

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

**Tuesday, December 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,

Absent: Mr. Dennis Fitzgibbon, Mr. Mark McClendon

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

3. Approval of Meeting Minutes:

October 13, 2016 Board Meeting: Motion by Herrera, seconded by Getman to approve the minutes. All in favor, motion carried.

4. Approval of Agenda:

Motion by Herrera, seconded by Getman to approve the agenda of the December 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 \$222,664.77.

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 \$4,224.50. Dissette noted the recent transfer of funds from the SHARP account to the SHARA account. Dissette also noted that he would research when the SHARP farm lease payment is likely to be received.

- c) The board was asked to consider approval of partial payment request #1, to Riverworks Construction, Inc. for a total amount of \$180,758.70 for the

phase #1 capital improvements at the Pilgrim Haven Natural Area.

Motion by Getman, seconded by Herrera to approve the payment request #1 to Riverworks, in the amount of \$180,758.70. All in favor, motion carried.

- d) The board was updated on the SHARA fiscal year 2016 budget amendment. Dissette noted the amendment was needed to ensure the Pilgrim Haven project had adequate funding.

Motion by Getman, seconded by Herrera to approve the budget amendment. All in favor, motion carried.

- e) The board was updated on the SHARA fiscal year 2017 budget proposal. Dissette noted that no action was needed on the proposed budget.

7. SHARA Board was asked to consider approval of Resolution 2016-06, a resolution setting the SHARA meeting dates for the 2017 calendar year.

Stein noted that the SHARA board meetings needed to be set to ensure the public has every opportunity to review the meeting materials and attend the sessions.

Motion by Herrera, seconded by Getman to approve Resolution 2016-06, a resolution approving the 2017 calendar year meeting schedule. All in favor, motion carried.

8. Staff member comments:

No comments

9. Board member comments:

No comments

10. Adjourn

Motion by Herrera, seconded by Getman 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