

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD  
MINUTES OF THE NOVEMBER 10, 2016 MEETING**

A regular meeting of the Ada Township Parks, Recreation and Land Preservation Advisory Board was held on Thursday, November 10, 2016, at the Roselle Park Building, 1010 Grand River Dr. NE, Ada, MI.

The meeting was called to order at 4:04 pm by Chairperson Roe.

**ROLL CALL**

Members present: Crosby, Damstra, Haga, LeBlanc, Nowak, Roe, Schmottlach, Terwilliger, VandenBerge

Members absent: Jacobs and Steketee

Staff present: Fitzpatrick. Planner Ferro arrived at 4:42. McCormick arrived at 4:30

**APPROVAL OF AGENDA**

The agenda was approved by consent.

**APPROVAL OF MINUTES OF OCTOBER 13, 2016 MEETING**

Motion by Terwilliger and supported by Schmottlach, to approve minutes of the October 13, 2016 meeting as presented. Approved unanimously.

**STAFF REPORTS**

a. Park Director's Report

Fitzpatrick report on a "banner" project mentioned by the Ada Business Association at a volunteer appreciation event held at Roselle Park at noon that day. Banners intended as temporary marketing tools to encourage people to come into Ada to shop and eat while the obvious construction is taking place. Haga referred to potential sign restrictions.

Updates were given on trail upgrades, maintenance and bond debt refinancing. Winter staffing was discussed as McCormick will leave soon for Arizona. Linda Gary desires to leave staff position and become simply an instructor. Future staffing needs were also discussed in some detail.

(Note: Ferro arrived at 4:42 p.m.)

Fitzpatrick noted that there is a need for a future transition to new staff as current staff anticipate retirement. Needs have grown considerably in the last year with the completion of the Roselle Park building, network of trails and paved bike paths and many recreation programs. Normal staff hours do not coincide with the public's desire to use the Roselle Park building – normally wanting to schedule for evening and weekend hours. Fees have to be established as well as details for staffing for such "outside" events.

Damstra suggested a sub-committee be formed to address these questions.

Fitzpatrick gave a brief outline of items that are not yet functioning up to expectations at Roselle. They are being addressed but vendors are not quick to respond.

A request for bids for mowing services was published in the November 6, Grand Rapids Press. It is also on the Township web site. Mowing services to be provided will be for all parks plus the corner open space property at Knapp St. and Grand River Dr.

Fitzpatrick also reported that trails on the north end of Roselle Park are inundated with water at the present time because of saturated soils plus additional recent rains. Several sections either need to be

filled or crossed by raised decking. Damstra stated that there has been an offer made to have a snow machine and snow grooming equipment for cross-country skiing this winter. Trail condition is such that offer is premature. (It was pointed out that such equipment would necessitate an additional building for storage.)

Each item discussed brought home to board members the need for a truly long range plan for parks and recreation and all of the support staff and finances that would be involved in carrying out the programs that are already in place and are projected for the future.

b. Planning Director's Report

Ferro reported he has been contacted by Dick Cooper's estate planning consultants about a possible conservation easement on the Cooper property, and that he would be attending a meeting with the consultant, Dick and family members, and April Scholtz from the Land Conservancy of West Michigan. He stated he would be expressing the view that the Township has an interest in preserving high quality open space on the property, and would consider any financial participation in establishing a conservation easement in view of current priorities and funding availability.

Ferro also reported on the input he has received from the DDA Board regarding the "gateway" sign design that has been prepared for the Knapp St./Grand River Dr. corner property. He noted the DDA Board focused more on the question of whether the site was a major community entry rather than the specific design. Board members discussed alternative sources of funding for the sign. LeBlanc suggested having this matter placed on the next meeting agenda for a decision.

**PARKS, RECREATION AND LAND PRESERVATION PLAN**

Board members reviewed and commented on a final draft of the Goals and Objectives statement for the Plan update, and an outline of major items and questions to address in the Action Plan.

**BOARD MEMBER COMMENT**

Board members discussed creating a Committee structure for addressing major issues in the areas of facility/program fees, personnel needs and the Master Plan. The following members volunteered to serve on Committees as noted:

Fee structure: Smottlach  
Personnel: LeBlanc, Haga  
Roselle Park Master Plan update: Nowak, Damstra

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

The meeting was adjourned at approximately 5:30 p.m.

Respectfully Submitted,

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Jacqueline Smith, Township Clerk