TOWNSHIP

ADA TOWNSHIP REGULAR BOARD MEETING
AGENDA
MONDAY, JUNE 22, 2020
12:00 P.M.

NOTICE REGARDING ELECTRONIC PARTICIPATION

PURSUANT TO GOVERNOR WHITMER'S EXECUTIVE ORDER, THE ADA TOWNSHIP BOARD IN ORDER TO PROTECT THE PUBLIC HEALTH WILL CONDUCT ITS MEETING VIA ELECTRONIC COMMUNICATIONS. ANY MEMBER OF THE PUBLIC WISHING TO LISTEN AND/OR WATCH THE PROCEEDINGS OR PROVIDE PUBLIC COMMENT MAY DO SO BY USING THE FOLLOWING INTERNET CONNECTION OR PHONE NUMBERS, MEETING ID NUMBER AND PASSWORD:

Participate by Videoconference: https://us02web.zoom.us/j/82008483496
Meeting ID: 820 0848 3496

One tap mobile
+16468769923,,82008483496# US (New York)
+13017158592,,82008483496# US (Germantown)

Participate by phone dial-in:
1 301 715 8592 or
1 312 626 6799
Meeting ID: 820 0848 3496

I. CALL TO ORDER--PLEDGE OF ALLEGIANCE
II. MOMENT OF SILENCE
III. ROLL CALL

IV. APPROVAL OF AGENDA

V. GENERAL TOWNSHIP BUSINESS
Motion to approve minutes and accept and file reports/communications under consent agenda.
A. APPROVAL OF TOWNSHIP BOARD MINUTES FOR MAY 25, 2020
B. RECEIVE AND FILE VARIOUS REPORTS AND COMMUNICATIONS:

1. PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD MINUTES—MARCH12, 2020
2. ADA FIRE DEPARTMENT ACTIVITY REPORT—MAY 2020
3. GRAND VALLEY METRO COUNCIL-PRESS RELEASE—JUNE 11, 2020
4. ADA HISTORICAL SOCIETY MINUTES—MAY 14, 2020

VI. APPROVAL OF WARRANTS

A. TOWNSHIP GENERAL WARRANTS
B. COMMUNITY CENTER/LIBRARY PAY APPLICATION 12
C. FULTON/RIPPLING LIFT STATION PAY APPLICATION 3

VI. PUBLIC COMMENT

VII. BOARD MEMBER COMMENT

VIII. NEW BUSINESS

A. AMENDMENT #8 TO PROGRESSIVE AE ARCHITECTURAL SERVICES FOR LIBRARY/COMMUNITY CENTER
B. APPROVAL OF QUOTE FROM LANDSCAPTE FORMS FOR EXTERIOR FURNITURE AT LIBRARY COMMUNITY CENTER
C. LEONARD FIELD PARK MASTER PLAN AND REPORT

IX. OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

X. ADJOURNMENT

VI A

ADA TOWNSHIP BOARD MEETING
MINUTES
MAY 11, 2020 - 7:00 p.m.

DRAFT

Pursuant to Governor Whitmer's Executive Order 2020-48, The Ada Township Board, in order to protect the public health, conducted its meeting via electronic communications via ZOOM Meeting. The roll was called. Members present: Supervisor Haga, Clerk Smith, Treasurer Moran, and Trustees Hurwitz, Jacobs, McAleenan, and Proos.

APPROVAL OF AGENDA

Moved by Hurwitz, supported by Jacobs, to approve the agenda as presented. Roll Call: Yes – Smith, Moran, Jacobs, Hurwitz, McAleenan, Proos, Haga; No - 0; Absent - 0. Motion carried.

CONSENT AGENDA

Approval of Board Meeting Minutes & Accept Reports/Communications
Township Board Minutes – April 27, 2020. **Moved by Hurwitz, supported by McAleenan, to approve the Minutes and accept the Reports/Communications on the Consent Agenda. Roll Call: Yes - Jacobs, McAleenan, Proos, Hurwitz, Smith, Haga, Moran; No - 0; Absent - 0. Motion carried.**

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS
Treasurer Moran presented the following Hand Checks: $52,548.24, Warrants: $217,624.38. Total of all Checks and Warrants: $270,172.62. **Moved by McAleenan, supported by Jacobs, to approve the Warrant Report for May 11, 2020, in the total amount of $270,172.62. Roll Call: Yes - McAleenan, Proos, Hurwitz, Jacobs, Haga, Moran, Smith; No - 0; Absent - 0. Motion carried.**

PAY APPLICATION 11 – LIBRARY/COMMUNITY CENTER

Nick Haglund gave a brief update regarding materials, plumbing, mechanical, rooftop, etc. **Moved by Jacobs, supported by Hurwitz, to approve Pay Application 11 in the amount of $243,270.05. Roll Call: Yes - McAleenan, Proos, Hurwitz, Jacobs, Haga, Moran, Smith; No - 0; Absent - 0. Motion carried.**

PUBLIC COMMENT

There was no public comment.

BOARD COMMENT

Trustee Proos commented regarding the amount of interest currently, in consideration of everything that is going on. He also questioned the construction and around the bathroom, noting definitely want the west wall finished. Scott, of JLL, gave an update and noted they are awaiting documents and will share with the Board once received.

Treasurer Moran spoke about aspects of functioning with the pandemic and commended Cassie on her work.

Trustee Jacobs inquired about the 4th of July events. The Committee met last week and decided to cancel the 4th of July parade and fireworks for 2020. Decision was based on input from the Kent County Sheriff's Department and what is in the best interest of the residents of Ada. A lot of other communities are cancelling their events, which would have created more attendance at Ada's events -- this was also part of the decision. Haga noted Murray is working on the cancellation – will most likely be extending the current contract a year.

Clerk Smith spoke about the May 5th election stating it was a light turnout, but everything went great and Ada was the first one to get results to the county.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

TOWNSHIP MANAGER SEARCH COMMITTEE RECOMMENDATION REGARDING SEARCH SERVICES
Haga stated the committee interviewed prospective candidates and has attached the recommendation of Walsh Municipal Services for providing search services in a contract amount not to exceed $14,150 for the township manager search. Frank Walsh joined the meeting virtually, noting the steps and timeline involved in the process of hiring – interviewing in July and having a candidate by early August. Proos inquired about the pay structure. Walsh stated the salary level to attract candidates is a range of $110,000 to $120,000 to be competitive. **Moved by Smith, supported by Jacobs to approve the services of Walsh Municipal for the search services regarding the township manager position in an amount not to exceed $14,150. Roll Call: Yes - McAleenan, Proos, Hurwitz, Jacobs, Haga, Moran, Smith; No - 0; Absent - 0. Motion carried.** Walsh will submit a written timeline for the hiring process by the end of the week.

LIBRARY/COMMUNITY CENTER RFP FOR OUTDOOR FURNITURE – VENDOR SELECTION RECOMMENDATION
Scott Rantala, JLL, gave a brief history of the proposed bid package and basis of design for outdoor furniture. He stated they conducted an RFP process in April and received two bids, one from Landscape Forms which came in at approximately $48,000, and one from Custer which came in at approximately $46,000. Rantala spoke about the different aesthetics and styles, recommending Landscape Forms for all of the exterior furniture, with the courtyard more modern, and then Custer for Headley Street, which would be more the café style . His recommendation is to split this between the two as far as the cost and is seeking the Board's agreement. **Moved by Proos, supported by Hurwitz to recommend splitting the outdoor furniture with Landscape Forms and Custer Steelcase as proposed in the April 21, 2020 memo. Roll Call: Hurwitz, Jacobs, McAleenan, Proos, Smith, Haga, Moran; No - 0; Absent - 0. Motion carried.**

TRAIL COMMITTEE RECOMMENDATION REGARDING TRAIL MILLAGE PROPOSAL FOR AUGUST 4 ELECTION
Ferro stated that in August 2019 the Trail Committee began the process of updating the non-motorized trail plan. The trail millage expires at the end of this year. In February, a Connect Data Plan was completed which identifies approximately 25 different trail-related projects. The Trail Committee is still in the process of evaluation in relation to the millage, considering revenue needs of the Township in the future for maintenance, upkeep and expansion. Over the last few months, the committee has been evaluating the financial needs/millage needs. They have concluded and recommended to the Township Board that on the August primary ballot the Township place a proposal that seeks a replacement millage of the expiring trail millage of 1.5 mills which would be for 20 years.

Comments:
Bob Aman spoke about increased use of the trails, noting they want to make sure there is plenty of money for the ongoing maintenance going forward. He believes they can make this work with the 1.5 mills.

Haga stated the committee worked hard on this and appreciates how much the public supports the trails.

Moved by Proos, supported by McAleenan, to recommend 1.5 mills for the Township trail network to be placed on August 4, 2020 ballot as a question. Roll Call: Hurwitz, Jacobs, McAleenan, Proos, Smith, Haga, Moran; No - 0; Absent - 0. Motion carried.

RESOLUTION R-051120-1, PRELIMINARY PUD PLAN FOR VILLAGE EAST RESIDENTIAL DEVELOPMENT
Ferro stated this is proposed for a vacant land site on Fulton east of the Ada Fresh Market. They have been working with the applicants on this project since last July and have arrived at a proposed plan which consists of 4 buildings. After multiple rounds of feedback, the plan has been significantly revised wherein the development will function as part of the Village. Density is in the range of 20 to 21 units per acre. John Wheeler spoke about some of the architectural and occupancy aspects of the project. Michael Mayer also spoke about the bike path and would appreciate Township cooperation to get a potential grant. Ferro stated this would need to be addressed in a separate agreement between the Township and the applicant. **Moved by McAleenan. supported by Jacobs, to adopt Resolution R-051120-1, Preliminary PUD Plan for Village East Residential Development. Roll Call: Hurwitz, Jacobs, McAleenan, Proos, Smith, Haga, Moran; No - 0; Absent - 0. Motion carried.**

EXTENSION OF AGREEMENT WITH THE COMMUNITY CHURCH FOR USE OF PROPERTY FOR FARMERS MARKET
Ferro stated the DDA has a year-to-year agreement with the church to hold the farmer's market on the church property and allowing use of the parking lot. The DDA and the church have both approved the extension and are now requesting Board approval. Ferro also summarized guidelines regarding Covid 19 for the market. **Moved by Jacobs, supported by Hurwitz to approve extension of the Agreement with the Community Church for Use of Property for Farmer's Market. Roll Call: Hurwitz, Jacobs, McAleenan, Proos, Smith, Haga, Moran; No - 0; Absent - 0. Motion carried.**

EMERGENCY REPORTING SOFTWARE PURCHASE RECOMMENDATION
Chief Murray stated they have been using Firehouse as its reporting system since 1997 (at a cost of $6,000). Firehouse has not been keeping up with the times. They would like to switch to Emergency Reporting, which it is a lot less expensive and can do everything with one system -- fire and EMS reports on the same system. **Moved by Smith, supported by Jacobs, to approve the software services of Emergency Reporting at an initial cost of $2,400 and estimate of $1,680 per year going forward. Roll Call: Hurwitz, Jacobs, McAleenan, Proos, Smith, Haga, Moran; No - 0; Absent - 0. Motion carried.**

OPPORTUNITY FOR ADDITIONAL PUBLIC COMMENT

Ross Leisman stated he appreciates the Board's adept considerations of the Wheeler Complex and noted this should be monitored as this goes forward.

Nevin Zolenski, 6151 3 Mile Rd., set forth some general observations regarding the township manager position and the cost associated for hiring and salary. He also agreed with Leisman's comment about monitoring the Wheeler Development and expressed concern over parking being a real problem.

ADJOURNMENT

The meeting was adjourned at 8:49 p.m.

_____
Jacqueline Smith
Ada Township Clerk

_____
Date

V B1

TOWNSHIP

Ada Township Parks & Recreation Department
Park Director's Report
For June 11, 2020
Submitted by Parks & Recreation Director Mark Fitzpatrick

Updates on COVID-19

Recent orders from the Governor have allowed us to start the re-opening phases of the park amenities, buildings, staffing and programs.
*The Township Hall will open to the public again on June 15, with safety protocols in place.
*Because of the small size, the Park office will still have restrictions on entry by visitors and the number of staff working in it at any one time. Current staff are spaced apart in the office and Learning Center, using separate doors, wearing masks as needed and practicing increased sanitation.
*The pickleball, tennis and basketball courts were re-opened Monday June 8. The restrooms will re-open Friday June 12.
*Maintenance staff and our Administrative Assistant are back to their regular schedules. Softball recreation program staff are being phased in. Program staff for Community, family and youth programs are not back yet.

May Flooding

*We had our 3rd largest flood in 12 years this spring reaching. It peaked on May 12. Impacts were high at Leonard Field, Roselle and Legacy Parks plus the Grand Rive Natural Area preserve.
*This link may allow you to download and view a drone video taken by Moore & Bruggink staff at the height of the flooding. It films from the Ada dam, down the Thornapple River, to the confluence at the Grand River. Click here: Ada 2020 Flooding or copy and paste the following link:
https://mbceo365-
my.sharepoint.com/personal/bheist_mbce_com/_layouts/15/onedrive.aspx?id=%2Fpersonal%2Fbheist%5Fmbce%5Fcom%2FDocuments%2FAda%202020%20Flooding&originalPath=aHR0cHM6Ly9tYmNlbzM2NS1teS5zaGFyZXBvaW50LmNvbS86ZjovZy9wZXJzb25hbC9iaGVpc3RfbWJjZV9jb20vRXNWek1ZWG8tSGRPcENWOHFXZ1VMMjBCbnhGMFRPbmpoVTktdGRKUWNDMXg3dz9ydGltZT1CVWpwSVpnTTJFZw

Updates on Township Parks and Preserves

Ada Township Park

- Spring rains and COVID-19 restrictions held up our spring cleaning, mowing and grooming of the park. Most of it is getting caught up on again.
- Tennis, pickleball and basketball courts, and the playground opened Monday. Restrooms to open Friday.
- We are still processing some logistics for opening shelter and gazebo reservations. Expecting to do so in a week or so with limitations.
- Athletic fields will be opened for some use next week, also with limitations.
- Repairs to the basketball court is still targeted as improvement project for this summer.
- A new memorial bench has been installed along the paved trail in the woodlot.

Updates on Township Parks and Preserves Continued:

Legacy Park – In Memory of Helen and Rich Devos

- Final construction on the Amphitheater and remaining landscaping and irrigation work around the structure resumed this week. It will take a few weeks before the grass is ready for an event there.
- The table area is very busy with lunch crowds and people eating take-out food.
- The playground was opened Monday, the restroom will open Friday.
- Summer concerts are sill on hold but scheduled for July and August.
- Facility use and rental fees still need to be determined.

Leonard Field Park

- RJM-Design has submitted a final report for the Leonard Field Park Master Plan. It will be reviewed by the Advisory Board on June 11, and presented to the Township Board on June 22.
  Link to download the report: https://we.tl/t-63lSk6XDbd
- The park was flooded to one of its highest levels in May. The ball field was completely covered. We are close to being cleaned up again.

Roselle Park

- The park was flooded to one of its highest levels in May. On Monday the 1st we got the paved trails back open and cleaned off. Thursday the 4th we got in to work on the north trails.
- The north trails culvert/fill dirt project is schedule to start after July 6th and be completed in August. OCBA staff are administrating that project. It is contracted to Bultsma Construction. The trails are currently dry enough to do that work.
- The playground was opened on Monday. The restroom is to open on Friday.
- Room rentals have not opened up yet. We are starting with small groups that are in meeting formats in two weeks. Larger groups and open-house style events are still on hold.
- Work on the tree damage from last September's storm is still waiting for our attention.
- OCBA has submitted a proposal to administrate the shelter/picnic area/parking lot improvement project over the next two years. That proposal is under review.

Carl Creek Crossings Preserve

- The preserve has been busier than ever. In part, thanks to a Facebook post and people wanting to get outside during the pandemic.

Carl Creek Wetlands Preserve

- No updates at this time.

Grand River Natural Area

- The preserve was totally flooded in late May.
- A section of the paved trail is targeted to be repaired as an improvement project yet this year.

Knapp Corners Preserve

- The temporary white board is still up.
- Stewardship work to resume soon.

Updates on the Bike Paths / Non-Motorized Trails

- The Trail/Connect Ada Committee has set and submitted the ballot wording for the August election.
- Moore Bruggink is reviewing what improvement/maintenance projects will be bid out for this year. Tentatively to include Consumers Easement section and the GRNA section.

Updates on Recreation Programs

- All programs we put on hold in March due to the COVID-19. That continued through March, April, May and most of June. Some July & August events have already been canceled.
- The June Grand Rapids Triathlon was cancelled.
- The 4th of July festivities were cancelled.
- The adult softball leagues, men's and coed, will start back on June 16 and 17. We are hoping to get a tournament to run (with restrictions) the weekend of June 26-28. Three others are still scheduled for July and August.
- The AYSO Board is meeting this week to review their interest and ability to rent the field at Ada park for summer and fall activities.
- Zig-Zag Ultimate Frisbee is hoping to return to Ada Park as a rental for July and August.
- School and pre-school field trip programs have note opened up yet.
- Beers at the Bridge concerts for June and July have been cancelled. Still hoping for August.
- Our summer youth programs are still on hold.
- Our Program Assistant, Ben LeFebre, that had been laid off, found a new full-time job. He may try to keep available as a resource person. Our summer Intern has not been hired in yet.
- The summer edition of the Adaview newsletter went out with minimal information.
- We are re-organizing for getting other programs up and going in a limited capacity in July and August.

TOWNSHIP

ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD
MINUTES OF THE THURSDAY, MARCH 12, 2020 MEETING
8:30 A.M., ROSELLE PARK, MEETING ROOM
1010 GRAND RIVER DR NE, ADA, MICHIGAN

1. Call meeting to order/roll call

Present: Crosby, Schmottlach, Nowak, Levick, Terwilliger, Steketee, Roe, Damstra, Haga
Absent: Jacobs, VandenBerge
Staff Present: Ferro, Fitzpatrick, Ergang, LeFebre
Public Present: Katy Hallgren, RJM Design

2. Approval of agenda

Terwilliger moved, Crosby supported, to approve the agenda as presented. Motion carried unanimously.

3. Approval of minutes of February 13, 2020 Meeting

Roe stated that the word "February" was missing from the title and her name was missing from the list of members absent. Terwilliger moved, Roe supported, to approve the minutes as corrected. Motion carried unanimously.

4. Leonard Field Master Plan, Alternative Concept Plans

Katie Hallgren from RJM Design provided an overview of three alternative conceptual master plans. The plan components were based on input from the community stakeholders. These are presented for input from the Advisory Board before they are presented at the next public input event scheduled for March 18th at the Museum.

Discussion followed: Haga asked Terwilliger if baseball is a huge sell out and Terwilliger stated yes, it's completely busy from May until September. Terwilliger asked that Concept Plan C be modified to remove the baseball field and have more of a green space or show more of the dog park. All agreed with that suggestion and Hallgren will make the changes. Damstra asked Fitzpatrick if there is a lot of flooding at Leonard field. Fitzpatrick stated not has much as Roselle Park gets. The last time Leonard Field was flooded was in 2018.

Hallgren stated they would like to contact the owner of the two homes between River St. and the river regarding the plan concepts. Damstra stated he will get in contact with them.

5. Committee Reports and Updates

a. **Stewardship Committee update** – No update at this time. Crosby discussed a potential conservation easement.

b. **Trails & Connect Ada Committees** –Ferro updated Board members on the work of the Trails and Connect-Ada Committee, stating they are still working on prioritizing alternative trail projects, and determining a recommended trail millage amount for the August primary election ballot.

c. **Facilities/Programs Committee –** Fitzpatrick summarized the Committee meeting from March 5: To proceed with the Roselle Park Shelter/Parking/Picnic Shelter project, and requesting an updated proposal from OCBA for preparation of plans and bid documents using a "phase-in" schedule; Rental fees and guidelines for Legacy Park were also discussed.

d. **Rules Committee** – No update, Fitzpatrick stated we are still working on the alcohol policy.

6. Directors Report

Fitzpatrick gave a quick update highlighting staffing changes and open positions. All updated on Directors report, attached in the packet.

7. Board Member Comment

Damstra asked how a home that was rebuilt on Shady Dr. was able to obtain a Health Dept. permit for a new septic system. Ferro stated a permit had to be issued by the County Health Department.

8. Public Comment – None

9. Adjournment – 10:00 a.m.

Respectfully Submitted,

_____

Jacqueline Smith, Ada Township Clerk

IV B 2

Ada Township Fire Department

Activity Report

May 2020

May 2020 Incident Report

Type	May	YTD
Medical	18	104
Vehicle accident	1	19
Structure fire Ada	1	5
Structure fire other	5	27
Vehicle fire	1	3
Grass / Illegal burn	3	6
Fire alarms	7	39
Service calls Assist	1	5
Good intent call Odor	0	4
Hazardous Cond. CO	2	9
Other calls wires	0	3
Water rescue	2	2
Total	41	229

Shift	Incidents	YTD	Arrival	Responders
First	14	64	4	4
Second	20	74	4	4
Third	5	31	7	3
Fourth	2	11	-	2

Year	Month	YTD	May
2020	41	233	Current
2019	54	321	One year
2015	47	248	Five year
2010	43	196	Ten year

Auto aid Department	Received May	Received YTD	Given May	Given YTD
Cannon				1
Cascade	3	6	1	8
G R Twp.				
Grattan				
Lowell			3	7
Plainfield			1	5
Total	3	6	5	21

May 2020

#	Date	Address	Description	Detail	Shift	Time	Arrive	#FF	Assist
193	5-1	7523 Knapp	Fire alarm	False	1	8:28	-	4	
194	5-2	205 Taos Ct.	Fire alarm	False	2	18:51	-	4	
195	5-3	Honeycreek & Leonard	Brush fire	Unfound	2	21:37	5	1	
196	5-4	222 N. Grayfield Ct.	CO alarm	Undetected	1	11:36	4	3	
197	5-4	565 Rookway	Med 1	Medical	2	22:36	6	2	
198	5-4	4135 Tamarack Turn	Structure fire	Apartment	2	23:56	14	8	To Plainfield
199	5-5	6347 Knapp	Illegal burn	Extinguished	2	17:10	12	2	
200	5-6	5259 Knoll Pond	Med 1	Medical	3	2:29	7	2	
201	5-6	6456 Scarbourgh	Med 1	Medical	3	6:52	6	5	
202	5-6	7575 Fulton	Med 1	Medical	2	18:08	1	2	
203	5-7	7209 Bronson	Med 1	Medical	1	12:05	7	2	
204	5-9	6475 Bridlewood	Fire alarm	False	1	13:08	-	4	
205	5-9	1037 Bridgecrest	Med 1	Medical	2	16:20	6	2	
206	5-11	8348 Revado Hills	Fire alarm	False	1	9:59	7	3	
207	5-11	807 Shepard	Structure fire	Garage	2	19:41	13	9	To Lowell
208	5-12	7575 Fulton	Med 2	Medical	1	11:32	2	2	
209	5-13	186 Taos	Vehicle fire	Outside of structure	2	17:40	3	6	
210	5-13	652 Dogwood	Brush fire	Controlled burn	2	19:53	6	8	
211	5-14	802 Fox Meadow	CO alarm	False alarm	3	3:44	8	1	
212	5-14	5810 Ada Drive	Fire alarm	False alarm	1	10:47	4	3	
213	5-14	1335 Sargent	Med 0	Medical	1	10:53	3	7	Lucas
214	5-14	1061 Autumn Ridge	Fire alarm	False	2	18:40	-	2	
215	5-15	2050 Stickley	Structure fire	Canceled	1	12:30	-	4	To Cascade
216	5-15	7400 Thornapple River	Water rescue	Two Kayakers	2	19:42	2	10	From Cascade
217	5-16	7575 Fulton	Structure fire	Cardboard bailer	2	16:21	2	12	From Cascade
218	5-17	850 Boynton Hills	Med 1	Medical	3	5:27	10	3	
219	5-19	976 Ada Place	Water rescue	Worker stuck	1	13:03	5	7	From Cascade
220	5-19	701 Amity	Structure fire	Garage	2	20:54	12	10	To Lowell
221	5-20	7128 Fulton	Med 1	Medical	1	8:38	1	3	
222	5-25	541 Pine Meadow	Med 3	Cancel	4	14:16	1	1	
223	5-25	6980 Rix	Med 1	Medical	2	20:31	3	2	
224	5-26	413 Lafayette	Structure fire	Transformer	1	14:33	13	4	To Lowell

May 2020

#	Date	Location	Description	Detail	Shift	Time	Arrive	#FF	Assist
225	5-26	1022 Buttrick	Med 1	Medical	2	20:42	6	2	
226	5-28	2942 Pettis	Med 1	Medical	1	8:15	8	3	
227	5-28	6990 Fulton	Med 2	Medical	1	12:10	1	4	
228	5-29	111 Deer run	Natural gas leak	Gas line struck	2	18:57	6	4	
229	5-30	8291 Bailey	Med 1	Medical	3	6:17	6	2	
230	5-30	6910 Four Mile	Fire alarm	False	4	14:10	-	2	
231	5-30	622 Spaulding	Med 1	Medical	2	20:17	5	3	
232	5-31	859 Sargent	Med 2	No medical	2	18:20	9	2	
233	5-31	Fulton & Spaulding	Vehicle accident	Car vs. motorcycle	2	18:37	2	6	

Training

In keeping with the Governor's orders and social distancing we have not met for any trainings. We are considering a zoom meeting to conduct or medical trainings. This will allow our team to maintain continuing education credits.

