</div>					
					<div>Parks Fund</div>	<div>\$0</div>		<div>Other income:</div>					
					<div>Parks and Land Pres. Fund</div>	<div>\$0</div>		<div>Salvage Value of Replaced Asset:</div>		<div>\$0</div>			
					<div>Trail Fund</div>	<div>\$0</div>							
					<div>Public Safety Fund</div>	<div>\$0</div>		<div>Notes:</div>					
					<div>Special Assessment:</div>	<div>\$0</div>							
					<div>State Grant:</div>	<div>\$0</div>							
					<div>Other: Sanitary Sewer Fund</div>	<div>\$0</div>							

CAPITAL PROJECT REQUEST WORKSHEETS

PUBLIC SAFETY FUND

FUND 205

ADA TOWNSHIP CIP, 2019-2024					Dept.:	Fire Department		Date Prepared:	9/14/2018					
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		David Murray							
Project Title: Rescue boat			Project Description and Location: Rescue boat and trailer to be located at fire station one.											
Department Priority:														
	Current Status:		% Complete	Project Justification It has been several years since the department has owned a boat of their own. We rely on the Cascade Fire Department. With the growing development and popularity of the riverbanks in the village we would like to be prepared in the event of a water rescue situation. With using the Cascade boat we depend on them to always have someone in place to respond with										
	Prelim. Design:		10%											
	Plans and Specs.:		0%											
	Construction:		0%											
Impact on Operating Budget:			\$000											
Annual operating cost:			\$0	PROGRAMMED EXPENDITURE SCHEDULE (\$000)										
				EXPENDITURE TYPE	ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL	
Annual maintenance cost:			\$0		TO 3/31/18	TO 3/31/19	FY 19-20							
				Prelim. Planning:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Land acquisition needed? If so, status:				Design; Engineering:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
				Land purchase:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
				Site Improvement:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
				Building/Other Constn.:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
				Furniture and Fixtures:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
				Other:	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000	
				TOTAL:	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000	
Comments:			Proposed Method of Financing:			(\$000)		Net effect on revenue:			(\$\$\$)			
				General Fund 101			\$0		Tax gain or loss:					
				Public Safety Fund-205			\$20,000		Other income:					
				Parks/Rec Fund-208			\$0		Salvage Value of Replaced Asset:					
				Parks/Land Fund-213			\$0					\$0		
				Parsk/Rec/Land Fund-214			\$0							
				Trail Fund - 211			\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.					
				DDA Fund - 248			\$0							
				Grant/Loan/Bond Issue:			\$0							
				Charitable Donations:			\$0							
				Other			\$0							
				TOTAL:			\$20,000							

ADA TOWNSHIP CIP, 2019-2024 CAPITAL PROJECT REQUEST WORKSHEET						Dept.:	Fire Department		Date Prepared:	9/7/2018								
Submitted by:						David Murray												
Project Title: On board vehicle computers			Project Description and Location: Purchase and installation of computers in Engine 4, Medic 9, Car 1															
Department Priority:																		
	Current Status:			% Complete		Project Justification To better prepare our responders we now have the the ability to have a computer link directly to the Kent County Dispatch Center. We can be given pre arrival instructions, locations of utilities, Knoxbox locations as well as building filor plans and hazards.												
	Prelim. Design:			10%														
	Plans and Specs.:			0%		Relevant Studies, Plans, etc: The majority of staffed departments operate vehicles with on board computers.												
	Construction:			0%		Alternatives Considered:												
	Impact on Operating Budget:			\$000		Relationship to Other Projects:												
Annual operating cost:			\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)													
					EXPENDITURE TYPE					ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL
Annual maintenance cost:			\$0							TO 3/31/18	TO 3/31/19	FY 19-20						
					Prelim. Planning:					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land acquisition needed? If so, status:			Design; Engineering:					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Land purchase:					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Site Improvement:					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Building/Other Constn.:					\$0	\$0	\$0	\$0	\$0	\$0	\$0				
			Furniture and Fixtures:					\$0	\$0	\$0	\$0	\$0	\$0	\$0				
			Other:					\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000		
			TOTAL:					\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	
Comments:		Proposed Method of Financing:					(\$000)		Net effect on revenue:			(\$\$\$)						
			General Fund 101					\$0		Tax gain or loss:								
			Public Safety Fund-205					\$10,000		Other income:								
			Parks/Rec Fund-208					\$0		Salvage Value of Replaced Asset:								
			Parks/Land Fund-213					\$0					\$0					
			Parsk/Rec/Land Fund-214					\$0										
			Trail Fund - 211					\$0		Notes:			* Identify project location on attached map. * See attached instructions for completing this form.					
			DDA Fund - 248					\$0										
		Grant/Loan/Bond Issue:					\$0											
		Charitable Donations:					\$0											
		Other					\$0											
		TOTAL:					\$10,000											

ADA TOWNSHIP CIP, 2019-2024					Dept.:	Fire Department		Date Prepared:	9/7/2018							
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		David Murray									
Project Title: Medic 9 replacement			Project Description and Location: Replacement of Medic 9 a 2009 Chevrolet Suburban located at Station One.													
Department Priority:																
	Current Status:		% Complete		Project Justification This vehicle is the first out on a medical responses, at the time of replacement should have 100,000 miles.											
	Prelim. Design:		10%													
	Plans and Specs.:		0%		Relevant Studies, Plans, etc:											
	Construction:		0%		Alternatives Considered:											
					Relationship to Other Projects:											
Impact on Operating Budget:			\$000													
Annual operating cost:			\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)											
			EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL			
Annual maintenance cost:			\$0		TO 3/31/18	TO 3/31/19	FY 19-20									
			Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Land acquisition needed? If so, status:			Design; Engineering:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Building/Other Constn.:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Other:		\$0	\$0		\$50,000	\$0	\$0	\$0	\$0	\$50,000			
			TOTAL:		\$0	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000			
Comments:			Proposed Method of Financing:			(\$000)		Net effect on revenue:		(\$\$\$)						
						General Fund 101			\$0		Tax gain or loss:					
						Public Safety Fund-205			\$50,000		Other income:					
						Parks/Rec Fund-208			\$0		Salvage Value of Replaced Asset:					
						Parks/Land Fund-213			\$0					\$0		
						Parsk/Rec/Land Fund-214			\$0							
						Trail Fund - 211			\$0		Notes:			* Identify project location on attached map. * See attached instructions for completing this form.		
						DDA Fund - 248			\$0							
						Grant/Loan/Bond Issue:			\$0							
						Charitable Donations:			\$0							
			Other			\$0										
			TOTAL:			\$50,000										

ADA TOWNSHIP CIP, 2019-2024 CAPITAL PROJECT REQUEST WORKSHEET						Dept.:	Fire Department		Date Prepared:	9/7/2018			
Submitted by:			David Murray										
Project Title: Fire helmet & boot replacement			Project Description and Location: Fire helmet & boot replacement										
Department Priority:													
Project Justification			Replacement in accordance with NFPA standards.										
	Current Status:	% Complete											
	Prelim. Design:	10%											
	Plans and Specs.:	0%											
	Construction:	0%											
Relationship to Other Projects:													
Impact on Operating Budget:			\$000										
Annual operating cost:			\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)								
			EXPENDITURE TYPE	ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL	
Annual maintenance cost:				TO 3/31/18	TO 3/31/19	FY 19-20							
			Prelim. Planning:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Land acquisition needed? If so, status:			Design; Engineering:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Land purchase:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Site Improvement:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Building/Other Constn.:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Furniture and Fixtures:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Other:	\$0	\$0		\$13,000	\$0	\$0	\$0	\$13,000		
			TOTAL:	\$0	\$0	\$0	\$0	\$13,000	\$0	\$0	\$0	\$13,000	
Comments:			Proposed Method of Financing:			(\$000)		Net effect on revenue:		(\$\$\$)			
				General Fund 101			\$0		Tax gain or loss:				
				Public Safety Fund-205			\$13,000		Other income:				
				Parks/Rec Fund-208			\$0		Salvage Value of Replaced Asset:				
				Parks/Land Fund-213			\$0				\$0		
				Parsk/Rec/Land Fund-214			\$0						
				Trail Fund - 211			\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.				
				DDA Fund - 248			\$0						
				Grant/Loan/Bond Issue:			\$0						
				Charitable Donations:			\$0						
			Other			\$0							
			TOTAL:			\$13,000							

ADA TOWNSHIP CIP, 2019-2024					Dept.:	Fire Department		Date Prepared:	9/7/2018				
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		David Murray						
Project Title: Fire engine replacement			Project Description and Location: Replacement of 1997 fire engine located at Station Two.										
Department Priority:													
	Current Status:		% Complete		Project Justification The vehicle that is proposed to be replaced is a 1997 fire truck and will be 25 years old. Advances in safety features and technology in the past 25 years as well as increased repair expenses with a vehicle of this age are a few of the reasons for replacement. Each year monies are set aside in a vehicle replacement fund.								
	Prelim. Design:		10%										
	Plans and Specs.:		0%										
	Construction:		0%										
Impact on Operating Budget:			\$000		Relevant Studies, Plans, etc:								
Annual operating cost:			\$0		Alternatives Considered:								
Annual maintenance cost:			\$0		Relationship to Other Projects:								
Land acquisition needed? If so, status:					PROGRAMMED EXPENDITURE SCHEDULE (\$000)								
			EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL
					TO 3/31/18	TO 3/31/19	FY 19-20						
			Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Design; Engineering:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Building/Other Constn.:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other:		\$0	\$0			\$0	\$500,000	\$0	\$0	\$500,000			
TOTAL:		\$0	\$0	\$0	\$0	\$0	\$500,000	\$0	\$0	\$500,000			
Comments:			Proposed Method of Financing:		(\$000)		Net effect on revenue:		(\$\$\$)				
				General Fund 101		\$0		Tax gain or loss:					
				Public Safety Fund-205		\$500,000		Other income:					
				Parks/Rec Fund-208		\$0		Salvage Value of Replaced Asset:					
				Parks/Land Fund-213		\$0				\$0			
				Parsk/Rec/Land Fund-214		\$0							
				Trail Fund - 211		\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.					
				DDA Fund - 248		\$0							
				Grant/Loan/Bond Issue:		\$0							
				Charitable Donations:		\$0							
				Other		\$0							
			TOTAL:		\$500,000								

<div> <div> <div>ADA TOWNSHIP CIP, 2019-2024</div> <div>CAPITAL PROJECT REQUEST WORKSHEET</div> </div> <div> <div>Dept.:</div> <div>Fire Department</div> </div> <div> <div>Date Prepared:</div> <div>9/17/2018</div> </div> </div>						<div> <div>Submitted by:</div> <div>David Murray</div> </div>								
<div>Project Title:</div> <div>Replacement turn out gear</div>			<div>Project Description and Location:</div> <div>Replacement of firefighter turn out gear.</div>											
<div>Department Priority:</div> <div></div>														
			<div>Project Justification</div> <div>Each firefighter has their own set of gear, in accordance with NFPA gear should be replaced on a 10 year cycle.</div>											
	Current Status:			% Complete										
	Prelim. Design:			10%										
	Plans and Specs.:			0%										
	Construction:			0%										
<div>Impact on Operating Budget:</div> <div></div>					\$000									
<div>Annual operating cost:</div> <div></div>					\$0									
<div>Annual maintenance cost:</div> <div></div>					\$0									
<div>Land acquisition needed? If so, status:</div> <div></div>			<div>Design; Engineering:</div> <div></div>		\$0		\$0		\$0		\$0		\$0	
			<div>Land purchase:</div> <div></div>		\$0		\$0		\$0		\$0		\$0	
			<div>Site Improvement:</div> <div></div>		\$0		\$0		\$0		\$0		\$0	
			<div>Building/Other Constn.:</div> <div></div>		\$0		\$0		\$0		\$0		\$0	
			<div>Furniture and Fixtures:</div> <div></div>		\$0		\$0		\$0		\$0		\$0	
			<div>Other:</div> <div></div>		\$0		\$0		\$0		\$0		\$60,000	
			<div>TOTAL:</div> <div></div>		\$0		\$0		\$0		\$0		\$60,000	
<div>Comments:</div> <div></div>			<div>Proposed Method of Financing:</div> <div></div>				<div>(\$000)</div> <div></div>		<div>Net effect on revenue:</div> <div></div>		<div>(\$\$\$)</div> <div></div>			
			<div>General Fund 101</div> <div></div>				\$0		<div>Tax gain or loss:</div> <div></div>					
			<div>Public Safety Fund-205</div> <div></div>				\$60,000		<div>Other income:</div> <div></div>					
			<div>Parks/Rec Fund-208</div> <div></div>				\$0		<div>Salvage Value of Replaced Asset:</div> <div></div>					
			<div>Parks/Land Fund-213</div> <div></div>				\$0				\$0			
			<div>Parsk/Rec/Land Fund-214</div> <div></div>				\$0							
			<div>Trail Fund - 211</div> <div></div>				\$0		<div>Notes:</div> <div> <div>* Identify project location on attached map.</div> <div>* See attached instructions for completing this form.</div> </div>					
			<div>DDA Fund - 248</div> <div></div>				\$0							
			<div>Grant/Loan/Bond Issue:</div> <div></div>				\$0							
			<div>Charitable Donations:</div> <div></div>				\$0							
			<div>Other</div> <div></div>				\$0							
			<div>TOTAL:</div> <div></div>				\$60,000							

