

CITY OF SPARTA
PARK BOARD AGENDA
November 2, 2015

City Hall

6:00 p.m.

1. Call meeting to order
2. Consent Agenda consisting of: Minutes of October 5, 2015 meeting, Park & Rec Director's monthly report for November, River Run Report for October and monthly bills for October
3. Consideration of verbiage for sign for pedestrians at Golf Course
4. Items for Future Consideration
5. 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: 10-30-15

CITY OF SPARTA
PARK BOARD MINUTES
October 5, 2015

PRESENT: Jim Church, Tom Brown, Josh Lydon, Kris Brieske

ABSENT: Kevin Schmitz, Wil Calkins, Carlos Holcomb

ALSO PRESENT: Brad Gilbertson, Mark Sund, John McDonald, Mayor Button, Ted Radde, Kevin Riley, Don & Cathy Schwarz, Ed Lukasek, Renae Caldwell

Chairman Jim Church called the meeting to order at 6:05 p.m.

A motion was made by Josh Lydon and seconded by Kris Brieske to approve the Consent Agenda consisting of minutes from the September 9, 2015 meeting, Park & Rec Director's monthly report for October, River Run Report for September and monthly bills for September. Motion carried 4-0.

A motion was made by Josh Lydon and seconded by Tom Brown to approve the Contract Extension for C & D Concession for one year with the option of two years at the current rate of \$6,000/year. Motion carried 4-0.

Brad revised the wage sheet for seasonal personnel and contracted employees and presented it to the Board. There were some areas that were to increase next year. **A motion was made by Kris Brieske and seconded by Tom Brown to accept the increase in wages for seasonal staff wages and contracted employees as presented and, in particular, changing the CABS from \$8.00 to \$8.50 per hour and increasing the night differential to \$.50 per hour. Motion carried 4-0.**

Brad had contacted Focus on Energy to do an energy audit of the club house/the Greens. The audit that was done didn't really answer the types of issues we wanted to have addressed. They did check items like changing light bulbs, furnace replacement and sealing gaps. As the lights burn out, Brad will replace them with LED bulbs and put dimming lights in the dining area. Then periodically the Xcel bill can be checked to see if there is any money savings.

The Board was shown a picture of the bridge design for Amundson Park. Sparta did qualify for a grant for this bridge so the funds that were going to be donated from US Silica could be used for trails in the park. The project should start on November 1, 2015. **A motion was made by Josh Lydon and seconded by Tom Brown to approve the bridge design for Amundson Park. Motion carried 4-0.**

Mark just went over the Golf Course Projections for 2015 and also the Golf Course Budget for 2016. The budget figures will be approved at the Finance meeting in November.

Items for future consideration were:

After course closes and winter starts, could cart paths be cleared off to walk on

Check into pedestrian sign and verbage to be posted on golf course

Would there be any items that the carpentry class at the High School could do at the golf course

A motion was made by Tom Brown and seconded by Kris Brieske to adjourn at 6:45 p.m. Motion carried 4-0.

Respectfully Submitted,

Julie Hanson

City Clerk

Parks & Recreation Director's Report
November 2, 2015

Football

The season has wrapped up for the year with the last games being played on Oct. 17th. Nearly all the equipment has been returned and we are doing an inventory and replacing all the damaged items. We had an end of the season pizza party for the participants. We played our night game on Oct. 10 and had a great night! The Onalaska Parks and Recreation youth program made the trip to Sparta and played against our 5-6 grade teams. We also had the youth dance camp perform and our football cheerleaders were cheering on the teams. It was a wonderful night for area youth and we had a great turnout in the stands!

Soccer

The soccer season wrapped up on October 24. Our numbers were very good again this season and I had a great group of volunteer coaches that were very dedicated to their teams and helping to teach the sport. We had an entire season without a practice or game cancellation!

Gymnastics

We just started our fall session of gymnastics and we again have around 100 participants in the program. Our competitive team competed in their first meet in Baraboo, WI on Oct. 25th and finished 3rd out of 12 teams. They will have several meets coming up and are looking to improve at each meet.

Archery

Both of the beginner classes are full this season and the advanced class is nearly full. The program started last week.