Station Projects

Below is a project our team has been working on at the station. The newest garage stall added during the 2019 construction was slated for a water craft and additional storage. We were able to obtain rack storage to make the best use of the space. Because the racks were used our team painted them and obtained pallets to store equipment. All racks and pallets were free and installed by our guys. As you can by the photo the bay is organized and will allow space for a tread mill and possibly a weight machine for our members to workout.

Special Presentation

Mr. Bill Curtis a teacher at Forest Hills Eastern and founder of the Gone Boarding program had a special gift for our responders. The Gone Boarding program has teamed up with companies like Burton and Van's shoes. As a thank you to our First Responders each of members received a pair of Van's shoes! What a great surprise! All I knew is Mr. Curtis needed the guys shoe sizes. Gone Boarding is a class where students make snow boards, skate boards and wake boards. The work they do in creating their own boards is pretty amazing.

On the Cover

Taking delivery of our Van's shoes along with the family of Bill Curtis and students from the Forest Hills Eastern Gone Boarding class.

Dear Volunteer/First Responders/Health Care Worker/Essential Worker:

Please accept this small token of our appreciation for what you are doing to serve others during these challenging times.

Gone Boarding is a school curriculum company based here in Grand Rapids. We teach kids how to design, build, and ride skateboards, surfboards, snowboards, wakeboards, and paddleboards. We do a lot of work with Vans.

Steve Van Doren from Vans wanted you all to have a pair of shoes as a small token of appreciation for what you are doing. Steve has a heart of Gold and wishes he could be here to hand them out in person. He is stuck in California.

We are so blessed by your selflessness in serving others. We hope this adds wind to your sails and brightens your day.

With the deepest respect and appreciation,

The Van Doren Family/Vans & The Gone Boarding Family

We love you guys!!!

Bill Curtis

President & Founder, Gone Boarding LLC

bcurtis@goneboardingedu.com

Facebook: Gone Boarding

Instagram: @_goneboarding

V B 3

GVMC

GRAND VALLEY METROPOLITAN COUNCIL

ADA TOWNSHIP • ALGOMA TOWNSHIP • ALLENDALE TOWNSHIP • ALPINE TOWNSHIP • BELDING • BYRON TOWNSHIP • CALEDONIA • CALEDONIA TOWNSHIP • CANNON TOWNSHIP •CASCADE TOWNSHIP
CEDAR SPRINGS • COOPERSVILLE • COURTLAND TOWNSHIP • EAST GRAND RAPIDS • GAINES TOWNSHIP • GEORGETOWN TOWNSHIP • GRAND RAPIDS • GRAND RAPIDS TOWNSHIP • GRANDVILLE
GREENVILLE • HASTINGS • HUDSONVILLE • IONIA • JAMESTOWN TOWNSHIP • KENT COUNTY • KENTWOOD • LOWELL • LOWELL TOWNSHIP • MIDDLEVILLE • NELSON TOWNSHIP
OTTAWA COUNTY • PLAINFIELD TOWNSHIP • ROCKFORD • SAND LAKE • SPARTA • TALLMADGE TOWNSHIP • WALKER • WAYLAND • WYOMING

FOR IMMEDIATE RELEASE:
June 11, 2020

CONTACT:
Tim Dye
tdye@truscottrossman.com

Regional Metropolitan Transportation Plan Clears Federal Review

Federal agencies accept Grand Valley Metropolitan Council's plan for regional transportation projects

GRAND RAPIDS, Mich. — After nearly two years of planning, research, public input and cost analysis, the Grand Valley Metropolitan Council received notification from the Federal Highway Administration on June 5 that its 2045 Metropolitan Transportation Plan conforms to federal regulations and has been formally accepted. The U.S. Environmental Protection Agency, the Federal Transit Administration and the Michigan Department of Transportation also reviewed the plan as part of the confirmation process.

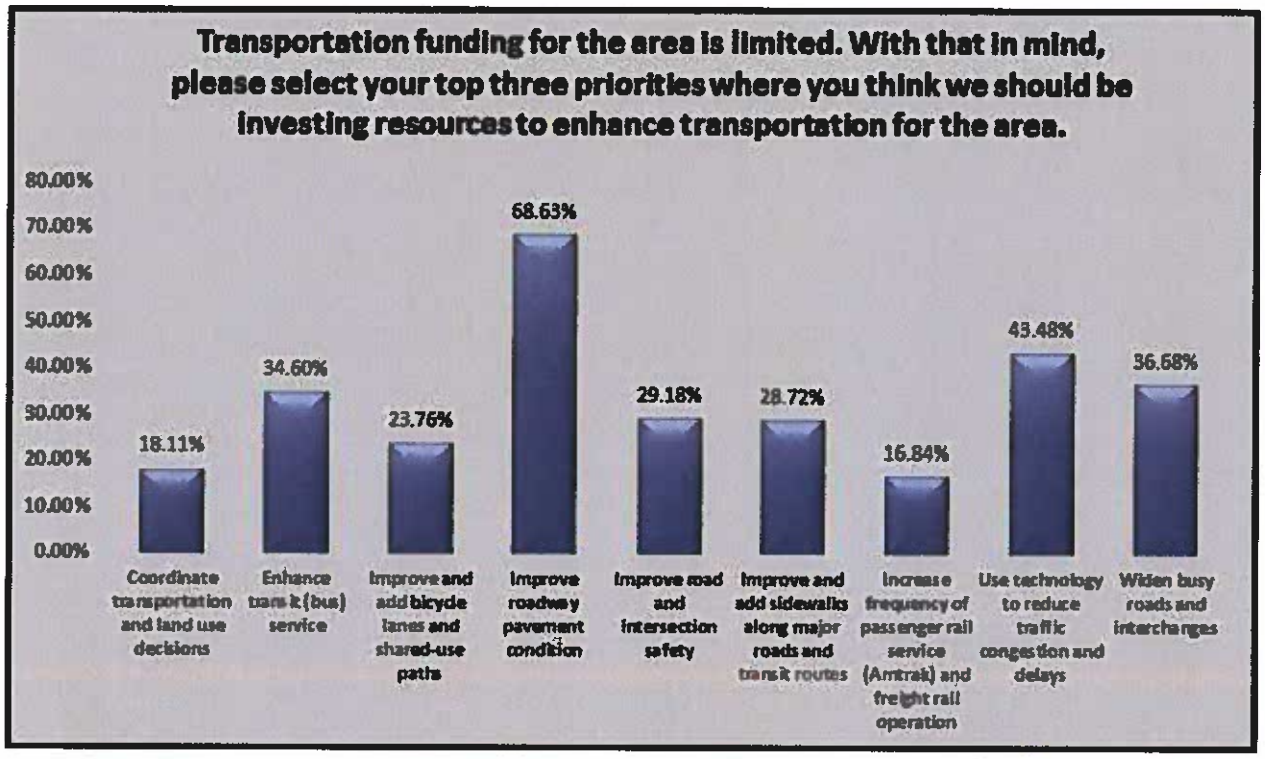
GVMC is the federally designated Metropolitan Planning Organization for Kent and eastern Ottawa County. As such, GVMC is responsible for developing a long-range, multimodal transportation plan, which is updated every four years.

"This transportation plan represents the most comprehensive assessment and long-range guide ever produced for our region," said John Weiss, GVMC Executive Director. "Our planners used innovative methods to obtain three times the volume of public input compared to the 2015 survey. That input came from all jurisdictions covered by this plan. The planning work was truly inclusive."

The 2045 MTP outlines transportation projects and funding priorities for the next 25 years and addresses all aspects of the system, including road conditions, traffic congestion, safety, freight movement, passenger rail, air travel, non-motorized transportation and public transit. Without an MTP, federal transportation funding could not be allocated in the region. In order to conform to federal guidelines, the MTP must make sure that proposed project costs do not exceed resources, it must include public input and feedback from stakeholder agencies, it must ensure that no population is adversely impacted by the project, and it must meet established air quality standards.

Public comments helped planners understand the public's expressed priorities. According to the survey, the public's top interest was to improve roadway pavement condition, followed by a desire to reduce traffic congestion and delays, widen busy roads and interchanges, and enhance transit (bus) service.

-more-



"The GVMC transportation planners made extensive efforts to involve a lot of people in the planning process," said Dennis Kent, region transportation planner for the Michigan Department of Transportation. "They've done a great job of gathering information and collaborating with MDOT, local agencies, The Rapid and federal agencies to identify the Metropolitan Planning Organization's areawide needs and federal priorities. We look forward to working with GVMC in implementing this plan."

The GVMC Technical Committee approved the plan in March and the Policy Committee approved it in April. The GVMC Board unanimously approved a resolution accepting the plan on May 7, 2020.

"This plan is yet another example of the important collaborative work performed by GVMC for our residents," said Michael DeVries, GVMC Board Chair and Grand Rapids Township Supervisor. "It ensures that our residents and businesses will have a strategic plan to meet future transportation needs, leading to greater prosperity for our region."

###

ABOUT GRAND VALLEY METRO COUNCIL:

Grand Valley Metropolitan Council (GVMC) is an alliance of governmental units in the West Michigan area that are appointed to plan for the growth and development, improve the quality of the community's life, and coordinate governmental services. For more information about GVMC, visit gvmc.org.

IV B4

Minutes of May 14, 2020
Ada Historical Society
Board of Directors Meeting
(Meeting was held via Zoom)

1. **Call to Order**

President Veldkamp called the meeting to order at 3:12 pm.

Present: Crosby, Czekai, Hoover, Kroon, Moran, Mulligan, Sefton, Thompson, Veldkamp, Vierson, Wildes,

Absent: DeGood (due to technical difficulties), Michels.

Others Present: M. Bolhuis, D. Bolhuis, Jan Brown, Jeanne Ferro, Sullivan, Township Supervisor Haga

2. **Approval of Agenda**. Hoover supported by Crosby moved to accept the agenda as is. The motion carried.

3. **General Business – Consent Agenda**
   A. Minutes of April 2020
   B. Receive and File Reports and Communications:

   Collections Committee
   Display Committee
   Publicity Committee
   Budget 2020
   Finance Reports
   Donations Report

   Sefton supported by Hoover moved to approve the minutes and reports under the consent agenda. No objections were expressed. The Consent Agenda was accepted.

4. **Public Comment:** None.

5. **Board Comment.**
   Hoover related he is going to fix the outhouse in the side yard and is wondering if we can get siding to match. Veldkamp related he will look into it.

   Crosby related she is happy to see the new drains in place.

6. **Unfinished Business**. None.

7. **New Business** - Committee Reports:

Finance Report. Treasurer Kroon related this is the first board meeting into the new fiscal year which began May 1. Kroon presented the new budget which was approved and a copy of the finance statements for 2019. He is pleased to have two volunteers which assist him in preparation of the reports – Marian and Jeanne. Kroon related the reporting system is being changed to a one page report for the Board. If anybody wants to receive additional information he will give them the details., i.e. gift shop, etc. The chairperson is to request a more detailed report. Kroon then related he added a category for the Centennial Homes Committee. The donations report will have a new reporting format. M. Bolhuis related she took out the marketing expense as requested. There is $612.61 in the marketing account. Kroon related this information will be available to the committee chairpersons. Kroon further related we will need to do some fundraising this year (dependent on museum opening and restrictions of Covid 19). Hoover related he understands that there may only be one Beers at the Bridge this year in August. Crosby related we should probably go on the assumption that our activities will pretty much on hold until we get clearance to hold them. The marketing people want to get together to talk about fundraising. We have to take each day as it comes. Hoover further related everything for the 4th of July is canceled. Music on the Lawn at the new park may not happen until August due to construction back ups. M. Bolhuis related they have some soda left from last year but she will not purchase any additional amounts until the day of the event.

B. Programs and Education: Vierson the baseball lecture will be on July 23. August 27 is the date for the garden bees and pollination event. Chuck and Ward's program has been moved to September 10. We need to move the community picnic to fall if we can. Veldkamp related are not in a much better position than six weeks ago with the virus. We really don't know what will happen. Sefton related in other Midwest states are permitted to have a gathering of 25 or 50. Wildes related what she has to do is correct all of our media with the cancelations and proposed new dates. She will take off the community picnic for now. She has already amended the Music on the Lawn flyer to reflect the cancelations for June.

C. Museum Manager: Wildes related she is sending weekly emails on her work accomplishments. She is working on new exhibits. Wildes related she will be re-writing the volunteer/docent packet as well as procedures, etc. Mulligan related he is working on the podcast. Wildes is working on how to get it out. There is a podcast on Leonard Field and the parks. Mulligan related this is a neat project for us. Mulligan related it initially went out to the podcast committee. Sefton related she wasn't able to bring it up. Mulligan related he appreciates that everybody is enjoying it. That means a lot. It kind of feels like it is an early stage of this. He is not yet pleased with the production quality and content. Crosby related it is a good start.

D. Collections: Wildes related she would like to vote to accept the Helen Logie oral history from Forest Hills Public Schools regarding the consolidation and early years of the school district. Crosby supported by Thompson moved to accept. The motion carried.

E. Membership: Brown related renewals have gone out. We are getting them back little by little. Acknowledgements are not being sent out at this time. M. Bolhuis related have recorded them in the receipt book and made a deposit. Crosby asked if the new members are getting an acknowledgement. Brown responded not at this point. Crosby asked if a post card or some acknowledgment or email receipt of the membership could be mailed. It was decided a post card would be sent and when the museum opens a formal letter will be mailed out.

F. Nominating Committee: Sefton related the nominating committee met. According to our By-Laws, the terms of President, Treasurer and four directors are up for election. The four directors are: Crosby, DeGood, Michiels and Mulligan. Nominations are to be made by July 11. No nominations will be accepted from the floor on the day of the meeting. Michiels is not seeking re-election leaving one spot vacant for a possible candidate. That slate will go out prior to the July 11 meeting.

8. **PUBLIC COMMENT**. None.

9. **OPEN DISCUSSION**. Sullivan related he is back from Florida and asked why the museum can't be open. Veldkamp related we are following the State and Township guidelines. All Township properties are closed at the

present time. Wildes related the building is not being cleaned or disinfected right now.

10. **Adjournment**. The meeting was adjourned at 4:17 pm.

Respectfully submitted,

Marilyn Thompson

Ada Historical Society
Profit & Loss
May 2020

	May 20	
Ordinary Income/Expense		
Income		
43400 · Direct Public Support		
43410 · Ada Township Commitment		
43416 · Independent Cont	12,500.02	
Total 43410 · Ada Township Commitment	12,500.02	
Total 43400 · Direct Public Support		12,500.02
46400 · Donations, Fundraisers & Events		
46500 · Fundraisers		
46401 · Book Fundraiser	45.00	
Total 46500 · Fundraisers	45.00	
Total 46400 · Donations, Fundraisers & Events		45.00
47200 · Program Income		
47230 · Personal Membership Dues	415.00	
Total 47200 · Program Income		415.00
Total Income		12,960.02
Expense		
60900 · Operating Expenses		
60945 · Internet	-86.41	
60965 · Memberships	98.00	
60966 · Independent Contractor	3,750.00	
60996 · Telephone	41.19	
Total 60900 · Operating Expenses		3,802.78
60959 · Museum Expansion (Interior)		10,944.00
Total Expense		14,746.78
Net Ordinary Income		-1,786.76
Other Income/Expense		
Other Income		
8100 · Interest Income		2.72
Total Other Income		2.72
Net Other Income		2.72
Net Income		-1,784.04

Ada Historical Society
Balance Sheet
As of May 31, 2020

	May 31, 20
ASSETS	
Current Assets	
Checking/Savings	
10000 · Checking Account	31,993.06
11000 · Savings Account - Building	64,342.28
Total Checking/Savings	96,335.34
Accounts Receivable	
11001 · Accounts Receivable	-1,374.53
Total Accounts Receivable	-1,374.53
Total Current Assets	94,960.81
TOTAL ASSETS	**94,960.81**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
25500 · *Sales Tax Payable	3.00
Total Other Current Liabilities	3.00
Total Current Liabilities	3.00
Total Liabilities	3.00
Equity	
30000 · Opening Balance Equity	60,375.97
31000 · Restricted Funds	450.00
32000 · Unrestricted Net Assets	35,915.88
Net Income	-1,784.04
Total Equity	94,957.81
TOTAL LIABILITIES & EQUITY	**94,960.81**

VI A

ADA TOWNSHIP
WARRANTS FOR BOARD APPROVAL
ON BOARD MEETING DATE: June 22, 2020

HAND CHECKS

#101	# 50087, 50090, 50094	$	5,147.53
#205	# 50087	$	73.44
#208	#		
#211	#		
#213	#		
#214	# 50087, 50088, 50092, 50093, 50095	$	4,712.50
#243	#		
#248	# 50087	$	15.00
#249	#		
#401	#		
#590	# 50089, 50091	$	101,407.70
#591	# 50089	$	500.00
#592	#		
#701	#		
	TOTAL ALL HAND CHECKS	***$***	***111,856.17***

WARRANTS

#101	GENERAL FUND	$	48,099.38
#205	PUBLIC SAFETY FUND	$	6,107.20
#208	PARK FUND		
#211	TOWNSHIP TRAILS	$	250.00
#213	PARKS & OPEN SPACE		
#214	PARKS & RECREATION	$	10,526.16
#243	BROWNFIELD REDEVELOPMENT		
#248	DDA FUND	$	81.00
#301	ENVISION ADA	$	750.00
#401	CAPITAL PROJECT	$	30,949.27
#590	SEWER OPERATION FUND	$	164,470.76
#591	WATER OPERATION FUND	$	162,144.08
#592	GRAND VALLEY ESTATES FUND	$	3,597.56
#701	ESCROW ACCT		
	TOTAL WARRANTS	**$**	**426,975.41**
	TOTAL ALL CHECKS & WARRANTS	**$**	**538,831.58**

INVOICE APPROVAL BY INVOICE REPORT FOR ADA TOWNSHIP
POST DATES 06/10/2020 - 06/22/2020
JOURNALIZED OPEN AND PAID
BANK CODE: GEN

Vendor Name	Description	Amount	Check #	Check Date
1. .CITY GR DEVELOPMENT CENTER STE#300				
	WATER/SEWER CONNECTION FEE	13,700.00		
2. .GRAND RAPIDS CITY TREASURER				
	W/S USAGE & SERVICE CHARGE	200,166.06		
3. .KENT COMMUNICATIONS, INC				
	PROCESS & MAIL WATER BILLS	303.89		
4. .MOORE & BRUGGINK				
	ADA WATER RELIABILITY STUDY	9,294.69		
	FULTON & RIPPLING LIFT STATION	9,516.47		
	ADA DR OUTLET SEWER	22,944.33		
	ADARIDGE WATERMAIN REPLACEMENT	18,155.15		
	ADACROFT WATER MAIN	30,598.98		
	ADA UTILITY SERV ENG SEWER 2020	2,977.61		
	TOTAL	93,487.23		
5. .RYANS MODERN SEWER CLEANING				
	WATER & SEWER CONTRACT SERVICE MAY-2020	17,500.00		
	TV FOR ADA DR	200.00		
	SERVICE AT HEADLEY & THORNAPPLE RIVER	560.00		
	SERVICE AT CASCADE/SPAULDING LIFT STATION	142.50		
	METER READS MAY-2020	1,213.80		
	TOTAL	19,616.30		
6. ACCIDENT FUND OF MICHIGAN				
	INSTALLMENT-JULY	2,404.70		
7. ADA HISTORICAL SOCIETY				
	COMCAST	88.40		
8. ADA TOWNSHIP PETTY CASH				
	PETTY CASH REIMBURSEMENTS	243.47	50087	06/10/2020
9. APEX SOFTWARE				
	MAINTENANCE RENEWAL	705.00		
10. AUNALYTICS				
	ENDPOINT PROTECTION	1,302.00		
11. BAITMANGALKAR, SACHIN				
	UB REFUND FOR ACCOUNT: MOOR-000842-06	18.56		
12. BURNHAM & FLOWER AGENCY, IN				
	PROVIDENT 24-HOUR AD&D PLAN	746.00		
	TOWNSHIP AD&D PLAN	5,058.00		
	TOTAL	5,804.00		
13. BYRD, JASON T				
	UB REFUND FOR ACCOUNT: WVCT-005041-04	107.51		

Vendor Name	Description	Amount	Check #	Check Date
14. CONTINENTAL LINEN SERVICE				
	LINEN/RUG SERVICES-FIRE	102.78		
	LINEN/RUG SERVICES-TWP HALL	120.52		
	TOTAL	223.30		
15. CRYSTAL FLASH				
	PROPANE-PARKS	512.28		
16. CUSTODIAL HOUSEKEEPING STAFFING, IN				
	JANITORIAL SERVICES-MAY	325.00		
17. DIMENSION GRAPHICS, INC				
	BENCH PLAQUE ENGRAVING	21.50		
18. DIRT CHEAP EXCAVATING & LANDSCAPING				
	TOP SOIL-CEMETERY	140.00		
	CEMETERY SERVICES-OPEN/CLOSE	500.00		
	CEMETERY SERVICES-OPEN/CLOSE	850.00		
	CEMETERY SERVICES-OPEN/CLOSE	625.00		
	TOTAL	2,115.00		
19. DYNAMIC CAPTIONING				
	REAL TIME CLOSED CAPTIONING	472.50		
20. EMERGENCY REPORTING				
	INCIDENT REPORTING SOFTWARE	2,400.00		
21. ETNA SUPPLY				
	IRRIGATION KEY	59.00		
22. FASTSIGNS				
	FARMERS MARKET SIGNS	81.00		
23. FLIER BROTHERS INDEPENDENT EXCAVATO				
	TRAILS RETAINAGE	2,500.00	50088	06/10/2020
24. GILSON				
	ADAVIEW SUMMER 2020	2,054.64		
25. GODWIN HARDWARE, INC				
	SUPPLIES-PARKS	64.95		
	SUPPLIES-PARKS	12.98		
	SUPPLIES-PARKS	20.27		
	SUPPLIES-PARKS	33.28		
	SUPPLIES-B&G	19.98		
	SUPPLIES-PARKS	97.34		
	SUPPLIES-PARKS	29.95		
	SUPPLIES-PARKS	25.96		
	SUPPLIES-PARKS	87.93		
	TOTAL	392.64		
26. GREAT LAKES PAVING				
	TRAIL MAINTENANCE	250.00		

