

**ADA TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS  
MINUTES OF THE JANUARY 4, 2010 MEETING**

Draft

The meeting was called to order at 8:30 a.m. by Chairperson Bob Kullgren.

**BOARD MEMBERS PRESENT:** Terry Bowersox, George Haga, Jim Ippel, Tom Korth, Bob Kullgren, Betsy Ratzsch, Walt VanderWulp, Ted Wright

**BOARD MEMBERS ABSENT:** Devin Norman

**OTHERS PRESENT:** Jim Ferro, Planning Director

**PUBLIC PRESENT:** None

**APPROVAL OF AGENDA**

The agenda was approved by consent.

**ELECTION OF OFFICERS:**

Kullgren noted that there had been no expression of interest by any members in the Secretary position. Ferro noted that the DDA Bylaws permitted one person to hold more than one office.

It was moved by Haga, seconded by Ratzsch, to elect the following officers:

Chairperson: Kullgren

Vice-Chairperson: Bowersox

Treasurer/Secretary: Korth

Motion passed unanimously.

**APPROVAL OF MINUTES OF DECEMBER 7, 2009 MEETING**

It was moved by Korth, seconded by VanderWulp, to approve the December 7, 2009 meeting minutes as presented.

Motion passed unanimously.

**DISCUSSION OF BRONSON ST. IMPROVEMENT PROJECT**

Ferro re-capped the input on the most recent plan from the DDA Citizens Council and from the Kent County Road Commission. He reported that the Road Commission will not permit head-in parking to be added at the west end of Bronson St. unless the street is widened to 30 feet with curb and gutter adjacent to the head-in parking area. He also noted that the Citizens Council suggested minimizing the extent of the needed widening by grouping the head-in spaces closer together.

In discussion, concern was expressed with the growing cost of the project, and the increase from the original estimate of \$200,000 to the current estimate of \$342,000 for the Township's portion of the project cost. The Commission discussed options with respect to the amount and location of head-in parking on the street, and options for adding curb and gutter and storm sewers on all or a portion of the street. Potential ways to reduce the project cost were discussed, including reducing the amount of irrigated area., and reducing the number of head-in parking spaces at the east end of the street.

Following discussion, it was moved by Haga, seconded by Korth, to direct that the plan be modified by removing the head-in parking at the west end of the street, and reducing the extent of irrigation to include only the landscaped area near the intersection of Bronson St. and Ada Drive.

In discussion of the motion, Betsy Ratzsch suggested that the Citizens Council and Bronson St. residents be kept informed regarding the changes being made to the project.

Motion passed unanimously.

The Board then discussed next steps with regard to moving the plan forward to the Township Board level. Haga stated he was concerned with the aesthetic impacts of the large number of head-in parking spaces at the east end of the street, and the increase from 20 spaces to 30 spaces.

Ippel commented that there is already a lack of available parking during peak times, even though there are several vacant commercial spaces in the Village.

Following additional discussion, Haga stated that he would support the DDA Board's recommendation at the Township Board level.

The Board requested that a revised plan and cost estimate reflecting the approved changes be prepared, for review at a special meeting of the Board to be held on Friday, January 8, at 8:00 a.m. The Board also requested additional detail regarding the source of the increases in cost of the project from the earlier estimate of \$296,000 to the current estimate of \$342,000.

Ferro stated he would provide this information.

#### **FARMERS MARKET PLANNING FOR 2010**

Kullgren distributed a proposed budget for Farmers Market revenues and expenses in the coming year, with estimated expenditure of approximately \$4,350 and revenues of \$4,400 to \$5,000.

Haga indicated he would use this input in preparing a proposed DDA budget for review at the February meeting.

In discussion, it was suggested that the proposed budget should also include promotional expenses for the October Fall Festival of Events, and the Bridge Lighting in December.

#### **DISCUSSION OF VILLAGE FORM-BASED CODE**

The above item was postponed.

#### **PUBLIC COMMENT**

There was no public comment.

#### **ADJOURNMENT**

It was moved by Bowersox, seconded by Ratzsch, to adjourn the meeting at 10:10 a.m.

Motion passed.

Respectfully submitted:

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Tom Korth, Secretary