

**Sparta Recreational Authority
Kent County, Michigan
Meeting Minutes
May 07, 2020 at 7:00 PM
Meeting to held at SRA Park**

1. **Call to Order 7:00**
2. **Pledge of Allegiance**
3. **Roll Call Fawcett, Gleason, Maier, Miles, Peak, Shangle, Steffens, VanPatten, Whalen
Fawcett and Gleason Absent**
4. **Additions or Corrections to the Business & Consent Agenda**
Consent Agenda
 - A. Approve SRA Meeting Minutes of March 05, 2020
5. **Approval of Consent Agenda and Business Agenda** Motion Steffens Supported VanPatten
Motion passed 7-0

6. Public Comment Greg to send Cross Country drawing to Bob Shangle

7. Public Hearing None

8. Unfinished Business

- A. Concession Stand Update Decisions have been made and Driscon is moving forward it seems no bids or timeline were presented but Chairman requested such. Electrical, plumbing, Wallboard, fixtures, flooring lighting paint, etc. When is this going to be done and who is doing the work?
- B. Land Water Grant Update Good to go We will submit for draws when monies are spent.
- C. Trust Fund Grant Update Can submit when funds are spent
- D. Memorial / Eagle Scout Project Update: Clarification of perimeter was confirmed- To be precut and staged for installation when brick is on hand for installation. Ryan to contact low bid flag pole supplier and inquire about taller poles due to building height. Driscon presented bids on 2-15' poles and one 25' pole for award but it was tabled until evaluation of aesthetic appeal and costs are reviewed by Project Manager Ryan Skinner. Ryan to contact Tom Cheslek about monument moving and Elizabeth Morse about brick engraving.

9. New Business

- A. Final approval of Resolution #20-03: A Resolution Adopting the FY 2020 Budget; Motion VanPatten Supported by Shangle Passed 7-0
- B. Award Remaining Grant Bids; Motion was made by VanPatten to award bids individually and 2 of 4 were awarded. Electrical distribution – No action was taken
Scoreboards were awarded to low bidder Varsity Motion Shangle Supported by Maier motion passed 7-0 Additional 2 boards for rugby Soccer fields to be purchased with grant participating scoreboards. Concrete was awarded to DB&H low bidder Motion Maier Supported by Miles Passed 7-0 No action was taken on Flag Poles due to aforementioned concerns listed in unfinished business. Driscoll suggested we approach Structural Standards for light poles.
- C. 2019 Audit was completed for SRA and SARA

- D. Monthly Construction Schedule Update Chairman Whalen again requested a written schedule for review.

10. Committee Reports

- Construction committee (Steffens, Maier) Discussion ensued but verbal statements were all that was presented.
- Finance committee (Whalen, Shangle, Steffens) Numbers were presented by Shangle
- Fundraising committee (Peak, Fawcett) Need park completed before any further solicitations.
- Communication (Fawcett, Miles, VanPatten)
Miles has been active posting on Facebook
- Operations committee (Gleason, Peak, Shangle)

11. Approval of Bills; Bills were presented and approved for payment

12. Communications Peak asked series of questions

- A. Who is technically running the job (big picture)? If there are problems in the future who is going to have the answers good or bad? SRA board (technically board chairman)?
- B. Grant status on all three? Can we move pole on Federal Grant?
- C. Has order been placed to get Power pole moved? It is in grant
- D. When is veterans' memorial concrete pad being poured outside of existing pad so veterans memorial can be moved? When is it going to be moved and who is moving it?
- E. Have flag poles been ordered? Who is installing them?
- F. When can the Eagle scout candidate install the brick pavers? What is the detail of the perimeter on the pavers? There is NO PERIMETER LIP to hold brick in! Is another pour being made to hold brick in?
- G. Are we going to get Trenching of a conduit for power distribution in BEFORE landscaping is done? Steve from water works has the drawing and said it would be no problem last year but then things changed.
- H. Concession stand inside progress and completion date established?
- I. Restrooms and pump station are needed BEFORE Park open date.
- J. Park Open date? Mid- summer 2020? We cannot delay the opening until 2021!
- K. Is the parking lot island finishing with trees included in landscaping agreement?
- L. Cross Country Agreement and their dates for this Fall BIG Event a year later than they wanted so what is the date?
- M. Soccer football and rugby this fall?
- N. Have all the benches, foul poles etc. been ordered? When will they be received? When will they be installed?
- O. What is the status on the Sign at the road? Bid out and bids received? I provided quotes and specifications but nothing happened. What was decided? Size, name, vendor, etc.
- P. What is the status of the scoreboards?

5. Public Comment Driscoll asked for complete accounting report from Finance Committee and minutes.

6. Adjournment Whalen by executive Privilege 9:01