

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
MINUTES OF THE THURSDAY SEPTEMBER 10, 2020 REGULAR MEETING
8:30 A.M., VIA ZOOM MEETING**

1. Call meeting to order/roll call

Present: Schmottlach, Levick, Terwilliger, Steketee, Roe, Haga, Crosby and Jacobs

Absent: Damstra, VandenBerge, Nowak

Staff Present: Ferro, Fitzpatrick, Ergang, McCormick

Public Present: None

2. Approval of agenda

Schmottlach moved, Roe supported, to approve the agenda as presented. Motion carried unanimously.

3. Approval of minutes of the August 13, 2020 meeting.

Schmottlach moved, Steketee supported, to approve the minutes as presented. Motion carried unanimous roll call vote, with 3 absent.

4. Follow up - Potential Property Acquisition – 1022 Buttrick Ave SE –

Fitzpatrick presented an update on the property noting discussion with the family on setting up an “Option Agreement” with the property owners to hold off for 30 days on the sale of the property so the Township could review options and priorities for funding the potential purchase. Ferro presented a draft of the Capital Improvements Plan showing this purchase would have an impact on fund balances. Mark noted that this is not an agreement to purchase, but an agreement giving the Township the exclusive right to purchase the property for 30 days. Discussion included several points of view including priorities of funding, use of the property, what to do with the house, relation to other projects. George noted the need to be sensitive to the family. A motion was made to pursue the “Option Agreement” while we continue evaluating the project, and request the Township Board to approve the “Option Agreement.

Steketee moved, Crosby supported, to approve submitting an “Option Agreement” to the family and make a recommendation to the Township Board of Trustees to approve the “Option Agreement” and terms within it. Motion passed by roll call vote, with 7 in favor and 1 opposed, 3 absent.

5. Capital Projects planning and review – Ferro gave an overview of a spreadsheet to the group with a breakdown of projected revenues, expenditures and fund balance for Funds 208, 213 and 214. Fitzpatrick noted adjustments to this year’s operation budget including reductions in revenues for programs and rentals reduction due to Covid-19 and some reductions in expenditure. It was noted that there is not much room for \$310,000 for the purchase of the house with the CIP as it currently stands. Steketee asked the question about having some of the funds for the house come out of the Township general fund since this is potentially for office space. Ferro stated that would be a possibility. Haga stated the General fund could help but this should come out of Parks fund. Recommendation was for the Facilities and Programs Committee to review the details of the CIP and funding options associated with the property. The project was referred back to the Committee for further review.

6. Committee Report and updates

- a) **Facilities/Program Committee** – Fitzpatrick stated next meeting is coming up.
- b) **Trails & Connect Ada Committee** – Ferro no update
- c) **Stewardship Committee** – Ferro no update
- d) **Rules Committee** – Fitzpatrick waiting on new Manger to be on this committee.

7. Directors Report – Fitzpatrick requested Board Members to review the Directors Report in the packet since we were out of time. McCormick gave an update on the softball programs noting they will be wrapping up end of September.

8. Board Member Comment – None

9. Public Comment – None

Meeting adjourned at 9:56

Respectfully Submitted,

Jacqueline Smith, Ada Township Clerk