

**Sparta Recreational Authority**  
Kent County, Michigan  
Meeting Minutes  
November 5, 2015  
Sparta Township Office

**Opening**

The meeting of the Sparta Recreational Authority was called to order at 7:03 pm on November 5, 2015, in Sparta Township Office by Steffens, followed by the Pledge of Allegiance.

**Present**

Maier, Steffens, Cowdrey, Peak, Whalen, Pinckney, Guerra

**Approval of Minutes: May 7, 2015**

The motion to accept minute was made by Pinckney, seconded by Whalen.  
The minutes was unanimously approved as distributed

**Additions and corrections to agenda:**

None: Motion Whalen: 2<sup>nd</sup> Peak: Motion carries

The board accepted the resignation of Lisa Budd from the SRA serving as a SARA representative.

**Public Comment:** None.

**Unfinished business:**

- A. Discussion on vacancies for Village Representative and SARA representative.
- B. Driscoll communicated the permit for storm water would cost approximately \$1575 and there would need to be a \$1,000 /acre surety with guarantee of funds. There needs to be a new survey done on the north property line with 60' offsets. This should be done now to give time for any legal issues of encroachment that may be found before spring construction on the road begins. This can be discussed further at the construction committee level if necessary.

**New Business:**

- A. Motion to hire Shay Gallagher at the same rate and conditions as the Village to work on policies, procedures, and communications for SRA by Pinckney, second by Peak.

**Committee Reports:**

- 1. **Construction:** Deal with survey and encroachment issues if any arise.
- 2. **Finance:** Committee **will pursue an annual audit from a 3<sup>rd</sup> party**
- 3. **Fundraising:** Still working toward the goal, need construction to begin to really make an impact
- 4. **Communication:** need to create a rolling timeline with slides/photos to communicate to public where the project is at currently
- 5. **Operations Committee:** formed of Pinckney, Guerra, Suchy, Morse, and Gallagher to discuss

**Communications:** None

**Public Comment:** none

**Adjournment by executive privilege.**

Minutes submitted by: Elizabeth Morse