

Sparta Recreational Authority
Kent County, Michigan
Meeting Minutes-GP
December 05, 2019 at 7:00 PM
Sparta Township Office 160 E. Division

1. **Call to Order 7:00**
2. **Pledge of Allegiance**
3. **Roll Call** Fawcett, Maier, Miles, Peak, Shangle, Steffens, Whalen were present
Absent: VanPatten
4. **Additions or Corrections to the Business & Consent Agenda**
Consent Agenda
 - A. Approve SRA Meeting Minutes of November 07, 2019
5. **Approval of Consent Agenda and Business Agenda**
Moved by Maier, supported by Shangle. Motion passes 7-0
6. **Public Comment**
None
7. **Public Hearing**
None
8. **Unfinished Business**
 - A. Concession Stand update
Under Tim Driscoll Direction Doors ordered, windows in possession.
Driscoll to do finish work on interior? Security camera options are being explored. Foaming walls in 10 days but electrical is STILL NOT DONE. Question about approaching an alternative electrician to get it done or rent a generator? Additional can lights and motion lights on gable ends. Discussion about security roll ups for windows being desired.
 - B. Completion of Operations Manual
All done except for fee schedule. A discussion ensued regarding beer sales and liquor licenses. It was a consensus that a decision or amendment to manual can be made after a presentation from Elizabeth Morse regarding opportunities for revenue and an insurance review.
Motion to approve operations manual made by Fawcett supported by Steffens.
Motion passes 7-0
 - C. Grant Draw
Second grant for asphalt to be submitted by Viridis.
 - D. Veterans Memorial
Elizabeth Morse to procure brick and get engraving done. Question about plan for retaining brick around perimeter of concrete. Questions for Tim Driscoll by Ryan to be answered.
9. **New Business**
 - A. CDBG 2020 Grant Application Dale Bergman to proceed with completing grant applications for South trail with boardwalk access, playground equipment and completion of multi purpose field.

SRA, Sparta Township and Village of Sparta will collaborate on the grant application. Suggested to contact Sue Blackall for Sparta Schools collaboration on the trail / boardwalk. Chad Coffman to assist Bergman with the application process. Application Due 1-30-2020
Peak to advise Bergman of field completion costs from engineered estimate.

10 Committee Reports

- Construction committee (Steffens, Maier) A question about challenger field details that are in Engineered drawings. Scoreboards details were presented by Maier. Question was raised about cash flow and bid packages for all accoutrements like foul poles, park benches, team benches, trash receptacles etc.... Tim Driscoll said he has all bid packages ready to go out and they will go out in 2 weeks- before end of year 2019. Driscoll expects bids back and award recommendations made for SRA board review in February SRA meeting February 6, 2020. This is critical because the award decisions then go to DNR for approval (30-90 day review time) prior to ordering. A question about widening of the entrance road which was in the Afton's contract. Afton's need to be contacted about completing the work as required by contract. It was suggested that a revised schedule be prepared by deleting all completed items and revising the target completion dates. What is new completion date, May 2020?
- Finance committee (Whalen, Shangle, Steffens)
SRA is on April 1st annual Shangle to approach Choice One about draw.
- Fundraising committee (Peak, Fawcett)
Nothing to report
- Communication (Fawcett, Miles, VanPatten)
Uploading post to SRA facebook page.
- Operations committee (Peak, Shangle)
Completion of Operations Manual. Working on fee schedule.

10. Approval of Bills

Moved by Shangle, supported by Fawcett. Motion passes 7-0

11. Communications

Whalen suggested that Ryan should solicit John Gilcrest when bidding out flag poles. SARA will discuss appointing Will Zimmerman to the SRA Board.

A big Thank you acknowledgement was made to Sparta Little League for a purchase of maintenance equipment for the park. Two 60" zero turn mowers, two Grass Trimmers, two leaf blowers, and a side by side.

12. Public Comment

Scott a local naturalist commented about lack of SARA Facebook posts and suggested Pinning park on google maps eventually. SARA to update Facebook directing folks to SRA Facebook page for updates

13. Adjournment

Whalen adjourned the meeting by executive privilege at 8:59