



**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS
MONDAY, NOVEMBER 5, 2018 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 October 8 meeting.
- IV. Recommendation to establish a Redevelopment Project Area
- V. Reports and Communications
 - a. Status of Riverfront Park Construction
 - b. Community Center/Library Building Update
 - c. Location of Library/Community Building Memorandum
 - d. DDA Financial Report, 10/31/18
- VI. Board Member Comment
- VII. Public Comment
- VIII. Adjournment

**ADA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
BOARD OF DIRECTORS
MINUTES OF THE OCTOBER 8, 2018 MEETING
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, Walt VanderWulp, Dawn Marie Coe, Ted Wright, Margaret Idema

BOARD MEMBERS ABSENT: Justin Knapp, Devin Norman

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

PUBLIC PRESENT: 3 Members

II. APPROVAL OF AGENDA

It was moved by Harrison, seconded by Wright to approve the agenda as presented.

Motion passed unanimously.

III. APPROVAL OF MINUTES OF SEPTEMBER 10 MEETING

It was moved by Idema, seconded by Coe, to approve the minutes of the September 10th meeting as presented.

Motion passed unanimously.

IV. APPROVAL OF PAYABLES

It was moved by Harrison, seconded by Haga, to approve payment of the Gilson Graphics 8/31/18 Invoice for banner printing services in the amount of \$1,665.00.

Motion passed unanimously.

V. POTENTIAL LOCATIONS FOR 2019 FARMERS' MARKET

Jennie MacAnaspie, Market Manager, provided a Market Relocation Assessment in the board packets, highlighting 3 possible locations: The Community Church lot, The Spectrum lot, and River Street.

Idema asked if Wifi is the most important factor in Market location. MacAnaspie stated it was not but it is critical for vendors to be able to perform credit card transactions on a consistent basis.

Coe asked if moving the shed needs to happen. MacAnaspie stated yes because every piece of equipment including tents is stored in the shed. Close access to the shed is critical.

MacAnaspie's recommendation is River Street. Idema asked what the needs are for the River Street location. MacAnaspie stated a location for the shed and wifi.

Wright stated that Leonard Field parking lot should be able to accommodate the Farmer's Market and was that location considered? MacAnaspie stated it was initially considered, but there was a long list of challenges at that location for the Parks & Rec. department.

VanderWulp asked if there is enough room on River Street for the Farmers' Market to grow. MacAnaspie stated there is.

It was moved by Haga, seconded by Harrison, to pursue the River Street location as the 2019 Farmers' Market location.

Motion passed unanimously.

Harrison thanked Ms. MacAnaspie for her hard work with the Farmers' Market. Idema asked if the concerns regarding the number of vendors would be in a year-end report. MacAnaspie stated that it would be.

VI. RECOMMENDATION FOR ADA STREETLIGHT FIXTURE REPLACEMENT/RETROFIT PURCHASE

Hilbrands stated this item of business was postponed during the last meeting in order for members to view the different light fixtures currently installed. Hilbrands stated he received an emailed comment from Devin Norman. Norman stated due to costs, he would vote for retrofitting.

Hilbrands stated the Township Building Committee is recommending replacement of the fixtures in order to have aesthetic continuity and simplification for acquiring replacement parts. He stated that replacing the fixtures is in the DDA and Township budgets.

Wright stated he doesn't feel there is a noticeable difference between the old fixtures and the new. Coe disagreed. Wright stated it might be more justified to replace a couple fixtures in certain areas instead of all the fixtures. Wright and Harrison commented on other expenses coming up for the DDA such as the greenspace, snowmelt and sidewalk repairs.

Ferro handed out light fixture information to the board members and stated the Lumecon fixtures have a 10-year warranty. The fixtures also have the capability of focusing light towards the street whereas the replacement bulbs have light illuminating 360 degrees. Harrison asked if Lumecon has a retrofit option. Ferro stated he was not aware of any. Harrison proceeded with a quick Google search and found that Lumecon does have a retrofit option.

VanderWulp asked how old the Ada Drive lights are. Ferro & Haga stated they were installed in the mid 1990's with the exception of the Bronson Street fixtures which were installed around 5 years ago.

Coe stated she liked the uniformity of having all the streetlight fixtures the same. Idema and VanderWulp agreed.

It was moved by Haga, seconded by Idema, to recommend to the Township Board replacing 64 lights with new Lumecon LED fixtures from Bezon Electric in the amount of \$70,958 to be split 50/50, with the DDA portion being \$35,479.

Ayes: Bowersox, Haga, VanderWulp, Coe, Idema
Nays: Harrison, Wright
Absent: Norman, Knapp

Motion passed.

