

**CITY OF SPARTA
PARK BOARD AGENDA
October 4, 2021**

CITY HALL

6:00 P.M.

- 1. Call meeting to order**
- 2. Consent Agenda consisting of: Minutes of September 13, 2021, Park & Rec Director's monthly report for October, Maintenance Supervisor Report and monthly bills for September**
- 3. Discussion of Golf Blue Ribbon Report**
- 4. Consideration of Golf Fee Structure for 2022**
- 5. Consideration of Tree Harvest – River Run Sparta**
- 6. Consideration of the Green's Concessionaire Contract**
- 7. Items for Future Consideration**
- 8. Adjourn**

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

Posted: 10-1-2021

CITY OF SPARTA
PARK BOARD MINUTES
September 13, 2021

PRESENT: Jim Church, Josh Lydon, Matthew Hoffland, Alan Olson, Marcus Novak, Cory Bowser

ABSENT: Brian Harrie

ALSO PRESENT: Brad Gilbertson, Mark Sund, Ed Hansen, Pat Mulvaney

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

A motion was made by Matthew Hoffland and seconded by Josh Lydon to approve the Consent Agenda consisting of minutes of the regular meeting on July 12, 2021, Park & Rec Director's monthly report for September, 2021, and monthly bills for July & August, 2021. Motion carried 6-0.

The Park Department received bids on a new skid steer as their current one is in bad shape and is also listed on next year's replacement list which will come out of next year's budget. It will take a while after ordering to receive this so they are asking if they can order now to be sure to get it early next year. The Park Department won't be invoiced for this until next January or February and are planning on trading the old one in. This skid steer would be used by both the Park & Rec department and the golf course. The one being recommended to Park Board for purchase is a John Deere 324G which retails for \$55,500.00 minus a trade-in for the old one of \$23,000.00 making an amount dur of \$32,500.00. **A motion was made by Josh Lydon and seconded by Cory Bowser to approve the purchase now of the John Deere 324G skid steer from Brooks Tractor of West Salem in the amount of \$32,500.00 which includes a trade-in of our 2013 New Holland backhoe in the amount of \$23,000.00. The City will be invoiced in January or February of next year. Motion carried 6-0.**

We received an email from Dayne and Garrett Geier stating that they were not going to renew their contract as concessionaires at The Greens Restaurant. Their current contract expires on December 31, 2021. The Chairman asked the members if there were any changes that they would like to see made to the current contract for future concessionaires. There had been changes to this contract for the Geiers that fit their situation, so changes can be made now going forward. We would like to have a final contract at next month's meeting to go over if possible. The dates of the contract could read March 1st and ending February.

An item for future consideration was:

Have Brad report on any items from the Blue Ribbon Committee

A motion was made by Josh Lydon and seconded by Matthew Hoffland to adjourn at 6:24 p.m. Motion carried 6-0.

Respectfully Submitted,
Julie Hanson, City Clerk

Parks & Recreation Director's Report
October 4, 2021

Fall 2021 Updates – Youth Sports

Tackle Football 17 kids, La Crosse BGC League
Flag Football 112 kids, West Salem League
Travel Volleyball 22 kids, Coulee Region Volleyball League NEW!!
Rec Volleyball 24 kids, In-house League
Soccer 127 kids, In-house League
Gymnastics 95 kids, Practices only

No real changes since last board meeting as we are mid-season. We are currently working on planning for all the winter sports to start back up and wrapping up fall sports.

Adult Sports

Pumpkin Bash Tournament

We ended up with a total of 17 volleyball teams and had couple drop out the morning of the tournament. We had to make some day of changes to the schedules and the tournament ended up running smoothly. Teams were very happy with the fields, schedules, etc.

Adult Pickle Ball

We are currently still offering the morning drop in gym times and will be adding a Tuesday evening drop in Pickle Ball. We will be starting a Pickle Ball league in November and are working out the details now.

Adult Fitness

Adult fitness is currently in the fall schedule which will run through October. We are offering a variety of classes every day of the week. Our participation numbers aren't great so Ryan will be working on finding more ways to market this is make it more popular.

River Run Sparta Web Site

We have started the redesign of the web site. We have taken some new pictures and will continue to work on this over the fall and winter months to have the updated site ready for golf in the spring.

Maintenance Supervisor Report

Golf Course

- Double verti-cut and top dressed greens.
- Continue to spray greens, tees, and fairways for fungicide.
- Fertilized greens.
- Repaired areas on fairways 10, 14 and 16 that were damaged from rain.
- Started removing dead trees and stumps.

Parks

- Summer help is done for year.
- Continue to mow and trim parks.
- Fertilized ball fields.

