



**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS
MONDAY, JUNE 11, 2017 MEETING, 8:00 A.M.
ADA TOWNSHIP OFFICES, 7330 THORNAPPLE RIVER DR. SE
ADA, MICHIGAN**

AGENDA

- I. Call to Order/Roll Call
- II. Approval of Agenda
- III. Approval of Minutes of May 14 meeting.
- IV. Approval of Minutes of May 22 Joint Work Session
- V. Approval of Payables
 - a. Hopkins Fundraising Consulting 5/15/18 Invoice, Capital Campaign Services
- VI. Reports and Communications
 - a. Status of Riverfront Park Construction
 - b. Community Center/Library Building Update
 - c. Revised Village Banner Design
 - d. Costs of Village Business Page on Township Website
 - e. Citizens Council Minutes
 - f. DDA Financial Report, 5/31/18
- VII. Board Member Comment
- VIII. Public Comment
- IX. Adjournment



**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
BOARD OF DIRECTORS
MINUTES OF THE MAY 14, 2018 MEETING
ADA, MICHIGAN**

I. Call to Order/Roll Call

The meeting was called to order at 8:00 a.m. by Board Chairman Bowersox

Board Members Present: Bowersox, Norman, Haga, Harrison, Knapp, Idema, VanderWulp, Wright

Board Members Absent: Coe

Staff Members Present: Kevin Moran, Township Treasurer, Jim Ferro, Planning Director, Brian Hilbrands, DDA Coordinator, Adina Winczewski, Administrative Assistant

Public Members Present: 3

II. Approval of Agenda

Moved by Harrison, Supported by Idema to approve agenda for May 14, 2018.

Motion passed unanimously.

III. Approval of Minutes of April 9 Meeting

Moved by Harrison, supported by Haga to approve minutes of April 9, 2018 meeting as presented.

Motion passed unanimously.

IV. Approval of Payables

Hilbrands stated June 22nd will be a public fundraising announcement. There will be a “buy a brick” promotion where families can buy a brick to be used with their name on it. \$250 per brick. The bricks will be used at the park and the community center.

Moved by Norman, supported by Knapp to approve Hopkins Fundraising Consulting 04/16/18 Invoice for Capital Campaign Services in the amount of \$5,800.

Motion passed unanimously.

V. Approval of Amendment to the Farmers’ Market Agreement with The Community Church

DRAFT

Ferro presented an extension to the agreement between the DDA and The Community Church allowing use of the church parking lot for the weekly Farmers' Market. Ferro stated that the current agreement expired at the end of the 2017 season, so an extension is required.

Wright asked if this was tied to the cost the Township is paying to use the church lot for public parking.

Ferro stated that this is totally separate from that cost.

Norman asked if there is any date set for a groundbreaking for the library/community center.

Ferro stated that construction won't start until well after the Farmers' Market season.

Moved by Norman, supported by Wright to approve amendment to the Farmers' Market Agreement with The Community Church which will extend the term through October 31, 2018.

Motion passed unanimously.

VI. Proposal for Ada Village Downtown Banner Design

Ferro stated that prior to ordering new light pole banners for the Village, input is sought from the Board as to whether we should use the previous year-round banner design, or whether a fresh design should be prepared. He presented a proposal from a local graphic design professional for this service, with a fee quote of \$900-\$1,200, depending on number of review meetings and design iterations.

VanderWulp stated that perhaps they should stick with the old banner design since the DDA is tight on money.

Norman stated the back of the previous banner design looks a bit generic. The script of the text could be changed.

After board discussion of choosing an old design or new one, it was moved by Idema, supported by Haga to use the old banner design with a slight modification of the text design.

Motion passed unanimously.

VII. Reports and Communications

a. Contract with Seyferth PR for Public Relations Services

Hilbrands stated the contract with Seyferth PR would result in an \$8,000 cost which would be allocated as a capital campaign expense. Seyferth PR will donate additional work effort at a cost of \$5,000 as in-kind donation to the campaign.

b. Status of Riverfront Park Construction

Ferro stated work is progressing on the restroom building and should be done shortly.

DRAFT

He stated that 18 Bur Oak trees were transplanted in the park, and the Township contracted Bartlett Tree Experts to care for them over the summer.

Norman asked if the restroom exterior matches the little red schoolhouse exterior.

