

**CITY OF SPARTA  
PARK BOARD AGENDA  
February 3, 2020**

**City Hall**

**6:00 p.m.**

- 1. Call meeting to order**
- 2. Consent Agenda consisting of: Minutes of December 2, 2019, Park & Rec Director's monthly report for February, 2020, monthly bills for January**
- 3. Consideration of Equipment Purchases**
  - Greens Mower**
  - Fairway Mower**
  - Parks Mower**
- 4. Consideration of Job Descriptions**
  - Greens Keeper/Maintenance**
  - Golf Professional**
  - Maintenance Supervisor**
- 5. Consideration of Punch Cards for River Run Sparta**
- 6. Consideration of Concessionaire Contract at The Green's Restaurant**
- 7. Discussion of Golf Course Club House Maintenance Issues**
- 8. Items for Future Consideration**
- 9. 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: 1-31-2020

**CITY OF SPARTA**  
**PARK BOARD MINUTES**  
**January 6, 2020**

**PRESENT:** Jim Church, Josh Lydon, Matthew Hoffland, Brian Harrie, Karen Wall, Tony Polkoski, Cori Koch

**ABSENT:** None

**ALSO PRESENT:** Brad Gilbertson, Mark Sund, Todd Fahning, Ed Hansen, Dave Kuderer, Dennis Johnson, Bruce Humphrey, Kristen Gust, Dayne & Garrett Geier, several golf members

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

**A motion was made by Josh Lydon and seconded by Matthew Hoffland to approve the Consent Agenda consisting of minutes of the regular meeting on December 2, 2019 meeting, Park & Rec Director's monthly report for January, 2020, and monthly bills for December. Motion carried 7-0.**

Last month, the Park Board voted to postpone the renewal of the Golf Course Concessionaire Contract until this month in order to have time to come up with some recommendations to present. Brad Gilbertson, Mark Sund, Jim Church, Garrett & Dayne Geier met prior to this meeting to go over some items in the renewal concessionaire contract that were being changed from the previous contract and that were an issue. Dayne spoke to the board and stated that is not willing to sign the new contract.

He would be interested at this time to work under a month to month contract. He mentioned that he was aware of audio and video files which deals with some personnel issues and he feels that changes need to be made. Karen Wall would be interested in going with the month to month contract at this time until the Park Board can have a closed session meeting to hear concerns regarding personnel issues.

Dayne doesn't feel that he can make a living with some of the changes in the contract. One member in the audience stated that he hadn't seen any advertising in the paper regarding meal specials, open times, etc. which could have an impact on potential income. **A motion was made by Karen Wall to go month to month with the concessionaire contract until personnel issues could be addressed in a closed session at February's meeting which pertain to the contract seconded by Tony Polkoski. Motion carried 6-1 with Josh Lydon voting no.**

Carol Olson presented concerns regarding the club house maintenance issues. She presented her concerns last month and says she realizes that the funds are tight, but some issues need to be taken care of. There was discussion from the audience and the board members regarding both the club house and the course issues like creating a short term and long term plan, having a maintenance plan, who would be setting these plans up and who to report issues to. Years ago there was a Golf Course Advisory Board, but that no longer exists.

It was stated that the health inspector showed up and the Board would like to see the report. Mark Sund mentioned that the golf course has sustained itself, but, we needed to raise golf fees this year to help cover the cost of needed equipment, the sprinkler system and the fact that the weather has not been good for golfing the past couple of years.

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Items mentioned for future consideration were:

Re-approach the Golf Course Advisory Board

Develop a plan with the Park Director

Board Procedures

Update on health inspection

Use Garrett to his full potential

**A motion was made by Josh Lydon and seconded by Matthew Hoffland to adjourn at 6:43 p.m.**

**Motion carried 7-0.**

Respectfully Submitted,

Julie Hanson

City Clerk

**Parks & Recreation Director's Report**  
**Feb. 3, 2020**

**Wrestling**

The wrestling is mid-season right now and practices continue on Mon., Tues. and Thurs. nights. We hosted our annual wrestling tournament on Jan. 26<sup>th</sup>, 2020 with over 380 wrestlers signed up for the event. We made some changes to the format and moved our Non-Competitive group out of the main gym area. This allowed us to use all mats in the large gym for the competitive wrestling. With this change we were able to finish all wrestling well in advance of past years. All wrestling was done around 1:30pm. We will look into some changes for next year as we had a large back up at the awards area.

**Winter Archery**

This program continues to be popular with beginning and advanced classes. We have few spots open in the second advanced class.

**Gymnastics**

With the restructure of the program we have had a slight increase in participation in our younger aged classes. We hope with this increase in the beginner classes participants will continue to improve and our advanced classes will grow. We have close to 60 participants in the program at this time.

**Co-Ed Volleyball Tournament**

We hosted our Co-Ed tournament on Jan. 11<sup>th</sup> with a full tournament of 16 teams. We found out late Friday night that the bleachers at the High School were stuck out and we wouldn't be able to use the new gym. We had reserved the gym at the Community Center in the event we had an emergency like this. We ended up hosting the tournament at both the High School and the Community Center. All teams were notified about the change and things ran smooth.

**Women's Volleyball Tournament**

The tournament is scheduled for Feb. 15th at this time we only have one team registered to play. We will continue to market this tournament with the hopes of getting additional teams registered.

**Special Recreation**

Our long time coordinator for this program has recently let us know that she will be stepping down from her position after the spring season. We will be looking for another staff to take over the lead of these programs.

**Adult Fitness**

Classes continue to run well. We have a great group of instructors.

**Golf Course**

We have been working on routine maintenance of equipment in preparation for next season.

**Miscellaneous**

We will continue to remove the dead Ash trees in the parks this winter. All the dead Ash trees have been cut on the golf course and through the majority of Memorial Park.

Park Long Range planning

Facility	Project	Estimate	Priority	Year
Memorial Park	Playground replacement	\$ 100,000		
	Replace fencing on Diamond 3 - home plate to 1st/3rd base	\$1,683		
	Replace fencing on Diamond 4- home plate to 1st/3rd base	\$1,683		
	Replace fencing on Diamond #1 3rd base line all 4' fencing to 6'	\$9,937		
	Replace fencing on Diamond #2 - fabric only, reuse post	\$2,957		
	Replace fence between Playground and road	\$5,200		
	LED lights on ball fields - new light poles			
	Replace warning tracks with correct field dirt			
	Box scrape ball fields to level			
	Airation of ball fields			
	Fertilization of fields Spring/Fall			
	Replace infield top dressing with field mix and not crushed limestone			
	New roof on Shelter #2	\$2,565		
	New Roof on Shelter #4	\$2,880		
	New Roof on Shelter #5	\$3,455		
	New Roof on Shelter #6			
	New cement under Shelter #1			
	New compressor/cooling for conc. Stand			
	Tree planting throughout park			
	Repaving parking lot between Shelter 2-3			
	Paving gravel parking lot by playground			
	Paving handicapped parking by Diamond #1			
	Paving dirt road and parking lot area to shelter #6			
	Additional basketball court			
	Expanding the skate park			
	Irrigation on Diamond #2			
	Irrigation on Diamond #5			
	Evans Bosshard Park	Paving of parking lot		
grading of the park to eliminat standing water near band shell				
Repair of brick path from band shell to shelter				
Rubber mulch under playground - New Playground				
New Roof on Shelter #1		\$2,550		
New Roof on Shelter #2		\$2,550		
New roof on Band Shell				
New Roof on Rotary Building				
Fishermans Park	New Roof on Bathrooms			
	Upkeep of Point Bridge and Marry Morrow bridge	\$2,500		
	Paving of parking lot			
	New roof on Shelter			
	Update/replace fishing dock			
	Rubber mulch under playground - New Playground			
	Tree plantings			
Blyton Park	Rubber mulch under playground - new playground			
	Add a small neighborhood ball field			
	Tree plantings			
	Shelter			
Gomez Park	New Roof on Shelter	\$920		
	Rubber mulch under playground - new playground			
	add small ball field, basketball court, skate park, soccer fields			

