

CITY OF SPARTA
PARK BOARD AGENDA
March 7, 2016

City Hall

6:00 p.m.

1. Call meeting to order
2. Consent Agenda consisting of: Minutes of February 1, 2016 meeting, Park & Rec Director's monthly report for March, and monthly bills for February
3. Consideration of Lowering our Cart Fees for Per Person Rate
4. Consideration of Donating 2 shelters and Band Shell at Evans Bossard Park for the 2nd Annual Foodstock on August 20th
5. Discussion on pre-authorization given to Park & Rec Director to purchase truck from Gr8 Buys for up to \$15,000
6. Items for Future Consideration
7. 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: 3-4-16

CITY OF SPARTA
PARK BOARD MINUTES
February 1, 2016

PRESENT: Josh Lydon, Kris Brieske, Kevin Schmitz, Carlos Holcomb,

ABSENT: Wil Calkins, Tom Brown, Jim Church

ALSO PRESENT: Brad Gilbertson, Mark Sund, Ted Radde, Ryan Hutson, Ed Lukasek, John McDonald, Kevin Riley, Todd Fahning, Dave Kuderer

Josh Lydon called the meeting to order at 6:00 p.m.

A motion was made by Carlos Holcomb and seconded by Kris Brieske to approve the Consent Agenda consisting of minutes from the January 4, 2016 meeting, Park & Rec Director's monthly report for February and monthly bills for January. Motion carried 4-0.

The next 4 items on the agenda deal with consideration of purchasing a new sprayer, purchase of a new utility vehicle and purchase of a tractor for the Golf Course and the parks. Brad went into detail about each item from the companies that submitted bids for the sprayer and the utility vehicle. The tractor would be purchased from the street department for \$16,000.00. Brad also showed details of an aera-vator, which was not budgeted for, but would be very beneficial to the departments. The cost of the tractor, sprayer, and aera-vator would be split between the golf course and the park department. Reinders will give us the high flow hydraulic kit (\$1321.53) and the cushman core harvester adapter (4629.30) free if we purchase the sprayer and the utility vehicle from them. The amount in the equipment replacement fund allotted for these items is \$91,500.00 and the total cost for the 4 items comes to \$93,129.56. **A motion was made by Kris Brieske and seconded by Kevin Schmitz to approve the purchase of the sprayer and utility vehicle from Reinders at a total cost of \$65,639.56, the aera-vator from Horst at a cost of \$11,490.00 and the tractor from the street department at a cost of \$16,000, for a total cost of \$93,129.56. Motion carried 4-0.**

Brad informed the Board that this Thursday would be Pagee Finley's last day of work as she did not want to continue working at an hourly rate. There is a coach interested in helping us out, but she can only help out on Wednesday nights until March 1st. Brad is looking for guidance in what he can pay her for an hourly rate as she is very skilled in gymnastics. **A motion was made by Kevin Schmitz and seconded by Carlos Holcomb to allow Brad to pay up to \$20.00 an hour for this part time coaching position and for any future coaches that would be hired. Motion carried 4-0.**

Brad had some pictures and information on single row and double row irrigation systems. The single row would cost approximately \$450,000 and the double row would cost approximately \$630,000 - \$700,000. These systems are totally automated and can be controlled from a computer. Our current system is very old and is starting to cost a lot of money and time to get fixed. By installing either of these systems, it would eliminate the position of the person doing the night watering. There should also be savings in electrical usage and water usage. The project would take two weeks to a month to complete and there should be little damage done to the course while installing. There would be some funds available for this project and the balance would be borrowed. The Board would like Brad to get some drawings of the single row with different heads for coverage and to also get prices for the various ways to lay this out.

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There were no items mentioned for future consideration.

A motion was made by Kevin Schmitz and seconded by Kris Brieske to adjourn at 7:04 p.m. Motion carried 4-0.

Respectfully Submitted,

Julie Hanson
City Clerk

Parks & Recreation Director's Report
March 7, 2016

Adult Volleyball Leagues

The season went well despite having a smaller league this year. We didn't have any make up games due to weather this year so we ended on the scheduled date.

