

**CITY OF SPARTA  
PARK BOARD AGENDA  
October 1, 2018**

**City Hall**

**6:00 p.m.**

- 1. Call meeting to order**
- 2. Consent Agenda consisting of: Minutes of September 10, 2018, Park & Rec Director's monthly report for October, 2018, River Run report for September and monthly bills for September.**
- 3. Consideration of Equipment Replacement Plan**
- 4. Discussion/Consideration of tree evaluation on golf course for safety concerns**
- 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: 9-28-18

**CITY OF SPARTA  
PARK BOARD MINUTES  
September 10, 2018**

**PRESENT:** Jim Church, Josh Lydon, Alli Karrels, Tony Polkoski, Cori Koch, Kevin Schmitz

**ABSENT:** Brian Harrie

**ALSO PRESENT:** Brad Gilbertson, Dave Kuderer, Mark Sund, Garrett Geier, Ryan Pawlisch, Ed Lukasek, Mayor Button, Cathy Schwarz

Jim Church called the meeting to order at 6:00 p.m.

**A motion was made by Josh Lydon and seconded by Alli Karrels to approve the Consent Agenda consisting of minutes of the July 2, 2018 meeting, Park & Rec Director's monthly report for August, River Run report for July and August and monthly bills for July and August. Motion carried 6-0.**

Cathy Schwarz, owner of C & D Concessions, is requesting a reduction of \$2,000.00 to be paid to the City for the summer of 2018 as their revenues had decreased because of the men's tournament being cancelled, the number of teams for the women's tournament had decreased and the number of carry-ins has increased. Their contract amount for 2018 was approved at \$5,000.00. **A motion was made by Alli Karrels and seconded by Kevin Schmitz to approve the reduction in the contract amount of \$5,000 to \$3,000.00 for C & D Concessions for their 2018 contract. Motion carried 5-1 with Jim Church voting no.**

Bill Nussdorfer and his family would like to do a project around The Fitness Center. They have contacted Mic Armstrong from McKay Nursery to give them a proposal to put in rock and shrubs around the back of the building. They will pay for the plants and asking for volunteers and are asking the City to take care of the felt and rock. Future plans will include plants for the Rusk Avenue side. **A motion was made by Josh Lydon and seconded by Alli Karrels to approve the Nussdorfer's plans for planting around the Fitness Center and the City helping with this. Motion carried 6-0.**

Items for future consideration were:

Update on Tom Hemmersbach's injuries while helping clean up trees on golf course

2 golf carts were stolen from clubhouse – cable them up starting now

Cleanup in parks

Blyton Park update

**A motion was made by Josh Lydon and seconded by Alli Karrels to adjourn at 6:31 p.m. Motion carried 6-0.**

Respectfully Submitted,

Julie Hanson  
City Clerk

**Parks & Recreation Director's Report**  
**October 1, 2018**

**Tackle Football**

We have had some struggles with the tackle football program this season. We had around 20 kids signed up for our 3-4 grade league but we were not able to find any other teams to play against so we had to cancel the program. Most of the kids moved over to the flag football program.

5-6 Grade football has 28 kids registered so we have divided up into 2 teams and have played in a scrimmage against Alma-Pepin, Blair Taylor and GET. Both of our teams played in 1 game against Blair and GET. During that game one of the other coaches went into our huddle and grabbed one of our players and yelled at him. From reports we have heard we have some very aggressive and skilled players and the other coaches felt he was going to hurt someone. Those coaches then contacted us the Friday morning the day before our night game under the lights and notified us that they were not longer willing to play against Sparta. We then had to make changes to the night and had our two teams play each other. We have contacted another tackle football league that is in Winona and are working to try and get some games scheduled with them. We will be evaluating this program to determine if it is feasible to continue with Tackle Football or we are strongly looking into switching the Tackle Bar system. Tackle Bar is close to a full contact flag football. Helmets and shoulder pads are still used, a Velcro bar system is wrapped on like a belt and a player is downed when one of the bars are removed.

**Flag Football**

There are 3 teams in the league this year in the 1<sup>st</sup> -2<sup>nd</sup> Grade program and 3 teams in 3<sup>rd</sup> - 4<sup>th</sup> grade and we added a 5<sup>th</sup> - 6<sup>th</sup> grade team this year. This program continues to grow and have more participants. We continue to work with West Salem and Bangor to form a league. Games and practices have been going great and the kids are having a fun time.