West Side Park	New roof on bathrooms add irrigation sytem Storm shelter addition New Playground, remove old wooden structur, rubber mulch Paving of parking lot			
Amundson Park	New roof on shelter Paving of parking lot Paving of walking trail Rubber mulch under playground - new playground Additional shelter Continued maint. of walking trails, brush, weeds, grading, gravel, etc. Additional bike/walking trails Disk golf updates, trail improvements, board walks over wet areas US Silica land aquasitions - staffing, equipment, maintenance Maping of walking trails, develop flyers Improvements to archery range, new stand for targets Upkeep of bridge, stain, boards, Plowing of walking trail in the winter	\$1,980		
Howard Huff Park	Rubber mulch under playground - new playground			
Beaver Creak park	Improve access to park Replace bridge Add shelter, info center	\$117,400	DNR Grant	2020
Ben Bikin Info Center	improve landscaping upkeep of Ben Bikin bridge, stain, replace boards, inspections Replace roof on shetler	\$1,400 \$2,000		2019
Mueller Square	Upkeep of bridge	\$1,000		
Community Center	Replace AC units Resurface gym floors, sand down completely, lines, finish New carpet in basement meeting rooms Paint of all walls Refinish of tile floors Replace landscaping - over grown and looks bad Seal coat parking lot (doesn't include crack sealing, striping) Radio broadcast of internet to shop, pool, golf course	\$102,791   \$1,000  \$6,000		2020   2020
Aquatics Center	Painting of the pool vessel Refinish of the pool slide Expanding body slide Expanding splash pad			
The Fitness Center	Sidewalk to the parking lot Additional shelter for rentals Outdoor seating area/patio Large covered shelter over cement Interior decorations			
Maintenance	Remove old and run down building and repalce with new efficient facility			

Spraying of herbicide? Ball fields, Fest Grounds, parks? Where to stop

Child Center Gym

Adding air conditioning

Golf & Park Bills January 2020

	Invoice	Date	Business Name	Description	Amount	Department
1	2810	1/2/2020	walmart	wipes, ice melt	58.77	Parks
2	1404252	1/17/2020	amazon	Door louver	220.24	Parks
3	193473	1/17/2020	All American Do It Center	2x8	17.98	Parks
4	128992	1/17/2020	Over head door	repair door	205	Parks
5	3547041	1/17/2020	Dalco	can liners	470.4	Parks
6	794170	1/17/2020	Theisens	Paint	237.36	Parks
7	2631413	1/17/2020	Amazon	pens, paper clips	28.56	Parks
8	5050610	1/17/2020	Amazon	monthly planners	35.31	Parks
9	9373868	1/17/2020	Amazon	desk planner	24.63	Parks
10	9846	1/17/2020	Walmart	Paper products	82.1	Parks
11	13032	1/17/2020	walmart	clorox, ice melt	44.79	Parks
12	2631413	1/17/2020	Amazon	Bases	290.49	Parks
13	5028243	1/17/2020	Amazon	Filters, child center gym	608.74	Parks
14		1/17/2020	stephs cakes and bakes	cake joanie	108	Parks
15	420472	1/17/2019	P&P Products	volleyball shirts	282.5	Parks
16	3547035	1/17/2020	Dalco	gloves, towel, liner	208.33	Parks
17	10520	1/17/2020	Spectrum	Phone/Internet shop	56.91	Parks
18	2810	1/2/2020	walmart	wipes, ice melt	58.77	Parks
19	2631413	1/17/2020	amazon	filters furnace	89.86	Parks
20	3547036	1/17/2020	Dalco	toilet, cleaner, towels, urinal	468.27	Parks
21	192066	1/17/2020	All American Do It Center	2x6	13.78	Parks
22	192218	1/17/2019	All American Do It Center	plywood	16.39	Parks
23	110247	1/2/2020	Custom Vinyl	office hours	16.57	Parks
24	1581037	1/2/2020	Amazon	door stoppers, slip tape	78.76	Parks
25	3547034	1/17/2019	Dalco	gloves, toilet paper, clean	697.71	Parks
26	1814574	1/17/2020	reinders	roller	30.67	Golf
27	313	1/17/2020	fox hollow	fleet rental 2019	2496	Golf
28	128992	1/17/2020	Over head door	repair door	205	Golf
29	1814034	1/17/2020	reinders	belt, hose	287.54	Golf
30	192063	1/17/2020	All American Do It Center	door stop, drywall	18.37	Golf
31	192157	1/17/2019	All American Do It Center	drywall	3.69	Golf
32	348964	1/17/2020	Clesens	valv. Covers	488.15	Golf
33	10520	1/17/2020	Spectrum	Phone/Internet shop	56.91	Golf
34	48891	1/17/2020	Mid City steel	cooler floor	305.75	Golf
35	3547050	1/17/2020	Dalco	vac. Bags	21.99	Golf
36	56120	1/20/2020	Premier Coop	Gas	374.1	Golf
37	351906	1/20/2020	The Hardware Store	Glue for cooler	17.99	Golf
38	1813413	1/20/2020	Theisens	sawzall, cutting wheel	30.26	Golf
39	56121	1/20/2020	Premier Coop	Gas	529.67	Golf
40	56122	1/20/2020	Premier Coop	Diesel	170.09	Golf
41	1813413	1/20/2020	Theisens	car wash, fiberglass, hose nozzle	29.47	Golf
42	3550510	1/20/2020	Dalco	Nitrile Gloves	70.29	Golf
43	64502	1/20/2020	Sparta Coop	Tires	52	Golf
44	192881	1/20/2020	All American Do It Center	paint, rollers	54.98	Golf
45	194044	1/20/2020	All American Do It Center	paint rollers, tape, screwdriver	53.73	Parks
46	313167	1/20/2020	The Hardware Store	hardware	14.4	Parks
47	20536	1/20/2020	Walmart	Kilz, roller	24.39	Parks
48	193627	1/20/2020	All American Do It Center	conduit, pvc, primer	29.94	Parks
49	192719	1/20/2020	All American Do It Center	OSB 4x8	29.97	Parks
50	56121	1/20/2020	Premier Coop	Gas	529.67	Parks
51	56122	1/20/2020	Premier Coop	Diesel	170.09	Parks
52	351423	1/20/2020	The Hardware Store	Hardware	37.2	Parks
53	351397	1/20/2020	The Hardware Store	Hardware	10.14	Parks
54	351353	1/20/2020	The Hardware Store	wall texture, drill bit	30.12	Parks
55	351453	1/20/2020	The Hardware Store	lag bolt, ratchet strap	5.55	Parks
56	193880	1/20/2020	All American Do It Center	2 x 6 x 10 ground cont.	17.58	Parks
57	348964	1/20/2020	Clesen	Quick Couplers	488.15	Parks
58	1809896	1/20/2020	Theisens	sanding, cutoff, wire brush, iar hose	61.75	Parks
59	194044	1/20/2020	All American Do It Center	Furnace Filters	51.98	Parks
60	5966620	1/24/2020	Amazon	comp. monitors	232.31	Parks
61	21497	1/24/2020	Walmart	Comp. cables	42.08	Parks