Ferro stated that it is not an exact match but that they are compatible.

c. Community Center/Library Building Update

Ferro stated the architect has been selected for the building. Progressive AE has teamed up with OPN Architects. Their contract will go before the Township board for approval tonight. Programming of the building space and public involvement activities will happen in the next couple of months. Three candidates have been selected for interviews of the Construction Manager/General Contractor and interviews will be held on May 23rd. The three candidates are OAK, Rockford Construction, and Erhardt Construction.

d. DDA Financial Report, 4/30/18

Hilbrands presented financial report dated 4/30/18. There were no questions or concerns.

e. Michigan Association of Planning Membership

Hilbrands stated the benefits of being a member of the Michigan Association of Planning.

VIII. Board Member Comment

Harrison stated he is pleased with the quality of applicants and Ada will be well served by the chosen architect.

VanderWulp stated parking should be discussed in the joint meeting with the Township Board on Tuesday.

Wright stated green space is important and we need to be conscious of any decision that would take green space away. Green space on Headley has a time line associated with it. If it is not developed by the Township by 2024/2025, it reverts back to ownership to someone other than the Township.

Ferro stated the Township, through an initiative from the Parks & Recreation program, is in the process of hiring a consultant to conduct a township-wide Parks, Recreation and Greenspace Needs Study. Township will be using that process to evaluate the question of greenspace in the village.

IX. Public Comment - None

X. Adjournment

DRAFT

It was moved by Idema, seconded by Harrison to adjourn the meeting.

Motion passed unanimously.

The meeting was adjourned at 8:40 am.

Respectfully submitted:

Devin Norman, Secretary



**ADA TOWNSHIP BOARD / DDA WORK SESSION
MINUTES
May 22, 2018**

Draft

Meeting was called to order by Supervisor Haga at 7:00 p.m. Board Members present: Supervisor Haga, Clerk Smith, Treasurer Moran, and Trustees Hurwitz, Jacobs, LeBlanc and Proos. DDA Members present: Bryan Harrison, Walt VanderWulp, Terry Bowersox, Dawn Marie Coe, and Justin Knapp. DDA Members absent: Margaret Idema, Devin Norman, and Ted Wright. Others present: Planning Director Jim Ferro, DDA Coordinator Brian Hilbrands, and four members of the community.

APPROVAL OF AGENDA

Moved by Proos, supported by Bowersox, to approve the Agenda as presented. Motion carried.

**REVIEW AND DISCUSSION OF POLICY CONCERNING OPERATING COST ALLOCATION
BETWEEN DDA AND THE TOWNSHIP**

Planning Director Jim Ferro explained that there has been a question amongst the DDA members of who does what (who pays for what). There is no hard and fast agreement of who's responsible.

The DDA's sources of income are as follows: 2 mill property tax levy, TIF funds, and PPT funds. The DDA has paid in the past for sidewalk snow removal, light pole banners, and 50% of the hanging lighted garland.

In the future it is anticipated the DDA will handle special events which, until now, have been underwritten by Amway. The agreement has Amway paying for Beers at the Bridge and Brats and Bonfires at 100% in 2018, 50% in 2019, and 0% in 2020. Kevin Moran and Brian Hilbrands are involved in the committee tasked with transitioning the management of these events to the Township, with the goal of their being financially break-even..

Ferro explained that costs of the township include all electric for village streetlights, streetscape maintenance and mowing, and water fees.

Jacobs asked if there is an expiration date for the millage. Ferro answered no.

LeBlanc asked how much is generated by the millage. Ferro answered about \$300,000 per year.

VanderWulp asked how much is dedicated for debt retirement. Ferro responded \$120,000 in the current year. The TIF revenue is very small – in the \$5,000 range.

Proos asked about raising money. If Beers at the Bridge is losing \$50,000 per year, that money is not accessible.

VanderWulp asked if we are losing the tax base. Ferro replied a little.

Jacobs asked if the DDA is limited in raising funds.

Harrison stated with the challenge of a limited budget and a large share of it it being dedicated to debt reduction, there is frustration of not having clarity.

Proos asked how much debt there is and if there is a timeline. Ferro answered that \$7 million in bond debt service is being paid by the DDA, township general fund, parks and water/sewer. The debt is retired over 20 years.

Coe asked about the possibility of grants and donations.

Moran talked about the 2009 DDA plan.

