



**PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
BOARD MEETING**

THURSDAY, FEBURARY 9, 2023, 8:30 AM

Roselle Park Community Building Meeting Room

1010 Grand River Dr., Ada, MI 49301

MINUTES

1) Call meeting to order/roll call

Board Members Present: Leisman, Roe, Crosby, Steketee, Schmottlach, Hulst, Terwilliger, Levick, Britt

Board Members Absent: VandenBerge

Staff Present: Said, Fitzpatrick, McIntosh, Deason, Suchy, Sullivan

Public Present: Paula from RJM Design

2) Approval of agenda

Fitzpatrick encouraged board members to shift item 5b, Update on Leonard Field Riverfront Improvement Project to before item 4, as a courtesy to the schedule of the RJM consultant. Moved by Britt, supported by Hurwitz to approve the agenda with item 5b moved to be presented before item 4. Motion Carried.

3) Approval of meeting minutes from January 12, 2023.

Moved by Britt, supported by Hulst to approve the meeting minutes from January 12, 2023. Motion Carried

4) Financial report & FY 2023-24 Budget and CIP planning update

- a) Fund 213 – Open Space acquisition
- b) Fund 208 - PRLP
- c) Fund 211 - Trails

Fitzpatrick discussed the ongoing budget process, noting monthly updates provided in board packet.

Manager Suchy presented the Capital Improvement Plan (CIP) projected revenues/expenditures for the upcoming 2023-24 fiscal year. He discussed the ongoing bond, millage payments, and the overall sustainability of the capital improvement funds.

5) Old business

- a) Update on conservation easement 3201 Egypt Valley

Fitzpatrick began discussion regarding the recently approved conservation easement. There is a current survey of the property lines on the property. The maintenance plan is to be discussed and implemented by the homeowner's association.

Crosby commented on the importance of a plant inventory on the site.

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b) Update on Leonard Field Riverfront Improvement Project

Paula, a staff member at RJM, introduced the plans and overview for the project. She presented the construction plan and detailed the different phases the project will go through. The advisory board discussed donor opportunities, the impact of the project on the trails, and the DNR permitting process.

Motion to accept the plan as submitted by RJM. Moved by Hulst, supported by Leisman to accept the presented RJM plan regarding the Leonard Field Park Riverfront Improvement Project, pending final revisions.

6) New Business

7) Committee Reports & Updates

-Stewardship Committee

The committee continues their work on easements. The committee is also looking into an updated Master Plan regarding the Carl Creek Wetlands Preserve.

-Programs & Facilities Committee

The committee is continuing to work with RJM regarding the Leonard Field Park Riverfront Improvement project.

-Trails Committee

Suchy briefly noted the developing plans for the trails system in 2023.

8) Staff Reports

-Director's report

Fitzpatrick stated that the parks department staff is working on updated fees for facility rental and field rentals. The department is also reviewing the current alcohol policy

-Others

Planning Director Said gave a brief update regarding upcoming Master Plan workshop. He also will be hosting a joint meeting with the Planning Commission and the DDA in the upcoming week regarding the master plan.

9) Board Member Comments

10) Public Comments

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11) Closed Session

Moved by Hurwitz, supported by Terwilliger, to move into Closed Session to consider purchase of real property pursuant to MCL 15.268 Section 8(1)(d) of the Michigan Open Meetings Act.

Roll Call: Yes- Leisman, Hurwitz, Roe, Crosby, Steketee, Schmottlach, Hulst, Terwilliger, Levick, Britt; No-0; Absent- VandenBerge. Motion Carried.

PRLP Advisory Board entered closed session at 9:46am.

Moved by Leisman, supported by Hurwitz to return to open session. PRLP Advisory Board reentered open session at 9:59am

12) Adjournment at 10am

Respectfully Submitted,

Jacqueline Smith, Ada Township Clerk

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