VII. RECOMMENDATION FOR GARLAND INSTALLATION/REMOVAL

Hilbrands stated he received 3 quotes. The low quote was \$2,612 from RRR Lawn and Landscape. It is recommended that the DDA use RRR Lawn and Landscape for the installation and removal of garland on Village light posts, and once again split the cost 50/50 with the Township. The DDA portion is \$1,306.00. Harrison asked if there are minimum insurance requirements so we know they are covered. Haga stated the Township requires the vendor to carry a \$1 million liability policy.

It was moved by Haga, supported by VanderWulp, to recommend approval to the Township Board to use RRR Lawn and Landscape for the garland installation/removal and split the cost 50/50, with the DDA portion being \$1,306.00.

Motion passed unanimously.

VIII. REPORTS AND COMMUNICATIONS

a. Status of Riverfront Park Construction

Ferro updated the Board on the status of the riverfront park construction. Wright asked if the old roots that are being placed at the bottom of the riverbank will help with erosion. Ferro stated yes, that is the intent.

b. Community Center/Library Building Update

Ferro stated there is a meeting with the architect this afternoon. There is a community input session at the end of this month at Roselle Park.

c. Intersection Improvement Project

Hilbrands stated the improvements begin this Thursday and will go through November. VanderWulp asked if speed boards will be installed at the same time. Haga stated that will need Road Commission approval and he will follow up to see if Ada Drive is approved. VanderWulp asked if Speedway has any plans to improve their building. Haga stated nothing is in the plans as far as he knows. Harrison stated that the DDA has the power to improve store fronts. Idema stated that as Ada gets built out, that is something that should be considered. Haga stated that he, Hilbrands and Ferro will connect with Speedway. VanderWulp stated that Old M21 really needs to be repaved.

d. DDA Financial Report, 9/30/18

There was no significant DDA financial activity for September. With respect to the Farmers' Market, the Market has net positive income to date of \$2,067.41 for the 2018 season. Revenues to date total \$8,860.00, or 76.4% of the budgeted total.

IX. BOARD MEMBER COMMENT

Wright stated that he had heard that Amway is closing 2 of their plants. Haga stated that Amway is indeed closing 2 of their plants across the street. One is a powder plant and the other is a durable goods plant. It will not impact any employment. Amway is looking for alternative uses for the plants.

X. PUBLIC COMMENT

Hilbrands stated the next board meeting is moved up to November 5 due to Veteran's Day.

The meeting was adjourned at 9:00 am.

Respectfully submitted:

Devin Norman, Secretary



MEMORANDUM

Date: 10/31/18

TO: Ada Township DDA Board
FROM: Brian Hilbrands, DDA Coordinator
RE: Recommendation for the Establishment of a Redevelopment Project Area

In order to allow the issuing of public on-premises liquor licenses by the Michigan Liquor Control Commission, it is being proposed that Ada Township establish a Redevelopment Project Area. This will allow businesses located in the redevelopment project area which are in a newly constructed building to apply for a liquor license outside of the typical quota licenses, which are currently all in use. A draft resolution to establish a redevelopment project area is attached which will go before the Township Board.

Businesses located within a redevelopment project area have different requirements than those located within a development district (such as a DDA). Businesses within a development district must be located in a building that is a restoration or rehabilitation of an existing building. They may not be located in a brand new building. Businesses within a redevelopment project area do not have this restriction, and they are allowed to be located in either a brand new building or an existing building.

The state law requires the Liquor Commission to determine that the following requirements are satisfied in order for a license to be issued:

- That investment within the redevelopment project area during the preceding three years is not less than an amount equal to \$1,000,000 per 1,000 people in the Township.
- The licensed business must be engaged in activities related to dining, entertainment, or recreation and provide that activity not less than five days per week.
- The licensed business must be open to the public not less than ten hours per day, five days per week.

Given the large amount of new construction being done in the Village, and the opportunities for restaurants and similar businesses to be located in brand new buildings, it is recommended that the DDA Board recommend the establishment of a Redevelopment Project Area within the boundaries on the map attached as Exhibit "A" to allow businesses located in brand new buildings to obtain on-premises redevelopment liquor licenses.

ADA TOWNSHIP RESOLUTION R- _____

A Resolution to establish a "Redevelopment Project Area" pursuant to MCL 436.1521a(1)(a), to facilitate the issuance of public on-premises liquor licenses in addition to the quota licenses already issued in Ada Township.