Golf & Park Bills October 2021

Invoice	Date	Business Name	Description	Amount	Department
1	20715	9/20/2021 St. Joseph Equipment	Skid Steer repair	204.95	Parks
2	865904	9/20/2021 Theisens	mole traps	119.96	Parks
3	3055576	9/20/2021 Oreilly	AC Temp Reley	17.04	Parks
4	114076	9/20/2021 Auto Value	Hosee, clamps,	20.49	Parks
5	1704217	9/20/2021 Amazon	Light	493.83	Parks
6	3835419	9/20/2021 Amazon	Key pad lock	480.43	Parks
7	1891848	9/20/2021 Reinders	Seal	22.99	Parks
8	9169051	9/7/2021 Amazon	Phone case, charger	38.36	Parks
9	3151	9/10/2021 Best Kept Portables	Toilets, Aug.	761	Parks
10	3821297	9/10/2021 Dalco	Gray top	37.76	Parks
11	6188239	9/10/2021 Amazon	keyboard, folders, paper	127.38	Parks
12	11422869	9/28/2021 P&P Products	Pumpkin Bash Tees	203.1	Parks
13	11422886	9/28/2021 P&P Products	Youth Football Shirts	1007.3	Parks
14	11422888	9/28/2021 P&P Products	Volleyball Shirts	480.05	Parks
15	11422870	9/28/2021 P&P Products	Soccer Shirts	774	Parks
16	66783	9/20/2021 Foss Fine Meat	#30 Hotdogs	186.44	Parks
17	82721	9/10/2021 Spectrum	intenet com center	52.74	Parks
18	90521	9/20/2021 Spectrum	Internet/Phone Shop	64.99	Parks
19	3821316	9/10/2021 Dalco	can liner	16.46	Parks
20	452601	9/10/2021 Walmart	wipes, bleach	39.48	Parks
21	114005	9/10/2021 Auto Value	battery	84.82	Parks
22	114091	9/10/2021 Auto Value	battery	72.32	Parks
23	3821296	9/10/2021 dalco	14" pad holder	94.28	Parks
24	457299	9/10/2021 Ahern	Quarterly inspection	220	Parks
25	92585	9/9/2021 Horst	gear, sprocket, plate, chain	678.66	Golf
26	92697	9/9/2021 horst	belt	246.16	Golf
27	6213013	9/9/2021 Amazon	file cabinet	416.97	Golf
28	5751449	9/9/2021 Amazon	Starter generator	119.8	Golf
29	9388243	9/9/2021 Amazon	solenoid for cart	46.98	Golf
30	9849019	9/9/2021 Amazon	keyboard and mouse	24.99	Golf
31	399010	9/9/2021 Amazon	hardware, thread lock	12.03	Golf
33	1887574	9/10/2021 Reinders	Head Gasket kit	35.92	Golf
34	1884703	9/10/2021 Reinders	arm pull assembly	58.78	Golf
35	1896881	9/10/2021 Reinders	hydraulic motor arm, dive	1263.4	Golf
36	1896696	9/10/2021 Reinders	hydraulic motor arm, screw	1164.78	Golf
37	1896881	9/10/2021 Reinders	O rings, washers, pully, motoi	281.87	Golf
38	1895878	9/10/2021 Reinders	screw clevis	90.97	Golf
39	1895878	9/10/2021 Reinders	shaft, pin, clevis	111.9	Golf
40	1897323	9/10/2021 Reinders	Bedknife edgemas	788.8	Golf
41	189561	9/10/2021 Reinders	belt, bearing, spacer	282.63	Golf
42	3151	9/10/2021 Best Kept Portables	Toilets, Aug.	365	Golf
43	400353	9/10/2021 The Hardware Store	Hook, hardware	1.99	Golf
44	39979	9/20/2021 The Hardware Store	Flexible Coupling	4.99	Golf
45	20715	9/20/2021 St. Joseph Equipment	Skid Steer repair	204.95	Golf
46	1899397	9/20/2021 Reinders	damper, cleveis, end rod	165.54	Golf
47	17365	9/10/2021 Premier Coop	propane	224.4	Golf
48	25114289	9/20/2021 Auto Value	Oil	152.91	Golf
49		9/15/2021 Sleeping Giant Studios	River Run Website	450	Golf
50	90521	9/20/2021 Spectrum	Internet/Phone Shop	64.99	Golf
51	3821279	9/9/2021 Dalco	hand soap	49.5	Golf
52	3824557	9/9/2021 dalco	toilet paper, paper towel	122.58	Golf
53	39426	9/20/2021 Ron Hammes	deep fryer	1221.95	Golf
54	1368454	9/10/2021 Mississippi Welder	CO2 tank	75	Golf
55	3589495	9/10/2021 Mississippi Welder	CO2	124.2	Golf
56	358442	9/10/2021 Mississippi Welder	co2	187.8	Golf
57					
58					
59					
60				14660.61	
61					

1. Considerable discussion has taken place regarding improving the cart paths. Mathy Construction Co. was contacted to see what options were available. Mathy gave us an initial proposal to grind up the existing paths, compact them and resurface them. The estimated cost was \$30-40K, which we all felt was very doable. Unfortunately, Mathy determined that they would not be able to do this. We have now contacted companies that specialize in golf path paving to get an estimate of what this project would cost. Some preliminary estimates are approximately \$250K. This cost obviously has shifted to more of a long term plan due to the cost. We will continue to explore additional options.

2. We toured the golf course per the request of Bret and Ed to make suggestions regarding improvements to several tee boxes, eliminating some cart paths and removal of some trees and bushes. We prioritized the tee boxes that needed the most work, mapped out the possible elimination of some cart paths and suggested some trees/bushes to be removed.

3. We have discussed the possibility of creating some additional forward tees to make the course more playable and fun. This would result in a total yardage of approximately 5,000 yards. This could be done without having to build tee boxes.

4. We have discussed what has been done regarding marketing the golf course. A review of what we have been doing vs. what we may need to do needs to be analyzed. We will be reviewing this in more detail in the next few weeks. We will also look at the effect of discounted green fees in relation to maximizing income.

We feel our discussions have been very beneficial and productive. We look forward to working with Brad, Bret and Ed to help make our golf course the best we can be.