62	9320233	1/22/2020	Amazon	Pickleball Balls-24	59.98	Parks	
63	20718	1/24/2020	walmart	foam board	5.34	Parks	
64	9140253	1/24/2020	Amazon	ball locker	165.1	Parks	
65	348998	1/24/2020	Clesens	Quick coupler	126	golf	
66	87180	1/24/2020	Auto Value	wire, hose, connectors	71.68	golf	
67	1493	1/24/2020	Brad Olson Electric	Phase monitor, breaker	361.39	golf	
68	313479	1/24/2020	The Hardware Store	hardware	20.07	golf	
69	37924	1/24/2020	St. Joeseeph	wiper arm, blade	64	golf	
70	87082	1/24/2020	Auto Value	roloc disk	19.25	golf	
71	87032	1/24/2020	Auto Value	batteries, dual gage	170.99	golf	
72	37924	1/24/2020	St. Joeseeph	wiper arm, blade	64	parks	
73	87082	1/24/2020	Auto Value	roloc disk	19.25	parks	
74	87032	1/24/2020	Auto Value	batteries, dual gage	170.99	parks	
75	313502	1/24/2020	The Hardware Store	Hardware	5.2	parks	
76	1815632	1/24/2020	Theisens	Bush, circular wheel	16.27	parks	
77		1/24/2020	Reinhard Mueller	paint bridge	1244.57	parks	
78	3553731	1/24/2020	Dalco	Sanitizer	16.41	parks	
	3553825	1/24/2020	Dalco	spray bottle	17.1	parks	
		1/20/2020	P&P	Screen Print Singlets	472	parks	
		1/20/2020	P&P	Tournament Staff Shirts	431.8	parks	
		1/20/2020	P&P	Team Apparel Order	1817	parks	
		1/23/2020	P&P	Trophies & Medals	853	parks	
					17683.58		

	Base Price	Budgeted	Package A	Package B	Package C	Package D	Package E	Package F	Package G	Package H	Package I	Package J
Toro Greens Master 3120 (Greens)	28,627	35,000	28,627		28,627		28,627		28,627			28,627
Jacobson Greensking IV (Greens)	29,595	35,000		29,595		29,595		29,595		29,595	29,595	
Toro Reelmaster 3555-D w/roller(Fairway)	49,581	55,000	49,581	49,581	49,581	49,581	49,581	49,581	49,581	49,581	49,581	49,581
Jacobsen LF-550 w/roller (Fairway)	56,390	55,000										
Toro Ground Master 4000-11' w/light (Parks/rough)	65,934	75,000					65,934	65,934				
Jacobson HR600 11' w/light (Parks/rough)	65,690	75,000									65,690	65,690
Toro 14' - not available												
Jacobson HR700 14' w/light (Parks/rough)	74,995	75,000			74,995	74,995						
Toro Ground Master 5900 - 16'	96,823	75,000	96,823	96,823								
Jacobson HR800 16' w/light (Parks/rough)	91,690	75,000							91,690	91,690		
Toro Hometown Discount			-30,911	-25344	-4305		-16707	-14271	-4305			-4305
Total Package Price		165,000	144,120	150,655	148,898	154,171	127,435	130,839	165,593	170,866	144,866	139,593



QUOTE

**Horst Distributing, Inc.**

*Turf Equipment Specialists Serving Wisconsin & Upper Michigan*

444 N. Madison St.  
PO Box 110  
Chiton, WI 53014

Phone: 920-849-2341  
Fax: 920-849-9576  
[www.horstdistributing.com](http://www.horstdistributing.com)

TO River Run Sparta G.C.  
1000 E. Montgomery St.  
Sparta, WI 54656

DATE: 1/8/2020

ATTENTION: Tom/Ed

YOUR INQUIRY: Verbal

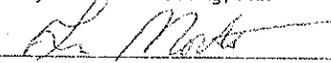
QTY	DESCRIPTION	UNIT PRICE	TOTAL
ONE(1)	Jacobsen HR700 Rotary finish mower, 65HP Kubota diesel engine, deluxe suspension seat, ROPS system, 4WD, 14 foot cutting width, complete with road light kit installed, (includes flashers, turn signals, brake lights, headlights)		
	<i>Regular Price</i>	\$108,000.00	
	<i>Special Price</i>		<u>\$74,995.00</u>
	<u>Partial list of users for HR700</u>		
	Sheboygan Rec Dept (Schools)--Tom Resch <a href="mailto:tresch@sheboygan.k12.wi.us">tresch@sheboygan.k12.wi.us</a> 920-980-1681		
	City of Sheboygan--Rick Ney <a href="mailto:rick.ney@sheboyganwi.gov">rick.ney@sheboyganwi.gov</a> 920-459-0248		
	Village of Cedar Grove--Jan Hoitink <a href="mailto:jhoitink@cedargrovewi.com">jhoitink@cedargrovewi.com</a> 920-668-6523		
	Hon-E-Kor CC (Kewaskum)--Jim Korth <a href="mailto:mkorth@rocketmail.com">mkorth@rocketmail.com</a> 262-626-2520		

FOB	DELIVERY	PAYMENT TERMS	SALESMEN
Course--Assembled & Ready for operation	Our Truck	Net 30--Plus tax if applicable	Dennis Robinson

We are pleased to submit this quotation on our interpretation of your requirements. All quoted prices are subject to change after 30 days from date of this quotation. Sales and use tax, where applicable, payable by the buyer.

We appreciate the privilege of quoting on your requirements and hope for your favorable consideration.

Sincerely Horst-Distributing, Inc.

By: 

THANK YOU FOR YOUR BUSINESS!

GRANT MORTIMER, PRESIDENT



## QUOTATION

P.O. Box 110, 444 N. Madison St.  
 Chilton, WI 53014-0110  
 Phone 800-279-2341  
 Fax 920-849-9576

**TURF EQUIPMENT SPECIALISTS**  
 Serving Wisconsin & Upper Michigan

TO: River Run Sparta G.C.  
 1000 E. Montgomery St.  
 Sparta, WI 54656

Date: 9/5/19

Attention: Tom/Ed

Your Inquiry: Verbal

We are pleased to submit this quotation on our interpretation of your requirements. All quoted prices are subject to change after 30 Days from date of this quotation. Sales and use tax, where applicable, payable by the Buyer.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
ONE(1)	Jacobsen HR600 Rotary finish mower, 65HP Kubota diesel engine, deluxe suspension seat, ROPS system, 4WD, 11 foot cutting width.		
		<i>Regular Price</i>	\$90,200.00
		<i>Special Price</i>	<u>\$63,995.00</u>
ONE(1)	Jacobsen HR700 Rotary finish mower, 65HP Kubota diesel engine, deluxe suspension seat, ROPS system, 4WD, 14 foot cutting width.		
		<i>Regular Price</i>	\$106,000.00
		<i>Special Price</i>	<u>\$74,995.00</u>
ONE(1)	Jacobsen HR800 Rotary finish mower, 75HP Kubota diesel engine, deluxe suspension seat, ROPS system, 4WD, 16 foot cutting width.		
		<i>Regular Price</i>	\$129,600.00
		<i>Special Price</i>	<u>\$89,995.00</u>
	<u>Options for above Rotaries</u>		
ONE(1)	Road light kit (flashers, turn signals, brake light, headlights)	ADD	<u>\$1,695.00</u>
ONE(1)	Leaf mulching kit	ADD	<u>\$1,595.00</u>

*Price updated on attached sheet*

F.O.B. *Course--Assembled and ready for operation*

Delivery: *Our Truck*

Terms: *Net 30 Days--Plus tax if applicable*

We appreciate the privilege of quoting on your requirements and hope for your favorable consideration.

