

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

**Tuesday, September 6, 2016
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: Dr. Robert Herrera, Mr. Dana Getman, Mr. Ross Stein

Absent: Mr. Mark McClendon, Mr. Dennis Fitzgibbon

Guests: Mr. Brian Dissette, City Manager, City of South Haven
Mr. Tony McGhee, Abonmarche Engineering

3. Approval of Meeting Minutes:

March 22, 2016 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 agenda of the September 6, 2016 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 \$118,299.61.

Motion by Getman, seconded by Herrera 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 \$39,224.50.

- c) The board was presented the following invoices for approval:

- a. Abonmarche invoice #113661: \$1,243.00
- b. Abonmarche invoice #113662: \$1,690.50
- c. Dickinson Wright invoice #1095089: \$228.00

Motion by Herrera, seconded by Getman to approve the SHARA invoices, as presented. All in favor, motion carried.

7. SHARA Board was asked consider approval of a lease agreement between the Southwest Michigan Land Conservancy (SWMLC) and the South Haven Area Recreation Authority (SHARA) for use of the property at 17449 77th Street, South Haven, MI 49090, commonly referred to as the Pilgrim Haven natural area.

Dissette provided a summary of the lease agreement and negotiation process to the SHARA board. Dissette noted that the initial term of the lease is twenty (20) years. Dissette went on to explain the following terms: the lease provides an automatic renewal, provided that SHARA is not in default of its obligations under the lease. After the initial 20 year term, the lease then is renewed for successive three (3) year terms, unless either party sends written notice to end the agreement.

The fee for the lease is \$1.00 for the initial 20 year term, and \$1.00 for the automatic renewals. The lease requires that SHARA provide liability insurance for the area (and the proposed improvements) with a policy of not less than \$5 million in total liability insurance. The lease notes that if SHARA decides to provide comparable or better coverage, it shall first submit to SWMLC the proposed replacement insurance in order for SWMLC to concur with the proposed alternate policy.

The lease agreement allows SHARA to use the property in a lawful manner, for the purpose of developing, constructing, maintaining and operating the site as a natural area consistent with preservation of the site. The parties recognize the planned improvements will alter the current natural characteristics of portions of the property in order to enhance its accessibility for public use as provided in the previously recognized documents and they also acknowledge anticipated sources of funding for those planned improvements require that portions of the property be accessible to the public for seasonal uses.

Motion by Getman, seconded by Herrera to open approve the lease agreement with SWMLC and SHARA for use of the Pilgrim Haven natural area. All in favor, motion carried.

8. Staff member comments:

No comments

9. Board member comments:

No comments

10. Adjourn

Motion by Getman, seconded by Herrera to adjourn the meeting. All in favor, motion carried. The meeting was adjourned at 3:30 p.m.

Respectfully submitted by,

Brian Dissette
City Manager, City of South Haven