At a Regular Meeting of the Township Board of Ada, Kent County, Michigan, held in said Township on Monday, _____ at 7:00 p.m., there were:

PRESENT:

ABSENT:

WHEREAS, Sec. 521a(1)(a) of the Michigan Liquor Control Code of 1998, as amended (MCL 436.1101-2303), authorizes the Michigan Liquor Control Commission to issue public on-premises liquor licenses in addition to the population-based quota licenses issued under Sec. 531(1) of the code to business establishments located in a "redevelopment project area" established by a local government, in order to "allow cities, villages and townships to enhance the quality of life for their residents and visitors to their communities," and

WHEREAS, Ada Township and the private sector have made significant capital investment in new public infrastructure and new private development in carrying out the "Envision Ada Plan" for redevelopment of the business district in Ada, with the goal of making the Ada Village area a more attractive area in which to live, do business and spend time, and

WHEREAS, the Township Board desires to facilitate the location of additional businesses engaged in activities related to dining, entertainment and recreation within the business district, by designating a "Redevelopment Project Area as provided in Sec. 521a(1)(a) of the Michigan Liquor Control Code of 1998, as amended;

NOW, THEREFORE, BE IT RESOLVED,

1. The Township Board hereby establishes a "Redevelopment Project Area" within which public on-premises liquor licenses may be issued by the State of Michigan, in addition to the quota licenses already issued in the Township.
2. The "Redevelopment Project Area" shall include all lands within the boundary identified on the map attached as Exhibit "A", titled "Ada Township Redevelopment Project Area."

Upon a vote for the adoption of said resolution, the vote was:

AYES:

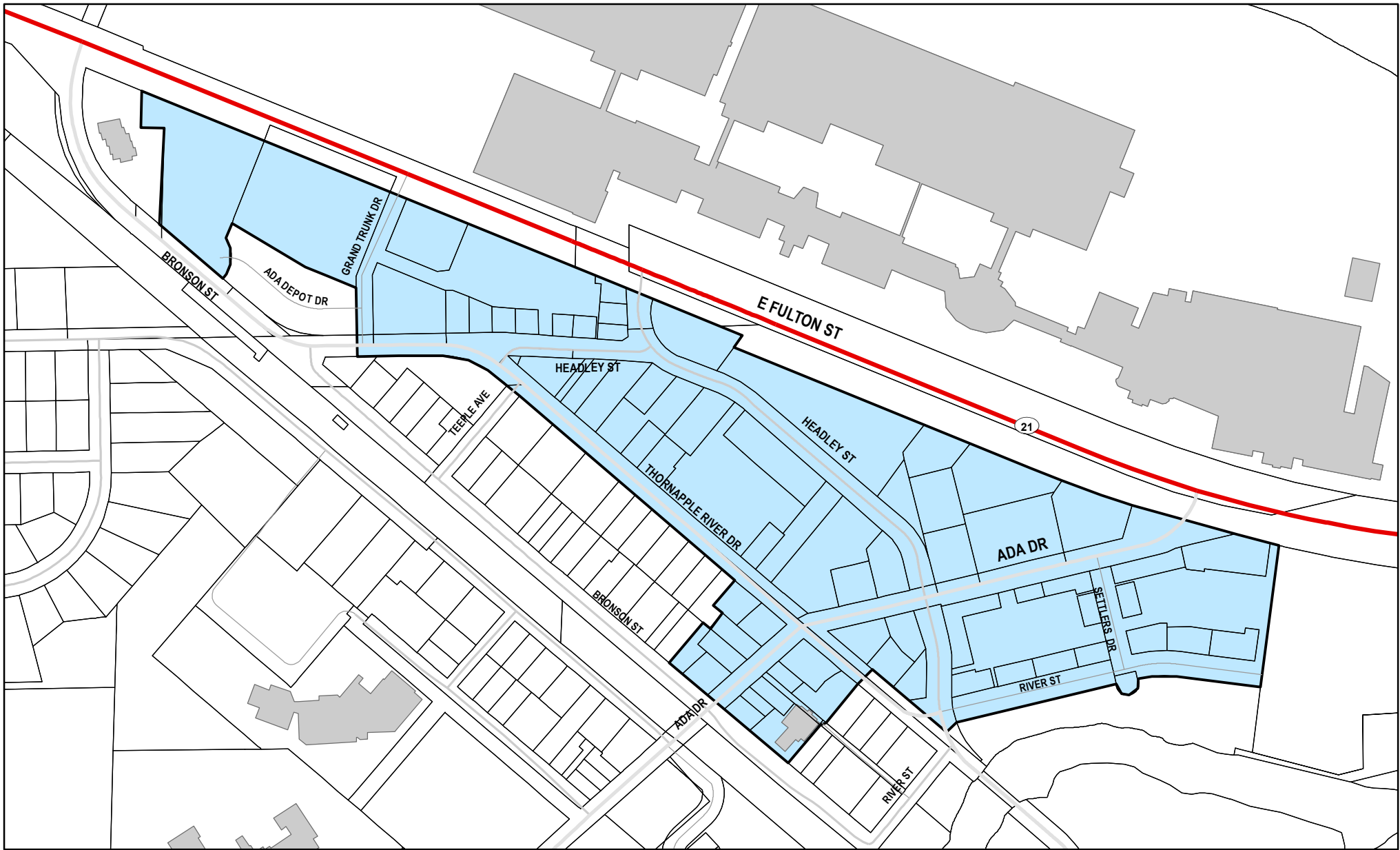
NAYS:

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Township of Ada, County of Kent, State of Michigan, at a meeting held on _____, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act.

