

**CITY OF SPARTA**  
**PARK BOARD AGENDA**  
**April 4, 2022**

**CITY HALL**

**6:00 P.M.**

- 1. Call meeting to order**
- 2. Consent Agenda consisting of: Minutes of March 7, 2022, Maintenance Supervisor Report for March and monthly bills for March**
- 3. Consideration of Description of “Family Membership”**
- 4. Park & Rec Director’s Report for April**
- 5. Items for Future Consideration**
- 6. Adjourn**

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

Posted: 4-1-2022

**CITY OF SPARTA**  
**PARK BOARD MINUTES**  
**March 7, 2022**

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

**ABSENT: None**

**ALSO PRESENT: Brad Gilbertson, Mark Sund, Todd Fahning, Kevin Riley, Dave Kuderer, Tony Polkoski, Andy Kuen**

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 January 10, 2022, and monthly bills for January and February. Motion carried 7-0.**

A couple of months ago Brad brought up the topic of charging groups for renting the ball fields and now has some information to present. A lot of communities in the area are charging a rental fee to organizations wanting to use their ball fields for events. Brad put together an application and a Rental Agreement along with a spreadsheet showing the costs we incur when someone uses our ball fields. He had comparison fee sheets from Tomah, Wisconsin Dells, Reedsburg, Onalaska and Holmen Parks and Recreation on what they charge. He currently has three groups looking into using the fields on a weekend and would like to be able to give them some figures. **A motion was made by Brian Harrie and seconded by Alan Olson to approve the application and agreement for renting the ball fields as presented. Motion carried 7-0.**

Tony Polkoski wanted to thank the City workers for working with the Rotary Club with the sidewalks, concrete work and other work in Blyton Park to be able to place war monuments in Blyton Park. In the Spring the Korean War monument will be placed and the Club is working on having a WWI monument to be placed in the park. The area that would be the best in the park would need to have 1 tree removed and transplanted elsewhere. The WWI monument would have 16 names on it from the Sparta area. There is no exact date on when this monument would be placed. The Club is hoping to have lights put up by the monuments in the future. **A motion was made by Brian Harrie and seconded by Matthew Hoffland to approve the consideration of a WWI monument for Blyton Park. Motion carried 7-0.**

Brad went over his report giving updates on the various sports programs and fitness programs. The Greens is now operating under new contract, the area has been cleaned, painted, kitchen equipment has been replaced that couldn't be fixed or purchased and other items either replaced or fixed.

The maintenance staff is finishing up on winter maintenance work and the harvest of pine trees on holes 11 and 12 has been completed. We received \$5947.50 for the lumber sales.

Ryan Pawlisch has resigned and moved out of the area. Sami Weaver has been promoted to the Recreation Superintendent and interviews will be taking place shortly for Sami's position. Chris Martin has been promoted and custodial interviews will be done this week also for his open position. Hopefully by early April all positions should be filled.

There is some concern with some equipment vendors of a 30-40% price increase in the future. The price may not be known until delivery of the equipment. If we order equipment for 2023 now they hope we will have it next year. We are also checking to see if we can lock in fuel rates and checking on prices for chemicals.

Items for future consideration are:

Memorial Park playground equipment – Brad is checking on how to do fundraising for this project.

Pre-purchasing fuel

**A motion was made by Josh Lydon and seconded by Marcus Novak to adjourn at 6:26 p.m. Motion carried 7-0.**

Respectfully Submitted,

Julie Hanson  
City Clerk

## **Maintenance Supervisor Report**

**March 2022**

### **Golf Course**

- Continue work on the Greens Restaurant, replaced trim, installed urinal divider, new vents in the men's and women's bathroom
- Removed and installed a new 36" grill
- Removed and installed a new 60" Commercial gas grill
- Continued fixing the two beverage cart that were damaged from last golf season
- Continued working on picking up the left over brush from the logging of hole 11 and 12

### **Parks**

- Removed the ceiling from the men's and women's bathroom in the concession stand. Will replace with new white 18 gauge tin
- Cleaned up blown down trees in Amundson Park
- Garbage and spring cleanup in all parks

