

**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
BOARD OF DIRECTORS
MINUTES OF THE OCTOBER 9, 2017 MEETING
ADA, MICHIGAN**

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 8:00 a.m. by Board Chair Kullgren.

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

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Jim Ferro, Planning Director, Brian Hilbrands, DDA Coordinator

PUBLIC PRESENT: Ten members of the public were present

II. APPROVAL OF AGENDA

The agenda was approved by consent.

III. APPROVAL OF MINUTES OF SEPTEMBER 11 MEETING

It was moved by Idema, seconded by Bowersox, to approve the minutes of the September 11 meeting as presented.

Motion passed unanimously.

IV. APPROVAL OF PAYABLES

It was moved by Harrison, seconded by Bowersox to approve payment of Seyferth PR invoice for services through August 31 in the amount of \$2,500.

Motion passed unanimously.

It was moved by Harrison, seconded by VanderWulp to approve payment of Kamminga & Roodvoets Final Pay Recommendation for the Bronson Street parking project in the amount of \$8,089.70.

Motion passed unanimously.

V. RECOMMENDATION TO THE TOWNSHIP BOARD OF A LOCATION FOR A LIBRARY/COMMUNITY CENTER BUILDING IN THE VILLAGE

Kullgren stated that he wanted to take time to reflect on observations from the Thursday joint work session with the Township Board.

Idema said she was surprised at the amount of support for the south-side plan.

Harrison noted that we have already delivered on a number of the top demands that the community has asked for.

Haga stated the south-side alternative is an option that the Township didn't have in the past.

Kullgren said that his concern with the work session was that it was billed as a work session, and not a public hearing. It did not have the vibrant discussion and debate that he was hoping to have involving both plans. He stated that he went into the work session believing that ten years of public input was important. Kullgren said that he's concerned that we'll lose green space on the north side, and that some

of the things that make Ada unique are at risk, such as the Farmers' Market, kids garden, and a possible skating rink in the center of the Village. Kullgren stated that he doesn't think the riverfront park can accommodate a skating rink or splash pad, and he thinks it's a mistake to ignore the community input that has been received over time.

VanderWulp stated that it sounds like we are moving away from the Charrette and what people wanted.

Harrison brought to the Board's attention the Ada Township Master Plan, which had over 1,000 survey responses, and only 44% had interest in a library, and only 45% said an outdoor civic center/green space was important. He asked what public input was being ignored.

Kullgren stated that there was specific public input on the two green spaces that the Township has contracts for. He stated that the collateral amenities are being ignored.

Norman stated that the only constant is change, and that views and demands change over time. He stated that in the north-side plan we would have also been putting a building and parking lot on the north side. Norman also stated that we could tell Geld to write into the condo bylaws to allow the Farmers' Market to locate on River Street, and that the DDA has the power to offer their input.

Wright asked why Geld did not put two buildings on the south side and leave the north side green space to the public.

Norman and Wright asked if the parcels on the north side could be consolidated to conserve green space.

Rob Hunter responded that the buildings were separated because of phasing, and they could be put together. Hunter stated that Geld is not doing this as a commercial venture, they are doing this because they think it's in the best interest of the community.

VanderWulp left the meeting at 9:07am.

Norman asked if the DDA could put some of their parking fund towards buying the Community Church parcel and still put the community building on the south side, which would maintain green space on the north side.

Hunter stated that it would be fine if the DDA bought it, they just believed that the community building would be best located on the south side.

Kullgren stated that the building on the south side needs parking, and the church parking lot is a big part of that.

Billy Norden said that the church wants to see their parking used, and that the intention is there but the details just need to be figured out.

Greg Gruizenga stated that there has been a ten-year history of the church sharing the parking lot, and there is no reluctance on their side to continue that.

Kullgren stated that there would be a need to have a special meeting within the next 7-10 days to discuss the DDA purchasing the church property. He stated that a subcommittee could be formed to crunch the numbers and see if it was feasible for the DDA to purchase the church property.