Wrestling

The youth wrestling program is doing very well. The kids are learning a lot and having fun. Numbers again are high and we continue to get great parent involvement for coaching and volunteering where needed. Throughout the high school season there has been a great presence of youth wrestlers to watch matches at home, away, and even at the individual state competition. As the high school season is done we will see the high school wrestlers help out and give back to the program. It is great to have this interaction with the High School team to show the young participants that almost all of the High School wrestlers started wrestling with the Parks and Recreation department. This year we did a beef jerky fundraiser that was well received from the program that netted just over a \$4,000 profit to the program.

Tiny Tots

At this time we have 8 participants registered for the program and Joanie has been having fun with them.

Special Olympics

We continue our games nights and just has our Winter Ball. There was a great turnout for the dance. We are looking forward to the warmer weather to start are summer programming.

We took a group to the Shrine Circus on Tuesday March 1st. The tickets were donated to the group from the local Shriners, Lamers bus donated the use of the bus and Jerry Nading donated his time to drive the bus.

Gymnastics

The competitive team continues to great in the gymnastics meets. They will compete again in LaCrosse on March 6th. Our Recreation program just wrapped up their session of classes. We have started to complete evaluation forms on the participants so parents can see the progress of the girls and know what they need to work on in order to move up another level. The new coaches have been doing a great job with coaching and being upbeat and positive. We are taking registrations for the next session of classes now and numbers look to be consistent with seasons past. We will have our new coach starting on March 2nd. We are looking forward to bring her onto the coaching staff for the competitive team. We have had a few inquires about the coaches prostitutions but all from people who are out of town and will be moving here in the next month or so. We will continue the search and also meet with those who have expressed interest once they are in the area.

Fitness Programs

Registrations for the spring session will start on March 8th. We have moved the Tuesday yogo class to Thursday nights and all other classes will remain the same.

Women's Volleyball Tournament

I hosted a Women's Volleyball tournament on Feb. 14th at the High School. We had 6 teams registered and had some great competition throughout the day. There was some talk of running a draw tournament in the future so I will look into this type of tournament to see if it is something we can run with the space we have available.

Softball

Adult softball mailings will go out in the middle of March. I have contacted the umpires from last season to see if they will be returning or if I need to find new umpires.

Youth Softball – We have contacted Tomah, Blair Taylor and Royal to see if they are interested in forming a league with us again this year. So far I have only received confirmation from Blair Taylor. I will

continue to reach out to them. If we don't have enough teams we would either have to cancel the program or join the Coulee Region Traveling league.

Pool

We have started hiring for the pool this year. All rehire letters have been returned that want to return. We have a significant amount of staff that are returning. We also have several CABS positions that are wanting to be lifeguards this year; which is always great to see. We are offering a lifeguard class April 15-17th for those that want to be certified. We will be installing a new scheduling system this year for the staff which we will believe that will alleviate concerns and problems that we have had over the past seasons. The new brochure that has gone out highlights new events and theme days scheduled that are meant to bring the community and staff together. We are excited for the season to get under way.

Misc.

Once the weather warms up enough we will begin working on the pool to try and locate the leak that we feel we have in the vessel. We have been in communication with the contractors and they are aware of the problems we had when the facility was closed down and most of the water leaked out of the main pool vessel and all the water leaked out of the lazy river.

Brian has repaired all the picnic tables and benches for the parks. With the warmer weather we have put out additional trash barrels in the parks. We have some wood chips left over from last summers projects and will be inspecting playgrounds and placing wood chips were they are needed.

The bridge in Amundson Park is on hold until the weather breaks and the road way/path is firm enough for vehicle traffic.

I will be presenting to the La Crosse area Outdoor Recreation Alliance in April regarding the trail developments planned for Amundson Parks, the addition of the disk golf course and additional outdoor recreational opportunities in the Sparta area.

The group working on the disk golf course has been working hard this winter. They have cleared the fairways and set all the tea baskets to make our 18 hole course. Once the weather breaks they will be installing cement tea pads for all the holes.

Ed will be taking his chemical applicator class and test in March. If he passes the course and test then we will have two guys licensed to spray.