CAPITAL PROJECT REQUEST WORKSHEETS

PARKS AND RECREATION FUND

FUND 208

ADA TOWNSHIP CIP, 2019-2024						Dept.:		Parks and Recreation		Date Prepared:		10/1/2018			
CAPITAL PROJECT REQUEST WORKSHEET						Submitted by:		Mark Fitzpatrick							
Project Title: Roselle Park non-paved Trails, hydrology			Project Description and Location:			Roselle Park - improvements to wet areas in north non paved trails and establishment of trail in meadow by north parking lot. North trails need consultant assistance, DEQ permit, fills dirt, culverts, possible small bridge									
Department Priority: High			Project Justification ;			Part of park master plan improvements									
	Current Status:				% Complete										
	Prelim. Design:				80%	Relevant Studies, Plans, etc: Recent master plan, 5-year rec plan									
	Plans and Specs.:				0%	Alternatives Considered:									
	Construction:				0%	Relationship to Other Projects:									
Impact on Operating Budget:					\$000										
Annual operating cost:					\$0	PROGRAMMED EXPENDITURE SCHEDULE (\$000)									
			EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL		
Annual maintenance cost:					\$0	TO 3/31/18	TO 3/31/19	FY 19-20							
			Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Land acquisition needed? If so, status:			Design; Engineering:		\$0	\$0	\$3,500	\$0	\$0	\$0	\$0	\$0	\$3,500		
			Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Site Improvement:		\$0	\$0	\$24,240	\$0	\$0	\$0	\$0	\$0	\$24,240		
			Building/Other Constn.:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Other:		\$0	\$0			\$0	\$0	\$0	\$0	\$0		
			TOTAL:		\$0	\$0	\$27,740	\$0	\$0	\$0	\$0	\$0	\$27,740		
Comments: Part of project being done in FY 2018-19 while most is being moved to FY 2019-20 to coordinate consultants, DEQ and weather			Proposed Method of Financing:			(\$000)		Net effect on revenue:			(\$\$\$)				
				General Fund 101			\$0		Tax gain or loss:						
				Public Safety Fund-205			\$0		Other income:						
				Parks/Rec Fund-208			\$27,740		Salvage Value of Replaced Asset:						
				Parks/Land Fund-213			\$0					\$0			
				Parks/Rec/Land Fund-214			\$0								
				Trail Fund - 211			\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.						
				DDA Fund - 248			\$0								
				Grant/Loan/Bond Issue:			\$0								
				Charitable Donations:			\$0								
				Other			\$0								
				TOTAL:			\$27,740								

CAPITAL PROJECT REQUEST WORKSHEETS
PARKS AND LAND PRESERVATION FUND
FUND 213

ADA TOWNSHIP CIP, 2019-2024					Dept.:		Parks/Rec/Land Preservation		Date Prepared:		'01/31/19											
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		Jim Ferro															
Project Title: Chief Hazy Cloud-Local Match			Project Description and Location: Contribution of \$400,000 to Kent County Parks as local matching funds for DNR grant for expansion of Chief Hazy Cloud Park																			
Department Priority:			Project Justification Proposed land acquisition by Kent County Parks of land between Pettis Ave and the Grand River advances the Township's goal, contained in the adopted 2017 Parks, Rec and Land Preservation Plan, of preserving open space along the Grand River Corridor, which is the No. 1 priority category for open space preservation.																			
	Current Status:				% Complete																	
	Prelim. Design:				10%																	
	Plans and Specs.:				0%																	
	Construction:				0%																	
Impact on Operating Budget:			\$000		Relevant Studies, Plans, etc: 2017 Parks, Recreation and Land Preservation Plan. Township Board Resolution R - 031317 - expressing Township's intent to contribute up to \$400,000 in local matching funds.																	
Annual operating cost:			\$0		Alternatives Considered:																	
Annual maintenance cost:			\$0		Relationship to Other Projects: \$300,000 in FY 18-19 is to apply as local match to previously-awarded grant to Kent County Parks; FY 20-21 and 21-22 amounts are for grant award that has been recommended by MNRTF Board.																	
Land acquisition needed? If so, status:			PROGRAMMED EXPENDITURE SCHEDULE (\$000)																			
			EXPENDITURE TYPE		ACTUAL		ESTIM.		BUDGET		FY 20-21		FY 21-22		FY 22-23		FY 23-24		FY 24-25		TOTAL	
					TO 3/31/18		TO 3/31/19		FY 19-20													
			Prelim. Planning:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Design; Engineering:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Land purchase:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Site Improvement:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Building/Other Constrn.:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Furniture and Fixtures:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Other:		\$0		\$300,000		\$0		\$200,000		\$0		\$200,000		\$0		\$0		\$700,000	
TOTAL:		\$0		\$300,000		\$0		\$200,000		\$0		\$200,000		\$0		\$0		\$700,000				
Comments:			Proposed Method of Financing:		(\$000)		Net effect on revenue:				(\$\$\$)											
			General Fund		\$0		Tax gain or loss:															
			Parks Fund		\$0		Other income:															
			Parks and Land Pres. Fnd.		\$700,000		Salvage Value of Replaced Asset:				\$0											
			Trail Fund		\$0																	
			Public Safety Fund		\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.															
			Special Assessment:		\$0																	
			Grant/Loan/Bond Issue:		\$0																	
			Other:		\$0																	

CAPITAL PROJECT REQUEST WORKSHEETS
PARKS, RECREATION AND LAND PRESERVATION FUND
FUND 214

ADA TOWNSHIP CIP, 2019-2024						Dept.:		Parks & Recreation		Date Prepared:		9/21/2018			
CAPITAL PROJECT REQUEST WORKSHEET						Submitted by:		Mark Fitzpatrick							
Project Title: Ada Park Improvements - Paving			Project Description and Location: Ada Township Park improvements: Related to paving - widening entrance driveway, patching cracks in main driveway and parking lots, ...												
Department Priority:			Project Justification												
	Current Status:		% Complete		Relevant Studies, Plans, etc: Park master plan										
	Prelim. Design:		30%												
	Plans and Specs.:		0%												
	Construction:		0%												
Impact on Operating Budget:			\$000		Alternatives Considered: Option to coordinate with next phase of Arboretum Trail improvements and/or paved trail connectors around ball field and along Grand River Drive.										
Annual operating cost:			\$0		Relationship to Other Projects: Ada Park master plan improvements										
Annual maintenance cost:			\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)										
					EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL
					TO 3/31/18		TO 3/31/19	FY 19-20							
Prelim. Planning:					\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land acquisition needed? If so, status:			Design; Engineering:		\$0		\$0	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
			Land purchase:		\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Site Improvement:		\$0		\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0	\$65,000
			Building/Other Constrn.:		\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Furniture and Fixtures:		\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Other:		\$0		\$0			\$0	\$0	\$0	\$0	\$0	\$0
TOTAL:					\$0		\$0	\$0	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000
Comments: Moved from FY 19-20 to FY 21-22. May have to go later if coordinating other paved trail improvements with same work (all asphalt). Note, worksheets for other trail improvements not included yet.			Proposed Method of Financing:					(\$000)		Net effect on revenue:		(\$\$\$)			
			General Fund 101					\$0		Tax gain or loss:					
			Public Safety Fund-205					\$0		Other income:					
			Parks/Rec Fund-208					\$0		Salvage Value of Replaced Asset:					
			Parks/Land Fund-213					\$0				\$0			
			Parsk/Rec/Land Fund-214					\$70,000							
			Trail Fund - 211					\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.					
			DDA Fund - 248					\$0							
			Grant/Loan/Bond Issue:					\$0							
			Charitable Donations:					\$0							
			Other					\$0							
			TOTAL:					\$70,000							

<div>ADA TOWNSHIP CIP, 2019-2024</div> <div>CAPITAL PROJECT REQUEST WORKSHEET</div>						Dept.:	Parks & Recreation		Date Prepared:		2/14/19					
						Submitted by:		Mark Fitzpatrick								
Project Title: Roselle Park Improvements - Shelter-Pic			Project Description and Location: Roselle Park									New improvement : Picnic Shelter, accessable picnic area, improved parking area, other ammenities				
Department Priority: High																
	Current Status:		% Complete		Project Justification											
	Prelim. Design:		50%													
	Plans and Specs.:		0%		Relevant Studies, Plans, etc: Part of the current master plan for Roselle Park and the PRLP Community Recreation 5-year Plan											
	Construction:		0%													
Impact on Operating Budget:			\$000		Alternatives Considered:											
Annual operating cost:			\$0													
Annual maintenance cost:			\$0		Relationship to Other Projects:											
					PROGRAMMED EXPENDITURE SCHEDULE (\$000)											
					EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL	
					TO 3/31/18		TO 3/31/19	FY 19-20								
					Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Land acquisition needed? If so, status: No					Design; Engineering:		\$0	\$0		\$30,000	\$14,800	\$0	\$0	\$0	\$44,800	
					Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
					Site Improvement:		\$0	\$0	\$0	\$0	\$428,240	\$0	\$0	\$0	\$0	\$428,240
					Building/Other Constrn.:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
					Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
					Other:		\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0
					TOTAL:		\$0	\$0	\$0	\$30,000	\$443,040	\$0	\$0	\$0	\$473,040	
Comments: Master plan done. Construction designs and fundraising to be done. DNR Grant targeted as part of funding. Cost spread over two years. Does not include bridge to Chief Hazy Cloud park.			Proposed Method of Financing:					(\$000)		Net effect on revenue:		(\$\$\$)				
			General Fund 101					\$0		Tax gain or loss:						
			Public Safety Fund-205					\$0		Other income:						
			Parks/Rec Fund-208					\$0		Salvage Value of Replaced Asset:						
			Parks/Land Fund-213					\$0				\$0				
			Parsk/Rec/Land Fund-214					\$189,216								
			Trail Fund - 211					\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.						
			DDA Fund - 248					\$0								
			Grant/Loan/Bond Issue:					\$236,520								
			Charitable Donations:					\$47,304								
			Other					\$0								
			TOTAL:					\$473,040								

ADA TOWNSHIP CIP, 2019-2024 CAPITAL PROJECT REQUEST WORKSHEET						Dept.:	Parks & Recreation		Date Prepared:	2/14/19			
						Submitted by:		Mark Fitzpatrick					
Project Title: Leonard Field softball field fence			Project Description and Location:			Improvements to park including a site master plan in the first year and the major projects in following years: ball field fences, accessbaility, deck repairs, river access, lighting upgrades, scoreboard, electric							
Department Priority: high - safety and access issue													
	Current Status:				% Complete								
	Prelim. Design:				10%								
	Plans and Specs.:				0%								
	Construction:				0%								
Project Justification			A formal master plan needs to be developed to guide improvements from reapiers to old and worn out items to and re-design needs.										
Relevant Studies, Plans, etc:			5 year recreation plan										
Alternatives Considered:			Site use priorities and options for fencing, decks and access										
Relationship to Other Projects:			General maintenance										
Impact on Operating Budget:					\$000								
Annual operating cost:					\$0								
Annual maintenance cost:					\$0								
Land acquisition needed? If so, status:													
			Design; Engineering:		\$0		\$0		\$0		\$0		
			Land purchase:		\$0		\$0		\$0		\$0		
			Site Improvement:		\$0		\$0		\$0		\$225,000		
			Building/Other Constn.:		\$0		\$0		\$0		\$0		
			Furniture and Fixtures:		\$0		\$0		\$0		\$0		
			Other:		\$0		\$0		\$0		\$0		
			TOTAL:		\$0		\$0		\$20,000		\$245,000		
Comments:			Proposed Method of Financing:				(\$000)		Net effect on revenue:		(\$\$\$)		
Priority repairs done as maintenance items. Master plan to be done in 2019, other improvements to follow in 2020 or 2021. Note previously budgeted with parts in both 213 and 214 Funds			General Fund 101				\$0		Tax gain or loss:				
			Public Safety Fund-205				\$0		Other income:				
			Parks/Rec Fund-208				\$0		Salvage Value of Replaced Asset:				
			Parks/Land Fund-213				\$0				\$0		
			Parsk/Rec/Land Fund-214				\$245,000						
			Trail Fund - 211				\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.				
			DDA Fund - 248				\$0						
			Grant/Loan/Bond Issue:				\$0						
			Charitable Donations:				\$0						
			Other				\$0						
			TOTAL:				\$245,000						