2021 Totals		Current Price Total		5% increase	Total	10% increase	Total
Weekday 9	167	\$ 16.00	\$ 2,672.00	\$ 16.80	\$ 2,805.60	\$ 17.60	\$ 2,939.20
Weekday 18	246	\$ 26.00	\$ 6,396.00	\$ 27.30	\$ 6,715.80	\$ 28.60	\$ 7,035.60
Weekend 9	125	\$ 18.00	\$ 2,250.00	\$ 18.90	\$ 2,362.50	\$ 19.80	\$ 2,475.00
Weekend 18	234	\$ 29.00	\$ 6,786.00	\$ 30.45	\$ 7,125.30	\$ 31.90	\$ 7,464.60
Sen/Mil/Twilight 9	2328	\$ 15.00	\$ 34,920.00	\$ 15.75	\$ 36,666.00	\$ 16.50	\$ 38,412.00
Sen/Mil/Twilight 18	1347	\$ 23.00	\$ 30,981.00	\$ 24.15	\$ 32,530.05	\$ 25.30	\$ 34,079.10
Spring/Fall 9 w/cart	626	\$ 20.00	\$ 12,520.00	\$ 21.00	\$ 13,146.00	\$ 22.00	\$ 13,772.00
Spring/Fall 18 w/cart	970	\$ 30.00	\$ 29,100.00	\$ 31.50	\$ 30,555.00	\$ 33.00	\$ 32,010.00
Reciprocal	933	\$ 20.00	\$ 18,660.00	\$ 21.00	\$ 19,593.00	\$ 22.00	\$ 20,526.00
Family	33	\$ 1,150.00	\$ 37,950.00	\$ 1,207.50	\$ 39,847.50	\$ 1,265.00	\$ 41,745.00
Single Adult	156	\$ 775.00	\$ 120,900.00	\$ 813.75	\$ 126,945.00	\$ 852.50	\$ 132,990.00
Limited Play	19	\$ 640.00	\$ 12,160.00	\$ 672.00	\$ 12,768.00	\$ 704.00	\$ 13,376.00
Young Professional	30	\$ 490.00	\$ 14,700.00	\$ 514.50	\$ 15,435.00	\$ 539.00	\$ 16,170.00
College	14	\$ 315.00	\$ 4,410.00	\$ 330.75	\$ 4,630.50	\$ 346.50	\$ 4,851.00
Student	15	\$ 180.00	\$ 2,700.00	\$ 189.00	\$ 2,835.00	\$ 198.00	\$ 2,970.00
Junior	8	\$ 99.00	\$ 792.00	\$ 103.95	\$ 831.60	\$ 108.90	\$ 871.20
Cart Shed/Trail Gas	111	\$ 360.00	\$ 39,960.00	\$ 378.00	\$ 41,958.00	\$ 396.00	\$ 43,956.00
Cart Shed/Trail Elect	21	\$ 390.00	\$ 8,190.00	\$ 409.50	\$ 8,599.50	\$ 429.00	\$ 9,009.00
Trail Fee	144	\$ 215.00	\$ 30,960.00	\$ 225.75	\$ 32,508.00	\$ 236.50	\$ 34,056.00
Lockers	22	\$ 48.00	\$ 1,056.00	\$ 50.40	\$ 1,108.80	\$ 52.80	\$ 1,161.60
Total		\$ 418,063.00		Total	\$ 438,966.15	Total	\$ 459,869.30
Range Balls- Small	702	\$ 3.00	\$ 2,106.00	\$ 4.00	\$ 2,808.00	\$ 5.00	\$ 3,510.00
Range Balls - Medium	733	\$ 4.00	\$ 2,932.00	\$ 5.00	\$ 3,665.00	\$ 6.00	\$ 4,398.00
Range Balls - Large	1894	\$ 5.00	\$ 9,470.00	\$ 6.00	\$ 11,364.00	\$ 7.00	\$ 13,258.00
		\$ 14,508.00		\$ 17,837.00		\$ 21,166.00	

	Year by Year Comparison		March 1-Sept 27*		
Memberships	2020	2021			
<i>Family</i>	33	33			
<i>Single Adult</i>	140	156			
<i>Limited Play</i>	23	19			
<i>Young Pro</i>	11	30			
<i>College</i>	12	14			
<i>Student</i>	18	15			
<i>Junior</i>	8	8			
Green Fees				Coupons & Specials	
<i>Weekday 9 (\$16)</i>	130	167		<i>Group Golfer</i>	662 approx 475-500 used
<i>Weekday 18 (\$26)</i>	204	246		<i>Pay 9 Play 18 (GF Only)</i>	415 used approx *
<i>Weekend 9 (\$18)</i>	186	125			
<i>Weekend 18 (\$29)</i>	318	234			
<i>Sen/Mil/Twi 9 (\$15)</i>	2,306	2,328			
<i>Sen/Mil/Twi 18 (\$23)</i>	1,627	1,347			
<i>Spring-Fall 9w/cart (\$20)</i>	287	626			
<i>Sparta-Fall 18w/cart (\$30)</i>	696	970			
<i>Reciprocal (\$20)</i>	699	933			
Cart Fees					
<i>Cart 9</i>	1,850	2,130			
<i>Cart 18</i>	3,355	3,315			
Range Balls					
<i>Small</i>	503	702			
<i>Medium</i>	522	733			
<i>Large</i>	1,351	1,894			
<i>Range Pass</i>	10	15			

Summary of Specials/Coupons

Group Golfer

With Group Golfer, this is something we have done for a while now, dating back to when we began it with Ryan. But this year took on a new level with the Group Golfer. We sold 662 rounds in a 48 hour window, compared to 328 in 2020. It is a discounted rate and we usually shoot to do this during the winter months. This is something I have not signed up for yet for the upcoming year, and is something that may need to be discussed more. If we were to do it, I know we would be increasing the price from what it was last year.

Pay 9 Play 18

This coupon is one that we ran through River Valley Media Group who advertised this in the LaCrosse Tribune, Coulee Courier, and I believe the Foxy Shopper. This is a coupon that we ran through the summer months, so for a 3 month period. It only covers the green fees so they are still paying for the full price 18 hole cart fee. I see this as a good way to get people that may live in La Crosse or near La Crosse, to drive that little extra instead of going to Fox Hollow, Forest Hills, or other courses in that area. It is a huge attraction for the Senior players. It gets them in on weekday mornings and an easy way to fill the tee sheet on those weekday mornings. It is something that we used to do a while back, but went away from it.

Possible Changes to Fees & Specials

As for fees and possible changes that could be made, I believe not many changes need to be made. We saw an increase in memberships this year and again an increase in play in general this year. Memberships were down last year, but that may have had a big deal to do with the pandemic. The only change I see that could be made, would be the price of range buckets. We are at \$3, \$4, & \$5 for each of our buckets, but the large is a big increase in the number of balls compared to the small and medium. I can see us keeping the small at \$3, the medium at \$4, but the large basket could be increased to \$6, possibly even \$7 if you were to increase the medium to \$5. I believe this is something we would get away with without much pushback due to the limited places that now offer a range. Also, compared to other driving range prices, we are the lowest of them all.

There may be a better way to go about the coupon, with possibly running a coupon where you must rent the cart at a certain price, so that way we avoid the walkers and possible local players that may ride with the members and in their carts from using it. An example would be to offer 18 w/cart for \$33 for seniors or military or \$36 for anyone else. Again, I see this as one of the best ways to get people, especially the older demographic from the La Crosse area to drive past Fox and Forest to come visit us in Sparta.

