

CITY OF SPARTA
FINANCE MEETING AGENDA
February 3, 2016

CITY HALL

6:00 p.m.

- 1. Call Meeting to Order**
- 2. Consent Agenda: Consisting of Minutes of the Regular Meeting of January 6, 2016**
- 3. Consideration of Tourism Funds:**
 - Sparta Bike Park**
 - Downtown Flower Baskets**
 - Sparta Chamber of Commerce**
 - Downtown Cooperative**
- 4. Discussion of City Attorney Position**
- 5. Items for Future Consideration**
- 6. Adjourn**

A possible quorum of the Common Council may be in attendance at this meeting but no action will be taken by the Council.

Posted: 1-29-16

CITY OF SPARTA
FINANCE MINUTES
January 6, 2016

PRESENT: Kevin Riley, Norm Stanek, Carlos Holcomb

ABSENT: None

ALSO PRESENT: Mark Sund, Ted Radde, Dave Kuderer

Chairman Riley called the meeting to order at 6:00 p.m.

A motion was made by Norm Stanek and seconded by Carlos Holcomb to approve the Consent Agenda consisting of the minutes of the regular meeting of December 2, 2015. Motion carried 3-0.

Terry Christen from Tricor (formerly Westland Insurance Company) was here last month to talk to the Committee about the benefits and costs of switching our insurance from the Wisconsin League and Chubb to EMC. The City would be saving money and all avenues of insurance would be under one carrier and one rep. **A motion was made by Norm Stanek and seconded by Carlos Holcomb to approve switching our insurance to EMC through Tricor. Motion carried 3-0.**

The City Clerk is requesting an increase in poll worker hourly wage. They work really hard, the days are long, and their wage has not been increased in quite some time. According to a survey in what other municipalities pay their workers, Sparta is on the low end of the pay scale. **A motion was made by Carlos Holcomb and seconded by Norm Stanek to increase the poll worker hourly wage from \$7.25 to \$7.50 an hour and the Chief Inspector hourly wage from \$7.25 to \$8.00. Motion carried 3-0.**

We have received an invoice from ICMA Retirement Corporation for an annual plan fee for \$125.00. Since we no longer have any employees investing in this Corporation, we would like to terminate our membership with them. **A motion was made by Norm Stanek and seconded by Carlos Holcomb to terminate our membership with ICMA Retirement Corporation. Motion carried 3-0.**

There were no items mentioned for future consideration.

A motion was made by Carlos Holcomb and seconded by Norm Stanek to adjourn at 6:06. Motion carried 3-0.

Respectfully submitted,

Julie Hanson
City Clerk

julie hanson

From: Ben Burkhardt <ben.burkhardt@yahoo.com>
Sent: Thursday, January 28, 2016 11:25 AM
To: julie hanson
Subject: Sparta Bike Park

Tourist Funding Request:

We currently have \$2600 in a fund to up keep and promote activities toward the park. Being the bike a capital, I was hoping for some assistance to help move the park in a forward direction. We have had Pro Riders, Live Music, Competitions, and other events. The you are showing interested, the park gets used. I'm requesting help from the tourist funds if possible.

Thank You,
Ben Burkhardt

Sent from my iPhone

February 3, 2016

TO: TOURISM COMMITTEE

RE: DOWNTOWN FLOWER BASKETS

To Members of the Tourism Committee

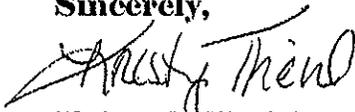
For the past several years we have had flower baskets hang from the light poles downtown. This has added beauty to the downtown and also to the Franklin Street bridge. This is funded strictly by donations and it costs approximately \$200/basket to maintain them for the summer months including the flowers, watering and fertilizing. There are approximately 24 baskets.

This year Sparta Floral has graciously worked with us to order special petunias that will have more volume, stamina and vitality and withstand the wind and dry weather.. But, still, we must rely on donations to fund this project.

We are asking for a donation from the Tourism Committee for \$1,500 to help us with these baskets and to make our downtown more beautiful to our summer tourists. Two years ago new baskets were purchased that have a water reservoir to help with the watering needs.

Thank you for considering this donation and helping us with this downtown project.

Sincerely,



Kristy S. Theirl Deborah Moore
The Downtown Flower Basket Committee

julie hanson

From: Tim Hyma <ceo@bikesparta.com>
Sent: Tuesday, January 26, 2016 11:46 AM
To: julie hanson; Brad Gilbertson
Subject: Finance meeting

Julie,

I would like to request \$1,000 from the finance committee to design, produce and distribute 10,000 rack cards promoting the Sparta Park & Rec attractions.

Can I get on the Agenda?

<<https://ssl.gstatic.com/ui/v1/icons/mail/images/cleardot.gif>>

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Tim Hyma
Chief Executive Officer
Sparta Area Chamber of Commerce
(608) 269-4123
www.bikesparta.com <<http://www.bikesparta.com>>
Mission: Welcoming Businesses, Unifying the Community, Creating Possibilities

Request for Tourism Matching Grant

Submitted by:

The Downtown Cooperative

The downtown cooperative has just ended its first calendar year, and is proud of what it has accomplished within the scope of resources available to it. Meetings have been well attended, and we have started to create real change and hope in our downtown district. Some specific accomplishments include:

- Identification of owners within the district so potential tenants can contact
- Purchase of tables and umbrellas for the Water Street Bridge
- Fund raising through hosting the Carson and Barnes Circus
- Changes to the Façade Loan Program that make resources available to a wider group of improvements as well as increasing the amounts available to individual borrowers
- Promotion of the Façade Loan Program into real, and executed projects
- Creating a destination and resulting commercial activity through the Kriskindlmarkt in the center of the business district

The goals for 2016 seek to improve on the core accomplishments of 2015:

- Continue to facilitate interest in improving façade
- Leverage the success of the Christmas market into other activities that regularly draw people downtown

In order to accomplish our goals, the Downtown Cooperative is requesting monetary assistance from the Tourism Grant Program to leverage what has already been accomplished into still greater accomplishments aligned with our goal of creating activity downtown. Some early ideas include:

- Farmers Market every Saturday in the market area created at Christmas
- Quarterly events such as an event to coincide with the opening of the Bike Trail, Crazy Days, Oktoberfest/Fall Fest, and of course Christmas.

The group has done a good job in our view, attracting donations and grants in the past year, as well as raising funds from the Circus which added needed funds to our pool of resource. We constructed the seven booths and accessory items such as a stage and a power network almost all within what were able to raise in 2015. We are presently left with only a \$500 deficit in what was almost an \$8000 effort in constructing the Kriskindlmarkt village.

In order to purchase the necessary signage, advertising, and incidental material to accomplish the goals stated above, we are hereby requesting a grant in the amount of \$3000.00 for the use of the Downtown Cooperative.

Sincerely,

Reinhard Mueller