ADA TOWNSHIP CIP, 2019-2024					Dept.:	Park & Recreation		Date Prepared:	10/1/18				
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		Mark Fitzpatrick						
Project Title: Carl Creek Wetland Preserve Trails			Project Description and Location: Carl Creek Wetland Preserve - site improvements including parking area, trails and boardwalks										
Department Priority:			Project Justification To provide public access										
	Current Status:		% Complete										
	Prelim. Design:		50%	Relevant Studies, Plans, etc: 5 year Recreaion Plan, recent master plan									
	Plans and Specs.:		0%	Alternatives Considered: revise the plan and or priority or timeline									
	Construction:		0%	Relationship to Other Projects:									
Impact on Operating Budget:				\$000									
Annual operating cost:				\$0	PROGRAMMED EXPENDITURE SCHEDULE (\$000)								
			EXPENDITURE TYPE	ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL	
Annual maintenance cost:				\$0	TO 3/31/18	TO 3/31/19	FY 19-20						
			Prelim. Planning:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Land acquisition needed? If so, status:			Design; Engineering:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Land purchase:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Site Improvement:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$201,468	
			Building/Other Constn.:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Furniture and Fixtures:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Other:	\$0	\$0			\$0	\$0	\$0	\$0	\$0	
			TOTAL:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$201,468	
Comments: This project has been move from FY 2018-19 to an "undetermined" year. To be revisited for priority, cost and time frame. This may also need to be moved from the 213 fund to the 214 fund at some point.			Proposed Method of Financing:			(\$000)		Net effect on revenue:		(\$\$\$)			
				General Fund 101			\$0		Tax gain or loss:				
				Public Safety Fund-205			\$0		Other income:				
				Parks/Rec Fund-208			\$0		Salvage Value of Replaced Asset:				
				Parks/Land Fund-213			\$201,468				\$0		
				Parsk/Rec/Land Fund-214			\$0						
				Trail Fund - 211			\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.				
				DDA Fund - 248			\$0						
				Grant/Loan/Bond Issue:			\$0						
				Charitable Donations:			\$0						
				Other			\$0						
				TOTAL:			\$201,468						

ADA TOWNSHIP CIP, 2019-2024					Dept.:					Date Prepared:		10/1/2018			
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		Mark Fitzpatrick								
Project Title: Pick-up trck replacements			Project Description and Location: Replacement trucks for parks/trails operations. One full size truck with plows , one smaller utility truck.												
Department Priority: medium															
	Current Status:				% Complete										
	Prelim. Design:				50%		Relevant Studies, Plans, etc: Age of vehicles past								
	Plans and Specs.:				0%		Alternatives Considered: To be purchased in different years 2021 and 2023, to be confirmed.								
	Construction:				0%		Relationship to Other Projects:								
	Impact on Operating Budget:				\$000										
Annual operating cost:					\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)								
			EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL		
Annual maintenance cost:					TO 3/31/18	TO 3/31/19	FY 19-20								
			Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Land acquisition needed? If so, status:			Design; Engineering:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
			Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Building/Other Constn.:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Other: Large pick up - small pick up trucks		\$0	\$0		\$32,000	\$0	\$22,000	\$0	\$0	\$0	\$54,000	
			TOTAL:		\$0	\$0	\$0	\$32,000	\$0	\$22,000	\$0	\$0	\$0	\$54,000	
Comments: Actual years for replcement to be confirmed. Large pick-up to include cost of plows. Estimates - Large pick up at \$32,000 (2021), Small pick-up at \$22,000 (2023)			Proposed Method of Financing:			(\$000)		Net effect on revenue:			(\$\$\$)				
				General Fund 101			\$0		Tax gain or loss:						
				Public Safety Fund-205			\$0		Other income:						
				Parks/Rec Fund-208			\$0		Salvage Value of Replaced Asset:						
				Parks/Land Fund-213			\$0					\$0			
				Parsk/Rec/Land Fund-214			\$54,000								
				Trail Fund - 211			\$0		Notes: * Identify project location on attached map. * See attached instructions for completing this form.						
				DDA Fund - 248			\$0								
				Grant/Loan/Bond Issue:			\$0								
				Charitable Donations:			\$0								
				Other			\$0								
				TOTAL:			\$54,000								

CAPITAL PROJECT REQUEST WORKSHEETS

TRAIL FUND

FUND 211

ADA TOWNSHIP CIP, 2019-2024 CAPITAL PROJECT REQUEST WORKSHEET						Dept.:	Parks & Recreation - Trails	Date Prepared:	2/14/19				
						Submitted by:	Mark Fitzpatrick						
Project Title: Non-motorized trail repairs			Project Description and Location: Maintenance repairs to paved non-mototrized trail in the Township. Work as outlined in trail maintenance plan. To include bridge and boardwalk decking wood.										
Department Priority: _____			Project Justification Rotted deck board on the bridgers and boardwalks need immediate attention. Other areas in the asphalt as defined in the trail maintenance plan.										
	Current Status:	% Complete											
	Prelim. Design:	10%											
	Plans and Specs.:	0%	Relevant Studies, Plans, etc: Trail maintenance plan - observation										
	Construction:	0%	Alternatives Considered: Select only part of the Year 2 recommendations										
Impact on Operating Budget:			\$000	Relationship to Other Projects: Ongoing maintenance for the trails									
Annual operating cost:			\$0	PROGRAMMED EXPENDITURE SCHEDULE (\$000)									
Annual maintenance cost:			\$0										
				EXPENDITURE TYPE	ACTUAL TO 3/31/18	ESTIM. TO 3/31/19	BUDGET FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL
Land acquisition needed? If so, status:				Prelim. Planning:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
				Design; Engineering:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
				Land purchase:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
				Site Improvement:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
				Building/Other Constn.:	\$0	\$0	\$225,000	\$200,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,825,000
				Furniture and Fixtures:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
				Other:	\$0	\$0		\$0	\$0	\$0	\$0	\$0	
				TOTAL:	\$0	\$0	\$225,000	\$200,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,825,000
Comments: To be coordinated with M&B for next phase of trail repairs throughout the non-mptorized trail system. Specifics to the repairs and budgets are not defined at this time. Some repairs to go into the maintenance line item versus CIP. Trail Fund 211				Proposed Method of Financing:		(000)	Net effect on revenue:		(\$\$)				
				General Fund 101		\$200,000	Tax gain or loss:						
				Public Safety Fund-205		\$0	Other income:						
				Parks/Rec Fund-208		\$0	Salvage Value of Replaced Asset:						
				Parks/Land Fund-213		\$0			\$0				
				Parsk/Rec/Land Fund-214		\$0							
				Trail Fund - 211		\$1,625,000	Notes: * Identify project location on attached map. * See attached instructions for completing this form.						
				DDA Fund - 248		\$0							
				Grant/Loan/Bond Issue:		\$0							
				Charitable Donations:		\$0							
				Other		\$0							
				TOTAL:		\$1,825,000							

ADA TOWNSHIP CIP, 2019-2024					Dept.:					Date Prepared:		2/14/19				
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		Jim Ferro									
Project Title: Non-Motorized Trail Construction			Project Description and Location: Expansion of non-motirized trail system, based on an updated plan to be prepared by Non-Motorized Trail Committee of the PRLP Advisory Board, with consideration of public input.													
Department Priority:			Project Justification: Several segments of the original trail plan prepared in 2006 have not yet been completed; Public input has been received in the past several years regarding desired new trail segments.													
	Current Status:				% Complete		Relevant Studies, Plans, etc: 2006 trail plan needs updating through a process that includes public involvement. Funding for new trails will not be available until bond debt service is completed in 2021, and trail millage is renewed by voters.									
	Prelim. Design:				10%											
	Plans and Specs.:				0%											
	Construction:				0%											
Impact on Operating Budget:					\$000		Relationship to Other Projects:									
Annual operating cost:					\$0											
Annual maintenance cost:					\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)									
			EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL			
					TO 3/31/18	TO 3/31/19	FY 19-20									
			Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Land acquisition needed? If so, status:			Design; Engineering:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Building/Other Constn.:		\$0	\$0	\$0	\$0	\$0	\$300,000	\$250,000	\$200,000	\$750,000			
			Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
			Other:		\$0	\$0			\$0	\$0	\$0	\$0	\$0			
			TOTAL:		\$0	\$0	\$0	\$0	\$0	\$300,000	\$250,000	\$200,000	\$750,000			
Comments:			Proposed Method of Financing:			(\$000)		Net effect on revenue:			(\$\$\$)					
				General Fund 101				\$0		Tax gain or loss:						
				Public Safety Fund-205				\$0		Other income:						
				Parks/Rec Fund-208				\$0		Salvage Value of Replaced Asset:						
				Parks/Land Fund-213				\$0							\$0	
				Parsk/Rec/Land Fund-214				\$0								
				Trail Fund - 211				\$750,000		Notes: * Identify project location on attached map. * See attached instructions for completing this form.						
				DDA Fund - 248				\$0								
				Grant/Loan/Bond Issue:				\$0								
				Charitable Donations:				\$0								
				Other				\$0								
			TOTAL:				\$750,000									

CAPITAL PROJECT REQUEST WORKSHEETS

DDA FUND

FUND 248

ADA TOWNSHIP CIP, 2019-2024					Dept.:		DDA		Date Prepared:		9/18/2018		
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		Brian Hilbrands						
Project Title: Fulton Street Gateway Sign			Project Description and Location: Addition of one gateway sign at the intersection of Fulton St and Ada Drive welcoming people to the Village										
Department Priority: 1			Project Justification: Provide a stronger identity and more attractive appearance to the major entrances to the Development District and the Village										
	Current Status:	% Complete	Relevant Studies, Plans, etc: Section 1, page 13 of DDA Development Plan										
	Prelim. Design:	0%	Alternatives Considered: None										
	Plans and Specs.:	0%	Relationship to Other Projects: A design theme has been established with the community entry sign recently installed at the Knapp/Grand River Dr intersection. Similar design to be used in the Village										
	Construction:	0%											
Impact on Operating Budget:		\$000											
Annual operating cost:		\$0	PROGRAMMED EXPENDITURE SCHEDULE (\$000)										
			EXPENDITURE TYPE	ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL	
Annual maintenance cost:		\$0		TO 3/31/18	TO 3/31/19	FY 19-20							
			Prelim. Planning:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Land acquisition needed? If so, status:			Design; Engineering:	\$0	\$0	\$3,300	\$0	\$0	\$0	\$0	\$0	\$3,300	
			Land purchase:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Site Improvement:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Building/Other Constn.:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Furniture and Fixtures:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
			Other:	\$0	\$0	\$21,700		\$0	\$0	\$0	\$0	\$21,700	
			TOTAL:	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000	
Comments: Will need a permit to place the sign in the road right-of-way		Proposed Method of Financing:			(\$000)		Net effect on revenue:			(\$\$\$)			
			General Fund 101			\$0		Tax gain or loss:			No impact		
			Public Safety Fund-205			\$0		Other income:			No impact		
			Parks/Rec Fund-208			\$0		Salvage Value of Replaced Asset:			No impact		
			Parks/Land Fund-213			\$0					\$0		
			Parsk/Rec/Land Fund-214			\$0							
			Trail Fund - 211			\$0		Notes:					
			DDA Fund - 248			\$25,000							
			Grant/Loan/Bond Issue:			\$0							
			Charitable Donations:			\$0							
			Other			\$0							
		TOTAL:			\$25,000								

