

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
MINUTES OF THE THURSDAY, APRIL 11, 2019 REGULAR MEETING
4:00 P.M., ROSELLE PARK, MEETING ROOM
1010 GRAND RIVER DR NE, ADA, MICHIGAN**

1. Call meeting to order/roll call

Present: Crosby, Damstra (left at 5:30pm), Haga, Nowak, Roe, Steketee, Terwilliger (left at 5:00pm), VandenBerge

Absent: Jacobs, Levick, Schmottlach

Staff Present: Fitzpatrick, Winczewski

Public Present: None

2. Approval of agenda

Haga moved to approve the agenda. Terwilliger supported. Motion carried unanimously.

3. Approval of minutes of the March 14, 2019 meeting

Terwilliger moved to approve the March 14, 2019 meeting minutes. Steketee supported. Motion carried unanimously.

4. Review and Approval of Annual Report to Township Board

Terwilliger moved to approve the FY 2018/19 Annual Report to the Township Board. Haga supported. Motion carried unanimously.

5. Review of Proposed Master Sign Design for Township Facilities

Fitzpatrick requested feedback on the proposed sign design options noting that option #1 is the preferred option from the committee spearheading this project. PRLP Board members reviewed the options which were provided in their board packets. Comments included:

- Terwilliger – Likes option #1.
- Roe – Would like to know cost.
- VandenBerge – Multiple bid costs are needed for multiple design options for comparison purposes.
- Crosby, Roe, and Steketee – Do not like option #1. It is busy and the design is not “clean”.
- Crosby – It is important to incorporate the Ada logo into the sign.

Haga expressed appreciation for these comments and stated he will bring these concerns back to the Board.

6. Request for Re-allocation of Local Matching Funds for Kent County Parks Land Acquisition Grants

Fitzpatrick provided a status update for the Kent County Parks Department’s land acquisitions for Chief Hazy Cloud Park.

After review of Kent County Parks Interim Parks Director Dan DeLooff’s letter dated April 3, 2019, board had additional questions. Mr. DeLooff answered questions via speaker phone and stated that as of right now, Kent County Parks needs the \$400K match from Ada Township to close on

Edie Pettis's property. Ms. Pettis's 54 acres and Mr. Iaria's 1.06 acres should close by this time next year. Both property owners have agreed to sell. Due diligence, title searches, multiple appraisals, and then a purchase agreement with the sellers needs to be completed before an invoice can be provided to Ada Township.

The \$300K contribution from 2016 has been allocated towards the 145 acres from East River Holdings. That sale will likely close anytime between now and June 2019.

A 2019 Trust Fund Grant was submitted last month to purchase two remaining parcels totaling 74 acres from Ada Holdings. No contributions are needed from Ada Township for that purchase.

After further board discussion, Terwilliger moved, Crosby supported, to postpone action on this item for 1 month. Motion carried unanimously.

7. **Committee Reports**

- a. **Rules Committee** – Fitzpatrick stated rental fees for park facilities have been updated. Fees and Rules still need to be decided for Settler's Park and the Historical Museum.
- b. **Stewardship Committee** – Roe summarized details from the most recent Stewardship Committee meeting. High priority lands for preservation were discussed. The Committee intends to hold an invite-only event to inform and educate the land owners about preserving their land. Crosby stated that April Scholtz from the Land Conservancy of West Michigan is willing to assist in working with property owners, and the Conservancy has funding available that could be used for acquisition of conservation easements.
- c. **Park Facilities and Recreation Programs Committee** – This committee has not yet met.
- d. **Trails Committee** – This committee is scheduled to meet on Thursday, April 18, 2019.

8. **Election of Officers**

Roe stated that today is her last meeting as Chairperson. Roe stated that Levick is interested in being the Vice Chairperson for one year and then Chairperson the following year. Board discussed possibly moving the meeting day/time to get better attendance. Fitzpatrick stated he will send out a survey to PRLP Advisory board members to see what works best for everyone.

Haga moved, Crosby supported, to postpone action on electing officers for 1 month. Motion carried unanimously.

9. **Park Director's Report**

Fitzpatrick noted several items from his Park Director's Report:

- An RFP will soon be submitted for a consultant to develop a Master Plan for Leonard Field Park.
- A Space Needs Assessment for the park office and maintenance building is planned for this year in coordination with one for the Township Hall.
- The DEQ permit for the Roselle Park improvement project in the north section of non-paved trails was submitted and is being reviewed.

- The MI DNR Non-Game Trust Grant application was submitted and accepted.
- Contractors are back to work at Settler's Park. The amphitheater should be going out to bid soon. A naming and donor recognition ceremony for the park is planned for May 23rd.
- The DEQ permit for the Grand River Natural Area was approved this winter. The contractor is expected to complete the trail repair project late spring or early summer, depending on river levels.
- The Kid's Garden program has been canceled due to lack of registrations.
- Spring middle school baseball games have started and summer adult softball games will start the first week of May.
- Interviews for the summer intern are taking place this week.
- A couple feet of riverbank at Roselle Park were lost over the winter due to erosion.
- This year is the first year money can be used from the River Trails Trust Fund.

10. PRLP Marketing Needs

Fitzpatrick stated we need volunteers to look at different kinds of marketing materials.

11. Board Member Comment

Roe stated that Lowell has erected a foot bridge across the river from Riverside Park to a small park on the other side. It is not completed but looks really nice so far.

12. Public Comment

There were no public comments.

13. Adjournment

Meeting adjourned at 5:43 p.m.

Respectfully Submitted,

Jacqueline Smith, Ada Township Clerk