

**CITY OF SPARTA  
FINANCE AGENDA  
July 7, 2021**

**CITY HALL**

**6:00 P.M.**

- 1. Call Meeting to Order**
- 2. Consent Agenda: Consisting of minutes of the regular meeting on June 9, 2021.**
- 3. Consideration of Tourism Funds**  
  
**Farmers Market – Request of \$500.00 for second set of sun shades in Mueller Square**
- 4. Consideration of American Recovery Act Funds for Chamber of Commerce**
- 5. Consideration of Exceeding Levy Limit for 2022**
- 6. Items for Future Consideration**
- 7. Adjourn**

A possible quorum of the Common Council may be in attendance at this meeting but no action will be taken by the Council.

Posted: 7-2-2021

**CITY OF SPARTA**  
**FINANCE MINUTES**  
**June 9, 2021**

**PRESENT:** Kevin Riley, Josh Lydon, Matthew Hoffland

**ABSENT:** None

**ALSO PRESENT:** Mark Sund, Todd Fahning, Reinhard Mueller, Beau Burlingame, Heidi Prestwood, Brad Gilbertson, Jim Church, Anthony Boltik, Katie Cook and family, Booker Ferguson, Pat Mulvaney

Kevin Riley 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 the minutes of the regular meeting of May 5, 2021. Motion carried 3-0.**

Number 7 on the agenda, regarding Proposals for the Old Police Department, was moved up to #1.

Beau Burlingame, owner of the Beer Shop, presented his proposal of Sparta Bottling Company. He would convert the police department into a beer hall/ banquet hall/ cocktail lounge/office space and a production facility. He would also house B3 Bitters Co. and Penny Farthing Soda Co. An idea is also to rent their equipment and space to other start up beverage and food related companies so they can bottle, package, store and ship their products. There would be a limited menu and food served only a few days of the week. The large space could be rented for weddings, fundraisers, and other large events including concerts. There would be a fenced in seating area outside in front of the 3 garage doors. The second floor office spaces can be rented out for short or long term occupancy. The timeline would be as follows: September 2021 – purchase property and move in; October 2021 – begin renting out garage space (short term only) and office space to generate income; Spring of 2022 – Approach bank for loans to begin renovation of the building; June 2022 – begin renovations to garage and lower level; April 2023 – Sparta Bottling Company opens to the public.

Heidi Prestwood, Chamber Director, presented her proposal of moving the Chamber of Commerce to this building. The Chamber has been looking for a place downtown for the past several years but everything was too costly. There will be seating in front of the 3 large doors outside with café tables and chairs and bike racks. There will also be different food options with utilization of coin operated machines. The large garage area would resemble an outfitter retail space. The 3 large doors would be labeled: Pedal, Paddle and Fish to show that the Chamber offers other recreational activities besides biking and would also represent the 3 tunnels. There would be easy access to the river with your kayak, fishing polls, and access to the bike trail. The back part would be used for Kriskindlmarkt booth storage. The main floor will consist of offices, an area where merchandise can be sold during off-season times, conference room and a work room. The current patrol office area will be the co-starters classroom area. The basement would be used for storage. They are currently in a building owned by the DNR and are not able to do any work to this building. They are offering the City of Sparta \$1.00 for

this building. Their timeline is: September 2021 – Police Department fully vacated and transaction closes; October 2021 – renovation loan taken out by the Chamber of Commerce; October 2021 – construction begins on the interior; January 2022 – interior renovations complete; January – February, 2022 – move-in period; February 2022 – operations begin in the new home of the Sparta Area Chamber of Commerce; March 2022 – exterior renovations begin; May, 2022 – exterior renovations complete.

After both proposals were finished, a **motion was made by Josh Lydon and seconded by Matthew Hoffland to forward these to the Council for their decision.**

Reinhard Mueller presented a request from tourism funds to build a dumpster screen behind Mueller Square by Cork & Barrel and Virginia Apartments. The estimated cost of this screen would be \$3500.00. There will be cameras covering this area as this area is currently an open space where anyone just leaves their garbage and large items to be disposed of and we want to discourage that. **A motion was made by Kevin Riley and seconded by Matthew Hoffland to approve the request of \$3500.00 to construct a dumpster screen behind Mueller Square. Motion carried 3-0.**

Brad Gilbertson received an email from Katie Cook regarding an accident in Amundson Park. In March, she was walking with her son and he stepped into a small animal trap along the trail and had to have it removed at Sparta Mayor ER. The Sparta Police and Monroe County DNR warden and the trapper was notified. The City attorney was contacted and instructed Brad to make sure all traps were pulled by the trappers. The Cooks' presented a bill in the amount of \$988.88 and are asking if the City could help with the bill. This will also be submitted to the City's insurance company. The City will change our current ordinance or create one regarding trapping. **A motion was made by Kevin Riley and seconded by Josh Lydon to approve payment to Katie Cook as requested by the City Attorney in the amount of \$988.88. Motion carried 3-0.**

Mark Sund would like to refinance the hockey loan as rates are still low. Mark will check with local banks to see what terms they offer and report back next month on this. No motion made.

The next item regarding Exceeding Levy Limit for 2022 will be discussed at next month's meeting. No motion made.

There were no items for future consideration.

**A motion was made by Josh Lydon and seconded by Matthew Hoffland to adjourn at 7:00 p.m. Motion carried 3-0.**

Respectfully submitted,  
Julie Hanson  
City Clerk

**julie hanson**

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**From:** reinhard mueller <reinhard\_mueller@yahoo.com>  
**Sent:** Wednesday, June 23, 2021 12:31 PM  
**To:** julie hanson  
**Cc:** Jennifer Wangen; Lisa Gaunky; Lisa Gaunky; Brad Gilbertson; todd fahning  
**Subject:** Finance Committee, Request for Matching Tourism Funds  
**Attachments:** IMG\_1467.jpg

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Julie-

I would like to see the following on the agenda of the next finance committee meeting:

The Farmers Market requests a \$500 Tourism Fund Grant to install a second set of sun shades on the central awning in Mueller Square to provide shade during the market. The Sparta Small Business Generator has pledged to fund one half, and this matching grant would match the funds of the Small Business Generator.

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Said another way, each side of shades cost \$500.00 to purchase and install. The Farmer's Market is requesting \$500.00 to offset the cost of one side, matching the funds pledged by the Sparta Small Business Generator for the second side.

Functionally, the awnings easily and conveniently fit the existing framing of the awning. They retract inside the drip line of the roof and do not affect the loading of the awning measurably. Operationally, they operate identically to the awning on the stage front, and on the east gable of the central awning.

Sincerely,

Reinhard Mueller

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