Dated: _____

Jacqueline Smith, Township Clerk



Redevelopment Project Area **Ada Township Redevelopment Project Area 1**

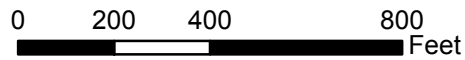
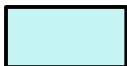
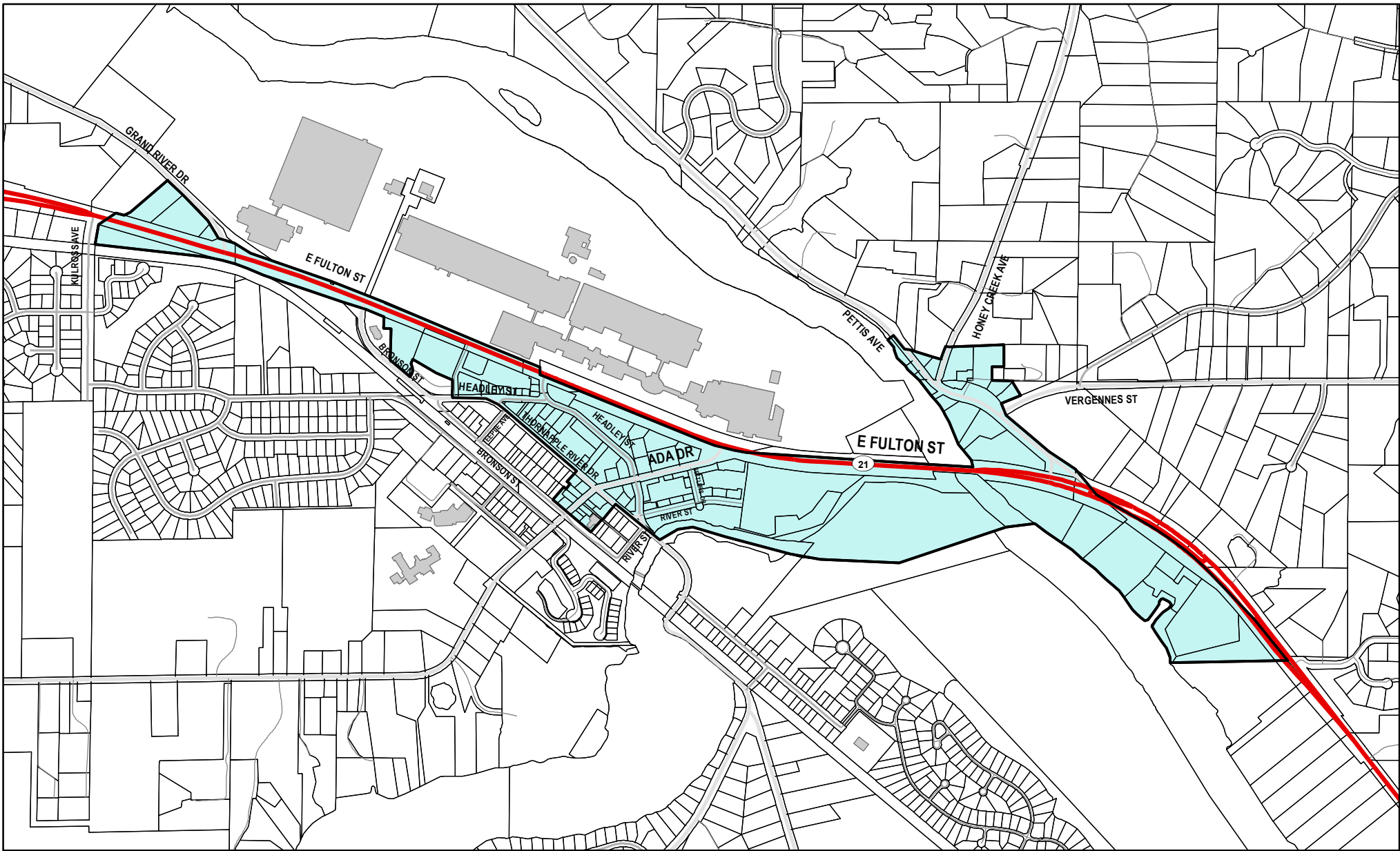


Exhibit "A" to Ada Township Board Resolution R-_____



Redevelopment Project Area **Ada Township Redevelopment Project Area 2**



0 625 1,250 2,500 Feet

Exhibit "A" to Ada Township Board Resolution R-_____

MICHIGAN LIQUOR CONTROL CODE OF 1998 (EXCERPT)
Act 58 of 1998

436.1521a Public on-premises licenses; issuance to businesses; conditions; commercial investment in redevelopment project area; time period; total investment; number of licenses; requirements; fee; transfer of license prohibited; attempt to secure on-premises escrowed license or quota license; definitions.