Sincerely,

HORST DISTRIBUTING, INC.

By: 

GRANT MORTIMER, PRESIDENT



## QUOTATION

P.O. Box 110, 444 N. Madison St.  
 Chilton, WI 53014-0110  
 Phone 800-279-2341  
 Fax 920-849-9576

**TURF EQUIPMENT SPECIALISTS**  
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TO: River Run Sparta G.C.  
 1000 E. Montgomery St.  
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Date: 9/5/19

Attention: Tom/Ed

Your Inquiry: Verbal

We are pleased to submit this quotation on our interpretation of your requirements. All quoted prices are subject to change after 30 Days from date of this quotation. Sales and use tax, where applicable, payable by the Buyer.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
ONE(1)	Jacobsen LF-550 2WD Lightweight fairway mower, 37HP Kubota diesel engine, electronic control of mow and transport speed, adaptive throttle system, deluxe seat, 5-7 bladed cutting units with grooved front rollers, ROPS system.		
	<i>Regular Price</i>	\$75,610.00	
	<i>Special Price</i>		<u>\$53,595.00</u>
	<u>Options for above</u>		
ONE(1)	Set of 5 Rear roller cleaning brushes	ADD	<u>\$2,795.00</u>

F.O.B. *Course--Assembled and ready for operation*

Delivery: *Our Truck*

Terms: *Net 30 Days--Plus tax if applicable*

We appreciate the privilege of quoting on your requirements and hope for your favorable consideration.

Sincerely,

HORST DISTRIBUTING, INC.

By: \_\_\_\_\_

GRANT MORTIMER, PRESIDENT



# Reinders



Acct #: 169375 GOLF CRS  
 River Run Golf Club  
 921 E Montgomery Street  
 Sparta WI 54656

Attn: Brad Gilbertson

Scott Neary, SCPS  
 Territory Manager  
 W227 N6225 Sussex Road  
 Sussex, WI 53089  
 Cell (608) 220-6593  
 Fax (262) 786-6111  
[sneary@reinders.com](mailto:sneary@reinders.com)

Quote ID JJSN010720	Quotes Good for 30 days
Quote Date 1/29/20	Tax Not Included In Quote

**PRICE QUOTATION**

Description	Total
-------------	-------



(1) Greensmaster 3120 Gas Triplex  
 11 Blade All Sealed Cutting Units  
 Narrow Front Grooved Rollers  
 Adapter Kit (Required)  
 Powered Rear Roller Power Brushes  
 LED Light Kit  
*\*Unit width is 70.8" with RR Brushes in transport position*

MSRP: \$41,827  
 Special Discount: (\$13,199)  
 Total: \$28,627



(1) Reelmaster 3555-D, 100", 3WD  
 8 Blade Cutting Units  
 Powered Rear Roller Brushes

MSRP: \$64,980  
 Special Discount: (\$15,399)  
 Total: \$49,581



(1) Groundsmaster 5900-D, 16ft, 4WD  
 \*Includes Road Light Package  
 \*Air Ride Seat w/ Arm rests included

MSRP: \$124,611  
 Special Discount: (\$27,788)  
 Total: \$96,823

**Manufactured in Tomah, Wisconsin**

Package Subtotal: \$175,031  
 Additional Hometown Package Discount: (\$30,911)  
 Package Total: \$144,120

# Reinders



Acct #: 169375 GOLF CRS  
 River Run Golf Club  
 921 E Montgomery Street  
 Sparta WI 54656

Attn: Brad Gilbertson

Scott Neary, SCPS  
 Territory Manager  
 W227 N6225 Sussex Road  
 Sussex, WI 53089  
 Cell (608) 220-6593  
 Fax (262) 786-6111  
[sneary@reinders.com](mailto:sneary@reinders.com)

<b>Quote ID</b> JJSN010720	<b>Quotes Good</b> for 30 days
<b>Quote Date</b> 1/29/20	<b>Tax Not Included</b> In Quote

**PRICE QUOTATION**

Description	Total
-------------	-------



**(1) Reelmaster 3555-D, 100", 3WD**  
 8 Blade Cutting Units  
 Powered Rear Roller Brushes

MSRP: \$64,980  
 Special Discount: (\$15,399)  
**Total: \$49,581**



**(1) Groundsmaster 5900-D, 16ft , 4WD**  
 \*Includes Road Light Package  
 \*Air Ride Seat w/ Arm rests included

MSRP: \$124,611  
 Special Discount: (\$27,788)  
**Total: \$96,823**

**Manufactured in Tomah , Wisconsin**

Package Subtotal: \$146,404  
 Additional Hometown Package Discount: (\$25,344)  
**Package Total: \$121,060**

# Reinders



Acct #: 169375 GOLF CRS  
 River Run Golf Club  
 921 E Montgomery Street  
 Sparta WI 54656

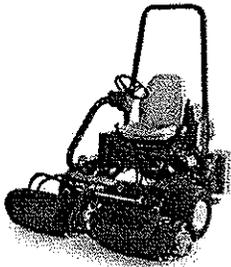
Attn: Brad Gilbertson

Scott Neary, SCPS  
 Territory Manager  
 W227 N6225 Sussex Road  
 Sussex, WI 53089  
 Cell (608) 220-6593  
 Fax (262) 786-6111  
[sneary@reinders.com](mailto:sneary@reinders.com)

Quote ID JJSN010720	Quotes Good for 30 days
Quote Date 1/29/20	Tax Not Included In Quote

**PRICE QUOTATION**

Description	Total
-------------	-------



**(1) Greensmaster 3120 Gas Triplex**  
 11 Blade All Sealed Cutting Units  
 Narrow Front Grooved Rollers  
 Adapter Kit (Required)  
 Powered Rear Roller Power Brushes  
 LED Light Kit  
*\*Unit width is 70.8" with RR Brushes in transport position*

MSRP: \$41,827  
 Special Discount: (\$13,199)  
 Total: \$28,627



**(1) Groundsmaster 5900-D, 16ft, 4WD**  
 \*Includes Road Light Package  
 \*Air Ride Seat w/ Arm rests included

MSRP: \$124,611  
 Special Discount: (\$27,788)  
 Total: \$96,823

**Manufactured in Tomah, Wisconsin**

Package Subtotal: \$125,450  
 Additional Hometown Package Discount: (\$24,191)  
 Package Total: **\$101,260**

# Reinders



Acct #: 169375 GOLF CRS  
 River Run Golf Club  
 921 E Montgomery Street  
 Sparta WI 54656

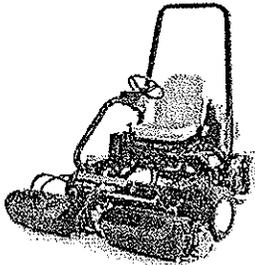
Attn: Brad Gilbertson

Scott Neary, SCPS  
 Territory Manager  
 W227 N6225 Sussex Road  
 Sussex, WI 53089  
 Cell (608) 220-6593  
 Fax (262) 786-6111  
[sneary@reinders.com](mailto:sneary@reinders.com)

