

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

**Tuesday, November 26, 2013
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

Absent: Dr. Robert Herrera, Mr. Mark McClendon

Guests: Mr. Brian Dissette, City Manager, City of South Haven
Mr. Mike Dopp, Midwest Civil Engineers
Mr. Jim Marcoux

3. Approval of Meeting Minutes:

July 16, 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 Fitzgibbon to approve the agenda of the November 26, 2013 meeting. All in favor, motion carried.

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

Mr. Jim Marcoux addressed the board on his support for the proposed Pilgrim Haven Park project. Marcoux noted that he is part of a group of South Haven residents which have been actively meeting with representatives from the Southwest Michigan Land Conservancy (SWMLC.) Marcoux stated that the group has been discussing the proposed park at the Pilgrim Haven site. Marcoux expressed support for the proposed park development and encouraged the board to continue its work with SWMLC.

6. Approval of the SHARA Finance Reports:

- a) The board discussed the SHARA Finance Report, noting the SHARA account now has a balance of \$91,426.54. Dissette noted that the report illustrates bank interest has been paid.

Motion by Getman, seconded by Fitzgibbon 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 2013 budget amendment. Dissette noted the budget amendment was created to ensure the board's spending on professional services is a budgeted expense. Dissette noted that there is sufficient fund balance to pay for the contracted services, but the amendment was needed to ensure the budget accounts for the expenses.

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

- d) The board was updated on the SHARA fiscal year 2014 budget proposal. Dissette noted that the budget proposal was created to closely mirror the 2013 budget document, and may need amendments, should the board consider professional services in the upcoming year. Dissette noted that no action was needed from the board, but recommended the board review the budget proposal and be prepared to adopt a budget at the January meeting.

7. Update on the status of the SHARP site:

The board was provided an update on the SHARP site construction plans by Mr. Mike Dopp, Midwest Civil Engineers (MCE). Dopp noted that MCE continues to make progress on the SHARP construction plans. Dopp described his efforts to refine the construction plans, in an effort to lower the construction costs. Dopp stated the revised construction cost estimate for the first phase of the SHARP site has been reduced to \$2,600,000. With the first phase including four baseball fields, three soccer fields, parking, concession stand, restrooms, lighting, and other site improvements. Dopp also noted that the changes to the SHARP plans will likely require Casco Planning Commission review and consideration. Stein echoed a similar statement, noting that he had inquired with Casco staff and confirmed the Planning Commission would have to consider the changes.

8. Update on the possible mountain bike trail development:

Dissette noted that the city's staff has been in conversations with Mr. Peter Ter Louw, Southwest Michigan Land Conservancy (SWMLC), regarding the possible acquisition of up to ninety acres of forested property in South Haven Charter Township. Dissette noted that in those conversations with SWMLC, the group has discussed the possible development of biking/hiking trails, which could be constructed along the Black River and Kal-Haven Trail. Dissette noted that SWMLC is planning to seek funding for the land acquisition and that if SWMLC acquires the site, SHARA could be invited to develop trails on the property. Dissette expressed a willingness to seek grant funds from the South Haven Area Resource Council to fund the trail design, for SHARA's consideration. Dissette inquired with the SHARA board if there was interest in seeking local grant funds for the design of a trail system for the forest land. Fitzgibbon expressed a desire to understand the annual maintenance costs for the proposed trails, along with the potential insurance costs.

Dissette agreed to provide that information to the board.

Motion by Getman, seconded by Fitzgibbon to authorize Dissette to seek grant funds for SHARA, to provide funding for professional services related to trail design development. All in favor, motion carried.

10. Adjourn

Motion by Getman, seconded by Fitzgibbon to adjourn the meeting. All in favor, motion carried. The meeting was adjourned at 4:06 p.m.

Respectfully submitted by,

Brian Dissette
City Manager, City of South Haven