

SUNKEN LAKE PARK COMMITTEE MEETING MINUTES, WEDNESDAY, September 24, 2025,
4:30 P. M. Sunken Lake Park Pavilion

SLP Committee Members in attendance - Jerry Macarthur, Dave Guthrie

Others in attendance – Austin Barnett, Park Manager; seasonal camper Mrs. Manning

Call to order – The meeting was called to order at 4:30 P. M.

Pledge of Allegiance to the Flag of The United States of America

Roll Call – as listed above

Public Comment – none

Managers Report - attached

Old Business : none

New Business:

1) Spark Grant Update

- a) The exercise equipment has been installed and site restoration has been completed. One part of the equipment remains to be installed and the installer will install the part soon. 50% of the equipment cost is being held back and will be processed for payment when the project completed.
- b) Concrete slabs for the new benches, picnic table and gazebo. MacArthur Construction will set the slabs. Manager and committee will determine the slab locations.
- c) The DNR type trail gates will be ready for pickup on or before Oct. 20. MacArthur Construction will pickup the gates and store them until they can be painted and installed.
- d) The trail signs should be delivered soon. Manager and committee will install the signs.
- e) The playground equipment locations have been staked and the equipment is scheduled for installation around the end of September.
- f) The campground lakelot embankment project is being reviewed by the project engineer and committee. The limits for the filling need to be determined.
- g) The ADA trail is scheduled for paving on Sept. 30.

2) Campground electric upgrade – Committee is in the process of obtaining cost quotes from 2 contractors for the upgrade. It may be possible to use Spark Grant funds for the upgrade.

Open to the Floor – No comments or questions

Adjournment – The meeting adjourned at 5:15 P. M.

Next Meeting – Wednesday, October 29, 2025, 4:30 P. M. Howard Male Conference Room

Dave Guthrie, Committee Point Person

Park: SLP

Report by: Austin Barnett

Date: 9/24/25



PARK MANAGER MONTHLY REPORT

Ongoing Improvements Project(s) Progress:

- Still waiting on Final walk Through for Exercise Equipment
- Goodrich prepped the ADA Trail so they can ~~put~~ asphalt it.
- Started to pick up Broken picnic Tables & Bent Fire Rings.
- Filled in Potholes with gravel Down in camp ground.
- Thunder Bay Electric stopped by & took pictures of the panel & will get back w/a cost

Campground Activities & Site Notes:

- Oct 4th Halloween Trick or Treat / costume contest & Pumpkin Decorating for Kids.
- We have two new seasonal campers & two more coming on Friday to pick out their spots.
- Dave & I Evened out the Distance of sites 39 & 40.

Budget Adjustments Needed/Budget Look Ahead:

N/A

Upcoming/Needed Maintenance:

- The cement pads need to be poured
- The Gazbo needs to be installed.
- The signs for the trails need installed
- The gates for the ADA trail need installed.

*Attached: Occupancy Reports, Revenue YTD (actual v budget)

Manager should keep on site and available for inspection: Maintenance Checklists (3 month, 6 month, annual), Vehicle Inspection Checklist, Playground Inspection Checklist