

**ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD  
MINUTES OF THE THURSDAY, DECEMBER 14, 2017 MEETING**

A meeting of the Ada Township Parks, Recreation and Land Preservation Advisory Board was held on Thursday, December 14, 2017, 4:00 pm, at the Ada Township Offices, 7330 Thornapple River Dr SE, Ada, MI.

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

**1. ROLL CALL**

Members present: Crosby, Haga, Jacobs, Roe, Steketee, Terwilliger and VandenBerge

Members absent: Damstra, LeBlanc, Nowak and Schmottlach

Staff present: Fitzpatrick, Ferro

Public Present: None

**2. APPROVAL OF AGENDA**

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

**3. APPROVAL OF MINUTES OF NOVEMBER 9, 2017 MEETING**

It was moved by Terwilliger, seconded by Steketee, to approve the minutes of the November 9, 2017 meeting as presented. Motion passed unanimously.

**4. REVIEW OF REVENUE AND EXPENDITURE PROJECTIONS**

Ferro presented projections of future revenues and expenditures for the 3 different funds that support the parks, recreation and land preservation program – the Parks and Recreation Fund with the expired millage, the Parks and Land Preservation Fund with an expired millage, and the new millage supported Parks, Recreation and Land Preservation Fund.

Ferro noted that he had neglected to include in the revenue projections funding from potential grants and donations that were included in the information he was given by Fitzpatrick. However, he stated that the projections indicate that there will be insufficient revenues to accomplish all of the potential capital improvements projects that have been identified in the preliminary capital projects list for the next 6 years. Ferro stated this indicates that some projects will either need to be removed from our plans or postponed beyond the 6-year plan horizon.

**5. CAPITAL PROJECTS PRIORITIES**

- a. Carl Creek Wetlands Preserve, Public Access Improvements Project

Board members discussed whether we should proceed with preparation of construction plans/bid documents for the project, for bidding and construction in 2018.

Following discussion, it was moved by Haga, seconded by VandenBerge, to postpone moving forward with the Carl Creek Wetlands Preserve public access improvements project, and move the project to the “Long Term” timeframe in the Capital Improvements Plan.

Motion passed unanimously.

b. Ada Park tennis courts.

Fitzpatrick presented the recommendation from a Subcommittee that met last week, to proceed with total reconstruction of the front tennis courts in 2018, and full reconstruction of the rear courts for pickleball use in 2018.

Following discussion, it was moved by Terwilliger, seconded by Haga, to recommend that we proceed with full reconstruction of the front tennis courts for tennis use, and full reconstruction of the rear courts for pickleball use in 2018.

Motion passed unanimously.

c. Roselle Park Improvements.

Fitzpatrick presented two options for phasing and grouping of projects at Roselle Park that differ from the phasing as proposed by OCBA in the updated Park Master Plan. An option 2 groups several projects together for inclusion in a DNR grant application, including the following components:

1. Improvements to the south parking lot.
2. A new picnic area with universal accessibility.
3. A group picnic gazebo
4. Playground and stream access improvements.
- ~~5. Playground and stream access improvements.~~
- ~~6. Construction of a new maintenance building.~~

Following discussion, it was moved by Haga, seconded by Terwilliger, to recommend the phasing of projects as proposed in the presented option 2, to include items ~~1-5~~ 1-4 as listed above in a DNR grant application submitted in 2019, and to recommend inclusion in the plan of hydrology and trail system improvements in the north section of Roselle Park for completion in 2018, based on an updated cost estimate to be prepared by OCBA.

Motion approved unanimously.

It was moved by Terwilliger, seconded by Jacobs, to recommend moving the proposed maintenance building project to the “long-term” timeframe in the Capital Improvements Plan.

Motion passed unanimously.

d. Grand River Natural Area/Ada Park trail pavement repairs

Fitzpatrick presented information regarding corrective measures needed in the Grand River Nature Preserve to eliminate hazards created by the eroding riverbank encroaching onto the paved trail. Fitzpatrick stated he is waiting for a cost estimate from Moore & Bruggink.

Following discussion, it was moved by Terwilliger, seconded by Steketee, to postpone action regarding the needed trail repairs.

Motion passed unanimously.

## **6. DISCUSSION OF ROLE OF ADVISORY BOARD IN NON-MOTORIZED TRAIL SYSTEM PLANNING/MANAGEMENT**

Fitzpatrick stated that given the involvement of the Parks Department in non-motorized trail maintenance and the inclusion of non-motorized trails in the new Parks, Recreation and Land Preservation Plan, the

Advisory Board should consider whether it wishes to bring overall trail system planning and management within its scope of responsibilities.

The consensus of the Board was that this was appropriate, and would best be carried out through use of a subcommittee.

A subcommittee consisting of members VandenBerge, Jacobs, Damstra and Nowak was assigned to take on the responsibility of advising the full Board regarding trail-related matters.

Roe stated she would contact Nowak and Damstra regarding their participation.

## **7. PROJECT UPDATES**

Ferro reported the Township Board has approved award of the Knapp Corner Entry Sign/Landscaping project to Katerberg Verhage, for completion in spring, 2018. Ferro reported that work is behind schedule on the Settler's Grove Park construction. Work will continue through the winter on the restroom building and retaining walls along the street edge of the park. It was also noted that the Natural Resources Trust Fund Board recommended approval of the grant funds for additional land acquisition by Kent County Parks for Chief Hazy Cloud Park Expansion, but the requested grant was split into two years.

## **8. STAFF REPORTS**

Fitzpatrick reference the Park Director's Report included in the packet. Ferro stated that the Township Board recently engaged in a strategic planning process facilitated by a consultant, and that he would email the final report to Advisory Board members.

## **9. BOARD MEMBER COMMENT**

There was no Board comment.

## **10. PUBLIC COMMENT**

There was no public comment.

## **11. ADJOURNMENT**

The meeting was adjourned at 6:15 pm.

Respectfully Submitted,

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Jacqueline Smith, Township Clerk