Vendor Name	Description	Amount	Check #	Check Date
27. GRIFFIN PEST SOLUTIONS, INC				
	PEST CONTROL-FIRE #1	117.00		
	PEST CONTROL-MUSEUM	110.00		
	TOTAL	227.00		
28. HOLMES, BRANDON				
	REIMBURSEMENT-UNIFORM ALLOWANCE	155.82		
29. HOPE NETWORK WEST MICHIGAN				
	TRANSPORTATION-MAY 2020	20.00		
30. HUBBLE'S COLLISION LLC				
	TRUCK 13 BUMPER REPLACEMENT	1,839.71		
31. INTEGRITY BUSINESS SOLUTION				
	SUPPLIES-GEN	201.86		
	SUPPLIES-GEN, FIRE, PLANN, PARKS	284.13		
	TOTAL	485.99		
32. ISAACS, JAMES R				
	UB REFUND FOR ACCOUNT: WVCT-005017-03	123.34		
33. JONES LAND LASALLE AMERICAS, INC				
	PROJECT MANAGER FEES	4,044.27		
34. KAMMINGA AND ROODVOETS, INC				
	FULTON LIFT STATION, APPLICATION 2	100,907.70	50091	06/15/2020
35. KBP COMMUNICATIONS, LLC				
	SOCAIL MEDIA MANAGEMENT	960.00		
36. KELLY VANSKIVER				
	REFUND DUE TO COVID-19	185.00		
37. KENT COMMUNICATIONS, INC				
	ADAVIEW-SUMMER 2020	1,742.86		
38. KINGSLAND'S ACE HARDWARE				
	SIDEWALK EDGER RENTAL	53.90		
39. KUIPER LANDSCAPE MGMT				
	STREETSCAPE MAINTENANCE-3 OF 8	2,244.24		
40. KYLE VERNON				
	REFUND DUE TO COVID-19	735.00	50092	06/15/2020
41. LESLIE SCHULTZ				
	REFUND DUE TO COVID-19	350.00		
42. MATERIALS TESTING CONSULTANTS				
	GEOTECHNICAL INVESTIGATION	3,750.00		
43. MELISSA ROSS				
	REFUND DUE TO COVID-19	185.00		
44. MICHIGAN MUNICIPLE LEAGUE				
	CLASSIFIED AD-TOWNSHIP MANAGER	453.60		
45. MINER SUPPLY COMPANY				
	SUPPLIES-GEN AND PARKS	259.61		
46. MLIVE MEDIA GROUP				
	ADS-LEGAL AFFIDAVITS	1,448.80		

Vendor Name	Description	Amount	Check #	Check Date
47. MUSKEGON COUNTY EQUALIZATION DEPT.				
	CON ED- STEPHANIE	60.00		
48. ORKIN PEST CONTROL				
	PEST CONTROL-TWP HALL	111.08		
49. OTTAWA COUNTY				
	CON ED-KC CLEGG	45.00		
50. PLUMMER'S DISPOSAL SERVICE				
	HANDICAP RESTROOM-ROSELLE PARK	99.00		
51. PROGRESSIVE AE				
	LIBRARY & COMMUNITY CENTER	23,155.00		
52. ROBERT ANDRUSIAK				
	REFUND DUE TO COVID-19	735.00	50093	06/15/2020
53. ROBERT DRISCOLL				
	REIMBURSEMENT-UNIFORM ALLOWANCE	59.99		
54. ROOKS LANDSCAPING				
	ADA GARDENS MAINTENANCE	900.00		
	ADA FIRE STATION GARDEN MAINTENANCE	300.00		
	TOTAL	1,200.00		
55. RYAN'S MODERN SEWER CLEANING I				
	ROSELLE PARK-SANITARY SYSTEM	200.00		
56. SIEGFRIED CRANDALL				
	AUDIT	15,000.00		
57. SMART BUSINESS				
	SUPPLIES-GENERAL	52.30		
58. SPRINT				
	MOBILE TELEPHONE SERVICES	25.60		
59. STANDARD SUPPLY & LUMBER CO, INC				
	CEMETERY STAKES	62.40		
60. STATE OF MICHIGAN				
	FILING FEE-CAPITAL BOND SERIES 2020	1,000.00	50089	06/10/2020
61. T & W ELECTRONICS, INC.				
	BATTERIES-FIRE	36.00		
62. THE BANK OF NEW YORK MELLON				
	PAYING AGENT FEES	375.00		
	PAYING AGENT FEES	750.00		
	TOTAL	1,125.00		

Vendor Name	Description	Amount	Check #	Check Date
63. THORNAPPLE, INC				
	LEGACY PARK IRRIGATION MAINTENANCE	17.50		
	STREETSCAPE IRRIGATION MAINTENANCE	412.50		
	MUSEUM IRRIGATION MAINTENANCE	72.50		
	FIRE STATION IRRIGATION MAINTENANCE	182.50		
	STREETSCAPE IRRIGATION MAINTENANCE	289.25		
	ADA PARK IRRIGATION MAINTENANCE	197.50		
	LEONARD FLD-IRRIGATION DAMAGE	483.39		
	STREETSCAPE IRRIGATION MAINTENANCE	236.00		
	MOWING CONTRACT 1 OF 6	13,444.44		
	TOTAL	15,335.58		
64. U.S. POSTAL SERVICE				
	POSTAGE	2,500.00	50094	06/15/2020
	POSTAGE	2,500.00	50090	06/10/2020
	TOTAL	5,000.00		
65. VANVOSSEN PROPERTY SERVICES				
	LANDSCAPING-LEGACY PARK & STREETSCAPE	4,940.00		
66. VITALE'S PIZZA OF ADA, INC				
	REFUND DUE TO COVID-19	735.00	50095	06/15/2020
67. XEROX CORPORATION				
	COPY MACHINE LEASE	328.81		
TOTAL - ALL VENDORS		538,831.58		

VI B

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO OWNER: Ada Township
7330 Thornapple River Dr SE
Ada, MI 49301

PROJECT: Ada Township Comm Cntr/Library

APPLICATION NO.: 12
PERIOD TO: 5/31/2020
PROJECT NO.: 3993-01
CONTRACT DATE:

Distribution to:
OWNER [X]
ARCHITECT [X]
CONTRACTOR

FROM CONTRACTOR: Erhardt Construction
6060 Fulton St E
Ada, MI 49301

VIA ARCHITECT:

Scott Rantala

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

1. ORIGINAL CONTRACT SUM		$ 8,940,331.00
2. Net Change by Change Orders		$ 353,422.70
3. CONTRACT SUM TO DATE (Line 1 + 2)		$ 9,293,753.70
4. TOTAL COMPLETED & STORED TO DATE (Column G on Continuation Sheet)		$ 4,444,534.82
5. RETAINAGE:		
a. 8.31% of Completed Work (Columns D + E on Continuation Sheet)	$ 369,415.08	
b. % of Completed Work (Columns F on Continuation Sheet)		
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)		$ 369,415.08
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)		$ 4,075,119.74
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT		$ 3,489,835.93
8. CURRENT PAYMENT DUE		**$ 585,283.81**
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)	$ 5,218,633.96	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	512,142.33	-158,719.63
Total approved this Month		
TOTALS	512,142.33	-158,719.63
NET CHANGES by Change Order	353,422.70	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Erhardt Construction

By: Kyle Hall Date: 06/04/2020

State of: Michigan
County of: Kent
Subscribed and sworn to before me this 4th day of June 2020

Notary Public: EARL
My Commission expires: 7/22/2024

Erica Ann Rohs
Notary Public, State of Michigan
County of Kent
My Commission Expires 07/22/2024
Acting in the County of Kent

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... $ 585,283.81

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:
By: Christopher J. Hull Date: 06/05/2020

This Certificate is not negotiable. the AMOUNT CERTIFIED is payable only to the Contractor named herin. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

REQUEST FOR PAYMENT DETAIL

Project: 3993-01 / Ada Township Comm Cntr/Library Invoice: 399312 Draw: 12 Period Ending Date: 5/31/2020

Item No.	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Retainage Balance	Balance To Finish
01-0000	Pre-Construction Fee	25,000.00	25,000.00			25,000.00	100.00		
04-0000	Concrete	355,662.00	220,000.00	37,000.00		257,000.00	72.26	25,700.00	98,662.00
04-5000	Masonry	688,612.50	199,742.60	86,706.36		286,448.96	41.60	28,644.90	402,163.54
05-0000	Structural Steel	532,447.00	509,517.00			509,517.00	95.69	50,951.70	22,930.00
05-5000	Misc. Metals	100,930.00	21,600.00			21,600.00	21.40	2,160.00	79,330.00
06-0000	General Trades	470,055.00	109,162.50	10,712.50		119,875.00	25.50	11,987.50	350,180.00
07-0000	Metal Panels	517,975.00	105,213.00	110,427.00		215,640.00	41.63	21,564.00	302,335.00
07-5000	Roofing	152,150.00	168,950.00			168,950.00	111.04	16,895.00	-16,800.00
07-9000	Caulking	24,000.00							24,000.00
08-0000	Alum/Glass & Glazing	450,070.00	88,000.00	41,000.00		129,000.00	28.66	12,900.00	321,070.00
09-0000	Mtl Stud, Drywall & Acoustical	843,605.00	440,255.00	45,269.00		485,524.00	57.55	48,552.40	358,081.00
09-0300	Flooring	346,770.37							346,770.37
09-9000	Painting	48,500.00	2,600.00			2,600.00	5.36	260.00	45,900.00
12-0000	Window Treatment	19,894.00							19,894.00
14-0000	Elevator	71,500.00	25,025.00			25,025.00	35.00	2,502.50	46,475.00
21-0000	Fire Suppresion	43,911.00	2,500.00	20,735.00		23,235.00	52.91	2,323.50	20,676.00
22-0000	Plumbing	237,951.00	73,750.00	17,600.00		91,350.00	38.39	9,135.00	146,601.00
23-0000	Mechanical	1,048,821.00	460,500.00	111,000.00		571,500.00	54.49	57,150.00	477,321.00
23-8000	Commisioning	10,500.00		2,200.00		2,200.00	20.95	220.00	8,300.00
26-0000	Electrical	804,170.00	145,148.00	97,592.75		242,740.75	30.19	24,274.08	561,429.25
26-0500	Controls Relocation Allowance	30,000.00	29,565.00			29,565.00	98.55		435.00
32-1200	Asphalt	56,485.00							56,485.00
32-1400	Brick Pavers	80,225.00							80,225.00
32-3200	Decorative Fence	5,188.00							5,188.00
32-8000	Irrigation	14,135.00							14,135.00
32-9000	Landscaping	63,490.00							63,490.00
33-0000	Sitework & Excavation	592,530.00	541,945.00			541,945.00	91.46	54,194.50	50,585.00
33-2210	Unsuitable Soil Allowance	30,000.00	1,773.00			1,773.00	5.91		28,227.00
33-2500	Dewatering Allowance	20,000.00	2,655.00			2,655.00	13.28		17,345.00
34-0000	General Conditions	976,536.08	489,756.64	40,065.47		529,822.11	54.26		446,713.97

REQUEST FOR PAYMENT DETAIL

Project: 3993-01 / Ada Township Comm Cntr/Library Invoice: 399312 Draw: 12 Period Ending Date: 5/31/2020

Item No.	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Retainage Balance	Balance To Finish
35-0000	Construction Contingency	294,641.37							294,641.37
36-0000	Construction Fee	337,999.38	138,569.00	23,000.00		161,569.00	47.80		176,430.38
	Totals	9,293,753.70	3,801,226.74	643,308.08		4,444,534.82	47.82	369,415.08	4,849,218.88

VIC

Moore+Bruggink
Consulting Engineers

June 16, 2020

Re: Fulton Rippling Lift Station
Improvements
Project No. 180167.01

Mr. George Haga
Ada Township
7330 Thornapple River Drive SE
Ada, Michigan 49301

Dear Mr. Haga:

Pay Recommendation #3 for the Fulton and Rippling Lift Station for $10,000.00 is attached. This amount is the release of remaining project retainage. The Contractor has completed the project work satisfactorily and has completed all punch list items.

The contract documents include a warranty of one year for all construction items. The project was completed on April 30, 2020, and we recommend the lift station be inspected early next year to confirm everything is in proper working order.

As the project construction is now complete, and closeout documents have been received from the Contractor, we recommend that final payment be paid in the amount of $10,000.00.

Sincerely,

Steven C. Groenenboom, P.E.
Project Engineer

Attachment
cc: Kamminga & Roodvoets, Inc.

2020 Monroe Avenue NW | Grand Rapids, MI 49505-6298
T [616] 363 9801 | F [616] 363 2480 | W mbce.com

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:
Ada Township
7330 Thornapple River Dr
Ada Mi 49301

PROJECT:
Fulton Rippling Lift Station Improvements

APPLICATION NO: 3

Distribution to:
☒ Moore & Bruggink
☐

PERIOD TO: 06/10/20

FROM CONTRACTOR:
Kamminga & Roodvoets Inc.
3435 Broadmoor SE
Grand Rapids, MI 49512

VIA ENGINEER:
Moore & Bruggink
2020 Monroe NW
Grand Rapids Mi 49505

PROJECT NOS: 180167.01

CONTRACT FOR: Lift Station Improvements

CONTRACT DATE: 08/23/19

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM		$ 564,693.25
2. Net change by Change Orders		$ 5,133.20
3. CONTRACT SUM TO DATE (Line 1 ± 2)		$ 569,826.45
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$ 569,826.45
5. RETAINAGE:		
a. LSM % of Completed Work (Column D + E on G703)	$ 0.00	
b. 10 % of Stored Material (Column F on G703)	$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		$ 0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		$ 569,826.45
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$ 559,826.45
8. CURRENT PAYMENT DUE		$ 10,000.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$0.00	
Total approved this Month	$5,133.20	$0.00
TOTALS	$5,133.20	$0.00
NET CHANGES by Change Order	$5,133.20	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
By: _____ Date: 6/15/20

State of: Michigan County of: Barry
Subscribed and sworn to before me this 15th day of June 2020

Notary Public: _____
My Commission expires: 12/11/2023

JEFFREY LEE TALSMA
Notary Public – State of Michigan
County of Barry
My Commission Expires Dec 11, 2023
Acting in the County of Barry

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... $ $10,000.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and onthe Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
By: _____ Date: 6/16/20

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%	BALANCE TO FINISH (C-G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	_ SESC	$2,895.09	2,895.09			2,895.09	100.00%	-	-
2	_ Site Removals	$9,633.41	9,633.41			9,633.41	100.00%	-	-
3	_ Sewer Crew Removals	$10,290.53	10,290.53			10,290.53	100.00%	-	-
4	_ Lift Station Plumbing	$178,650.08	178,650.08			178,650.08	100.00%	-	-
5	_ Bypass Connection Plumbing	$11,298.00	11,298.00			11,298.00	100.00%	-	-
6	_ Site Piping	$4,197.54	4,197.54			4,197.54	100.00%	-	-
7	_ Site Improvements	$34,027.13	34,027.13			34,027.13	100.00%	-	-
8	_ HMA Drive	$10,837.50	10,837.50			10,837.50	100.00%	-	-
9	_ Electrical	$172,450.00	172,450.00			172,450.00	100.00%	-	-
10	_ Bypass Pumping	$55,115.40	55,115.40			55,115.40	100.00%	-	-
11	_ Line Bypass and Wet Well	$37,149.42	37,149.42			37,149.42	100.00%	-	-
12	_ Mechanical	$2,404.35	2,404.35			2,404.35	100.00%	-	-
13	_ Allowances	$8,500.00	8,500.00			8,500.00	100.00%	-	-
14	_ Cathodic Protection	$27,244.80	27,244.80			27,244.80	100.00%	-	-
15	CO #1 Allowance Increase	3,487.50	3,487.50			3,487.50	100.00%	-	-
16	CO #1 Extra Work Items	1,645.70	1,645.70			1,645.70	100.00%	-	-
		569,826.45	569,826.45	-	-	569,826.45	100%	-	-

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

VIII A

TOWNSHIP

MEMORANDUM

Date: 6/12/20

TO: Ada Township Board
FROM: Jim Ferro, Planning Director
RE: Amendment #6 to Progressive AE Architectural Services Agreement for Library/Community Center

The Township Board previously approved Amendment 5 to the contract with Progressive AE, which added completion of design and construction administration services for the planned 5,400 square foot Cultural Arts/Multipurpose Room Addition to the Library/Community Center. Partway through the design process, the decision was made to indefinitely suspend both design work and fund-raising activities for the complete project, and to reduce the scope of the immediate work to the 1,600 square foot pre-function lobby portion of the project.

Amendment #6 to the contract reduces the scope of the architect's services and fee to account for the remaining effort needed to complete the construction documents and construction administration on the portion of the project that will not be built in the immediate future.

The total net fee reduction amount of $42,483 includes a reduction in fee of $50,283 for the remaining design effort that will not be completed, and an addition of $7,800 for issuance of a separate construction document package for the pre-function lobby portion of the addition that will be completed.

Approval of Amendment #6 is recommended.

AIA® Document G802™ – 2017

Amendment to the Professional Services Agreement

PROJECT: *(name and address)*
Ada Township Community Center and Library Branch
7215 Headley Street
Ada, MI 49301

AGREEMENT INFORMATION:
Date: August 3, 2018

AMENDMENT INFORMATION:
Amendment Number: 006

Date: June 4, 2020

OWNER: *(name and address)*
Ada Township
7330 Thornapple River Drive
P.O. Box 370
Ada, MI 49301

ARCHITECT: *(name and address)*
Progressive AE
1811 4 Mile Road NE
Grand Rapids, MI 49525

The Owner and Architect amend the Agreement as follows:
Given the Township's direction to postpone issuance of the entire Arts & Cultural addition, the Lobby portion of the addition will be issued separately.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:
$42,483 deduction (see attachment)

Schedule Adjustment:
0 weeks

SIGNATURES:

Progressive AE	Ada Township
ARCHITECT *(Firm name)*	**OWNER** *(Firm name)*
-See attached digital signatures page-	-See attached digital signatures page-
SIGNATURE	**SIGNATURE**
James F. Horman, Principal	George Haga, Township Supervisor
PRINTED NAME AND TITLE	**PRINTED NAME AND TITLE**
May 27, 2020	
DATE	**DATE**

AIA Document G802™ – 2017. Copyright © 2000, 2007 and 2017 by The American Institute of Architects. All rights reserved. The "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are registered trademarks and may not be used without permission. This document was produced by AIA software at 16:51:42 ET on 06/04/2020 under Order No.3497356013 which expires on 07/26/2020, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail copyright@aia.org.
User Notes:
(3B9ADA4D)

Digital Signatures Page

James F Horman

Digitally signed by James F Horman
DN: C=US, E=horman@progressiveae.com, O=Progressive AE, CN=James F Horman
Date: 2020.06.05 07:51:18-04'00'

Scott Rantala

Digitally signed by Scott Rantala
Date: 2020.06.12 09:35:47 -04'00'

AIA Document G802™ – 2017. Copyright © 2000, 2007 and 2017 by The American Institute of Architects. All rights reserved. The "American Institute of Architects," "AIA," the AIA Logo, and "AIA Contract Documents" are registered trademarks and may not be used without permission. This document was produced by AIA software at 16:51:42 ET on 06/04/2020 under Order No.3497356013 which expires on 07/26/2020, is not for resale, is licensed for one-time use only, and may only be used in accordance with the AIA Contract Documents® Terms of Service. To report copyright violations, e-mail copyright@aia.org.
User Notes:
(3B9ADA4D)

AVA Library & Comm Center - Arts & Cultural Addition

progressive|ae

	$		168,500				
	Fee Alloc		Base		Forecasted thru end of year inc. Lobby Construction		
Concept	5%	$	8,425	100%	$	8,425	
SD	15%	$	25,275	100%	$	25,275	
DD	25%	$	42,125	100%	$	42,125	
CD	45%	$	75,825	60%	$	45,495	
CA	10%	$	16,850	35%	$	5,898	
	100%	$	168,500		$	127,218	
FF&E		$	10,000	10%	$	1,000	
Totals		$	178,500		$	128,218	

$	(50,283)	
$	1,800	*Lobby Steel*
$	3,000	*New Lobby West Wall*
$	3,000	*Lobby Issuance*
$	(42,483)	**Contract Adjustment**

VIII B

TOWNSHIP

MEMORANDUM

Date: 6/12/20

TO: Ada Township Board
FROM: Jim Ferro, Planning Director
RE: Approval of quote from Landscape Forms for exterior furniture at the Library/Community Center

Attached for the Board's approval is the final quote from Landscape Forms, Inc. for tables, seating and umbrellas in the outdoor seating area along the Headley St. frontage of the Amy Van Andel Library and Community Center.

The product prices are identical to the initial pricing submitted by Landscape Forms at the time the vendor selection was approved by the Township Board.

Delivery is to be scheduled the week of October 26.

Authorization to purchase the furnishings as provided in the final quote is requested.

Quote

Date: 06/12/2020

LF Quote#: 0000305522

PO#:

Project: Amy Van Andel Library & Community Center

Bill To: Ada Township
ATTN: Accounts payable
7330 Thornapple River Dr. SE
PO Box 370
Ada, MI 49301

CORPORATE
7800 E. Michigan Avenue
Kalamazoo, MI 49048-9543
P: 800.521.2546 F: 269.381.3455
www.landscapeforms.com
Federal I.D.# 38-1897577
FSC# RA-COC-001261

Ship To: Ada Township
ATTN: Brian Darling
7235 Headley St. SE
Ada, MI 49301

Ship To Contact Phone:616-822-9530
Ship Via: Common Carrier
F.O.B.: Destination

Qty	Description		Unit Price	Total Price
	Delivery Instructions: LIFTGATE REQUIRED Bill of Lading Instructions: DELIVERY APPT REQUIRED PLEASE CONTACT Brian Darling @ 616 822-9530			
	When ordering please confirm: • Shipping address and contact information (name and ph#) • Billing address and contact information • Is your firm or the project tax exempt? If so, exemption certificate must accompany order • Delivery schedule: ___Ship immediately upon completion OR Ship On/After the date:_____			
	Streetscape:			
2	Carousel Table		$ 2,800.00	$ 5,600.00
	Height:	*Dining Height*		
	Number of Seats:	*4 Seat*		
	Seat Style:	*Backed Grid*		
	Mounting:	*Surface Mount*		
	Table Top Style:	*Steelhead w/Wood Insert*		
	Table Shape:	*Round*		
	Table Size:	*42"*		
	Umbrella Hole:	*With Hole*		
	Seat Color:	*Steel*		
	Support Color:	*Steel*		
	Table Ring/Frame Color:	*Steel*		
	Table Wood:	*Ipe (Exterior Use Only)*		
1	Carousel Table		$ 2,800.00	$ 2,800.00
	Height:	*Dining Height*		
	Number of Seats:	*3 Seat*		
	Seat Style:	*Backed Grid*		

Cust #: 0QFQU
SSR: Lindsey Robinson
Rep: Amanda Nawara, MI6

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms

Quote

Date: 06/12/2020

LF Quote#: 0000305522

PO#:

Project: Amy Van Andel Library & Community Center

Bill To: Ada Township
ATTN: Accounts payable
7330 Thornapple River Dr. SE
PO Box 370
Ada, MI 49301

CORPORATE
7800 E. Michigan Avenue
Kalamazoo, MI 49048-9543
P: 800.521.2546 F: 269.381.3455
www.landscapeforms.com
Federal I.D.# 38-1897577
FSC# RA-COC-001261

Ship To: Ada Township
ATTN: Brian Darling
7235 Headley St. SE
Ada, MI 49301

Ship To Contact Phone:616-822-9530
Ship Via: Common Carrier
F.O.B.: Destination

Qty	Description		Unit Price	Total Price
	Mounting:	*Surface Mount*		
	Table Top Style:	*Steelhead w/Wood Insert*		
	Table Shape:	*Round*		
	Table Size:	*42"*		
	Umbrella Hole:	*With Hole*		
	Seat Color:	*Steel*		
	Support Color:	*Steel*		
	Table Ring/Frame Color:	*Steel*		
	Table Wood:	*Ipe (Exterior Use Only)*		
3	Solstice Umbrella		$ 3,430.00	$ 10,290.00
	Style:	*Cygnus*		
	Panel Type:	*Solid*		
	Mounting:	*Table Mount*		
	Pole/Strut/Stand/Top Cap Color:	*Steel*		
	Panel Color:	*Steel*		

Item Total	$ 18,690.00
Shipping & Handling	$ 1,410.00
Sub Total	$ 20,100.00
Estimated Tax	$ 0.00
Document Total	$ 20,100.00

Payment Terms: NET 30 DAYS

Landscape Forms, Inc. reserves the right to change payment terms based on payment history as well as information obtained from commercial credit reporting agencies.