**Soccer**

We currently have 29 Kindergarten soccer players, 56 1-3<sup>rd</sup> graders and 26 4-6<sup>th</sup> graders. Leagues have been running good so far. We did not have any sponsors contact us for shirts for the program this year.

**Gymnastics**

We continue to have a difficult time finding coaches for gymnastics. At this time we are only running our recreational program on Tues., Thurs. and Friday nights. We have not offered our competitive gymnastics team this season as we were not able to secure a coach for the season.

**Archery**

We will start in October with this program and our advanced class is currently full with a few spots remaining in the beginner classes. We have a new instructor this season and are looking forward to getting the program started.

**Adult Volleyball**

We are trying to run this league again but at this time have not had much interest. We will be running Co-Ed and Women's tournaments this year. We have secured the gyms the High School for the events.

**Adult Fitness Class**

Classes continue to be popular and we are looking to add some new programs this winter with one of our instructors getting certified to teach a new class. We will be adding bars to the walls in the facility for another tool for instructors to utilize.

**Pool**

We are working on the winterization of the facility. The water has been drained and all lines opened for the pool vessel. We will need to install the winterization plugs. The facility was cleaned at the end of the year and water will be shut of and bathhouse winterized in late October.

**Golf Course**

Most of the damaged trees have been cleaned up or at least the brush removed and hauled out. We have some large tree trunks/stumps left to remove. We will continue working on removal of the downed trees.

**Additional Items**

The landscaping project at The Fitness Center will be started the weekend of Oct. 6.

The repairs to the turf in Blyton Park are nearly complete and grass seed and mulch have been put down.

We had some damage to the maintenance shop when a tree fell on it. We have contacted a contract to make repairs and are getting quotes for the roof. We met with the insurance adjuster.

The bridge in Beaver Creak Park was damage by a tree and is currently closed and blocked off. We met with the insurance adjuster for this damage also and will be making repairs to the structure.

The roof was put on the restrooms in Evans Bosshard park and we will be starting the internal plumbing installation soon.

**Golf & Park Bills September 2018**

	<b>Vender</b>	<b>PP</b>	<b>PO</b>	<b>UP</b>	<b>Dept.</b>	<b>Description</b>	<b>Amount</b>
1	Ahern	x			Parks	Sprinkler Inspection	\$ 220.00
2	All American	x			Parks	Paint, rollers, tape, spray paint	\$ 181.88
3	All American	x			Parks	White Marking Paint	\$ 32.45
4	Amazon.com	x			Parks	Tape	\$ 124.90
5	Auto Value	x			Parks	Battery, Oil Filter	\$ 155.61
6	B & B	x			Parks	Parts and Labor	\$ 545.65
7	Best Kept Portables	x			Golf	Rental Units	\$ 325.00
8	Best Kept Portables	x			Parks	Rental Units	\$ 1,604.00
9	Hagen's Sales	x			Golf	1/2 Roll of line	\$ 30.00
10	Hagen's Sales	x			Golf	1/2 Bar Oil	\$ 9.99
11	Hagen's Sales	x			Golf	Chaps	\$ 39.97
12	Hagen's Sales	x			Parks	Chaps	\$ 39.97
13	Hagen's Sales	x			Parks	1/2 Roll of line	\$ 30.00
14	Hornung's	x			Golf	Flex Stakes	\$ 235.34
15	Hornung's	x			Golf	Cards, Pencils	\$ 226.57
16	Interstate Roofing	x			Parks	Community Center Roof Repair	\$ 368.36
17	Mississippi Welding	x			Parks	Carbon Dioxide	\$ 94.82
18	Mississippi Welding	x			Parks	Carbon Dioxide	\$ 202.95
19	Monroe Co Herald	x			Parks	Fall Recreation Guides	\$ 4,317.95
20	P & P Products	x			Parks	Dryfit T-shirt Team All American	\$ 130.00
21	P & P Products	x			Parks	Dryfit Tshir Team Coulee Realestate	\$ 150.00
22	P & P Products	x			Parks	Dryfit T-shirt Team Multistack	\$ 120.00
23	P & P Products	x			Parks	Dryfit T-shirt Team Wildcat Grill	\$ 120.00
24	P & P Products	x			Parks	Dryfit T-Shirt Team Toro	\$ 150.00
25	P & P Products	x			Parks	Dryfit T-shirt Team Park Bank	\$ 114.00
26	Sparta Co-op	x			Parks	Cornerstone Plus	\$ 71.25
27	Sparta Co-op	x			Golf	Tires	\$ 101.00
28	Sparta Co-op	x			Parks	Tubes, 9-350-4	\$ 92.00
29	Spectrum	x			G & P	Internet Service	\$ 108.55
30	Suspa Inc	x			Parks	Gas Spring	\$ 109.59
31	AX Control Inc			x	Parks	GE Fuji 6KAF32007E\$A1	\$ 805.00
32	All American			x	Parks	Utility Knife & Blades, Paint, Drop Cloth, Paint	\$ 102.00
33	All American			x	Parks	White latex Paint & Brush	\$ 10.78
34	All American			x	Parks	Mole/Gopher Granules	\$ 23.98
35	All American			x	Parks	Bypass Lopper, Hedge Shears	\$ 36.98
36	Amazon.com			x	Parks	Filters	\$ 113.96
37	Amazon.com			x	Parks	Rubber Football	\$ 9.99
38	Amazon.com			x	Parks	Cell phone car mount base	\$ 33.96
39	Amazon.com			x	Parks	Master Locks	\$ 151.47
40	Amazon.com			x	Parks	Garden Landscape Staples	\$ 50.19
41	Fire Protection Specialist			x	Golf	The Greens Semi Annual Inspection	\$ 199.80
42	Fox Hollow Golf Course			x	Golf	Fleet Rentals	\$ 3,168.00
43	Horst			x	Golf	Ball Bearing, Oil Seal	\$ 156.67
44	Jackson-Hirsh, Inc			x	Parks	Laminating Supplies	\$ 156.00
45	P & P Products			x	Parks	Red Flag Football Shirt	\$ 24.00