LeBlanc asked about renegotiating with KDL regarding their opting out of their tax increment revenues being captured by the DDA.

Ferro stated he was not advocating that 100% of all the costs in the village fall on the DDA, since the village is of importance to the entire township.

Moran stated that things may have to work how they have been set up.

Proos stated a goal of the DDA is to attract business.

Harrison stated he didn't mind paying for aesthetic improvements in the village.

Coe stated she sees how the costs are shifting.

Ferro stated the DDA Board doesn't want to see it shifting.

Proos stated we should find out what's available rather than starting with a policy. We should start out with how do we get more funds.

VanderWulp stated the DDA does a good job.

Haga suggested the Township Finance Committee meet with a delegation from the board and the Township's financial consultant.

STATUS OF VILLAGE GREEN SPACE EVALUATION

Ferro stated that we need to evaluate the green space needs. Recently a consultant has been retained to study the park and green space needs.

Proos stated green space is important and it would be premature in deciding what it will be. There are too many unknowns at this time.

VanderWulp stated we must do something or it will revert to Amway.

Ferro stated that the revision date is a long ways away. We need to evaluate possible solutions which are not necessarily all or nothing.

DISCUSSION OF VILLAGE PARKING

Ferro stated he had included a handout with a historical study update. There is a long-term agreement with the Community. The most immediate actions are to continue to collect data and identify if there are underutilized areas.

VanderWulp stated we should watch for properties where there are parking deficits, like the one house on Bronson that recently changed hands.

Proos stated we need to be looking at the future but not aggressively.

VanderWulp mentioned the AT&T parking lot and redoing the intersection of Ada/Thornapple River.

REPORTS AND COMMUNICATIONS

A. PROJECT STATUS REPORT – COMMUNITY CENTER/LIBRARY

Ferro stated the project manager will be preparing a periodic summary of project status for distribution to stakeholders. Interviews will be held with three construction manager candidates, one of which will be recommended for consideration at the June 11 board meeting.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting was adjourned at 7:57 p.m.

Jacqueline Smith
Ada Township Clerk

Date

js

HOPKINS | FUNDRAISING CONSULTING

995 Sargent, SE, Ada, MI 49301 (616) 575-5200

May 15, 2018

Mr. Jim Ferro
Ada Township
7330 Thornapple River Dr.
PO Box 370
Ada, MI 49301

- Invoice for Campaign Implementation Service
- Amount Due: \$5,800
- 11th of twelve payments
- Due by May 31, 2018

Rec'd 5/16/18
BAA

OK to pay 5/16/18

401.170.801.001

BAA



Ada Township Community Center / Library Project



Executive Summary

Progressive AE/OPN Architects has issued a preliminary design schedule for the next seven months that will involve the Building Committee, Township Board, stakeholders and community. The initial meetings will consist of a visioning session, reviewing the design process timeline, programming discussions and site analysis. Erhardt Construction was selected as the construction manager. MTC was selected to provide a geotechnical report summarizing the site conditions and providing shallow foundation and other pertinent geotechnical recommendations.

Progress This Period

May 2018

- Progressive AE/OPN Architects' design agreement has been approved by the Ada Township Board.
- Building Committee short listed construction managers for interviews.
- Construction Manager interviews completed and Erhardt Construction was recommended for contract award.
- Geotech RFP proposals received for providing soil borings with MTC recommended for contract award.

Planned For Next Period

June 2018

- Erhardt Construction agreement to be presented to Ada Township Board for approval.
- Architect's design kickoff meeting & visioning session scheduled for 6/18/18 with the Ada Twp. Building Committee.
- MTC soil boring proposal to be presented to Ada Township Board for approval.

Key Issues / Risks / Decisions

1. **Design:** Need to finalize a programming document that captures the size, needs and functions of the community center and library.
2. **Procurement:** Ada Township Board to approve the construction management agreement.
3. **Procurement:** Ada Township Board to approve the geotechnical investigation proposal.