<div> <div>ADA TOWNSHIP CIP, 2019-2024</div> <div>CAPITAL PROJECT REQUEST WORKSHEET</div> </div>						<div>Dept.:</div> <div>DDA</div>	<div>Date Prepared:</div> <div>1/10/2019</div>					
<div>Submitted by:</div> <div>Brian Hilbrands</div>												
<div>Project Title:</div> <div>Ada Drive Sidewalk Repair</div>		<div>Project Description and Location: Removing and replacing the bricks to regrade the sidewalks, removing and replacing the street trees, and removing and replacing the planter boxes along Ada Drive between Bronson St. and Thornapple River Dr.</div>										
<div>Department Priority:</div> <div>2</div>												
		<div>Project Justification: Sunken bricks along the curb create a safety hazard. Street trees are growing into power lines, busting through planter boxes, and drop fruit on the sidewalk.</div>										
	<div>Current Status:</div> <div></div>	<div>% Complete</div> <div></div>										
	<div>Prelim. Design:</div> <div></div>	<div>0%</div> <div></div>										
	<div>Plans and Specs.:</div> <div></div>	<div>0%</div> <div></div>										
	<div>Construction:</div> <div></div>	<div>0%</div> <div></div>										
<div>Impact on Operating Budget:</div> <div></div>		<div>\$000</div> <div></div>										
<div>Annual operating cost:</div> <div></div>		<div>\$0</div> <div></div>	<div>PROGRAMMED EXPENDITURE SCHEDULE (\$000)</div>									
			<div>EXPENDITURE TYPE</div> <div></div>	<div>ACTUAL</div> <div>TO 3/31/18</div>	<div>ESTIM.</div> <div>TO 3/31/19</div>	<div>BUDGET</div> <div>FY 19-20</div>	<div>FY 20-21</div> <div></div>	<div>FY 21-22</div> <div></div>	<div>FY 22-23</div> <div></div>	<div>FY 23-24</div> <div></div>	<div>FY 24-25</div> <div></div>	<div>TOTAL</div> <div></div>
<div>Annual maintenance cost:</div> <div></div>		<div>\$0</div> <div></div>										
			<div>Prelim. Planning:</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>
<div>Land acquisition needed? If so, status:</div> <div></div>			<div>Design; Engineering:</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$9,091</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$9,091</div> <div></div>
			<div>Land purchase:</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>
			<div>Site Improvement:</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>
			<div>Building/Other Constn.:</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$90,909</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$90,909</div> <div></div>
			<div>Furniture and Fixtures:</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>
			<div>Other:</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div></div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>
			<div>TOTAL:</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$100,000</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$0</div> <div></div>	<div>\$100,000</div> <div></div>
<div>Comments:</div> <div></div>			<div>Proposed Method of Financing:</div> <div></div>			<div>(\$000)</div> <div></div>	<div>Net effect on revenue:</div> <div></div>		<div>(\$\$\$)</div> <div></div>			
			<div>General Fund 101</div> <div></div>			<div>\$0</div> <div></div>	<div>Tax gain or loss:</div> <div></div>		<div>No impact</div> <div></div>			
			<div>Public Safety Fund-205</div> <div></div>			<div>\$0</div> <div></div>	<div>Other income:</div> <div></div>		<div>No impact</div> <div></div>			
			<div>Parks/Rec Fund-208</div> <div></div>			<div>\$0</div> <div></div>	<div>Salvage Value of Replaced Asset:</div> <div></div>		<div>No impact</div> <div></div>			
			<div>Parks/Land Fund-213</div> <div></div>			<div>\$0</div> <div></div>			<div>\$0</div> <div></div>			
			<div>Parsk/Rec/Land Fund-214</div> <div></div>			<div>\$0</div> <div></div>						
			<div>Trail Fund - 211</div> <div></div>			<div>\$0</div> <div></div>	<div>Notes:</div> <div> <div>* Identify project location on attached map.</div> <div>* See attached instructions for completing this form.</div> </div>					
			<div>DDA Fund - 248</div> <div></div>			<div>\$100,000</div> <div></div>						
			<div>Grant/Loan/Bond Issue:</div> <div></div>			<div>\$0</div> <div></div>						
			<div>Charitable Donations:</div> <div></div>			<div>\$0</div> <div></div>						
			<div>Other</div> <div></div>			<div>\$0</div> <div></div>						
			<div>TOTAL:</div> <div></div>			<div>\$100,000</div> <div></div>						

CAPITAL PROJECT REQUEST WORKSHEETS

CAPITAL PROJECTS (ENVISION ADA) FUND

FUND 401

ADA TOWNSHIP CIP, 2019-2024						Dept.:				Date Prepared:	2/14/19		
CAPITAL PROJECT REQUEST WORKSHEET						Submitted by:		Jim Ferro					
Project Title: Community Center/Library Building		Project Description and Location: Design and Construction of a 24,000 sf to 26,000 sf building, including multi-use community center and KDL Library Branch, on the north side of Headley Street, on land currently owned by Geld, LLC. Final design to be completed in Spring, 2019. Construction start in early summer, 2019.											
Department Priority: _____		Project Justification Envision Ada Plan identified need for a civic gathering spot in the Village, and subsequent stakeholder input supported the need for a community center/library.											
	Current Status:		% Complete										
	Prelim. Design:		5%										
	Plans and Specs.:		0%	Relevant Studies, Plans, etc: 2006 Village Design Charrette, 2013 Envision Ada Plan,2016 Amenities Study by Progressive AE; 2017 Capital Campaign Feasibility Study by Hopkins Fundraising Consultants									
	Construction:		0%	Alternatives Considered:									
Impact on Operating Budget:				Relationship to Other Projects:									
Annual operating cost:			\$120,000/yr	PROGRAMMED EXPENDITURE SCHEDULE (\$000)									
Annual maintenance cost:			\$0	EXPENDITURE TYPE	ACTUAL TO 3/31/18	ESTIM. TO 3/31/19	BUDGET FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL
				Prelim. Planning:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land acquisition needed? If so, status:				Design; Engineering:	\$0	\$539,689	\$558,533	\$51,942	\$0	\$0	\$0	\$0	\$1,150,164
				Land purchase:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land to be donated to Ada Township by Geld,LLC, pursuant to 2014 Development Agreement with Geld.				Site Improvement:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
				Building/Other Constrn.:	\$0	\$0	\$8,110,139	\$2,562,346	\$0	\$0	\$0	\$0	\$10,672,485
				Furniture and Fixtures:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
				Other:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
				TOTAL:	\$0	\$539,689	\$8,668,672	\$2,614,288	\$0	\$0	\$0	\$0	\$11,822,649
Comments:		Proposed Method of Financing:		(\$000)		Net effect on revenue:		(\$\$\$)					
			General Fund	\$0		Tax gain or loss:							
			Parks/Rec./Land Fund	\$0		Other income:							
			Public Safety Fund	\$0		Salvage Value of Replaced Asset:		\$0					
			Trail Fund	\$0									
			Capital Impvoements Fd.	\$11,822,649		Notes: * Identify project location on attached map. * See attached instructions for completing this form.							
				\$0									
			Grant/Loan/Bond Issue:										
		Other: Capital Campaign											

CAPITAL PROJECT REQUEST WORKSHEETS

SEWER FUND

FUND 590

ADA TOWNSHIP CIP, 2019-2024					Dept.:					Date Prepared:		12/27/2018				
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		Steve Groenenboom									
Project Title: Sanitary Sewer Asset Mangt Plan			Project Description:													
			Prepare sanitary sewer asset management plan.													
Department Priority:			Project Justification:													
	Current Status:		% Complete		Required by Michigan DEQ											
	Prelim. Design:															
	Plans and Specs.:		0%		Alternatives Considered:											
	Construction:		0%		Relationship to Other Projects:											
Impact on Operating Budget:			\$000													
Annual operating cost:			\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)											
Annual maintenance cost:			\$0													
Land acquisition needed? If so, status:			Design; Engineering:										\$0		\$0	
			Land Purchase:				\$0		\$0		\$0		\$0		\$0	
			Site Improvement:				\$0		\$0		\$0		\$0		\$0	
			Building/Other Constn.:				\$0		\$0						\$0	
			Furniture and Fixtures:		\$0		\$0		\$0		\$0		\$0		\$0	
			Other:				\$0		\$0		\$0		\$0		\$0	
			TOTAL:				\$35,000		\$35,000		\$10,000		\$0		\$0	
Comments:			Proposed Method of Financing:		(\$000)		Net effect on revenue:		(\$\$\$)							
			General Fund		\$0		Tax gain or loss:									
			Parks Fund		\$0		Other income:									
			Parks and Land Pres. Fund		\$0		Salvage Value of Replaced Asset:		\$0							
			Trail Fund		\$0											
			Public Safety Fund		\$0		Notes:									
			Special Assessment:		\$0											
			State Grant:		\$99,000											
			Other: Sanitary Sewer Fund		\$11,000											

ADA TOWNSHIP CIP, 2019-2024					Dept.:					Date Prepared:		12/27/2018										
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		Steve Groenenboom															
Project Title:			Fulton Street Lift Station																			
Department Priority:																						
	Current Status:		% Complete		Need to Raise Above 100-Year Floodplain. It will likely be coordinated with adjoining properties and raised up when additional fill is placed when/if 5/3 and Chase parcels are redeveloped.																	
	Prelim. Design:																					
	Plans and Specs.:		0%		Alternatives Considered:																	
	Construction:		0%		Relationship to Other Projects: This will likely be coordinated with redevelopment of 5/3 and Chase Bank parcels. If these parcels are redeveloped, significant fill will be required on the Chase Bank parcel.																	
	Impact on Operating Budget:		\$000																			
Annual operating cost:			\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)																	
			EXPENDITURE TYPE		ACTUAL		ESTIM.		BUDGET		FY 20-21		FY 21-22		FY 22-23		FY 23-24		FY 24-25		TOTAL	
Annual maintenance cost:			\$0		TO 3/31/18		TO 3/31/19		FY 19-20													
			Prelim. Planning:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
Land acquisition needed? If so, status:			Design; Engineering:				\$0		\$0						\$70,000				\$0		\$70,000	
			Land Purchase:				\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Site Improvement:				\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Building/Other Constn.:				\$0		\$0		\$0				\$1,230,000				\$0		\$1,230,000	
			Furniture and Fixtures:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Other:				\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			TOTAL:				\$0		\$0		\$0		\$0		\$0		\$1,300,000		\$0		\$0	
Comments:			Proposed Method of Financing:			(\$000)			Net effect on revenue:				(\$\$\$)									
				General Fund			\$0			Tax gain or loss:												
				Parks Fund			\$0			Other income:												
				Parks and Land Pres. Fund			\$0			Salvage Value of Replaced Asset:				\$0								
				Trail Fund			\$0															
				Public Safety Fund			\$0			Notes: * Identify project location on attached map. * See attached instructions for completing this form.												
				Special Assessment:			\$0															
				Other Funds: Adjacent proper			\$300,000															
				Other: Sanitary Sewer Fund			\$1,000,000															

ADA TOWNSHIP CIP, 2019-2024 CAPITAL PROJECT REQUEST WORKSHEET					Dept.:				Date Prepared:		12/27/2018											
					Submitted by:		Steve Groenenboom															
Project Title: <u>Ada Drive Outlet Sewer Repairs</u>			Ada Drive Outlet Sanitary Sewer Repairs																			
Department Priority: _____																						
	Current Status:				% Complete		The outlet sewer pipe under Ada Drive was televised earlier this year by Ryan's Municipal Services. There is severe corrosion in the pipe, and approximately 6,200 feet of sewer pipe under Ada Drive needs to be repaired. Our estimate assumes the sewer pipe will be lined with an insitu form liner.															
	Prelim. Design:																					
	Plans and Specs.:				0%		Alternatives Considered:															
	Construction:				0%																	
	Impact on Operating Budget:					\$000		Relationship to Other Projects:														
Annual operating cost:					\$0																	
Annual maintenance cost:					\$0																	
Land acquisition needed? If so, status:					PROGRAMMED EXPENDITURE SCHEDULE (\$000)																	
			EXPENDITURE TYPE		ACTUAL		ESTIM.		BUDGET		FY 20-21		FY 21-22		FY 22-23		FY 23-24		FY 24-25		TOTAL	
					TO 3/31/18		TO 3/31/19		FY 19-20													
			Prelim. Planning:		\$0		\$20,000				\$0		\$0		\$0		\$0		\$0		\$20,000	
			Design; Engineering:								\$70,000		\$0		\$0		\$0		\$0		\$70,000	
			Land Purchase:				\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Site Improvement:				\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
			Building/Other Constrn.:		\$0		\$0				\$1,430,000		\$0		\$0		\$0		\$0		\$1,430,000	
			Furniture and Fixtures:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
Other:				\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0				
TOTAL:		\$0		\$20,000		\$0		\$1,500,000		\$0		\$0		\$0		\$0		\$1,520,000				
Comments:			Proposed Method of Financing:			(\$000)		Net effect on revenue:			(\$\$\$)											
						General Fund						Tax gain or loss:										
						Parks Fund			\$0			Other income:										
						Parks and Land Pres. Fund			\$0			Salvage Value of Replaced Asset:				\$0						
						Trail Fund			\$0													
						Public Safety Fund			\$0			Notes:										
						Special Assessment:			\$0			* Identify project location on attached map. * See attached instructions for completing this form.										
						Grant/Loan/Bond Issue:			\$0													
						Other: Sanitary Sewer Fund			\$1,500,000													

