

**CITY OF SPARTA  
FINANCE AGENDA  
July 3, 2019**

**CITY HALL**

**AMENDED**

**6:00 p.m.**

- 1. Call Meeting to Order**
- 2. Consent Agenda: Consisting of minutes of the regular meeting on June 5, 2019.**
- 3. Consideration of Lease Agreement for Cellular Tower on W. Wisconsin Street**
- 4. Consideration of Land Sale in Eastside Business Park**
- 5. Consideration of Hiring New Administrative Assistant at Police Department**
- 6. Discussion of 2018 Audit Review**
- 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: 7-1-19

**CITY OF SPARTA**  
**FINANCE MINUTES**  
**June 5, 2019**

**PRESENT:** Josh Lydon, Kevin Riley, Norm Stanek

**ABSENT:** None

**ALSO PRESENT:** Todd Fahning, Mark Sund, Dave Kuderer, Emilee Nottestad, Dennis Johnson, Kristen Gust, Alli Karrels, Ed Lukasek, Bruce Humphrey, Kevin Brueggeman, Pat Mulvaney, Jay from WWTC

Kevin Riley called the meeting to order at 5:30 p.m.

**A motion was made by Josh Lydon and seconded by Norm Stanek to approve the Consent Agenda consisting of the minutes of the regular meeting of April 10, 2019. Motion carried 3-0.**

One of the new Mayor's priorities is to revamp the City's website to make it more user friendly by having links to departments, and being mobile friendly. We currently use Sleeping Giants Studio and we would like to stay with them. Their cost would be \$12,000 for about 92 hours of work. We are anticipating that this will be up and running by late fall or early winter. **A motion was made by Norm Stanek and seconded by Josh Lydon to approve the City website expenditure of \$12,000 to update our website. Motion carried 3-0.**

The City owns a triangular piece of land near WWTC on Hwy 21 and Cty Hwy A and WWTC owns a triangular piece of land along Cty Hwy A. They are very similar in size and both parties feel that it would be beneficial to just swap these pieces of land. **A motion was made by Norm Stanek and seconded by Josh Lydon to approve the land swap with WWTC. Motion carried 3-0.**

There is a lot in the 800 block on Randy Road that sits lower than the other properties and floods when it rains and then the water run-off floods other properties in the area. The streets in this subdivision have no curb and gutter and the closest storm sewer is on Terry Court. The City would like to purchase this lot for \$16,000, fill it in to prevent the flooding issue and possibly create this lot for public space. **A motion was made by Josh Lydon and seconded by Norm Stanek to approve the lot purchase in the 800 block of Randy Road for \$16,000.00. Motion carried 3-0.**

There were no items mentioned for future consideration.

**A motion was made by roll call vote 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. Re: Sparta School District**

Respectfully submitted,

Julie Hanson  
City Clerk

Date: \_\_\_\_\_

Site Name: \_\_\_\_\_

Landlord Name: \_\_\_\_\_

Re: Proposal for Bug Tussel Communications Site at Site Address/APN \_\_\_\_\_

Bug Tussel, through its affiliate Cloud 1, LLC ("Tenant"), is pleased to present to you ("Landlord") the following preliminary business terms to lease space on your property for a communications site. Bug Tussel proposes the following terms to be included in a future definitive agreement between the parties (the "lease"). Please consider these proposed terms confidential.

- Option:** Landlord will grant to Tenant an Option to Lease to allow time for Tenant to design the communications site as well as obtain approvals from both local and federal authorities. The option period may last up to 24 months; Landlord will be paid \$\_\_\_\_\_ for this option.
- Lease:** The lease is for a 100 foot by 100 foot area and any additional ground space as required for tower guy wire anchors. In addition, Tenant will need an access road to the site and routes for power and telephone utilities from the lease area to the public right-of-way.
- Permitted Use:** Tenant may use the lease area and the access/utility routes to construct and operate a multi-carrier communications tower and related ground equipment as needed to support the communications uses. Tenant will have unrestricted access to the site 24 hours a day, 7 days per week.
- Term:** The initial term of the lease shall be five (5) years, beginning on the date that Tenant exercises the option, with seven (7) additional, five (5) year terms, which shall automatically renew, unless Tenant provides a notice of non-renewal.
- Rent:** During the lease term, Tenant will pay rent to Landlord in the amount of \$\_\_\_\_\_ per month. Commencing on the renewal term and each renewal term commencement thereafter, the monthly rent amount will increase by \_\_\_\_\_ percent (\_\_\_%) over the prior monthly rent amount.
- Improvements:** All construction, improvements, utilities, and equipment shall be provided, installed and maintained at Tenant's sole cost. During the term of the lease, Tenant will maintain any access roads installed by Tenant and Landlord will maintain any existing access roads that Tenant needs to use to access the site.
- Tower Removal:** At the end of the lease, Landlord may elect to either require Tenant to remove all above ground structures and equipment or Landlord may take ownership of the tower facilities at no additional cost.
- Taxes:** Tenant is responsible for all personal property taxes related to the site as well as any increase in real property taxes assessed solely attributed to the communications site.

