

CITY OF SPARTA
PARK BOARD AGENDA
April 18, 2016

City Hall

7:00 p.m.

1. Call meeting to order
2. Consent Agenda consisting of: Minutes of March 7, 2016 meeting, Park & Rec Director's monthly report for April, and monthly bills for March
3. Consideration of Split Rail Fence Behind #9 Green
4. Consideration of Matching the Men's & Women's Association Donation of \$1,000 for Tree Replacement
5. Consideration of Memorial Stone to be put at Base of Flag Pole at Clubhouse in Honor of Charlie Kruk to be paid by Family & Friends
6. Consideration of Removal of 2 Pine Trees on West Side of Clubhouse & Installation of Privacy Fence
7. Discussion of moving water fight poles for fire department during Butterfest
8. Items for Future Consideration
9. Motion to go Into Closed Session per Wis. Stats. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for property located at 408 Osborne Drive.
10. 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: 4-15-16

CITY OF SPARTA
PARK BOARD MINUTES
March 7, 2016

PRESENT: Jim Church, Josh Lydon, Kevin Schmitz, Carlos Holcomb, Tom Brown

ABSENT: Kris Brieske, Wil Calkins

ALSO PRESENT: Brad Gilbertson, Mark Sund, Mayor Button, Ryan Hutson, Ed Lukasek, Sara Anderson, Dave Kuderer, Renae Caldwell

Chairman Jim Church called the meeting to order at 6:07 p.m.

Sara Anderson presented Ryan Hutson with a Golf Coaches Association of Wisconsin Award.

A motion was made by Carlos Holcomb and seconded by Tom Brown to approve the Consent Agenda consisting of minutes from the February 1, 2016 meeting, Park & Rec Director's monthly report for March and monthly bills for February. Motion carried 5-0.

Ryan Hutson passed out a list of cart fees for surrounding areas and is requesting that we lower our cart fees as Sparta's charges are the highest. **A motion was made by Tom Brown and seconded by Carlos Holcomb to approve the charge of \$11.00 for a cart fee for 9 holes and \$16.00 for a cart fee for 18 holes. Motion carried 4-1 with Kevin Schmitz voting no.**

A request was received from Alderman Holcomb in behalf of Sparta Holiday Lights for the Park Board to donate the fees that would be charged for the two shelters and band shell at Evans Bosshard Park for their 2nd Annual Foodstock fundraiser on August 20, 2016. This fundraiser does give out complimentary snacks and they accept donations. The value of the shelters and band shell would be \$105.00. **A motion was made by Kevin Schmitz and seconded by Tom Brown to donate the use of the 2 shelters and band shell at Evans Bossard Park for the 2nd Annual Foodstock fundraiser on August 20, 2016. Motion carried 4-0-1 with Carlos Holcomb abstaining.**

Brad would like to purchase a new truck for the Park Department for an amount up to \$15,000.00. He has given the specifics to the owner of GR8 Buys. He is looking for permission to get the truck when the right one is found. He will also be selling the Ford Ranger that they currently have. **A motion was made by Kevin Schmitz and seconded by Tom Brown to give Brad permission to make this purchase. Motion carried 5-0.**

Items for future consideration were:

Clear cut pine trees around hole 17

New golf carts will be here by the end of the month

Weather permitting, the Golf Course will be able to open on March 19th

A motion was made by Kevin Schmitz and seconded by Tom Brown to adjourn at 6:28 p.m. Motion carried 5-0.

Respectfully Submitted,

Julie Hanson
City Clerk

Parks & Recreation Director's Report
April 4, 2016

Adult Softball League

All mailings have been sent out to teams, local teams get the tournament information 2 weeks prior to any non-resident team. Registrations will be coming in soon and we hope to have all the tournaments full ahead of time to allow plenty of time to plan and organize. I am looking for umpires for all of the leagues as those from past years are not able to umpire this season.

