

**ADA TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS
MINUTES OF THE JUNE 1, 2009 MEETING**

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

BOARD MEMBERS PRESENT: George Haga, Tom Korth, Bob Kullgren, Devin Norman, Betsy Ratzsch, Jim Ippel and Walt VanderWulp.

BOARD MEMBERS ABSENT: Terry Bowersox, Ted Wright

OTHERS PRESENT: Jim Ferro, Planning Director

PUBLIC PRESENT: None

APPROVAL OF AGENDA

The agenda was approved by consensus of the Board.

APPROVAL OF MINUTES OF THE MAY 4, 2009 MEETING

It was moved by Korth, seconded by Ratzsch, to approve the minutes of the May 4, 2009 meeting.

Motion passed unanimously.

STATUS OF FARMERS MARKET

Kullgren reported that to date, 19 vendors have committed to the full 11 weeks of the Farmers Market. He reviewed the plans for promoting the new market, and observed that use of adequate signage regarding the market will be important in ensuring its success this year and obtaining vendor commitments to return next year.

The relationship to the proposed revisions to the Township's rules on temporary signs was discussed. Kullgren noted that the most recent draft of the proposed changes would not accommodate the temporary signs that he believes is needed for adequately promote the market.

In discussion, the consensus of the Board was to encourage the Planning Director and the Planning Commission to adopt temporary sign rules that will adequately accommodate the needs of the Farmer's Market.

AGREEMENTS WITH THE COMMUNITY CHURCH FOR PUBLIC USE OF CHURCH PARKING AREA

The Board reviewed the latest drafts of proposed agreements between Ada Township, the DDA and The Community church, for use of the church parking area for both public parking and for the new Farmers Market. It was noted that there are still a few provisions of the agreements that are being negotiated, which may result in revisions to the agreements. Therefore, the agreements are not yet ready for action by the Board. A special meeting will be needed to consider the final drafts of the agreements.

DEVELOPMENT AND COMMUNICATION OF PARKING MANAGEMENT GUIDELINES.

Ferro reviewed the draft guidelines for management of public and private parking supply in the Village. The intent is to distribute these guidelines to all property and business owners in the Village, to encourage use and management of the parking supply to maximize parking availability and convenience for visitors and customers.

Kullgren asked Board members to review the draft and provide input on the draft to Ferro prior to the next meeting of the Board.

STREET BANNER REPLACEMENT

The Board reviewed the design options for new street banners for the Village that were prepared by Karen Johnson, and discussed the possibility of revising the text to include the phrase "Live It." The Board also discussed options for changing the size of the banners from the current 18" x 36" size to a larger 24" x 48" size, and for increasing the number of banners from the current number of approximately 20.

Following discussion, it was moved by Norman, seconded by VanderWulp, to direct that the banner replacement program include purchasing 25 new banners at 24" x 48", using the Design Option #1 as prepared by Karen Johnson. A roll call vote was requested.

Voting yes: Haga, Kullgren, Norman, Ratzsch, Ippel and Walt VanderWulp
Voting no: Korth

Motion passed.

SET SPECIAL MEETING DATE:

A special meeting of the Board was set for Thursday, June 4, at 4:00 p.m. Kullgren stated that the only items on the agenda would be review and action on the final proposed parking and farmers market agreements with The Community church, and review and comment on the draft guidelines for management of parking in the Village.

Kullgren stated that he also anticipated that the major item of business at the July 6 meeting would be the Bronson St. project.

PUBLIC COMMENT:None

ADJOURNMENT

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

Respectfully submitted:

Robert Kullgren, Chairperson