Quote ID JJSN122719GR3120	Quotes Good for 30 days
Quote Date 1/3/20	Tax Not Included In Quote

**PRICE QUOTATION**

Description	Total
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(1) Greensmaster 3120 Gas Triplex  
 11 Blade All Sealed Cutting Units  
 Narrow Front Grooved Rollers  
 Adapter Kit (Required)  
 Powered Rear Roller Power Brushes  
 LED Light Kit  
*\*Unit width is 70.8" with RR Brushes in transport position*

MSRP: \$41,827  
 Special Discount: (\$13,199)  
 Total: \$28,627



(1) Reelmaster 3555-D, 100", 3WD  
 8 Blade Cutting Units  
 Powered Rear Roller Brushes

MSRP: \$64,980  
 Special Discount: (\$15,399)  
 Total: \$49,581



(1) Groundsmaster 4000-D, 11ft, 4WD  
 Road Light Package Kit  
 Light adapter

MSRP: \$85,628  
 Special Discount: (\$19,694)  
 Total: \$65,934

Manufactured in Tomah, Wisconsin

Package Subtotal: \$144,142  
 Additional Hometown Package Discount: (\$16,707)  
 Package Total: \$127,435

# Reinders



Acct #: 169375 GOLF CRS  
 River Run Golf Club  
 921 E Montgomery Street  
 Sparta WI 54656

Attn: Brad Gilbertson

Scott Neary, SCPS  
 Territory Manager  
 W227 N6225 Sussex Road  
 Sussex, WI 53089  
 Cell (608) 220-6593  
 Fax (262) 786-6111  
[sneary@reinders.com](mailto:sneary@reinders.com)

Quote ID JJSN012720#4	Quotes Good for 30 days
Quote Date 1/27/20	Tax Not Included In Quote

**PRICE QUOTATION**

Description	Total
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**(1) Reelmaster 3555-D, 100", 3WD**  
 8 Blade Cutting Units  
 Powered Rear Roller Brushes

MSRP: \$64,980  
 Special Discount: (\$15,399)  
**Total: \$49,581**



**(1) Groundsmaster 4000-D, 11ft, 4WD**  
 Road Light Package Kit  
 Light adapter

MSRP: \$85,628  
 Special Discount: (\$19,694)  
**Total: \$65,934**

**Manufactured in Tomah, Wisconsin**

Package Subtotal: \$115,515  
 Additional Hometown Package Discount: (\$14,271)  
**Package Total: \$101,243**

# Reinders



Acct #: 169375 GOLF CRS  
 River Run Golf Club  
 921 E Montgomery Street  
 Sparta WI 54656

Attn: Brad Gilbertson

Scott Neary, SCPS  
 Territory Manager  
 W227 N6225 Sussex Road  
 Sussex, WI 53089  
 Cell (608) 220-6593  
 Fax (262) 786-6111  
[sneary@reinders.com](mailto:sneary@reinders.com)

Quote ID JJSN012720#3	Quotes Good for 30 days
Quote Date 1/27/20	Tax Not Included In Quote

## PRICE QUOTATION

### Description

### Total



(1) Greensmaster 3120 Gas Triplex  
 11 Blade All Sealed Cutting Units  
 Narrow Front Grooved Rollers  
 Adapter Kit (Required)  
 Powered Rear Roller Power Brushes  
 LED Light Kit

*\*Unit width is 70.8" with RR Brushes in transport position*

MSRP: \$41,827  
 Special Discount: (\$13,199)  
 Total: \$28,627



(1) Groundsmaster 4000-D, 11ft, 4WD  
 Road Light Package Kit  
 Light adapter

MSRP: \$85,628  
 Special Discount: (\$19,694)  
 Total: \$65,934

Manufactured in Tomah, Wisconsin

Package Subtotal: \$94,561  
 Additional Hometown Package Discount: (\$13,113)  
 Package Total: \$81,448

# Reinders



Acct #: 169375 GOLF CRS  
 River Run Golf Club  
 921 E Montgomery Street  
 Sparta WI 54656

Attn: Brad Gilbertson

Scott Neary, SCPS  
 Territory Manager  
 W227 N6225 Sussex Road  
 Sussex, WI 53089  
 Cell (608) 220-6593  
 Fax (262) 786-6111  
[sneary@reinders.com](mailto:sneary@reinders.com)

Quote ID JJSN012720#2	Quotes Good for 30 days
Quote Date 1/27/20	Tax Not Included In Quote

**PRICE QUOTATION**

Description	Total
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<p><b>(1) Greensmaster 3120 Gas Triplex</b>                  11 Blade All Sealed Cutting Units                  Narrow Front Grooved Rollers                  Adapter Kit (Required)                  Powered Rear Roller Power Brushes                  LED Light Kit  <i>*Unit width is 70.8" with RR Brushes in transport position</i></p>	<p>MSRP: \$41,827                  Special Discount: <del>(\$13,199)</del>                  Total: \$28,627</p>
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<p><b>(1) Reelmaster 3555-D, 100", 3WD</b>                  8 Blade Cutting Units                  Powered Rear Roller Brushes</p>	<p>MSRP: \$64,980                  Special Discount: <del>(\$15,399)</del>                  Total: \$49,581</p>
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**Manufactured in Tomah, Wisconsin**

Package Subtotal:	\$78,208
Additional Hometown Package Discount:	<del>(\$4,305)</del>
<b>Package Total:</b>	<b>\$73,903</b>

**Parks and Recreation Director**  
Brad Gilbertson

**Recreation Superintendent**  
Ryan Pawlisch

**Maintenance Supervisor**  
Ed Hansen

**Building Maintenance/Custodian**  
Pat Ferguson

**Golf Pro**  
Garret Geier

**Recreation Specialist**  
Samantha Weaver

**Sparta Family Aquatics Center**  
Adult Sports

**Parks/Golf Maintenance**  
Erik Jones

**Desk Staff**

Youth Coaches  
Volunteers  
Special Events

**Lifeguards, Concessions**

**Golf/Parks Maintenance**  
TBD

**Ball Pickers**

**Officials**

**Seasonal Staff**



## City of Sparta

Title: **Green's Keeper/Parks Maintenance**

Department: Parks & Recreation

### GENERAL PURPOSE

Performs a variety of semi-skilled tasks in the maintenance and operation of River Run Sparta Golf Course including but not limited to, grounds, equipment, vehicles, buildings, parking lots, trails, irrigation system, turf management, tree removal, maintaining records and reports of work accomplished.

The position is a year round position whose primary responsibility during the summer is River Run Sparta and turf management of city parks. Off season work will include vehicle/equipment maintenance, snow removal and building repairs.

### SUPERVISION RECEIVED

Works under the general supervision of the Maintenance Supervisor.

### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Performs ground maintenances, mowing, pruning, raking, grass seeding, fertilizing, chemical applications, winterizing of irrigation and snow removal so that areas remain attractive and safe. Maintains the sprinkler systems and the repair and installation of sprinklers lines and heads.

Provides mechanical, electrical and plumbing skills to repair and maintain facilities and equipment on a daily basis, to include basic repairs of fixtures, piping, valves, pumps, traps, toilets, basic electrical repairs, winterization procedures for River Run Sparta and other city facilities.