Wrestling

We had a great wrestling season this year! The parents were involved with the program which helps greatly! There were many great coaches that dedicated a lot of time and efforts into the program making it a very successful year. Without the dedication of the volunteer coaches we would not be able to keep this program strong and growing. We had 6 wrestlers qualify for the state tournament this year which was held in Madison the weekend of March 25th. Although we didn't have any wrestlers place at state, it was a great experience for the wrestlers to have a chance to wrestle in a large tournament. We had our end of the year wrestling pizza party on March 28th. There was a great turnout for the pizza party and we only have a few singlets' that were not turned in. Pizza was purchased from Slice of Chicago this year as they offered a generous discount on pizzas.

Start Smart Golf

The first day of practice will be on April 4th and we have a good group of participants in the program. Sara Anderson will help out with the first practice and then two of the high school girls golf team members will be coaches the program for the season. We are looking forward to the nicer weather and hope the participants enjoy the program.

3-5 year old Basketball

This is a cooperative program with the Basketball Association and we have had a great response to the program. We have 70 kids signed up for the program and are looking forward to seeing all the kids out and being active. We have had several practices thus far and it is a little crowded in the gym but we have been making it work. We have used the hallways for some side stations and all the kids seem to be having a great time.

Gymnastics

We started the spring session in March and we have close to 90 participants in the program. The competitive gymnastics team has been to several meets and they have improved each time. We have had top place finishers in every meet we have attended and the girls are very competitive at the meets. The coaches have been doing a great job with the program. Classes are well organized, equipment is put away each night and participants have been having a great time!

Youth Soccer League

The skills clinic will be held on April 2nd this year. We have close to 80 participants in the 1-3 grade program and nearly 40 in the 4-6 grade program. Soccer continues to be a popular sport and the numbers have remained very consistent from one season to the next. We are still looking for a few coaches to help with both age groups but should be able to secure them before the start of the practice season.

Adult Fitness Class

We have another full line up of fitness classes again this season. Classes continue to be popular and many classes are at capacity with a waiting list to get into them. We will be meeting with a fitness instructor that just moved to the area that is interested in teaching with us.

Pool

John continues to work at hiring staff for the summer. Most of the pool positions have been filled at this time. John will be hosting a lifeguard training class at Ft. McCoy this month. We will be working to get the pool cleaned up and ready for the season in the next few weeks. We have been in contact with the contractors regarding trying to figure out if we have a leak in the pool. We plan to fill the pool next week to see if it holds water. We will be switching over the Carbon Dioxide for PH balancing and eliminating the need for acid use. We will still need to have acid on site in the event the Carbon Dioxide is not able to keep up with the demand.

Misc.

All rehire letters have been sent out for the maintenance staff. All of the staff that were sent rehire letters will be returning this season. They were very grateful for the wage increase.

We have started to recruit summer baseball and softball coaches and will be hiring for the umpires and rag ball pitchers soon.

The new bridge in Amundson Parks is well underway. The guys have been working out there to construct the base of the structure. They have the main bridge beams set and have been adding the cross members and all the hardware. They are hoping to have it ready to place of the water in May and then finish with all the deck boards in early summer.

All 18 holes of the disk golf course have been installed. The crew worked over the winter months to clear the shooting lanes and installed the baskets this spring. They have been hosting league this spring and are hoping to have the course ready for a few tournaments this summer.

Golf Course

At this time it looks like the course came through the winter in good condition. We had a little snow mold on some of the tee boxes which is normal as we don't spray them for snow mold.

The new carts have been delivered and we have had great feedback on them. We are making some improvements to the parking area for the carts so that we can have them in a single file line and rotate the use of the carts easier.

There is a larger than normal amount of pine cones and debris on the course this spring. The guys are working to get things cleaned up and ready. With the earlier opening than past years we have not been able to get everything cleaned up and in summer condition.

All of the new equipment purchases have arrived and the guys will be trained on use of the equipment within the next week or two. The sales reps will go through the new sprayer regarding use of the machine, calibrating, cleaning, etc.

