

**Sparta Recreational Authority
Kent County, Michigan
Meeting Minutes
January 02, 2020 at 7:00 PM**

1. Call to Order 7:01

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 December 05, 2019
- B. Update by Dale Bergman Sparta Township Supervisor on CDBG Grants
- C. Extend line of credit with Choice One Bank

5. Approval of Consent Agenda and Business Agenda

Moved by Steffens, Supported by Maier to approve the Business and consent agenda.
Motion passed 7/0

6. Public Comment

SARA appointment of Jim Gleason to SRA board- Introduction by Tim Driscoll

7. Public Hearing

None

8. Unfinished Business

A. Concession Stand update

Steffens reported doors and windows are onsite ready for installation.

Insulating foam has been installed. Electrical was installed. Discussion ensued regarding Health

Department food license is a 6-month process. It was decided on food preparation desires and Jim

Gleason- Tim Driscoll were to submit request ASAP. Discussion about security roll up window screens.

B. Grant Draw

Shangle reported the first requested grant draw has been submitted and waiting on the DNR

Second grant draw for Parking Lot Base Coat will be submitted asap

C. Memorial / Eagle Scout Project

Ryan reported with Morse in support. Moving forward no bid requirements are stipulated but

reasonable expectations- lowest price highest quality with opportunity for donations extended to

potential vendors. Choice One donation acknowledgement discussion ensued with entrance sign-v- road

naming rights options. Morse to prepare options of naming rights for Choice One Bank. Morse to also get designs for donor acknowledgment plaques prepared as well.

D. CDBG Grant Update

Bergman requested a list of sports organization for partners with Field Grant.

Sue Blackhall and Village Manager Suchy assisting in the Trail Grant. Estimated grant request will be for \$200K.

Playground equipment Grant moving forward.

9. New Business

A. Adopt 2020 Meeting Dates

Moved by Steffens, supported by Fawcett to approve the 2020 meeting dates.

Motion passed 7/0

B. Extend Line of Credit with Choice One Bank

Moved by Maier, supported by Fawcett to approve SRA's line of credit

Motion passed 7/0

10. Committee Reports

- Construction committee (Steffens, Maier)
Driscoll to complete interior and hang windows and doors asap. Waiting on some of the hardware.
Mechanical to follow from Armock. Discussion about wall board options.
Discussion about motion lighting to be installed. Fences to be finished late January 2020
- Finance committee (Whalen, Shangle, Steffens)
Audit for 2019 coming up in April. Chairman to prepare a budget for 2020
- Fundraising committee (Peak, Fawcett)
100K donation received!! Co-Chair Cheslek cultivated
- Communication (Fawcett, Miles, VanPatten)
Fawcett reported collecting data for Sparta Today article. Miles to consider 2019 in review for online presentation.
- Operations committee (Peak, Shangle)
Manual completed.

11. Approval of Bills

Moved by Steffens, supported by Shangle to approve bills

Motion passed 7/0

12. Communications

Steffens discussed future fertilizer and electric requirements. Mentioned option for solar panels.

Maier mentioned fencing along drive going back to Miles Home maybe required to avoid vandalism on fields. It was discussed that natural barriers would be more aesthetically pleasing and trees could be obtained from Trout Unlimited and other Natural Resource organizations.

Discussion about enforcing code violations to clean up the property to the North including a back hoe on SRA property. Further discussion on planting a natural screening along the parking lot entrance.

13. Public Comment

None

14. Adjournment

Chairman Whalen adjourned the meeting by executive privilege at 8:35