- Purchaser is responsible for confirming options, materials, quantities, etc., for completeness and conformity to plans and specifications.

Cust #: 0QFQU
SSR: Lindsey Robinson
Rep: Amanda Nawara, MI6

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms

Quote

Date: 06/12/2020

LF Quote#: 0000305522

PO#:

Project: Amy Van Andel Library & Community Center

CORPORATE
7800 E. Michigan Avenue
Kalamazoo, MI 49048-9543
P: 800.521.2546 F: 269.381.3455
www.landscapeforms.com
Federal I.D.# 38-1897577
FSC# RA-COC-001261

Bill To: Ada Township
ATTN: Accounts payable
7330 Thornapple River Dr. SE
PO Box 370
Ada, MI 49301

Ship To: Ada Township
ATTN: Brian Darling
7235 Headley St. SE
Ada, MI 49301

Ship To Contact Phone:616-822-9530
Ship Via: Common Carrier
F.O.B.: Destination

- Changes to or cancellations of orders may incur a penalty charge of 30% or more. Special orders may not be changed or cancelled.
- Studio 431 (custom) orders cannot be cancelled once purchase order is received and approved.
- Studio 431 orders are subject to price increase after engineering/product development is complete and approved by designer, end user and purchaser. Modifications in price will be handled via Change Order.
- No merchandise can be returned without authorization from Landscape Forms. Returns may be subject to a disposition fee of 30-100%.
- Prices based on quantities shown and quantity changes may affect price.
- QUOTED prices are held for 60 days. After receipt of a written ORDER, prices will be held for up to one year from receipt of the order. Changes in quantity or specification may affect pricing.
- Pricing includes selection from our standard color palette. Optional colors and custom color matches are available for an additional fee and will extend lead-time. Please contact our corporate office for more information.
- Fixtures for custom products are the property of Landscape Forms, Inc., and are not available for sale.
- Landscape Forms is a supplier only and ships via common carrier. Customer is responsible for offloading and installing unless otherwise indicated above.
- Handling fees alone will apply on third party and customer pick-up orders.
- Mounting hardware is only available on a limited number of products. Please consult the installation recommendations or contact our corporate office to confirm. In the event hardware is provided, it MUST be used for proper installation.
- Refer to Care and Maintenance guidelines for more detailed information and instructions.
- All orders ship upon completion of fabrication. A one-week grace period may be available, after which storage fees will apply.
- This Agreement contains the entire understanding between the parties. All prior communications are merged into this Agreement. The terms of this Agreement shall control any conflict between documents.
- This Agreement may be signed by the parties separately and by facsimile, and together they shall be deemed one binding, original Agreement.
- Purchaser shall pay all costs and expenses paid or incurred by Landscape Forms, Inc. in collecting any amounts due for goods purchased by Purchaser, including without limitation, reasonable attorneys' fees and collection costs. Balances on invoices not paid within 30 days of date of invoice, or within an alternate period of time as determined and indicated by Landscape Forms, shall incur interest at a rate of 18% per annum. Cash discounts are not offered.
- Tax is estimated. Actual tax will be charged on final invoice and shall be payable by the Purchaser. U.S. customers must provide a valid sales tax exemption or resale certificate to remove liability.
- To the extent purchaser supplies or modifies the standard specifications for any products, Landscape Forms, Inc. expressly disclaims all representations and warranties related to such products or their design whether express or implied except that the products shall be manufactured in accordance with purchaser's specifications.

Cust #: 0QFQU
SSR: Lindsey Robinson
Rep: Amanda Nawara, MI6

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms

Quote

Date: 06/12/2020

LF Quote#: 0000305522

PO#:

Project: Amy Van Andel Library & Community Center

CORPORATE
7800 E. Michigan Avenue
Kalamazoo, MI 49048-9543
P: 800.521.2546 F: 269.381.3455
www.landscapeforms.com
Federal I.D.# 38-1897577
FSC# RA-COC-001261

Bill To: Ada Township
ATTN: Accounts payable
7330 Thornapple River Dr. SE
PO Box 370
Ada, MI 49301

Ship To: Ada Township
ATTN: Brian Darling
7235 Headley St. SE
Ada, MI 49301

Ship To Contact Phone:616-822-9530
Ship Via: Common Carrier
F.O.B.: Destination

- **REMITTANCE OPTIONS:** For information on paying via credit card, ACH, direct bank transfer, or wire please email us at AR@landscapeforms.com. Mail payments to:

USD Checks
Landscape Forms, Inc.
Dept 78073
PO Box 78000
Detroit, MI 48278-0073
USA

CAD Cheques
Landscape Forms, Inc.
PO Box 2408
Station A
Toronto, Ontario M5W 2K6
CAN

Cust #: 0QFQU
SSR: Lindsey Robinson
Rep: Amanda Nawara, MI6

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms

VIII

TOWNSHIP

To: **Ada Township Board of Trusties**
George Haga, Ada Township Supervisor
From: Mark Fitzpatrick, Parks & Recreation Director
Re: **Leonard Field Park Master Plan and Report**
Date: June 15, 2020

Background

Last November we approved the firm RJM-Design to develop an updated Master Plan for Leonard Field Park. They began their work in December and have now completed the project. Note that there was about a month and half delay in the timeframe for the project due to interruptions from the COVID-19.

As defined in their project proposal, and displayed in their final report, the project went through several stages including site inventory and assessment, stakeholder input, development of conceptual master plans, and a final master plan. Throughout this process the Programs and Facilities Committee of the Parks, Recreation and Land Preservation Advisory Board worked with the Township and RJM-Design staff to facilitate and review this project.

PRLP Advisory Board Review

At the June 11 *(Zoom)* meeting of the Parks, Recreation and Land Preservation Advisory Board, Paula Lawrence of RJM-Design presented the final draft of the Leonard Field Master Plan and report. The PRLP Advisory Board made a few recommendations for minor edits to the plan as presented.

The PRLP Advisory Board motioned to approve the Leonard Field Master Plan and Report as presented with the recommended edits. The motion was approved unanimously by all members present.

Note that the plan submitted has two components. The main document is the Master Plan and Report. This has an overview of the park, the process for developing the plan, the new Master Plan for the park, and a cost estimate. The second document is the Appendix. The appendix contains an assessment of the restroom building and the stakeholder/public input surveys.
This link should allow you to download the two documents: https://we.tl/t-068Wiz4SAG

Request

We are requesting of the Township Board of Trusties to approve and accept the new Master Plan and Report for Leonard Field Park as submitted by RJM-Design.

Follow Up

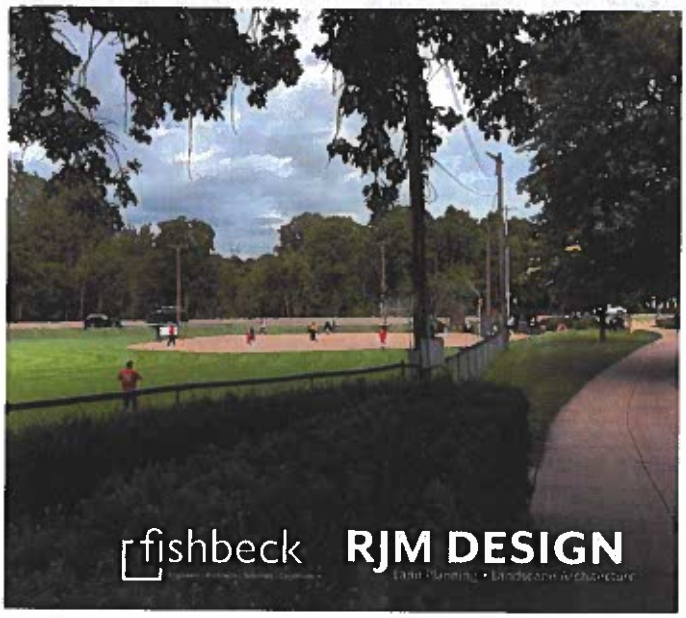
For the next steps, the PRLP Advisory Board and Committee will work with the Township staff to prioritize and set an implementation plan for the various components in the plan and set up a funding plan. Construction and implementation of the components will be done in phases over a couple years.

TOWNSHIP

LEONARD FIELD PARK

Master Plan

SUMMARY REPORT JUNE 2020



fishbeck RJM DESIGN

TOWNSHIP

RJM DESIGN
Land Planning • Landscape Architecture

Prepared By:
RJM Design, Inc.
1971 East Beltline NE, Suite 217
Grand Rapids, MI 49525
http://www.rjm-design.com/

fishbeck
Engineers | Architects | Scientists | Constructors

Fishbeck
1515 Arboretum Dr SE
Grand Rapids, MI 49546
https://fishbeck.com/

TOWNSHIP

Prepared For:
Ada Township
Ada Township Hall
P.O. Box 370, 7330 Thornapple Rive Dr., Ada, MI 49301
www.adatownshipmi.com

TOWNSHIP

ACKNOWLEDGMENTS

ADA TOWNSHIP PARKS, RECREATION AND LAND PRESERVATION ADVISORY BOARD

Advisory Board Members

George Haga, Township Supervisor
Catherine Jacobs, Township Trustee
Betty Jo Crosby
Randy Damstra
Judy Levick
Wayne Nowak
Elise Roe
Kraig Schmottlach
Rick Steketee
Mike Terwilliger
Jeff VandenBerge

Township Staff

James Ferro, Township Planning Director
Mark Fitzpatrick, Township Parks & Recreation Director
Rob McCormick, Recreation Director

TOWNSHIP

EXECUTIVE SUMMARY

Leonard Field Park is located in Ada Township, Michigan, just south-east of Ada Village. The three-acre park is the oldest park in the Township's system and plays a large role in the community due to its location and history as an entertainment center.

A majority of the park space is occupied by a soft ball field where games have been played since the 1940s. The west entrance to the park crosses the Thornapple River via the Ada Covered Bridge, an iconic and historic landmark. The park provides the community with access to the Thornapple River with a primitive kayak landing and two riverbank overlook decks. The park is also home to the popular "Beers at the Bridge" summer concert series attended annually by thousands of people throughout the region.

Aging infrastructure, changes in community demographics, and an evolution of recreation facility standards brought about the need to develop a Master Plan that addresses the current and future needs of the park by identifying and outlining improvements, their associated cost, and phasing for implementation. The following preliminary goals identified by the Parks, Recreation and Land Preservation Advisory Board influenced the development of the Master Plan for Leonard Field Park:

- Provide safe walking and biking connections throughout the Township and Village;
- Improve universal accessibility;
- Better accommodate programs and activities offered at the park; and
- Improve river access.

The Master Plan process was divided into five tasks: 1) Project Kick-off, 2) Site Inventory & Assessment, 3) Stakeholder Input, 4) Conceptual Master Plan, and 5) Final Master Plan. Over the course of 7 months, RJM Design worked with the Ada Township Parks, Recreation and Land Preservation committee (PRLP) to develop a master plan for the park, informed by stakeholder input.

TOWNSHIP

TABLE OF CONTENTS

ACKNOWLEDGMENTS
EXECUTIVE SUMMARY

01 MASTER PLAN PROCESS

Introduction	07
Project Schedule	08

02 INVENTORY & ANALYSIS

Site History	09
Site Context	10
Previous Planning Efforts	11
Site Inventory & Analysis	14
Site Inventory Photos	15
Site Opportunities and Challenges	16
Existing Building Analysis	17

03 INITIAL STAKEHOLDER INPUT

Introduction	18
Stakeholder Input Event	19
Online Survey	20
Key Stakeholder Interviews	26

04 CONCEPTUAL MASTER PLAN

Introduction	27
Concept A	29
Concept B	30
Concept C	31
Conceptual Master Plan Stakeholder Input	32

05 FINAL MASTER PLAN

Introduction	37
Final Master Plan Area Key	40
Final Master Plan	41
East Entry Enlargement	42
East Entry Plaza and Spectator Seating Site Section	43
Parking Lot Site Section	44
Covered Bridge Plaza Enlargement	45

TABLE OF CONTENTS CONTINUED

Covered Bridge Plaza Site Section 46
River Overlook Deck and Playground Enlargement 47
Opinion of Probable Cost 48

APPENDICES

A Leonard Field Park Restroom Building Project Visitation Report
B Initial Stakeholder Input Event Survey Responses
C Initial Stakeholder Input Online Survey Responses
D Stakeholder Interview Notes
E Conceptual Master Plan Stakeholder Input Online Survey Responses

01 MASTER PLAN PROCESS

INTRODUCTION

The Master Plan Process was developed to address planning and design issues related to the development of a Final Master Plan to serve as an implementable framework for improvements to Leonard Field Park. **The Process was divided into five tasks: 1) Project Kick-off, 2) Site Inventory & Assessment, 3) Initial Stakeholder Input, 4) Conceptual Master Plan, and 5) Final Master Plan.**

TASK 1: KICK-OFF MEETING

A kick-off meeting with the PRLP Committee was held at Ada Township Hall. The kick-off meeting included an introduction of team members, establishment of communication protocol, review of the project schedule, review of the project budget, review of project goals, review of desired improvements based on previous assessments and surveys, identification of a preferred public involvement program, and a review of existing materials. The following project goals were identified: provide safe walking and biking connections throughout the township and village, improve universal accessibility, better accommodate programs and activities offered at the park, accommodate a diverse range of programs and activities, improve river access, improve traffic safety, improve parking lot efficiency, improve security and monitoring, and highlight the importance of the covered bridge.

TASK 2: SITE INVENTORY AND ASSESSMENT

RJM Design conducted a site visit to verify project limits and assess existing features including: Topography, Drainage and Hydrology, Vegetation, Important Views, Infrastructure, Sensitive Environmental Features, and Buildings and Structures. Fishbeck conducted a site visit to investigate the condition of the existing park restroom building.

TASK 3: INITIAL STAKEHOLDER INPUT

Initial stakeholder input was achieved through three methods: a Stakeholder Input Event held at the Ada Covered Bridge, an online survey, and one-on-one interviews with key stakeholders. The primary goals of the initial stakeholder input were to solicit input on existing conditions and use of the park and to receive stakeholder feedback on desired amenities and improvements to the park.

TASK 4: CONCEPTUAL MASTER PLAN

Based on the site inventory and assessment and input received from the PRLP Committee and initial Stakeholder Input three (3) Conceptual Master Plans were developed to illustrate the following: Use areas; Access; Vehicular, service, and pedestrian circulation; Recreational and other amenities; Building and structure location(s); and Preservation of significant site features.

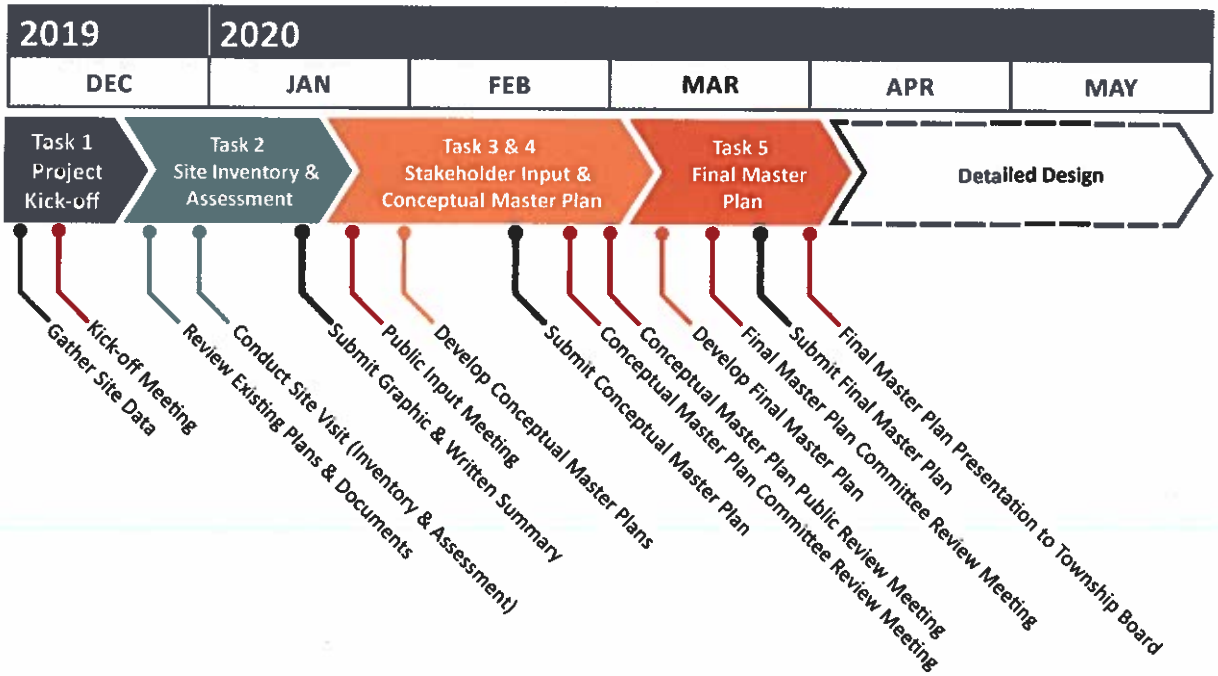
Following development of the Conceptual Master Plans, RJM Design met with the Committee to review the drawings, evaluate their viability, and confirm their alignment with project vision and objectives. The Conceptual Master Plans were updated based on Committee input. Due to Covid-19 limitations on public gatherings, internet-based tools were used to solicit stakeholder input on the three (3) Conceptual Master Plans.

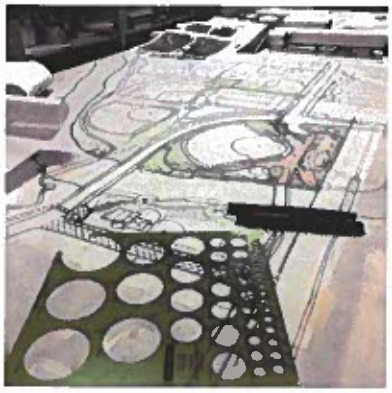
TASK 5: FINAL MASTER PLAN

Stakeholder and Committee input on the Conceptual Master Plans informed the development of the Final Master Plan which addresses layout of the park, hardscape, pathways, amenities, building(s) and structures, lighting, signage, and site furnishing. A preliminary cost estimate and phasing plan were developed to guide implementation.

PROJECT SCHEDULE

The project timeline below outlines the five (5) tasks of the Master Plan Process and their respective milestones and deliverables. The schedule was extended into June due to Covid-19 limitations on public gatherings.





02 INVENTORY AND ANALYSIS

SITE HISTORY

Leonard Field Park is a 3-acre park located at 7490 Thornapple River Drive in Ada, Michigan. It is the oldest park in the Township's system and, despite its size, plays a large role in the community due to its location and history.

ADA COVERED BRIDGE

The Ada Covered Bridge spans the Thornapple River and marks the west entrance to Leonard Field Park. This iconic bridge, opened in 1867, is a symbol of Ada Village and is featured in the Township's logo. Beers at the Bridge, a popular summer concert series, started at the park in 2015, also speaks to the iconic status of the bridge.

Ada Covered Bridge 1930s *Photo courtesy of Ada History Museum*

BALL FIELD

Softball has been played at the Leonard Field Park since the 1940s. Today, the park is active during the spring, summer, and fall with softball and baseball leagues and tournaments.

FLOODING

Ada Township is located at the convergence of the Grand and Thornapple Rivers. The two rivers play an important role in the history and development of the Township. Prior to construction of the Ada Dam in 1926, a series of natural falls in the Thornapple River powered a grist mill, saw mill, and basket factory. Present day, the rivers are a big recreation draw.

Annually, to varying degrees of severity, the two rivers flood due to rainfall and spring snow-melt. Years of high flood levels have caused significant concern and damage to Township residents and businesses. Leonard Field is located in the 100-year floodplain and floods with regular frequency.

Development of the park master plan must include integrated methods for both mitigating and accommodating flooding.

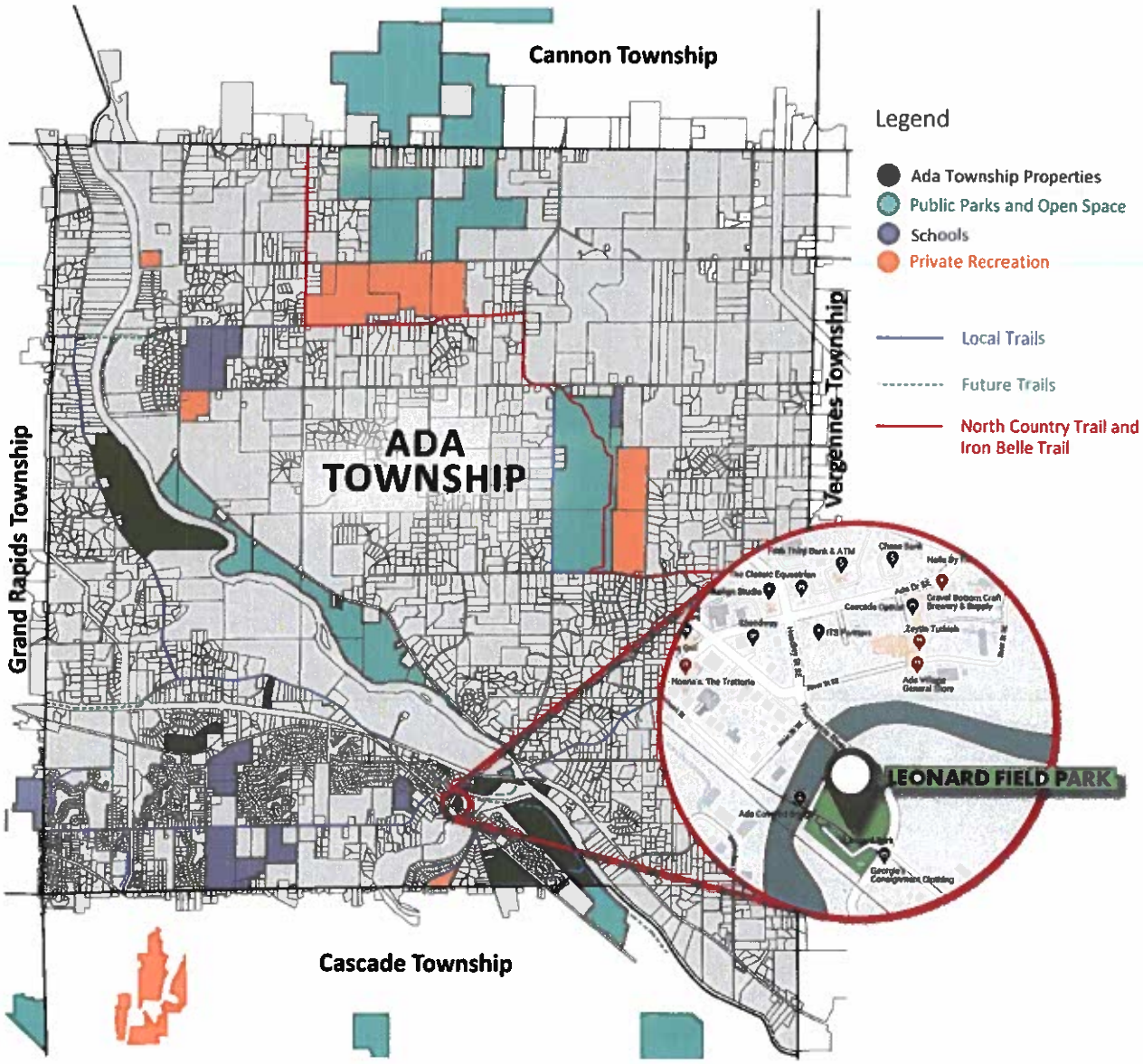
Ada History Museum Flood History Exhibit

February 2018 Flooding *Photo courtesy of John Westra*

SITE CONTEXT

Leonard Field Park is one of twelve (12) properties owned and operated by Ada Township, highlighted in the map below. Considered the "Heart" of Ada, the park is located in the south of the Township, just to the south-east of the village.