Golf Course

Tom and Ed have been working on winter maintenance of the mowers, golf carts and utility vehicles. Most mowers and machines are serviced and ready for the golf season.

Letters for the 2016 memberships have been sent out to the current mailing list that was provided by Ryan. Ryan will be starting working at the proshop during March to sell memberships.

We have finalized our chemical plan for the 2016 season. We will continue with a similar plan to what we had last year. This includes grub control and spraying for crab grass.

Ryan has been working on golf course promotions and getting all of his merchandize ordered for the proshop. I have provided him with a list of all advertising that we did last season.

Ryan will be attending the La Crosse golf show again this year promoting River Run Sparta.

The guys have been out grinding stumps and getting the course ready for the season. It is a little early to tell for sure how we came through the winter but there was little to no ice on the greens which is good. We did apply milorganite to the greens to help melt off any ice that was on them and provide the first fertilizer treatment.

We have not received delivery of any of the equipment purchase that were made earlier in the year.

Seasonal Maintenance rehire letters were sent out a couple weeks ago. At this time it looks like most of the crew will be returning next year.

We are working on the items from the Bailey Energy Consultants recommendations. We have also replaced the floor in the walk in beer cooler in the kitchen as the floor was rotten. There is a water drain from the compressor in the cooler that was running into a bucket. The bucket wasn't always emptied and would spill onto the floor. During the remodeling we ran a water line into the basement to a floor drain so we should eliminated the wet and rotting floors.

Tom and Ed will be going to Minneapolis in March for training on how to use the Rainbird Irrigation system. All hotel and food expenses are paid for by Rainbird.

Golf & Park Bills February 2016

	Vender	PP	PO	UP	Dept.	Description	Amount
1	Adrenaline	x			Parks	Wrestling Fundraiser	\$ 1,492.50
2	Horst	x			G & P	Rake Spring, Groomed Blades, Rake Teeth	\$ 311.19
3	Horst	x			Parks	Groomed Blades	\$ 144.26
4	Coulee Techlnk	x			Parks	Installation Office 2016	\$ 190.00
5	Pesticide Applicator Training	x			Golf	Turf & Landscape Manual & DVD	\$ 62.24
6	Pesticide Applicator Training	x			Golf	1 hour live training	\$ 31.62
7	Auto Value	x			Golf	Air Filters	\$ 21.98
8	Reinders	x			Golf	Belt-Brush, Bedknife, screw-carr	\$ 397.93
9	Horst	x			Golf	Cable Shift, Ignition Switch, Bedknife	\$ 825.67
10	Neumark	x			Golf	Sparta Community Events 2016	\$ 395.00
11	West Salem Park & Rec	x			Parks	Flag Football Fall 2015	\$ 900.00
12	Team Sporting Goods, Inc	x			Parks	Whistles & Lanyard	\$ 71.28
13	All American Do It Center	x			Parks	Spray Paint, Crome Flush Lever	\$ 28.25
14	All American Do It Center	x			Parks	Lumber	\$ 119.80
15	Auto Value	x			Parks	Filter	\$ 28.16
16	Fire Protection Specialist	x			Golf	Semi-Annual Exhause Hoot & Duct C	\$ 438.28
17	The Hardware Store	x			Parks	PVC Tee, Hardware	\$ 16.55
18	Theisen's	x			Parks	Trash Bags, Paintbrush, Bolt,Nuts, w	\$ 59.20
19	Sears	x			Parks	Vacuumed	\$ 198.97
20	The Hardware Store	x			Golf	Bolts	\$ 51.99
21	Wesco	x			Parks	Parts & Labor - Dryer	\$ 229.90
22	Walmart	x			Parks	Concessions for Wrestling Meet	\$ 403.07
23	Walmart	x			Parks	Duck Tape, USA Gold-Wrestling	\$ 14.75
24	P & P Products	x			Parks	Wrestling Shirts	\$ 2,668.00
25	USA Wrestling	x			Parks	Wrestling Screening	\$ 15.00
26	USA Wrestling	x			Parks	Coach Membership - 2 years	\$ 84.75
27	VFW Post	x			Parks	Wrestling Food for Tournament	\$ 506.00
28	Wal-Mart			x	Parks	Pencils, Pencil Sharpe	\$ 18.90
29	Wal-Mart			x	Parks	Special Rec Holiday Supplies	\$ 47.47
30	Mississippi			x	Parks	Oxygen	\$ 84.08
31	B & B Plumbing			x	Golf	Parts & Labor - Bar Spout	\$ 73.00
32	Wisconsin State Golf Association			x	Golf	Club Dues	\$ 150.00
33	Spectrum Business			x	Parks	Internet	\$ 70.00
34	Evans Printing Media Group			x	Parks	Spring Activity Guide	\$ 2,946.44
35	Auto Value			x	Golf	Air Filters, Duplex Wire	\$ 21.89
36	Auto Value			x	Parks	Permatex	\$ 5.99
37	All American Do It Center			x	Parks	Sanding Spounge	\$ 7.98
38	Auto Value			x	Parks	Air Filter, Brakeen Brake	\$ 69.81
39	Hagen's Sales & Service			x	Parks	Air Filter	\$ 4.60
40	Auto Value			x	Parks	Switch - Universal	\$ 29.92
41	Auto Value			x	Parks	Small Led Work Light	\$ 119.85
42	Quill			x	Golf	Calenders	\$ 11.95
43	WVOA			x	Golf	Biosolids Symposium	\$75.00
44	Best Kept Portables			x	Parks	Rental Unit Evans/Bossard - Holiday Lights	\$ 374.50
45	Xcel Energy			x	Parks	Montgomery & Rusk Ave	\$ 130.80

