



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

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

APPROVAL OF AGENDA

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

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

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

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

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

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

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

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

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

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

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

Jacobs asked if the DDA is limited in raising funds.

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

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

Coe asked about the possibility of grants and donations.

Moran talked about the 2009 DDA plan.

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

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

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

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

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

Coe stated she sees how the costs are shifting.

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

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

VanderWulp stated the DDA does a good job.

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

STATUS OF VILLAGE GREEN SPACE EVALUATION

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

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

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

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

DISCUSSION OF VILLAGE PARKING

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

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

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

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

REPORTS AND COMMUNICATIONS

A. PROJECT STATUS REPORT – COMMUNITY CENTER/LIBRARY

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

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

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

Jacqueline Smith
Ada Township Clerk

Date

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