- Insurance: Tenant will be required to maintain Commercial General Liability Insurance in the amount of One Million Dollars (\$1,000,000.00).
- Assignment and Subleasing: Tenant may assign the lease or sublease a portion of the site in its discretion. Landlord may assign the lease to third party purchasers provided that the purchaser agrees in writing to the terms of the lease and that such purchaser is not a competitor of Tenant.
- Exclusivity: Landlord will not lease any additional space on the property for a similar purpose and/or to Tenant's competitors.
- Confidentiality: Landlord will keep the terms of the lease confidential.

Thank you for your consideration of this non-binding proposal. Please do not hesitate to contact me at 608-852-6170 if you have any questions at all about the foregoing terms. If acceptable, we will provide a draft of a lease incorporating the terms set forth above for your review.

Sincerely,

Jay Wendt

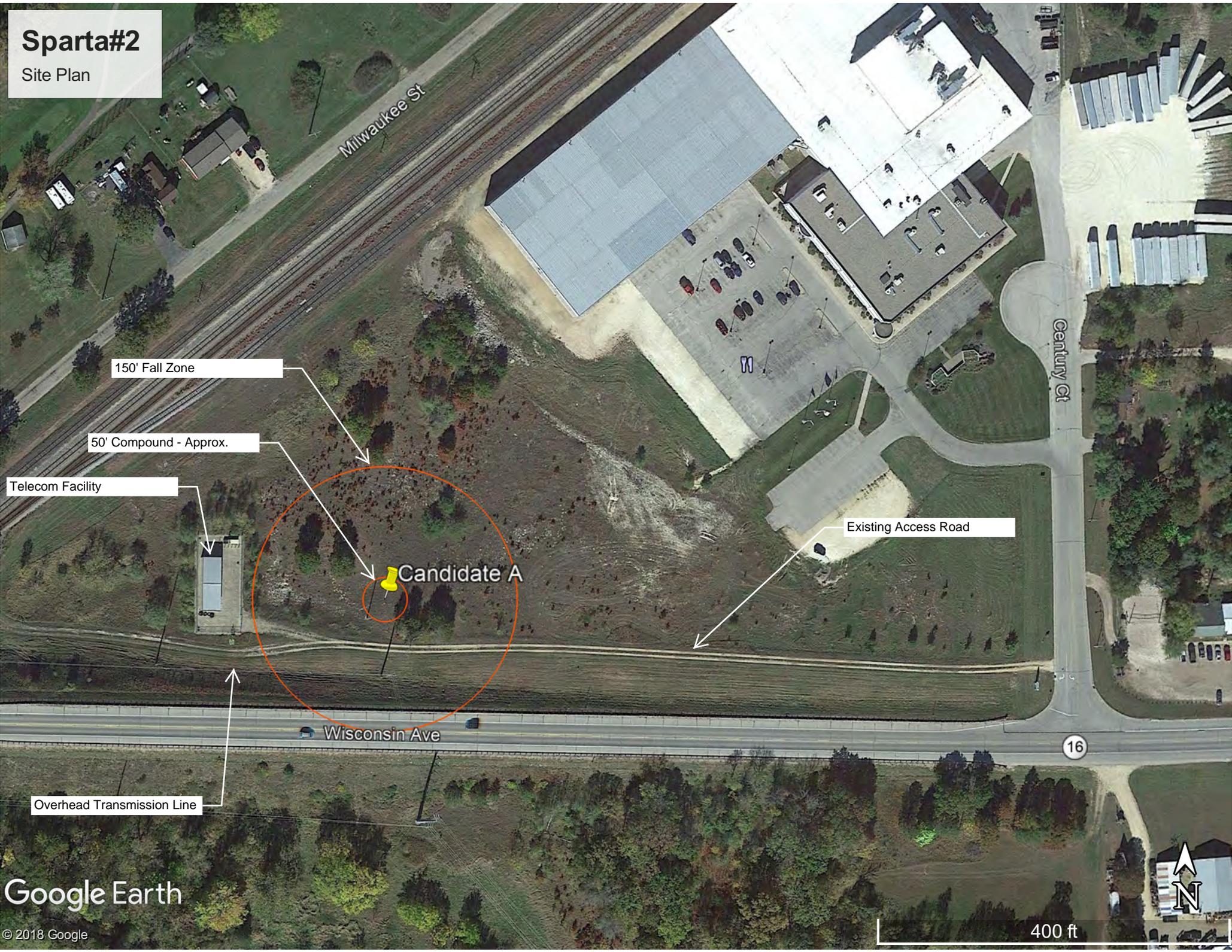
Acknowledged and accepted by:

\_\_\_\_\_

Date: \_\_\_\_\_

# Sparta#2

Site Plan



Milwaukee St

Century Ct

150' Fall Zone

50' Compound - Approx.

Telecom Facility

Candidate A

Existing Access Road

Wisconsin Ave

16

Overhead Transmission Line

Google Earth

© 2018 Google

400 ft





PERCH LAKE

281001640000

MILWAUKEE ST  
ROW

281027080000

281027080001

281027130000

281027100000

281027110000

004004220000

281026372200

281026372000

281002170000  
281026372400

Angelo

HARDWOOD RD

CENTURY CT

D.C. SULLIVAN? E WISCONSIN ST

1671

281026360000

16

004004215000

71

281001650000

281026340000

281027510000

ROW

WOLCOTT ST

004004270000

281027550000

004004200000

MILWAUKEE ST

WALRATH ST

281026320000

HERALD AVE

HERALD AVE

HERALD AVE

ROW

DEPOT ST

WASHINGTON ST

MILE ST

JOHN ST

281026335000

004004435050

281025159923

281025159925

281025139926

281026210000

281026230000

281025139922

281025139936

0 200 400 600

DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Alt. Parcel #: 281-900-001-035

CITY OF SPARTA  
MONROE COUNTY,  
WISCONSIN

|  |                     |  |                 |
|--|---------------------|--|-----------------|
| <b>Owner and Mailing Address:</b><br>CITY OF SPARTA<br>201 W OAK ST<br>SPARTA WI 54656 |                     | <b>Co-Owner(s):</b>  |                 |
| <b>Districts:</b>  |                     | <b>Physical Property Address(es):</b><br>Information Not Available |                 |
| <b>Dist#</b>   | <b>Description</b>  | <b>Parcel History:</b>   |                 |
| 0200   | VOCATIONAL SCHOOL   | <b>Date</b>  | <b>Doc #</b>    |
| 5460   | SPARTA SCHOOL DIST  |  | <b>Vol/Page</b> |
| 8030   | LAKE DISTRICT #8030 |  | <b>Type</b>     |
|  |                     |  | 190R/41         |
|  |                     |  | WD              |
| <b>Abbreviated Description:</b>  |                     | <b>Acres:</b> 1.471  |                 |
| PART OF THE NE1/4 OF NE1/4 EXC 280R-357 & 286R-373                                     |                     |  |                 |

|                       |                                  |                         |
|-----------------------|----------------------------------|-------------------------|
| <b>Plat</b>           | <b>Tract (S-T-R 40¼ 160¼ GL)</b> | <b>Block/Condo Bldg</b> |
| * N/A-UNPLATTED LANDS | 24-17N-04W NE NE                 |                         |

**2019 Valuations:** Values Last Changed on 07/09/2003

| Class and Description  | Acres | Land | Improvement | Total |
|------------------------|-------|------|-------------|-------|
| X4-OTHER               | 1.471 | 0.00 | 0.00        | 0.00  |
| <b>Totals for 2019</b> |       |      |             |       |
| General Property       | 0     | 0.00 | 0.00        | 0.00  |
| Woodland               | 0.000 | 0.00 | 0.00        | 0.00  |
| <b>Totals for 2018</b> |       |      |             |       |
| General Property       | 0.000 | 0.00 | 0.00        | 0.00  |
| Woodland               | 0.000 | 0.00 | 0.00        | 0.00  |

**2019 Taxes**

Taxes have not yet been calculated.

