

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
MINUTES OF THE THURSDAY, MARCH 9 SPECIAL MEETING**

A special meeting of the Ada Township Parks, Recreation and Land Preservation Advisory Board was held on Thursday, March 9, 2017, 4:00 p.m., at Ada Township Park, 1180 Buttrick Ave SE, Ada, MI.

The meeting was called to order at 4:00 pm by Chairperson Roe.

1. ROLL CALL

Members present: Crosby, Damstra, Jacobs, LeBlanc, Roe, Schmottlach, Steketee, Terwilliger
Members absent: Haga, Nowak, VandenBerge
Staff present: Fitzpatrick, Ferro
Public Present: None

2. APPROVAL OF AGENDA

It was moved by Terwilliger, seconded by LeBlanc, to approve the agenda, subject to addition of tennis court repairs to the agenda.

Motion passed unanimously.

3. APPROVAL OF MINUTES OF FEBRUARY 9, 2017 MEETING

It was moved by Terwilliger, seconded by Jacobs, to approve the minutes of the February 9 meeting, subject to changing the word “Tuesday” to “Thursday” in the document title heading, and revision of the opening phrase of the second sentence under item 6 on page 2 to read “Schmottlach noted there” in place of “Schmottlach noted that”.

Motion passed unanimously.

(Note: Smottlach and Damstra arrived at 4:10 p.m. and 4:13 p.m. respectively.)

4. Review of Proposed FY 2017-18 Budget

Fitzpatrick and Ferro presented the proposed budgets for the Parks and Recreation Fund, the Parks and Land Preservation Fund and the Parks, Recreation and Land Preservation Fund for the fiscal year beginning April 1. It was noted that the Parks and Recreation Fund and Parks and Land Preservation Fund will have no millage revenues in the coming year, as the millages have expired and will be replaced by the new combined Parks, Recreation and Land Preservation Fund. The old funds will remain in place until their fund balances are reduced to zero. Fitzpatrick noted that the budget includes funding for the low-cost option for repairs to the tennis courts in Ada Township Park.

Following Board discussion, it was moved by Damstra, seconded by LeBlanc, to recommend approval of the proposed budget.

Motion passed unanimously.

5. Consider requesting use of Land Conservancy of West Michigan’s Ada Project Fund for use as part of Ada Township’s local matching fund contribution to Kent County Parks.

Ferro asked the Board to consider whether funding from the “Ada Fund” held by the Land Conservancy of West Michigan should be requested from the Conservancy this year, to be applied to the matching funds for the Michigan DNR grant that has already been awarded to Kent County, or whether it should be

held as possible local matching funds for the new grant application being submitted by Kent County this April. He noted that no decision will be made by the DNR Trust Fund Board on the current application until December, and the local matching funds wouldn't be provided until 2018.

Following discussion, it was moved by Terwilliger, seconded by Damstra, to recommend use of the Land Conservancy of West Michigan's Ada Fund balance as local match credit toward the Township's \$300,000 local matching funds for the grant that was awarded to Kent County by the Trust Fund Board in December, 2016.

Motion passed unanimously.

6. Review of plans and cost estimates for Settlers' Grove Riverfront Park

Ferro and Fitzpatrick presented a refined design for the riverfront park in the Village prepared by Progressive AE. In discussion, concern was expressed by several Board members regarding tree removal impacts of the park development and encouraged use of native plant materials in landscaping for the park. The consensus of Board members was also that a DNR grant application to pay for a portion of the park development cost should be submitted this coming April 1.

7. Review of construction plans for Knapp St./Grand River Drive property landscape restoration/entry sign project.

The Board reviewed construction plans and pre-bid cost estimate prepared by Viridis Design Group for the Knapp St./Grand River Drive property landscape restoration/entry sign project.

It was moved by Damstra, seconded by LeBlanc, to recommend the project be advertised for bids.

Motion passed unanimously.

8. Park Director's Report

Damstra displayed a photo of an existing bridge structure across the Grand River in Ionia County that is available for acquisition and re-use. He stated it could potentially be used to bridge the Grand River from Roselle Park to the Pettis Avenue corridor.

Fitzpatrick presented highlights of his written report.

Volunteer time slots were filled for booth-sitting at the Forest Hills Community Expo.

9. BOARD MEMBER COMMENT - None

10. PUBLIC COMMENT - None

11. ADJOURNMENT

The meeting was adjourned at approximately 5:40 p.m.

Respectfully Submitted,

Jacqueline Smith, Township Clerk