

**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
BOARD OF DIRECTORS
MINUTES OF THE JULY 24, 2017 SPECIAL MEETING
ADA TOWNSHIP OFFICES, ADA, MICHIGAN**

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 8:00AM by Chairman Bob Kullgren at the Ada Township office, 7330 Thornapple River Drive, Ada, MI.

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

BOARD MEMBERS ABSENT: Sarah Andro

STAFF PRESENT: Brian Hilbrands, DDA coordinator

PUBLIC PRESENT: Mike Oezer (Progressive AE), Pete Lazdins (Progressive AE), Eileen McNeil (Seyferth PR)

II. Approval of Agenda

The agenda was approved by consent.

III. Recommendation to Township Board to Authorize Seeking Bids for Construction of Riverfront Park

Kullgren opened the agenda by stating that today's meeting is a limited agenda to discuss and recommend to the Township Board authorization to seek bids for the construction of Riverfront Park. Next month's meeting will include more in depth conversations regarding the financing for the park, the capital campaign, the library/community building and its location and the balance of the bonding authority. The budget that is being proposed today is roughly \$30,000 less than the previous budget presented earlier this year that included a \$180,000 line item for the refurbishment of the schoolhouse (plus \$107,000 for site prep for the schoolhouse) that is now not in scope.

Lazdins described an overview of the park as proposed for the bidding documents.

Main changes to the previous documents is a "lightening up" of the landscaping and stone work along River Street with more areas of free-forming access from the street into the park; addition of an additional handicap accessible ramp to the west of the school house (now private property); retaining wall around the playground area made to be higher and offer informal seating; a newly constructed bathroom to the east of the schoolhouse; grasscrete (paving) access on the east end of the park to offer limited vehicular access to the lower level of the park.

Oezer described the river treatments being proposed to calm the erosive force of the water at the bend in the river. The river bank will be cut back and softened to protect the bank and stone bendway weirs will be installed to re-direct the flow back towards the center of the river to reduce the high velocity water from reaching the bank (and eroding the soil).

Lazdins stated King & MacGregor Environmental is consulting on the project to help with water management. There have been informal discussions with the DEQ (Matt Occhipinti) to make certain that the proposed water management techniques (natural stream bank technique and bendway weirs) are both approaches that the DEQ likes to see in stream bank restoration.

Kullgren asked Oezer and Lazdins to complete a line by line comparison to the earlier budget/drawings presented to us in March to demonstrate where the changes have occurred. We have removed a refurbished schoolhouse (\$180,000) and site prep (\$107,000) and added a new restroom (\$180,000) but only see a savings of \$30,000 (instead of \$107,000).

The bid request is being sent out to a Plan Room (Builders Exchange), as well as, a few known contractors and ones that have been involved in the project to date (K&R, Twin Lakes, Katerburg).

Kullgren asked if the \$50,000 allowance for the playground equipment is a reasonable amount for the playground that is envisioned.

Harrison asked if the change in the road/park interface is creating a larger maintenance issue (trading grass for stone walls) for the park. Lazdins said no, that the area will be edged appropriately and in a manner that lawn mowers can easily make their way around the park.

Norman asked if the design of the park features, and the walkways in particular, is taking into account the possibility/likelihood of flood waters entering the park and remaining for days/weeks until the water recedes. Oezer responded that the walkways are going to be built to a greater thickness (6") to accommodate limited vehicle traffic (plow truck) and the added mass will protect the walkways in a large water event. In addition, the edge of the concrete that borders the water will be dug down deeper to prevent water from getting under the walk way and lifting it up.

Harrison asked if the Future Boardwalk should be moved up in schedule being an integral part of the park.

Following discussion, it was moved by Bowersox, seconded by VanderWulp, to recommend to the Township Board that the plans be released for bids.

Comment: Wright wanted to make certain that the design takes safety in account in every possible way so that the park is and remains a family friendly environment. Wright and Kullgren reminded Oezer and Lazdins that the DDA needs to see a cost comparison/breakdown between the March plans and these current plans.

Motion passed unanimously.

Norman left the meeting at 8:43am

Iv. Board Member Comment

Kullgren introduced Brian Hilbrands as the new DDA coordinator, he's a Calvin College and University of Michigan Taubman College of Urban Planning graduate.

Harrison welcomed Hilbrands and thanked Jim Ippel and Sarah Andro for their service to the board.

VanderWulp reminded the board to continue to keep the parking challenge front and center as we move on to different portions of this project.

Haga reported has received two applications for the open DDA Board position and will share them with the board for comment.

V. Adjournment

Meeting was adjourned by Kullgren at 9:53AM.

Respectfully submitted:

Devin Norman, Secretary/Treasurer