# River Run Sparta

## Sales Detail By Department: River Run Sparta

From: Saturday, September 1, 2018

To: Wednesday, September 26, 2018

Item #	Description	Qty	Sales	Cost	Margin %
<b>Department: River Run Sparta</b>					
<b>Sub-Department: Golf Course Revenue</b>					
<b>Item Category: Green Fees</b>					
1366	Fall Promotion	1	\$28.44	\$0.00	100.00
1411	Fall Special	187	\$0.00	\$0.00	0.00
1585	Great River Trail Pass	13	\$0.00	\$0.00	0.00
1634	Super Fall Special	62	\$0.00	\$0.00	0.00
1824	Tournament Fee	4	\$2,827.02	\$0.00	100.00
1878	Golf Now	53	\$0.00	\$0.00	0.00
<b>Item Type: River Run Sparta</b>					
1278	Reciprocal Dues	228	\$0.00	\$0.00	0.00
2121	Spring Special	48	\$1,365.12	\$0.00	100.00
2194	Butter Putters Entry Fee-Golf	25	\$592.50	\$0.00	100.00
<b>River Run Sparta Total:</b>		<b>301</b>	<b>\$1,957.62</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Item Sub-Category: Member Rounds</b>					
1057	GF - Member 9	1	\$0.00	\$0.00	0.00
1058	GF - Member 18	268	\$0.00	\$0.00	0.00
<b>Item Type: River Run Sparta</b>					
1723	Gf - Junior 6-10	3	\$14.22	\$0.00	100.00
<b>River Run Sparta Total:</b>		<b>3</b>	<b>\$14.22</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Member Rounds Total:</b>		<b>272</b>	<b>\$14.22</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Item Sub-Category: Weekday Rounds</b>					
1051	GF - WeekDay 18	0	\$0.00	\$0.00	0.00
<b>Weekday Rounds Total:</b>		<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00</b>
<b>Item Sub-Category: Twilight Rounds</b>					
1044	GF - Twilight 9	56	\$1,008.56	\$0.00	100.00
1045	GF - Twilight 18	254	\$2,680.37	\$0.00	100.00
<b>Twilight Rounds Total:</b>		<b>310</b>	<b>\$3,688.93</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Item Sub-Category: Senior Rounds</b>					
1046	GF - Senior 9	33	\$594.33	\$0.00	100.00
<b>Senior Rounds Total:</b>		<b>33</b>	<b>\$594.33</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Item Sub-Category: Group Rounds</b>					
1049	GF - Group 9	53	\$602.64	\$0.00	100.00
<b>Group Rounds Total:</b>		<b>53</b>	<b>\$602.64</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Green Fees Total:</b>		<b>1,289</b>	<b>\$9,713.20</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Item Category: Cart Revenue</b>					
<b>Item Sub-Category: Cart Fees</b>					
1285	Pull Cart	3	\$15.00	\$0.00	100.00
<b>Cart Fees Total:</b>		<b>3</b>	<b>\$15.00</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Cart Revenue Total:</b>		<b>3</b>	<b>\$15.00</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Item Category: Driving Range Rev.</b>					
<b>Item Sub-Category: Driving Range</b>					
1059	Range - Small Basket	46	\$130.64	\$0.00	100.00
1060	Range - Medium Basket	23	\$87.17	\$0.00	100.00
1061	Range - Large Basket	53	\$251.22	\$0.00	100.00
<b>Driving Range Total:</b>		<b>122</b>	<b>\$469.03</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Driving Range Rev. Total:</b>		<b>122</b>	<b>\$469.03</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Item Category: Rental-Service-Other</b>					
<b>Item Sub-Category: Rentals</b>					
1682	Rental Clubs - 9 Holes	17	\$193.29	\$0.00	100.00
<b>Rentals Total:</b>		<b>17</b>	<b>\$193.29</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Rental-Service-Other Total:</b>		<b>17</b>	<b>\$193.29</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Item Category: Accounting</b>					
<b>Item Type: River Run Sparta</b>					
1167	Miscellaneous	4	\$34.00	\$0.00	100.00
<b>River Run Sparta Total:</b>		<b>4</b>	<b>\$34.00</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Item Sub-Category: Cart Fees</b>					
1018	Cart - 18 Holes	558	\$10,031.20	\$0.00	100.00
1043	Cart - 9 Holes	42	\$517.44	\$0.00	100.00
<b>Cart Fees Total:</b>		<b>600</b>	<b>\$10,548.64</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Accounting Total:</b>		<b>604</b>	<b>\$10,582.64</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Golf Course Revenue Total:</b>		<b>2,035</b>	<b>\$20,973.16</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Sub-Department: Merchandise</b>					
<b>Item Category: Golf Merchandise</b>					
<b>Item Sub-Category: Accessories</b>					

