

Sparta Recreational Authority

Meeting Minutes

May 2, 2019 at 7:00 PM

Sparta Township Office 160 E. division

1. **Call to Order** - 7:00
  
2. **Pledge of Allegiance**
  
3. **Roll Call**: Guerra, Maier, Miles, Peak (arrived late), Shangle, Steffens, Van Patten, Whalen Present
  
4. **Additions or Corrections to the Business & Consent Agenda**:  
Consent Agenda - Approve SRA Meeting minutes of April 15, 2019.
  
5. **Approval of Consent Agenda and Business Agenda**:  
Moved by Steffans, supported by Van Patten to approve. Motion passed 7/0
  
6. **Public Comment**:  
None
  
7. **Public Hearing**:  
None
  
8. **Unfinished Business**:
  - A. **Trust Fund Grant Update**:
    - a. Tim has sent out bids which are due back May 24<sup>th</sup>.
  
  - B. **Concession Stand Update**:
    - a. Wiring started and panels are on ground, Need wiring done for irrigation
    - b. Will not foam ceiling
    - c. Sand moved to concession stand site
    - d. Extra dirt has been moved back by extra fencing
    - e. Windows and doors have not been ordered
  
  - C. **Completion of Operations Manual**:
    - a. Shangle to take over compilation of Operations Manual
    - b. Expressed renewed push for comments to Manual
    - c. Comments wanted on bringing food and drink to park
    - d. Think about fees – we need a starting point
    - e. Reply “all” with comments to Operations Manual
    - f. Scheduling – who does this? Does this happen on line?
    - g. Manager questions – review manager spreadsheet for duties/hours, what are requirements for handling finances?

**D. Bids for Land Water Grant Update:**

- a. Board should be able to see bid packets...have they been published? If so, where are they?
- b. Preliminary Construction Schedule presented – this is not chiseled in stone
- c. Would like to see Schedule “signed off”
- d. Concern about Track Meet and construction conflict – Track can shift to unfinished fields
- e. School needs to keep track of volunteer hours for making course as they can be used as match for grant

**9. New Business:**

- a. None

**10. Committee Reports:**

- a. Construction Committee (Steffans, Maier, Guerra)
  - Push now is for irrigation.
  - Foaming insulation – plan for \$1750
  - Kent Power might be able to move power pole - \$12,000 savings if done in-kind. Peak will talk to Kent Power about power pole
  - Discussion on signage. Peak will reach out to sign companies for ideas.
- b. Finance Committee (Whalen, Shangle)
  - i. Audit to be completed by next month’s meeting.
- c. Fundraising Committee ( Peak, Steffans, Guerra)
- d. Communications Committee (Miles, VanPatten)
  - i. Discussion of gate that is still up –needs to be taken down
  - ii. Dale will check and get to bottom of this

**11. Communications**

- a. None

**12. Public Comment:**

- a. From Scott –
  - i. Drinks – wants no glass
  - ii. Booking – needs to be real time
  - iii. Nature trail – keep this on the radar

**13. Adjournment:**

- a. 8:59 PM