

**South Haven Area Recreation Authority (SHARA)
Regular Meeting**

**Tuesday, January 18, 2011
3:00 p.m., South Haven Charter Township Hall**

MINUTES

1. Call to Order

Meeting Opened at 3:00 p.m.

2. Roll Call

Members Present: Mr. Ross Stein, Mr. Dennis Fitzgibbon, Mr. Robert Black,
Mr. Mark McClendon, Mr. Dana Getman,

Absent:

Guests: Mr. Gary Gross
Mr. Dale Lewis
Mr. Brian Dissette, City Manager, City of South Haven

3. Approval of Agenda

Motion by Fitzgibbon, seconded by Black to approve the agenda of the January 18, 2011 meeting. All in favor, motion carried.

4. Interested Citizens in the Audience Will Be Heard on Items Not on the Agenda

5. SHARA BOARD APPOINTMENTS:

The Board discussed the need to appoint two at large members to the vacant SHARA positions. The Board reviewed the two applications which were submitted. Mr. Mark McClendon and Mr. Dana Getman were discussed as possible appointees to SHARA.

Motion by Black, seconded by Fitzgibbon, to appoint Mr. Mark McClendon and Mr. Dana Getman to the two vacant at large positions to the SHARA Board. All in favor, motion carried.

6. SHARA MEETING SCHEDULE:

The Board discussed the need to schedule the SHARA 2011 meeting schedule. Dissette presented a meeting schedule, as part of Resolution 2011-1, which sought to schedule 6 meetings during the 2011 calendar year, but noted the dates and times could be changed. Stein noted concerns about the proposed schedule due to scheduling conflicts. Fitzgibbon stated schedule conflicts with the proposed schedule. The Board discussed amending the proposed meeting schedule in Resolution 2011-1 to reflect the following meeting dates:

*SHARA Meeting Minutes
January 18, 2011*

January 18, 2011 at 3:00 p.m.
March 16, 2011 at 3:00 p.m.
May 17, 2011 at 7:00 p.m.
July 19, 2011 at 7:00 p.m.
September 20, 2011 at 7:00 p.m.
November 15, 2011 at 3:00 p.m.

Motion by Black, seconded by Getman, to approve Resolution 2011-1, as amended, a resolution to set the SHARA meeting for calendar year 2011. All in favor, motion carried.

NEW BUSINESS

7. SHARA Board Review of Existing Projects:

a. SHARP Design Process

The Board discussed the draft design, as prepared by the Brickman Group, for the South Haven Area Recreation Park (SHARP) athletic fields. It was noted that the draft design was nearly complete and the final report is anticipated to arrive in the coming weeks. Fitzgibbon described the design process and the effort to seek local stakeholder feedback. It was noted that the feedback was incorporated into the design. Dissette described the plan finalization process, which will likely involve a meeting of the stakeholders to conduct a final review of the plan before accepting the design concept. Further discussion occurred about the planning and zoning approval process. The Board discussed the possibility of acting as the applicant to the Casco Township Planning Commission, on behalf of the SHARP project. No formal action occurred.

b. SHARP Finance Report

The Board discussed the SHARP financial report. It was noted that the SHARP account currently has \$149,935.61, with approximately \$50,000 immediately available for project related expenses. The Board continued to discuss the role of SHARP, its volunteers, and its role as a fundraising organization. McClendon described his hope that some of SHARP's funds could be used to leverage larger donations, possibly via successful grants or foundation donations. No formal action occurred.

c. SHARP Environmental Review Grant Application

The Board noted that the City of South Haven, on behalf of SHARP, has submitted a grant application to the Allegan County Brownfield Authority, seeking grant funding for environmental review and analysis for the SHARP property. No formal action occurred.

d. SHARP LWCF Grant Application

Fitzgibbon and Dissette described the 2010 City of South Haven application to the State of Michigan's Land and Water Conservation Fund, on behalf of SHARP, for grant funding. Fitzgibbon described his intent to work with the City to submit an application for 2011 for improvements to the SHARP land. Dissette stated that the City of South Haven will likely be the grant applicant again, with SHARP providing the local matching amount, should the grant be

awarded. Dissette further noted that the grant application will require City Council approval. Stein expressed a desire to provide a letter of support on behalf of South Haven Charter Township. No formal action occurred.

e. SWMLC Partnership Opportunity with SHARA

Stein discussed a potential partnership between SHARA and the South West Michigan Land Conservancy (SWMLC.) Stein described meeting with Peter Terlouw, SWMLC, in 2010 about property in South Haven Township, with immediate frontage to Lake Michigan, which may be donated to the community. SWMLC has expressed interest in partnering with SHARA to ensure public access is maintained for the site. Further, Stein noted that SWMLC may be desirous of having the land improved to allow greater public access to Lake Michigan. The Board discussed a variety of options of how capital and maintenance costs could be provided for the project. Dissette stated that he anticipates more information will be provided by SWMLC in the coming months.

Motion by Getman, seconded by Fitzgibbon, to authorize Stein to continue discussions with SWMLC about a possible partnership with the SHARA Board, which may provide public access to Lake Michigan. All in favor, motion carried.

8. Adjourn

Motion by Getman, seconded by McClendon to adjourn the meeting. All in favor, motion carried. The meeting was adjourned at 4:15 p.m.

Respectfully submitted by,

Brian Dissette
City Manager, City of South Haven