**Key**

\* -  
Primary

**VIEW NORTH**



**VIEW EAST**



**VIEW SOUTH**



## VIEW WEST



## VIEW ACCESS



**SITE CANDIDATE INFORMATION**  
**PACKAGE SITE: MONR- Sparta #2**  
**CANDIDATE - A**

**Site Photos**  
**CITY OF SPARTA PROPERTY**

**VIEW ACCESS**



## ROAD VIEWS

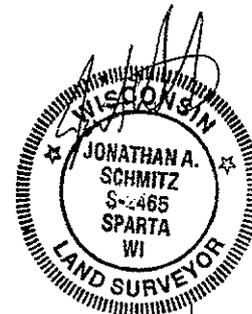


589034

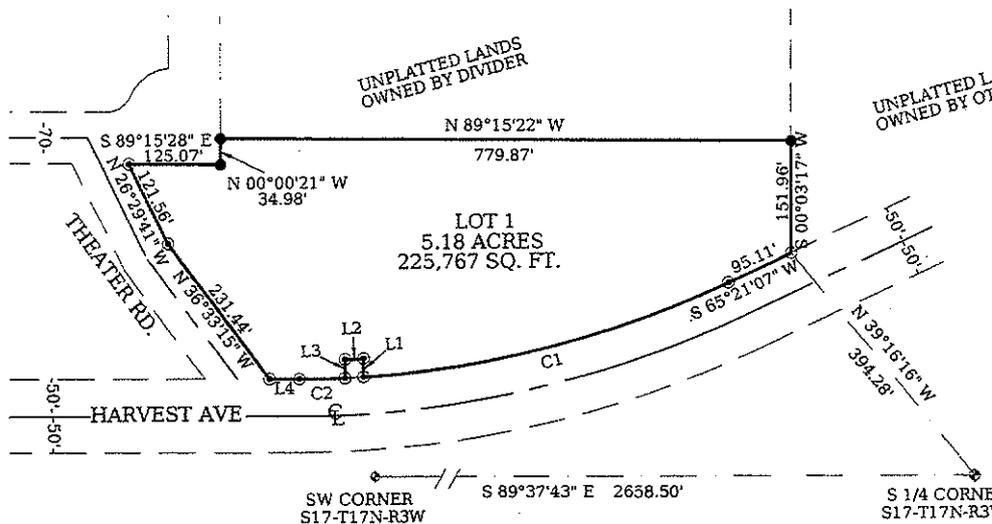
22CSM166

**CERTIFIED SURVEY MAP #**

LOCATED IN THE SE 1/4 OF THE SW 1/4 OF SECTION 17, T17N, R3W, CITY OF SPARTA, MONROE COUNTY, WISCONSIN.



BEARINGS ARE REFERENCED TO THE MONROE COUNTY CO-ORDINATE SYSTEM.



LINE TABLE

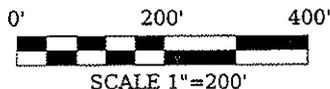
| LINE | BEARING       | DISTANCE |
|------|---------------|----------|
| L1   | N 00°00'21" E | 25.04'   |
| L2   | S 87°14'46" W | 25.00'   |
| L3   | S 00°00'00" E | 25.03'   |
| L4   | N 89°41'05" W | 41.28'   |

CURVE TABLE

| CURVE | RADIUS   | ARC LENGTH | CHORD LENGTH | CHORD BEARING | DELTA ANGLE |
|-------|----------|------------|--------------|---------------|-------------|
| C1    | 1378.53' | 517.27'    | 514.24'      | S 76°00'17" W | 21°29'57"   |
| C2    | 1378.53' | 60.99'     | 60.98'       | S 89°03'40" W | 02°32'06"   |

**LEGEND**

- 3/4" X 18" IRON BAR SET WEIGHING 1.50lbs PER LINEAL FOOT
- ⬠ HARRISON MONUMENT FOUND
- 2" IRON PIPE FOUND
- ⊙ 3/4" IRON BAR FOUND



REGISTER'S OFFICE  
County of Monroe, WI

Received for record this 6th day of July A.D. 2007 at 3:15 o'clock P.M. Register  
*Boyd Sipco*

