

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

**Wednesday, May 27, 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. Robert Burr, Mayor, City of South Haven  
Mr. Brian Dissette, City Manager, City of South Haven  
Mr. Paul VandenBosch, Asst. City Manager, City of South Haven  
Mr. Peter Ter Louw, Southwest Michigan Land Conservancy

**3. Approval of Meeting Minutes:**

**March 26, 2014 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 Fitzgibbon, seconded by Getman to approve the amended agenda, adding agenda item 9A, to consider updated resolutions related to the Pilgrim Haven grant applications, of the May 27, 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 \$106,355.81.

**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 \$24,391.32.

- c) The board received copies of the completed comprehensive annual financial report.

**7. SHARA Board received an update on the SHARP design work:**

The board was provided an update on the status of the SHARP construction planning from Midwest Civil Engineering (MCE.) MCE provided a written update on the construction planning for the SHARP site.

**8. SHARA Board received an update on the MDNR's property purchase in South Haven Charter Township:**

The board was provided an update on the status of the property purchase in South Haven Charter Township by the Michigan Department of Natural Resources (MDNR.) Dissette noted that the MDNR has purchased the "Riverwoods" development on Blue Star Highway, between the Black River and 2<sup>nd</sup> Avenue. Dissette noted that MDNR officials met in South Haven on April 15, 2014 with city staff, Mayor Burr and Supervisor Stein to discuss the plan for the MDNR's property. Dissette noted the MDNR is desirous of developing the site into a state park, with camping sites for recreational vehicles, trailer units, and rustic camping. Stein described the MDNR's interest in partnering with SHARA for the development and management of the facility.

Burr noted that the site could have space for approximately 37 recreational vehicle camping sites, which could be rented on a seasonal basis. Burr noted that those sites could rent for up to \$3,000 per season. Burr and Stein described the MDNR's desire to have the park adjacent to the Kal-Haven Trail, and anticipated the site would attract cyclist to the trail and area. Stein noted the MDNR's property has water/sewer/electric/gas utilities in place and is ready for development. VandenBosch described a variety of options for partnering between SHARA and the MDNR. VandenBosch presented a draft letter that SHARA could use to state interest in partnering with the MDNR.

**Motion by Getman, seconded by McClendon to express support for continuing discussions with the Michigan Department of Natural Resources (MDNR) on a potential partnership for the development and management of the MDNR's park property in South Haven Charter Township. All in favor, motion carried.**

**9A. SHARA Board received an update on the grant applications for the Pilgrim Haven Project and was asked to consider updates to the resolutions of support for the 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 SWMLC and SHARA had submitted two grant applications to the Michigan Department of Natural Resources Trust Fund, for capital improvement work at Pilgrim Haven. Dissette noted that the MDNR had reviewed the SHARA grant applications for Pilgrim Haven. The MDNR's review of the applications had noted suggested changes to the SHARA approved resolutions of support for the grant

applications. Dissette stated the SHARA board should consider re-approval of the resolutions, with the local match more clearly stated. Ter Louw noted that SHARA could consider increasing the local match for the project, and that SWMLC had secured higher commitments for local matching funds. Dissette explained that Resolution 2014-03 and Resolution 2014-04 were prepared to satisfy the MDNR's concerns and increase the SHARA local matching amounts. Ter Louw stated he was confident that if the grant applications were successful, SWMLC could support the increased local matching amounts for the Pilgrim Haven project.

**Motion by Fitzgibbon, seconded by McClendon to approve Resolution 2014-03, a motion to authorize Chairman Stein to apply for a Michigan Department of Natural Resources grant for Pilgrim Haven. All in favor, motion carried.**

**Motion by McClendon, seconded by Herrera to approve Resolution 2014-04, a motion to authorize Chairman Stein to apply for a Michigan Department of Natural Resources grant for Pilgrim Haven. All in favor, motion carried.**

## **9. Adjourn**

**Motion by Fitzgibbon, seconded by McClendon to adjourn the meeting. All in favor, motion carried. The meeting was adjourned at 4:00 p.m.**

Respectfully submitted by,

Brian Dissette  
City Manager, City of South Haven