Invoice	Date	Business Name	Description	Amount	Department
1	3705026	3/22/2021 Amazon	Air Filters	349.99	Parks
2	122580	3/22/2022 Auto Value	Air Construction, wrench	38.84	Parks
3	7574629	3/9/2022 Amazon	Calendar, paper, pens	87.69	Parks
4	116181	3/22/2022 USPS	Hire package	9.9	Parks
5		3/24/2022 Kalahari	Conference Hotel	277	Parks
6		3/24/2022 Kalahari	Conference	12.99	Parks
7	11423132	3/10/2022 PnP	Shirts Bball	1146	Parks
8	5854	3/21/2022 Best Kept Portables	Porto Pots	549	Parks
9		3/24/2022 Creative Solutions	Newspaper Add	8	Parks
10		3/17/2022 Amazon	Arrows for Archery	232.72	Parks
11	30522	3/22/2021 Spectrum	Internet phone	64.99	Parks
12	3909732	3/22/2022 Dalco	Paper towels	69.94	Parks
13	916454	3/22/2022 Dave Dicus	Club Car seat repair	147	Parks
14	7598711	3/22/2021 All American	Acrylic hardware	92.58	Parks
15	30522	3/22/2021 Spectrum	Internet phone	64.99	Parks
16	356053	3/21/2022 The Hardware Store	hardware, gas connections	37.34	Golf
17		3/24/2022 Sears	freezer	899.99	Golf
18		3/24/2022 webstaurant Store	Grill, table	1270.07	Golf
19		3/24/2022 Katom Restaurant	Prep Table	2019	Golf
20		3/24/2022 webstaurant Store	60" Range, 48" Griddle	3699	Golf
21		3/21/2022 Carrico Aquatics	AFO Classes - 4 staff	1300	Parks
22		3/24/2022 Ximble	Schedule software pool	138.75	Parks
23		3/23/2022 Canva	Family Passes	40	Parks
24					
25					
26					
27			Total	12555.78	
28					

Family is defined as parents (2 adults maximum) or legal guardians (2 adults maximum) and their children 18 and under, foster children 18 and under, stepchildren 18 and under. Family memberships are not allowed for the following:

1. Children 18 years of age and older who have graduated High School may not be included on their parents or guardians family membership; they must obtain their own membership once they turn 18 and graduated High School.
2. Multiple families living together, extended relatives living together, or grandparents living with their children over age 18. Each set (2 adults maximum) of parents must purchase their own membership for themselves and their children 18 and under.
3. Baby sitters or day care employees cannot be included on a family membership. A separate membership would have to be purchased based on their official residence. Official proof of address must be provided (school record, driver's license, etc.).

## **Parks & Recreation Director's Report**

### **April 4, 2022**

#### **Adult Softball League**

League info is out and available to teams, we have had a couple of teams turn in payment and registrations forms. We have been in contact with umpires and league is scheduled to start in early May.

#### **Butterfest Tournament**

Registration is open and we have a handful of teams already registered. We will continue to promote this tournament as we go on. Registration deadline is the beginning of June.

#### **Wrestling**

We had a great wrestling season again this year with close to 80 wrestlers in the program. We had 5 wrestlers that qualified for the Youth State Tournament, we had some success at the tournament but didn't have any kids place this season. We made some changes to the layout of the wrestling tournament and things went very well. We had two different sessions for the different age groups. This meant that wrestlers got in, wrestled and were out. It reduced the large crowds and very crowded gym. We had a lot of complements on the different format and will look to continue this next year as the tournament will be moved to the High School.

#### **Gymnastics**

Gymnastics continues to be very popular with 115 participants in the program this spring. We have hired one new gymnastics coach and have 4 returning coaches.

#### **Youth Archery**

We have 3 classes again this spring and all classes are near capacity. Dave Meyer is back as our coach again and we have received positive feedback about him as a coach.

#### **Youth Soccer League**

Soccer will start the week of April 4<sup>th</sup>. We currently have 150 kids registered for the Spring Soccer Program and have close to 20 on a waiting list. At this time we don't have enough coaches to allow anymore participants into the program.

#### **Pickle Ball**

Our first Pickle Ball season wrapped up last week. We had very good feedback

#### **Adult Fitness Classes**

Classes have started up again for the spring session. Registrations are pretty consistent with the past with 5-10 participants in most classes.

#### **Pool**

We have the majority of our lifeguards and a handful of CABS returning this year. Many of the CABS have moved up to become lifeguards. Sami has interviewed and hired the remaining open guards spots and offered jobs to the CABS that interviewed this spring. Training dates have been set and we are looking food for staffing for this summer.

We will be starting to drain the pool and cleaning the pool vessel at the beginning of April.

We have been able to set parameters on our registration system that will allow for online registrations for swimming lesson this summer. This will not charge a fee for any student that is in the Sparta School

District. The school district will then reimburse the City of Sparta for registration fees at the end of the season.

Brad, Sami, Erik and Chris will be taking the AFO Pool Operator course April 5-6 in Onalaska.

**Misc.**

All rehire letters have been sent out for the maintenance staff. Most of the crew is returning for the season and we are in the process of hiring the few positions that are open.

Shelter rentals for the summer have been coming in frequently and we are starting to fill up for the busy weekends. The Fitness Center continues to be a popular venue and is rented every weekend.

Alex Fitzgerald will be starting as our new Recreation Specialist with an anticipated start date of April 11. He is a graduate of UW-LaCrosse, Interned with Onalaska Parks and Recreation Department and is currently the Recreational Facilities Coordinator with Seymour School District. We are looking forward to him starting in the office and jumping into the busy spring/summer programs.

**Golf Course**

We have had a cold spring which looks like it will delay opening of the golf course. We will open the course as soon as the weather permits.

We will have an updated on membership numbers for the May meeting which should give us a pretty good idea of the total numbers we should expect.

Garret has been working on the marketing ideas and options for the 2022 golf season.