

**ADA TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY BOARD OF DIRECTORS  
MINUTES OF THE MARCH 18, 2013 MEETING**

The meeting was called to order at 8:00 a.m. by Chairperson Bob Kullgren.

**BOARD MEMBERS PRESENT:** Terry Bowersox, George Haga, Bryan Harrison, Jim Ippel, Tom Korth, Bob Kullgren, Devin Norman, Walt VanderWulp, Ted Wright

**BOARD MEMBERS ABSENT:** None

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

**OTHERS PRESENT:** None

**APPROVAL OF AGENDA**

The agenda was approved by consent.

**APPROVAL OF MINUTES OF FEBRUARY 4, 2013 MEETING**

It was moved by Bowersox, seconded by Korth, to approve the minutes of the February 4 meeting as presented.

Motion passed unanimously.

**DDA FINANCIAL REPORT**

Ferro presented revenue and expense reports for the period through February 28 for both the DDA overall and for the Farmers Market.

Haga reported that it recently became known that the DDA was receiving \$99,935 in tax increment revenue for the current budget year, and is projected to generate approximately \$121,000 in the upcoming fiscal year. Haga stated that the proposed budget for FY 2013-14 has been revised accordingly.

**REPORT FROM PROPOSAL REVIEW SUBCOMMITTEE FOR VILLAGE DESIGN PLAN  
CONSULTANT SELECTION PROCESS**

Kullgren summarized the process and results of the subcommittee's review and evaluation of the 5 consultant proposals received for the Village Urban Design Plan process. He noted that the subcommittee members did not open and review the proposed fee information until after a consensus was arrived at on a ranking of the proposals.

Following Board discussion, the consensus of the Board was that interviews should be scheduled with the following 4 candidates: LRK, Nederveld, OHM and Progressive AE.

Ferro was requested to provide hard copy of the proposals from these firms to DDA Board members who had previously received them only in digital form.

**MEMBER/STAFF COMMENT**

Haga reported that Lake Michigan Credit Union would be moving into the vacant bank branch site at the corner of M-21 and Ada Drive, and that a purchase agreement is in place for acquisition of the former Victory Club property on Pettis Ave. by Mark Sellers, owner of Hopcat in downtown Grand Rapids. He noted that Sellers is in the process of applying for a liquor license for the premises.

Kullgren reported that the vendor kickoff event for this year's Farmers Market was held last week, and that the Farmers' Market is in the process of implementing its new web site, which is at [www.adafarmersmarket.com](http://www.adafarmersmarket.com).

Ted Wright stated that it is important for us to communicate frequently with the general public regarding the status of the Village design plan process.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

The meeting was adjourned at 9:30 a.m.

Respectfully submitted:

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Tom Korth, Secretary