ADA TOWNSHIP CIP, 2019-2024					Dept.:				Date Prepared:		12/27/2018										
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		Steve Groenenboom														
Project Title: Sanitary Sewer Lift Station Upgrades			Sanitary Sewer Lift Station Upgrades																		
Department Priority:																					
	Current Status:				% Complete		Ada Township maintains six sanitary sewer pumping stations. Two of these stations have been upgraded, but the remaining four stations will likely require significant upgrades over the next few years.														
	Prelim. Design:																				
	Plans and Specs.:				0%		Alternatives Considered: None														
	Construction:				0%																
	Impact on Operating Budget:				\$000		Relationship to Other Projects:														
Annual operating cost:				\$0																	
Annual maintenance cost:				\$0		PROGRAMMED EXPENDITURE SCHEDULE (\$000)															
		EXPENDITURE TYPE		ACTUAL		ESTIM.		BUDGET		FY 20 - 21		FY 21-22		FY 22-23		FY 23-24		FY 24-25		TOTAL	
				TO 3/31/18		TO 3/31/19		FY 19-20													
		Prelim. Planning:		\$0		\$10,000		\$0		\$10,000		\$10,000		\$10,000		\$10,000		\$0		\$50,000	
Land acquisition needed? If so, status:		Design; Engineering:				\$0		\$0		\$20,000		\$20,000		\$20,000		\$20,000		\$0		\$80,000	
		Land Purchase:				\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
		Site Improvement:				\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
		Building/Other Constn.:		\$0		\$0		\$0		\$270,000		\$270,000		\$270,000		\$270,000		\$0		\$1,080,000	
		Furniture and Fixtures:		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
		Other:				\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0	
		TOTAL:				\$0		\$10,000		\$0		\$300,000		\$300,000		\$300,000		\$300,000		\$0	
Comments:		Proposed Method of Financing:			(\$000)			Net effect on revenue:			(\$\$\$)										
			General Fund			\$0			Tax gain or loss:												
			Parks Fund			\$0			Other income:												
			Parks and Land Pres. Fund			\$0			Salvage Value of Replaced Asset:			\$0									
			Trail Fund			\$0															
			Public Safety Fund			\$0			Notes:			* Identify project location on attached map. * See attached instructions for completing this form.									
			Special Assessment:			\$0															
			Grant/Loan/Bond Issue:			\$0															
			Other: Sewer Fund			\$1,200,000															

CAPITAL PROJECT REQUEST WORKSHEETS

WATER FUND

FUNDS 591 AND 592*

*** - Grand Valley Estates**

ADA TOWNSHIP CIP, 2019-2024 CAPITAL PROJECT REQUEST WORKSHEET					Dept.:				Date Prepared:	12/27/2018			
Submitted by:					Steve Groenenboom								
Project Title:		Ada Drive Water Booster Station											
Department Priority:													
	Current Status:		% Complete										
	Prelim. Design:												
	Plans and Specs.:		0%										
	Construction:		0%										
	Impact on Operating Budget:		\$000										
Annual operating cost:			\$0	PROGRAMMED EXPENDITURE SCHEDULE (\$000)									
Annual maintenance cost:			\$0	EXPENDITURE TYPE	ACTUAL TO 3/31/18	ESTIM. TO 3/31/19	BUDGET FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL
				Prelim. Planning:	\$0		\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land acquisition needed? If so, status:		Design; Engineering:				\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000
		Land Purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Building/Other Constn.:		\$0		\$0	\$0	\$90,000	\$0	\$0	\$0	\$0	\$90,000
		Furniture and Fixtures:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		Other:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		TOTAL:	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Comments:		Proposed Method of Financing:		(\$000)	Net effect on revenue:	(\$\$\$)							
		General Fund		\$0	Tax gain or loss:								
		Parks Fund		\$0	Other income:								
		Parks and Land Pres. Fund		\$0	Salvage Value of Replaced Asset:	\$0							
		Trail Fund		\$0									
		Public Safety Fund		\$0	Notes:								
		Special Assessment:		\$0									
		Grant/Loan/Bond Issue:		\$0									
		Other: Water Fund		\$105,000									

ADA TOWNSHIP CIP, 2019-2024						Dept.:				Date Prepared:	12/27/2018
CAPITAL PROJECT REQUEST WORKSHEET						Submitted by:		Steve Groenenboom			
Project Title: <u>Water Main Replacement</u>			Replacement of water mains in Adatowne, Adacroft Commons and Ada Woods subdivisions over a 5-year timeframe.								
Department Priority: _____											
<div style="background-color: #cccccc; width: 50px;"></div> Current Status: Prelim. Design: Plans and Specs.: Construction:			% Complete	The estimate assumes one mile of water main replacement/year. The project will be combined with roadway resurfacing. Funds for the water main replacement will be provided by Ada Township Water Fund. Funds for the street resurfacing/repair will be split with the KCRC.							
			0%								
			0%								
			Impact on Operating Budget:			\$000	Alternatives Considered:				
Annual operating cost:			\$0								
Annual maintenance cost:			\$0	Relationship to Other Projects: Will be combined with street resurfacing projects.							
			PROGRAMMED EXPENDITURE SCHEDULE (\$000)								
EXPENDITURE TYPE		ACTUAL TO 3/31/18	ESTIM. TO 3/31/19	BUDGET 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL	
Prelim. Planning:		\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	
Design; Engineering:			\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$0	\$400,000	
Land Purchase:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Site Improvement:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Building/Other Constrn.:			\$0	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$1,120,000	\$0	\$5,600,000	
Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Other:			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL:			\$10,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$0	\$6,010,000	
Comments:			Proposed Method of Financing:		(\$000)		Net effect on revenue:		(\$\$\$)		
			<div style="background-color: #cccccc; width: 50px;"></div> General Fund KCRC Parks and Land Pres. Fund Trail Fund Public Safety Fund Special Assessment: Grant/Loan/Bond Issue: Other: Water Fund	\$1,250,000		Tax gain or loss:					
						Other income:					
				\$1,250,000		Salvage Value of Replaced Asset:		\$0			
				\$0							
				\$0		Notes: <i>* Identify project location on attached map.</i> <i>* See attached instructions for completing this form.</i>					
				\$0							
				\$2,500,000							
				\$1,000,000							

ADA TOWNSHIP CIP, 2019-2024					Dept.:		Water		Date Prepared:		2/15/19		
CAPITAL PROJECT REQUEST WORKSHEET					Submitted by:		George Haga						
Project Title: Pump 2 Re-build at GV Estates wells			Project Description and Location: Re-build Pump No. 2 at Grand Valley Estates well system.										
Department Priority:			Project Justification Periodic re-building of pump to replace worn parts. Pump No. 1 was re-built in 2018.										
	Current Status:				% Complete								
	Prelim. Design:				10%								
	Plans and Specs.:				0%								
	Construction:				0%								
Impact on Operating Budget:					\$000							Relevant Studies, Plans, etc: Periodic inspection of pumps.	
Annual operating cost:					\$0							Alternatives Considered:	
Annual maintenance cost:					\$0							Relationship to Other Projects:	
Land acquisition needed? If so, status:												PROGRAMMED EXPENDITURE SCHEDULE (\$000)	
			EXPENDITURE TYPE		ACTUAL	ESTIM.	BUDGET	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	TOTAL
					TO 3/31/18	TO 3/31/19	FY 19-20						
			Prelim. Planning:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Design; Engineering:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Land purchase:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Site Improvement:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Building/Other Constrn.:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Furniture and Fixtures:		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			Other:		\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
			TOTAL:		\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Comments:			Proposed Method of Financing:		(\$000)		Net effect on revenue:		(\$\$\$)				
			General Fund		\$0		Tax gain or loss:						
			Parks Fund		\$0		Other income:						
			Parks and Land Pres. Fnd.		\$0		Salvage Value of Replaced Asset:		\$0				
			Trail Fund		\$0								
			Public Safety Fund		\$0		Notes:						
			Special Assessment:		\$0								
			Grant/Loan/Bond Issue:		\$0								
			Other: Water Fund		\$10,000								



MEMORANDUM

Date: 2/19/19

TO: Ada Township Planning Commission
FROM: Jim Ferro, Planning Director
RE: Historic Preservation in the Ada Village area

Attached is background material regarding the process that the Township initiated in 2006 but did not complete, to create a historic district under the Public Act 169 of 1970, the Local Historic Districts Act. At that time, the Township engaged the services of Ross Leisman to provide legal guidance in the process of creating a historic district. A Historic District Study Committee was appointed by the Township Board, and Mr. Leisman prepared a draft Historic District Study Committee Report for review by the Committee.

The next step in the process would have been completion of a formal inventory of historic resources in the Village. Although an inventory of the age of individual residences within the Village was conducted by the Planning Department, a formal inventory of historic resources prepared by a qualified person in conformance with the evaluation criteria referenced in the State law was never completed for the potential district.

Mika Meyers Beckett & Jones PLC

900 Monroe Avenue NW Grand Rapids, Michigan 49503 Tel 616-632-8000 Fax 616-632-8002 Web mmbjlaw.com

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James B. Beckett
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Also Admitted In
¹Colorado
²Illinois
³Ohio
⁴Wisconsin

Retired
Ernest A. Mika
Veryl N. Meyers

January 19, 2006

Mr. Jim Ferro, Planner
Ada Township
P.O. Box 370
7330 Thornapple River Dr.
Ada, MI 49301

Re: Historic Preservation

Dear Jim:

This letter will follow up on our telephone conversations regarding a historical preservation ordinance. In the letter I have provided a general legal outline for the Planning Commission to consider along with the housing stock analysis you conducted.

1. Act 169, Local Historic Districts Act.

A. Overview of Act 169.

Public Act 169 of 1970 ("Act 169"), the Local Historic Districts Act, provides for the creation of a "historic district" and allows a city, village, township or county to enact a historic preservation ordinance that establishes the procedures that must be followed by those living within the historic district. Creating historic districts is somewhat similar to creating zoning districts except that historic districts are governed by the very detailed procedures contained in Act 169 while the Township's zoning ordinances are governed by the Township Zoning Act. For example, before enacting an historic preservation ordinance, the Township must first establish its historic district(s), then adopt an historic district ordinance and appoint an historic district commission to enforce the ordinance. I have attached a copy of Act 169 that provides more information about the steps that must be taken to create an historic district and enact an historic preservation ordinance. More details about the process are also provided below.

B. Historic District Study Committee.

Before establishing an historic district, Act 169 requires the Township Board to appoint an historic district study committee ("committee") to conduct an historic district study. The committee must perform research and propose the areas within the Township that should be designated as historic districts. The committee's duties are set out in more detail in Section 3 of Act 169 which is attached to this letter. The group requesting the study may provide the Township Board with names of potential committee members, but the final decision about committee members is left to the Township Board. Act 169 does not specify the number of committee members to be appointed but typically a committee of this sort would have five to seven members.

The committee members must issue a preliminary report containing information about the district or districts studied, the boundaries for each proposed historic district, and the significance of each district as a whole, as well as a sufficient number of its individual resources to fully represent the variety of resources found within the district as it relates to the evaluation criteria, such as historical significance. The evaluation criteria are attached to this letter for your review and are contained in Title 36 Section 60.4 of the Code of Federal Regulations.

C. Preliminary Report and Planning Commission Input.

The preliminary report and the committee's recommendations are sent to the Planning Commission for input, as well as to the Department of History, Arts and Libraries, to the Michigan Historical Commission and to the State Historic Preservation Board. (See Section 3(1)(e) of Act 169 which is attached to this letter.) The Planning Commission and other entities then provide feedback to the committee. A public hearing must be held within 60 days after the preliminary report is transmitted.

D. Planning Commission's Input in Preparation of the Final Report.

After the public hearing, the committee must submit a final report containing its recommendations and also the Planning Commission's recommendations, and the committee must draft and submit a proposed historic preservation ordinance to the Township Board, which ultimately decides whether to accept or reject the ordinance.

E. Creation of Historic District and Appointment of District Commission.

Once the historic preservation ordinance has been adopted by the Township Board, the historic districts are officially established. After adopting the ordinance, the Township Board must then appoint an Historic District Commission ("Commission"). The Commission consists of seven to nine members each residing within the Township. These members are typically appointed by the Township supervisor unless the historic preservation ordinance specifies another method of appointment. Due to its population, Ada Township would be required to appoint one member from a

list of citizens submitted by a local historic preservation organization and one member who is a degreed architect with two years of architectural experience and who is registered in Michigan. The requirements for establishing the Commission are set forth in more detail in Section 4 of Act 169 which is attached to this letter.

2. *Draprop v City of Ann Arbor.*

There has been some preliminary discussion by the Planning Commission about whether or not the entire Township could be designated as one historic district. This issue was addressed by the Michigan Court of Appeals in 2001 in *Draprop v City of Ann Arbor*. In that case, the City of Ann Arbor adopted an ordinance containing an historic district which encompassed all structures located within the entire city that were of historical significance. Plaintiff *Draprop Corporation* challenged the validity of the City's historic preservation ordinance and the designation of its two Ann Arbor apartment buildings as "historic".

The *Draprop* court held that the City of Ann Arbor's historic preservation ordinance was invalid and that *Draprop*'s apartment buildings were not located within an historical district. The court explained that Act 169 prohibited a city (or township or village) from creating an historic district that has no boundaries other than the city, township or village as a whole because it allows the city, township, or village to randomly single out individual properties within the confines of the city, township or village that it deems to have historical significance. The *Draprop* court also observed that multiple unified historical districts within a city, township or village are permitted by Act 169 as long as each district contains one resource or a group of resources that are related by history, architecture, archaeology, engineering, or culture. Section 1a of Act 169 which is attached to this letter defines the term "historic district" with more specificity. *Draprop* suggests that the Township can establish an historic district or districts within the Township comprised of structures related by history, architecture, archaeology, engineering or culture but should be cautious about establishing one historic district that includes the entire Township.