Sec. 521a. (1) In order to allow cities, villages, and townships to enhance the quality of life for their residents and visitors to their communities, the commission may issue public on-premises licenses in addition to those quota licenses allowed in cities, villages, and townships under section 531(1). The licenses under this section shall be issued to businesses that meet either of the following conditions:

(a) Are located in a redevelopment project area meeting the criteria described in subsections (3) and (4) and are engaged in activities determined by the commission to be related to dining, entertainment, or recreation.

(b) Are located in a development district or area that is any of the following:

(i) An authority district established under the tax increment finance authority act, 1980 PA 450, MCL 125.1801 to 125.1830.

(ii) A development area established under the corridor improvement authority act, 2005 PA 280, MCL 125.2871 to 125.2899.

(iii) A downtown district established under 1975 PA 197, MCL 125.1651 to 125.1681.

(iv) A principal shopping district established under 1961 PA 120, MCL 125.981 to 125.990n.

(2) The commission shall not issue a license under subsection (1)(a) unless the applicant fulfills the following in relation to the licensed premises:

(a) Provides the activity described in subsection (1)(a) not less than 5 days per week.

(b) Is open to the public not less than 10 hours per day, 5 days per week.

(c) Presents verification of redevelopment project area status to the commission that includes the following:

(i) A resolution of the governing body of the city, village, or township establishing its status as a redevelopment project area.

(ii) An affidavit from the assessor, as certified by the clerk of the city, village, or township, stating the total amount of investment in real and personal property within the redevelopment project area of the city, village, or township during the preceding 3 years.

(iii) An affidavit from the assessor, as certified by the clerk of the city, village, or township, separately stating the amount of investment money expended for manufacturing, industrial, residential, and commercial development within the redevelopment project area of the city, village, or township during the preceding 3 years.

(3) Relative to the licenses issued under subsection (1)(a), the amount of commercial investment in the redevelopment project area within the city, village, or township shall constitute not less than 25% of the total investment in real and personal property in that redevelopment project area as evidenced by an affidavit of the assessor of the city, village, or township. This subsection does not prevent the city, village, or township from realigning the redevelopment project area in the presentment of verification provided for under subsection (2)(c).

(4) In relation to a license issued under subsection (1)(a), an applicant shall be located in a city, village, or township that meets at least 1 of the investment requirements of subsection (1)(a) during the 3 years preceding the submission of its application. The total investment in real and personal property in the redevelopment project area within the city, village, or township over the appropriate time period described in this subsection shall be at least 1 of the following:

(a) Not less than \$50,000,000.00 in cities, villages, or townships having a population of 50,000 or more.

(b) Not less than an amount reflecting \$1,000,000.00 per 1,000 people in cities, villages, or townships having a population of less than 50,000.

(5) The commission may issue a license under subsection (1)(a) for each monetary threshold described in subsection (4)(a) and (b), and, after reaching the initial threshold, 1 additional license for each major fraction thereof above that original threshold.

(6) The following apply to a license issued under subsection (1)(b):

(a) The amount expended for the rehabilitation or restoration of the building that housed the licensed premises shall be not less than \$75,000.00 over a period of the preceding 5 years or a commitment for a capital investment of at least that amount in the building that houses the licensed premises, that must be expended before the issuance of the license.

(b) The total amount of public and private investment in real and personal property within the development district or area shall not be less than \$200,000.00 over a period of the preceding 5 years as verified to the commission by means of an affidavit from the assessor, as certified by the clerk of the city, village, or township.

(c) The licensed business is engaged in dining, entertainment, or recreation, is open to the general public, and has a seating capacity of not less than 25 persons.

(7) The commission may issue 1 license for each monetary threshold described in subsection (6)(b), or for each major fraction thereof. The initial enhanced license fee for a license issued under this section is \$20,000.00.

(8) The commission shall not transfer a license issued under this section to another location. If the licensee goes out of business, the licensee shall surrender the license to the commission. The governing body of the city, village, or township may approve another applicant within a redevelopment project area or development district or area to replace a licensee who has surrendered the license issued under this section provided the new applicant's business meets the requirements of this section but without regard to subsections (2)(c), (3), and (4) or subsection (6)(b).

(9) The individual signing the application for the license shall state and demonstrate that the applicant attempted to secure an appropriate on-premises escrowed license or quota license issued under section 531 and that, to the best of his or her knowledge, an on-premises escrowed license or quota license issued under section 531 is not readily available within the county in which the applicant proposes to operate.

(10) As used in this section:

(a) "Escrowed license" means a license in which the rights of the licensee in the license or to the renewal of the license are still in existence and are subject to renewal and activation in the manner provided for in R 436.1107 of the Michigan administrative code.

(b) "Readily available" means available under a standard of economic feasibility, as applied to the specific circumstances of the applicant, that includes, but is not limited to, the following:

(i) The fair market value of the license based on where the applicant will be located, if determinable.

(ii) The size and scope of the proposed operation.