Ed Hansen has passed his pesticide applicator course that he took in Madison a few weeks ago so we now have 2 people licensed to spray on the course.

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Tuesday, March 1, 2016

To: Thursday, March 31, 2016

Item #	Description	Qty	Sales	Cost	Margin %
Department: River Run Sparta					
Sub-Department: Golf Course Revenue					
Item Category: Green Fees					
1668	Spring Special	43	\$28.44	\$0.00	100.00
Item Type: River Run Sparta					
1278	Reciprocal Dues	17	\$80.00	\$0.00	100.00
River Run Sparta Total:		17	\$80.00	\$0.00	100.00
Item Sub-Category: Lessons					
1720	Summer Golf Lessons	2	\$60.00	\$0.00	100.00
Lessons Total:		2	\$60.00	\$0.00	100.00
Item Sub-Category: Member Rounds					
1057	GF - Member 9	10	\$0.00	\$0.00	0.00
1058	GF - Member 18	223	\$0.00	\$0.00	0.00
Item Type: River Run Sparta					
1723	Gf - Junior 6-10	1	\$4.74	\$0.00	100.00
River Run Sparta Total:		1	\$4.74	\$0.00	100.00
Member Rounds Total:		234	\$4.74	\$0.00	100.00
Item Sub-Category: Packaged Items					
1037	Cart Shed Annual - Gas	135	\$30,375.00	\$0.00	100.00
1038	Cart Shed Annual - Electric	21	\$5,145.00	\$0.00	100.00
Packaged Items Total:		156	\$35,520.00	\$0.00	100.00
Item Sub-Category: Prepaid Rounds					
1470	10 Play Punch Card - 18 Holes	1	\$245.00	\$0.00	100.00
Prepaid Rounds Total:		1	\$245.00	\$0.00	100.00
Item Sub-Category: Weekday Rounds					
1051	GF - WeekDay 18	42	\$463.68	\$0.00	100.00
Weekday Rounds Total:		42	\$463.68	\$0.00	100.00
Item Sub-Category: Twilight Rounds					
1044	GF - Twilight 9	19	\$288.23	\$0.00	100.00
Twilight Rounds Total:		19	\$288.23	\$0.00	100.00
Item Sub-Category: Senior Rounds					
1046	GF - Senior 9	19	\$288.23	\$0.00	100.00
Senior Rounds Total:		19	\$288.23	\$0.00	100.00
Green Fees Total:		533	\$36,978.32	\$0.00	100.00
Item Category: Cart Revenue					
Item Sub-Category: Cart Fees					
1285	Pull Cart	2	\$6.00	\$0.00	100.00
Cart Fees Total:		2	\$6.00	\$0.00	100.00
Cart Revenue Total:		2	\$6.00	\$0.00	100.00
Item Category: Driving Range Rev.					
Item Type: River Run Sparta					
1230	Range Pass 2016	9	\$1,023.66	\$0.00	100.00
River Run Sparta Total:		9	\$1,023.66	\$0.00	100.00
Item Sub-Category: Driving Range					
1059	Range - Small Basket	16	\$30.40	\$0.00	100.00
1060	Range - Medium Basket	16	\$45.44	\$0.00	100.00
1061	Range - Large Basket	23	\$109.02	\$0.00	100.00
Driving Range Total:		55	\$184.86	\$0.00	100.00
Driving Range Rev. Total:		64	\$1,208.52	\$0.00	100.00
Item Category: Rental-Service-Other					
Item Sub-Category: Accessories					
1664	River Run Yardage Books	1	\$3.00	\$0.00	100.00
Accessories Total:		1	\$3.00	\$0.00	100.00
Item Sub-Category: Rentals					
1062	Rental Clubs - 18 Holes	2	\$37.92	\$0.00	100.00
Rentals Total:		2	\$37.92	\$0.00	100.00
Rental-Service-Other Total:		3	\$40.92	\$0.00	100.00
Item Category: Accounting					
Item Type: River Run Sparta					
1167	Miscellaneous	1	\$6.33	\$0.00	100.00
River Run Sparta Total:		1	\$6.33	\$0.00	100.00
Item Sub-Category: Association Fees					
1040	Men's Association Fees	147	\$4,410.00	\$0.00	100.00
1041	Women's Association Fees	36	\$1,080.00	\$0.00	100.00