The park is bound along its north and east sides by Thornapple River Drive SE. To the south-west it is bound by the Grand Rapids Eastern Railroad. To the west it is bound by the Thornapple River. Pedestrian access to the park is from the west via the Ada covered bridge as it crosses the Thornapple River and from the east at a crosswalk located at the intersection of Thornapple River Drive SE and Fase Street SE. Vehicular access to the park and parking lot is off Thornapple River Drive SE where it intersects with Fase Street SE.



PREVIOUS PLANNING EFFORTS

2000s BARRIER FREE IMPROVEMENTS
Barrier free improvements were designed by Moore and Bruggink in the early 2000s.

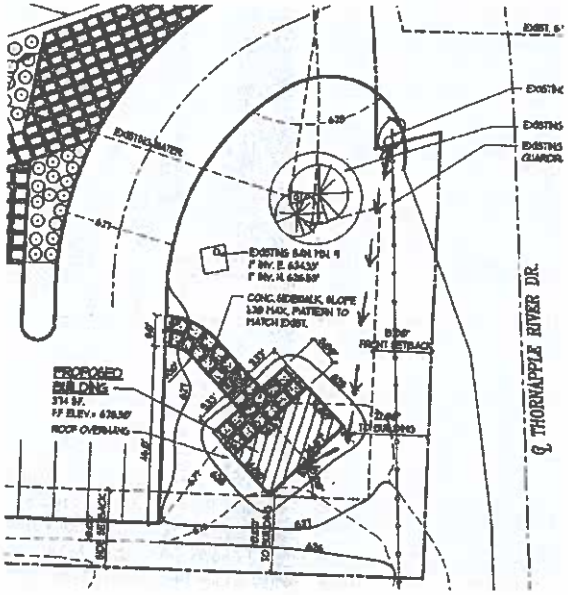
2007 RESTROOM BUILDING
The restroom building, designed by Omega Design Services, Inc., was built in 2007. The building is 374 square feet with a finish floor elevation of 628.30 feet. It includes a mechanical room flanked on either side by men's and women's toilet rooms.

A permit was issued by the Michigan Department of Environmental Quality in May of 2007 to allow for approximately 93 cubic yards of fill within the 100-year floodplain of the Thornapple River for the construction of the restroom building. The design flood or 100-year flood elevation for this location on the Thornapple River as 632.5 feet.

2013 ENVISION ADA
The Envision Ada Plan expanded on a comprehensive community visioning process conducted in 2007. The goal of both efforts was to answer the question, "How to grow a village?"

Although Leonard Field Park was located outside the study area it was identified as an important facility due to the significant amount of comments it generated during an Envision Ada PET (Preserve, Enhance Transform) Exercise.

The Envision Ada report included thoroughfare design analyses and recommendations. It was recommended that Thornapple River Drive SE, where it forms the north-east border of Leonard Field Park, be reduced in width to include a 1-foot shoulder along the park, two 11-foot drive lanes, a two foot striped buffer, and a 5-foot raised sidewalk along the north side of the road. It was also recommended that a speed table be considered for the crossing at the Fase Street intersection.



Restroom Building *Image courtesy of Moore & Bruggink*

Envision Ada: Village Master Plan *Image courtesy of Ada Township*

2017 PARKS, RECREATION AND LAND PRESERVATION PLAN

The 2017 Parks, Recreation and Land Preservation Plan was adopted by the Ada Township Board in February of 2017. The Plan was prepared by the Ada Township parks, Recreation and Land Preservation Advisory Board and guided by community input. The Plan serves a guide for the Township's goals and expenditures on park facilities, recreation programs and services, operations and land preservation initiatives.

The Plan includes a Community Profile and Resource Inventory, Parks and Recreation Administrative Structure Outline, Planning and Public Input Process, an Inventory of Parks, Natural Areas and Recreation Facilities, Goals and Objectives and an Action Program.

The following goals and their associated objectives and action steps are relevant to and should be included in the development of the Master Plan for Leonard Field Park:

Goal II, Objective A, Action Step 3c calls for the preparation of an updated site master plan for Leonard Field Park "as a guide for future facility improvements and development." The action step called for the following improvements:

1. Upgrade the electric fixtures for the field lighting so they are safe and protected.
2. Upgrade the scoreboard and announcement systems so they are safer and more functional.
3. Manage the vegetation along the river bank and railroad grade to be free of invasive plants and enhanced with native plants.
4. Install informational signage about activities in the park and use of the river.
5. Upgrade the observation decks at the river bank.
6. Improve access slope down to the river for public use.

Goal II, Objective B, Action Step 4 calls for acquiring "land along the east side of the Thornapple River to preserve natural floodplain habitat and provide a public trail connection between the Ada Village area and the Grand River Natural Area," and constructing "a pedestrian bridge across the Thornapple River, downstream of the existing Thornapple River Dr. bridge."

Goal II, Objective C, Action Step 1 calls for obtaining, "privately held properties adjacent to or within the boundaries of current parks."

Goal III, Objective B, Action Steps 1 and 2 call for construction of, "a pedestrian/bicycle bridge over the Thornapple River, from the planned Settlers' Grove Riverfront Park in the Village to land planned for permanent open space preservation on the opposite side of the river, including acquisition of needed land on the south bank of the river," and development of, "a non-motorized trail along the Thornapple and Grand Rivers, extending from the aforementioned pedestrian bridge across the Thornapple River to the Grand River Nature Trail and Preserve, including acquisition of needed land or easements."

Goal IV, Objective B, Action Step 1 calls for increasing, "the capacity and/or upgrade facilities at current parks and preserves to provide better opportunities for year round use." And Action Step 3 calls for, "increasing accessibility along the Grand and Thornapple Rivers.

2017 **ACCESSIBILITY REPORT**

An accessibility report was prepared by Disability Advocates of Kent County in 2017. The report was conducted to provide the Township with recommendations to ensure a welcoming and inclusive environment for employees, residents, and visitors to recreation facilities. The following recommendations were made for Leonard Field Park and should be incorporated in the Final Master Plan:

- Ensure field overlook surface is level.
- Provide a stable, level concrete or asphalt path at least 36-inches wide from the sidewalks to the ball diamond.
- Provide a minimum 36-inch wide gate at the back of the ball diamond to provide access to the field.
- Provide directional signage indicating location of ball diamond accessible entrance.
- Renovate the existing curb ramp located near the accessible parking spaces to have a shallower ramp-gutter transition per ADA standards.
- Provide river overlooks that are ADA compliant.
- Ensure that all handrails meet ADA standards.

2018 **RECREATION NEEDS ASSESSMENT**

RJM Design, in collaboration with Main Street Planning, conducted a Recreation Needs Assessment for Ada Township. The goal of the Assessment was to provide the Township with recommendations for the development of new parks, the addition of recreation amenities in existing Township parks, and a guide for planning future recreation programs and support services.

Desired improvements based on this assessment that may be applicable to Leonard Field Park include: splash pad, dog park, community garden, ice skating, outdoor fitness equipment, and recreation programming and organized fitness programs for all age groups.

2020 **CROSSWALK IMPROVEMENTS**

Safe access to the park has been an ongoing concern. Two crosswalk improvement projects are planned for the summer of 2020. The projects are included in the FY2020-21 budget and will be funded through the Township general fund. The improved crosswalks are located at the intersection of River and Thornapple River Drive SE on the south side of the intersection and at the intersection of Thornapple River Drive SE and Fase Street SE on the north side of the intersection.

River and Thornapple *Image courtesy of Moore & Bruggink*

Thornapple and Fase *Image courtesy of Moore & Bruggink*

SITE INVENTORY & ANALYSIS

EXISTING CONDITIONS

The predominant feature of the 3-acre park is a ball field. Softball has been played at the park since the 1940s. The field is oriented northwest, with the line from home base through the pitchers plate to second base running west-northwest. Due to space restrictions the foul lines and outfield dimensions are slightly reduced. Spectator seating consists of bleachers located between the ball field and Thornapple River Drive SE.

The remainder of the park includes open space, a small plaza with a picnic table overlooking the ball field, a bicycle path running east/west through the park across the Ada Covered Bridge, a barrier-free restroom building located in the south-east corner of the park, a barrier-free river overlook, a river observation deck, and a rustic kayak launch.

PARKING

The existing dead-end parking lot contains 40 parking spaces, two of which are accessible (one standard and one van). This meets the Americans with Disabilities Act minimum number of accessible parking spaces requirements.

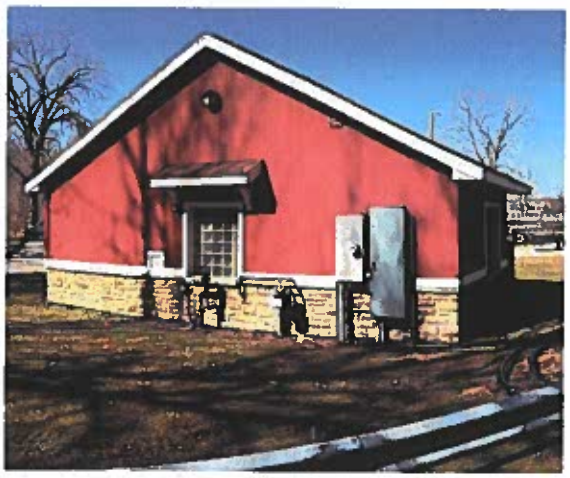
FACILITY RENTALS

Leonard Field Park facility rentals include the two riverside decks that can be rented for small gatherings of 30 people or less and the softball fields.

ELECTRIC SERVICE

The electrical service at Leonard Field Park was recently upgraded to 400 amps. To reduce the visual impact and increase flexibility, the new panels were installed on the back of the restroom building.

Leonard Field Park, 3 acres
Amenities
• Ball field • Bike paths • Barrier-free river overlook • River observation deck • Barrier-free restroom • Kayak launch • River access
Programs
• Softball Leagues & Tournaments • 5k and other Runs • Host site for Annual Bridge Ride • Christmas Bridge Lighting • Elementary and middle school field trips and programs tied to school curriculum • High school and college student volunteer and internship field study experience
Third Party • Beers at the Bridge (Ada Historical Society) • Grand Rapids Triathlon • Paddle & Picnic (GR Paddling)



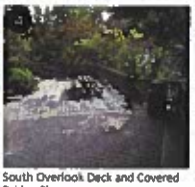
New 400 amp Electrical Service Panels

SITE INVENTORY PHOTOS

Looking towards Ada Covered Bridge from River Street

Historic Ada Covered Bridge Connecting to Leonard Field Park

Centennial Tree Adjacent to Ada Covered Bridge East Entry


South Overlook Deck and Covered Bridge Plaza

North Overlook Deck with Picnic Tables

Existing Kayak Launch Site Adjacent to Railroad Bridge

Parking Lot Looking South-east from the North-west End

South-west Restroom Building Facade from Thornapple River Dr. SE

South-east Entrance to Leonard Field Park

Leonard Field Park Ball Field Viewed from Thornapple River Dr. SE

Thornapple Riverbank Viewed from Thornapple River Dr. SE Bridge

Thornapple River Dr. SE Bridge Pedestrian Crossing

SITE OPPORTUNITIES AND CHALLENGES

KEY

- Opportunity
- Challenge

Opportunity to continue pathway connection established by Legacy Park. Could include improved walkway along River Street or along the top of the river bank.

If an agreement can be reached with the property owner there is potential maintain and reuse these buildings for a community/civic purpose.

Riverbank is eroded. Consideration should be given to fluctuating water levels.

Opportunity to stabilize river bank in a manner that increases accessibility and create riparian buffer to protect water quality.

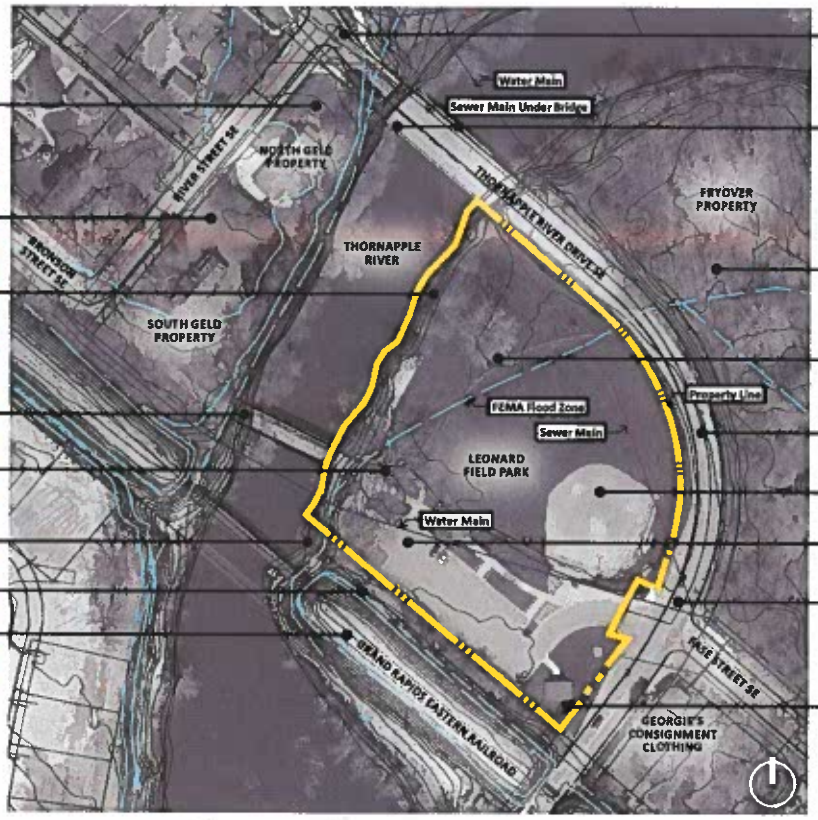
Ada Covered Bridge is a key historic landmark that draws people to the park, at has potential to play a larger role.

Existing centennial tree should be protected in place.

Existing kayak launch is used due to parking lot and restroom availability.

Opportunity to replace current weedy vegetation with native plants.

The adjacent railroad is a potential safety concern. This is somewhat abated due to the tracks being significantly elevated above the park.



No crosswalk connection is currently provided here for easy connectivity to Legacy Park.

There are planned crosswalk improvements for summer 2020.

Sidewalks exist on either side of the bridge, however, there is no barrier from traffic and the sidewalks do not continue beyond the east side of the bridge.

Sewer main running under the bridge poses a hazard for kayakers when the water level is high.

If an agreement can be reached with the adjacent property owner there is potential to use this flood zone area for passive recreation and trails to increase connectivity throughout the Township.

The ball field is located in the FEMA flood zone and floods frequently. This is a limitation that must be considered during Master Plan development.

Traffic along Thornapple River Drive is heavy and tends to be fast. Traffic noise is an additional challenge.

Ball field location is close to the road, allow little space for spectator seating and posing a safety hazard.

Dead-end parking lot fills quickly during events and can be tricky for vehicles with trailers.

Dangerous crossing at Thornapple River Drive SE and Fase Street SE. Main access for through traffic to the Village and park patrons living east of the park.

There are planned crosswalk improvements for summer 2020.

New 400 amp electric circuit control box located on back of the bathroom building has less negative visual impact and increases flexibility to provide power to other key park areas.

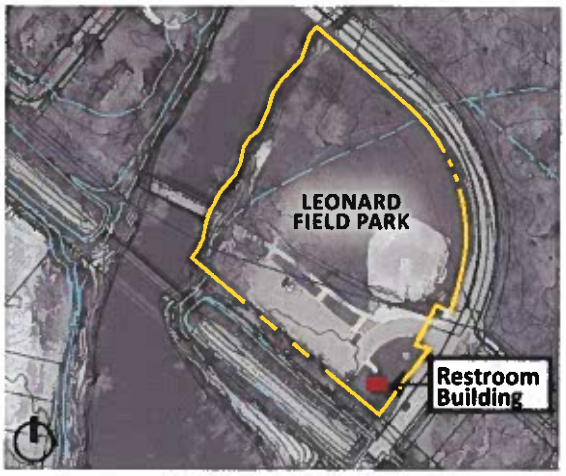
EXISTING BUILDING ANALYSIS

RESTROOM BUILDING

Fishbeck conducted a site visit on January 24th, 2020 to investigate the condition of the existing park restroom. The purpose of the visit was to confirm the condition of the facility as part of Master Plan development by RJM Design. The full report can be found in the Appendix. Other than damage to the men's and women's toilet partitions by vandals, the facility is in good overall condition with minor maintenance issues that should be addressed.

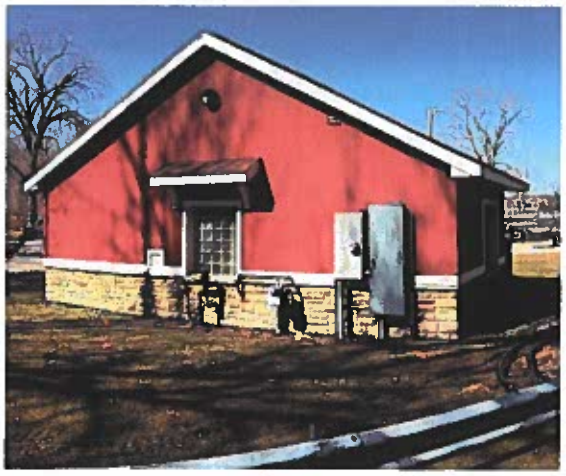
The building exterior consists of asphalt shingled roofing, painted fascia board, soffit and siding and a stone wainscot and water table. Glass block provides natural light to each restroom. The restroom and mechanical room entrances are recessed under the roof overhang which is supported by a timber truss with steel plate brackets. Timber posts support the truss on stone piers. As part of ongoing maintenance, the exterior should be cleaned, bee nests removed, fascia and truss surfaces refinished and stone cap mortar joints re-pointed.

On the interior, the restroom finishes are in good condition. The township is addressing replacement of the vandalized toilet partitions. The restrooms are generally compliant with handicapped accessibility requirements although minor dimensional variations from handicapped code standards were observed.



Location Map

North-west Facing Restroom Building Facade


New 400 amp Electrical Service Panels

03 INITIAL STAKEHOLDER INPUT

INTRODUCTION

RJM Design worked with the Parks, Recreation, and Land Preservation Board to develop a comprehensive list of stakeholders. The list included Township residents, Ada Historical Society, Ada Business Association, Bill and Paul's Sporthaus, GR Paddling, Thornapple Valley Baseball League, Grand Rapids Triathlon, Grand Rapids Eastern Railroad, Pilates Ada, Georgie's, Local Schools, Alkalign Studio Ada (since closed), GR Bicycle Company, and Thornapple Association.

STAKEHOLDER ENGAGEMENT OBJECTIVES

Stakeholder engagement objectives were to:

1. Solicit input from stakeholders on existing conditions and use of the park;
2. Receive stakeholder feedback on desired amenities and improvements to the park;
3. Gain broad stakeholder input;
4. Provide for one-on-one consultation with individual stakeholders;
5. Interact with stakeholder groups and the public;
6. Include the use of Ada Township's web presence and social media to communicate and facilitate an ongoing dialogue with stakeholders.

STAKEHOLDER ENGAGEMENT METHODS

Stakeholder engagement methods included:

- Stakeholder Input Event
- Online Survey
- Stakeholder Interviews

STAKEHOLDER SURVEY QUESTIONS

The following questions were used for both the Stakeholder Input Event paper survey and the Online Survey.

What comes to mind when you first think of Leonard Field Park?

Why do you visit Leonard Field Park?

What would you like to be able to do at Leonard Field Park but can't do now?

Aside from Leonard Field Park what is your favorite park in Ada Township or anywhere? Why?

What type of park experience do you prefer?

What matters to you most in improvements to Leonard Field Park?

TOWNSHIP

STAKEHOLDER INPUT EVENT

A Stakeholder Input Event was held at the Ada Township Covered Bridge on Saturday, January 18th, 2020 from 10:00am until 12:00pm. The event was advertised through the Township's social media, emails to target stakeholders, and a presentation at the Ada Business Association Lunch and Learn on January 16th.

During the event, large format boards displayed an aerial of park and its context, an aerial of just the park, photos of existing park elements, and an ideas/comment board. A paper survey was available to participants to fill out.

The drop-by event enabled participants to become familiar with the Master Plan process and schedule in addition to sharing their ideas through the survey, the ideas/comment board, and conversations with the design team. Thirty-one (31) completed surveys were collected in addition to fifty-two (52) comments on the ideas board. Surveys and the idea board are included in Appendix.

Recurring Responses Regarding Use

- Baseball/softball
- Walk through to the Village
- Year-round restroom
- Photo shoot at the covered bridge
- Community events/gathering

Recurring Responses Regarding Desired Improvements

- Improve safe access/street crossing
- Improve access to water/river
- Improve parking
- Provide more benches
- Keep baseball field
- Preserve trees
- Add more picnic tables
- Improve lighting
- Provide a working scoreboard

Participants at the Ada Township Covered Bridge

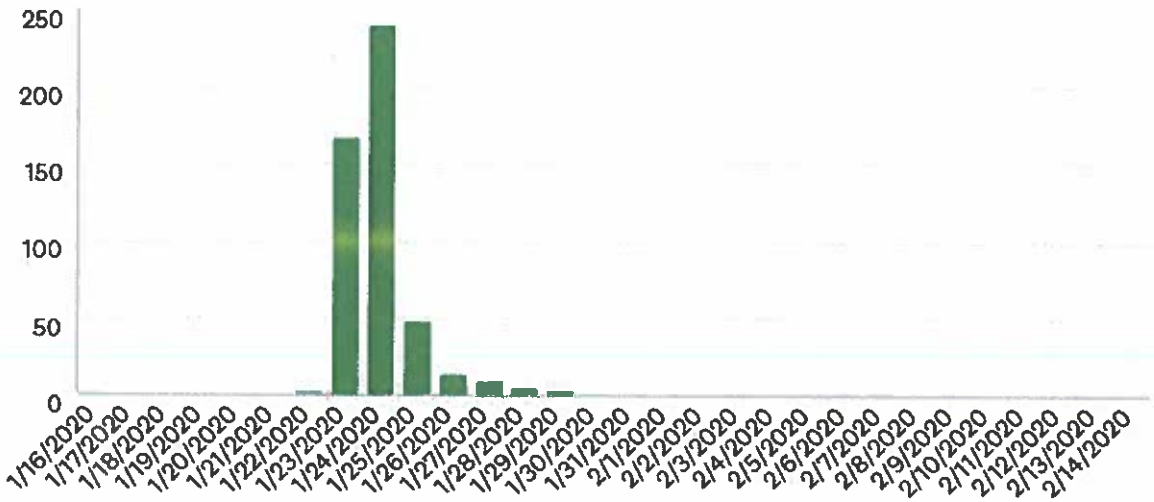
Participants Reviewing Display Boards

Event Coverage by WoodTV

ONLINE SURVEY

ONLINE SURVEY SUMMARY:
An online survey consisting of eight (8) questions was conducted using SurveyMonkey. The survey was launched January 22nd, 2020. It was shared via the Township's social media and via email to target stakeholders. Total responses through February 29th were 501. The majority of response volume was received during the initial three days, January 22nd, 23rd, and 24th. The average completion rate of respondents was 100%. The time typically spent by respondents on the survey was 4m:3s

Chart 1: Response Volume by Day



Q1 What first comes to mind when you think of Leonard Field Park?
501 respondents answered this question, 0 skipped. The wordcloud below illustrates the most frequently used words or phrases given as a response. The larger a word appears in the word cloud the higher the number of mentions. Common words (such as a, about, be, do, could, etc.) were excluded to highlight the important words in the responses. The most frequent responses were: Baseball/softball, the covered bridge, and Beers at the Bridge.