46	The Hardware Store			x	Golf	Hardware	\$ 3.50
47	Yamaha Golf & Utility			x	Golf	Shoe Ramp, Bearing, Seal, Gasket	\$ 121.05
48	Reinders			x	Golf	Bedknife	\$ 440.50
49	The Hardware Store			x	Parks	Hardware	\$ 1.38
50	Theisen's			x	Parks	Trash Bags, Paint rollersutsPutty Kni	\$ 34.37
51	Theisen's			x	Parks	Paint Stripper, Sand paper	\$ 27.97
52	St. Joseph Equipment			x	Parks	Fitting, Coupler, Wiper Blade	\$ 102.05
53	St. Joseph Equipment			x	Parks	Shi Kit	\$ 117.77
54	Bartolotta			x	Parks	2016 4th of July deposit	\$ 4,500.00
55	Fire Protection Specialist			x	Golf	Ansul Wet Chemical Semi Annual Inspection	\$ 136.88
56	All American Do It Center			x	Golf	Plywood	\$ 69.98
57	All American Do It Center			x	Golf	6" Carb Recip Blade - Cooler	\$ 7.99
58	Zarnoth Brush Workk			x	G & P	6'x32" Wafer Broom Refill	\$ 413.00
59	Best Kept Portables			x	Parks	Rental Unit Evans/Bossard - Holiday Lights	\$ 84.96
60	Theisens's			x	G & P	Hose, Nozzle, Wrench Set, Ratchet, Pliers set	\$ 117.94
61	Hardware Store			x	Golf	Flour Bulb	\$ 15.49
62	Walmart			x	Parks	Display supplies	\$ 17.76
							\$ 20,161.11

2016 Golf Cart Fee

9 Hole Golf Carts

Consideration from \$15/person to \$11/person

Total Revenue (9 Hole Cart Fees)	17,348.40/	
Potential New Fee	<u>\$11.00</u>	
	1,577	
Qty of Fee's sold in 2015	<u>-1220</u>	
	357	
	357/	
Estimated number of weeks in golf season April-October	<u>28</u>	
# of cart fees to make up the difference per week		12
	or	
# of cart fees to make up the difference per day		2

2016 Golf Cart Fee

18 Hole Golf Carts

Consideration from \$20/person to \$16/person

Total Revenue (18 Hole Cart Fees)	53,182.80/	
Potential New Fee	<u>\$16.00</u>	
	3,323	
Qty of Fee's sold in 2015	<u>-2898</u>	
	426	
	426/	
Estimated number of weeks in golf season April-October	<u>28</u>	
# of cart fees to make up the difference per week		15
	or	
# of cart fees to make up the difference per day		2