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Tuesday, March 1, 2016

To: Thursday, March 31, 2016

Item #	Description	Qty	Sales	Cost	Margin %	
		Association Fees Total:	183	\$5,490.00	\$0.00	100.00
Item Sub-Category: Cart Fees						
1018	Cart - 18 Holes	58	\$1,026.58	\$0.00	100.00	
1043	Cart - 9 Holes	6	\$66.37	\$0.00	100.00	
		Cart Fees Total:	64	\$1,092.95	\$0.00	100.00
		Accounting Total:	248	\$6,589.28	\$0.00	100.00
		Golf Course Revenue Total:	850	\$44,823.04	\$0.00	100.00
Sub-Department: Merchandise						
Item Category: Golf Merchandise						
Item Sub-Category: Cart Fees						
1772	Ride-Along Fee	5	\$10.00	\$0.00	100.00	
		Cart Fees Total:	5	\$10.00	\$0.00	100.00
		Golf Merchandise Total:	5	\$10.00	\$0.00	100.00
Item Category: Accounting						
Item Type: River Run Sparta						
1156	Gas	11	\$59.33	\$0.00	100.00	
		River Run Sparta Total:	11	\$59.33	\$0.00	100.00
		Accounting Total:	11	\$59.33	\$0.00	100.00
		Merchandise Total:	16	\$69.33	\$0.00	100.00
Sub-Department: Membership						
Item Category: Accounting						
1694	Dues - Young Professional	18	\$6,032.16	\$0.00	100.00	
Item Sub-Category: Donations						
1042	Flower Bed Fund	236	\$472.00	\$0.00	100.00	
		Donations Total:	236	\$472.00	\$0.00	100.00
Item Sub-Category: 2011 Dues						
1020	Dues - Single Adult	164	\$89,380.00	\$0.00	100.00	
1024	Dues - Family	47	\$38,305.00	\$0.00	100.00	
1026	Dues - Limited Play	26	\$11,440.00	\$0.00	100.00	
1028	Dues - Student	20	\$2,200.00	\$0.00	100.00	
1030	Dues - College Student	10	\$2,100.00	\$0.00	100.00	
1032	Dues - Junior	4	\$240.00	\$0.00	100.00	
		2011 Dues Total:	271	\$143,665.00	\$0.00	100.00
		Accounting Total:	525	\$150,169.16	\$0.00	100.00
		Membership Total:	525	\$150,169.16	\$0.00	100.00
Sub-Department: Unearned Revenue						
Item Sub-Category: Gift Certificates						
1008	Gift Certificate - Issued	3	\$215.00	\$0.00	100.00	
1009	Gift Certificate - Redeemed	2	(\$600.81)	\$0.00	0.00	
		Gift Certificates Total:	5	(\$385.81)	\$0.00	0.00
Item Category: Green Fees						
Item Sub-Category: Services						
1036	Trail User's Fee	169	\$26,195.00	\$0.00	100.00	
		Services Total:	169	\$26,195.00	\$0.00	100.00
		Green Fees Total:	169	\$26,195.00	\$0.00	100.00
Item Category: Accounting						
Item Sub-Category: Rentals						
1039	Locker Rental	32	\$1,280.00	\$0.00	100.00	
		Rentals Total:	32	\$1,280.00	\$0.00	100.00
		Accounting Total:	32	\$1,280.00	\$0.00	100.00
		Unearned Revenue Total:	206	\$27,089.19	\$0.00	100.00
		River Run Sparta Total:	1,597	\$222,150.72	\$0.00	100.00