Provides basic carpentry skills to repair doors, locks, laminated surfaces, siding, roofing, structure fabrication and modification.

Assigns tasks to appropriate individuals, crews or combination of crews, and coordinates the completion of the same.

Assist in projecting needs for equipment, materials and supplies. Assists in preparation of specifications, estimates and bids for machinery, equipment and contractor services.

Assures that tools and equipment are properly maintained and kept in proper working condition.

Responds to public inquires: provides information within the scope of knowledge and position.

Oversees the seeding, fertilizing, top dressing, soil conditioning, watering and pest and weed control of the River Run Sparta and the City of Sparta parks, public properties and open spaces.

Operates tractors, mowers, chainsaws, welders, skid steer, field line painter, trucks, pressure washers, buffers, and any other equipment needed to complete a task.

Coordinates the setting up and taking down of equipment, tents, chairs, garbage cans, picnic tables, for various golf events and assists with parks, recreation and community events. Prepares facilities and fields for program use.

#### KNOWLEDGE AND JOB REQUIREMENTS

Position prefers an Associate's Degree or vocational degree in turf management, horticulture, parks, grounds, natural resources or landscape management with a minimum of two years' experience related to the job description or any combination of education and experience equal to the above. Training and experience to include mechanical experience, grounds and facilities maintenance and/or irrigation systems operations and repairs. The position requires a valid driver's license and the ability to lift and carry objects 50 pounds or heavier.

Preferred certifications/license or ability to obtain within 12 months

CDL – Class B

Commercial Pesticide Applicator Certification

While performing the duties of this job, the employee is regularly required to stand, walk, and sit. The employee is required to climb, balance, kneel, crouch or crawl. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.

While performing the duties of this job the employee is regularly exposed to moving mechanical parts, outside weather conditions and the risk associated. The employee is frequently exposed to wet and humid conditions, high, precarious places and vibration.

This is a full time year round position with full City of Sparta benefits. Health and Dental insurance, retirement, sick and vacation days.

## **Golf Professional – River Run Sparta Golf Course**

Working closely with the Parks and Recreation Director, Maintenance Supervisor and Green's Keeper to successfully run River Run Sparta Golf Course. The Golf Professional will be responsible for the day-to-day golf operations of the club, including member play, tournament play, marketing, merchandise and practice facilities.

### **General Description of Duties and Responsibilities**

- Directly involved with hiring and training the most qualified personnel available to benefit the overall success of the club.
- Assists staff in providing qualified instruction and oversee the scheduling of lessons; monitors and promotes group instruction.
- Develops and administer budgets as requested by management, to include monitoring daily revenues and expenses and recommend, as necessary, steps which maximize the profitability of the club.
- Shall be responsible for the proper operation of the driving range.
- Responsible for keeping a properly-stocked golf shop.
- Responsible for the proper nightly cleaning and fueling of the golf car fleet. Includes overseeing the daily washing and cleanliness of cars and supervision of proper use and return of the cart fleet.
- Establishes and/or suggests promotions and marketing strategies to meet both the short and long-term goals of the club and to ensure maximum profitability.
- Develops marketing strategies for River Run Sparta Golf course to include print material, radio ads, TV ads, social media, website, attend golf shows, work with hotels to offer specials to guest.
- Available for meetings requested by management and provides professional advice and opinions.
- Look ahead at tee times and offer specials during slow times
- Represents the club in various golf related functions to promote community relations and exposure for the club.
- Performs any other duty deemed reasonable and necessary by the Parks and Recreation Director, Maintenance Supervisor.
- Works closely with the Green's Keeper to stay current on course conditions, upcoming closures due to maintenance, recommends dates for larger maintenance projects to have minimal effect on play.
- Communicates with golfers about current golf conditions, notifies golfers if there are cart path only, walking only restrictions, etc.
- Sends out membership information for to all past members for the upcoming year and markets to new potential members.

### **Experience / Education / Certification Requirements**

- B.S. in Golf Enterprise Management, PGA Apprentice, PGA status or its equivalent
- Must be computer literate with accurate math and typing skills.

### **Physical Requirements**

- Must be able to lift up to 40 lbs. to waist height.
- Frequent bending, turning, kneeling and stooping.
- Exposure to hot and cold temperatures.
- Must be able to stand for extended periods.

# City of Sparta

## **Job Description**

**Position: Maintenance Supervisor**

### **Job Summary (Essential Functions)**

Primary responsibility include mechanic work supervision and management of the maintenance of city properties including golf course, clubhouse, clubhouse grounds, parks, softball/baseball fields, Aquatics Center facilities, including landscaping, open spaces, and the equipment used to maintain these areas. Supervise and direct full time and seasonal staff.

### **Job Task (Additional Responsibilities)**

- Implement general policies established by the Park Board.
- Maintain all grounds and equipment to a level equal to industry standards.
- Supervision and direction of full time and seasonal employees.
- Supervise all planting, fertilizing, care, and removal of turf, plants, shrubs, flowers, and trees on the golf course and parks.
- Communicate clearly and in a timely manner with the Golf Pro and Parks and Recreation Director changes in course conditions, maintenance plans and schedule of events.
- Inspect the course regularly and record all maintenance on course.
- Select and prepare proper fertilizers and nutrients to maintain turf playability consistent with the mission statement. Supervise and follow chemical treatments plans for greens, tee box and fairways. Monitoring the above mentioned areas for turf disease.
- Maintain drainage and irrigation systems. Winterization of irrigation system and well house.
- Ensure that chemicals, petroleum, and other controlled products are used, stored, and disposed of in accordance with the laws; maintain required records and strive to minimize chemical and petroleum use.
- Solicit bids for equipment purchasing, purchase equipment and supplies as needed.
- Oversee all course construction and maintenance.
- Assist with snow removal.
- Assist with other departments as needed on larger projects.
- Ensure proper cleanliness and sanitation of all club facilities on the golf course.
- Make recommendations for capital improvements and purchases.
- Ensure proper landscaping for the golf course and parks.

- Coordinate applicable work with outside contractors

**Reports to**

Parks and Recreation Director

**Supervises**

Full time and seasonal staff maintenance staff

# Punch Card Options

Single Adult Membership equals approx 30 18-hole rounds

Single Adult Membership equals approx 50 9-hole rounds

**Tax not included in totals**

**Weekday-Weekend Punch Cards** \$25 and \$27 daily fee

20 rounds **\$450** \$23 per round

15 rounds **\$360** \$24 per round

## 18 Holes

**Senior-Military Punch Cards** \$23 daily fee

20 rounds **\$410** \$21 per round

15 rounds **\$330** \$22 per round

**\*\*Cannot split into 9 hole rounds\*\***

**Weekday-Weekend Punch Cards** \$16 and \$18 daily fee

20 rounds **\$290** 14.50 per round

15 rounds **\$225** \$15 per round

## 9 Holes

**Senior-Military Punch Cards** \$15 daily fee

20 rounds **\$270** \$13.50 per round

15 rounds **\$210** \$14 per round

**Each individual Punch Card is able to be used by multiple people within family/friends**

## Golf Course Concessionaire Agreement

This agreement made and entered into this 1<sup>st</sup> day of January, 2020, between the City of Sparta, a Wisconsin Municipal Corporation, hereinafter "City", and "Golfing Geiers LLC", hereinafter "Concessionaire" to take effect January 1, 2020.

