

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD  
MINUTES OF THE THURSDAY, OCTOBER 12, 2017 MEETING**

A meeting of the Ada Township Parks, Recreation and Land Preservation Advisory Board was held on Thursday, October 12, 2017, 4:00 pm, at the Roselle Park Building, 1010 Grand River Dr. NE, Ada, MI.

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

**1. ROLL CALL**

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

**2. APPROVAL OF AGENDA**

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

**3. APPROVAL OF MINUTES OF AUGUST 10 MEETING**

It was moved by Jacobs, seconded by Schmottlach, to approve the minutes of the August 10 meeting as presented. Motion passed unanimously.

(Note: VandenBerge arrived at 4:07 p.m.)

**4. REVISED CONSTRUCTION PLANS, KNAPP ST./GRAND RIVER DR. LANDSCAPE RESTORATION/COMMUNITY ENTRY SIGN PROJECT**

Trevor Bosworth, Viridis Design Group, revisions to the construction plans for the community entry sign proposed at the southeast corner of Knapp St. and Grand River Dr. He noted that the masonry column that was originally on the end of the sign base has been removed, and the Township logo located next to the lettering is now slightly larger than originally proposed, to stand slightly above the adjacent letters.

Bosworth stated the base of the sign has been revised to mount the sign on four cylindrical concrete piers with Schedule 40 galvanized pipe embedded in the concrete, instead of the full concrete foundation included in the previous plan, with stacked stone placed on the ground around the sign base to conceal the concrete piers. Bosworth stated the revisions eliminate the need for a masonry subcontractor on the project.

Bosworth also presented an updated cost estimate of \$20,256 of the sign package portion of the project, compared to an original estimate of \$20,229.

Fitzpatrick stated that the proposed schedule calls for a bid opening on November 9, and award of a contract at the November 27 Board meeting.

Following discussion, it was moved by Crosby, seconded by VandenBerge, to recommend to the Township Board that the revised project scope be advertised for bids.

Motion passed unanimously.

**5. DISCUSSION OF CARL CREEK WETLAND PRESERVE MASTER PLAN UPDATE AND FINAL DESIGN**

Trevor Bosworth, Viridis Design Group, presented an updated Master Plan and cost estimate for public improvements to the Carl Creek Wetland Preserve on Alta Dale Ave. He noted that redundant trail segments have been eliminated from the plan, and the trails on the south end of the property have been changed from an improved stone surface six feet in width to four foot-wide improved earth surface trails. He noted that the initial trail segment from the parking area to the first boardwalk remains eight foot-wide compacted stone surface. It was also pointed out that wetland boundary identification had been obtained from King & MacGregor.

Bosworth presented a proposed driveway and parking area plan providing 3 parking spaces, one of which is barrier-free, in addition to a walkway spur connecting the barrier-free parking space to the main trail. He noted this would require a very small wetland encroachment of about 32 square feet.

Bosworth also presented an updated cost estimate for completing the project in two phases totaling \$174,186, plus \$21,500 for construction drawing preparation, construction administration, soil boring, permitting and survey.

In Board discussion, inclusion of a bike rack in the plan was suggested.

Following discussion, it was moved by Haga, seconded by Jacobs, to recommend approval of the updated Master Plan and cost estimate. In discussion, it was moved by Crosby, seconded by Schmottlach, to amend the motion to provide that the cost estimate be revised to eliminate the phasing of the project in the cost estimate.

The motion to amend passed unanimously.

On a vote on the motion as amended, the motion passed unanimously.

(Note: VandenBerge left the meeting at 5:33 pm.)

## **6. STATUS OF LOCATION ALTERNATIVES FOR COMMUNITY CENTER/LIBRARY BUILDING**

Ferro reported that the Township Board on Monday voted to support the proposed relocation of the planned community building/library from the north side of Headley St. to the south side of the street, on land that would be acquired by Amway from The Community Church and deeded to the Township. He noted that Amway has suggested that any decision regarding the ultimate use and ownership of the land on the north side of the street be postponed, pending additional consultation with the public.

## **7. STAFF REPORTS**

### **a. Riverfront Park Construction**

Ferro reported that the only work completed on the park to date has been tree removal, and that a building permit application has been submitted for the restroom building. He also reported on the results of the Phase 1 environmental site assessment completed for the park property, and the Phase 2 work that is planned to protect the Township from any liability if any site contamination is found.

### **b. Park Directors Report**

Fitzpatrick presented highlights of the Directors Report included in the packets. He also provided information to the Board regarding the upcoming auction of property on Fase Street that is adjacent to the Grand River Nature Preserve.

**8. PUBLIC COMMENT**

There was no public comment.

**9. ADJOURNMENT**

The meeting was adjourned at 5:45 p.m.

Respectfully Submitted,

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Jacqueline Smith, Township Clerk