

**ADA TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD OF DIRECTORS
MINUTES OF THE JULY 13, 2015 MEETING**

The meeting was called to order at 8:00 A.M. by Chairperson Bob Kullgren, at the Ada Township office, 7330 Thornapple River Dr., Ada, MI.

BOARD MEMBERS PRESENT: Terry Bowersox, George Haga, Bryan Harrison, Jim Ippel, Bob Kullgren, Walt VanderWulp, Ted Wright

BOARD MEMBERS ABSENT: Tom Korth, Devin Norman

STAFF PRESENT: Jim Ferro, Planning Director

PUBLIC PRESENT: Susan Burton, Township Clerk, Norm Rhoades, Township Treasurer, Jim White, Mika, Meyers, Beckett & Jones, Steve Dertz, Amway Corp., Steve Teitsma, Progressive AE

APPROVAL OF AGENDA

The agenda was approved by consent.

APPROVAL OF MINUTES OF JUNE 15, 2015 MEETING.

It was moved by Bowersox, seconded by Harrison, to approve the minutes of the June 15 meeting as presented.

Motion passed unanimously.

DDA FINANCIAL REPORT, 06/30/15

Ferro presented revenue and expenditure reports for both the DDA overall and the Farmers' Market.

REVIEW/APPROVAL OF PROPOSED PUBLIC INFRASTRUCTURE, AMENITIES AND GRANT AGREEMENT

Kullgren stated he has been stating for months that this agreement was forthcoming, and it is finally ready to be presented.

Township legal counsel Jim White described the key provisions of the proposed agreement. White stated the agreement is between three parties – Ada Township, the DDA and Geld, LLC, which is an Amway-affiliated entity. White stated Alticor is also a secondary party in the agreement for limited purposes. White noted the agreement involves commitments of \$6.5 million in funding from both the Township and Geld, toward the cost of proposed public facilities in the Envision Ada plan. White noted that the proposed River St. would be a private road with a public access easement.

White stated the agreement also covers the process to be used for review and approval of the design of proposed public improvements. He pointed out that the exact scope of the “public amenities” identified in the agreement is not yet known, and that the agreement commits the Township to a process involving significant public input to determine the scope of the future civic improvements.

Board member Harrison asked whether the current Township Board can obligate a future Township Board with respect to actions and financing that are committed to in the agreement.

White referenced provisions in the agreement that state the Township's and DDA's ability to legally obtain funding for the proposed improvements may be affected by circumstances beyond the control of the Township, such as possible referendum votes or ballot proposals, and that if the Township or DDA are not able to provide their portion of the funding, the parties will work in good faith to modify the agreement or terminate it.

White stated he believes the proposed agreement is fair and reasonable.

Board member Wright stated he believes we need assurance the private road along the river would not be closed to the public.

Board member Ippel asked if consideration is being given to installing a snowmelt system in the new streets.

Steve Dertz, Amway Corp., stated that had been investigated and dropped due to the complexities involved.

Board member VanderWulp asked who will be responsible for maintenance of the River St.

Ferro stated this would need to be addressed at the time the road is built and the public easement is established.

White pointed out that amendments to the DDA Development Plan and Tax Increment Financing Plan are needed in order carry out future projects that will involve Township and DDA funds.

Kullgren offered a proposed resolution approving the proposed agreement for consideration by the Board.

If was moved by Haga, seconded by Bowersox, to approve the proposed resolution.

On a roll call vote, the motion passed by unanimous vote.

VI. Status of Headley St. Re-Construction Project

Ferro summarized the results of the bidding process for the Headley St. project, and stated that the low bidder, Katerberg Verhage, was being recommended by the engineer to be the selected contractor. He noted the construction contract would be with Amway, with inspections completed by the Township's engineer. Ferro also summarized the status of proposed agreements between the Township, Geld, LLC and property owners along the street that commit Amway to conveying land to the property owners on the south side of the street, along with the former street right-of-way, and commit the property owners to signing the petition to abandon the current right-of-way. H noted that these agreements provide assurance to the property owners that they will not lose frontage on Headley St., and will have access to the new street.

Note: VanderWulp left the meeting at 9:05 a.m.)

Ferro and Teitsma also presented information regarding options for relocating an overhead primary electrical line that currently runs through the Headley St. corridor. Teitsma stated that the estimated cost of relocating this line away from Headley St. on an alternate overhead route was \$130,000, and that the estimated cost of placing the line underground was \$215,000. Teitsma stated these costs would be in addition to \$82,000 in estimated cost to place the local distribution lines that serve properties on Headley St. underground, which is included in the current project budget.

Ferro noted that a decision will be needed in the future as to whether we wish to relocate or bury the primary line, and how to pay this added project cost.

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

It was moved by Bowersox, seconded by Harrison, to adjourn the meeting at 9:25 am.

Motion passed unanimously.

Respectfully submitted:
