



**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS
MONDAY, AUGUST 12, 2019 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 July 8 meeting
- IV. Approval of Payables
 - a. Seyferth PR July Invoice, Event Planning Services
 - b. Shoreliners Striping 7/15/19 Invoice, Parking Spot Striping Services
- V. Approval of Agreement for Update and Cleanup of Farmers Market Website
- VI. Approval of Seyferth PR Contract for Event Planning and Coordination Services for Brats and Bonfires 2019
- VII. Recommendation for Termination of Tax Base Sharing Agreement between Ada Township DDA and Kent County
- VIII. Reports and Communications
 - a. Status of Legacy Park Construction
 - b. Amy Van Anandel Library and Community Center Update
 - c. Examples of DDA Year-End Reports
 - d. Beers at the Bridge July Event Recap
 - e. DDA Financial Report, 7/31/19
- IX. Board Member Comment
- X. Public Comment
- XI. Adjournment

**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
BOARD OF DIRECTORS
MINUTES OF THE JULY 8, 2019 MEETING
ADA TOWNSHIP HALL, 7330 THORNAPPLE RIVER DR. SE
ADA, MICHIGAN**

I. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 8:00 a.m. by Chairperson, Bowersox.

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

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Jim Ferro, Planning Director, Brian Hilbrands, DDA Coordinator, Adina Winczewski, Administrative Assistant, Kevin Moran, Treasurer

PUBLIC PRESENT: 2 community members

II. APPROVAL OF AGENDA

It was moved by VanderWulp, seconded by Harrison, to approve the agenda as presented. Motion passed unanimously.

III. APPROVAL OF MINUTES OF JUNE 10, 2019 MEETING

It was moved by Idema, seconded by VanderWulp, to approve the minutes of the June 10, 2019 meeting as presented. Motion passed unanimously.

IV. APPROVAL OF PAYABLES

Hilbrands summarized the June invoice from Seyferth PR for professional services and out-of-pocket expenses related to the June Beers at the Bridge event.

Norman asked how the Ada Historical Society fits in with the Beers at the Bridge proceeds. Hilbrands stated the Historical Society is a benefactor of the event just as the Fire Department is a benefactor for the Brats and Bonfires events. They get a benefactor check and all other proceeds go to the DDA.

It was moved by Idema, seconded by Coe, to approve paying Seyferth PR in the amount of \$12,840.82. Motion passed unanimously.

V. DRAFT SURVEY FOR VILLAGE BUSINESSES REGARDING DDA IMPACT

In response to Board requests in previous DDA meetings, Hilbrands presented a draft DDA survey to be sent to local businesses. The survey will give businesses an opportunity to learn about the responsibilities of the DDA and help the DDA find out how they can help businesses in downtown Ada.

Wright asked when the last DDA survey was sent to the community. Ferro stated general purpose surveys have been sent for Parks & Recreation and the Township master plan, but a survey has never been sent regarding the DDA.

It was moved by Haga, seconded by Coe, to approve sending out the DDA Business Response Survey.

Coe suggested adding the DDA definition and activities to the survey to let people know what the DDA does.

VanderWulp suggested asking the Citizen's Group what they think should be in the survey. Hilbrands stated he will email a draft survey to them first to get their feedback.

Harrison suggested taking this survey one step further and making it a multipage "report to citizens" and survey combination, highlighting the activities and projects the DDA pays for or contributes to, making it interesting with pictures and highlights. Board agreed and also recommended adding it the AdaView and Facebook page.

Knapp suggested adding two questions to the survey for business owners. 1. Do they follow the DDA via Facebook or Twitter? 2. Are they interested in sponsoring an event?

Knapp recommended getting a group photo of the DDA to use for marketing.

Haga withdrew his motion in order to postpone sending the survey and allow time to create a report and survey with suggestions discussed by the Board.

VI. REPORTS AND COMMUNICATIONS

a. Status of Legacy Park Construction

Ferro stated the status is the same as last month. We are still waiting for the amphitheater structural components. Landscaping continues to be maintained by Katerburg Verhage under their original contract terms and will soon be turned over to the Township.

b. Amy Van Andel Library and Community Center Update

Ferro stated there are 3 bid packages for the project. The first bid opening, for site work, closed on July 3rd. The lowest bidder was the closest to the budget of \$500,000 and they came in at \$510,000 to \$520,000. There is a Township Special Board meeting on July 15th to award the first bid.

c. Ada Classic Criterium Follow-Up

Ferro stated the Criterium was held on June 15th and there was an obvious absence of spectators which could have been due to the gloomy weather. Complaints were made to Ashley Jolman of the ABA and were passed on to the Township. Several businesses stated there was a lack of communication regarding the race and road closures. These concerns have been relayed to the organizers who were supposed to communicate one-to-one with businesses along the bike route. The organizers acknowledge they did not do a good job communicating.

Ferro stated the organizers have indicated that they would like to hold the event again next year. Ferro suggested getting input from the business community first before approving the event for next year. The lack of spectators in addition to the road closures minimizes the benefits to the business community.

d. Beers at the Bridge June Event Recap

Hilbrands stated attendance was a record high at 3,300 people. Out-of-pocket expenses were reduced as outlined in the Seyferth invoice. Ticket sales were about the same as last year. More volunteers are needed for the July BATB event.

e. DDA Financial Report, 6/30/19

Hilbrands stated the Farmers' Market has a net positive income to date of nearly \$4,000. For Beers at the Bridge, revenues will be close to \$20,000 after the most recent Seyferth invoice, as noted above, is paid.

VII. BOARD/STAFF MEMBER COMMENTS

Ferro stated he spoke to Jim Ippel and shared the DDA's concerns about the condition of his building. Ippel stated he will get the items fixed.

Idema expressed concern that ideas shared during board comments fall flat without action and suggested adding a line item to future agendas for "Old Business."

Harrison recommended also adding a line item for "Township Board Update," to be given by Haga. Also recommended, was for a DDA liaison to attend Township Board meetings to inform them what the DDA is working on.

Haga stated milling work on Thornapple River Dr. from the bridge to Cascade Road starts today. The road will be closed to thru-traffic this week.

VanderWulp stated that a dotted white line needs to be painted in between the 2 right turn lanes at Ada Drive turning east on Fulton. Cars on the outside right-turn lane come close to clipping the cars on the inside right-turn lane.

VanderWulp stated the sidewalk on the south side of Fulton Street between Vitale's Restaurant and Bronson Street is extremely overgrown and needs to be mowed. Haga stated MDOT will need to address that area.

Board discussed the lack of safe pathways to get from the Kulross/Rix Street neighborhoods to downtown Ada.

Board discussed the unsightly cigarette butts being thrown in the gutters and along the curbs. Harrison suggested looking into providing cigarette towers.

VanderWulp left meeting at 9:00 am.

Wright inquired about the two parcels on the north side of Headley, wondering if there is something in the contract which states the Township must build on each parcel within a certain timeframe. Haga stated the library construction is satisfying that requirement. Wright asked to see a copy of the deed restrictions for the property on the south side of Headley, acquired by Geld from The Community Church. Ferro stated he will provide a copy.

Knapp commented on the great attendance and energy at the 4th of July parade. Businesses were participating afterwards, introducing themselves, providing lemonade, etc.

Wright expressed disappointment in that there were no community activities after the parade. Haga stated that was because it was anticipated that the library construction would have already started as well as other large construction projects in the downtown area. Haga stated that there are discussions for next year to have activities at Legacy Park and Leonard Field.

Idema asked why Ada Township does not have a band in the parade.

VIII. PUBLIC COMMENT

Kristen Wildes, Ada Historical Museum, suggested contacting the Forest Hills Community Band as a possible performer in parades.

Meeting was adjourned at 9:09 a.m.

Respectfully submitted:

Devin Norman, Secretary

rs: aw



40 Monroe Center NW
Grand Rapids, MI 49503
616.776.3511
800.435.9539
seyferthpr.com

INVOICE

Ada Township
7330 Thornapple River Dr SE
Ada, MI 49301

July 31, 2019
Invoice Number 83895

	<u>Amount</u>
Beers at the Bridge July	
Professional Services	\$ 3,750.00
Out-of-Pocket Expenses	<u>\$ 6,809.67</u>
Total Professional Services & Out-of-Pocket Expenses	<u>\$10,559.67</u>

TERMS: NET 30 DAYS

Rec'd 8/7/19
BIA
OK to pay 8/7/19
248,299,906.001
BIA



40 Monroe Center NW
Grand Rapids, MI 49503
616.776.3511
800.435.9539
seyferthpr.com

TO: Brian Hilbrands, Ada Township DDA
CC: Kevin Moran, Ada Township DDA
FROM: Kelsey Lewis/Eileen McNeil, SeyferthPR
DATE: August 7, 2019
SUBJECT: Invoice for July Public Relations Services

Please find enclosed the invoice for SeyferthPR's July PR services. This covers the budgeted planning and account management for the July Beers at the Bridge event including:

- Meetings, updates and strategic counsel with Amway and Ada Township planning committee -- develop all meeting materials and coordinate with team on branding, community engagement, etc.
- Timeline development, coordination of volunteers for each area - follow-ups with Edward Jones and Ada Township
- Pitched and secured local media coverage (pre-event coverage) with WOOD TV 8:
 - Developed talking points event representatives (Matt Michiels/Brian Hilbrands)
 - On-site media coordination
- Fase Street Parking Management
- Developed talking points for event day for George Haga and Bernie Veldkamp
- Vendor logistics for fencing, bartending, tenting, entertainment, sound, etc.
- Coordination with confirmed restaurants/sponsors
- Management of restaurant vendor invoicing and soliciting sponsor payments
- Management of beer ticketing/pricing strategy
- Site visit for layout mapping
- Post-event follow up with vendors, committee, etc.
- Day-Of Event Management
- Day-Of Industrial Fan Arrangement

Beers at the Bridge Out of Pocket Charges

- Tents, tables, chairs, generator, power cables, lights, install/delivery - \$3,216
- Restrooms and hand wash station - \$659
- Fencing installation - \$882
- Entertainment (band) - \$1,000
- Security - \$244
- Bartenders - \$356
- Ice, refreshments, copies, supplies - \$453

Please feel free to contact me if you have any questions or changes needed.



Invoice 1925

SHORELINERSSTRIPING.COM

Includes: Sherwin Williams Blue/White Oil Traffic Paint

Date: 7/15/19

Ada Township

Attn. Brian Hilbrands

Ada Township Re-Stripe
Ada Township Layout

1,200
350 - 100% Gen Fund

Total Striping \$1,550

• Payment in full due within (15) business days of invoice submission.

Checks Payable To:

Shoreliners Striping

2140 Highlander Dr SE

Grand Rapids MI 49508

Thank you for your business!

Rec'd 7/15/19
BHA
OK to pay 8/1/19
BHA

312 spaces/striping areas

DDA - 125 / 312 = 40.06%

Fire - 23 / 312 = 7.37%

Parks - 164 / 312 = 52.56%

DDA - 248.170.740 - \$480.77
Fire - - \$88.46
Parks - - \$630.77
Gen Fund - 101. - \$350.00

Website 2019 Updates Project
Presented to Ada Farmers Market

Website: adafarmersmarket.com

Jon Conkling
1301 Pagosa Drive
Ada, MI 49301
conklingjon@gmail.com

Executive Summary:

The purpose of this proposal is to outline the updates and code/visual changes needed to improve the functionality of Ada Farmers Market (<http://adafarmersmarket.com>) as listed in the summary below.

Project Details

WordPress Core & Plug-in Updates

The website will be backed-up prior to the start of the updates. The WordPress core will be updated to the most recent version. The site plug-ins will also be updated to ensure compatibility with the updated WordPress core.

Webhosting Access

In order to do a proper back-up and to potentially troubleshoot any updating issues that may come up, I will need (temporary) access to your web hosting account in order to have FTP access for copying files directly to the site if needed. Access can be revoked at job's completion.

Website Updates

I will complete the following changes provided to me:

- Landing page background color is black instead of the targeted blue/green.
- Carousel has an unnecessary bounce as it scrolls in
- Schedule and location in footer of landing page not pulling correct content from the updated page
- Attempts to update hours on pages do not save
- Random 404 message (http://adafarmersmarket.com/?page_id=134) without changes

Total Cost: *\$75-\$150 (1-2 hours of work)

****The total hour(s) & cost range listed above will be determined at job's completion.***

Payment

Full payment is due no later than 30 days after the changes outlined above are approved and live.

Accepted by:

Ada Farmers Market Rep

Jon Conkling



40 Monroe Center NW
Grand Rapids, MI 49503
616.776.3511
800.435.9539
seyferthpr.com

CONTRACT

This agreement between Ada Township DDA and SeyferthPR provides for event management services and out-of-pocket expenses in the amount of \$16,500 as outlined in the attached statement of work, dated August 6, 2019. Any additional services or projects will be budgeted and approved separately before work commences.

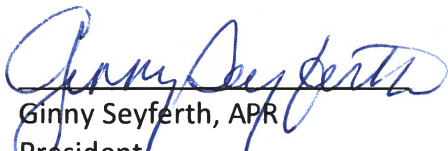
SeyferthPR would be happy to sign a confidentiality agreement if provided by Ada Township DDA. Until such an agreement is provided, it is the understanding of all parties that all materials shared are to be handled confidentially.

Ada Township DDA agrees to defend, indemnify and hold SeyferthPR harmless from any losses, damages or expenses including, without limitation, actual attorney fees, incurred by SeyferthPR as a result of any claim, suit or proceeding against SeyferthPR based upon any dissemination of information or information Ada Township DDA provided to SeyferthPR or which Ada Township DDA approved prior to publication or release by SeyferthPR.

Out-of-pocket expenses such as postage, travel, copies, telephone, internet, fax and equipment rental will be billed along with the regular monthly invoice.

Cancellation of this agreement may be made by either party with 30 days written notice.

SeyferthPR looks forward to this working relationship with Ada Township DDA. Please return a signed copy of this contract to SeyferthPR today.


Ginny Seyferth, APR
President
SeyferthPR

8/16/19
Date Signed

Terry Bowersox
Chair
Ada Township DDA

Date Signed



**Ada Township “Brats and Bonfires” Event Management 2019
Statement of Work
August 6, 2019**

Sponsorship development and communications:

- Research opportunities available to potential sponsors
- Design sponsorship agreement packet
- Develop copy for sponsorship packet
- Sponsor packet mailing to 80+ local businesses
- Follow-up calls/emails with businesses to confirm participation (in partnership with township)
- Coordination and communication with confirmed sponsors for set-up, tear down, etc.

Pre-event meeting coordination for Planning Committee and Sponsorship Committee:

- Coordinate calls/meetings and approvals with committee members
- Develop meeting agendas and compile materials for review

Research, management and coordination of entertainment for event dates:

- Research entertainment
- Develop band packet with parking and set-up information for performance
- Contract with selected band and all follow up logistics

Layout planning for each event date:

- Site visits to ensure proper layout for participants and sponsors (in partnership with township)
- Develop visual layout plan
- Coordinate with Ada Fire Dept. to plan event space logistics (electric, restrooms, waste, etc.)

Vendor logistics, invoicing and coordination:

- Bartending Services
- Volunteer Services
- Security Services/ AV rentals
- Tent and Fencing Rentals
- Dumpster Rental
- Portable Bathrooms

Coordination of parking services:

- Set up wayfinding and event signage prior to prior to each event

Media Relations Services for promotions prior to event dates:

- Generate earned media by pitching local outlets to promote event
- Coordinate interviews with Township, Gravel Bottom Brewery and other event representatives
- Develop talking points for speakers and attend interviews
- Capture segments to elevate on social media for promotions; record PR value and audience reach

STATEMENT OF WORK, cont....

DAY-OF planning and development of "Play-book" for Event Team:

- Line-by Line itinerary for speakers, bands, volunteers, security
- Coordination with Ada Fire Dept.
- Vendor invoices
- Event Layouts
- Emergency Contact Information
- Coordinate completion of health department forms if needed
- Assist with banner installation
- Confirm volunteer roles/responsibilities
- Provide direction on event day
- Post event follow-up

DAY-OF "LEAD" on all onsite event logistics/management, set-up and tear-down

SeyferthPR BUDGET: \$8,500

OOP Expenses*: \$24,500

**Estimated out-of-pocket expenses for 2019 as presented to the 7-25-19 Brats and Bonfires Planning Committee (based on 2018 actual costs)*

TOTAL: \$33,000

Ada Township DDA (at 50%) TOTAL: \$16,500



MEMORANDUM

Date: 8/2/19

TO: Ada Township Board, Ada Township DDA Board
FROM: Jim Ferro, Planning Director
RE: Potential Termination of Tax Base Sharing Agreement between Ada Township DDA and Kent County

Background Information:

When the Ada Township DDA was established in 2008, Kent County, as allowed by the DDA statute, "opted out" of having its general and voted millages "captured" by the DDA under its "tax increment financing" (TIF) authority. As an alternative to having its revenues involuntarily captured by DDA's and other entities throughout the County having tax increment financing powers, Kent County has adopted a policy to voluntarily enter into tax sharing agreements with local units to allow limited capture of its tax revenues, subject to certain contingencies. Ada Township and the DDA entered into such an agreement with Kent County in June, 2014 (attached).

Important limits and contingencies contained within the agreement include the following:

- The agreement allows capture only of the County's general operating millage, and prohibits capture of "voted" extra millages.
- The dollar amount of the County's general operating millage revenues that may be captured is limited to a 1-to-1 match of the amount of Township general fund revenues that are captured by the DDA.
- The dollar amount of County tax revenues that may be captured by the DDA may not increase from the prior year if total County General Fund Revenue and Transfers In, as determined by the County's Fiscal Services Office, does not increase from year-to-year by at least three percent (3%). The rate of growth between Fiscal Year 2016 and 2017 is the only period during which the 3% growth threshold has been reached, thereby allowing for possible capture of County General Fund revenues by the DDA for the first time in the current fiscal year.
- An additional important provision of the agreement with the County includes a commitment by the Township, in Sec. 3.3 of the Agreement, that "it will not capture any portion of the Non-Applicable millage (defined in the Agreement as the voted extra millages) under any existing or later amended or later enacted statutes..." unless the County consents in writing to such capture. Capture by the Township of County voted millages allows the County to terminate the Agreement.

In January, 2017, the Township and the Brownfield Redevelopment Authority adopted a Brownfield Plan that includes provisions for use of tax increment financing to generate revenues for reimbursement to Geld, LLC for costs of demolition and environmental due diligence associated with redevelopment activities on Geld property in the Village. Unlike the DDA statute, the Brownfield Authority statute does not have provisions allowing taxing entities to "opt out" of having their incremental increases in tax revenues captured by the Brownfield Authority.

At the time the Brownfield Plan was approved, no one within the Township took into consideration the fact that capture of County voted millages by the Brownfield Authority would violate the terms of the

DDA agreement with the County allowing limited DDA capture of County general operating millage revenues.

The Ada Township Brownfield Authority captured County general operating millage and voted millage revenues for the first time in the July and December, 2018 tax collection cycles, which violates the terms of the 2014 DDA tax capture agreement with the County. The total amount of captured County revenues was \$27,128.36.

The Township brought the Brownfield Authority capture and violation of the DDA agreement to the County's attention on March 18, 2019, via the attached email to Stephen Duarte, Kent County Fiscal Services Director. This was followed by a meeting held with Mr. Duarte on April 29 held by George Haga and Jim Ferro. At that time, Mr. Duarte indicated that he would be in communication with us after completion of the County's annual audit in June.

On June 27, Treasurer Moran received the attached cover letter and accompanying invoice from Kent County requesting re-payment to the County of \$8,681.10 in revenues captured by the Brownfield Authority. This amount represents the tax revenues captured from the 5 different voter-approved county millages. The County requested repayment of this amount within 30 days, to avoid termination of the tax sharing agreement with the DDA. At a second meeting held with Mr. Duarte on July 29, Mr. Duarte agreed to postpone termination of the agreement pending a decision by the Township no later than the end of August whether to:

1. continue the Brownfield Authority capture of revenue from voter-approved County millages and accept termination of the DDA tax sharing agreement, or
2. repay the County the \$8,681.10 in captured voter-approved County millage revenue, in order to keep the DDA tax sharing agreement in effect, and thereby allow the DDA to capture County general operating millage revenue.

Analysis of Alternative Courses of Action:

Determining the best alternative from the two listed above requires consideration of the likely total revenue gain to the Township from each option, as well as considering that the revenues of two different Township special purpose authorities are involved.

DDA Capture of County General Operating Millage:

In the current fiscal year, assuming the DDA/Kent County tax sharing agreement remains in effect, the DDA would capture \$10,377 from the County general operating millage – the same amount that the DDA will capture from the Township General Fund. (Note that if the tax sharing agreement did not limit the County capture to a 1:1 match of Township capture, the amount of County capture would be \$53,063.

In future years, the amount of DDA captured revenues would only increase if the 3%/year growth rate in County General Fund revenues plus Transfers In continues. As of the fiscal year that ended 12/31/18, the year-to-year growth rate between 2017 and 2018 was only 1.59%. As a result, the DDA capture in Fiscal Year 2020-21 will remain the same as the prior year, at \$10,377. It is unlikely that Kent County will consistently experience a 3% or greater annual rate of increase in General Fund revenues. As a result, it is unlikely that the amount of captured County revenues collected by the DDA will increase at a significant rate in the future.

Brownfield Authority Capture of County Revenues:

If the Brownfield Authority continues to capture County millages in the current fiscal year, the amount captured from the County will be approximately \$37,499, \$25,499 of which is from County general operating millage, with the balance collected from County voted millages.

Not being subject to the Township matching limits contained in the DDA/County tax sharing agreement, the Brownfield Authority is able to capture a larger amount of County general operating millage revenue than can be captured by the DDA, in addition to being able to capture revenues from the County's voted extra millages.

The Brownfield Authority's TIF capture is not conditioned on or limited by a growth rate threshold in County General Fund revenues. The Brownfield Authority's capture of County revenues will experience growth based on continued buildout of new development within the limited geographic area of TIF capture identified in the Brownfield Plan, which includes the former shopping center area between Ada Drive and River St., and the Ada West Commercial Center in the vicinity of the Spectrum Health facility.

The Township Assessor has prepared a conservative projection of 2020 taxable value within the Brownfield Plan area, based solely on completion this year of construction projects that have already been started within the Brownfield Plan capture area. Based on that projection, total capture of County revenues in Fiscal Year 20-21, assuming County millage rates remain unchanged, is estimated to be \$58,766, a 56% increase from the current fiscal year.

Calculations of the projected Brownfield Authority TIF capture from Kent County millages, compared to projected limited DDA capture of Kent County operating millage are contained on the attached table.

Based on the above projections, it is clear that the Township stands to experience a far larger TIF revenue stream over time by continuing to capture Brownfield Authority TIF revenues from County general operating millage and voted millages, and allowing the DDA/County tax sharing agreement to be terminated, than it would by ceasing Brownfield Authority capture of voter-approved County millages and keeping the DDA tax sharing agreement in effect.

Uses of Captured Revenues:

Another factor for the Board to consider is the difference in uses of funds between DDA TIF revenues and Brownfield Authority TIF revenues.

DDA TIF revenues captured from the County may be used for any lawful purpose consistent with the DDA statute and the adopted DDA Development Plan, including DDA administrative and operating costs, costs of constructing, operating and maintaining public improvements in the DDA District, and marketing and promotion activities within the DDA District.

All Brownfield Authority revenues, with the exception of \$3,500 per year which is applied to administrative costs of the Authority, are used to reimburse Geld, LLC for demolition and environmental due diligence costs that Geld has incurred in carrying out private redevelopment activity within the Brownfield Plan area, pursuant to the reimbursement agreement entered into between the Township and Geld in March, 2018. The approved Brownfield Plan provides that the Brownfield Authority TIF capture will terminate at such time that the total amount of Geld-incurred eligible costs, \$981,048, is reimbursed to Geld, or in 30 years, whichever is earlier. At present, complete reimbursement of eligible costs to Geld is anticipated to occur within a 10-year timeframe. If the Brownfield Authority were to cease collecting TIF revenues from County millages, the duration of the Authority's TIF capture would need to be

extended to completely reimburse Geld. This would also increase interest costs on the unreimbursed balance, which is calculated at 4% per year.

Mutual Interests of the Brownfield Authority and the DDA:

A final factor to consider in deciding whether to forego DDA TIF capture of County revenues and continue the Brownfield Authority TIF capture is the overlapping of interests of the two authorities. The Brownfield Authority TIF capture area is entirely within the boundaries of the DDA District. The missions of both entities are to promote and encourage redevelopment within their respective boundaries. As a result, the Brownfield Authority's ability to capture a significantly larger amount of TIF revenue from County millages compared to the DDA's limited capture ability under the DDA/County agreement benefits the DDA District as well as the Brownfield Authority District.

Summary and Recommendation:

Based on the terms of the 2014 agreement between the Township, the DDA and Kent County, the DDA is not allowed to capture TIF revenues from County general operating millage if the Brownfield Authority continues to capture Kent County voted millages. Kent County's position on the matter is:

1. They are not willing to amend the 2014 agreement to permit capture by both entities, and
2. If the Brownfield Authority captures County voted millages, the DDA capture agreement will be terminated.

The Township needs to make a decision whether to cease Brownfield Authority capture of County voted millages within the Brownfield Plan area in order to continue to allow DDA capture of County general operating millage within the DDA district, or whether to continue the Brownfield Authority capture and allow the DDA agreement to be terminated.

From the analysis presented above, it is clear that the interests of both the DDA and the Brownfield Authority are best served by continuing the Brownfield Authority TIF capture, and terminating the DDA agreement, which is the recommended course of action.

EXECUTED

**TAX SHARING AGREEMENT
COUNTY OF KENT, THE TOWNSHIP OF ADA,
AND THE ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY**

This TAX SHARING AGREEMENT ("Agreement") is made as of June 9, 2014, between the **County of Kent**, a Michigan municipal corporation, the principal business address of which is 300 Monroe Ave., N.W., Grand Rapids, Michigan, (the "County"), and the **Township of Ada**, a Michigan township, the principal business address of which is 7330 Thornapple River Dr. S.E., Ada, Michigan ("Ada" or the "Local Unit"), and the **Ada Township Downtown Development Authority**, the principal business address of which is 7330 Thornapple River Dr. S.E., Ada, Michigan (the "Authority").

RECITALS

A. The Local Unit established the Authority through an ordinance to establish a downtown development authority within the Local Unit under the provisions of the Downtown Development Authority Act, Act 197 of the Public Acts of 1975 ("Act 197"), for the revitalization and redevelopment of a business district located within the Local Unit, defined below as the business district.

B. Under the provisions of Act 197, an increase, or a portion thereof, in the assessed value of properties located within an established downtown development authority and certain revenue derived from millages levied by taxing jurisdictions on such property may be subject to capture by a downtown development authority, so as to provide a means of funding improvements to revitalize and redevelop the properties located within the downtown development authority's business district.

C. Act 197 expressly provides that not more than 60 days after the public hearing on the adoption of a proposed ordinance creating the Authority, the governing body in a taxing jurisdiction levying ad valorem property taxes that would otherwise be subject to capture may exempt its taxes from capture by adopting a resolution to that effect and filing a copy with the clerk of the municipality in which the authority is located.

D. On September 25, 2008, the Kent County Board of Commissioners adopted a resolution no. 9-25-08-88 exempting its taxes from capture and a copy of such resolution was filed with the clerk of Ada Township, the municipality in which the Business District is located.

E. The County and the Local Unit recognize that the redevelopment and revitalization of existing business districts within the County and the Local Unit may increase the tax base of the Local Unit and encourage job growth and foster economic development, and therefore, it is in the best interests of the County and the Local Unit to work cooperatively in such endeavors.

F. Under the terms of this Agreement, the County agrees to participate with the Local Unit by means of sharing with the Authority a portion of the revenue derived from certain County ad valorem property taxes levied on properties located within the Business District upon certain terms as more particularly described in the Agreement.

G. By cooperating, the County, the Authority, and the Local Unit can provide the opportunity for the revitalization and redevelopment of the Business District, encourage job growth and foster economic development within the Business District.

NOW, THEREFORE, the County, the Authority, and the Local Unit agree as follows:

ARTICLE I
PURPOSE; AUTHORITY; REPRESENTATIONS AND WARRANTIES

1.1 Purpose. The purpose of the Agreement is to set forth the terms and conditions by which the Authority will receive from the County a certain portion of the revenue derived from certain County ad valorem property taxes levied on real or personal property located within the Business District. This Agreement represents the County's decision to share a portion of the revenue derived from certain ad valorem property taxes levied by the County, which are more particularly described in Article II of this Agreement, with the downtown development authority established by the Local Unit.

1.2 Authority. This Agreement is made pursuant to Act 197 of 1975 and the general authority of each of the parties under Michigan statutes granting their respective powers and jurisdiction.

1.3 Representations and Warranties.

(a) The County, acting by and through its County Board of Commissioners, hereby represents and warrants that: (1) the County is authorized to enter into this Agreement; and (2) the County Board of Commissioners has approved this Agreement and authorized the County Board Chair and County Clerk to execute the Agreement on behalf of the County.

(b) Ada, acting by and through its Township Board, hereby represents and warrants that: (1) the Township is authorized to enter into this Agreement; and (2) the Township Board has approved this Agreement and authorized the Township Supervisor and Clerk to execute the Agreement on behalf of Ada.

(c) The Authority, acting by and through its Board of Directors, hereby represents and warrants that: (1) the Authority is authorized to enter into this Agreement; and (2) the Authority Board of Directors has approved this Agreement and authorized the Authority Board Chair and Secretary to execute the Agreement on behalf of the Authority.

ARTICLE II
DEFINITIONS

2.1 The terms used in this agreement have the following definitions:

(a) "Applicable Millage" is defined as ad valorem property taxes levied by the County on real or personal property as the County's general operational millage. As of the date of this Agreement, the County's current Applicable Millage is 4.2803 mills, which is subject to reduction under the Headlee Amendment to the Michigan Constitution. The term "Applicable Millage" specifically excludes all special or dedicated millage levies now existing or hereafter adopted and approved, including but not limited to the "Correctional Millage" and the "Senior Services Millage."

Applicable Millage includes any renewal of the operational millage referenced above. With respect to the levy of new additional operational millage by the County, either to restore amounts reduced by the Headlee Amendment, or new additional millage approved by County electors after the date of this Agreement, such millages shall be exempt from this Agreement unless the County Board of Commissioners, in its sole discretion, adopts a resolution submitting such additional millages to this Agreement and capture by the Authority.

(b) "Authority" means the Ada Township Downtown Development Authority established by Ada Township Ordinance No. O-11-10-08-1 adopted by Ada on November 10, 2008.

(c) "Captured Assessed Value" is defined as the amount in any one year by which the Current Assessed Value of the Business District, including the assessed value of property for which specific local taxes are paid in lieu of property taxes as determined in section 1(z) of Act 197 of 1975, exceeds the Initial Assessed Value as adjusted annually by the "inflation rate multiplier" (see STC Bulletin No. 2006-10 for history of factors) of the Business District.

(d) "Combined Equivalent Taxable Value" is the sum of the taxable values on the ad valorem tax base plus two times the taxable value on each of the following tax rolls: the Industrial Facilities tax roll, the Neighborhood Enterprise Zone tax roll, and the obsolete Property Rehabilitation tax roll.

(e) "County General Fund Revenue and Transfers In" is the sum of money received by the County as reported in the Comprehensive Annual Financial Report of the County.

(f) "Current Assessed Value" means the assessed value, as equalized, of all the real and personal property located within the Business District determined on an annual basis in accordance with the General Property Tax Act, Act 206 of the Public Acts of 1893, as amended.

(g) "Business District" means the real property comprising the Business District for the Authority as more particularly described in Ada Township Ordinance No. O-11-10-08-1 adopted by the Ada Township Board of November 10, 2008.

(h) "Initial Assessed Value" means the assessed value, as equalized and subsequently adjusted, if at all, in accordance with applicable law, of all the taxable property within the boundary of the Business District at the time the ordinance approving the Plan is approved, as shown in section 3.4b below.

(i) "Non-Applicable Millage" means all taxes levied by the County on real or personal property which taxes are not included within the definition of Applicable Millage set forth above.

(j) "Plan" means the Development Plan and Tax Increment Financing Plan approved by Ada for the Authority.

(k) "Tax Increment Revenues" are defined as the revenue derived from the Applicable Millage upon the Captured Assessed Value of real or personal property in the Business District.

2.2 Any term used in this Agreement that is not otherwise defined in the Agreement, but defined in Act 197, shall have the meaning as that term is defined in Act 197 of 1975.

ARTICLE III
SHARING OF TAX REVENUES

3.1 Tax Revenues. Ad valorem real or personal property tax revenues derived from the Business District shall be shared by the County, the Local Unit, and the Authority during the term of this Agreement (and any extensions approved in accordance with Article IV) as set forth in this Article.

3.2 Requirement of Local Match. The County will authorize the capture of one dollar (\$1.00) of its Applicable Millage tax levy for each one dollar (\$1.00) of Local Unit millage tax levy captured by the Authority. Absent a matching capture of millage tax levy by the Local Unit or the voter approval within the Local Unit of a special millage to support the Business District, the County will not be obligated to share any of its ad valorem property tax monies with the Local Unit under this Agreement.

3.3 Limits and Contingencies on County Contribution. The County's obligation to share tax revenues under this Agreement is contingent upon the following:

a. If the total current assessed value of obligations and new tax abatement or capture programs or agreements with all local governmental units within the County would equal or exceed seven percent (7%) of the County's "Combined Equivalent Taxable Value," as shown on Exhibit A and as updated at least annually by the County, the County's obligation to share any tax revenues (or revenues of any kind) in subsequent calendar years under the terms of this Agreement shall be limited to that amount which was shared with the Local Unit in the immediately preceding calendar year until the total current assessed value of obligations and new tax abatement or capture programs or agreements with all local governmental units within the County would not equal or exceed seven percent (7%) of the County's Combined Equivalent Taxable Value.

b. If the County's total current assessed value of existing obligations, obligations under this Agreement, or new tax abatement or capture programs or agreements with the Local Unit collectively would exceed ten percent (10.00%) of the Local Unit's "Combined Equivalent Taxable Value" as shown on Exhibit A and as updated at least annually by the County, the County's obligation to share any tax revenues (or revenues of any kind) in subsequent calendar years under the terms of this Agreement shall be suspended until specifically reinstated by the County Board of Commissioners.

c. If, County General Fund Revenue and Transfers In does not increase by at least three percent (3.00%) each year during the term of this Agreement, upon the finding of a failure of General Fund Revenue and Transfers In to increase by at least three percent (3.00%) each year, all future calendar year sharing of County tax revenues with or capture of County tax revenues by the Local Unit or the Authority under the terms of this Agreement shall be limited to that amount which was shared with the Local Unit in the immediately preceding calendar year until the County's General Fund Revenue and Transfers In does increase by at least three percent (3.00%) in a subsequent fiscal year during the term of this Agreement. The valuation of General Fund Revenue and Transfers In referenced in this paragraph shall be done by the County's Fiscal Services Office as soon as practicable following the close of the County's fiscal year.

d. The Local Unit represents and warrants that it does not now capture any portion of the Non-Applicable Millage and further represents that it will timely (in accordance with General Property Act, MCL 211.1. et. seq.) pay to the County all Non-Applicable Millage collected by the Local Unit. The

Local Unit further represents and warrants that during the term of this Agreement, it will not capture any portion of the Non-Applicable Millage under any existing or later amended or later enacted statutes that allow or would allow the Local Unit to capture any or all of the non-applicable millage, unless the County consents in writing to such capture. If the representations and warranties of this paragraph are violated by the Local Unit, the Local Unit shall pay the amount of the Non-Applicable Millage captured by the Local Unit to the County within 30 days of the County informing the Local Unit of the capture of the Non-Applicable Millage. If the Local Unit fails to pay the amount of the Non-Applicable Millage captured by the Local Unit to the County within the 30 day period, the County shall have the option to immediately terminate this Agreement and the Local Unit shall cease capturing the Applicable Millage.

3.4 Tax Sharing/Capture Procedure.

a. Formula for Sharing Tax Increment Revenues. Assuming all requirements of sections 3.2 and 3.3 above are met and subject to the limitations set forth therein, annually, on or before June 30 and after the annual determination by the state board of equalization of the equalization of all real or personal property within the state and among the counties, the Local Unit's Assessor and the County's Equalization Department shall determine the Current Assessed Value for the properties located within the Business District for that year and the Captured Assessed Value for the properties located within the Business District for that year.

b. Determination of Initial Assessed Value for Properties Located within Business District. The amount of Tax Increment Revenues to be shared by the parties is determined by reference to the Initial Assessed Value of all real or personal property located within the Business District which was \$179,810,200 and the taxable value was \$157,070,028 as of the date on which the Local Unit adopted the Tax Increment Financing Plan for the Business District.

c. Binding Calculations. With the exception of the determinations made pursuant to paragraph 3.4a, all calculations required by this Agreement shall be completed, in good faith, by the County and the County's calculations shall be final, definitive, and binding.

3.5 Payment of Shared Tax Increment Revenues. The Local Unit shall promptly remit to the County all tax collections not subject to capture or sharing under this Agreement. The local unit shall annually, not later than April 18, submit a financial report to the County. The financial report will include a calculation of the prior tax capture and will be attested to by an independent certified public accountant.

ARTICLE IV TERM AND TERMINATION

4.1 Term.

a. This Agreement shall terminate on the tenth (10th) anniversary of its execution.

b. At any time prior to the termination of this Agreement as set forth in subparagraph a. above, the County, by resolution of the County Board of Commissioners, and the Township, by resolution of the Township Board, may elect to extend the term of this Agreement to permit the Local Unit to continue to share Tax Increment Revenues with the County under the terms of this Agreement. Such extension of the term of the Agreement will be evidenced by mutual written agreement of the parties.

4.2 Effect of Termination at End of Term. Upon the termination of this Agreement, the Local Unit shall thereafter remit to the County all Tax Increment Revenues derived from the application of the Applicable Millage to the Current Assessed Value of the real and personal property within the Business District.

ARTICLE V: MISCELLANEOUS

5.1 Notices. Any notice, demand, or communication required, permitted, or desired to be given under this Agreement shall be deemed effectively given when personally delivered or mailed by first class mail addressed to those respective addresses first stated above. A party may, by written notice delivered or mailed to the other parties, designate any further or different address to which subsequent notices, demands, or communications may be given.

5.2 Interpretation.

a. Article and Other Headings. The article and other headings in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

b. Entire Agreement. This Agreement is the entire agreement between the County and the Local Unit with respect to its subject matter. It supersedes and replaces all previous or contemporaneous, express or implied, written or oral statements, representations or agreements. Therefore, no oral statements or prior or contemporaneous written material not specifically incorporated in this Agreement shall be of any force or effect.

c. Amendment. This Agreement may not be amended except upon approval by the County Board of Commissioners, the Ada Township Board, and the Authority Board, and in writing signed by the County, the Local Unit and the Authority.

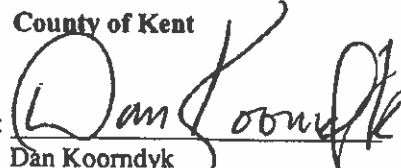
d. Counterparts. This Agreement may be executed in any number of counterparts and each such counterpart shall be considered a valid original.

5.3 Remedies. The parties agree that remedies at law are inadequate and both parties shall have the right to all equitable remedies including, without limitation, mandamus, specific performance and injunctive relief. Before a party may undertake any legal or equitable action pursuant to or to enforce any provision of this Agreement, that party shall first notify the other party of the basis for the claim, including detailed recitations of the facts and the law upon which the claiming party is relying. The party receiving such claim letter shall, within twenty one (21) days of receiving the claim, respond in writing identifying those issue on which there is agreement and stating in detail the facts and law upon which the responding party is relying. The parties shall schedule a meeting to occur within fourteen (14) days after the date the response is due to discuss and seek to resolve the dispute. These time periods may be adjusted by the written consent of the parties.

IN WITNESS WHEREOF, the County, the Local Unit, and the Authority have executed this Agreement as of the date first written above by the authority of the County Board of Commissioners, the Ada


Township Board, and the Authority Board respectively.

County of Kent

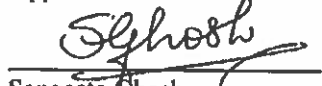
By: 
Dan Koorndyk
Chair, Board of Commissioners

Date: May 22, 2014

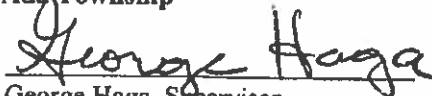
Attest:


Mary Holmrake
County Clerk

Approved as to Form:


Sangeeta Ghosh
Assistant Corporate Counsel

Ada Township


By: 
George Haga, Supervisor

Date: June 9, 2014

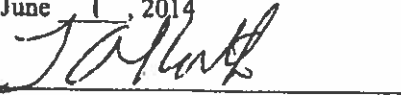
By: 
Susan Burton, Clerk

Date: June 9, 2014

Ada Township Downtown
Development Authority

By: 
Robert Kullgren, Chair

Date: June 9, 2014

By: 
THOMAS KORINA, Secretary

Date: June 9, 2014

Exhibit A

County of Kent, Michigan

2012 Tax Roll

Valuation of Tax Capture / Exemptions (In Millions)

June 5, 2013

Governmental Unit	Ad Valorem Taxable Value	IFT/NEZ/OPRA Tax Roll	Combined ⁽¹⁾ Equiv. Taxable	Tax Capture ⁽²⁾	Tax Exemptions ⁽³⁾	Percentage of Tax Roll
Lowell, City of	\$ 104.89	\$ 6.09	\$ 117.07	\$ 16.67	\$ 6.09	19.44%
Grand Rapids, City of	4,470.72	62.17	4,595.06	404.97	160.06	12.30%
Bowne	121.97	-	121.97	14.49	-	11.88%
Walker	978.73	56.43	1,091.59	36.75	82.26	10.90%
Cedar Springs	71.97	4.21	80.39	1.40	6.21	9.47%
Rockford	208.11	2.63	213.37	8.96	4.89	6.49%
Sparta	242.67	4.87	252.41	10.50	5.40	6.30%
Alpine	383.00	18.87	420.74	-	25.78	6.13%
Cascade	1,342.68	13.77	1,370.22	42.91	28.65	5.22%
Kentwood	1,843.38	96.07	2,035.52	0.79	102.77	5.09%
Grandville	629.77	14.65	659.07	15.65	17.67	5.06%
Plainfield	1,062.71	9.98	1,082.67	20.15	17.19	3.45%
Tyrone	108.09	0.73	109.55	2.06	1.08	2.87%
Wyoming	1,896.01	49.11	1,994.23	0.44	49.11	2.48%
Byron	838.45	11.86	862.17	-	16.55	1.97%
Solon	148.69	1.23	151.15	-	1.23	0.81%
Ada	890.11	7.23	904.57	-	7.23	0.80%
Calcedonia	553.00	3.10	559.20	-	3.10	0.55%
Gaines	694.63	1.59	697.81	-	1.59	0.23%
Algoma	341.62	0.64	342.90	-	0.64	0.19%
Vergennes	170.61	0.17	170.95	-	0.17	0.10%
Grand Rapids, Township	838.52	0.31	839.14	-	0.31	0.04%
Cannon	551.41	-	551.41	-	-	-
Courland	261.21	-	261.21	-	-	-
E.G. Rapids	545.26	-	545.26	-	-	-
Giratan	151.84	-	151.84	-	-	-
Lowell, Township	179.12	-	179.12	-	-	-
Nelson	116.01	-	116.01	-	-	-
Oakfield	176.52	-	176.52	-	-	-
Spencer	117.67	-	117.67	-	-	-
Totals	\$ 20,039.37	\$ 365.71	\$ 20,770.79	\$ 575.74	\$ 537.97	5.36%

Notes:

⁽¹⁾ Equal to the Ad Valorem Taxable Value plus two times the value of the IFT tax roll.

⁽²⁾ Includes captured tax increment values for all authorities created under State acts included in Attachment A under the caption titled "Tax Capture".

⁽³⁾ Includes abated Taxable Value for properties granted eligible status under State statutes identified in Attachment A under the caption titled "Tax Abatement".

⁽⁴⁾ Numbers may not add due to rounding.

From: Duarte,Stephen <stephen.duarte@kentcountymi.gov>
Sent: Thursday, February 28, 2019 12:46 PM
To: Jim Ferro <jferro@adatownshipmi.com>
Subject: RE: Tax Sharing Agreement with Ada Township

Jim,

There was a 4.491% growth of 2017 General Fund revenues and transfers-in over 2016 so a participant should be able to, if they meet the other restrictions, capture 2018 taxes to be settled in 2019. Please let me know if you have any additional questions.

Thanks,

Steve

From: Jim Ferro [<mailto:jferro@adatownshipmi.com>]
Sent: Wednesday, February 27, 2019 4:28 PM
To: Duarte,Stephen <stephen.duarte@kentcountymi.gov>
Subject: Tax Sharing Agreement with Ada Township

Stephen – I haven't touched base with you regarding when there might be sufficient growth in your General Fund to provide for tax base sharing pursuant to our 2014 agreement. Do you anticipate any this year?

Jim Ferro



James E. Ferro, Planning Director
7330 Thornapple River Dr., PO Box 370
Ada, MI 4301
P: 616-676-9191, Ext. 31
C: 616 862-0582

Jim Ferro

From: Jim Ferro
Sent: Monday, March 18, 2019 11:32 AM
To: stephen.duarte@kentcountymi.gov
Cc: George Haga
Subject: RE: Tax Sharing Agreement with Ada Township
Attachments: 2016 Brownfield Plan Boundary.pdf; DDA District Boundary.pdf

Stephen:

With regard to our 2014 tax sharing agreement, I want to bring to your attention a matter relating to Sec. 3.3.d of the Agreement, which prohibits the Township from capturing "Non-Applicable Millage" revenue without the County's consent.

Ada Township has a Brownfield Authority that captured 2018 County millages for the first time in the July and December, 2018 property tax billings. The captured millages include the County General fund millage as well as all of the "Non-Applicable" millages levied by the County.

It appears to me that the provisions of Sec. 3.3.d allow the County to terminate the agreement if the Township does not return captured "Non-Applicable Millage" revenues to the County within 30 days of the County informing the Township of the capture.

The County has not as of yet provided Ada Township with any notice of this capture, as provided in the agreement, but I assume you will probably do so, setting the stage for the possible termination of the agreement as provided in Sec. 3.3.d.

In anticipation of Kent County's invoking the provisions of the agreement, Ada Township would like discuss with the County the possibility of modifying the agreement to permit the Ada Township DDA to capture incremental revenues generated from properties within the DDA District that are located outside the boundaries of the relatively small area where revenues are captured by the Brownfield Authority pursuant to the adopted Brownfield Plan.

I have attached maps of both the DDA District boundary and the 2016 Brownfield Plan boundary.

Please let me know if Township Supervisor Haga and I could arrange a meeting with you and Administrator Britt to discuss the above.

Thanks.

Jim Ferro

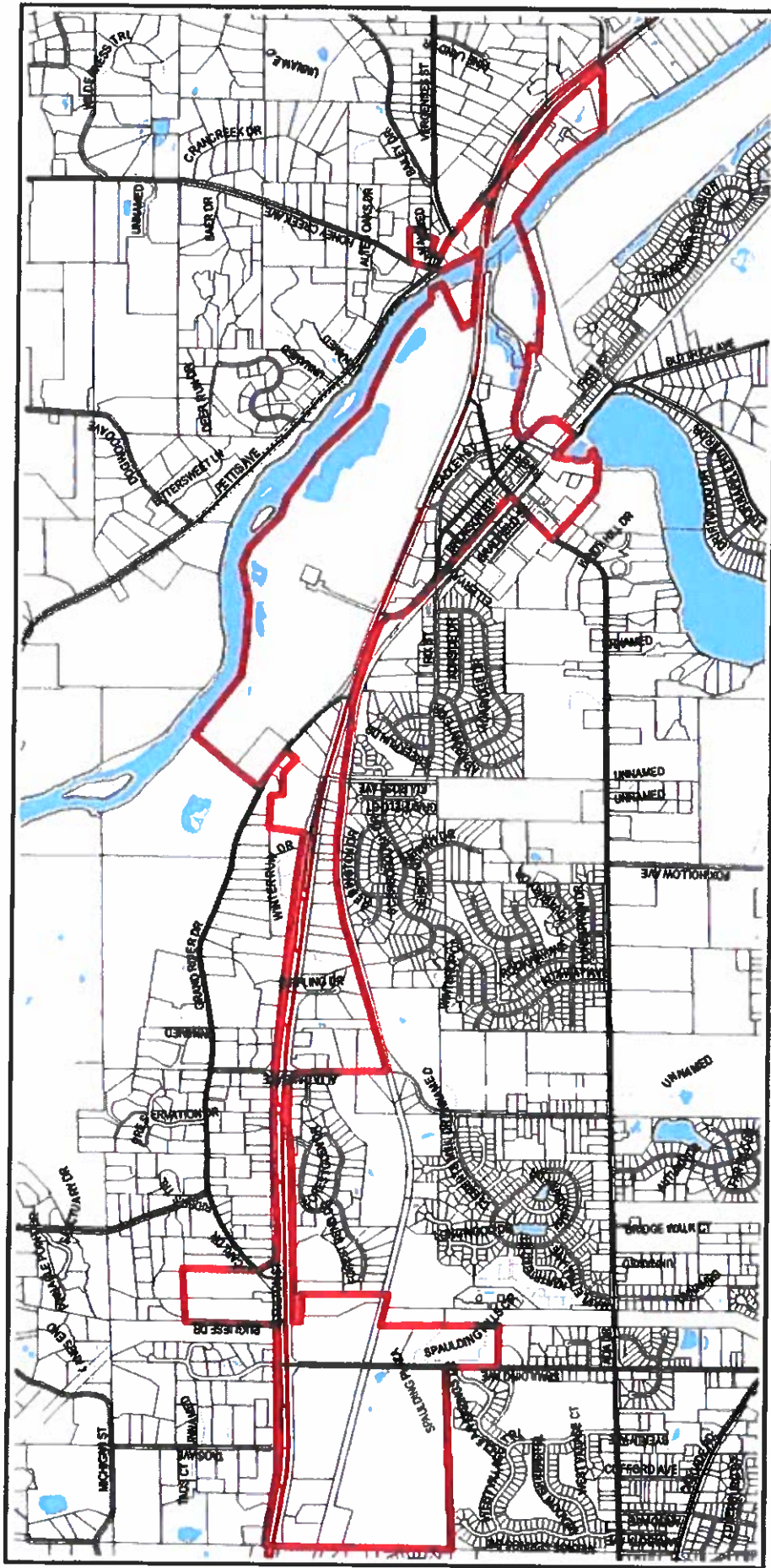


James E. Ferro, Planning Director
7330 Thornapple River Dr., PO Box 370
Ada, MI 4301
P: 616-676-9191, Ext. 31
C: 616 862-0582

Exhibit A

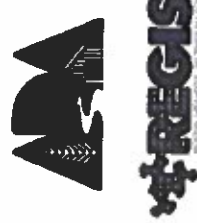
Drawing of Property





— DDA District Boundary

**ADA TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
AMENDED AND RESTATED
DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN
EXHIBIT F. DDA DISTRICT BOUNDARY**



FISCAL SERVICES

Stephen W. Duarte, CPA, MBA, Director



Kent County Administration Building • 300 Monroe Avenue, N.W. Grand Rapids, Michigan 49503-2221
Phone: (616) 632 - 7670 • Fax: (616) 632 - 7675 • e-mail: Stephen.Duarte@kentcountymi.gov

June 26, 2019

Ada Township Treasurer's Office
Attn: Kevin Moran, Treasurer
7330 Thornapple River Dr., PO Box 370
Ada, MI 49301

RE: Tax Sharing Agreement "Agreement" County of Kent, Township and Ada, and the
Ada Township DDA, dated June 9, 2014

Dear Mr. Moran:

It has been brought to our attention the Ada Township DDA inadvertently captured 2018 property taxes related to the County's special voted millages in the amount of \$8,681.10. The above-referenced agreement, Section 3.3(d), states "The Local Unit represents and warrants that it does not now capture any portion of the Non-Applicable Millage and further represents that it will timely (in accordance with General Property Act, MCL 211.1. et. seq.) pay to the County all Non-Applicable Millage collected by the Local Unit. Section 3.3(d) also stipulates "...the Local Unit shall pay the amount of the Non-Applicable Millage captured by the Local Unit to the County within 30 days of the County informing the Local Unit of the capture of the Non-Applicable millage."

Pursuant to that agreement, the County hereby requests payment of the captured taxes within 30 days from the date of this letter to avoid termination pursuant to this Agreement. An invoice has been enclosed for your convenience. Please do not hesitate to contact me if you have any questions.

Regards,

A handwritten signature in black ink that reads "Stephen W. Duarte".

Stephen Duarte, CPA, MBA
Fiscal Services Director

Cc: Sherah Richard, Fiscal Services Accounting Manager, Kent County
George Haga, Ada Township Supervisor
James Ferro, Planning Director, Ada Township



County of Kent
 300 Monroe Ave NW
 Grand Rapids, MI 49503-2221
 (616)632-7600



INVOICE Remit to: Kent County Treasurer Department 300 Monroe NW Grand Rapids MI 49503	Customer Name ADA TOWNSHIP		
	Customer Number VC001149	Inv. # 19061300830	Invoice Date 06-13-19
		AR Exp. Date 191:1076	Due Date 06-30-19
		Invoice Amt \$8,681.10	

Bill to:
 ADA TOWNSHIP
 ACCOUNTING DEPARTMENT
 7330 THORNAPPLE RIVER PO BOX 370
 ADA MI 49301

Payment Method: Check Money Order

If your address has changed, please contact the Fiscal Services Department at 616-632-7600.

Please write Invoice No. on front of check or Money Order. DO NOT MAIL CASH

Please detach the above stub and return with your remittance payable to County of Kent.

ORIGINAL

Customer Number VC001149	Inv. # 06-13-19	Invoice Date 06-13-19
Customer Name ADA TOWNSHIP	Invoice Number 19061300830	Invoice Date 06-13-19

Invoice Charges

Ref Line No.	DESCRIPTION	Billing Date	No. of Units	Unit of Measure	Unit Price	Charges/Credit
1	Correction & Detention Millage	06-13-19				\$3,373.59
2	Senior Millage	06-13-19				\$2,136.69
3	Veteran's Millage	06-13-19				\$225.59
4	Zoo/Museum Millage	06-13-19				\$933.93
5	Zoo/Museum Millage	06-13-19				\$933.94
6	Early Childhood Millage	06-13-19				\$1,077.36
TOTAL INVOICE Charges						\$8,681.10

Other Charges

DESCRIPTION	Date	Charges
Total Other Charges		

Credit Payments Applied		\$0.00
Total Amount Due By	06-30-19	\$8,681.10

Instructions

Remit to Kent County Treasurer Department.

Ada Township

FOR KENT COUNTY, AD VALOREM MEANS AD VALOREM + NEZ + Land Bank

SETTLEMENT OF COUNTY AD VALOREM

Enter these numbers straight from the settlement report

	levied	collected	DQ	BLL DQ	DQ check	DDA capture per LOCAL	land bank "capture"	gross due County	net cash due County
Ad Valorem Only									
All County									
operating	\$4,270,067.62	\$4,246,220.07	\$23,847.55	\$0.00	23,847.55	1,914,427.35	0.00	4,251,620.36	4,227,772.81
jail	\$780,905.40	\$769,886.23	\$11,719.11	\$0.00	11,719.11	1,115,133.58	0.00	777,531.81	765,612.70
senior	\$494,589.79	\$487,676.65	\$7,422.14	\$0.00	7,422.14	1,033,368.65	0.00	492,493.10	485,030.96
veterans	\$49,363.94	\$48,673.73	\$740.21	\$0.00	740.21	1,225.95	0.00	49,128.35	48,388.14
Zoo/Museum	\$435,231.60	\$428,700.22	\$6,531.38	\$0.00	6,531.38	-1,667.87	\$0.00	\$433,363.73	\$426,832.35
Child	\$249,373.12	\$245,636.86	\$3,742.26	\$0.00	3,742.26	-1,077.36	\$0.00	\$248,301.76	\$244,559.50
Total Roll	\$6,279,527.47	\$6,225,524.82	\$54,002.65	\$0.00	54,002.65	1,021,388.83	0.00	6,252,399.11	6,198,385.46

**Projections of DDA and Brownfield Authority TIF Capture from Kent County Millages
 FY 19-20 and 20-21
 (Using 2018 Millage rates)**

Base Year Taxable Value:		\$2,221,551			
2019 Taxable Value (Actual):		\$8,178,734			
		Taxable value above base year	Millage Rates 2018	FY 19-20	
				Brownfield Authority TIF Revenue	DDA TIF Revenue
Kent County general		\$5,957,183	4.2803	\$25,499	\$10,377
Jail		\$5,957,183	0.7828	\$4,663	
Senior Citizen		\$5,957,183	0.4958	\$2,954	
Veterans		\$5,957,183	0.0495	\$295	
Zoo/Museum		\$5,957,183	0.4363	\$2,599	
Early Childhood		\$5,957,183	0.25	\$1,489	
Total County capture				\$37,499	\$10,377
Base Year Taxable Value:		\$2,221,551			
2020 Taxable Value (Assessor Projection):		\$11,557,378			
		Taxable value above base year	Millage Rates 2018	FY 20-21	
				Brownfield Authority TIF Revenue	DDA TIF Revenue
Kent County general		\$9,335,827	4.2803	\$39,960	\$10,377
Jail		\$9,335,827	0.7828	\$7,308	
Senior Citizen		\$9,335,827	0.4958	\$4,629	
Veterans		\$9,335,827	0.0495	\$462	
Zoo/Museum		\$9,335,827	0.4363	\$4,073	
Early Childhood		\$9,335,827	0.25	\$2,334	
Total County capture				\$58,766	\$10,377



Includes Intellectual Property of Progressive AE. Reproduction strictly prohibited.

g. Clearing and Landscape

- 1) Progressive AE to re-send the landscape plan to all.
- 2) Decided to keep the three existing crab-apple trees in-place.

h. Schedule for Construction (amended after meeting)

- 1) July 29-30 - Tree & brush clearing (KVH)
- 2) July 31 - Staking & layout (PAE)
- 3) August 1-2 - Foundation excavation (KVH)
- 4) August 5-28 - Concrete footings & piers, remaining sidewalk (VLC)
- 5) August 29-30 - Sand blasting (VLC)
- 6) Sept. 3-6 - Install Polygon structure w/crane (Thomet)
- 7) Sept. 9-Oct. 4 - Amphitheater grading, ledge stone, irrigation, landscaping, seeding (KVH)
- 8) Sept. 9-Oct. 11 - Stage deck construction & shelter finish (Thomet)
- 9) Oct. 14-18 - Metal railing (Couturier)
- 10) Oct. 14-18 - Final restoration (KVH)

i. Valley City

- 1) Panels – included in Katerberg VerHage contract via Change Order No. 7.
- 2) Amphitheater Signage - included in Katerberg VerHage contract via Change Order No. 7.

j. DeVos Memorial Sculpture – Progressive AE noted that the work is in-progress with Courtier Metals.

p:\72230009\wip documents\minutes\constr mtgs\2019 07 22 settlers minutes.docx



ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY REPORT TO THE COMMUNITY



JANUARY 2011 • ADA, MICHIGAN

WHO WE ARE... *your business/community neighbors.*

The Ada Township Downtown Development Authority (DDA) was established by the Township Board in 2008 as an arm of local government focusing resources and effort on the economic vitality, physical appearance and livability of Ada's downtown area, including its historic commercial and residential village and the M-21 highway corridor. The boundaries within which the DDA operates are shown on the accompanying map.

The impetus for creation of the DDA was the Ada Village Design Charrette process carried out in the summer and fall of 2006. The Charrette process engaged Township residents in the creation of a vision for the future of the Ada Village area, and produced a large number of recommendations to improve the appearance, walkability, livability and business climate in the Village. The DDA was created in order to foster the implementation of the Charrette recommendations. The Ada Village Design Charrette Final Report can be downloaded in pdf format on the Township's web site.

The DDA's activities are overseen by a 9-member appointed Board, with the majority of Board members being

representatives from businesses within the DDA District or residents of the District. DDA Board meetings are generally held on the 1st Monday of each month at 8:30 a.m. at the Ada Township Hall, and are open to the public. DDA meeting minutes and agendas are also posted on the Township web site. Staff support services are provided to the DDA by the Township Planning Department.

The DDA Board places a high value on involvement of the public and residents of the DDA District in the DDA's activities. To facilitate public input, a 9-member Citizens Council, made up entirely of persons who reside in the DDA District, has been established to advise the DDA Board.

Community residents, members of the business community and other stakeholders are encouraged to take an active role in interacting

with the DDA, its Board and the Citizen's Council. Ada is a great community with an exciting future. The DDA Board is proud to be instrumental in serving the community to ensure that bright future.



"As a 40 year resident of the township and a 10 year resident of the Village, I'm very excited to see and experience the DDA's improvements to the Village Community. Great Farmer's Market!"