3. *Other Possible Ways To Establish And Regulate Historic Districts.*

Townships have been granted broad authority through the Township Zoning Act to adopt ordinances promoting public health, safety and welfare. In this way, the Township Zoning Act provides an alternative method of regulating historic preservation. The advantage of enacting a zoning ordinance regulating historic preservation is that the Township can require a special land use permit for historic property and thus each proposed property use would be reviewed by the Planning Commission. Also, some communities have already integrated historic preservation ordinance provisions into their existing zoning ordinances. Comments made by the *Draprop* court, however, cast some doubt on the Township's ability to regulate historic property in this way. If the Township decides that it does not want to use Act 169 to establish and regulate historic preservation districts and would like to explore enactment of a zoning ordinance to accomplish this, I suggest that this issue be studied further first.

Mr. Jim Ferro, Planner
January 19, 2006
Page 4

I look forward to discussing the issues raised in this letter with you in more detail at the Planning Commission meeting this evening.

Very truly yours,

A handwritten signature in black ink, appearing to read "Ross A. Leisman". The signature is fluid and cursive, with the first name "Ross" being the most prominent.

Ross A. Leisman

RAL:jeb
Enclosure
cc: George Haga
Deb Millhuff
Tom Korth
Via Email Only

MEMORANDUM

Date: 2/3/06

TO: Ada Township Board
FROM: Jim Ferro, Planning Director
RE: Creation of a Historic District Study Committee

At the January 19, 2006 Planning Commission meeting, the Commission heard an initial report from Ross Leisman, special legal counsel, regarding the available alternative procedures provided under State law for establishing some type of review and approval process governing demolition or major exterior alterations to significant historic structures in the community. Attached is the written analysis prepared by Mr. Leisman regarding available options.

To summarize, there are two alternative means of establishing historic preservation regulations in the Township:

1. Establish one or more historic districts under the provisions of the Local Historic Districts Act, PA 169 of 1970. This act sets forth specific procedures and required studies which must be carried out, in order to create a historic district and a historic preservation ordinance.
2. Historic preservation regulations may be established as part of the Township's zoning regulations, under authority granted in the Township Zoning Act.

With regard to these two alternative approaches, the Planning Commission has not yet concluded which alternative, if any, should be pursued to full implementation. However, the analysis prepared by Mr. Leisman indicates that case law in the State of Michigan casts some doubt on whether Township's can lawfully establish historic preservation regulations through their zoning ordinances, and he recommends that we not pursue this alternative without further legal analysis.

It was noted in the Commission's discussion that use of the first alternative above – use of the Historic Districts Act to create one or more historic districts, requires that the Township Board appoint a "historic district study committee."

In order to keep our options open as to whether and how we go about creating a historic preservation program, the Planning Commission has recommended that the Township Board appoint a historic district study committee, in order to follow the procedure provided in the Local Historic Districts Act. As part of its work, the study committee will evaluate which of the above alternative means for establishing a historic preservation program, if any, should be pursued. By following the more detailed procedures under PA 169, we will be able to use either of the above alternatives without starting the process over.

In addition, the Commission specifically requested that if a study committee is created, that it include 3 representatives from the Planning Commission. The state law does not specify any certain number of members for the committee, and states only that is "shall contain a majority of persons who have a clearly demonstrated interest in or knowledge of historic preservation, and shall contain representation from 1 or more duly organized local historic preservation organizations."

Sytsma stated if this is allowed, the use should be revisited every three years rather than five years.

Korth commented that he doesn't want to see this evolve into a production facility. The intent should be to bring the vehicle in, park it and walk away. Korth stated that possibly more time should be taken to properly evaluate its visual impact on the area. This could work, but it needs to work correctly.

Ferro stated he recommends the Planning Commissioners visit the site.

It was moved by Burton, and seconded by Butterfield, to table the home occupation request, until the February Planning Commission meeting, in order to give the Commissioners an opportunity to visit the site with Ferro.

Motion passed unanimously.

VI. UNFINISHED BUSINESS:

1. Revised PUD Plan, Lots 26 and 27, Ada Moorings North, Eastbrook Homes

This agenda item was postponed at the applicant's request.

VI. NEW BUSINESS

None.

VIII. REPORTS FROM COMMISSION MEMBERS, BOARD LIAISONS, COMMITTEES AND/OR STAFF

1. Discussion of Historic Preservation Ordinance Needs

Korth stated this is an area that has never been addressed by the Township in the past. The Historical Society has requested at various times in the past that we evaluate the merit of protecting some of our historic buildings, and he personally became interested in the topic when a beautiful old home near Ada Elementary School was torn down this past autumn. Approval was obtained from the Township Board to obtain legal assistance in considering and evaluating the various possible ways of developing some type of historic preservation regulations for the Township. This meeting is the very initial foundations of that, just to get our arms around the concept.

Ferro stated that he and attorney Ross Leisman have prepared some materials for the Commission's review. They took data from Township Assessor's records and prepared a couple maps/graphs showing the number of homes in each square mile of the Township that are at or above 75 years of age. Ferro summarized some of the data obtained. Leisman presented an overview of the alternative legal procedures available for adopting historic preservation rules. He outlined the steps involved in creating one or more historic districts under the State Historic Districts Act, as follows:

- appointing a historic preservation study committee
- issue a preliminary report for the Planning Commission and the State
- drafting an ordinance
- adopting the ordinance
- holding a public hearing
- creating the historic district

Leisman noted that adopting some form of historic overlay zoning district within the zoning regulations of the Township is another legal mechanism for adopting historic preservation rules.

Korth stated he believes the Commission should start out by following the procedure of the Historic Districts Act, by first requesting the Board to appoint a historic districts study committee. This would keep our options open to either use the authority under the Historic Districts Act or use the zoning regulations authority to establish regulations. The choice between these alternatives would be studied and recommended by the study committee.

Motion by Hoeks, second by Sytsma, that the Planning Commission request the Board of Trustees to appoint a historic district study committee, with the request that three Planning Commission members be part of the committee. Motion passed unanimously.

2. Draft Report – Wireless Infrastructure Study

Ferro stated he has nothing to report at this time.

3. Draft Zoning Ordinance Amendment – Temporary Use Permits

Ferro passed out a draft of this ordinance, noting this would govern approval of temporary land use activities. Ferro stated there may be slight changes to the draft, hopefully to shorten it.

It was moved by Sytsma, and seconded by Hoeks, to approve scheduling the Draft Zoning Ordinance Amendment on Temporary Use Permits for a public hearing at the February meeting. Motion passed unanimously.

4. Draft Zoning Ordinance Amendment – Dog Day Care and Boarding in Industrial District

Ferro noted the draft zoning ordinance amendment is in the Commissioner's materials. He stated he received two written comments on the draft from outside parties. He also received a short video from the corporate Camp Bow Wow offices which was watched at the meeting. There was some discussion regarding the video. Dave and Cindy Haynes from Georgetown Township spoke regarding the draft language. They are requesting some language regarding the statement by the Michigan Department of Agriculture (on their website). He next spoke about Item C under No. 13 regarding prohibiting being located in a multi-tenant building. He noted they would be a single use facility, and would be willing to get landlord references, etc., as requested. Regarding Item 13f, regarding limits on retail space, they did prepare a prototype layout showing a display for clients with products such as leashes, collars, dog food, etc. They would like to see the limit increased to 10% of the total floor area, rather than 5%. Haynes noted any retail is located in the lobby area.

Korth commented that given the state of the light industrial district, he believes the more latitude they have for site by site discussion is important. Korth stated the next step is to hold a public hearing. Haines noted they would have a corporate representative present at the hearing. Ferro noted he still has concerns regarding potential noise being that this borders a residential neighborhood. There was some discussion regarding location of the outdoor kennels. There was discussion as to whether the outdoor exercise area could be located on the north or west side of the building, rather than the south side facing residential properties.

IX. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

William Abrahamson, 1970 Wellpoint Court, stated he was opposed to the rock crushing and recycling operation and any other industrial processing that might be planned or approved for the area.

Lloyd Paul, 1268 Pettis, stated he had come to the Township Board, Planning Commission and ZBA meetings for approximately a year to express his concerns regarding mining and recycling operations along Pettis Avenue stating in his opinion it was time for the land to become residential.

Supervisor Haga stated that between the 8th and 13th of February eight e-mails had been received regarding the operations on Pettis Avenue.

BOARD COMMENT

Trustee Damstra stated he had noticed in the building permit report there were building permits to Eastbrook Builders and in previous board discussions, that permits were to be withheld unless the original stipulations asking if the stipulations had been met. Trustee Damstra also said he was concerned about follow-up and some actions not being done in a timely manner. Adding the board had the ability to put some teeth into enforcement and they should enforce the decisions that were made. He supported the suggestions by other board members regarding tracking issues. Supervisor Haga stated the Administrative Committee had made the suggestion to pursue software through BS&A that would assist in follow-up and keeping tracking of issues.

Treasurer Pratt, Clerk Millhuff, Trustee Proos and Sytsma stated they agreed with the need to follow-up on comments.

Trustee Westra stated he was more interested in seeing a list of open items than detail on fire calls and other reports. He would like to see a priority list on things the Township has promised to do, including the status of the issue, to whom they had been assigned, percentage of completion, and whether they were done timely or behind schedule. Trustee Westra also stated he had spoke with Frank Hoover after the last meeting regarding the trail maintenance and Mr. Hoover had supplied him with a list of problem areas. Trustee Westra stated he would deliver a copy of the list for review for the next board meeting packet.

Clerk Ensing Millhuff stated it was very important each department follow up on issues and this was one of the most important duties of any public official; adding the clerk's office has used a follow-up program for some time. Clerk Millhuff also distributed information regarding the Community Media Center and township franchising regulations.

Supervisor Haga explained, as a result of the property conversion process, he and the assessor had reviewed changes affecting the equalized value of some properties and correspondence was sent to property owners based on certain factors and was intended as a pre-board of review notice.

OLD BUSINESS

ORDINANCE 0-021306-1 - SEWER SERVICE ORDINANCE

Supervisor Haga explained the proposed ordinance.

Moved by Pratt, supported by Westra, to adopt Ordinance 0-021306-1, which is a sewer service ordinance. Roll Call: Yes - Pratt, Sytsma, Westra, Ensing Millhuff, Haga, Damstra, Proos. No - 0. Absent - 0. Ordinance adopted.

NEW BUSINESS

PLANNING COMMISSION RECOMMENDATION - CREATION OF A HISTORIC DISTRICT STUDY COMMITTEE

Planning Director Ferro explained the board authorized the Planning Commission to obtain legal assistance to evaluate types of historic regulations that might be regulated within the township. Explaining there were two legal mechanisms local governments could adopt: 1) following a specific local historic district 2) zoning with historic overlay regulations. The Planning Commission has not yet recommended which alternative should be pursued, but thought the best choice would be to follow procedures under the Historic Districts Act which seem to be the more detailed set of procedures and regulations. The initial step would be for the township board to appoint a separate Historic District Study Committee with 3 planning commission members to study the need for historic preservation, where it applies, district boundaries, etc.

Moved by Westra, supported by Sytsma, to approve the recommendation from the Planning

Commission to create a Historic District Study Committee.

Trustee Proos expressed concern about creating more regulations when there is difficulty maintaining and enforcing the existing regulations.

Clerk Ensing Millhuff asked for clarification about the how this request could change the previously board approved one on this subject and if estimated cost approved for Mr. Leisman services for this project would change.

Supervisor Haga asked about a timeline and whether additional funding would be required.

Trustee Westra suggested combining this process with the current " Village Charrette".

Trustee Sytsma stated that the Planning Commission wanted the board to simply create a committee to study the possibility of a historic district, not to actually create an ordinance at this time.

Clerk Ensing Millhuff stated this process could incorporate the charrette process for the village and requested a least 7 member committee with 2 residents from the village and 1 historical society member.

Supervisor Haga asked for input as to whether to create this committee and if so, the number and make-up of the committee members.

Trustee Damstra stated the board should proceed with a lot of caution. Adding, he didn't believe anyone wanted a lot of regulations regarding this issue, but it should be investigated to see if it made sense.

Trustee Sytsma stated there should be a seven-member committee with three from the Planning Commission and four at large members. Clerk Ensing Millhuff suggested at least two be residents of the village with at least one member from the current "Village Charrette" Committee".

Trustee Proos suggested a couple be from the Historical Society.

Trustee Westra stated that there should be an overlap of people on both the charrette and this committee so better communication could take place.