It was suggested that the subcommittee include members of the DDA, Community Church and Geld, and that Haga, Norman, and Kullgren represent the DDA.

Staff will send out a poll to determine the best time to hold the special meeting.

The consensus of the Board was to delay a recommendation to the Township Board until after a special meeting to be held within two weeks, during which the subcommittee will determine the feasibility of the DDA purchasing the church property and the potential for preserving northside green space.

VI. APPROVAL OF RFP FOR SNOW REMOVAL SERVICES FOR THE 2017-2018, 2018-2019 WINTER SEASONS

Hilbrands presented an RFP for snow removal services for the Village. The RFP covers snow removal for two winter seasons, 2017-2018 and 2018-2019. Hilbrands also presented data on the snow removal services provided the previous season. He stated that the DDA spent \$9,040 on snow removal and deicing during the 2016-2017 season.

It was moved by Norman, seconded by Haga to approve issuance of the RFP for snow removal for both the 2017-2018 and 2018-2019 seasons.

Norman noted that we should expect to see a higher number of pushes this season.

Motion passed unanimously.

VII. REPORTS AND COMMUNICATIONS

a. Status of Ada Drive Project/River Street Project/Settlers Grove

Ferro noted that construction is underway on the new River Street. He stated that the Settlers Grove project has so far been limited to tree removal. Ferro said that on Ada Drive we are waiting for Consumers Energy to remove their power poles so that brick and paver work can be completed.

b. Capital Campaign Update

Kullgren stated that the campaign leadership has been recruited, and they are in the process of recruiting a campaign cabinet. The campaign cabinet will have their first meeting in mid-November.

c. Private Development Update

Ferro provided an update on private development in the Village. He stated that construction is underway at the new Zeytin building. Work is also started at the new AGO/McDonalds development, and access improvements at this site will create a short-term lane closure on Fulton Street. Work is also underway on the entire shared parking area between Heidi Christine's and Spectrum Health.

Haga stated that the Bronson Street residences will be having utilities put in within the next couple of weeks.

d. DDA Financial Report, 9/30/17

Hilbrands presented the DDA financial report and highlighted some of the major expenditure items. He reported that the Farmer's Market revenues have exceeded the budgeted \$9,000 by \$2,295.

Kullgren stated that he would like to have a discussion with Keith Hopkins about the first couple months of his commitment, as the Capital Campaign was essentially put on hold.

VIII. BOARD MEMBER COMMENT

Norman brought attention to a large pothole in front of the River Point condos that has not been filled in.

Harrison thanked the Community Church, Rob Hunter and Amway for presenting an alternative location for the community building/library. He stressed that we need to separate ourselves from personal attachments and keep the end product in mind. He wanted to make sure we were respectful to people who take the time to come to meetings, and their comments should not be discounted because of relationships they may have.

Kullgren commented that this decision on the community building/library location, with the resources we are putting into it, is worthy of taking as deep a dive as we can.

Haga noted that a company called Spartan Renewables is applying for tax abatements that could affect DDA financials. He stated that Township has signed off on the riverfront park property and is now the owner of that property. They have completed a Phase I ESA, and the attorney is recommending a Phase II ESA. The expense will be about \$8,000.

IX. PUBLIC COMMENT

Ada residents Del and Betsy Ratzsch shared their concerns with the Fase Street pedestrian crossing. Del stated that he has had correspondence with the Kent County Road Commission, and that they claimed added signage makes crossings more dangerous for pedestrians. After reviewing the studies they cited, Del said he found that the studies don't support the KCRC position. The studies only indicate that a painted crosswalk with no signage is the most dangerous. He then wrote a five-page response, but has not heard anything back. Del reemphasized that pedestrian safety in a walkable community is crucial, and encouraged the Board to push the KCRC for more traffic control to make the intersection safer.

X. ADJOURNMENT

Chair Kullgren adjourned the meeting at 9:57am.

Respectfully submitted:

Devin Norman, Secretary/Treasurer

*Note: Approved amendments to draft minutes identified by underscore and overstrike marks