(iii) The existence of mandatory contractual restrictions or inclusions attached to the sale of the license.

History: Add. 2006, Act 501, Imd. Eff. Dec. 29, 2006;—Am. 2010, Act 369, Imd. Eff. Dec. 22, 2010;—Am. 2014, Act 270, Imd. Eff. July 2, 2014.



Ada Township

Amy Van Andel Library & Community Center



Executive Summary

1st and 2nd floor space plans have been reviewed by the Building Committee and KDL with final comments being incorporated into the plan. Multiple exterior design options have been presented to the Building Committee. While each option had its positive features, not one single option was approved. The architect will be presenting additional exterior design options on 10/8/18 based on previous design option comments.

Progress This Period

September 2018

- Design Workshop completed on 9/11/18 with the Building Committee to review space plan and building exterior design options.
- Initial meeting with Farmer’s Market staff on 9/18/18 to discuss construction site logistics and vendor tent layout for 2019.
- Discussed relocation of existing Consumers Energy overhead electrical power lines with Consumers Energy.
- Discussions started regarding structural, mechanical, electrical and plumbing design.

Planned For Next Period

October 2018

- Virtual Design Workshop on 10/2/18 to review floor plans.
- Design Workshop on 10/8/18 to review additional building exterior design options.
- Project update scheduled for 10/22/18 on design, schedule and budget.

Key Issues / Risks / Decisions

1. **Design:** The building exterior design has caused approximately a 4 week delay in the design process as the building committee requested additional exterior design options and a re-evaluation of entrance door locations. The building committee must come to a consensus for an exterior design recommendation to the Ada Township Board.
2. **Budget:** Approximately \$9,939,537 of funding is available per Ada Twp. Budget must be maintained throughout the design process.

Key Milestone Status

Milestone	Status	Target Date
Engage Architect	Complete	5/14/18
Engage Construction Manager	Complete	6/11/18
Complete Design	In Progress	1/29/19
Start Construction		March 2019
Complete Construction		March 2020
Begin Operations		April 2020



MEMORANDUM
10/31/18

TO: Ada Township Board
Ada Township DDA Board
Library/Community Building Committee

FROM: George Haga, Township Supervisor

RE: Location of Library/Community Building

During the process of developing the conceptual design for the Library/Community Center building, the suggestion has been made within the membership of the Building Committee that we re-examine the relative merits of locating the building on the north side of Headley Street versus the south side of Headley Street.

In order to accommodate this suggestion, Progressive AE has been asked to complete a site evaluation of the property on the north side of Headley St., and an analysis of its potential as the location for the proposed building.

Before proceeding further with design, review of this analysis and input from the Building Committee and DDA Board is desired, prior to a decision being made by the Township Board regarding the appropriate location for the building. This step in our process is fully supported by Geld, LLC, our partner who owns both of the sites that have been considered for this building and has made both of them available as alternative locations.

To facilitate timely consideration of this matter, I would like to schedule a joint work session meeting of the Township Board, DDA Board and Building Committee to review the site analysis and comparison being prepared by Progressive AE. This joint session has been tentatively scheduled for **Wednesday, November 14, 7:00 pm, at the Roselle Park meeting room.**

Much of the preliminary design work that has been developed to date, including information regarding the desired size of the building, allocation of space among different functions and important space adjacencies remains a relevant and important product that will be applicable to the building design, regardless of its location. In addition, the work that has been conducted to date has provided us with additional information regarding the constraints on the overall design that are imposed by the shape and dimensions of the site on the south side of Headley St. Our goal in conducting this site alternatives analysis before proceeding further with design is to ensure that we have selected the site that will best serve the needs and desires of Township residents.



MEMORANDUM

Date: 11/1/18

TO: Ada Township DDA Board
FROM: Brian Hilbrands, DDA Coordinator
RE: Financial Report, 10/31/18

Significant DDA financial activity during October included the following:

- \$1,665.00 in operating supplies/services includes payment to Gilson Graphics for banner printing services.
- \$38.80 in operating supplies/services includes payment to The Badge Company LLC for production of DDA Board name badges.
- \$125.00 in continuing education includes payment to the Michigan Downtowns Association for the yearly membership fee.

With respect to the Farmers' Market, the Market has net positive income to date of \$964.28 for the 2018 season. Revenues to date total \$8,940.00, or 77.1% of the budgeted total.