Motion carried.

RESOLUTION R-021305-1 - LIQUOR LICENSE TRANSFER - 8124 E. FULTON

Supervisor Haga stated he had received an amendment to include a new dance permit on the application, but the entertainment permit as requested was not necessary due to the intended purpose was to show sportscasts or sports activities on video or TV.

Jeff Woodman, president of Grundy wood Corporation, explained that the primary reason for the entertainment permit was his understanding to cover karaoke and the possibility of sporting events. He was told while investigating the license with the LCC that it might be a good time to add a dance permit in case he would need it in the future.

Moved by Ensing Millhuff, supported by Proos, to adopt Resolution R-021306-1, which is a liquor license transfer at 8124 East Fulton, along with a new dance permit as requested.

Roll Call: Yes - Proos, Sytsma, Westra, Ensing Millhuff, Haga, Pratt, Damstra. No - 0. Absent - 0. Resolution adopted.

MOTION TO PROCEED INTO CLOSED SESSION TO DISCUSS WRITTEN LEGAL OPINION REGARDING 1101 PETTIS AVENUE

Attorney John Sperla explained there was a question about the appropriateness of going into closed session when there's no pending litigation. Stating case law is well developed, and there are pertinent provisions of the Open Meetings Act and Freedom of Information Acts which provide exemptions for attorney/client privilege. He was confident it would be appropriate to go into closed session for the purposes of discussing the opinion, even without

Local Historic District Ordinance vs. Zoning Ordinance

This document summarizes two types of zoning provisions that include the protection of historic resources. It was created to simplify certain elements and does not reference all regulations, requirements or applications of the Michigan zoning codes.

Definitions

Local Historic District

A local historic district (LHD) is a concentrated area of contiguous buildings, which represent a specific period of development, are related by their history, and/or are architecturally significant. An LHD is created by a community to preserve and protect historic resources that define and reflect a community's heritage. Protection results from the design review of proposed work to the exterior of buildings and significant features. An LHD is one of the few legal ways to protect historic buildings, streetscapes, and neighborhoods from inappropriate alterations, incompatible new construction, and indiscriminant demolition. The creation of local historic districts is enabled under Public Act 169 of 1970, as amended, Michigan's Local Historic Districts Act. An LHD is declared to be a public purpose to strengthen the economy, stabilize and improve property values and foster civic beauty. It is recognized as having value to the entire community and worthy of protection.



Zoning Areas

Zoning is a land use planning tool used by local governments to manage the development of land within their jurisdiction. The word is derived from the practice of designating permitted uses of land based on mapped zones which separate one set of land uses from another. Zoning may be use-based (regulating the uses to which land may be put), or it may regulate building height, lot coverage, and similar characteristics, or some combination of these. The four basic land use categories are residential, commercial, industrial and agricultural. Typically, there are two categories of uses 1) permitted uses or uses by right or 2) uses allowed by special approval (variance). Zoning is typically undertaken in connection with a master plan to help a community meet its vision, minimize land use conflicts, and promote public health, safety and welfare. An overlay district is a special zoning classification that adds development and/or design constraints for a specific area or district. In cities, zoning is enabled under Public Act 110 of 2006, Michigan's Zoning Enabling Act.

Comparisons

Establishment

Local Historic District - A study committee is appointed by the local unit of government and is charged with researching the history of a proposed district, conducting a photographic inventory, and writing a study report of the proposed LHD. The report identifies and documents all historic resources in the proposed LHD and determines the historic significance of each resource and the district as a whole. Following a public hearing, the local unit of government may adopt a historic district ordinance to create the district and appoint a historic district commission. In order for the LHD to be officially recognized in Michigan, the historic district ordinance must be in compliance with the enabling state legislation, Public Act 169 of 1970, as amended.

Land Use Zone - The local planning commission drafts a proposed zoning ordinance and holds a public hearing. Following the hearing, the planning commission submits the final draft of the ordinance to the local unit of government (city council) for final approval. The zoning ordinance outlines the roles and responsibilities of the bodies of government in the zoning process. For example, site plans are approved by the planning commission while a variance would go to the zoning board of appeals.

Reviews

Local Historic District – When the local unit of government adopts a LHD ordinance, it also appoints a historic district commission (HDC) comprised of local city residents with knowledge of historic preservation. The HDC only reviews projects proposed by the property owner. These include exterior alterations that change a resource's appearance, new construction, and demolition. The HDC does not review ordinary maintenance. The HDC bases their reviews on the *Secretary of the Interior Standards for Rehabilitation*, a set of broad guidelines that recommend retention of as much of the original historic material, features, and design as possible, while still making the building comfortable and useful for modern living. The HDC can also adopt a set of design guidelines, which are based on the *Standards*, but provide more detail.

Zoning – In most communities, the local planning commission or building department will review zoning applications and make recommendations or approvals based on the local zoning ordinances. Zoning ordinances typically contain broad standards applicable to all development such as off street parking, signs, sidewalks, screening, drainage, lighting, etc. The purpose of zoning regulations is to avoid overcrowding; provide adequate light and air; facilitate transportation, safe water supply, and sewage disposal; and reduce hazards to life and property. Because zoning ordinances are primarily use-oriented, they do not address harmful alterations or demolition of historic buildings.

Enforcement

The LHD ordinance and zoning ordinances may be similarly enforced. Both can be enforced by the local building department or city staff, and can involve citations, fines and ultimately circuit court. It is important in both cases to spell out the enforcement procedures in the ordinance.

Appeal process

Local Historic District – An applicant for proposed work in an LHD can appeal a local HDC ruling to the State Historic Preservation Review Board. The appeal is heard by the State Office of Administrative Hearings that issues a Proposal for Decision to the Review Board. The Review Board may reject, accept or modify the proposal. If the property owner wants to appeal the Review Board's decision, they may appeal to circuit court. A non-applicant may appeal directly to circuit court.

Zoning – A property owner can appeal a zoning ordinance ruling to the local Zoning Board of Appeals, and ultimately to circuit court. There is no state review process.

Summary

Planning and zoning boards review land use and typically do not have knowledge of historic preservation practices to adequately conduct design review of historic buildings. In comparison, a historic district commission has some knowledge of preservation and can dedicate itself to obtaining additional education to make informed decisions about architectural styles, historic material, and workmanship. The HDC's primary responsibility is to learn how to apply the *Secretary of Interior Standards for Rehabilitation*, which ensures that any changes to a historic building will still retain its historic character. Decisions by a planning/zoning board that may not have the time to dedicate to learning about historic preservation practices could cause irreparable harm to historic buildings, and ultimately lead to the loss of character of an LHD.

The local historic district appeal process was adopted to ensure an objective review of an appeal outside the community, where local politics can sometimes be an influencing factor.

It is unclear whether Michigan's zoning enabling act gives planning/zoning boards the authority to undertake design review that is not related to land use or to the promotion of public health, safety, and welfare. Design guidelines adopted under a zoning ordinance could be open to a challenge in court. The Michigan local historic district enabling act gives local communities legal authority to protect their historic resources by adopting design guidelines and reviewing work in LHDs.

Historic Resources Local Historic District vs. Zoning

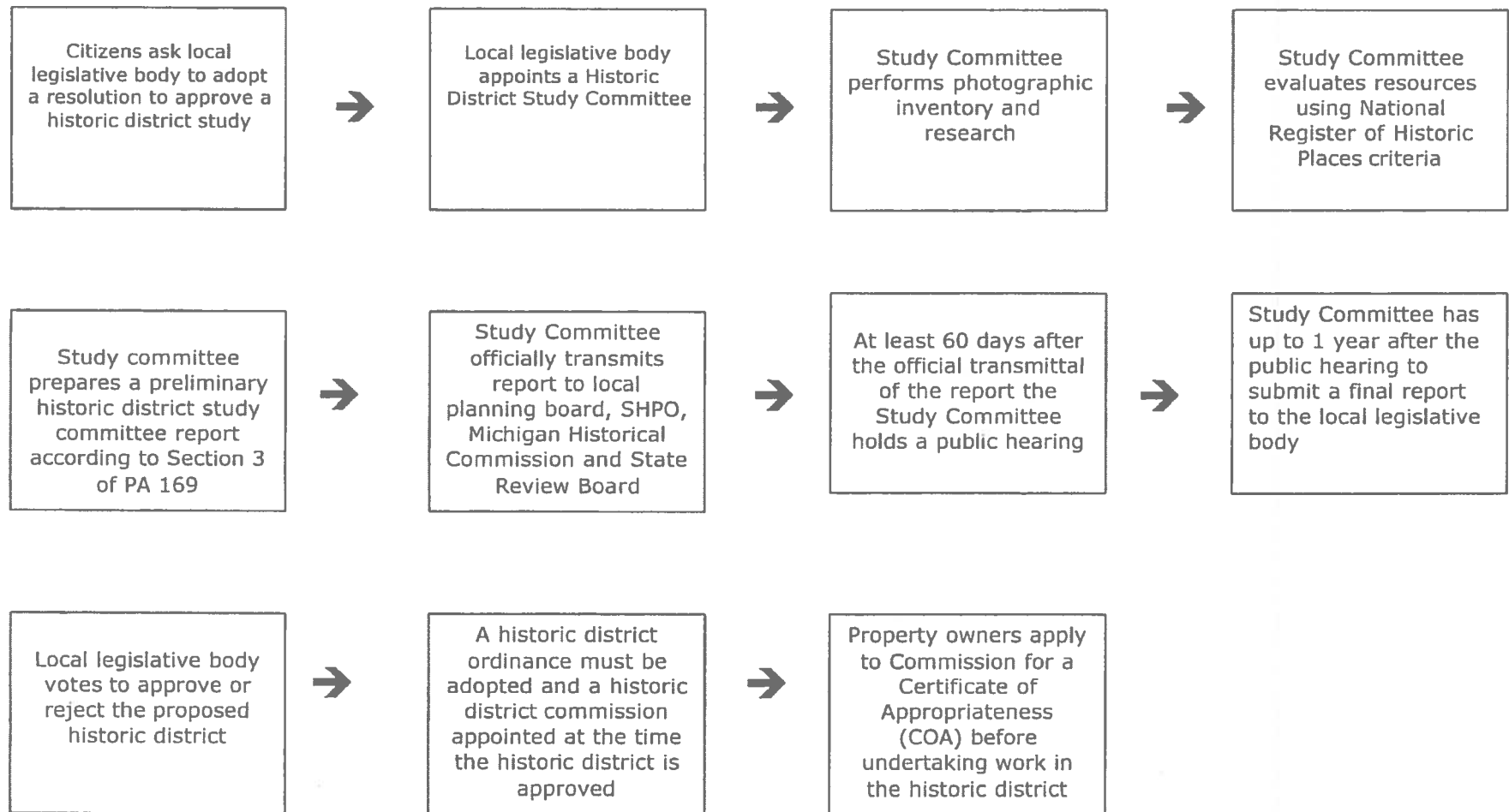
Local Historic District (LHD)	Zoning
LHD is based on design review.	Zoning is based on land use.
Historic District Commission (HDC) reviews proposed work. HDC members gain expertise in architectural styles, historic materials and use of appropriate modern materials.	Review by planning commission members who do not have specialized expertise in best historic preservation practices. Places added burden on planning/zoning board members.
Design review focuses on retention of significant details and features that make up the character of a building.	Review focuses on broad brush issues such as height, bulk, area, density, use and setback.
Review is based on the <i>Secretary of the Interior's Standards for Rehabilitation</i> , a national set of standards in use for over 45 years.	Planning commission/zoning board must develop standards and guidelines.
HDC review is based on the same standards developed for federal historic preservation tax credits, which can be used by commercial property owners to rehabilitate historic resources.	Interpretation of standards and guidelines by those unfamiliar with basic preservation principles may result in work that does not meet federal historic preservation tax credit requirements.
Public Act 169 of 1970, Local Historic District Enabling Act, gives local governments the legal authority to regulate work in designated historic districts to increase property values, foster civic beauty, strengthen the local economy, and promote and safeguard heritage.	Public Act 110 of 2006, Zoning Enabling Act, gives local government the legal authority to regulate development and land use in order to promote public health, safety and general welfare. Uncertain if guidelines for design review adopted under a zoning ordinance meet that requirement and could be challenged in court.