GolfNow Software

With GolfNow, we have used it for our booking agent and tee sheet software for a long time. For the "Hot Deals" that are offered for 2 tee times a day, and they are all through GolfNow and how we "pay" for our tee sheet software and booking agent. There are ways to book tee times that wouldn't be hot deals, and that money comes to us, but from my experience with this software and the tee sheet over the years, it is few and far between when people are not booking the "Hot Deals." Each year it seems like there are more and more companies offering different tee sheet softwares so this may be something we would look into and seeing what else is out there over the offseason.

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Sunday, March 1, 2020

To: Sunday, September 27, 2020

Item #	Description	Qty	Sales	Cost	Margin %
Department: River Run Sparta					
Sub-Department: Golf Course Revenue					
Item Category: Green Fees					
1419	Midwest Golf Classic Tour	110	\$3,137.88	\$0.00	100.00
1585	Great River Trail Pass	556	\$0.00	\$0.00	0.00
1634	Super Fall Special	77	\$0.00	\$0.00	0.00
1824	Tournament Fee	3	\$1,642.68	\$0.00	100.00
1878	Golf Now	1	\$0.00	\$0.00	0.00
2316	20 Play 18 Hole Round	1	\$492.90	\$0.00	100.00
2319	Deca Card	78	\$2,588.04	\$0.00	100.00
Item Type: River Run Sparta					
1278	Reciprocal Dues	699	\$0.00	\$0.00	0.00
2121	Spring - Fall Special	696	\$19,794.24	\$0.00	100.00
2258	Spring- Fall 9 W/cart	287	\$5,441.52	\$0.00	100.00
2269	Spring - Fall 9	528	\$6,003.36	\$0.00	100.00
2270	Spring - Fall 18	558	\$10,049.58	\$0.00	100.00
2274	Trga Fee	51	\$966.96	\$0.00	100.00
River Run Sparta Total:		2,819	\$42,255.66	\$0.00	100.00
Item Sub-Category: Member Rounds					
1057	Member 9	3	\$0.00	\$0.00	0.00
1058	Member 18	386	\$0.00	\$0.00	0.00
Item Type: River Run Sparta					
1723	Junior 6-10	63	\$298.62	\$0.00	100.00
River Run Sparta Total:		63	\$298.62	\$0.00	100.00
Member Rounds Total:		452	\$298.62	\$0.00	100.00
Item Sub-Category: Packaged Items					
1037	Cart Shed Annual - Gas	109	\$39,240.00	\$0.00	100.00
1038	Cart Shed Annual - Electric	22	\$8,305.00	\$0.00	100.00
Packaged Items Total:		131	\$47,545.00	\$0.00	100.00
Item Sub-Category: Weekday Rounds					
1050	Weekday 9	130	\$1,972.10	\$0.00	100.00
1051	Weekday 18	204	\$5,026.56	\$0.00	100.00
Weekday Rounds Total:		334	\$6,998.66	\$0.00	100.00
Item Sub-Category: Weekend Rounds					
1052	Weekend 18	318	\$8,741.82	\$0.00	100.00
1053	Weekend 9	186	\$3,173.16	\$0.00	100.00
Weekend Rounds Total:		504	\$11,914.98	\$0.00	100.00
Item Sub-Category: Twilight Rounds					
1044	Twl-Mil-Sen 9	2,306	\$32,791.32	\$0.00	100.00
1045	Twl-Mil-Sen 18	1,627	\$34,519.96	\$0.00	100.00
Twilight Rounds Total:		3,933	\$67,311.28	\$0.00	100.00
Item Sub-Category: Group Rounds					
1048	Group 18	1	\$9.87	\$0.00	100.00
1049	Group 9	2	\$22.74	\$0.00	100.00
Item Type: River Run Sparta					
2054	Group Golfer	328	\$4,428.00	\$0.00	100.00
River Run Sparta Total:		328	\$4,428.00	\$0.00	100.00
Group Rounds Total:		331	\$4,460.61	\$0.00	100.00
Green Fees Total:		9,330	\$188,646.31	\$0.00	100.00
Item Category: Cart Revenue					
Item Sub-Category: Cart Fees					
1285	Pull Cart	22	\$66.00	\$0.00	100.00
1581	Daily Trail Fee	2	\$20.00	\$0.00	100.00
Cart Fees Total:		24	\$86.00	\$0.00	100.00
Cart Revenue Total:		24	\$86.00	\$0.00	100.00
Item Category: Driving Range Rev.					
Item Type: River Run Sparta					
1230	Range Pass 2019	10	\$1,374.40	\$0.00	100.00
River Run Sparta Total:		10	\$1,374.40	\$0.00	100.00
Item Sub-Category: Driving Range					
1059	Range - Small Basket	503	\$1,428.52	\$0.00	100.00
1060	Range - Medium Basket	522	\$1,978.38	\$0.00	100.00
1061	Range - Large Basket	1,351	\$6,403.74	\$0.00	100.00
Driving Range Total:		2,376	\$9,810.64	\$0.00	100.00
Driving Range Rev. Total:		2,386	\$11,185.04	\$0.00	100.00
Item Category: Rental-Service-Other					