Key Milestone Status

Milestone	Status	Target Date
Engage Architect	Complete	5/14/18
Engage Construction Manager	In Progress	6/11/18
Complete Design		December 2018
Start Construction		February 2019
Complete Construction		February 2020
Begin Operations		March 2020

Website Business Section Estimate

"Business" Section

We will develop a new section called "Business" that will consist of:

- Group Breakings
 - Landing page will consist of an introduction area (consisting of a few paragraphs of copy) and then a list of events (similar to the current Events page)
- Ribbon Cuttings
 - Landing page will consist of an introduction area (consisting of a few paragraphs of copy) and then a list of events (similar to the current Events page)
- Business Spotlight
 - Landing page will consist of a single "spotlighted business" section at the top, and then general content. The spotlighted business section will consist of a few paragraphs and an image.)
 - There will be a sub-page of "Past Spotlights" which will be a single page, with all of the past spotlighted businesses one after the other, with the most recent at the top.
- Ada Business Association
 - This will appear in the sub-navigation of the Business section, but it will link to the <http://adabusinessassociation.com> in a new window

The Ground Breakings and Ribbon Cuttings "events" will not appear on the new calendar feature noted above.

Estimate: 16–24 hours @150 per hour = \$2,400–\$3,600



Cascade Township, Michigan

☀ 68°F
Cascade, MI

*Serene Vistas... Plentiful Trees...
Two Rivers... One Community...*



search website...



Government

Community

Services / Departments

Business

Reference Desk



↓ Business

Business Spotlight

Downtown Development
Authority

Business > Business Spotlight

Business Spotlight

June 5, 2018 - In anticipation of Cascade Township's July 4th Celebration, we are taking a break from our business spotlight to feature the fantastic companies and individuals who have provided sponsorships to make our celebration possible.

[Click here](#) to see who they are.

The business spotlight will start back up the week of July 9. Until then, please [fill out this form](#) to get your business featured!

Cascade Charter Township offers a diverse mix of business types, from retail, restaurants and hotels to manufacturing, auto dealers and office parks. We love the businesses we work and share a community with, and are constantly thinking of new ways to demonstrate the many great products and services our community businesses offer.

As part of this effort, we will feature one of our many businesses each week below, providing a little bit of insight about who they are, how to get in touch with them and why they love Cascade. Check out this week's feature below.

Interested in having your business featured? [Fill out this form and we'll make it happen.](#)

**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
DEVELOPMENT AREA CITIZENS COUNCIL
MINUTES OF THE WEDNESDAY, MAY 9, 2018 MEETING
6:30 P.M.
TOWNSHIP OFFICES, 7330 THORNAPPLE RIVER DR.
ADA, MICHIGAN**

DRAFT

I. Call to Order/Roll Call

The meeting was called to order at 6:30 p.m.

Members present: Linda Anderson, Tom Bogerd, Chris Czekai, Noelle DiVozzo, Joel Harner,
Margaret Idema, Zack Schaff, Bev Swanson

Members absent: None

Also Present: Jim Ferro, Planning Director, Brian Hilbrands, DDA Coordinator

II. Approval of Minutes from March 7, 2018 Meeting

It was moved by Swanson, seconded by Idema, to approve the minutes of the March 7 meeting.

Motion approved unanimously.

III. Suggestion of Candidates for Vacant Position

Hilbrands stated that the application for the vacant position had been uploaded to the Township website and posted on the Ada Village Facebook page. He stated that he had been contacted by five Ada residents that were interested in the position, but they all lived outside of the DDA District.

Ferro stated that he knows someone living in the Riverpoint of Ada development and that he could reach out to them regarding the vacant position.

IV. Update on DDA Projects and Activities

Hilbrands updated the Council on the progress of the Capital Campaign. He stated that the Campaign has raised \$4.5 million to date, and that a public announcement was planned for June 22nd.

Ferro updated the Council regarding the status of the following projects: the progress of the Community Center/Library Building, riverfront park construction, and the pedestrian safety project. He stated that pedestrian crosswalk signs will be replaced with signs having a brighter yellow color for better visibility.

Idema asked who is designing the amphitheater in the park, and what kind of events it would be able to hold.

Ferro stated that Progressive AE is designing it, and that the amphitheater would be able to hold the concerts that used to be held at the Ada Historical Society, and similar small events.

Swanson asked when the crosswalks would be restriped.

Ferro stated that it is typically completed by the Road Commission by late summer.

Idema asked if there will be parking spaces lost on Ada Drive due to the bumpout project.

Ferro stated that a few spaces would be lost in front of the hardware store, but there would be spaces added in front of the barbershop.

Idema asked what kind of effect the bumpouts would have.