# River Run Sparta

## Sales Detail By Department: River Run Sparta

From: Saturday, September 1, 2018

To: Wednesday, September 26, 2018

Item #	Description	Qty	Sales	Cost	Margin %
1755	Poker Chip Ball Marker	1	\$1.50	\$0.84	44.00
<b>Item Type: River Run Sparta</b>					
1647	Tees	14	\$9.94	\$3.92	60.56
<b>River Run Sparta Total:</b>		<b>14</b>	<b>\$9.94</b>	<b>\$3.92</b>	<b>60.56</b>
<b>Accessories Total:</b>		<b>15</b>	<b>\$11.44</b>	<b>\$4.76</b>	<b>58.39</b>
<b>Item Sub-Category: Balls</b>					
<b>Item Type: River Run Sparta</b>					
1013	Titleist Pro V1 (Sleeve)	3	\$38.97	\$28.68	26.40
1015	Titleist Pro V1x (Sleeve)	3	\$38.97	\$28.68	26.40
1304	Titleist Pro V1 Dz	1	\$41.40	\$0.00	100.00
1422	Bucket Balls	21	\$29.82	\$13.65	54.23
1443	Pinnacle Rush - Sleeve	2	\$9.98	\$5.32	46.69
<b>River Run Sparta Total:</b>		<b>30</b>	<b>\$159.14</b>	<b>\$76.33</b>	<b>52.04</b>
<b>Balls Total:</b>		<b>30</b>	<b>\$159.14</b>	<b>\$76.33</b>	<b>52.04</b>
<b>Item Sub-Category: Gloves</b>					
1794	Tour Edge Gloves	5	\$74.95	\$40.00	46.63
<b>Item Type: River Run Sparta</b>					
1493	Weathersof Women's Lg (left)	1	\$12.99	\$6.72	48.27
<b>River Run Sparta Total:</b>		<b>1</b>	<b>\$12.99</b>	<b>\$6.72</b>	<b>48.27</b>
<b>Gloves Total:</b>		<b>6</b>	<b>\$87.94</b>	<b>\$46.72</b>	<b>46.87</b>
<b>Item Sub-Category: Headwear</b>					
1800	Titleist River Run Logo Hats	3	\$57.47	\$45.27	21.23
<b>Headwear Total:</b>		<b>3</b>	<b>\$57.47</b>	<b>\$45.27</b>	<b>21.23</b>
<b>Item Sub-Category: Mens Apparel</b>					
1887	Men's Shadow Polo	2	\$69.98	\$32.14	54.07
1888	Men's Elite Polo	1	\$29.99	\$20.15	32.81
<b>Mens Apparel Total:</b>		<b>3</b>	<b>\$99.97</b>	<b>\$52.29</b>	<b>47.69</b>
<b>Golf Merchandise Total:</b>		<b>57</b>	<b>\$415.96</b>	<b>\$225.37</b>	<b>45.82</b>
<b>Item Category: Accounting</b>					
<b>Item Type: River Run Sparta</b>					
1156	Gas	22	\$170.75	\$0.00	100.00
<b>River Run Sparta Total:</b>		<b>22</b>	<b>\$170.75</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Accounting Total:</b>		<b>22</b>	<b>\$170.75</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Merchandise Total:</b>		<b>79</b>	<b>\$586.71</b>	<b>\$225.37</b>	<b>61.59</b>
<b>Sub-Department: Membership</b>					
<b>Item Category: Accounting</b>					