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Sunday, March 1, 2020

To: Sunday, September 27, 2020

Item #	Description	Qty	Sales	Cost	Margin %
Item Sub-Category: Rentals					
1062	Rental Clubs	87	\$824.76	\$0.00	100.00
Rentals Total:		87	\$824.76	\$0.00	100.00
Rental-Service-Other Total:		87	\$824.76	\$0.00	100.00
Item Category: Accounting					
Item Type: River Run Sparta					
1167	Miscellaneous	4	\$686.52	\$0.00	100.00
River Run Sparta Total:		4	\$686.52	\$0.00	100.00
Item Sub-Category: Association Fees					
1040	Men's Association Fees	138	\$4,140.00	\$0.00	100.00
1041	Women's Association Fees	30	\$900.00	\$0.00	100.00
Association Fees Total:		168	\$5,040.00	\$0.00	100.00
Item Sub-Category: Cart Fees					
Item Type: River Run Sparta					
1018	Cart - 18 Holes Nm	3,009	\$48,222.59	\$0.00	100.00
1043	Cart - 9 Holes Nm	1,616	\$15,319.68	\$0.00	100.00
2266	Cart - 9 Holes Member	234	\$1,996.02	\$0.00	100.00
2267	Cart - 18 Holes Member	346	\$4,920.12	\$0.00	100.00
River Run Sparta Total:		5,205	\$70,458.41	\$0.00	100.00
Cart Fees Total:		5,205	\$70,458.41	\$0.00	100.00
Accounting Total:		5,377	\$76,184.93	\$0.00	100.00
Golf Course Revenue Total:		17,204	\$276,927.04	\$0.00	100.00
Sub-Department: Merchandise					
Item Category: Golf Merchandise					
Item Sub-Category: Accessories					
1747	Champs 2 3/4 30ct Fly Tees	1	\$6.99	\$3.27	53.22
Item Type: River Run Sparta					
1647	Tees	29	\$20.59	\$8.12	60.56
River Run Sparta Total:		29	\$20.59	\$8.12	60.56
Accessories Total:		30	\$27.58	\$11.39	58.70
Item Sub-Category: Balls					
Item Type: River Run Sparta					
1013	Titleist Pro V1 (Sleeve)	7	\$88.33	\$66.92	24.24
1015	Titleist Pro V1x (Sleeve)	8	\$101.32	\$76.48	24.52
1147	Logo Balls - River Run	42	\$80.80	\$34.02	57.90
1304	Titleist Pro V1 Dz	1	\$41.64	\$0.00	100.00
1443	Pinnacle Rush - Sleeve	10	\$48.90	\$26.60	45.60
1571	Pinnacle Rush Yellow - Sleeve	1	\$4.99	\$3.00	39.88
River Run Sparta Total:		69	\$365.98	\$207.02	43.43
Balls Total:		69	\$365.98	\$207.02	43.43
Item Sub-Category: Cart Fees					
1772	Ride-Along Fee	78	\$390.00	\$0.00	100.00
Cart Fees Total:		78	\$390.00	\$0.00	100.00
Item Sub-Category: Gloves					
1794	Tour Edge Gloves	10	\$146.90	\$80.00	45.54
1835	Bridgestone Winter Weather Gloves	1	\$15.99	\$10.86	32.08
1839	Footjoy Wintersof Gloves	1	\$16.99	\$12.38	27.13
Item Type: River Run Sparta					
1491	Weathersof Women's M (left)	1	\$12.99	\$6.72	48.27
1544	Stacooler Women's M (left)	2	\$19.56	\$11.52	41.10
1591	Titleist Ps Cabretta Leather - Men's Ml	1	\$15.99	\$9.24	42.21
1599	Titleist Ps Cabretta Leather - Women's L	1	\$15.99	\$9.24	42.21
1619	Footjoy Raingrip Gloves	1	\$17.99	\$12.89	28.35
River Run Sparta Total:		6	\$82.52	\$49.61	39.88
Gloves Total:		18	\$262.40	\$152.85	41.75
Item Sub-Category: Headwear					
1800	Titleist River Run Logo Hats	14	\$251.03	\$211.26	15.84
1809	Titleist Fitted Logo Hats	3	\$68.72	\$47.37	31.07
Headwear Total:		17	\$319.75	\$258.63	19.11
Item Sub-Category: Ladies Apparel					
1894	Lady Phoenix Polo	2	\$69.98	\$31.50	54.99
Item Type: River Run Sparta					
1549	Ladies Full Zip	1	\$59.99	\$29.66	50.56
1751	Ladies Skorts	1	\$49.99	\$25.25	49.49
1753	Ladies Sleeveless	1	\$36.99	\$22.75	38.50

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Sunday, March 1, 2020

To: Sunday, September 27, 2020

Item #	Description	Qty	Sales	Cost	Margin %	
		River Run Sparta Total:	3	\$146.97	\$77.66	47.16
		Ladies Apparel Total:	5	\$216.95	\$109.16	49.68
Item Sub-Category: Mens Apparel						
1804	Men's Escape Polo	3	\$129.97	\$77.25	40.56	
1832	Drifit T-Shirt	5	\$67.98	\$61.65	9.31	
1840	Gn Men's Outerwear Full Zip	1	\$30.00	\$30.67	-2.23	
1842	Gn Men's Polo K429	1	\$33.74	\$25.22	25.25	
1887	Men's Shadow Polo	7	\$231.93	\$112.49	51.50	
		Mens Apparel Total:	17	\$493.62	\$307.28	37.75
		Golf Merchandise Total:	234	\$2,076.28	\$1,046.33	49.61
Item Category: Accounting						
Item Type: River Run Sparta						
1156	Gas	213	\$1,239.88	\$0.00	100.00	
		River Run Sparta Total:	213	\$1,239.88	\$0.00	100.00
		Accounting Total:	213	\$1,239.88	\$0.00	100.00
		Merchandise Total:	447	\$3,316.16	\$1,046.33	68.45
Sub-Department: Membership						
Item Category: Green Fees						
Item Sub-Category: Accessories						
1001	WD - 18 Hole Green Fee	1	\$0.00	\$0.00	0.00	
		Accessories Total:	1	\$0.00	\$0.00	0.00
		Green Fees Total:	1	\$0.00	\$0.00	0.00
Item Category: Accounting						
1694	Dues - Young Professional	11	\$5,115.00	\$0.00	100.00	
Item Sub-Category: Donations						
1042	Flower Bed Fund	55	\$428.01	\$0.00	100.00	
		Donations Total:	55	\$428.01	\$0.00	100.00
Item Sub-Category: 2011 Dues						
1020	Dues - Single Adult	140	\$105,000.00	\$0.00	100.00	
1024	Dues - Family	33	\$37,125.00	\$0.00	100.00	
1026	Dues - Limited Play	23	\$14,145.00	\$0.00	100.00	
1028	Dues - Student	18	\$2,790.00	\$0.00	100.00	
1030	Dues - College Student	12	\$3,480.00	\$0.00	100.00	
1032	Dues - Junior	8	\$617.00	\$0.00	100.00	
		2011 Dues Total:	234	\$163,157.00	\$0.00	100.00
		Accounting Total:	300	\$168,700.01	\$0.00	100.00
		Membership Total:	301	\$168,700.01	\$0.00	100.00
Sub-Department: Unearned Revenue						
Item Sub-Category: Gift Certificates						
1008	Gift Certificate - Issued	34	\$1,760.50	\$0.00	100.00	
1009	Gift Certificate - Redeemed	27	(\$1,407.59)	\$0.00	0.00	
		Gift Certificates Total:	61	\$352.91	\$0.00	100.00
Item Category: Green Fees						
Item Sub-Category: Services						
1036	Trail User's Fee	143	\$30,745.00	\$0.00	100.00	
		Services Total:	143	\$30,745.00	\$0.00	100.00
		Green Fees Total:	143	\$30,745.00	\$0.00	100.00
Item Category: Accounting						
Item Sub-Category: Rentals						
1039	Locker Rental	18	\$864.00	\$0.00	100.00	
		Rentals Total:	18	\$864.00	\$0.00	100.00
		Accounting Total:	18	\$864.00	\$0.00	100.00
		Unearned Revenue Total:	222	\$31,961.91	\$0.00	100.00
		River Run Sparta Total:	18,174	\$480,905.12	\$1,046.33	99.78

