

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

**Tuesday, October 13, 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,
Mr. Mark McClendon

Absent: Mr. Dennis Fitzgibbon

Guests: Mr. Brian Dissette, City Manager, City of South Haven
Mr. Jason Marquardt, PE, Abonmarche Engineering
Mr. Tony McGhee, Abonmarche Engineering
Mr. Peter Ter Louw, Southwest Michigan Land
Commission

3. Approval of Meeting Minutes:

September 6, 2016 Board Meeting: Motion by Getman, seconded by Herrera to approve the minutes, with corrections noted by Getman. All in favor, motion carried.

4. Approval of Agenda:

Motion by McClendon, seconded by Getman to approve the agenda of the October 13, 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 \$42,312.65.

7. SHARA Board was asked to consider the following approvals related to the planned phase 1 capital improvements for the property at 17449 77th Street, South Haven, MI, 49090, commonly referred to as the Pilgrim Haven natural area. The board considered the following actions:

Marquardt described the bids received for the phase 1 capital improvements at the Pilgrim Haven Natural Area, noting that Riverworks Construction provided the low bid. Marquardt noted that the contractor is ready to begin the work, and plans to wrap the construction by the spring. Dissette described how the project will be funded, using a reimbursement agreement provided by South Haven Charter Township's recreation millage. Ter Louw expressed support for the planned improvements.

- a. Consider approval of Resolution 2016-05, a resolution approving the funding for development of the Pilgrim Haven Natural Area.

Motion by Getman, seconded by Herrera to approve Resolution 2016-05, a resolution approving the funding development of the Pilgrim Haven Natural Area. All in favor, motion carried.

- b. Consider contract award to Riverworks Construction, Inc., for a total contract amount of \$226,358, for the phase 1 capital improvements at the Pilgrim Haven Natural Area.

Motion by Getman, seconded by Herrera to approve the contract amount of \$226,358, for the phase 1 capital improvements at 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 McClendon, seconded by Getman to adjourn the meeting. All in favor, motion carried. The meeting was adjourned at 3:20 p.m.

Respectfully submitted by,

Brian Dissette
City Manager, City of South Haven