

**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
BOARD OF DIRECTORS
MINUTES OF THE SEPTEMBER 26, 2016 SPECIAL MEETING**

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: Sarah Andro, Bryan Harrison, Jim Ippel, Bob Kullgren, Devin Norman, Ted Wright (*arrived at 8:15am*)

BOARD MEMBERS ABSENT: Terry Bowersox, George Haga, Walt VanderWulp

STAFF PRESENT: Jim Ferro, Planning Director

PUBLIC PRESENT: Steve Groenenboom (Moore & Bruggink), Margaret Idema (DDA Citizens Council), Joel Harner (DDA Citizens Council), Penny Ladd, Jeff Hugger (*arrived at 8:15am*)

II. APPROVAL OF AGENDA

The agenda was approved by consent.

III. CONTRACT AWARD FOR BRONSON ST. PARKING PROJECT

Steve Groenenboom PE announced that bids were opened for the Bronson St. parking project on 9/22/16. There were four bidders, with the low bid being received from Kamminga & Roodvoets, Inc. in the amount of \$173,374.25. Kamminga & Roodvoets, Inc. is also the contractor for the Ada Drive project. Bids came in higher than the \$145,000 that had been estimated, but a savings of approximately \$5,000.00 could be realized if the project paving was delayed until spring, 2017. Groenenboom indicated that, if approved and awarded, the project would commence next Monday, October 3, 2016, pending final approval from the railroad and the Kent County Road Commission (KCRC), both of which are expected this week. A total project cost, including soft costs, is \$212,000.00.

Jim Ferro recapped and provided minutes from a meeting with the DDA Citizens Council on 9/21/16 which discussed the Bronson St. parking project. The DDA Citizens Council also sent a memo signed by five of the seven members present at the meeting outlining their position.

Council member Margaret Idema spoke and indicated that further parking down Bronson St. without a commitment from the Township to plow the sidewalks would create longer, unsafe pedestrian traffic along Bronson St. Idema also mentioned that this parking solution was lower on the priority list of the DDA Citizens Council and was concerned that if the project wasn't completely finished in the fall that Bronson St. would be a mess all winter long. Finally, Idema asked if the DDA Citizen Council's opinion mattered to the DDA and the Township. She agrees that parking is a major component in helping grow a vibrant business community, but wants to make sure that everyone's voice is heard.

Council member Joel Harner mentioned that there is plenty of unused parking along both Thornapple River Drive and the new Headley Street during peak business times and that it appears that walking distance to desired destination is the bigger issue and that it may not be solved by parking spots that are just as far away down Bronson Street.

(Ted Wright arrived)

Jim Ippel reiterated that parking is stressed on Tuesday Farmer's Market days and during the lunch hour. A parking structure and/or purchase of property for surface lots are potential parking solutions that are years away from coming to fruition, if ever. Bryan Harrison added that the DDA hears the concerns of the Citizens Council and has struggled for quite some time to find a balance between the parking needs of the community and avoiding the disruption/changes to our village. We recognize that there have been preferred solutions from both the DDA and the Citizens Council that cannot be pursued at this time due to financial constraints and lack of a willing seller for targeted properties. Ultimately, we need to be doing more and doing it sooner in regards to finding any solutions that responsibly add to our parking capacity. Sarah Andro added that many of the easier steps to improve parking have still not occurred: Parking signs still not installed, Salvation Army boxes are still in the township hall lot.

A motion was made by Wright, and seconded by Ippel, to award the Bronson St. parking project to the low bidder, Kamminga and Roodvoets, Inc., and to have the project completed this fall.

In discussion of the motion, Ferro noted that this will be a DDA contract with Kamminga and Roodvoets, Inc. and will be paid for with DDA funds.

Harrison asked that at the next regular DDA meeting an overview of all available parking and parking options be presented and that a sub-committee for parking should be formed to improve the implementation of the options. Specifically, we should have the Public Parking signs installed that have been discussed previously (Ferro indicated that two such signs have been ordered for the township hall and church properties) and we should have the Salvation Army drop off bins removed from the township hall parking lot to free up two more spaces. Further comment was made to pursue the reorientation of the AT&T lot to create more spaces.

ROLL CALL:

YEA: Wright, Norman, Kullgren, Harrison, Ippel, Andro

NAY: None

Motion PASSES 6-0.

IV. PUBLIC COMMENT

None

V. ADJOURNMENT

Kullgren adjourned the meeting at 8:52AM.

Respectfully submitted:

Devin Norman, Secretary/Treasurer