Whereas, City is engaged in the operation and maintenance of a certain public facility known as the River Run Sparta Golf Course, and whereas, Concessionaire desires to obtain from the City of Sparta the right to operate a concession for sale of food and beverages at the River Run Sparta Golf Course in accordance with rules and policies established by the Park Board, Parks and Recreation Director, Golf Pro/Proshop Manager and City of Sparta, and

Now therefore in consideration of the premises and of the mutual agreement hereinafter contained, said parties and each of them agree as follows:

1. Premises: This agreement covers the golf course clubhouse consisting of a kitchen, lounge, restrooms, storage rooms, bar and all approaches and porches, affixed thereto, situated at the River Run Sparta Golf Course in the City of Sparta, Monroe County, Wisconsin. Excluding the pro shop, locker rooms, downstairs bathrooms and golf cart storage sheds. Any tents or outside parties, special events, weddings, will need to be scheduled with Golf Pro and approved by Parks and Recreation Director.
2. Use of Premises: The Concessionaire shall have the right to operate all concessions within the clubhouse and immediate area. Such concessions include rights to food and beverage sales.
3. Rents: In consideration of the right to operate all concessions within the clubhouse and immediate are, Concessionaire shall pay to the City the sum of \$20,000.00 over the life of the two year contract plus \$2,000 annually to be paid at Concessionaires leisure. Monthly payments will be made for the life of the contract (\$1,000.00 per month for the months of April-November and \$500 per month for the months of December-March). Should the golf course open early/late or close early/late the monthly rent, for those days that are beyond the norm of the opening (April 15<sup>th</sup>) and closing (November 15<sup>th</sup>) dates of the course, will be prorated based on a daily overage cost of the contract. The first payment is due January 1, 2020. Concessionaire shall not assign this lease or sublet the leased premises without the prior written consent of the City. Rent will be due to the City of Sparta at 201 W. Oak Street on the first day of every month during the duration of the contract. Payments made late without prior notice will subject to a 10% fee.
4. Improvements: The City shall in no way be obligated to pay for any plumbing, electrical or mechanical repairs made to the premises without the prior written authorization of the Parks and Recreation Director or his/her

designee. Any normal damage from regular use will be repaired by the City of Sparta. Any cost of plumbing or repairs required in the bathrooms will be shared equally between the Concessionaire and the City in the event of damage done by a patron or vandalism to the facility. Written authorization will not be unreasonably withheld.

5. Utilities: The Concessionaire will be responsible for 60% of all utilities (water/sewer, electric, and gas) during December – March. Concessionaire will be responsible for 30% of utility rates during April – November for year 2020. Utility rates will increase annually for summer months by 10% each year until Concessionaire is paying 50% of utility rates for April – November.
  
6. Term: The initial term of this agreement shall be in effect for 2 years from January 1, 2020 to December 31, 2021 with option to extend contract. Provided, however, in the event the Concessionaire or City shall breach this contract by failing to substantially perform any of the covenants and agreements herein contained, or shall willfully or maliciously do injury to the premises, or shall file a petition in bankruptcy or have an involuntary petition in bankruptcy filed against him/her, or make an assignment for the benefit of creditors, or shall commit such acts or omissions which result in revocation of either a retail liquor or fermented malt beverage license, the Concessionaire or City shall have the right at any time to declare this agreement void and the terms herein contained terminated and City may reenter the premises and expel the Concessionaire.
  
7. Operation: The golf season is herein defined as Commencing on April 1 each year and terminating November 15 of each year, weather permitting. During the golf season, the Concessionaire shall keep the premises open for business seven days a week according to the minimum schedule of hours as established by the Parks and Recreation Director and/or Golf Pro/Proshop Manager, but will not be less than 11am to half hour past sunset. Hours of operation are to be posted within the Clubhouse and visible from outside the building. If the course is open earlier or longer than the dates specified the utility rates will be adjusted to the correct fee structure. Between December 1 and the following March 31, Concessionaire may have the premises open for business at his/her discretion, observing the laws pertaining to open hours.

The Concessionaire agrees to employ sufficient personnel as necessary to have a bartender on duty at all times that the premises are open for such business.

Concessionaire's employees shall not be deemed employees of the City for any purpose and shall at all times be recognized as the Concessionaire's employees and work under Concessionaire's control and supervision. The Concessionaire's employees shall not acquire any rights or benefits provided for employees of the City.

The Concessionaire and their personnel are required to adhere to all federal, state and local laws that apply to the provisions of the services under this Contract, as well as those laws that regulate the general public.

8. Care of Premises: The Park Board and the Parks and Recreation Director and/or Golf Pro/Proshop Manager shall be responsible for supervising the playability of the golf course and will inform the Concessionaire as to any restriction thereon. The Concessionaire shall be responsible for the care of the clubhouse building and all equipment used by him/her belonging to the City (to include beverage carts(2)) and the Concessionaire agrees to at all times keep the clubhouse building premises neat, clean, and orderly. Janitorial work and minor maintenance items shall be done by the Concessionaire, or employees, at the end of every shift. This includes washing windows (interior and exterior), sweeping floors and vacuuming carpeted areas at a minimum of one time per day, and thoroughly cleaning toilet areas once daily. The Concessionaire shall keep kitchen floors, appliances and all other kitchen items clean and disinfected at all times. Concessionaire shall clean bar and eating area on a daily basis, keeping areas free of garbage and debris. The bar, dining room, tables, floors, chairs, restrooms and all other equipment shall be cleaned preferable each night upon closing or at a minimum before 7:00am the following morning.

Concessionaire shall clean ramp going into the basement, and clean outside entrance area of cans, bottles, and other litter accumulating each day. All garbage shall be removed and placed in the dumpster each night. No garbage, kitchen waste, oil, grease, cardboard boxes, bottles, cans shall be placed outside behind the fenced in area at any time. ALL garbage and waste will be removed from the building and placed in the dumpsters at the close of every night. Cigarette waste shall be placed in an appropriate container and shall not be visible.

Concessionaire will be responsible for the semi- annual professional cleaning of the exhaust hood, duct, filters and fan. River Run Sparta Golf Course will be responsible for annual inspection of exhaust hood, duct, filters and fan.

Concessionaire shall secure outside umbrellas on a nightly basis (umbrellas should be removed from tables upon notification of pending storm, high winds, etc...). Concessionaire shall provide all cleaning supplies and plastic bags, and the City will provide paper products for the restroom facilities. The City shall be responsible for cleaning the pro shop and the locker rooms. The City shall furnish appropriate garbage and trash receptacles and garbage pickup of twice per week. The City shall provide 24 hour notice to Concessionaire to view and inspect the same, carry on official functions, make repairs and alterations to the building and such other facilities for the

preservation, maintenance and improvement of the building and its facilities. The Parks and Recreation Director and/or Golf Pro/Proshop Manager shall attempt to notify the Concessionaire prior to having maintenance workers on the premises.

The Concessionaire shall be responsible for the cleaning of the facility at contract's end. The premises should be in as good of condition at the end of the contract as they were at the beginning. A security deposit of \$1000 shall be held to cover any cleaning required by the City after the Concessionaire vacates the premises.

9. General Service Provided by Concessionaire: Concessionaire agrees that he/she will maintain Club House premises in a manner consistent with, or demanded by, all Health Department and Pure Food Examiners, and also that the premises will at all times be kept open for the proper inspection by duly authorized representatives of the City of Sparta or any other agency having jurisdiction thereto. The Concessionaire agrees that the facility will be operated smoke-free. The use of loud or profane language, boisterous or lewd conduct will be strictly prohibited for both the public using the premises or the Concessionaire or his/her employees. Concessionaire agrees not to allow any person to live or sleep on the premises without the permission of the Parks and Recreation Director and/or Golf Pro/Proshop Manager.