Ferro stated that they allow drivers at the stop signs to pull out farther into the intersection to see traffic, they prevent cars from parking illegally, and they decrease the distance for pedestrians crossing the street.

V. Council Member Comment

Ferro stated that the Planning Commission would be holding a public hearing on Thursday, May 17 regarding zoning rules for short-term rentals in Ada.

DiVozzo asked if the person providing the short-term rental is required to live there.

Ferro stated that the current draft rules require that they do, except there is an exception within the Village area with a limit of no more than 5 short-term rental units permitted in the Village.

Idema asked about what is going in the new building being built behind To & Fro.

Ferro stated that it will be a mixed-use building with retail on the first floor and offices on the second.

Anderson asked if there will be new banners being purchased for the Village light posts.

Ferro stated that the DDA will be purchasing new banners. He stated that a proposal is being brought to the DDA asking if they would like to have a new design created for the banners.

Harner stated that the Brats & Bonfires committee should look into ways to shorten the food line.

Ferro stated that the Council may not need to have a meeting in July, and instead they would be involved with providing input for the community building/library.

VI. Public Comment

There was no public comment.

VII. Adjournment

A date of Wednesday, September 5 at 6:30 p.m. was set for the next meeting of the Citizens Council.

The meeting was adjourned at 7:16 p.m.



MEMORANDUM

Date: 6/6/18

TO: Ada Township DDA Board
FROM: Brian Hilbrands, DDA Coordinator
RE: Financial Report, 5/31/18

Significant DDA financial activity during May included the following:

- \$274.70 in operating supplies/services includes payment to Gilson Graphics for DDA Board name plates.

With respect to the Farmers' Market, the Market has net positive income to date of \$4,011.23 for the 2018 season. Revenues to date total \$5,550.00.

PERIOD ENDING 05/31/2018

ADA TOWNSHIP DDA
 INCLUDING FARMERS' MARKET

GL NUMBER	DESCRIPTION	2018-19 ORIGINAL BUDGET	ACTIVITY FOR MONTH 05/31/18 INCR (DECR)	YTD BALANCE 05/31/2018 NORM (ABNORM)	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Fund 248 - DDA FUND							
Revenues							
Dept 000.000							
248-000.000-401.405	TAXES- ADA TOWNSHIP	15,351.00	0.00	0.00	15,351.00	0.00	0.00
248-000.000-665.000	INTEREST REVENUE	1,000.00	0.00	0.00	1,000.00	0.00	0.00
Total Dept 000.000		16,351.00	0.00	0.00	16,351.00	0.00	0.00
Dept 020.000 - TAXES							
248-020.000-406.000	TAXES: DDA MILLAGE	295,796.00	338.62	338.62	295,457.38	0.11	0.00
248-020.000-423.000	TAXES: IFT	28,116.00	0.00	0.00	28,116.00	0.00	0.00
248-020.000-573.000	LOCAL COMMUNITY SABILIZATION	121,000.00	0.00	0.00	121,000.00	0.00	0.00
Total Dept 020.000 - TAXES		444,912.00	338.62	338.62	444,573.38	0.08	0.00
Dept 028.000 - FARMER'S MARKET							
248-028.000-694.000-FRM MKT 12-1	MISC AND OTHER REVENUE	1,000.00	0.00	0.00	1,000.00	0.00	0.00
248-028.000-694.001-FRM MKT 12-1	REGISTRATIONS	10,600.00	3,260.00	5,550.00	5,050.00	52.36	0.00
Total Dept 028.000 - FARMER'S MARKET		11,600.00	3,260.00	5,550.00	6,050.00	47.84	0.00
TOTAL REVENUES		472,863.00	3,598.62	5,888.62	466,974.38	1.25	0.00
Expenditures							
Dept 000.000							
248-000.000-947.000	TRANSFERS OUT TO OTHER FUNDS	178,621.00	0.00	0.00	178,621.00	0.00	0.00
Total Dept 000.000		178,621.00	0.00	0.00	178,621.00	0.00	0.00
Dept 170.000 - DDA OPERATIONS/CONSTRUCTION							
248-170.000-704.000	WAGES	30,636.00	5,873.09	9,769.09	20,866.91	31.89	0.00
248-170.000-704.001	WAGES - SUPPORT	12,360.00	0.00	0.00	12,360.00	0.00	0.00
248-170.000-715.000	FICA - TOWNSHIP SHARE	2,665.00	357.16	594.04	2,070.96	22.29	0.00
248-170.000-716.000	FICA - MEDICARE TWP SHARE	623.00	83.54	138.94	484.06	22.30	0.00
248-170.000-719.000	RETIREMENT - EMPLOYER COST	4,300.00	587.31	976.92	3,323.08	22.72	0.00
248-170.000-719.001	MEDICAL, DENTAL INSURANCE	2,638.00	452.63	754.43	1,883.57	28.60	0.00
248-170.000-740.000	OPERATING SUPPLIES/SERVICES	11,675.00	274.70	274.70	11,400.30	2.35	0.00
248-170.000-740.000-FRM MKT 12-1	OPERATING SUPPLIES/SERVICES	1,980.00	0.00	0.00	1,980.00	0.00	0.00
248-170.000-800.000	CONTINUING EDUCATION	560.00	0.00	0.00	560.00	0.00	0.00
248-170.000-800.000-FRM MKT 12-1	CONTINUING EDUCATION	75.00	0.00	0.00	75.00	0.00	0.00
248-170.000-801.000	CONTRACT SERVICE	17,000.00	0.00	0.00	17,000.00	0.00	0.00
248-170.000-801.000-FRM MKT 12-1	CONTRACT SERVICE	8,865.00	600.00	600.00	8,265.00	6.77	0.00
248-170.000-820.000	MEMBERSHIP & DUES	368.00	0.00	0.00	368.00	0.00	0.00
248-170.000-820.000-FRM MKT 12-1	MEMBERSHIP & DUES	250.00	0.00	0.00	250.00	0.00	0.00
248-170.000-828.000	LEGAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00	0.00
248-170.000-870.000	MILEAGE & EXPENSES	325.00	0.00	0.00	325.00	0.00	0.00
248-170.000-870.000-FRM MKT 12-1	MILEAGE & EXPENSES	300.00	0.00	0.00	300.00	0.00	0.00
248-170.000-974.000	IMPROVEMENTS	37,000.00	0.00	0.00	37,000.00	0.00	0.00
Total Dept 170.000 - DDA OPERATIONS/CONSTRUCTION		136,620.00	8,228.43	13,108.12	123,511.88	9.59	0.00