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Monday, March 1, 2021

To: Monday, September 27, 2021

Item #	Description	Qty	Sales	Cost	Margin %
Department: River Run Sparta					
Sub-Department: Golf Course Revenue					
Item Category: Green Fees					
1419	Midwest Golf Classic Tour	168	\$4,777.92	\$0.00	100.00
1585	Great River Trail Pass	345	\$0.00	\$0.00	0.00
1634	Super Fall Special	19	\$0.00	\$0.00	0.00
1824	Tournament Fee	5	\$2,928.93	\$0.00	100.00
1880	Deca Card/shs Football Card	16	\$0.00	\$0.00	0.00
2319	Deca Card	2	\$66.36	\$0.00	100.00
Item Type: River Run Sparta					
1278	Reciprocal Dues	933	\$0.00	\$0.00	0.00
2121	Spring - Fall Special	970	\$27,586.80	\$0.00	100.00
2258	Spring- Fall 9 W/cart	626	\$11,868.96	\$0.00	100.00
2269	Spring - Fall 9	322	\$3,661.14	\$0.00	100.00
2270	Spring - Fall 18	663	\$11,940.63	\$0.00	100.00
River Run Sparta Total:		3,514	\$55,057.53	\$0.00	100.00
Item Sub-Category: Member Rounds					
1058	Member 18	988	\$0.00	\$0.00	0.00
Item Type: River Run Sparta					
1723	Junior 6-10	64	\$303.36	\$0.00	100.00
River Run Sparta Total:		64	\$303.36	\$0.00	100.00
Member Rounds Total:		1,052	\$303.36	\$0.00	100.00
Item Sub-Category: Packaged Items					
1037	Cart Shed Annual - Gas	111	\$40,210.00	\$0.00	100.00
1038	Cart Shed Annual - Electric	21	\$8,265.00	\$0.00	100.00
Packaged Items Total:		132	\$48,475.00	\$0.00	100.00
Item Sub-Category: Weekday Rounds					
1050	Weekday 9	167	\$2,533.39	\$0.00	100.00
1051	Weekday 18	246	\$6,061.44	\$0.00	100.00
Weekday Rounds Total:		413	\$8,594.83	\$0.00	100.00
Item Sub-Category: Weekend Rounds					
1052	Weekend 18	234	\$6,432.66	\$0.00	100.00
1053	Weekend 9	125	\$2,132.50	\$0.00	100.00
Weekend Rounds Total:		359	\$8,565.16	\$0.00	100.00
Item Sub-Category: Twilight Rounds					
1044	Twi-Mil-Sen 9	2,328	\$33,104.16	\$0.00	100.00
1045	Twi-Mil-Sen 18	1,347	\$29,130.52	\$0.00	100.00
Twilight Rounds Total:		3,675	\$62,234.68	\$0.00	100.00
Item Sub-Category: Group Rounds					
Item Type: River Run Sparta					
2054	Group Golfer	662	\$10,426.50	\$0.00	100.00
River Run Sparta Total:		662	\$10,426.50	\$0.00	100.00
Group Rounds Total:		662	\$10,426.50	\$0.00	100.00
Green Fees Total:		10,362	\$201,430.27	\$0.00	100.00
Item Category: Cart Revenue					
Item Sub-Category: Cart Fees					
1285	Pull Cart	19	\$57.00	\$0.00	100.00
Cart Fees Total:		19	\$57.00	\$0.00	100.00
Cart Revenue Total:		19	\$57.00	\$0.00	100.00
Item Category: Driving Range Rev.					
Item Type: River Run Sparta					
1230	Range Pass 2019	15	\$2,061.60	\$0.00	100.00
River Run Sparta Total:		15	\$2,061.60	\$0.00	100.00
Item Sub-Category: Driving Range					
1059	Range - Small Basket	702	\$1,993.68	\$0.00	100.00
1060	Range - Medium Basket	733	\$2,778.07	\$0.00	100.00
1061	Range - Large Basket	1,894	\$8,977.56	\$0.00	100.00
Driving Range Total:		3,329	\$13,749.31	\$0.00	100.00
Driving Range Rev. Total:		3,344	\$15,810.91	\$0.00	100.00
Item Category: Golf Merchandise					
Item Sub-Category: Balls					
Item Type: River Run Sparta					
2334	3 For \$6 Titleist	7	\$39.83	\$35.00	12.13
2337	6 For \$10 Titleist	21	\$199.08	\$189.00	5.06
River Run Sparta Total:		28	\$238.91	\$224.00	6.24