TOWNSHIP

Q2 Why do you visit Leonard Field Park?

501 respondents answered this question, 0 skipped. The wordcloud below illustrates the most frequently used words or phrases given as a response. The most frequent responses were: Beers at the Bridge, walking, Ada covered bridge, the river, baseball, events, biking, softball, and watch baseball/softball games. The photos below were uploaded to Google Maps by park users. The moments captured in these three photos and others found on Google Maps support the online survey responses.

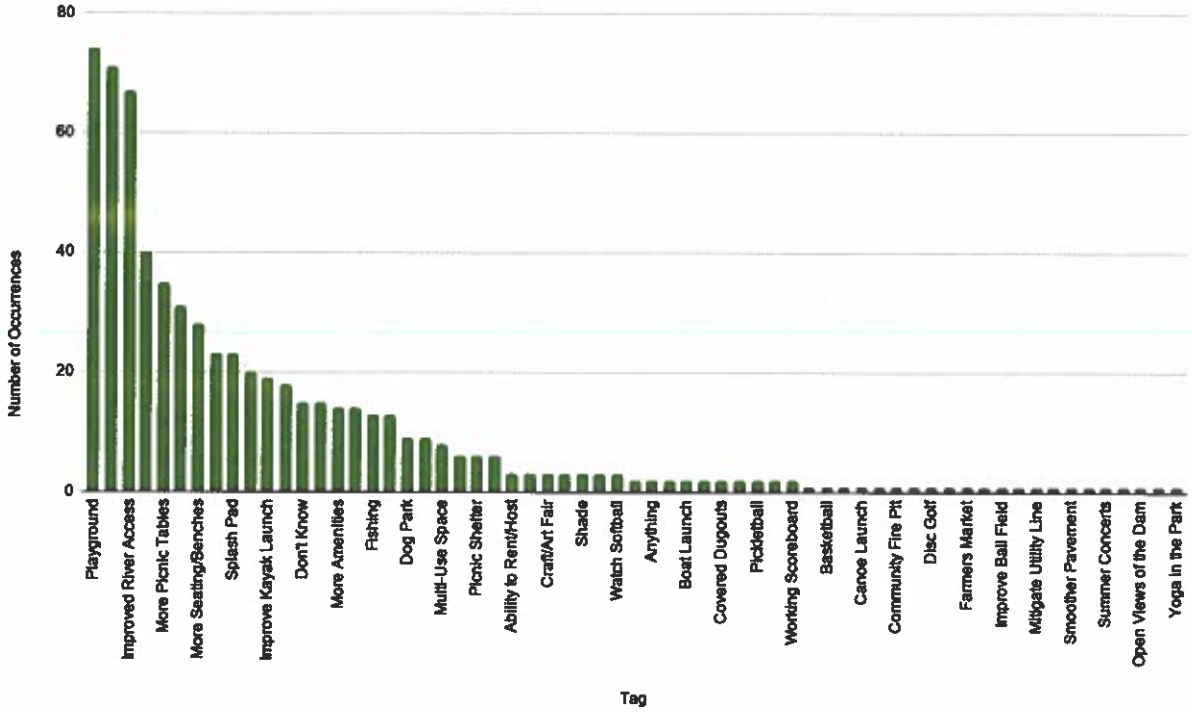
Photo courtesy of Aaron Stek, 2017

Photo courtesy of Kelly Kermode, 2017

Photo courtesy of Erik Pashnik, 2017

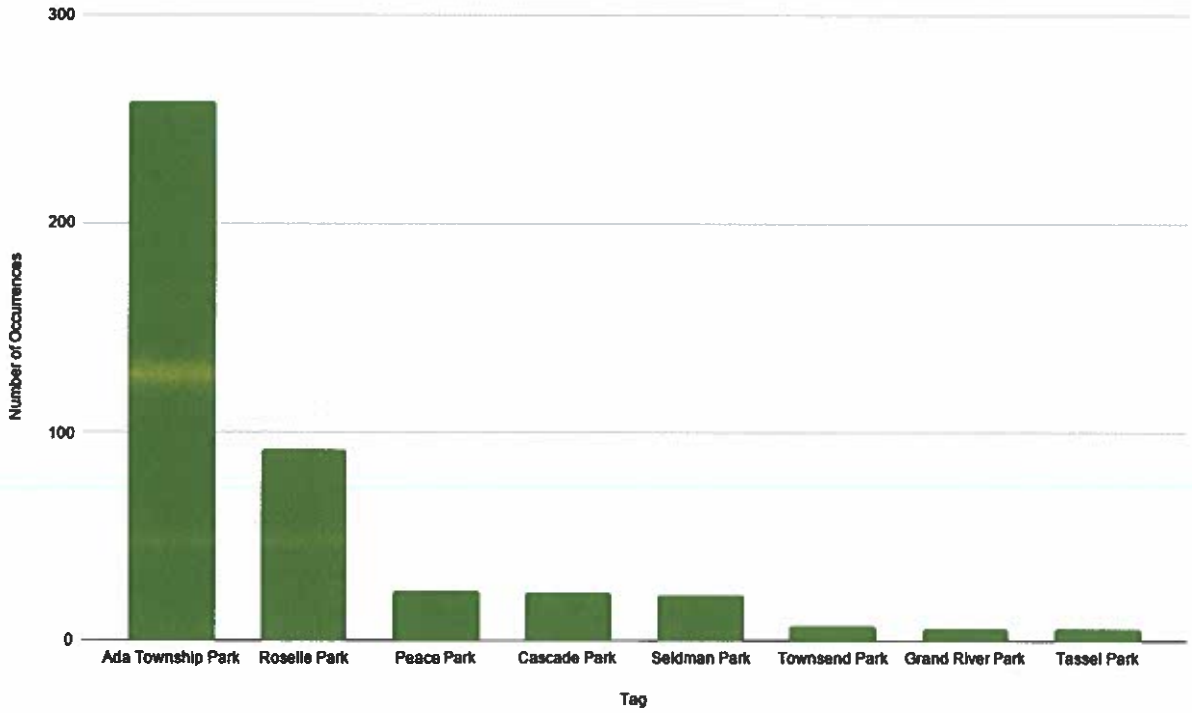
Q3 What would you like to be able to do at Leonard Field Park but can't do now?
479 respondents answered this question, 22 skipped. Tags were created and used to quantify these written responses. The most frequently recurring responses (6 or more occurrences), starting with highest frequency were: playground, nothing, improved river access, safer access to the park, more picnic tables, ice skating, more seating/benches, sidewalk along Thornapple River Drive to Ada Village, splash pad, open space, improved kayak launch, improved river views, don't know, programming/events, more amenities, riverside pathway, fishing, walking/running loop/trail, dog park, picnic area, multi-use space, better/more parking, and picnic shelter.

Chart 2: Desired Activities at Leonard Field Park



Q4 Aside from Leonard Field Park, what is your favorite park in Ada Township or anywhere? Why?
491 respondents answered this question, 10 skipped. The wordcloud below illustrates the most frequently used words or phrases given as a response. In order of frequency, the favorite parks were: Ada Township Park, Roselle Park, Peace Park, Cascade park, Seidman Park, Townsend Park, Grand River Park, and Tassel Park.

Chart 3: Favorite Parks



Reasons for visiting these parks that should be considered in the master plan of Leonard Field Park included: proximity, tennis, walking trails, amenities for kids, playground, inclusive/all age, completely fenced, bird watching, good pathway system, by the river, and nature.

Q5 What type of park experience do you prefer?
473 respondents answered this question, 28 skipped. The wordcloud below illustrates the most frequently used words or phrases given as a response. Some of the most frequent responses were: park, nature, walking, kids, playground, natural, and trails.

Q6 What matters to you most in improvements to Leonard Field?
463 respondents answered this question, 38 skipped. The wordcloud below illustrates the most frequently used words or phrases given as a response. Some of the most frequent responses were: park, keep, safety, and field.

Q7 Are you an Ada Resident?
500 respondents answered this question, 1 skipped. 394 respondents (78.80%) responded that they are an Ada resident. 106 respondents (21.20%) responded "other" and specified their response. Of those that responded "other:" 36 are Cascade Township residents, 17 are former Ada Township residents, 12 are Lowell residents, 10 are Grand Rapids Township residents, 9 are Grand Rapids residents, 2 are Caledonia Township residents, 2 are Cannon Township residents, 2 are Forest Hills residents, 2 are Rockford residents, 1 is a Cannonsburg resident, and 1 is a Lake Odessa resident. Of those that responded "other," their reasons for interest and participation in the survey included: Work in Ada, Ada business owner, family living in Ada, shopping in Ada, children attending Ada schools, moving to Ada, and to visit the Ada Covered Bridge.

Q8 Please provide your contact information if you would like to receive periodic updates during the Master Plan Process.
291 respondents provided their information, 210 declined.

ONLINE SURVEY FEEDBACK HIGHLIGHTS:

- Playground was the highest ranked desired addition for Leonard Field Park, both as a destination amenity and for ball game spectators that may have one child playing baseball and desire an activity to occupy their other children.
- Leonard Field Park plays an important role in providing access to the Thornapple River. The master plan should include measures to provide easier and safer access to the water's edge.
- Open, multi-use space is strongly desired. In determining the location of new amenities within the park, consideration should be given to maintaining open space.
- The ball field is heavily used and synonymous with Leonard Field Park. The ball field should be maintained and improved to increase safety and usability for players and spectators while maintaining the historic nature of the field.
- The Ada Covered Bridge plays a large part in the identity of Leonard Field Park. The master plan should emphasize and strengthen this connection.
- Beers at the Bridge is a popular and well-attended event held at the Park. The master plan should provide adequate space and amenities to accommodate and enhance Beers at the Bridge and other similar community events.
- The pathway through the park is heavily used by cyclists, runners, and walkers. It should be maintained and enhanced.
- Safely crossing Thornapple River Drive to access and pass through the park is a primary concern and is a barrier to visiting the park.
- Improvements should be made to the parking lot to provide more parking and easier access.
- There were many desired new amenities that cannot be added to Leonard Field Park due to limited space and the park's propensity to flood annually. In development of the master plan, consideration should be given to acquiring adjacent land to accommodate these amenities nearby.

TOWNSHIP

KEY STAKEHOLDER INTERVIEWS

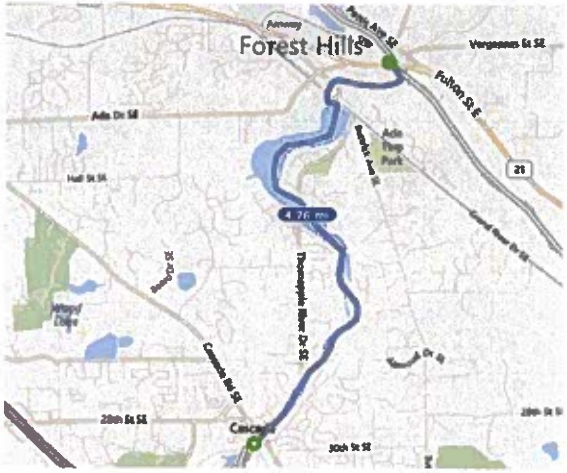
Stakeholder interviews were conducted in person and over the phone with the following key stakeholders: Ada Historical Society, GR Paddling, Bill and Paul's Sporthaus, Grand Rapids Triathlon, Thornapple Valley Baseball League, Grand Rapids Eastern Railroad, and Georgie's. Meeting notes for each can be found in the Appendix.

Emails and/or phone calls were made to the following: Pilates Ada, Alkalign Studio, GR Bicycle Company, and Thornapple Association. These either received input that the business had no direct connection with Leonard Field Park or no input was provided.

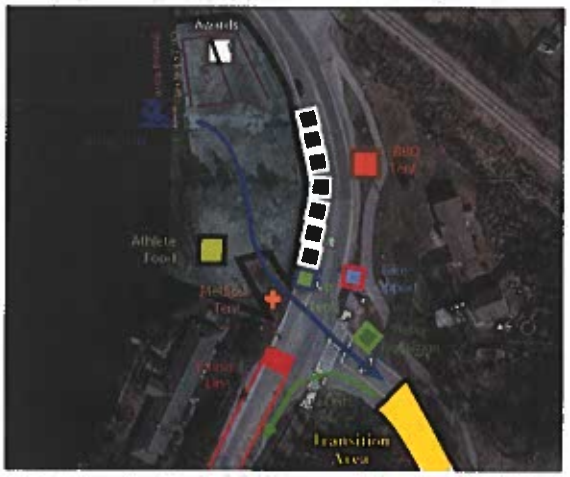
KEY STAKEHOLDER FEEDBACK HIGHLIGHTS:

- Include interpretive panels as part of the Ada Historical Society's Interpretive Panel Project. The interpretive panels would tell the history of Leonard Field Park
- Maintain and improve the existing kayak landing. GR Paddling offers Paddle & Picnic tours, one of which stops at Leonard Field Park for a picnic lunch.
- Consider the ability to use the ball field as a bicycle transition zone for the Grand Rapids Triathlon.
- Consider the ability to use the Ada Covered Bridge as the Grand Rapids Triathlon finish line.
- For safety and security, limit and discourage access to areas around the Grand Rapids Eastern Railroad and railroad bridge.
- Improving safety of the Thornapple River Drive crossing at Fase Street is critical.
- Increase river access.
- Provide an interconnected multi-modal trail system.
- Maintain ball field. It is historically significant and heavily used.
- Improve ball field with addition of better lighting, working scoreboard, and covered and fenced dugouts.

Interpretive Panel *Image courtesy of Ada Historical Society*



Paddle & Picnic Map *Image courtesy of GR Paddling*



Finish & Transition Map *Image courtesy of Grand Rapids Triathlon*

TOWNSHIP

04 CONCEPTUAL MASTER PLAN

INTRODUCTION

RJM Design developed three (3) Conceptual Master Plans to explore a variety of ways to address site opportunities and challenges while incorporating the list of priorities and desired elements established through the initial stakeholder input. The three concepts were developed with the anticipation that the Final Master Plan would be a combination of the three Conceptual Master Plans based on stakeholder and PRLP committee input. All concepts included the following elements:

- Legacy Walk running west to east through the park that acts as a spine connecting park amenities and providing a through-way for access to Ada Village.
- Gateway plazas with monument signage at either end of the Legacy Walk marking entry into the park.
- Curbside plazas at the Thornapple River Drive crosswalks to pedestrian visibility and increase safe crossing.
- Stabilized river bank using stone blocks to match those used at Legacy park. These blocks also provide safer access to the river and act as informal riverside seating.
- Small playground
- Improved river overlook deck
- Improved kayak landing
- Widened sidewalk along River Street SE
- Sidewalk along the north side of Thornapple River Drive, connecting Fase Street to Ada Village

The unique elements to each concept are as follows:

Concept-A

Concept-A maintains the ball field in its current location and orientation with the addition of covered/ fenced dugouts, new lighting, new fencing, and new scoreboard. Amphitheater-style spectator seating was added behind home base and integrated into a new park entry plaza. An accessible route runs north to south along the Thornapple River connecting the Legacy Walk with the Thornapple River Drive bridge. New amenities include a covered bridge plaza with watershed map paving and a picnic pergola added to the existing restroom building. Open space was maintained between the ball field and the river to accommodate community events, provide warm-up space during softball/baseball tournaments, and accommodate other informal park uses.

Concept-B

Concept-B mirrors the ball field for optimal orientation and increased safety by moving home base and spectator seating away from Thornapple River Drive. The ball field is improved with the addition of covered/fenced dugouts, new lighting, new fencing, and new scoreboard. Amphitheater-style spectator seating was added behind home base and integrated into a new covered bridge plaza. The parking lot was reconfigured as a one-way loop with angled parking and a drop-off and turnaround area. Open space was maintained between the ball field and the river to accommodate community events, provide warm-up space during softball/baseball tournaments, and accommodate other informal park uses. A bioswale was added to the east side of the park to treat stormwater runoff from Thornapple River Drive before it enters the Thornapple River.

Concept-C

Concept-C rotates the ball field and relocates home base and spectator seating away from Thornapple River Drive for increased safety. Spectator seating is incorporated into plaza space adjacent to the parking lot. The ball field is improved with the addition of covered/fenced dugouts, new lighting, new fencing, and new scoreboard.

A major component of Concept-C is the inclusion of adjacent properties: the Fryover Property to the north-east across Thornapple River Drive and the Geld Property to the west on the other side of the Thornapple River. Inclusion of these properties is also in line with Goal II, Objective C, Action Step 1 to "obtain privately held properties adjacent to or within the boundaries of current parks" in an effort to provide a system of public parks and natural areas that provide opportunities for passive and active recreation by increasing parkland and preserve areas. Acquiring these adjacent properties reduces the burden on Leonard Field Park enabling it to serve its primary historic function as a ball field. The adjacent properties assist in supporting the needs and improving the function of Leonard Field Park, such as additional parking, that cannot be met at the park due to space limitations.

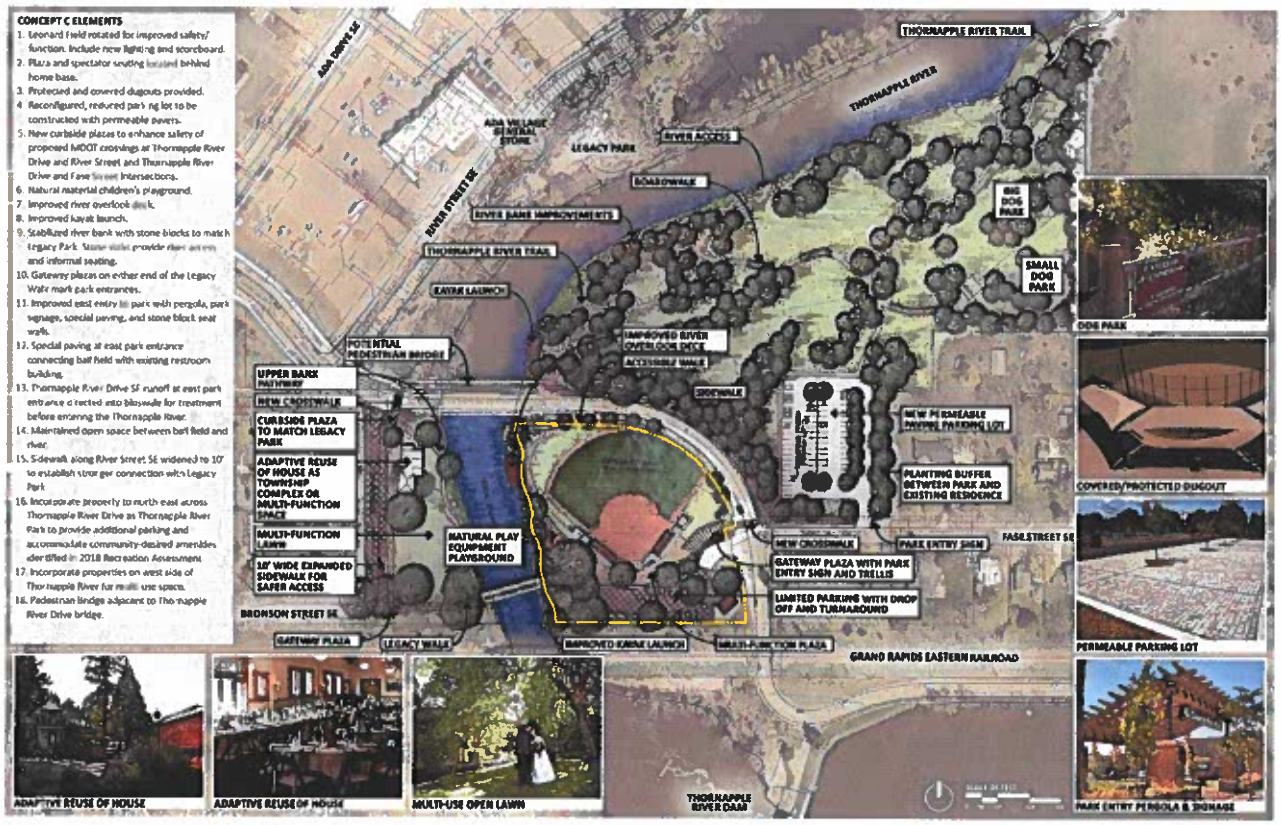
Accommodating parking at the Fryover Property allows for the reduction of parking at Leonard Field so that a proper turnaround and drop-off can be added. Due to its close proximity to Ada Village, this parking could also serve as overflow on busy days or community events held at Legacy Park or the Village. A proposed kayak launch at the Fryover Property is downstream of the utility line that poses a hazard during high water levels. Additionally, the Fryover Property includes a large and small dog park, which has been an ongoing amenity request noted in the 2017 Parks, Recreation and Land Preservation Plan, the 2018 Recreation Needs Assessment, and the initial stakeholder input conducted as part of this master plan process. A trail system at the Fryover Property would provide access to natural areas and the river and would connect to a larger trail system running along the Thornapple River connecting to the Grand River Nature Area.

Acquiring the Geld Properties allows for a continuation of Legacy Park and a creates a stronger physical connection between Leonard Field Park and Ada Village. Adaptive reuse of the northern home could provide additional municipal facilities or developed as multi-use event space through a Public Private Partnership.

CONCEPTUAL MASTER PLAN A

CONCEPTUAL MASTER PLAN B

CONCEPTUAL MASTER PLAN C

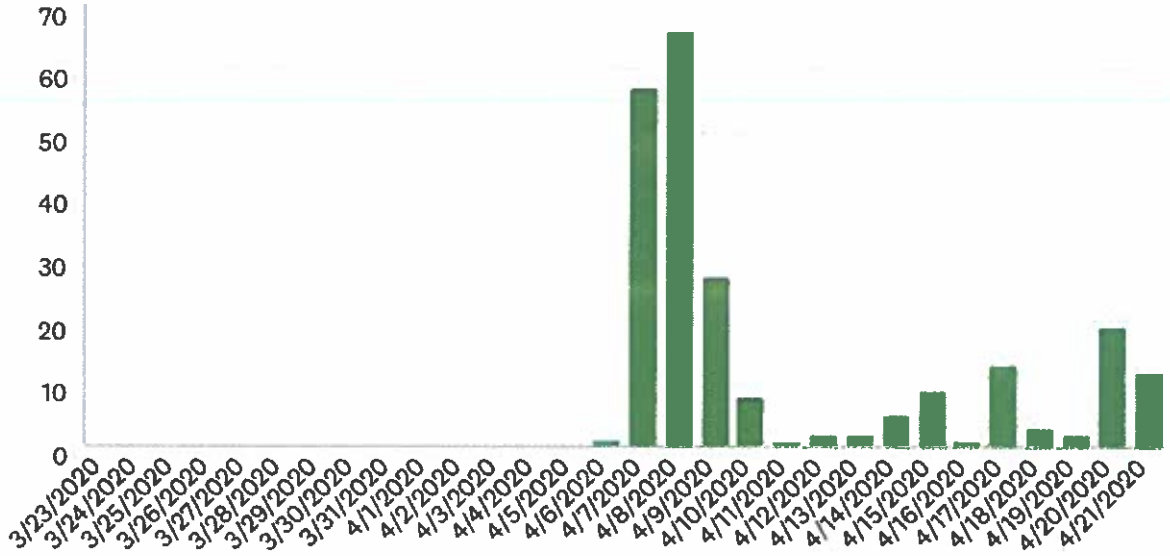


CONCEPTUAL MASTER PLAN STAKEHOLDER INPUT

Due to Covid-19 limitations on public gatherings, internet-based tools were used to solicit stakeholder input on the three (3) Conceptual Master Plans. Stakeholders were asked to review the plan graphics and text descriptions of each option, and provide feedback on the alternative concept plans and plan components using an online survey. Stakeholders were also given the option to provide input by emailing Parks Director Mark Fitzpatrick at: mfitzpatrick@adatownshipmi.com. The conceptual master plan review was advertised through email, FaceBook, and Instagram. A few stakeholders provided input through comments on the Facebook advertisement post.