Concessionaire agrees to comply with all laws and ordinances which are now in effect or which may later be put into effect to govern conduct of a business such as now maintained or comes within the purview of this agreement. Concessionaire agrees to hire competent persons to be in attendance on the premises used by him/her and at no time will there be less than one person constantly in charge of said premises.

Concessionaire agrees that he/she will not allow disorderly persons to loiter about the premises used by him/her. However, Concessionaire shall operate the concessions and keep open the clubhouse to the general public for the usual purposes of the golf clubhouse and not deny access to members of the general public.

Concessionaire shall not cause or permit to be caused any alteration or changes in any manner to the clubhouse premises without the prior permission of the Park Board; The City has the right to make such changes to the clubhouse premises as it deems necessary, but City agrees to notify Concessionaire as to any proposed changes and shall discuss with the Concessionaire the probably effect of such change on the operation of the clubhouse and related facilities.

10. Food Services: Concessionaire agrees to provide food and beverage services to the public. The Concessionaire will be expected to maintain one beverage cart on the course Tuesdays, Wednesday, Thursday and Saturdays. Beverage

cart on the course will be adjusted based upon weather and number of golfers. This will be coordinated with the Golf Pro or Proshop staff. Beverage carts will be required on other dates as directed by the Parks and Recreation Director or Golf Pro. Two (2) beverage carts will operate during all scheduled tournaments. Cart operator shall hold a valid driver's license, must be at least 18 years of age and able to legally sell alcoholic beverages. Only city owned beverage carts may be used to sell concessions on the course. Concession areas may be set up on the course only on special occasions (tournaments and sponsored outings). The cost of fuel to operate said beverage carts will continue to be the responsibility of the concessionaire.

11. Signage: All advertising signage on the premises shall be subject to review and approval by the Park Board. Temporary signage for special events may be approved by Parks and Recreation Director and/or Golf Pro/Proshop Manager.

Concessionaire shall not be allowed to and shall not permit any person or organization or corporation to affix or display in any manner a commercial sign without prior written approval of the Park Board, except those signs as required by law.

12. Covenants of the City: The City shall be responsible and pay for the agreed upon percentage for water service to the clubhouse premises, heat/cooling, and electricity. Garbage collection and property insurance upon the premises will be the responsibility of and paid for by the City.

A. Equipment: The City will provide the following equipment for use by the Concessionaire:

1. Bar/Dining Room

- a. Economate food warmer/Salad Bar
- b. Economate salad bar
- c. Two (2) true soda coolers (2 doors) maybe vender owned
- d. True small soda cooler (1 door) maybe vender owned
- e. Two (2) coolers behind the bar
- f. Four (4) sinks behind the bar
- g. Scotsman ice machine
- h. Popcorn machine
- i. Intertek 53" Two door cooler (2019)

2. Kitchen Area

- a. Southbend Flat top grill
- b. Southbend Stove Top
- c. Henny Penny Chicken Broiler/Fryer
- d. Deep Fryer
- e. Grill
- f. Pre Table (cooler below, heat lamp and warmer above)
- g. Two (2) walk in coolers, currently one for beer the other for food

- h. 2 door True Freezer
  - i. 1 door True Freezer
  - j. Two (2) Blodgett Ovens
  - k. Misc. Pots and Pans
  - l. Kitchen Utensils
  - m. Beverage Carts
- 3. Basement
    - a. 1 door True Freezer
    - b. 1 door Kenmore Frostless Freezer
    - c. Frigidaire Chest Freezer
    - d. Walk in Cooler
  - 4. Outside Deck
    - a. Patio tables, chairs and umbrellas
    - b. Picnic Tables
    - c. Outdoor gas grill

All equipment shall be in working order upon start of Concessionaires contract. It will be the Concessionaires responsibility for repairs and maintenances of the above mentioned equipment and supplies if vandalized or damage due to improper use or care. The City and Concessionaire shall cause an annual inventory to be taken of all items owned by the City in the clubhouse premises. The Concessionaire shall replace any lost or damaged items of inventory.

The City shall be responsible for all major repairs to the clubhouse premises. The City shall snow plow the parking lot area. The City shall be responsible for all lawn maintenance.

- 13. Covenants of the Concessionaire: The Concessionaire shall be responsible and pay for telephone, internet and television services to the clubhouse for their use.

Concessionaire shall furnish any additional equipment needed to operate their business that is not provided by the City on the inventory report. Dishwasher, juke box, televisions and miscellaneous kitchen items are the responsibility and option of the Concessionaire.

Concessionaire shall be responsible for the removal of snow from the sidewalks and approaches to the clubhouse and the sanding and salting of said sidewalks. Concessionaire shall be responsible for verifying the cart shed doors are shut and locked at the closing time of the bar.

- 14. Insurance: Concessionaire shall maintain at his/her own expense the following coverage:

- A. Worker's Compensation covering the statutory liability of the Concessionaire in the operation of the golf course clubhouse.
- B. General liability coverage including personal injury and contractual liability with limits of at least \$300,000 for each occurrence and \$300,000 in aggregate naming the City of Sparta and Concessionaire as insured under Concessionaire policy.

Concessionaire shall indemnify and save harmless the City from any and all losses, costs (including attorneys fees), damages, expenses and liability (including statutory liability and liability under Workers Compensation laws) in connection with claims for damages as a result of injury or death of any persons or property damage to any property sustained by Concessionaire, his agents, employees, customers, invitees, contractors, subcontractors and all other persons which may arise from an in any manner grow out of the act or neglect on or about the clubhouse premises by Concessionaire, his agents, employees, customers, invitees, contractors, subcontractors and all other persons.

The City shall indemnify and hold harmless Concessionaire from and against any and all losses, costs (including attorney's fees), damages, expenses and liability in connection with any claims for damages as a result of the City's access to and use of the clubhouse premises as are covered and affected by this contract.

15. Taxes: Concessionaire agrees to pay all taxes that may be levied against him/her, including personal property in connection with operation of the clubhouse premises.
16. Liquor License and Fermented Malt Beverage License: Concessionaire shall comply with all laws of the State of Wisconsin and fermented malt beverages and shall suffer no act or omission to jeopardize the issuance or continued issuance of liquor and fermented malt beverage licenses. The Concessionaire shall also be required to obtain restaurant license, bartender's license, food service license, and any other license or schooling deemed necessary by the State of Wisconsin.
17. Surrender of Premises: Concessionaire agrees and covenants that at the termination of this agreement he will quietly and promptly yield and surrender the premises to the City in as good condition of repairs as when entered by him/her, reasonable wear and tear and damage by the elements alone excepted. Concessionaire shall surrender their liquor license at the termination of the lease.

In Witness Whereof, the parties have hereunto set their hands and seals this \_\_\_\_\_ day of January, 2020.

IN THE PRESENCE OF:

CITY OF SPARTA

\_\_\_\_\_  
Witness

By: \_\_\_\_\_ (SEAL)  
Kristen Gust, Mayor

By: \_\_\_\_\_ (SEAL)  
Julie Hanson, City Clerk

CONCENSSIONAIRE

\_\_\_\_\_  
Witness

By: \_\_\_\_\_ (SEAL)  
, Concessionaire