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Monday, March 1, 2021

To: Monday, September 27, 2021

Item #	Description	Qty	Sales	Cost	Margin %	
		Balls Total:	28	\$238.91	\$224.00	6.24
Item Sub-Category: Lessons						
2076	Junior Lesson 2019	2	\$60.00	\$0.00	100.00	
		Lessons Total:	2	\$60.00	\$0.00	100.00
		Golf Merchandise Total:	30	\$298.91	\$224.00	25.06
Item Category: Rental-Service-Other						
Item Sub-Category: Rentals						
1062	Rental Clubs	143	\$1,355.64	\$0.00	100.00	
		Rentals Total:	143	\$1,355.64	\$0.00	100.00
		Rental-Service-Other Total:	143	\$1,355.64	\$0.00	100.00
Item Category: Accounting						
Item Sub-Category: Association Fees						
1040	Men's Association Fees	151	\$4,530.00	\$0.00	100.00	
1041	Women's Association Fees	28	\$840.00	\$0.00	100.00	
		Association Fees Total:	179	\$5,370.00	\$0.00	100.00
Item Sub-Category: Cart Fees						
Item Type: River Run Sparta						
1018	Cart - 18 Holes Nm	2,914	\$47,768.84	\$0.00	100.00	
1043	Cart - 9 Holes Nm	1,860	\$17,632.80	\$0.00	100.00	
2266	Cart - 9 Holes Member	270	\$2,303.10	\$0.00	100.00	
2267	Cart - 18 Holes Member	401	\$5,702.22	\$0.00	100.00	
		River Run Sparta Total:	5,445	\$73,406.96	\$0.00	100.00
		Cart Fees Total:	5,445	\$73,406.96	\$0.00	100.00
		Accounting Total:	5,624	\$78,776.96	\$0.00	100.00
		Golf Course Revenue Total:	19,522	\$297,729.69	\$224.00	99.92
Sub-Department: Merchandise						
Item Category: Golf Merchandise						
2340	Bucket Ball \$3	1	\$2.84	\$0.00	100.00	
2341	Bucket Balls \$7	32	\$212.48	\$0.00	100.00	
2342	Bucket Balls \$10.50	25	\$248.75	\$0.00	100.00	
Item Sub-Category: Balls						
Item Type: River Run Sparta						
1147	Logo Balls - River Run	48	\$91.20	\$38.88	57.37	
		River Run Sparta Total:	48	\$91.20	\$38.88	57.37
		Balls Total:	48	\$91.20	\$38.88	57.37
Item Sub-Category: Cart Fees						
1772	Ride-Along Fee	91	\$455.00	\$0.00	100.00	
		Cart Fees Total:	91	\$455.00	\$0.00	100.00
Item Sub-Category: Gloves						
1715	Titleist Ps Cabretta Leather - Men's Right M	1	\$15.99	\$9.24	42.21	
1794	Tour Edge Gloves	4	\$56.21	\$32.00	43.07	
1819	Weathersof Womens MI (right)	1	\$11.69	\$6.72	42.51	
		Gloves Total:	6	\$83.89	\$47.96	42.83
Item Sub-Category: Headwear						
1800	Titleist River Run Logo Hats	16	\$323.00	\$241.44	25.25	
1809	Titleist Fitted Logo Hats	3	\$69.97	\$47.37	32.30	
		Headwear Total:	19	\$392.97	\$288.81	26.51
Item Sub-Category: Ladies Apparel						
1845	Gn Ladies Polo K447	1	\$31.99	\$18.69	41.58	
1894	Lady Phoenix Polo	2	\$61.98	\$31.50	49.18	
Item Type: River Run Sparta						
1549	Ladies Full Zip	1	\$44.99	\$29.66	34.07	
1551	Ladies Shadow Polo	1	\$31.99	\$16.07	49.77	
1751	Ladies Skorts	2	\$99.98	\$50.50	49.49	
1752	Ladies Polo	1	\$39.99	\$22.75	43.11	
1753	Ladies Sleeveless	1	\$31.44	\$22.75	27.64	
		River Run Sparta Total:	6	\$248.39	\$141.73	42.94
		Ladies Apparel Total:	9	\$342.36	\$191.92	43.94
Item Sub-Category: Mens Apparel						
1803	Men's Phoenix Polo	1	\$39.99	\$15.75	60.62	
1805	Men's Echo Polo	1	\$39.99	\$18.75	53.11	
1840	Gn Men's Outerwear Full Zip	2	\$74.98	\$61.34	18.19	
1841	Gn Men's 1/4 Zip	1	\$41.99	\$28.87	31.25	
1842	Gn Men's Polo K429	1	\$40.49	\$25.22	37.71	
1844	Gn Men's Polo K428	3	\$123.72	\$71.28	42.39	

