

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
MINUTES OF THE THURSDAY SEPTEMBER 9, 2021 REGULAR MEETING
8:30 A.M., ROSELLE MEETING ROOM
1010 GRAND RIVER DR., ADA 49301**

1. Call meeting to order/roll call

Present: Leisman, Crosby, Roe, Steketee, Winczewski, Terwilliger, Schmottlach, VandenBerge

Absent: Jacobs, Damstra, Levick

Staff Present: Fitzpatrick, McCormick, Suchy, Iglesias **Absent:** Ergang

Public Present: None

2. Approval of agenda

Leisman moved, Steketee supported, to approve the agenda as presented. Motion carried unanimously.

3. Approval of minutes from August 12, 2021

Leisman moved, Steketee supported, to approve the minutes as presented – with spelling correction in item #5. Motion carried unanimously

4. Admin Updates:

***Township Planner position** – Suchy gave an update on the replacement of Jim Ferro. John Said is our new Planning Director. John previously worked with Holland Chatter Township. He lives in Ada Moorings and started last week with us. He will be at the next meeting in October. Jim Ferro overlapped with him one day.

***November meeting date** – Due to the November meeting previous scheduled on Veterans Day, the Board approved changing the meeting date to Tuesday, November 9th, same time and location.

5. Revised Schedule for the Roselle Park Shelter Project Bidding & Construction

Fitzpatrick gave a quick update on the new project schedule and provided by OCBA. A copy is in the packet. The bidding process was changed to January 2022. This group will have to approve the plan at the next meeting on October 14th.

6. Recommendation for consultant services to assist with updating the PRLP Plan –

Fitzpatrick gave an update and overview on the RFP and selection process. Terwilliger and Suchy added comments on the process. The sub-committee included Mark, Jim, Julius, and Mike. A request for proposals was sent out in August, 7 proposals were received. The sub-committee recommended the MCSA Group at a cost of \$19,890. The proposal is in the packet for everyone to review. Roe motioned in support of the MCSA Group, Crosby seconded. Motion carried unanimously.

7. Committee Report and updates

a. Stewardship Committee — No update currently.

b. Programs & Facilities Committee –

Fitzpatrick gave an update that the next step was for a site visit to both Legacy Park and Leonard Park. Mark to schedule that meeting soon.

- c. **Trails Committee** – Fitzpatrick included in the packet a letter and a map that Suchy sent out the residents on Ada Dr. regarding upcoming trail construction. Mark noted a memo from the contractor that they are delayed a week on the start of the project. In Mid-October work on the Consumers Energy and Grand River Natural Area trails will begin. Suchy provided an update on the Fase Street trail project. Work on that will start the first week in October. Vandenberg and Suchy commented on an upcoming joint meeting with both the Trails Committee and Township Board.

8. **Directors Report** – Fitzpatrick provided some highlights. Cope of report in the packet.

- The DNR LWCF Grant application for Leonard Field Riverfront Improvement Project had been submitted to the DNR. We are still working on components of the SHPO application including archeological surveys and reports.
- Staffing updates – we have been short staffed lately, one person is out due to Covid, Colin and Michelle are in recovery from surgeries. Kristina has been helping with facility reservations and office duties. Julius commented on the status of hiring a new maintenance position to be shared with B&G, Trails and Parks.
- Kristina created a new E-newsletter, a copy is in the packet.
- Mark is working on fundraising for the two major projects targeted for 2022. Requested support and recommendations.

9. **Board Member Comments**

Leisman offered thanks to the sub-committee on selecting the PRLP Plan consultant, to the parks staff for the summer programs, and to the trails committee for their work.

Schmottlach asked on the status on RecPro, Mark said we are very close to getting this up and running and working on the website that will direct people to use it.

Suchy gave an update on a new email service which takes place at the end of the month.

A question was asked on the sign at Knapp corner. Suchy said it's in a holding pattern right now.

10. **Public Comment** – none

Meeting adjourned at 9:29 a.m.

Respectfully Submitted,

Jacqueline Smith, Ada Township Clerk