Golf & Park Bills March 2016

	Vender	PP	PO	UP	Dept.	Description	Amount
1	Ahern	x			Parks	Quarterly Inspection	\$ 220.00
2	Halverson Plumbing	x			Parks	Com Center Testing	\$ 115.00
3	Sparta Area Schools	x			Parks	Meadowview Schools	\$ 442.50
4	Nevco	x			Parks	Baseball Controls	\$ 47.31
5	Lynn Builders	x			Parks	New Door at Shop	\$ 1,190.00
6	City of LaCrosse	x			Parks	Safety Seminar	\$ 30.00
7	All American Do It Center	x			Golf	Lumber, Vinyl Tube-Club House	\$ 43.77
8	All American Do It Center	x			Golf	Sawzall	\$ 10.50
9	All American Do It Center	x			Golf	Adhesive, Clamp, Cable,	\$ 34.83
10	Dalco	x			Parks	Roll can liners	\$ 125.85
11	All American Do It Center	x			G & P	2x4, T1-11, screws	\$ 80.48
12	Evans Print & Media	x			Parks	Pool Membership Cards	\$ 51.00
13	The Hardware Store	x			Golf	Adjustable Cross Bar, Wire Connectors, cable ties	\$ 11.82
14	Walmart	x			Parks	Card Stock, Tape Runner, Poster Board	\$ 17.76
15	Walmart	x			Parks	Clorox Wipes	\$ 48.82
16	Walmart	x			Parks	HP CIJ 500CT	\$ 8.27
17	Walmart	x			Parks	Command Hook, HC Comp, C Comp	\$ 38.76
18	Monroe Co Hwy Dept	x			Parks	Drug Testing	\$ 110.00
19	Sparta Coop Services	x			Golf	Propane	\$ 216.43
20	The Hardware Store	x			Golf	Red & White Plastic	\$ 47.92
21	Menards	x			Golf	PVC Pipe, PVC Cap	\$ 95.77
22	All American Do It Center			x	Parks	Trash Can	\$ 11.99
23	Sleep Inn & Suites			x	Parks	Wrestling Tournament	\$ 201.00
24	Holiday Wholesale			x	Parks	Pool Concessions	\$ 158.00
25	Walmart			x	Parks	Poster Board, Prints	\$ 24.32
26	Grainger			x	Parks	Waterproof Phone Enclousure	\$ 308.00
27	Hagens			x	Parks	Case mix Oil	\$ 42.50
28	Bartolotta			x	Parks	Fireworks Deposit	\$ 4,500.00
29	Charter Spectrum			x	Parks	Internet Service	\$ 70.00
30	Xcel Energy			x	Parks	Montgomery/Rusk Ave	\$ 131.27
31	Quill			x	G & P	Office Supplies	\$ 247.25
32	Service Plus Heating			x	Golf	Feet 18-8 Wire	\$ 18.48
33	Hagens			x	Golf	Case mix Oil	\$ 42.50
34	Beacon Athletics			x	Parks	Spring Soil Amendments	\$ 780.00
35	The Hardware Store			x	Golf	Hex Shank Bit, Door Jam, Ornge Flag, Achor bp;t. C	\$ 53.10
36	The Hardware Store			x	Golf	Liquid Tight, Cecept Dplx	\$ 33.97
37	The Hardware Store			x	Parks	Com Center door stop, gray connect	\$ 10.57
38	The Hardware Store			x	Golf	Gray Primer, Red Gloss Paint	\$ 28.15
39	The Hardware Store			x	Parks	Keys	\$ 9.95
40	Premier Co-op			x	G & P	Fuel	\$ 771.26
41	Premier Co-op			x	Golf	Fuel	\$ 334.97
42	Monitor Productions			x	Golf	Vidio Message	\$ 297.27
43	Walmart			x	Golf	Special Rec Easter Fun Day Supplies	\$ 35.40
44	P&P Products			x	Parks	Wrestling Shirts	\$ 703.00
45	Walmart			x	Parks	Wrestling Party - Foam Cups, Soda, Napkins, Plate	\$ 27.94