River Run Sparta

Sales Detail By Department: River Run Sparta

From: Monday, March 1, 2021

To: Monday, September 27, 2021

Item #	Description	Qty	Sales	Cost	Margin %	
		Mens Apparel Total:	9	\$361.16	\$221.21	38.75
		Golf Merchandise Total:	240	\$2,190.65	\$788.78	63.99
Item Category: Accounting						
Item Type: River Run Sparta						
1156	Gas	212	\$1,832.50	\$0.00	100.00	
		River Run Sparta Total:	212	\$1,832.50	\$0.00	100.00
		Accounting Total:	212	\$1,832.50	\$0.00	100.00
		Merchandise Total:	452	\$4,023.15	\$788.78	80.39
Sub-Department: Membership						
Item Category: Accounting						
1694	Dues - Young Professional	30	\$14,175.00	\$0.00	100.00	
Item Sub-Category: Donations						
1042	Flower Bed Fund	61	\$527.00	\$0.00	100.00	
		Donations Total:	61	\$527.00	\$0.00	100.00
Item Sub-Category: 2011 Dues						
1020	Dues - Single Adult	156	\$117,400.00	\$0.00	100.00	
1024	Dues - Family	33	\$37,200.00	\$0.00	100.00	
1026	Dues - Limited Play	19	\$11,685.00	\$0.00	100.00	
1028	Dues - Student	15	\$2,450.00	\$0.00	100.00	
1030	Dues - College Student	14	\$4,310.00	\$0.00	100.00	
1032	Dues - Junior	8	\$692.00	\$0.00	100.00	
		2011 Dues Total:	245	\$173,737.00	\$0.00	100.00
		Accounting Total:	336	\$188,439.00	\$0.00	100.00
		Membership Total:	336	\$188,439.00	\$0.00	100.00
Sub-Department: Unearned Revenue						
Item Sub-Category: Gift Certificates						
1008	Gift Certificate - Issued	20	\$959.00	\$0.00	100.00	
1009	Gift Certificate - Redeemed	6	(\$625.01)	\$0.00	0.00	
		Gift Certificates Total:	26	\$333.99	\$0.00	100.00
Item Category: Green Fees						
Item Sub-Category: Services						
1036	Trail User's Fee	144	\$30,960.00	\$0.00	100.00	
		Services Total:	144	\$30,960.00	\$0.00	100.00
		Green Fees Total:	144	\$30,960.00	\$0.00	100.00
Item Category: Golf Merchandise						
Item Sub-Category: Cart Fees						
Item Type: River Run Sparta						
2118	Tournament Cart Fee	47	\$470.00	\$0.00	100.00	
		River Run Sparta Total:	47	\$470.00	\$0.00	100.00
		Cart Fees Total:	47	\$470.00	\$0.00	100.00
		Golf Merchandise Total:	47	\$470.00	\$0.00	100.00
Item Category: Accounting						
Item Sub-Category: Rentals						
1039	Locker Rental	22	\$1,056.00	\$0.00	100.00	
		Rentals Total:	22	\$1,056.00	\$0.00	100.00
		Accounting Total:	22	\$1,056.00	\$0.00	100.00
		Unearned Revenue Total:	239	\$32,819.99	\$0.00	100.00
		River Run Sparta Total:	20,549	\$523,011.83	\$1,012.78	99.81

julie hanson

From: Brad Gilbertson
Sent: Wednesday, September 29, 2021 2:47 PM
To: julie hanson
Subject: FW: Pine thinning
Attachments: image001.png

Julie – below is the only response I have had back from the companies regarding Timber Sale on the course.



Brad Gilbertson C.T.R.S., A.F.O., C.P.S.I.
Parks and Recreation Director
City of Sparta
608-269-6322
parkdir@spartawisconsin.org

1

From: Virgil Miller [mailto:skidderdriver548@gmail.com]
Sent: Wednesday, September 29, 2021 2:45 PM
To: Brad Gilbertson <parkdir@spartawisconsin.org>
Subject: Re: Pine thinning

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Yes, I will definitely do my best to complete the job this winter 21-22.
Thx Virgil

On Wed, Sep 29, 2021, 2:43 PM Brad Gilbertson <parkdir@spartawisconsin.org> wrote:

Virgil – thanks for the info, we will be discussing this at our upcoming board meeting. If you were to get the job would you be able to complete the work during the winter of 2021-22?

2



Brad Gilbertson C.T.R.S., A.F.O., C.P.S.I.

Parks and Recreation Director

City of Sparta

608-269-6322

parkdir@spartawisconsin.org

From: Virgil Miller [mailto:skidderdriver548@gmail.com]

Sent: Sunday, September 26, 2021 5:16 PM

3

To: Brad Gilbertson <parkdir@spartawisconsin.org>

Subject: Pine thinning

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Brad.

My bid is

40 \$per cord bolts

10 per cord pulp.

Mill scale tickets on every ld.

4

Wood Dawgs logging

5940 acorn Ave Sparta wi

608 343-0577.

Thx Virgil

Golf Course Concessionaire Agreement

This agreement is made and entered into this ___ day of _____, 2021, between the City of Sparta, a Wisconsin Municipal Corporation, hereinafter “City”, and _____ hereinafter “Concessionaire” Said agreement is to take effect March 1, 2022 and run through the last day of February, 2024.

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 area, Concessionaire shall pay to the City the sum of \$24,000.00 over the life of the two year contract. Monthly payments of \$1,000.00 will be made for the life of the contract. The first payment is due March 1, 2022. 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. A 10% fee will be added to any late payment.
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 85% of the utilities including water/sewer, electric, and gas. The City will be responsible for 15% of said utilities.

6. Term: The initial term of this agreement shall be in effect for 2 years from March 1, 2022 to the last day of February, 2024. In the event the Concessionaire breaches this contract by failing to substantially perform any of the covenants and agreements herein contained, or willfully or maliciously does injury to the premises, or files a petition in bankruptcy, or has an involuntary petition in bankruptcy filed against him/her, or makes an assignment for the benefit of creditors, or commits such acts or omissions which result in revocation of either a retail liquor or fermented malt beverage license, the 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. Between November 16 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 and 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 including but not limited to sweeping floors and keeping areas free of garbage and debris. The bar, dining room, tables, floors, chairs, restrooms and all other equipment shall be cleaned each night upon closing or 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 cleaning the grease traps at least once per year. Concessionaire will be responsible for the semi-annual professional cleaning of the exhaust hood, duct, filters and fan and will provide proof to the City that such cleaning has been performed. 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 have the right without giving notice to view and inspect the entire facility, 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.

If at any time during the course of this agreement, the City determines that the facilities have not been cleaned in a satisfactory manner in compliance with this contract, the City may hire a cleaning service to clean the facilities and Concessionaire will be responsible for timely payment of the cleaning services.

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 probable effects 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 provides the following equipment in "as is" condition 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. 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. AF 35/50 American Range 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

It will be the Concessionaire's responsibility to repair and maintain and replace the equipment and supplies listed above. If the Concessionaire must purchase new equipment, the new equipment belongs to the Concessionaire unless the City agrees to purchase the new equipment from the Concessionaire. 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 be responsible for all building mechanicals including HVAC, electrical, and plumbing. 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 _____, 2021.

IN THE PRESENCE OF:

CITY OF SPARTA

Witness

By: _____ (SEAL)
Kristen Gust, Mayor

By: _____ (SEAL)
Julie Hanson, City Clerk

CONCENSSIONAIRE

Witness

By: _____ (SEAL)
, Concessionaire

Witness

By: _____ (SEAL)
, Concessionaire