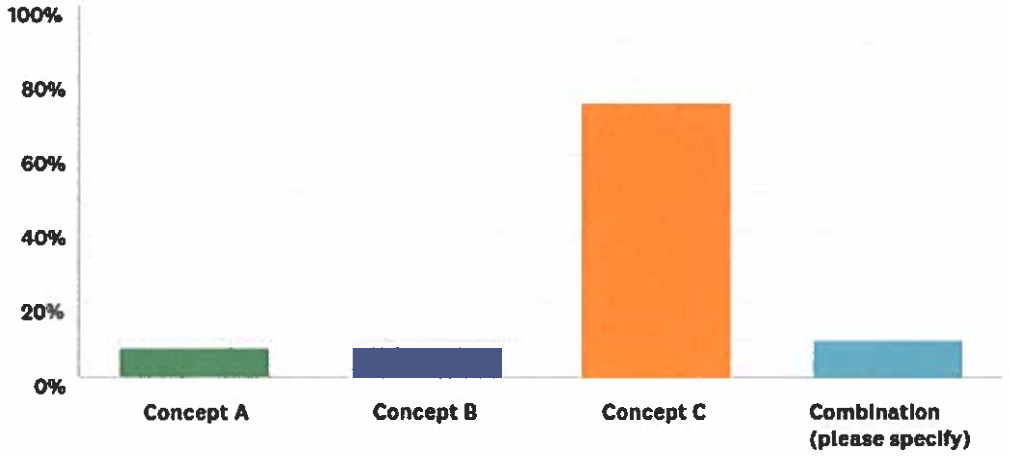
ONLINE SURVEY SUMMARY:
The online survey conducted with SurveyMonkey consisted of five (5) questions designed to gather feedback on the three (3) concept plans. The survey received 228 responses. Survey completion rate was 100%. The typical time spent was 4m:21s. The survey was open from April 6 to April 21, 2020.

Chart 1: Response Volume by Day



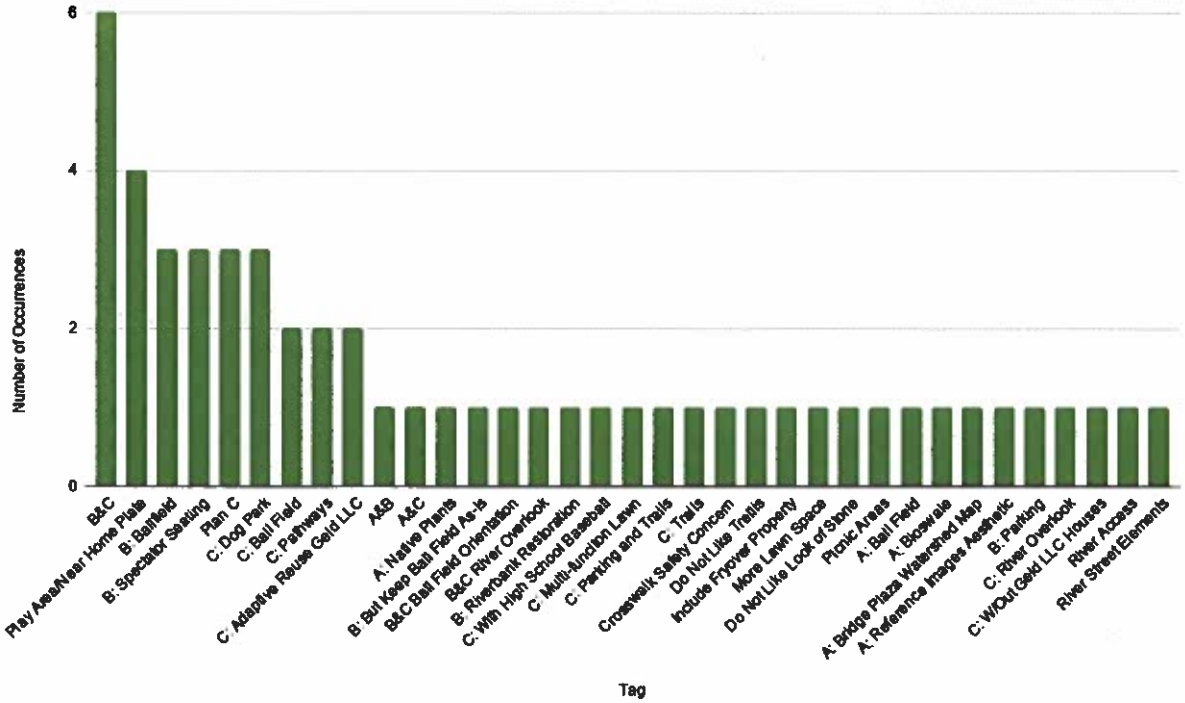
Q1 Which is your preferred concept or combination of concepts?
228 respondents answered this question, 0 skipped. As their preferred concept, 18 respondents (7.89%) selected Concept-A, 18 respondents (7.89%) selected Concept-B, 169 respondents (74.12%) selected Concept-C, and 23 respondents (10.09%) selected a combination of the concepts. Respondents who selected "combination" were asked to further specify their preference.

Chart 2: Preferred Concept



All 23 respondents who selected "combination" provided a written specification. Tags were created and used to quantify these written responses. The most frequently recurring responses (3 or more occurrences), starting with highest frequency were: Concepts B&C, Play Area/Play Area Near Home Plate, Concept-B ball field, Concept-B spectator seating, Concept-C, and Concept-C dog park.

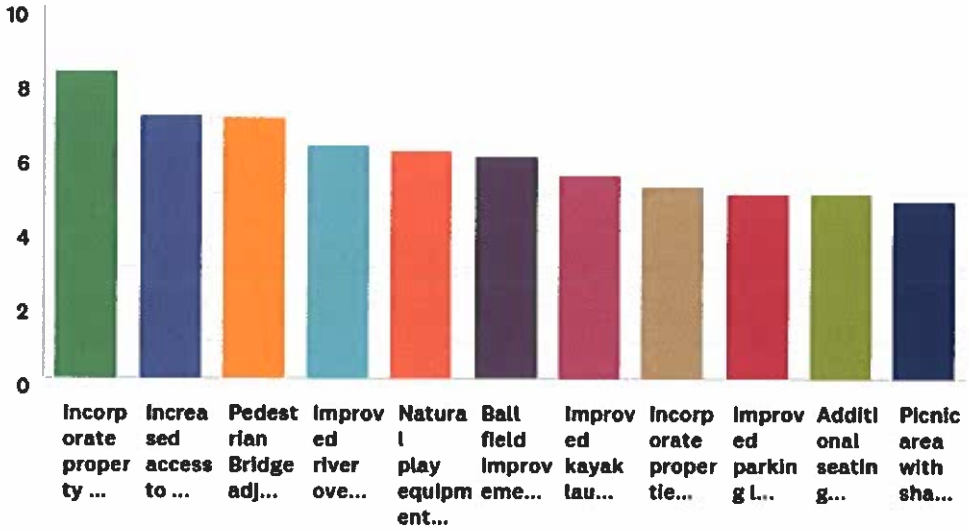
Chart 3: Combination of Concepts Responses



Q2 Please rank the list of proposed elements below from most important (1) to least important (11)?
225 respondents answered this question, 3 skipped. The average ranking for each answer choice was calculated to determine which answer choice was most preferred overall. The answer choice with the largest average ranking is the most preferred choice. Items ranked starting with the most preferred were as follows:

1. Incorporate property to the north-east, across Thornapple River Drive SE, as Thornapple River Park to provide additional parking for Leonard Field Park and accommodate community-desired amenities identified in the 2018 Recreation Assessment such as a dog park, walking trails, and kayak launch.
2. Increased access to the river through river bank improvements.
3. Pedestrian Bridge adjacent to Thornapple River Drive SE bridge.
4. Improved river overlook deck.
5. Natural play equipment playground.
6. Ball field improvements: new lighting, scoreboard, covered dugouts, and taller fence along the Thornapple River Drive.
7. Improved kayak launch.
8. Incorporate properties on the west side of the Thornapple River, including adaptive reuse of the northern existing home as part of the Township complex or as a multi-function space.
9. Improved parking lot circulation.
10. Additional seating throughout Leonard Field Park.
11. Picnic area with shade pergola adjacent to existing restroom building.

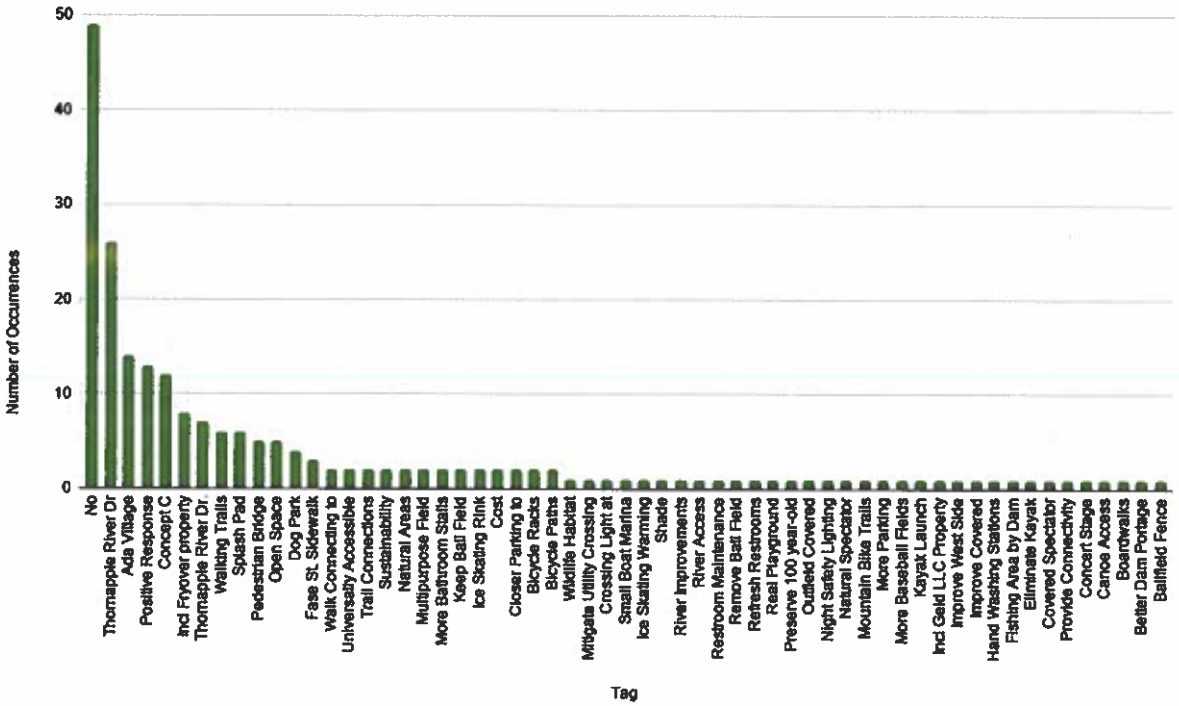
Chart 4: Preferred Elements



Q3 Are there any elements missing from all three concepts that you think are critical to include and why?

163 respondents answered this question, 65 skipped. Tags were created and used to quantify these written responses. The most frequently recurring responses, starting with highest frequency were: No, crosswalk safety, Ada Village connectivity, general positive response, Concept C, include Fryover property, sidewalk along north side of Thornapple River Dr., walking trails, splash pad, pedestrian bridge, open space, and dog park.

Chart 5: Preferred Elements



Q4 Are you an Ada resident?

228 respondents answered this question, 0 skipped. 195 respondents (85.53%) responded that they are an Ada resident. 33 respondents (14.47%) responded "other" and specified their response. Of those that responded "other:" 17 are Cascade Township residents, 7 are former Ada Township residents, 5 are Grand Rapids residents, 2 are Grand Rapids Township residents, 2 are Lowell residents, and 1 is a Forest Hills resident. Of those that responded "other," their reasons for interest and participation in the survey included: Ada property owner, weekly bike rides to Ada Village, family living in Ada, children attending Ada schools, plan to move to Ada, PRLP Committee member, Ada Township staff, and visit Ada frequently.

Q5 Please provide your contact information if you would like to receive periodic updates during the Master Plan Process.

160 respondents provided their information, 68 declined.

EMAIL RESPONSE SUMMARY:
Nine respondents provided feedback by email. 3 of the 9 who responded by email also responded to the online survey. Selecting Concept-C as the preferred concept and increasing pedestrian safety at the Thornapple River Drive and Fase Street crossing were the two recurring comments received via email. Although there were no other recurring comments in the email responses, the general tone of the emails matched responses received through the online survey.

FACEBOOK RESPONSE SUMMARY:
Seven respondents commented through the Facebook post advertising the survey. 1 of the 7 who commented on Facebook also responded by email and through the online survey. Generally the comments were notifying other Facebook users of the survey and asking clarification questions on the concept plans. There was one direct comment in support of the dog park and extensive trails in Concept-C.

CONCEPTUAL MASTER PLAN STAKEHOLDER INPUT HIGHLIGHTS:

- Large support was shown for Concept-C and the inclusion of the Fryover and Geld Properties and the addition of a dog park and pathways.
- Support for Concepts A and B was equal.
- Include the following ball field improvements: taller fence/net along Thornapple River Drive, new lighting, new scoreboard, covered dugouts, and amphitheater spectator seating.
- Provide a playground near home plate.
- Provide improved crosswalks across Thornapple River Drive at both Fase and River Street intersections. Should include a sign with flashing lights, curb bump out to reduce crossing distance and slow traffic, enhanced pavement markings, and curbside plazas.
- Increase access to the river through river bank improvements.
- Provide an improved river overlook deck.
- Improve existing kayak launch to make it more usable per Option B.
- Improve parking lot circulation per Option B.
- Provide space and utility hooks up for Beers at the Bridge and other community or private events.
- Include bicycle racks.
- Include Legacy Walk for site circulation, connectivity, and education opportunities.
- Provide park entry signage at parking lot entrance to match other Township parks.
- Ensure universal accessibility.
- Maintain open space for recreation flexibility.
- Provide a 10' wide sidewalk along the east side of River Street connecting the new Thornapple River Drive crossing and the new Leonard Field Park west entry plaza.
- Provide a sidewalk along the Thornapple River Drive Curve connecting Fase Street to Legacy Park and Ada Village.
- Provide a sidewalk pathway connection between Leonard Field Park and the existing pathway that terminates at the intersection of Thornapple River Drive SE and Buttrick Avenue SE. A study with MDOT, Grand Rapids Eastern Railroad, and other necessary entities should be conducted to arrive at an acceptable solution that provides pedestrian connectivity in the safest way possible.
- Provide a dog park.
- Provide a pedestrian bridge across the Thornapple River, exact location to be determined. A desire was shown for a direct connection from the Ada Village General Store to the new Thornapple River Park. A new study should be conducted to determine EGLE and floodway limitations.
- Provide low impact, minimum necessary parking to accommodate park needs.
- Provide a splash pad.
- Ensure universal accessibility.

TOWNSHIP

05 FINAL MASTER PLAN

INTRODUCTION

Following review of the Conceptual Master Plan stakeholder input, input from the PRLP, and a review of Township's budget and goals, Concept-A was selected to move forward with for development of the Final Master Plan. Due to the overwhelming stakeholder support for the inclusion of adjacent properties and their amenities, as shown in Concept-C, the Final Master Plan incorporates elements that facilitate future connectivity and continuity between Leonard Field Park and the Fryover and Geld properties.

The Final Master Plan maintains the ball field in its current location and includes the following improvements and elements identified as master plan areas A through J, further outlined below and graphically shown in the Final Master Plan Area Key.

A | EAST ENTRY PLAZA

Design of the east entry plaza expands on the MDOT approved plan for an improved Thornapple River Drive pedestrian crossing. The east entry plaza acts as a gateway to the park and provides an elevated viewing area for the existing ball field. Tiered walls take advantage of the natural change in grade from the plaza down to the ball field and provide integrated spectator seating. A universally accessible ramp built into the tiered walls provides access to both spectator seating and the ball field. The entry plaza includes site furnishing such as bike racks, drinking fountain, trash and recycling receptacles, and wayfinding signage. A monument sign marks the park entrance and creates a cohesive and identifiable Township Park design language. Stormwater runoff from Thornapple River Drive is redirected into a bioswale for treatment rather than piped directly into the Thornapple River.

Master Plan Goals Achieved: Provide safe walking and biking connections through the township and village, improve universal accessibility, improve traffic safety, and improve security and monitoring.

B | BALL FIELD IMPROVEMENTS

Ball Field improvements include new/taller fencing for increased safety. Additionally, the outfield fence has been moved slightly farther out to assist with ease of play. Dugout safety is enhanced with the addition of fencing and a cantilever structure that enhances player comfort without blocking spectator views. New lighting and an electronic scoreboard increase the field's usability and safety.

Master Plan Goals Achieved: Improve universal accessibility, better accommodate programs and activities offered at the park, and improve security and monitoring.

C | LEGACY WALK AND BIKE PATH

The Legacy Walk and bike path is the main spine through the park running west to east connecting the park to adjacent neighborhoods and Ada Village. The Legacy Walk includes paving inlays and or signage representing the evolution and history of Ada Township. Paver banding along the walk offers a fundraising opportunity. The Legacy Walk is universally accessible, ensuring a smooth transition to all park elements and the inclusion of handrails, where needed, that meet accessibility codes.

Master Plan Goals Achieved: Provide safe walking and biking connections through the township and village, improve universal accessibility, improve traffic safety, and improve security and monitoring.

D | COVERED BRIDGE PLAZA

The covered bridge plaza provides an overlook area adjacent to the bridge that can be used for informal gatherings on a day to day basis but can also be used for formal events. The plaza paving could include an inlay map of the Thornapple River Watershed, timeline of Ada Township's development, or simply a decorative pattern. The upper plaza is connected to a lower picnic plaza by large steps that also provide informal seating. Both plazas provide multi-function opportunities for public or private events such as the annual bridge lighting, weddings, birthday parties, photography, yoga in the park, and an outdoor classroom.

Master Plan Goals Achieved: Provide safe walking and biking connections through the township and village, improve universal accessibility, better accommodate programs and activities offered at the park, accommodate a diverse range of programs and activities, improve security and monitoring, and highlight the importance of the covered bridge.

E | PARKING LOT

The parking layout is slightly adjusted to include 38 parking spaces (including two accessible, one standard and one van), reducing the parking count by two spaces to allow for better circulation and connectivity to the picnic plaza and river access point. The central drive aisle and overall width of the parking lot is expanded to the south to allow for easier maneuverability and to provide a larger paved space for events such as Beers at the Bridge and the Grand Rapids Triathlon.

The existing asphalt parking lot is replaced with permeable pavers and the curb and gutter are removed. Permeable pavers will allow for the percolation of stormwater. Eliminating the curb and gutter make accessible sidewalk connections more seamless and allows any stormwater runoff to be directed into a bioswale added to the south of the parking lot. Enhanced sidewalk connections also include an improved connection to the restroom building that meets accessibility requirements and improves safety of pedestrians crossing the parking lot entry drive.

Master Plan Goals Achieved: Improve universal accessibility, better accommodate programs and activities offered at the park, accommodate a diverse range of programs and activities, improve traffic safety, improve parking lot efficiency, improve security and monitoring, and highlight the importance of the covered bridge.

F | RIVER ACCESS POINT

Due to the intermittent high-water hazard posed by the utility pipe crossing the Thornapple River, under the Thornapple River Drive Bridge, minor improvements are made to the existing river access point to enhance safety and accessibility for multiple uses including kayak and canoe put-in/take-out, fishing, and river studies by students. The river access point is located in an easement granted by the Grand Rapids Eastern Railroad, and as such, improvements will need to be coordinated with the railroad. In the future a kayak/canoe launch may be added downstream of the utility pipe as part of Concept-C implementation.

Master Plan Goals Achieved: Improve universal accessibility, better accommodate programs and activities offered at the park, and improve river access.

G | UNIVERSALLY ACCESSIBLE WALK

A universally accessible walk runs along the riverbank connecting the Covered Bridge Plaza and the Thornapple River Drive Bridge sidewalk. This sidewalk also provides an accessible connection to the river overlook/fishing deck, ball field outfield, and new playground.

Master Plan Goals Achieved: Improve universal accessibility, better accommodate programs and activities offered at the park, accommodate a diverse range of programs and activities, and improve security and monitoring.

H | RIVER OVERLOOK DECK

The river overlook deck is in generally the same location and is generally the same size as the existing deck to minimize the need to remove trees and impact the riverbank. The shape is adjusted to fit the overall design aesthetic of the new Master Plan and to accommodate a variety of uses. The transition between the universally accessible walk and overlook deck meets universal accessibility guidelines. The overlook decking material will be upgraded to one that can withstand water submersion durign flooding, to ensure the material doesn't degrade and inhibit accessibility.

Master Plan Goals Achieved: Improve universal accessibility, better accommodate programs and activities offered at the park, accommodate a diverse range of programs and activities, and improve security and monitoring.

I | PLAYGROUND

A playground was the top item requested in initial stakeholder input. The playground utilizes topography, plant material, and seat walls to provide safety. The playground is located to provide adequate space for play while not significantly reducing open space. Natural play equipment, similar to that provided by Earthscape Play Equipment, is recommended to fit with the overall understated aesthetic of the park.

Master Plan Goals Achieved: Improve universal accessibility, better accommodate programs and activities offered at the park, accommodate a diverse range of programs and activities, and improve security and monitoring.

J | RIVERBANK IMPROVEMENTS

Riverbank improvements were another top requested item by stakeholders, primarily to provide increased and safer access to the river. The utilization of boulder or cut stone walls, similar to Legacy Park, protect the bank from erosion and provide a seamless way for people to access the river. The mitigation of scrub plant material and inclusion of native plants will also help with riverbank stabilization and river habitat enhancement.

Master Plan Goals Achieved: Improve universal accessibility, better accommodate programs and activities offered at the park, accommodate a diverse range of programs and activities, improve river access, and improve security and monitoring.

