

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

**Tuesday, January 21, 2014
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. Dana Getman, Dr. Robert Herrera, Mr. Mark McClendon

Absent:

Guests: Mr. Brian Dissette, City Manager, City of South Haven
Ms. Sandra Bliesener, OCBA Landscape Architects
Mr. John Rambo, Slocum & Associates
Mr. Jim Marcoux
Mr. Brian Bosgraaf

3. Approval of Meeting Minutes:

November 26, 2013 Board Meeting: Motion by Getman, seconded by Fitzgibbon to approve the minutes as presented. All in favor, motion carried.

4. Approval of Agenda:

Motion by Getman, seconded by McClendon to approve the agenda of the January 21, 2014 meeting. All in favor, motion carried.

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

6. Approval of the SHARA Finance Reports:

- a) The board discussed the SHARA Finance Report, noting the SHARA account now has a balance of \$80,269.32. Dissette noted that the report illustrates bank interest has been paid.

Motion by Getman, seconded by McClendon to approve the SHARA finance report. All in favor, motion carried.

- b) The board was updated on the SHARP account, which now has a balance of \$24,382.26.

c) The board discussed the SHARA fiscal year 2014 budget proposal.

Motion by Fitzgibbon, seconded by Getman to approve the SHARA fiscal year 2014 budget. All in favor, motion carried.

7. Update on the status of the SHARP site:

The board was provided an update on the SHARP site construction plans, which was prepared by Mr. Mike Dopp, Midwest Civil Engineers (MCE,) and included in the meeting packet. Dopp was not in attendance at the meeting. Dissette noted that the report and plans were prepared by Dopp, and appeared that plans were nearly complete. Fitzgibbon noted that he would soon be meeting with Dopp, to offer comments on the final plans.

8. Update on the status of the Pilgrim Haven park planning project:

The board was provided an update on the status of the Pilgrim Haven Park planning efforts by Mr. Peter Ter Louw, Southwest Michigan Land Conservancy (SWMLC.) Ter Louw noted that the planning efforts, including habitat planning, for the Pilgrim Haven site should be completed in March 2014. Ter Louw noted that SWMLC representatives had recently met in Lansing with Michigan Department of Natural Resources (MDNR) staff to discuss the proposed lease agreement, for the Pilgrim Haven site. Ter Louw noted that the MDNR has been unwilling to accept the past lease agreements and would not be willing to consider grant applications for the site. Ter Louw indicated that the meeting with MDNR was positive and that the proposed lease agreement between SWMLC and SHARA can likely be modified to satisfy the MDNR. If approved by the MDNR, SHARA could seek a grant application to help fund the capital improvement costs for Pilgrim Haven.

The board was provided an update on the park planning efforts by Ms. Sandra Bliesener, OCBA Landscape Architects. Bliesener explained her efforts to design planned improvements for the site, which included paved parking, concrete walkways, picnic structures, restrooms, and public facilities. Mr. John Rambo, Slocum & Associates, described his plans for the picnic structures and restrooms. Rambo noted that his material choices were chosen to minimize maintenance costs. The board discussed the material choices and inquired about project details.

Bliesener reviewed the projected costs for the project and noted the total estimated budget is \$1,550,000. Phase #1 is estimated to cost \$950,000 and Phase #2 is estimated to cost \$600,000. Bliesener noted the higher cost of the first phase is due to the installation of the public utilities, including water, sewer, and electric, to the property.

Marcoux inquired about potential park rentals and the board's adopted policies related to the park. Stein noted that the board has not yet adopted policies related to the park, but would plan to do so as the park is developed. Bosgraaf inquired about the board's timeline for developing the park. Dissette noted that due to funding restrictions, and the need for grant funding to allow the park development, the timeline for the park development could range from five to ten years.

- 9. Authority Board will be asked to go into closed session pursuant to Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8 (d) to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.**

Motion by Herrera, seconded by Getman to adjourn to closed session, to discuss the purchase or lease of real property. All in favor, motion carried.

Motion by Getman, seconded by McClendon to return from closed session. All in favor, motion carried.

10. Adjourn

Motion by McClendon, seconded by Getman to adjourn the meeting. All in favor, motion carried. The meeting was adjourned at 4:50 p.m.

Respectfully submitted by,

Brian Disette
City Manager, City of South Haven