PERIOD ENDING 05/31/2018

ADA TOWNSHIP DDA
INCLUDING FARMERS' MARKET

GL NUMBER	DESCRIPTION	2018-19 ORIGINAL BUDGET	ACTIVITY FOR MONTH 05/31/18 INCR (DECR)	YTD BALANCE 05/31/2018 NORM (ABNORM)	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Fund 248 - DDA FUND							
Expenditures							
Dept 900.000 - OTHER TOWNSHIP EXPENSES							
248-900.000-719.002	LIFE INSURANCE, OTHERS	0.00	36.53	73.06	(73.06)	100.00	0.00
Total Dept 900.000 - OTHER TOWNSHIP EXPENSES		0.00	36.53	73.06	(73.06)	100.00	0.00
TOTAL EXPENDITURES		315,241.00	8,264.96	13,181.18	302,059.82	4.18	0.00
Fund 248 - DDA FUND:							
TOTAL REVENUES		472,863.00	3,598.62	5,888.62	466,974.38	1.25	0.00
TOTAL EXPENDITURES		315,241.00	8,264.96	13,181.18	302,059.82	4.18	0.00
NET OF REVENUES & EXPENDITURES		157,622.00	(4,666.34)	(7,292.56)	164,914.56	4.63	0.00
BEG. FUND BALANCE		709,982.49		709,982.49			
NET OF REVENUES/EXPENDITURES - 2017-18				(176,437.28)	(176,437.28)		
END FUND BALANCE		867,604.49		526,252.65			