Football Cheerleading

Our first season of football cheerleading has concluded. There are some minor details we will need to make for next season regarding which games the girls will cheer during on Saturday mornings. Over all the first season went great and the participants had fun.

Adult Volleyball

We are two weeks into the season and thus far everything had been going fine. We are up one team from last year in our co-ed league and again failed to get enough teams for our women's league.

Adult Fitness Classes

The classes are filling up yet again. We are running a short 6 week session before the holidays and then back to the full session schedule. There have been some slight changes to the schedule to accommodate for all classes needing to be held indoors during the winter months. Some of the instructors will be doing a drop in class during the weeks that we have off over the holidays. That way if participants wish to keep active they can still come to a couple of classes.

MISC.

The pool has been winterized. All water had been drained out of the pool and winterization plugs have been put into place. We have filled the pool shell back up and have a few canopies to remove and place all the furniture inside. We have installed a furnace in the mechanical building.

The parks restrooms have been winterized and are closed for the season.

The new swings have been installed at Gomez Park and Memorial Park. We will also be adding wood chips to area playgrounds.

We will be starting the bridge construction in Amundson Park this fall.

Golf Course

The course is in good shape and we are preparing for the winter.

The irrigation system has been winterized for the year many of the yard markers and ball washers have been removed.

We will continue to send out one mower as needed to mulch the leaves as they fall.

We will stay open weather permitting as long as we can.

We will be hiring Bailey Energy Consultant to do a study of The Greens. We did a walk through with him and he feels there is areas for significant savings with minimal capital improvement cost.

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Thursday, October 1, 2015

To: Wednesday, October 28, 2015

Item #	Description	Qty	Sales	Cost	Margin %
Department: River Run Sparta					
Sub-Department: Golf Course Revenue					
Item Category: Green Fees					
1585	Great River Trail Pass	7	\$0.00	\$0.00	0.00
1634	Super Fall Special	288	\$0.00	\$0.00	0.00
Item Type: River Run Sparta					
1278	Reciprocal Dues	49	\$980.00	\$0.00	100.00
River Run Sparta Total:		49	\$980.00	\$0.00	100.00
Item Sub-Category: Member Rounds					
1057	GF - Member 9	221	\$0.00	\$0.00	0.00
1058	GF - Member 18	1,109	\$0.00	\$0.00	0.00
Item Type: River Run Sparta					
1723	Gf - Junior 6-10	2	\$9.48	\$0.00	100.00
River Run Sparta Total:		2	\$9.48	\$0.00	100.00
Member Rounds Total:		1,332	\$9.48	\$0.00	100.00
Item Sub-Category: Prepaid Rounds					
1064	GF - Punch Card	3	\$0.00	\$0.00	0.00
Prepaid Rounds Total:		3	\$0.00	\$0.00	0.00
Item Sub-Category: Weekday Rounds					
1051	GF - WeekDay 18	0	\$0.00	\$0.00	0.00
Weekday Rounds Total:		0	\$0.00	\$0.00	0.00
Item Sub-Category: Weekend Rounds					
1052	GF - WeekEnd 18	0	\$0.00	\$0.00	0.00
Weekend Rounds Total:		0	\$0.00	\$0.00	0.00
Item Sub-Category: Twilight Rounds					
1044	GF - Twilight 9	77	\$1,168.09	\$0.00	100.00
1045	GF - Twilight 18	292	\$2,825.04	\$0.00	100.00
Twilight Rounds Total:		369	\$3,993.13	\$0.00	100.00
Item Sub-Category: Senior Rounds					
1046	GF - Senior 9	169	\$2,563.73	\$0.00	100.00
1049	GF - Group 9	76	\$360.24	\$0.00	100.00
Senior Rounds Total:		245	\$2,923.97	\$0.00	100.00
Item Sub-Category: Military Rounds					
1054	GF - Military 9	1	\$15.17	\$0.00	100.00
Military Rounds Total:		1	\$15.17	\$0.00	100.00
Green Fees Total:		2,294	\$7,921.75	\$0.00	100.00
Item Category: Cart Revenue					
Item Sub-Category: Cart Fees					
1285	Pull Cart	12	\$36.00	\$0.00	100.00
1581	Daily Trail Fee	2	\$12.00	\$0.00	100.00
Cart Fees Total:		14	\$48.00	\$0.00	100.00
Cart Revenue Total:		14	\$48.00	\$0.00	100.00
Item Category: Driving Range Rev.					
Item Sub-Category: Driving Range					
1059	Range - Small Basket	66	\$125.40	\$0.00	100.00
1060	Range - Medium Basket	39	\$110.76	\$0.00	100.00
1061	Range - Large Basket	48	\$227.52	\$0.00	100.00
Driving Range Total:		153	\$463.68	\$0.00	100.00
Driving Range Rev. Total:		153	\$463.68	\$0.00	100.00
Item Category: Rental-Service-Other					
Item Sub-Category: Rentals					
1062	Rental Clubs - 18 Holes	1	\$18.96	\$0.00	100.00
1682	Rental Clubs - 9 Holes	3	\$28.44	\$0.00	100.00
Rentals Total:		4	\$47.40	\$0.00	100.00
Rental-Service-Other Total:		4	\$47.40	\$0.00	100.00
Item Category: Accounting					
1186	Misc Fix	-3	(\$92.00)	\$0.00	0.00
Item Type: River Run Sparta					
1167	Miscellaneous	28	\$597.57	\$0.00	100.00
River Run Sparta Total:		28	\$597.57	\$0.00	100.00
Item Sub-Category: Cart Fees					
1018	Cart - 18 Holes	309	\$4,493.52	\$0.00	100.00
1043	Cart - 9 Holes	90	\$1,279.80	\$0.00	100.00
Cart Fees Total:		399	\$5,773.32	\$0.00	100.00