**EXEMPT**

Drawn: Sec. 35-8  
Initials: *JS* Date: 11-6-08

POINT SURVEYING LLC.  
123 NORTH WATER STREET  
SPARTA, WI 54656  
608-269-0744  
JONATHAN SCHMITZ RLS #2465

THIS INSTRUMENT WAS DRAFTED AND DRAWN BY JONATHAN SCHMITZ

JOB #: S1717N4W

CLIENT: CITY OF SPARTA

PAGE 1  
OF 2 PAGES

**CERTIFIED SURVEY MAP FOR THE CITY OF SPARTA**

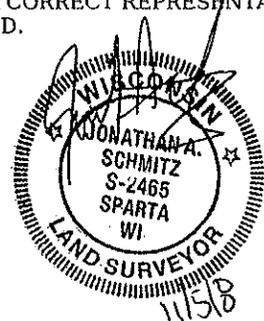
A PARCEL OF LAND CONTAINING 5.18 ACRES(225,767 SQ. FT.). LOCATED IN THE SE ¼ OF THE SW ¼ OF SECTION 17, T17N, R3W, CITY OF SPARTA, MONROE COUNTY, WISCONSIN. BEING DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH ¼ OF SAID SECTION 17;  
THENCE N 39°16'16" W A DISTANCE OF 394.28' TO A POINT ON THE NORTH LINE OF HARVEST AVE., AND THE POINT OF BEGINNING;  
THENCE S 65°21'07" W ALONG SAID NORTH LINE A DISTANCE OF 95.11' TO THE BEGINNING OF A CURVE TO THE RIGHT;  
THENCE ALONG SAID NORTH LINE AN ARC LENGTH OF 517.27', SAID CURVE HAVING A RADIUS OF 1378.53', A CHORD BEARING OF S 76°00'17" W, AND A CHORD LENGTH OF 514.24';  
THENCE N 00°00'21" E A DISTANCE OF 25.04';  
THENCE S 87°14'46" W A DISTANCE OF 25.00';  
THENCE S 00°00'00" E A DISTANCE OF 25.03' TO A POINT ON SAID NORTH LINE AND THE BEGINNING OF A CURVE TO THE RIGHT;  
THENCE ALONG SAID NORTH LINE AN ARC LENGTH OF 60.99', SAID CURVE HAING A RADIUS OF 1378.53', A CHORD BEARING OF S 89°03'40" W, AND A CHORD LENGTH OF 60.98';  
THENCE N 89°41'05" E ALONG SAID NORTH LINE A DISTANCE OF 41.28' TO A POINT ON THE EAST LINE OF THEATER RD.;  
THENCE N 36°33'15" W ALONG SAID EAST LINE A DISTANCE OF 231.44';  
THENCE N 26°29'41" W ALONG SAID EAST LINE A DISTANCE OF 121.56';  
THENCE S 89°15'28" E A DISTANCE OF 125.07';  
THENCE N 00°00'21" W A DISTANCE OF 34.98';  
THENCE S 89°15'22" E A DISTANCE OF 779.87';  
THENCE S 00°03'17" W A DISTANCE OF 151.96';  
TO THE POINT OF BEGINNING AND THERE TERMINATING. SUBJECT TO RESTRICTIONS, RESERVATIONS, EASEMENTS, COVENANTS, AND RIGHT OF WAY OF RECORD.

THAT I HAVE COMPLIED WITH THE MONROE COUNTY SUBDIVISION ORDINANCES AND THE CURRENT PROVISIONS OF CHAPTER 236.34 OF THE REVISED WISCONSIN STATUTES ON SURVEYING AND MAPPING SAME. THAT THIS CERTIFIED SURVEY IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY OF THE LANDS SURVEYED AND MAPPED.

CERTIFIED THIS 5<sup>th</sup> DAY OF November, 2008

  
\_\_\_\_\_  
JONATHAN A. SCHMITZ  
REGISTERED LAND SURVEYOR #2465



589034

**COMMON COUNCIL RESOLUTION**

RESOLVED THAT THIS CERTIFIED SURVEY LOCATED IN THE SE ¼ OF THE SW ¼ OF SECTION 17, T17N, R3W, CITY OF SPARTA, MONROE COUNTY, WISCONSIN IS HEREBY APPROVED BY THE COMMON COUNCIL OF THE CITY OF SPARTA.

\_\_\_\_\_  
JOHN SUND, MAYOR DATE

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE COMMON COUNCIL OF THE CITY OF SPARTA.

\_\_\_\_\_  
BARBARA PEDERSON, CITY CLERK DATE