-Noelle Divozzo

IN THIS REPORT:

- Who We Are
- What We've Done
- What We Plan to Do

ADA TOWNSHIP DDA BOARD MEMBERS

- Bob Kullgren, Chairman
- Terry Bowersox, Vice Chairman
- Tom Korth, Treasurer/Secretary
- George Haga, Director
- Jim Ippel, Director
- Devin Norman, Director
- Betsy Ratzsch, Director
- Walt Vander Wulp, Director
- Ted Wright, Director

THE ADA VILLAGE DESIGN CHARRETTE FINAL REPORT

Ada Township



PREPARED BY
ACP-ARCHITECT & PLANNING, LTD.
IN ASSOCIATION WITH
GLAYTON JACOBSON RESEARCH ANGLIN
RUSSELL PROGRESS/DEVELOPMENT ECONOMICS
GARY BURBUS
JANUARY 2007

◀ Downtown Development Authority Boundary



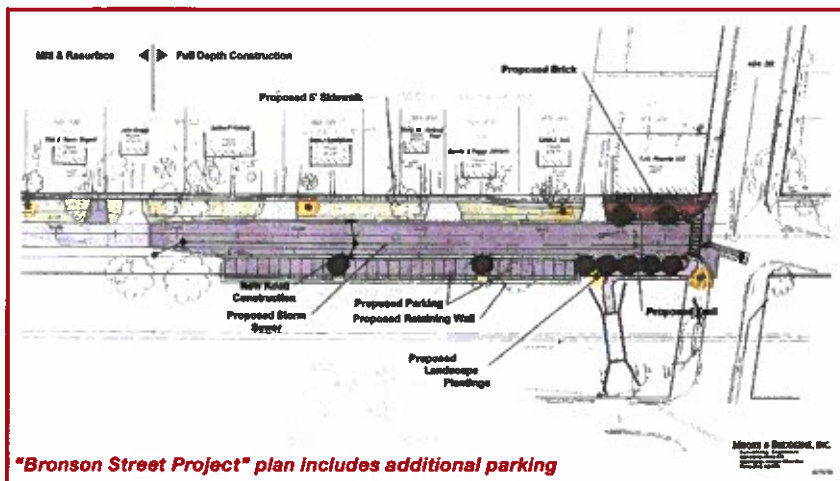
ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY REPORT TO THE COMMUNITY

WHAT WE'VE DONE

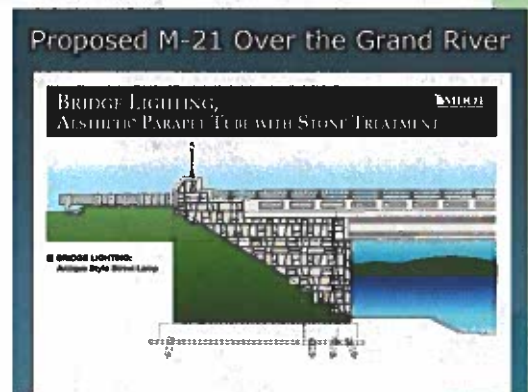
Since its initial meeting in January 2009, the DDA Board has made significant contributions to the community on a very limited budget. The DDA's initial accomplishments have focused on low-cost projects that nonetheless make a tangible contribution to the attractiveness of the community as a place to live, shop, conduct business and relax. Among these accomplishments are the following:

- A major expansion of the public parking supply in the Village, through an agreement with The Community Church on Thornapple River Drive that makes their 80-space parking area available for general public use.
- The re-birth of the highly successful Ada Farmers' Market at a new location, also with the cooperation of The Community Church, brings over 1,000 visitors to the Village on Tuesday afternoons to purchase locally grown produce, prepared foods, flowers and plants.
- The DDA brought to life a viable plan for the long awaited "Bronson Street Project" including engineering and architectural drawings. This project, which will add sidewalks, decorative lighting and additional public parking to Bronson St., is being proposed for completion in summer, 2011.
- The DDA has partnered with the Ada Business Association to financially support several special events that bring people and activity to the Downtown, including the "Tinsel, Treats and Trolley" holiday event, and a month long "Harvest Festival" event series.
- The DDA funded design and installation of colorful new light pole banners seen throughout the Village, promoting the area as a destination.
- The DDA Board organized a coalition of area local governments, business leaders, citizens and State legislators to challenge the Michigan Department of Transportation to ensure that traffic flow is maintained across the Grand River on M-21, during the ongoing bridge replacement project. Without these efforts, the bridge might otherwise be closed to traffic today.

In its initial two years of existence, with hard work by dedicated members who championed projects and leveraged resources, the DDA has made several significant and immediate contributions to the community, at little public cost.



"Bronson Street Project" plan includes additional parking



ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY REPORT TO THE COMMUNITY

PAGE 3

WHAT WE PLAN TO DO

In October and November, 2010, the DDA Board engaged in a priority-setting exercise to establish future strategic direction for the DDA's activities, projects and programs. The DDA Board developed action strategies within three general subject areas: (1) Community Design, (2) Economic Development and Restructuring and (3) Marketing and Promotion. The strategic direction established through this process will guide the development of a proposed budget for the DDA for the fiscal year beginning April 1, 2011. These priorities, which will be reviewed and updated annually, include the following:

Community Design:

1. Complete the Bronson St. Streetscape/Parking Project
2. Make the Thornapple River frontage a centerpiece of the community, including riverfront pedestrian space, and a riverfront trail/greenbelt from the Village to the M-21 bridge and its pedestrian/bicycle lane.
3. Identify a site for and develop a civic green space/community center in the Village.
4. Add streetscape furnishings (benches, trash receptacles, bicycle racks) at suitable locations in the Village.

Economic Development and Restructuring

1. Develop, maintain and make available for use by prospective businesses an inventory of commercial floor space, by use category, within the DDA District.
2. Complete the form-based zoning code for the Village.
3. Implement an ongoing process of engagement and dialogue with major stakeholder property owners in the DDA District and the community.
4. Identify and implement a package of incentives to encourage business investment in the District.

Marketing and Promotion

1. Update the retail market study for the Village business district that was prepared as part of the 2006 Village Design Charrette, and develop a marketing and branding strategy for the DDA District.
2. Develop and support additional special events, and support existing special events, in partnership with the Ada Business Association, that attract residents and visitors to the Village, and manage those events so that they do not interfere with the ability of businesses to serve existing clientele.
3. Support the development and implementation of a regional advertising campaign for the Village business district, in partnership with the Ada Business Association.

The DDA Board welcomes your comments and suggestions on these priorities as they are implemented and fine-tuned in the future.



Continued on page 4

ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY REPORT TO THE COMMUNITY

WHAT WE PLAN TO DO ...continued

PAGE 4



High priority projects of the DDA that are anticipated for completion in 2011 include the following:

- Bronson St. re-surfacing, streetscape and parking improvements, between Ada Drive and Bronson St.

The DDA Board has championed this project for the last two years, including facilitating the completion of a viable design for the project with buy in from all stakeholders. With the cooperation and participation of the Township Board and use of Township general funds, it is anticipated the project will be complete by Fall, 2011.

- Installation of public benches, trash containers and bicycle racks at several locations in the Village, funded through community donations.

The DDA Board recognizes that these modest, low-cost improvements can go a long way toward making the Village a more inviting and pedestrian/bicycle friendly place.

- Strengthening relationships and partnerships with property and business owners in the DDA district.

We recognize that the decisions made by property and business owners to invest in the development, improvement and upkeep of homes and businesses in the DDA District will have the greatest impact on the community.

Beyond the coming year, our longer term vision for the DDA District includes redevelopment of the Thornapple River frontage that adjoins our Village, to place a central focus on the riverfront as a community amenity and place for people, with a riverfront pedestrian plaza and river corridor trail that links the core of the Village to the new M-21 bridge and its pedestrian/bicycle lane.

The creation of landscaped community entry statements with signage at the east and west ends of the DDA District along Fulton St. is another component of the long term vision for the DDA District.

Ultimately, the goal of the DDA is to encourage and stimulate private investment in the DDA District that will expand the property tax base and produce incremental increases in tax revenue with which to finance additional public facilities and amenities in the District, with the end result being a Village and adjacent highway corridor that enjoy greater economic prosperity, and that make the Township overall a more attractive community in which to live.

Details concerning the long-term vision and proposed projects for the DDA District are contained in the DDA's "Development Plan and Tax Increment Financing Plan," which can be downloaded and viewed in pdf format on the Township's web site.



We are on the Web!
www.adatownshipmi.com



PERIOD ENDING 07/31/2019

ADA TOWNSHIP DDA
INCLUDING FARMERS' MARKET

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	ACTIVITY FOR MONTH 07/31/19 INCR (DECR)	YTD BALANCE 07/31/2019 NORM (ABNORM)	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Fund 248 - DDA FUND							
Revenues							
Dept 000.000							
248-000.000-401.405	TAXES: DDA AD VAL	28,725.00	0.00	260.11	28,464.89	0.91	0.00
248-000.000-665.000	INTEREST REVENUE	4,000.00	0.00	0.00	4,000.00	0.00	0.00
Total Dept 000.000		32,725.00	0.00	260.11	32,464.89	0.79	0.00
Dept 020.000 - TAXES							
248-020.000-406.000	TAXES: DDA MILLAGE	314,543.00	0.00	1,298.48	313,244.52	0.41	0.00
248-020.000-423.000	TAXES: IFT	23,375.00	0.00	0.00	23,375.00	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		458,918.00	0.00	1,298.48	457,619.52	0.28	0.00
Dept 026.000 - CONTRIBUTIONS							
248-026.000-588.000	SPECIAL EVENTS RECEIPTS	74,476.00	11,684.00	49,057.00	25,419.00	65.87	0.00
248-026.000-675.000	CONTRIBUTIONS/PRIVATE SOURCES	56,290.00	0.00	0.00	56,290.00	0.00	0.00
Total Dept 026.000 - CONTRIBUTIONS		130,766.00	11,684.00	49,057.00	81,709.00	37.52	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	1,000.00	0.00	100.00	0.00
248-028.000-694.001	REGISTRATIONS	10,600.00	0.00	0.00	10,600.00	0.00	0.00
248-028.000-694.001-FRM MKT 12-1	REGISTRATIONS	0.00	655.00	5,635.00	(5,635.00)	100.00	0.00
Total Dept 028.000 - FARMER'S MARKET		11,600.00	655.00	6,635.00	4,965.00	57.20	0.00
TOTAL REVENUES		634,009.00	12,339.00	57,250.59	576,758.41	9.03	0.00
Expenditures							
Dept 000.000							
248-000.000-947.000	TRANSFERS OUT TO OTHER FUNDS	261,065.00	0.00	0.00	261,065.00	0.00	0.00
Total Dept 000.000		261,065.00	0.00	0.00	261,065.00	0.00	0.00
Dept 170.000 - DDA OPERATIONS/CONSTRUCTION							
248-170.000-704.000	WAGES	42,407.00	4,833.72	21,704.31	20,702.69	51.18	0.00
248-170.000-704.001	WAGES - SUPPORT	8,406.00	0.00	0.00	8,406.00	0.00	0.00
248-170.000-715.000	FICA - TOWNSHIP SHARE	3,150.00	295.24	1,325.50	1,824.50	42.08	0.00
248-170.000-716.000	FICA - MEDICARE TWP SHARE	737.00	69.06	310.04	426.96	42.07	0.00
248-170.000-719.000	RETIREMENT - EMPLOYER COST	5,081.00	483.37	2,170.46	2,910.54	42.72	0.00
248-170.000-719.001	MEDICAL, DENTAL INSURANCE	2,378.00	271.70	1,241.49	1,136.51	52.21	0.00
248-170.000-740.000	OPERATING SUPPLIES/SERVICES	8,710.00	0.00	560.00	8,150.00	6.43	0.00
248-170.000-740.000-FRM MKT 12-1	OPERATING SUPPLIES/SERVICES	2,850.00	1,177.06	1,248.05	1,601.95	43.79	0.00
248-170.000-800.000	CONTINUING EDUCATION	560.00	0.00	0.00	560.00	0.00	0.00
248-170.000-801.000	CONTRACT SERVICE	18,000.00	0.00	0.00	18,000.00	0.00	0.00
248-170.000-801.000-FRM MKT 12-1	CONTRACT SERVICE	9,645.00	1,935.00	3,135.59	6,509.41	32.51	0.00
248-170.000-820.000	MEMBERSHIP & DUES	368.00	0.00	0.00	368.00	0.00	0.00
248-170.000-828.000	LEGAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00	0.00

