

**ADA TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY BOARD OF DIRECTORS  
MINUTES OF THE JANUARY 4, 2011 MEETING**

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

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

**BOARD MEMBERS ABSENT:** Terry Bowersox, Tom Korth, Devin Norman

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

**APPROVAL OF AGENDA**

Kullgren stated he wished to rearrange agenda items to place the Bronson St. status report first. There was no objection to this change, and the agenda as revised was approved by consent.

**APPROVAL OF MINUTES**

It was moved by Ippel, seconded by Wright, to approve the minutes of the December 6, 2010 meeting. Motion passed unanimously.

**STATUS OF BRONSON ST. PROJECT**

Township Supervisor Haga reported on the status of the Bronson St. project. Haga stated he is proposing to use bond financing to complete the Bronson St. streetscape and parking project this summer, in conjunction with bond financing of the sanitary sewer forced main project that is also taking place on Ada Drive this summer. He also is proposing to include in the scope of the project the installation of brick-patterned, colored concrete at the Ada Drive/Thornapple River Dr. intersection, which is one of the projects called for in the Village Design Charrette report. Haga stated that it is proposed to complete all of these projects in a coordinated manner this year, along with milling and repaving of Ada Drive that was already planned by the Road Commission this summer. There will be cost savings associated with this coordination, as well as ensuring that new pavement on Ada Drive will not need to be cut open next year for the sewer project.

Jim Ippel suggested we should also get the railroad trestle painted during the same time as these projects.

Haga stated he would look into this possibility with the railroad.

Kullgren suggested looking in the financing of the trestle painting project that was completed at 28<sup>th</sup> St. and Division Ave. in Grand Rapids a few years ago.

Haga stated that he would be proposing a Township Board work session in late January to discuss the road and utility projects.

**STATUS OF REPORT TO THE COMMUNITY**

Ted Wright distributed an updated draft of the report to the community. Board members reviewed and commented on the draft. Consensus of the members was that the content of the report is excellent, but that the layout could be improved.

Ferro suggested using Falcon Printing, who provide the design and layout services for the Adaview newsletter, to re-design the report layout.

It was noted that the copy deadline for the Spring issue of the Township Adaview newsletter was at the end of January, and our intent is to include the report as an insert in the next Adaview.

A committee comprised of Kullgren and Wright will work with Ferro to have the layout revised to meet the Adaview publication deadline. The final draft will be provided to Board members by E-mail.

## **REVIEW OF DRAFT FY 2011-12 BUDGET**

Ferro presented a draft budget for the DDA for the upcoming fiscal year beginning April 1, 2011. He noted that the budget is organized in 3 categories – Farmers Market, Streetscape Projects and General Expenditures. He noted that because of the settlement with the Ada Cogeneration Partnership regarding the property tax assessment of the cogeneration plant property, the tax increment revenues of the DDA have been significantly reduced from the 1<sup>st</sup> year to the 2<sup>nd</sup> year of revenue generation.

Ferro also noted that the draft budget results in the DDA spending down its fund balance from its current level of about \$19,000 to about \$9,800 at the end of March, 2012.

Ippel suggested that funding for the benches, trash receptacles and bike racks be solicited as donations from the community, and that he believes this could easily be accomplished. Ippel and Ratzsch volunteered to head up a donation solicitation effort. It was also suggested that information regarding the fund-raising effort be included in the Report to the Community.

Board members discussed the proposed budgeting of \$8,000 for a Market Study, and questioned whether an expenditure of this amount for a consultant was warranted. The consensus of the Board was to re-allocate the \$8,000 amount to unspecified services.

Following discussion, it was moved by Haga, seconded by Wright, to recommend approval of the proposed DDA budget.

Motion carried unanimously.

## **PUBLIC COMMENT**

There was no public comment.

## **ADJOURNMENT**

The meeting was adjourned at 10:20 a.m.

Respectfully submitted:

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Tom Korth, Secretary