User: HILBRANDS

DB: Ada

PERIOD ENDING 10/31/2018

ADA TOWNSHIP DDA
INCLUDING FARMERS' MARKET

GL NUMBER	DESCRIPTION	2018-19 ORIGINAL BUDGET	ACTIVITY FOR MONTH 10/31/18 INCR (DECR)	YTD BALANCE 10/31/2018 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	0.00	201.44	295,594.56	0.07	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	138,642.15	138,642.15	(17,642.15)	114.58	0.00
Total Dept 020.000 - TAXES		444,912.00	138,642.15	138,843.59	306,068.41	31.21	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-FRM MKT 12-1	REGISTRATIONS	10,600.00	80.00	7,940.00	2,660.00	74.91	0.00
Total Dept 028.000 - FARMER'S MARKET		11,600.00	80.00	8,940.00	2,660.00	77.07	0.00
TOTAL REVENUES		472,863.00	138,722.15	147,783.59	325,079.41	31.25	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	3,950.32	30,612.67	23.33	99.92	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	240.28	1,863.14	801.86	69.91	0.00
248-170.000-716.000	FICA - MEDICARE TWP SHARE	623.00	56.21	435.78	187.22	69.95	0.00
248-170.000-719.000	RETIREMENT - EMPLOYER COST	4,300.00	395.03	3,061.30	1,238.70	71.19	0.00
248-170.000-719.001	MEDICAL, DENTAL INSURANCE	2,638.00	301.76	2,263.19	374.81	85.79	0.00
248-170.000-740.000	OPERATING SUPPLIES/SERVICES	11,675.00	1,703.80	2,838.50	8,836.50	24.31	0.00
248-170.000-740.000-FRM MKT 12-1	OPERATING SUPPLIES/SERVICES	1,980.00	103.13	1,096.95	883.05	55.40	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	1,080.00	5,940.00	2,925.00	67.01	0.00
248-170.000-820.000	MEMBERSHIP & DUES	368.00	125.00	125.00	243.00	33.97	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
248-170.000-821.000	ENGINEERING	0.00	0.00	7,920.99	(7,920.99)	100.00	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

PERIOD ENDING 10/31/2018

ADA TOWNSHIP DDA
 INCLUDING FARMERS' MARKET

GL NUMBER	DESCRIPTION	2018-19 ORIGINAL BUDGET	ACTIVITY FOR MONTH 10/31/18 INCR (DECR)	YTD BALANCE 10/31/2018 NORM (ABNORM)	UNENCUMBERED BALANCE	% BDGT USED	ENCUMBERED YEAR-TO-DATE
Fund 248 - DDA FUND							
Expenditures							
Total Dept 170.000 - DDA OPERATIONS/CONSTRUCTION		136,620.00	7,955.53	56,157.52	80,462.48	41.10	0.00
Dept 900.000 - OTHER TOWNSHIP EXPENSES							
248-900.000-719.002	LIFE INSURANCE, OTHERS	0.00	36.53	255.71	(255.71)	100.00	0.00
Total Dept 900.000 - OTHER TOWNSHIP EXPENSES		0.00	36.53	255.71	(255.71)	100.00	0.00
TOTAL EXPENDITURES		315,241.00	7,992.06	56,413.23	258,827.77	17.90	0.00
Fund 248 - DDA FUND:							
TOTAL REVENUES		472,863.00	138,722.15	147,783.59	325,079.41	31.25	0.00
TOTAL EXPENDITURES		315,241.00	7,992.06	56,413.23	258,827.77	17.90	0.00
NET OF REVENUES & EXPENDITURES		157,622.00	130,730.09	91,370.36	66,251.64	57.97	0.00
BEG. FUND BALANCE		379,966.52		379,966.52			
END FUND BALANCE		537,588.52		471,336.88			

PERIOD ENDING 10/31/2018

ADA FARMERS' MARKET

GL NUMBER	DESCRIPTION	2018-19	ACTIVITY FOR	YTD BALANCE		UNENCUMBERED	BDGT	ENCUMBERED
		ORIGINAL	MONTH 10/31/18	10/31/2018	10/31/2018			
		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	10,600.00	80.00	7,940.00		2,660.00	74.91	0.00
Total Dept 028.000 - FARMER'S MARKET		11,600.00	80.00	8,940.00		2,660.00	77.07	0.00
TOTAL REVENUES		11,600.00	80.00	8,940.00		2,660.00	77.07	0.00
Expenditures								
Dept 170.000 - DDA OPERATIONS/CONSTRUCTION								
248-170.000-740.000-FRM MKT 12-1	OPERATING SUPPLIES/SERVICES	1,980.00	103.13	1,096.95		883.05	55.40	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	1,080.00	5,940.00		2,925.00	67.01	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	1,183.13	7,036.95		4,433.05	61.35	0.00
TOTAL EXPENDITURES		11,470.00	1,183.13	7,036.95		4,433.05	61.35	0.00
Fund 248 - DDA FUND:								
TOTAL REVENUES		11,600.00	80.00	8,940.00		2,660.00	77.07	0.00
TOTAL EXPENDITURES		11,470.00	1,183.13	7,036.95		4,433.05	61.35	0.00
NET OF REVENUES & EXPENDITURES		130.00	(1,103.13)	1,903.05		(1,773.05)	1,463.88	0.00

