

**ADA TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD OF DIRECTORS
MINUTES OF THE JULY 15, 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 (8:10 a.m.), Walt Vanderwulp, Ted Wright

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Jim Ferro, Planning Director

OTHERS PRESENT: Pete Lazdins and Bob Petko, Progressive AE

APPROVAL OF AGENDA

The agenda as revised was approved by consent.

APPROVAL OF MINUTES OF JUNE 17, 2013 MEETING

It was moved by Bowersox, seconded by VanderWulp, to approve the minutes of the June 17 meeting as presented. Motion passed unanimously.

DDA FINANCIAL REPORT

Ferro reviewed revenue and expenditure reports for the DDA and Farmers' Market for the period through June 30.

FARMERS' MARKET UPDATE

Kullgren updated the Board on the status of the Farmers' Market, and noted that he and Ferro have been working with the new Market Manager to establish sound data collection and reporting procedures.

APPROVAL OF CONTRACT WITH GREENBUD LANDSCAPING FOR PEDESTRIAN PLAZA INSTALLATION ON BRONSON ST. AND ADA DR.

Ferro presented the 3 price quotes obtained for installation of small brick paver pedestrian plazas on Ada Drive and Bronson St., and recommended that the project be awarded to Greenbud Landscaping, based on their low bid of \$6,850.15.

Following discussion, it was moved by Norman, seconded by Haga, to approve contracting with Greenbud Landscaping in the amount of \$6,850.15

Motion passed unanimously.

Ferro noted that we still need to choose a bench style and manufacturer for use in the two spaces. Haga and Bowersox agreed to work with Ferro on selection of a bench style.

APPROVAL OF PROGRESS PAYMENT TO PROGRESSIVE AE

Ferro recommended approval of the invoice from Progressive AE for Village Design Plan consulting services in the amount of \$871.25.

It was moved by Harrison, seconded by Bowersox, to approve the invoice and authorize payment.

Motion passed unanimously.

DISCUSSION AND INPUT WITH CONSULTANT TEAM REGARDING ADA VILLAGE DESIGN PLAN

Village Design Plan consultants Pete Lazdins and Bob Petko led DDA Board members through a written exercise titled “What’s On Your Radar” to solicit ideas from Board members regarding various topic areas related to the Village Design Plan, including land use, civic/cultural facilities, open space/green infrastructure, and traffic management.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

It was moved by Norman, seconded by Harrison, to adjourn the meeting at approximately 10:10 a.m.

Motion approved.

Respectfully submitted:

Tom Korth, Secretary