PERIOD ENDING 05/31/2018

ADA FARMERS' MARKET

GL NUMBER	DESCRIPTION	2018-19 ORIGINAL BUDGET	ACTIVITY FOR MONTH 05/31/18 INCR (DECR)	YTD BALANCE 05/31/2018 NORM (ABNORM)	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Fund 248 - DDA FUND							
Revenues							
Dept 028.000 - FARMER'S MARKET							
248-028.000-694.000-FRM MKT 12-1	MISC AND OTHER REVENUE	1,000.00	0.00	0.00	1,000.00	0.00	0.00
248-028.000-694.001-FRM MKT 12-1	REGISTRATIONS	10,600.00	3,260.00	5,550.00	5,050.00	52.36	0.00
Total Dept 028.000 - FARMER'S MARKET		11,600.00	3,260.00	5,550.00	6,050.00	47.84	0.00
TOTAL REVENUES		11,600.00	3,260.00	5,550.00	6,050.00	47.84	0.00
Expenditures							
Dept 170.000 - DDA OPERATIONS/CONSTRUCTION							
248-170.000-740.000-FRM MKT 12-1	OPERATING SUPPLIES/SERVICES	1,980.00	0.00	0.00	1,980.00	0.00	0.00
248-170.000-800.000-FRM MKT 12-1	CONTINUING EDUCATION	75.00	0.00	0.00	75.00	0.00	0.00
248-170.000-801.000-FRM MKT 12-1	CONTRACT SERVICE	8,865.00	600.00	600.00	8,265.00	6.77	0.00
248-170.000-820.000-FRM MKT 12-1	MEMBERSHIP & DUES	250.00	0.00	0.00	250.00	0.00	0.00
248-170.000-870.000-FRM MKT 12-1	MILEAGE & EXPENSES	300.00	0.00	0.00	300.00	0.00	0.00
Total Dept 170.000 - DDA OPERATIONS/CONSTRUCTION		11,470.00	600.00	600.00	10,870.00	5.23	0.00
TOTAL EXPENDITURES		11,470.00	600.00	600.00	10,870.00	5.23	0.00
Fund 248 - DDA FUND:							
TOTAL REVENUES		11,600.00	3,260.00	5,550.00	6,050.00	47.84	0.00
TOTAL EXPENDITURES		11,470.00	600.00	600.00	10,870.00	5.23	0.00
NET OF REVENUES & EXPENDITURES		130.00	2,660.00	4,950.00	(4,820.00)	3,807.69	0.00

ADA FARMERS' MARKET
2018 SEASON REVENUE, EXPENSE AND NET INCOME
05/31/18

General Ledger No.	Date	Description	Revenue	Expenditure	Balance	Net Income from 1/31/18
		Total Revenues and Expenditures, 4/1/17 to 1/31/18	\$11,115.00	\$9,056.32	\$13,869.20	
248.170.801	2/06/18	Market Master Services - January, 2018		\$105.00	\$13,764.20	-\$105.00
248.170.740	3/09/18	Internet Services		\$68.13	\$13,696.07	-\$173.13
248.170.801	3/15/18	Market Master Services - February, 2018		\$150.00	\$13,546.07	-\$323.13
248.170.726	3/23/18	Petty Cash Reimbursement		\$31.43	\$13,514.64	-\$354.56
248.170.801	3/31/18	Supply Reimbursements		\$108.09	\$13,406.55	-\$462.65
248.170.740	3/31/18	Supplies, General, Farmers Market, Asses		\$4.55	\$13,402.00	-\$467.20
248.170.740	3/31/18	Internet Services		\$21.57	\$13,380.43	-\$488.77
248.170.801	3/31/18	Market Master Services - March, 2018		\$450.00	\$12,930.43	-\$938.77
248.028.694	4/09/18	Vendor Registration Fees	\$255.00		\$13,185.43	-\$683.77
248.028.694	4/18/18	Vendor Registration Fees	\$815.00		\$14,000.43	\$131.23
248.028.694	4/20/18	Vendor Registration Fees	\$1,220.00		\$15,220.43	\$1,351.23
248.028.694	5/01/18	Vendor Registration Fees	\$560.00		\$15,780.43	\$1,911.23
248.170.801	5/08/18	Market Master Services - April, 2018		\$600.00	\$15,180.43	\$1,311.23
248.028.694	5/14/18	Vendor Registration Fees	\$1,885.00		\$17,065.43	\$3,196.23
248.028.694	5/23/18	Vendor Registration Fees	\$510.00		\$17,575.43	\$3,706.23
248.028.694	5/31/18	Vendor Registration Fees	\$305.00		\$17,880.43	\$4,011.23
Total, 2018 Season, beginning 2/1/18			\$5,550.00	\$1,538.77		\$4,011.23
Total, Fiscal YTD, beginning 4/1/18			\$5,550.00	\$600.00		\$4,950.00