Compiled by:
Nan Taylor, Michigan Historic Preservation Network
Amy Arnold, State Historic Preservation Office
6/2011



NATIONAL TRUST FOR HISTORIC PRESERVATION

The Process for Establishing a Local Historic District



Mika Meyers Beckett & Jones PLC

900 Monroe Avenue NW Grand Rapids, Michigan 49503 Tel 616-632-8000 Fax 616-632-8002 Web mmbjlaw.com

Attorneys at Law

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Ronald J. Clark	Douglas A. Donnell ³	James M. Eardley ²	Heidi A. Lyon	Steven L. Dykema	³ Ohio
John M. DeVries ¹	Scott E. Dwyer	Eric S. Richards	Matthew E. Fink	Leonard M. Hoffius ¹	⁴ Wisconsin
Michael C. Haines	William A. Horn ⁴	Daniel J. Parmeter, Jr.	Linda L. Paynich		
Scott S. Brinkmeyer	Jeffrey A. DeVree	Mark E. Nettleton ²	Nikole L. Canute	<i>Retired</i>	
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David R. Fernstrum	Mark A. Van Allsburg	Jennifer A. Puplava	Garth T. Beavon	Veryl N. Meyers	
Mark A. Kehoe	Elizabeth K. Bransdorfer	Nathaniel R. Wolf			

May 16, 2006

Ms. Susan Burton
7690 Three Mile Road, N.E.
Ada, MI 49301

Ms. Nina Harrington
755 Alta Dale Ave.
Ada, MI 49301

Ms. Betty Jo Crosby
411 Grand River Dr., N.E.
Ada, MI 49301

Mr. Tom Heintzleman
834 Paradise Lake Dr., S.E.
Grand Rapids, MI 49546

Ms. Deb Emery
7534 Fase St., S.E.
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Ms. Angela Butterfield Klaasen
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Ada, MI 49301

James L. Ferro
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Ada, MI 49301

Mr. Thomas Korth
7178 Headley St.
Ada, MI 49301

Mr. George Haga
P.O. Box 370
7330 Thornapple River Dr., S.E.
Ada, MI 49301

Ms. Deborah Ensing Millhuff
P.O. Box 370
7330 Thornapple River Dr., S.E.
Ada, MI 49301

Re: Ada Township Historic Preservation Study Committee

Dear Study Committee:

In light of the cancellation of the May 16, 2006 Committee meeting, I am enclosing two documents which I intended to present at that meeting. The first document is entitled, "How to Write a Historic District Study Committee Report" from the State web site. As you can see in the section entitled "Components of the Report," there are at least five items which must be included in each report.

Historic Preservation Study Committee
May 16, 2006
Page 2

The second document I have enclosed is Draft #1 of a Preliminary Report of the Historic Preservation Study Committee for the township of Ada. The draft report includes each of the components required in the state legislation, in addition to a description of the investigation and research conducted by the Committee to date and the investigation and research which will need to be conducted by the Committee before the preliminary report is completed.

There are several blanks in the report which will need to be completed as the Committee continues its work. As a starting point, in addition to identifying the Study Committee members, the report should identify some qualifications of the Study Committee members. Obviously, this would be something which it would be better for you to provide, but I put in some initial language for purposes of moving the project along. Accordingly, between now and our next meeting I would appreciate it if you would forward to Jim Ferro the description you would like in the report, and then Jim can forward those to me.

Now that the legal framework of the report has been laid out, the Committee will need to engage in researching the inventory in the proposed historical district and adding narrative comments throughout the report. I would encourage each of you to go through this report before our next meeting and make your changes or comments to each section. Again, if you forward those to Jim before the next meeting he could collect them and we could discuss that at the next meeting.

In addition, the Township will need to assign someone to begin conducting the photographic inventory and the listing of each property in the district.

I look forward to discussing the draft report and study process further with you at our next meeting.

Very truly yours,



Ross A. Leisman

RAL: jkg
Enclosures



MEMORANDUM

Date: 02-19-19

TO: Ada Township Planning Commission
FROM: Brent M. Bajdek, Planner/Zoning Administrator
RE: February 21, 2019 Agenda Item – 1770 Grand River Dr. NE
(Commission Member/Staff Reports – Item #2)

Proposed Landscaping Changes for Ada Hospital for Animals, 1770 Grand River Dr. NE, Parcel No. 41-15-18-176-003, Ada Hospital for Animals

Overview of Request:

The ownership for Ada Hospital for Animals is interested in removing an existing landscape screen that exists on the property, located along Grand River Drive (*between the off-street parking area and the public road right-of-way*), which consists of six (6) mature arborvitae. (*A photo of the subject landscape screen, as well as the site plan and an aerial of the property are attached.*)

The landscape screen had existed onsite prior to the approval and subsequent construction of the existing Veterinary Clinic; a FOP Lodge previously occupied the property. At the time of site plan approval for the Veterinary Clinic, the six (6) subject arborvitae (*15' -20' in height*) were identified as being saved.

Ownership has expressed an interest in removing the existing arborvitae landscape screen to increase safety in access to the property, primarily between vehicles entering/existing the site and pedestrians/cyclists utilizing the adjacent pathway, as well as to improve the overall visibility and aesthetics of the property. However, they are willing to install a replacement landscape screen consisting of a low-growing upright evergreen hedge, in accordance with 78.705(c)(8) of the Zoning Ordinance.

Per 78.705(c)(8) of the Zoning Ordinance, where any parking area, excepting areas serving one- or two-family dwellings, abuts or faces a public right-of-way, a three-foot high continuous obscuring screen shall be required between the parking area and the public road right-of-way line. The screen may be comprised of plant material, berming, or any combination of these elements

Recommendation:

Staff is recommending that the Planning Commission permit the removal of the existing landscape screen (*consisting of six (6) mature arborvitae*), contingent upon the planting of a low-growing and deer resistant upright evergreen hedge in its replacement, consisting of boxwoods or a similar-type of shrubbery and being a minimum height of three (3) feet at the time of planting, in accordance with 78.705(c)(8) of the Zoning Ordinance.



CAUTION: BEFORE DIGGING CALL
MISS DIG AT 1-800-482-7171
FOR UNDERGROUND UTILITY
LOCATIONS.

WARNING: USE EXTREME CAUTION WHEN
WORKING NEAR THE EXISTING
OVERHEAD UTILITY WIRES

SITE DATA:

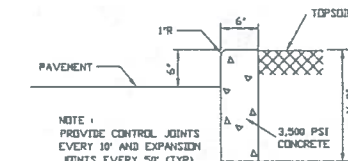
- CURRENT ZONE - AG "AGRICULTURAL"
- USE VARIANCE HAS BEEN GRANTED FOR VETERINARY FACILITY.
- PARKING:
REQUIRED - 6 SPACE PER DOCTOR = (2 DOCTORS * 6) = 12 PS
1 SPACE PER EMPLOYEE = (6 EMPLOYEES) = 6 PS
TOTAL REQUIRED = 18

PROPOSED - 18 SPACES INCLUDING 2 BARRIER FREE
FUTURE - 10 SPACES

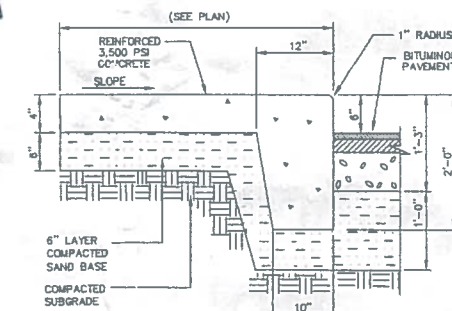
4. LAND USE SUMMARY:	
-TOTAL SITE:	21.85 AC.
-BUILDINGS:	
PROP. BLDG.	0.08 AC.
FUT. BLDG.	0.03 AC.
EX. GARAGE	0.02 AC.
-HARD SURFACE:	
PROP. PARKING	0.25 AC.
FUT. PARKING	0.04 AC.
SIDEWALKS	0.04 AC.
-OPEN SPACE/	
GREEN SPACE:	21.39 AC.

1" TOP WOOD 35A
1 1/2" BASE WOOD 3B
6" OF GRAVEL 22A
12" SAND SUBBASE, CLASS II

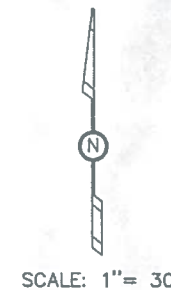
STANDARD PAVING CROSS SECTION



STRAIGHT CURB

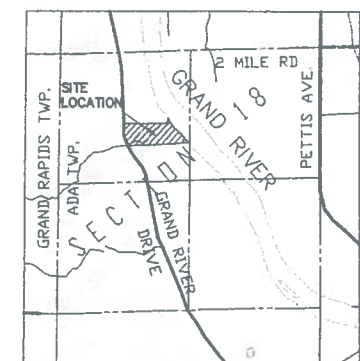


INTEGRAL CONC WALK/CURB



LEGEND

- = IRON STAKE FOUND
- = IRON STAKE SET
- = POWER POLE
- ⊙ = LIGHT POLE
- ⊕ = HYDRANT
- = VALVE
- ⊞ = CATCH BASIN
- = MANHOLE
- ⊙ = BURIED GAS LINE MARKER
- ⊙ = BURIED ELEC. LINE MARKER
- ⊙ = TELEPHONE BOX
- = FENCE LINE
- = OVERHEAD WIRES
- = EXISTING CONTOUR
- = PROPOSED CONTOUR
- = EXISTING SPOT ELEVATION
- = PROPOSED SPOT ELEVATION
- T = TOP OF CURB ELEVATION
- G = GUTTER ELEVATION



Vicinity Map
Not to Scale

SITE DEVELOPMENT PLAN ADA HOSPITAL FOR ANIMALS

FOR: PINNACLE CONSTRUCTION
1000 FRONT STREET
GRAND RAPIDS, MI
IN: PART OF THE NW 1/4, SECTION 18, T7N, R10W,
ADA TOWNSHIP, KENT COUNTY, MICHIGAN

REVISIONS:

10-18-05	RELOCATED GRAVEL DRIVE (CDG)	SHEET	2 OF 3
10-10-05	ADDED LIMITS OF WETLANDS (CDG)	DATE:	9/23/05



exxel engineering inc.
5252 CLOYDE PARK, S.W. • GRAND RAPIDS, MI 49509
PHONE (616) 531-3660 FAX (616) 531-2121

DRAWN BY:	CDG	DATE:	9/23/05
APPROVED BY:	TRS		
PROJ. ENG.:	TRS		
PROJ. SURV.:	JAS		
FILE NO.:	052083E		
SHEET	2 OF 3		
DATE:	9/23/05		

41-11-18-102-401



SCALE: 1" = 30'

NOTE:
10 YEAR FLOODPLAIN
ELEV: 623.0

41-15-18-176-002

S 89°10'46" E

EX. STREAM
FLOW

APPROXIMATE
FLOOD MAP
ZONE A10

BENCHMARK ELEV. 626.23
FIN. FLOOR AT DOOR NEAR
NW COR. BLDG. #1770

PROP. 25' WIDE
NATURAL VEGETATION
ZONE

EXISTING
12" CULVERT
N INV.-617.91
S INV.-618.42

PROP. 10' WIDE GRAVEL
2-TRACK DRIVE

PROP. 15' WIDE
TRANSITION ZONE

TREES AND BRUSH
REMOVE EX.
LIGHT POLE

16.5' MBT Easement
Liber 2998, Page 560

(SAVE)
EXISTING ARBORVITAE
(15'-20' HEIGHT)
TOTAL OF 6

PROP. SCREENED
DUMPSTER ENCLOSURE
WITH GATES

RAISED CONC.
SIDEWALK

PROP. BUILDING
BY ELEV. 623.00

PROP. 10' WIDE
TRANSITION ZONE

PROP. 15' WIDE
TRANSITION ZONE

PROP. 20' WIDE
TRANSITION ZONE

PROP. 25' WIDE
TRANSITION ZONE

PROP. 30' WIDE
TRANSITION ZONE

PROP. 35' WIDE
TRANSITION ZONE

PROP. 40' WIDE
TRANSITION ZONE

PROP. 45' WIDE
TRANSITION ZONE

PROP. 50' WIDE
TRANSITION ZONE

PROP. 55' WIDE
TRANSITION ZONE

PROP. 60' WIDE
TRANSITION ZONE

PROP. 65' WIDE
TRANSITION ZONE

PROP. 70' WIDE
TRANSITION ZONE

PROP. 75' WIDE
TRANSITION ZONE

PROP. 80' WIDE
TRANSITION ZONE

PROP. 85' WIDE
TRANSITION ZONE

PROP. 90' WIDE
TRANSITION ZONE

PROP. 95' WIDE
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PROP. 100' WIDE
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Viewer Map

January 22, 201



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From: [Brent Bajdek](#)
To: [Jim Ferro](#); [Adina Winczewski](#)
Subject: FW: Special Use Permit
Date: Wednesday, February 13, 2019 12:40:38 PM

From: Reed Dietrich [mailto:reedster27@yahoo.com]
Sent: Wednesday, February 13, 2019 12:32 PM
To: Brent Bajdek <bbajdek@adatownshipmi.com>
Subject: Special Use Permit

Good Afternoon Brent,

May we table the township meeting until the month of March please. I unfortunately will be out of town next Thursday the 21st of February, and ask to re-schedule for March meeting please.

Thank you,

Reed Dietrich
(616)706-2559