<b>Item Sub-Category: 2011 Dues</b>					
1020	Dues - Single Adult	2	\$1,300.00	\$0.00	100.00
1032	Dues - Junior	1	\$60.00	\$0.00	100.00
<b>2011 Dues Total:</b>		<b>3</b>	<b>\$1,360.00</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Accounting Total:</b>		<b>3</b>	<b>\$1,360.00</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Membership Total:</b>		<b>3</b>	<b>\$1,360.00</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Sub-Department: Unearned Revenue</b>					
<b>Item Sub-Category: Gift Certificates</b>					
1009	Gift Certificate - Redeemed	11	(\$576.40)	\$0.00	0.00
<b>Gift Certificates Total:</b>		<b>11</b>	<b>(\$576.40)</b>	<b>\$0.00</b>	<b>0.00</b>
<b>Item Category: Golf Merchandise</b>					
<b>Item Sub-Category: Cart Fees</b>					
<b>Item Type: River Run Sparta</b>					
2118	Tournament Cart Fee	7	\$70.00	\$0.00	100.00
<b>River Run Sparta Total:</b>		<b>7</b>	<b>\$70.00</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Cart Fees Total:</b>		<b>7</b>	<b>\$70.00</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Golf Merchandise Total:</b>		<b>7</b>	<b>\$70.00</b>	<b>\$0.00</b>	<b>100.00</b>
<b>Unearned Revenue Total:</b>		<b>18</b>	<b>(\$506.40)</b>	<b>\$0.00</b>	<b>0.00</b>
<b>River Run Sparta Total:</b>		<b>2,135</b>	<b>\$22,413.47</b>	<b>\$225.37</b>	<b>98.99</b>



Sparta Parks and Recreation - Five Year Capital Improvement Plan

Equipment Replacement	Cost	2017	2018	2019	2020
Toro Grounds Mower 5900	\$ 80000	40000			
Weed Whip - shared w/parks	\$ 300	\$ 150			
Lawnboy Hand Mower - shared w/parks	\$ 500	\$ 250			
Weed Whip - shared w/parks			\$ 150		
Lawnboy Hand Mower - shared w/parks			\$ 250		
Cannon Image Runner 3570 Copier	\$ 8000		\$ 8000		
Chevy 3500 Truck sharedw/parks	\$ 60000		\$ 30000		
Parks Maint. Truck -flatbed	\$ 15000		\$ 15000		
Weed Whip - shared w/parks	\$ 300			\$ 150	
Lawnboy Hand Mower - shared w/parks	\$ 500			\$ 250	
Dodge Grand Caravan	\$ 15000				15000
Chevy Colorado	\$ 15000				15000
Sod Cutter Ryan shared w/parks	\$ 3000				1500
Turfcut Riding Mower 628- 2WD	\$ 30000				30000
<b>Total Cost</b>	<b>\$ 227600</b>	<b>\$ 40400</b>	<b>\$ 53000</b>	<b>400</b>	
Trencher - shared w/parks - no replace	\$ 3000				
McFarlane Tooth Drag	\$ 750				