PERIOD ENDING 07/31/2019

ADA TOWNSHIP DDA
INCLUDING FARMERS' MARKET

GL NUMBER	DESCRIPTION	2019-20 ORIGINAL BUDGET	ACTIVITY FOR MONTH 07/31/19 INCR (DECR)	YTD BALANCE 07/31/2019 NORM (ABNORM)	UNENCUMBERED BALANCE	BDGT USED	ENCUMBERED YEAR-TO-DATE
Fund 248 - DDA FUND							
Expenditures							
248-170.000-870.000	MILEAGE & EXPENSES	625.00	0.00	0.00	625.00	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	125,000.00	0.00	0.00	125,000.00	0.00	0.00
Total Dept 170.000 - DDA OPERATIONS/CONSTRUCTION		230,217.00	9,065.15	31,695.44	198,521.56	13.77	0.00
Dept 299.000 - GENERAL ADMINISTRATION							
248-299.000-906.001	COMMUNITY EVENTS	122,580.00	20,990.82	24,713.91	97,866.09	20.16	0.00
Total Dept 299.000 - GENERAL ADMINISTRATION		122,580.00	20,990.82	24,713.91	97,866.09	20.16	0.00
Dept 900.000 - OTHER TOWNSHIP EXPENSES							
248-900.000-719.002	LIFE INSURANCE, OTHERS	467.00	49.52	175.78	291.22	37.64	0.00
248-900.000-947.000	TRANSFERS OUT TO OTHER FUNDS	32,473.00	0.00	0.00	32,473.00	0.00	0.00
Total Dept 900.000 - OTHER TOWNSHIP EXPENSES		32,940.00	49.52	175.78	32,764.22	0.53	0.00
TOTAL EXPENDITURES		646,802.00	30,105.49	56,585.13	590,216.87	8.75	0.00
Fund 248 - DDA FUND:							
TOTAL REVENUES		634,009.00	12,339.00	57,250.59	576,758.41	9.03	0.00
TOTAL EXPENDITURES		646,802.00	30,105.49	56,585.13	590,216.87	8.75	0.00
NET OF REVENUES & EXPENDITURES		(12,793.00)	(17,766.49)	665.46	(13,458.46)	5.20	0.00
BEG. FUND BALANCE		379,966.52		379,966.52			
NET OF REVENUES/EXPENDITURES - 2018-19				316,350.07	316,350.07		
END FUND BALANCE		367,173.52		696,982.05			

BEERS AT THE BRIDGE
2019 SEASON REVENUE, EXPENSE AND NET INCOME
7/31/19

General Ledger No.	Date	Description	Revenue	Expenditure	Balance	Net Income from 1/1/19
			\$0.00	\$0.00	\$0.00	
248.299.906	3/31/2019	Seyferth PR Event Services (through Feb)		\$904.38	-\$904.38	-\$904.38
248.299.906	4/2/2019	Liquor Liability Premium		\$1,104.00	-\$2,008.38	-\$2,008.38
248.026.588	4/30/2019	Sponsorship Payments	\$8,700.00		\$6,691.62	\$6,691.62
248.026.588	5/31/2019	Sponsorship Payments	\$5,400.00		\$12,091.62	\$12,091.62
248.299.906	6/18/2019	TIPS Training Fees		\$100.00	\$11,991.62	\$11,991.62
248.299.906	6/18/2019	Seyferth PR Event Services (March, April, May)		\$2,519.09	\$9,472.53	\$9,472.53
248.026.588	6/24/2019	June Event Ticket Sales	\$17,163.00		\$26,635.53	\$26,635.53
248.026.588	6/24/2019	June Event T-shirt & Mug Sales	\$670.00		\$27,305.53	\$27,305.53
248.026.588	6/30/2019	Office T-shirt & Mug Sales	\$340.00		\$27,645.53	\$27,645.53
248.026.588	6/30/2019	Sponsorship Payments	\$5,100.00		\$32,745.53	\$32,745.53
248.299.906	7/1/2019	Liquor License Fees and Bond		\$200.00	\$32,545.53	\$32,545.53
248.299.906	7/1/2019	June - Gravel Bottom/Michiels Brewing LLC		\$5,950.00	\$26,595.53	\$26,595.53
248.299.906	7/16/2019	Seyferth PR Event Services (June)		\$12,840.82	\$13,754.71	\$13,754.71
248.299.906	7/19/2019	Refund - Untapped Kegs		-\$525.00	\$14,279.71	\$14,279.71
248.026.588	7/22/2019	July Event Ticket Sales	\$6,969.00		\$21,248.71	\$21,248.71
248.026.588	7/22/2019	July Event T-shirt & Mug Sales	\$240.00		\$21,488.71	\$21,488.71
248.299.906	7/26/2019	July - Gravel Bottom/Michiels Brewing LLC		\$2,525.00	\$18,963.71	\$18,963.71
248.026.588	7/31/2019	Sponsorship Payments	\$4,400.00		\$23,363.71	\$23,363.71
248.026.588	7/31/2019	Office T-shirt & Mug Sales	\$75.00		\$23,438.71	\$23,438.71
Total, 2019 Season, beginning 1/1/19			\$49,057.00	\$25,618.29		\$23,438.71
Total, Fiscal YTD, beginning 4/1/19			\$49,057.00	\$24,713.91		\$24,343.09

PERIOD ENDING 07/31/2019

ADA FARMERS' MARKET

GL NUMBER	DESCRIPTION	2019-20	ACTIVITY FOR	YTD BALANCE		UNENCUMBERED	% BDGT	ENCUMBERED
		ORIGINAL	MONTH 07/31/19	07/31/2019				
		BUDGET	INCR (DECR)	NORM	(ABNORM)	BALANCE	USED	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	1,000.00		0.00	100.00	0.00
248-028.000-694.001-FRM MKT 12-1	REGISTRATIONS	0.00	655.00	5,635.00		(5,635.00)	100.00	0.00
Total Dept 028.000 - FARMER'S MARKET		1,000.00	655.00	6,635.00		(5,635.00)	663.50	0.00
TOTAL REVENUES		1,000.00	655.00	6,635.00		(5,635.00)	663.50	0.00
Expenditures								
Dept 170.000 - DDA OPERATIONS/CONSTRUCTION								
248-170.000-740.000-FRM MKT 12-1	OPERATING SUPPLIES/SERVICES	2,850.00	1,177.06	1,248.05		1,601.95	43.79	0.00
248-170.000-801.000-FRM MKT 12-1	CONTRACT SERVICE	9,645.00	1,935.00	3,135.59		6,509.41	32.51	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		12,795.00	3,112.06	4,383.64		8,411.36	34.26	0.00
TOTAL EXPENDITURES		12,795.00	3,112.06	4,383.64		8,411.36	34.26	0.00
Fund 248 - DDA FUND:								
TOTAL REVENUES		1,000.00	655.00	6,635.00		(5,635.00)	663.50	0.00
TOTAL EXPENDITURES		12,795.00	3,112.06	4,383.64		8,411.36	34.26	0.00
NET OF REVENUES & EXPENDITURES		(11,795.00)	(2,457.06)	2,251.36		(14,046.36)	19.09	0.00

ADA FARMERS' MARKET
2019 SEASON REVENUE, EXPENSE AND NET INCOME
7/31/19

General Ledger No.	Date	Description	Revenue	Expenditure	Balance	Net Income from 1/31/19
		Total Revenues and Expenditures, 4/1/18 to 1/31/19	\$8,970.00	\$8,986.95	\$12,913.48	
248.170.801	2/5/2019	Market Master Services - January, 2019		\$105.00	\$12,808.48	-\$105.00
248.170.740	3/6/2019	Operating Supplies - Internet Services		\$68.13	\$12,740.35	-\$173.13
248.170.801	3/6/2019	Market Master Services - February, 2019		\$150.00	\$12,590.35	-\$323.13
248.170.801	3/31/2019	Market Master Services - March, 2019		\$450.00	\$12,140.35	-\$773.13
248.028.694	4/19/2019	Vendor Registration Fees	\$1,425.00		\$13,565.35	\$651.87
248.170.801	5/1/2019	Market Master Services - Vendor Kickoff		\$75.59	\$13,489.76	\$576.28
248.170.801	5/8/2019	Market Master Services - April, 2019		\$1,125.00	\$12,364.76	-\$548.72
248.028.694	5/14/2019	Vendor Registration Fees	\$560.00		\$12,924.76	\$11.28
248.028.694	5/24/2019	Vendor Registration Fees	\$705.00		\$13,629.76	\$716.28
248.028.694	5/31/2019	Vendor Registration Fees	\$765.00		\$14,394.76	\$1,481.28
248.170.740	6/5/2019	Operating Supplies - Petty Cash Reimbursement		\$70.99	\$14,323.77	\$1,410.29
248.028.694	6/7/2019	Vendor Registration Fees	\$865.00		\$15,188.77	\$2,275.29
248.028.694	6/17/2019	Spectrum Health Sponsorship Fee	\$1,000.00		\$16,188.77	\$3,275.29
248.028.694	6/18/2019	Vendor Registration Fees	\$660.00		\$16,848.77	\$3,935.29
248.170.740	7/1/2019	Operating Supplies - Farmers' Market Banners		\$1,002.06	\$15,846.71	\$2,933.23
248.028.694	7/3/2019	Vendor Registration Fees	\$125.00		\$15,971.71	\$3,058.23
248.028.694	7/16/2019	Vendor Registration Fees	\$405.00		\$16,376.71	\$3,463.23
248.170.801	7/16/2019	Market Master Services - May, 2019		\$855.00	\$15,521.71	\$2,608.23
248.170.801	7/16/2019	Market Master Services - June, 2019		\$1,080.00	\$14,441.71	\$1,528.23
248.028.694	7/23/2019	Vendor Registration Fees	\$125.00		\$14,566.71	\$1,653.23
248.170.740	7/26/2019	Operating Supplies - Petty Cash Reimbursement		\$175.00	\$14,391.71	\$1,478.23
Total, 2019 Season, beginning 2/1/19			\$6,635.00	\$5,156.77		\$1,478.23
Total, Fiscal YTD, beginning 4/1/19			\$6,635.00	\$4,383.64		\$2,251.36