ADA FARMERS' MARKET
2018 SEASON REVENUE, EXPENSE AND NET INCOME
10/31/18

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	Operating Supplies - 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
248.170.740	3/23/18	Operating Supplies - Petty Cash Reimbursement		\$31.43	\$13,514.64	-\$354.56
248.170.740	3/31/18	Operating Supplies - 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	Operating Supplies - 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
248.170.801	6/05/18	Market Master Services - May, 2018		\$750.00	\$17,130.43	\$3,261.23
248.170.740	6/05/18	Operating Supplies - Petty Cash Reimbursement		\$200.00	\$16,930.43	\$3,061.23
248.170.740	6/05/18	Operating Supplies - Supply Reimbursements		\$150.00	\$16,780.43	\$2,911.23
248.170.740	6/06/18	Operating Supplies - Farmers Market Tent Repair		\$143.92	\$16,636.51	\$2,767.31
248.028.694	6/07/18	Vendor Registration Fees	\$535.00		\$17,171.51	\$3,302.31
248.028.694	6/08/18	Vendor Registration Fees	\$355.00		\$17,526.51	\$3,657.31
248.028.694	6/11/18	Vendor Registration Fees	\$255.00		\$17,781.51	\$3,912.31
248.028.694	6/19/18	Vendor Registration Fees	\$255.00		\$18,036.51	\$4,167.31
248.028.694	6/21/18	Vendor Registration Fees	\$75.00		\$18,111.51	\$4,242.31
248.028.694	6/27/18	Vendor Registration Fees	\$100.00		\$18,211.51	\$4,342.31
248.170.740	6/29/18	Operating Supplies - Petty Cash Reimbursement		\$107.88	\$18,103.63	\$4,234.43
248.028.694	7/11/18	Vendor Registration Fees	\$200.00		\$18,303.63	\$4,434.43
248.170.740	7/11/18	Operating Supplies - Farmers' Market Banners		\$171.97	\$18,131.66	\$4,262.46
248.028.694	7/18/18	Vendor Registration Fees	\$330.00		\$18,461.66	\$4,592.46
248.028.694	7/25/18	Vendor Registration Fees	\$125.00		\$18,586.66	\$4,717.46
248.028.694	8/01/18	Vendor Registration Fees	\$175.00		\$18,761.66	\$4,892.46
248.170.740	8/02/18	Operating Supplies - Petty Cash Reimbursement		\$150.00	\$18,611.66	\$4,742.46
248.170.801	8/07/18	Market Master Services - June, 2018		\$1,080.00	\$17,531.66	\$3,662.46
248.170.801	8/07/18	Market Master Services - July, 2018		\$1,350.00	\$16,181.66	\$2,312.46
248.028.694	8/08/18	Vendor Registration Fees	\$125.00		\$16,306.66	\$2,437.46
248.028.694	8/15/18	Vendor Registration Fees	\$125.00		\$16,431.66	\$2,562.46
248.028.694	8/20/18	Vendor Reimbursement	-\$570.00		\$15,861.66	\$1,992.46
248.028.694	8/28/18	Vendor Registration Fees	\$75.00		\$15,936.66	\$2,067.46
248.170.740	9/04/18	Operating Supplies - Leftover Petty Cash		-\$7.30	\$15,943.96	\$2,074.76
248.170.740	9/04/18	Operating Supplies - Internet Services		\$68.13	\$15,875.83	\$2,006.63
248.170.801	9/04/18	Market Master Services - August, 2018		\$1,080.00	\$14,795.83	\$926.63
248.028.694	9/05/18	Vendor Registration Fees	\$50.00		\$14,845.83	\$976.63
248.028.694	9/10/18	Spectrum Health Sponsorship Fee	\$1,000.00		\$15,845.83	\$1,976.63
248.028.694	9/12/18	Vendor Registration Fees	\$50.00		\$15,895.83	\$2,026.63
248.170.740	9/18/18	Operating Supplies - Supply Reimbursements		\$9.22	\$15,886.61	\$2,017.41
248.028.694	9/19/18	Vendor Registration Fees	\$50.00		\$15,936.61	\$2,067.41
248.170.801	10/01/18	Market Master Services - September, 2018		\$1,080.00	\$14,856.61	\$987.41
248.170.740	10/04/18	Operating Supplies - Internet Services		\$68.13	\$14,788.48	\$919.28
248.028.694	10/08/18	Vendor Registration Fees	\$30.00		\$14,818.48	\$949.28
248.170.740	10/09/18	Operating Supplies - Petty Cash Reimbursement		\$35.00	\$14,783.48	\$914.28
248.028.694	10/12/18	Vendor Registration Fees	\$30.00		\$14,813.48	\$944.28
248.028.694	10/19/18	Vendor Registration Fees	\$20.00		\$14,833.48	\$964.28
		Total, 2018 Season, beginning 2/1/18	\$8,940.00	\$7,975.72		\$964.28
		Total, Fiscal YTD, beginning 4/1/18	\$8,940.00	\$7,036.95		\$1,903.05