FINAL MASTER PLAN AREA KEY

FINAL MASTER PLAN

EAST ENTRY ENLARGEMENT

1. Improved Crosswalk (Planned for Summer 2020)
2. Park Entry Sign
3. Bicycle Racks
4. East Entry Plaza & Spectator Seating Areas
5. Universally Accessible Ramp to Ball Field
6. Improved Existing Ball Field
7. Fenced and Covered Dugouts
8. Legacy Walk & Bike Path with Bench Seating
9. Improved Accessible Access to Restrooms
10. Accessible Parking (2)
11. Permeable Paver Parking Lot with Flush Curb
12. Bioswale to Treat Stormwater
13. Ball Field Service Vehicle Access Path (Reinforced Grass)
14. Ball Field Service Vehicle Access Gate

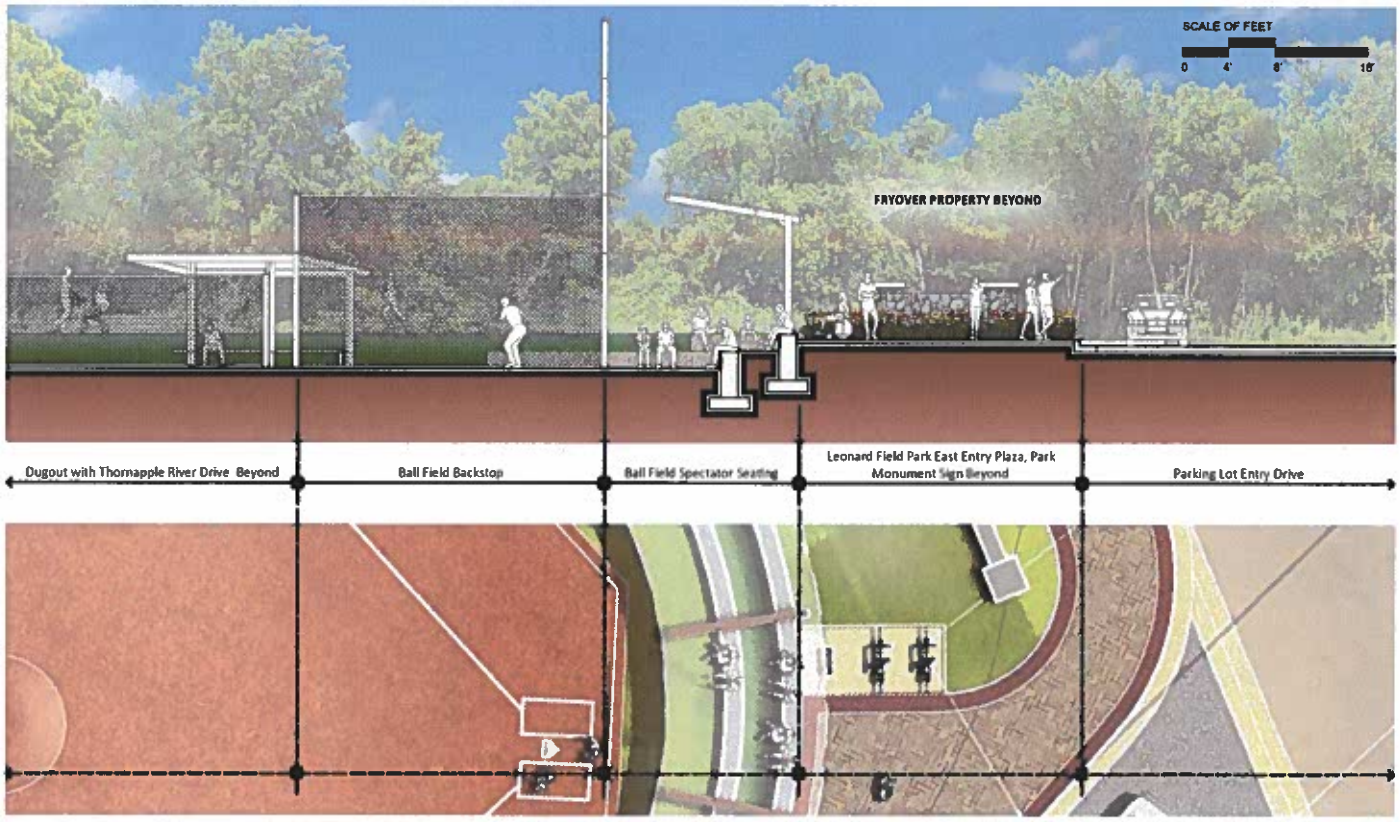
Park Entry Sign to Match Township Standards

Tiered Ball Field Spectator Seating Utilizing Existing Topography

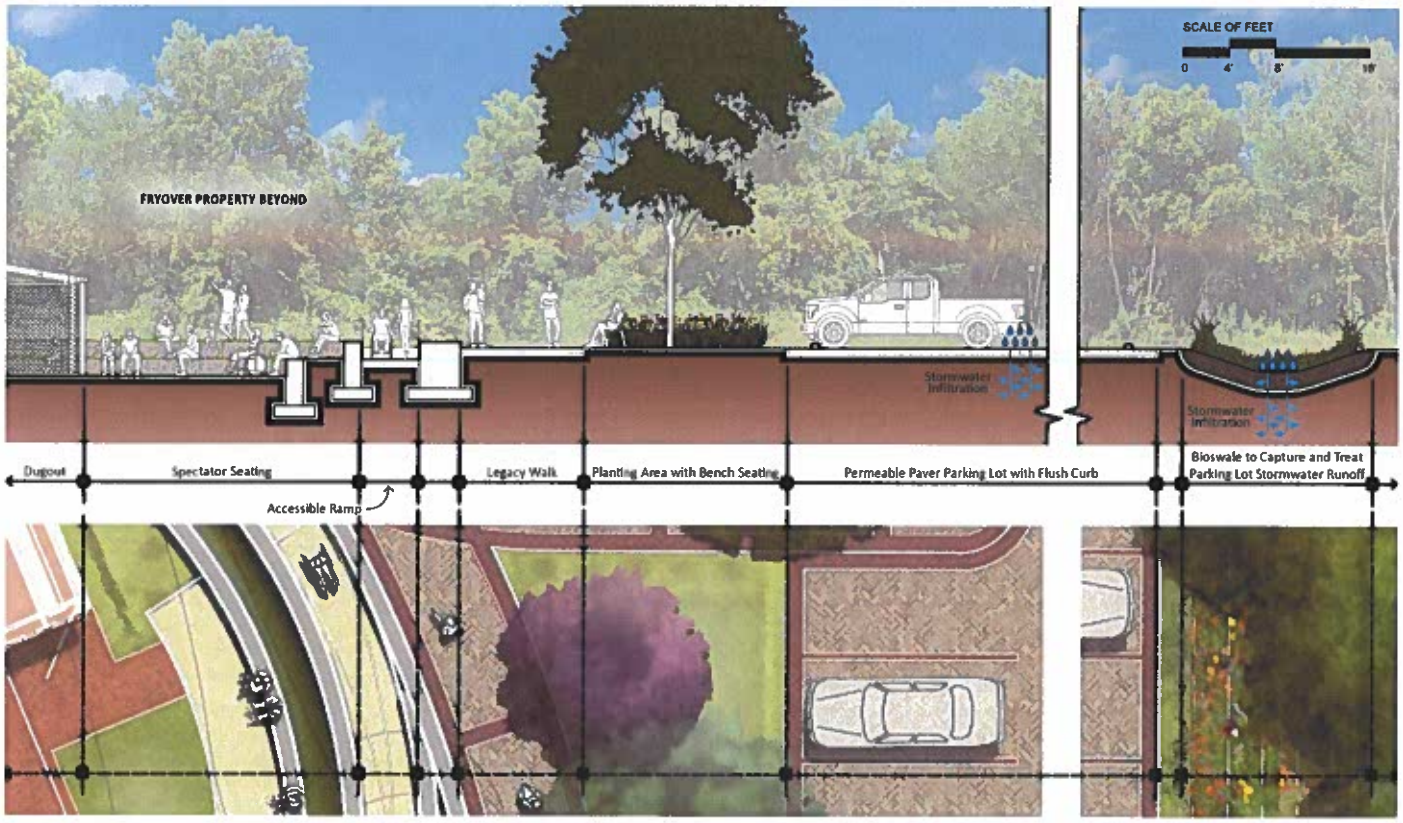
Bioswale to Treat Stormwater Runoff From Thornapple Drive

Dugout Fence and Cantilever Shade Structure

EAST ENTRY PLAZA AND SPECTATOR SEATING SITE SECTION



PARKING LOT SITE SECTION



COVERED BRIDGE PLAZA ENLARGEMENT

1. Legacy Walk & Bike Path
2. Ada Covered Bridge Plaza with Watershed Map
3. Stone Seating Steps
4. River Overlook Picnic Plaza
5. Permeable Paver Parking Lot with Flush Curb
6. Picnic Plaza Service Access with Retractable Bollards
7. River Access Point
8. Bioswale to Capture and Treat Parking Lot Storm Water
9. Improved Existing Ball Field
10. Universally Accessible Walk
11. River Overlook/Fishing Deck and Performance Stage
12. River Bank Improvements to Increase Accessibility and Reduce Bank Erosion

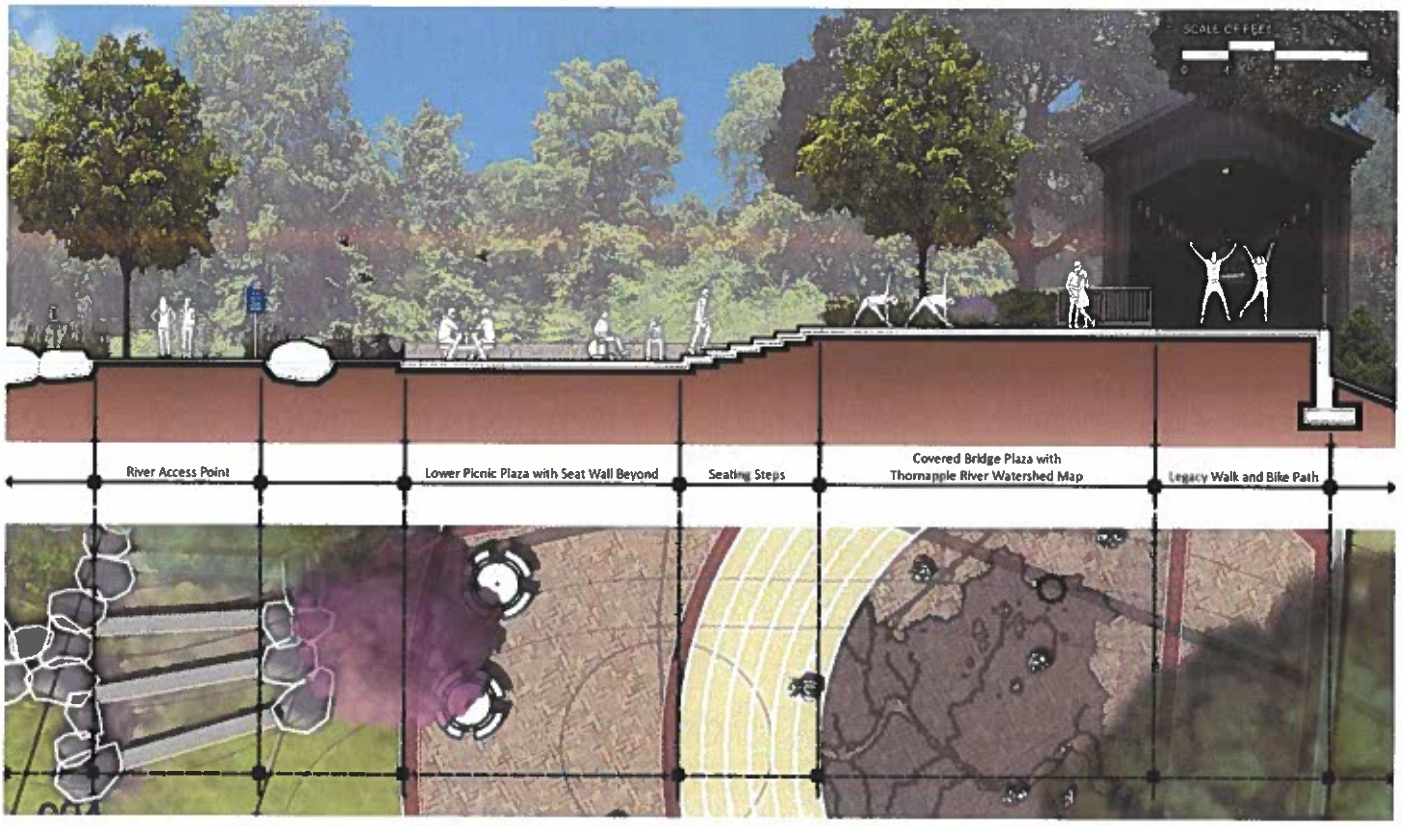
Legacy Walk & Bike Path Paving Outlining Ada's History

Thornapple River Watershed Map Paving at the Covered Bridge Plaza

Seating Steps Connecting the Upper and Lower Level Plazas

River Access Point with Improved Accessibility and Erosion Control

COVERED BRIDGE PLAZA SITE SECTION



RIVER OVERLOOK DECK AND PLAYGROUND ENLARGEMENT

1. Universally Accessible Walk
2. River Overlook Deck
3. Open Multi-use Lawn
4. Playground with Rubberized Play Surface
5. Stone Seat Walls
6. Universally Accessible Ramp Connecting to Thornapple River Drive Bridge
7. River Bank Improvements to Increase Accessibility and Reduce Bank Erosion
8. Improved Existing Ball Field
9. Ball Field Scoreboard

Riverbank Enhancements to Reduce Erosion and Improve River Health

Accessible River Overlook/Fishing Deck and Performance Stage

Riverbank Enhancements to Increase River Accessibility

Playground with Natural Material Play Structures

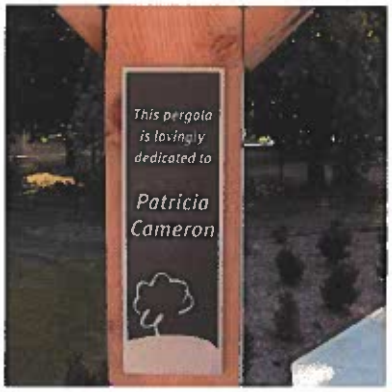
OPINION OF PROBABLE COST

The following cost estimate was developed to guide funding and phasing of improvements to Leonard Field Park based on the Final Master Plan. Costs have been divided by Master Plan Area.

The Master Plan Areas are organized by phasing based on priorities established through stakeholder and PRLP input, park function, and construction sequencing knowledge from similar projects. It is envisioned that improvements to Leonard Field Park will occur over the span of a few years as funding is available. The sequence may adjust as funding availability and priorities change.

Aside from an overall survey and soils testing, each phase is treated as its own project including construction mobilization, demolition, regulatory permitting, contingency, and professional fees. If phases are grouped, some efficiency and cost saving will be gained by combining these elements.

Donor Funding Opportunities
The park was designed with potential donor opportunities in mind. Based on the current master plan, potential donor opportunities include: Legacy Walk and Bike Path engraved pavers, East Entry Plaza engraved pavers, playground equipment, Covered Bridge Plaza engraved pavers, river overlook deck, park benches, picnic tables, dugout shade structures and benches, spectator seating shade structure, and ball field score board sign.



TOWNSHIP

Item	Unit	Quan.	Installed Unit Price	Cost
PRELIMINARY COSTS				
Land Survey	LS	1	$ 10,000.00	$ 15,000.00
Soils Testing	LS	1	$ 7,500.00	$ 10,000.00
Preliminary Cost Estimated Total				**$ 25,000.00**
A | EAST ENTRY PLAZA				
Mobilization	LS	1	$ 3,000.00	$ 3,000.00
Demolition	LS	1	$ 7,000.00	$ 7,000.00
Regulatory Permitting	LS	1	$ 5,000.00	$ 5,000.00
Thornapple River Drive & Fase Street Crosswalk	LS	1	NIC	NIC
East Entry Plaza (pavers on 4" thick concrete)	SF	608	$ 20.00	$ 12,160.00
Drinking Fountain/Bottle Filler	EA	1	$ 1,000.00	$ 1,000.00
Trash Receptacles	EA	1	$ 800.00	$ 800.00
Bike Racks	EA	3	$ 900.00	$ 2,700.00
Ball Field Spectator Seating (Retaining Walls & Grass)	LS	1	$ 30,000.00	$ 30,000.00
Ball Field Spectator Seating Shade Structure	EA	1	$ 50,000.00	$ 50,000.00
Entry Monument Sign	LS	1	$ 30,000.00	$ 30,000.00
Wayfinding & Information Signage	LS	1	$ 5,000.00	$ 5,000.00
Lighting	LS	1	$ 10,000.00	$ 10,000.00
Bioswale	SF	625	$ 15.00	$ 9,375.00
Landscape Planting	LS	1	$ 7,000.00	$ 7,000.00
East Entry Plaza Subtotal				**$ 173,035.00**
Contingency				*$ 17,303.50*
Professional Fees (only includes through Design Development)				*$ 20,764.20*
East Entry Plaza Estimated Total				**$ 190,338.50**
B | BALL FIELD IMPROVEMENTS				
Mobilization	LS	1	$ 3,000.00	$ 3,000.00
Demolition	LS	1	$ 5,000.00	$ 5,000.00
Regulatory Permitting	LS	1	$ 5,000.00	$ 5,000.00
Ball Field Dugout Improvements	EA	2	$ 30,000.00	$ 60,000.00
Ball Field Fencing	LS	1	$ 40,000.00	$ 40,000.00
Ball Field Scoreboard	EA	1	$ 50,000.00	$ 50,000.00
Ball Field Lighting	LS	1	$ 130,000.00	$ 130,000.00
Ball Field Improvements Subtotal				**$ 293,000.00**
Contingency				$ 29,300.00
Professional Fees *(only includes through Design Development)*				$ 35,160.00
Ball Field Improvements Estimated Total				**$ 322,300.00**
C | LEGACY WALK AND BIKE PATH				
Mobilization	LS	1	$ 3,000.00	$ 3,000.00
Demolition	LS	1	$ 10,000.00	$ 10,000.00

Regulatory Permitting	LS	1	$ 5,000.00	$ 5,000.00
Earthwork and Grading	LS	1	$ 10,000.00	$ 10,000.00
Legacy Walk (Pavers on 4" thick concrete)	SF	6,533	$ 16.00	$ 104,528.00
Trash Receptacles	EA	1	$ 600.00	$ 600.00
Benches	EA	3	$ 1,200.00	$ 3,600.00
Pathway Lighting	LS	1	$ 30,000.00	$ 30,000.00
West Entry Monument Sign	LS	1	$ 15,000.00	$ 15,000.00
Wayfinding & Information Signage	LS	1	$ 5,000.00	$ 5,000.00
Legacy Walk and Bike Path Subtotal				**$ 186,728.00**
Contingency				*$ 18,672.80*
Professional Fees (only includes through Design Development)				*$ 22,407.36*
Legacy Walk and Bike Path Estimated Total				**$ 205,400.80**
D | COVERED BRIDGE PLAZA				
Mobilization	LS	1	$ 5,000.00	$ 5,000.00
Demolition	LS	1	$ 20,000.00	$ 20,000.00
Regulatory Permitting	LS	1	$ 5,000.00	$ 5,000.00
Earthwork and Grading	LS	1	$ 15,000.00	$ 15,000.00
Covered Bridge and Picnic Plazas (pavers on 4" thick concrete)	SF	3225	$ 20.00	$ 64,500.00
Covered Bridge Plaza Steps & Walls	LS	1	$ 50,000.00	$ 50,000.00
Trash Receptacles	EA	1	$ 600.00	$ 600.00
Picnic Tables	EA	3	$ 1,800.00	$ 5,400.00
Park Lighting	LS	1	$ 15,000.00	$ 15,000.00
Wayfinding & Information Signage	LS	1	$ 10,000.00	$ 10,000.00
Landscape Planting	LS	1	$ 7,000.00	$ 7,000.00
Covered Bridge Plaza Subtotal				**$ 190,500.00**
Contingency				*$ 19,050.00*
Professional Fees (only includes through Design Development)				*$ 22,860.00*
Covered Bridge Plaza Estimated Total				**$ 209,550.00**
E | PARKING LOT				
Mobilization	LS	1	$ 5,000.00	$ 5,000.00
Demolition	LS	1	$ 20,000.00	$ 20,000.00
Regulatory Permitting	LS	1	$ 5,000.00	$ 5,000.00
Electric Outlet at Restroom Building	EA	1	$ 3,000.00	$ 3,000.00
Concrete Sidewalks (4" thick)	SF	450	$ 6.00	$ 2,700.00
Legacy Walk Connectors (Pavers on 4" thick concrete)	SF	1268	$ 16.00	$ 20,288.00
Parking Lot Permeable Pavers	SF	13169	$ 10.00	$ 131,690.00
Lighting	LS	1	$ 15,000.00	$ 15,000.00
Accessible Parking Signage	LS	2	$ 2,000.00	$ 4,000.00
Bollards	EA	7	$ 1,600.00	$ 11,200.00
Bioswale	SF	2919	$ 15.00	$ 43,785.00
Parking Lot Subtotal				**$ 217,878.00**

Contingency				*$ 21,787.80*
Professional Fees (only includes through Design Development)				*$ 26,145.36*
Parking Lot Estimated Total				**$ 239,665.80**
F | RIVER ACCESS POINT				
Mobilization	LS	1	$ 2,000.00	$ 2,000.00
Regulatory Permitting	LS	1	$ 3,000.00	$ 3,000.00
Brush & Tree Removal Along River	LS	1	$ 1,500.00	$ 1,500.00
Kayak Launch	LS	1	$ 15,000.00	$ 15,000.00
Riverbank Stone Walls	FF	270	$ 25.00	$ 6,750.00
River Bank Planting (Native)	LS	1	$ 10,000.00	$ 10,000.00
Subtotal All				**$ 38,250.00**
Contingency				*$ 3,825.00*
Professional Fees (only includes through Design Development)				*$ 4,590.00*
Estimated Total				**$ 42,075.00**
G | UNIVERSALLY ACCESSIBLE WALK				
Mobilization	LS	1	$ 3,000.00	$ 3,000.00
Regulatory Permitting	LS	1	$ 3,000.00	$ 3,000.00
Concrete Walk Removal	LS	1	$ 10,000.00	$ 10,000.00
Concrete Sidewalks (4" thick)	SF	3,093	$ 6.00	$ 18,558.00
Stone Walls	FF	441	$ 25.00	$ 11,025.00
Wayfinding & Information Signage	LS	1	$ 5,000.00	$ 5,000.00
Earthwork and Fill	LS	1	$ 15,000.00	$ 15,000.00
Landscape Planting	LS	1	$ 7,000.00	$ 7,000.00
Universally Accessible Walk Subtotal				**$ 72,583.00**
Contingency				*$ 7,258.30*
Professional Fees (only includes through Design Development)				*$ 8,709.96*
Universally Accessible Walk Estimated Total				**$ 79,841.30**
H | RIVER OVERLOOK DECK				
Mobilization	LS	1	$ 3,000.00	$ 3,000.00
Regulatory Permitting	LS	1	$ 3,000.00	$ 3,000.00
Brush & Tree Removal Along River	LS	1	$ 1,500.00	$ 1,500.00
River Overlook Removal	LS	1	$ 5,000.00	$ 5,000.00
Overlook Deck	LS	1	$ 100,000.00	$ 100,000.00
Trash Receptacles	EA	1	$ 800.00	$ 800.00
Picnic Tables	EA	2	$ 1,800.00	$ 3,600.00
Educational Signage	LS	1	$ 5,000.00	$ 5,000.00
River Overlook Subtotal				**$ 121,900.00**
Contingency				*$ 12,190.00*
Professional Fees (only includes through Design Development)				*$ 14,628.00*
River Overlook Estimated Total				**$ 134,090.00**

I | PLAYGROUND				
Mobilization	LS	1	$ 5,000.00	$ 5,000.00
Regulatory Permitting	LS	1	$ 3,000.00	$ 3,000.00
Playground Equipment (Includes Shipping & Installation)	LS	1	$ 240,000.00	$ 240,000.00
Playground Rubberized Surface	SF	3364	$ 17.00	$ 57,188.00
Playground Excavation	LS	1	$ 2,000.00	$ 2,000.00
Playground Seat Walls	FF	198	$ 25.00	$ 4,950.00
Playground Curb	LF	101	$ 33.00	$ 3,333.00
Information Signage	LS	1	$ 5,000.00	$ 5,000.00
Landscape Planting	LS	1	$ 10,000.00	$ 10,000.00
Playground Subtotal				**$ 330,471.00**
Contingency				*$ 33,047.10*
Professional Fees (only includes through Design Development)				*$ 39,656.52*
Playground Estimated Total				**$ 363,518.10**
J | RIVERBANK IMPROVEMENTS				
Mobilization	LS	1	$ 5,000.00	$ 5,000.00
Regulatory Permitting	LS	1	$ 5,000.00	$ 5,000.00
Brush, Tree, & Invasive Species Removal Along River	LS	1	$ 10,000.00	$ 10,000.00
Earthwork and Grading	LS	1	$ 15,000.00	$ 15,000.00
Riverbank Stone Walls	FF	1500	$ 25.00	$ 37,500.00
Educational Signage	LS	3	$ 5,000.00	$ 15,000.00
River Bank Planting (Native)	LS	1	$ 40,000.00	$ 40,000.00
Riverbank Improvements Subtotal				**$ 127,500.00**
Contingency				*$ 12,750.00*
Professional Fees (only includes through Design Development)				*$ 15,300.00*
Riverbank Improvements Estimated Total				**$ 142,800.00**
LEONARD FIELD PARK TOTAL IMPROVEMENTS				$ 1,954,579.50

** Professional Fees only includes work through Design Development, Construction Documents through Construction Administration would be additional.*