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Thursday, October 1, 2015

To: Wednesday, October 28, 2015

Item #	Description	Qty	Sales	Cost	Margin %
Accounting Total:		424	\$6,278.89	\$0.00	100.00
Golf Course Revenue Total:		2,889	\$14,759.72	\$0.00	100.00
Sub-Department: Merchandise					
Item Category: Golf Merchandise					
Item Sub-Category: Twilight Rounds					
1772	Ride-Along Fee	8	\$16.00	\$0.00	100.00
Twilight Rounds Total:		8	\$16.00	\$0.00	100.00
Golf Merchandise Total:		8	\$16.00	\$0.00	100.00
Item Category: Accounting					
Item Type: River Run Sparta					
1156	Gas	36	\$256.53	\$0.00	100.00
River Run Sparta Total:		36	\$256.53	\$0.00	100.00
Accounting Total:		36	\$256.53	\$0.00	100.00
Merchandise Total:		44	\$272.53	\$0.00	100.00
Sub-Department: Unearned Revenue					
Item Sub-Category: Gift Certificates					
1009	Gift Certificate - Redeemed	4	(\$202.99)	\$0.00	0.00
Gift Certificates Total:		4	(\$202.99)	\$0.00	0.00
Unearned Revenue Total:		4	(\$202.99)	\$0.00	0.00
River Run Sparta Total:		2,937	\$14,829.26	\$0.00	100.00

STOP

DO NOT ENTER

You are entering City of Sparta River Run Golf Course property.

In accordance with Sparta Ordinance 22.03
ONLY Golfers are permitted.

Any persons entering this property during golf season (1 March – 30 November) must check in with the Pro shop and be listed on starter sheet.

All non-golfers require permission of the Sparta Park Board Prior to entering premises.

NOTICE

River Run Golf Course Property



NO Running

NO Walking

NO Fishing

NO Bikes

NO Skateboards

NO Rollerblades

In accordance with City of Sparta Ordinance 22.03
Effective 1 April – 15 November

River Run Golf Course Property

DO NOT ENTER

Effective during Golf Season (1 Mar – 1 Dec)



NO Running

NO Walking

NO Fishing

NO Bikes

NO Skateboards

NO Rollerblades

In accordance with City of Sparta Ordinance 22.03

DO NOT ENTER

CITY OF SPARTA
RIVER RUN GOLF COURSE PROPERTY

NO

Walking

Running

Bikes

Fishing

Rollerblades

Skateboards

In Accordance with City of Sparta Ordinance 22.03
Effective during Golf Season (1 March—30 Nov.)