



Finance Department
1316 N 14th Street
Superior, WI 54880

Phone: (715) 395-7291
Fax: (715) 395-7292

Living up to our name.

March 27, 2019

To: Tom Andersen, City Contracted Internal Auditor
Chris Bronson - Assistant Finance Director
Linda Cadotte - Parks, Recreation & Forestry Director
Kevin Gunderson - Nemadji Men's Club President
Barb Hoag, Nemadji Women's Club President
Dan Olson - City Councilor
Jack Sweeney - City Councilor
From: Jean Vito - Finance Director | Senior Administrative Officer

**** NEMADJI GOLF COURSE TASK FORCE MEETING AGENDA ****

A Nemadji Golf Course Task Force meeting is scheduled for Wednesday, April 3, 2019 at 4:15 p.m. in Room 204 of the Government Center.

The following items will be discussed at the Nemadji Golf Course Task Force Meeting:

- 1. Approve March 19, 2019 Golf Course Task Force meeting minutes.
2. Update on NPGC, Inc. capital assets values/photos.
3. Discuss staff walk through at Nemadji. Scheduled for noon on April 3rd.
4. Discuss proposal evaluation criteria and suggested interview questions.
5. Review/discuss draft 2020 Operating Lease terms.
6. Update on RFP for Management Services for the Nemadji Golf Course.
7. Set date and agenda items for next task force meeting.

If you are unable to attend this meeting, please contact Jean Vito at 715-395-7260.

Cc: Mayor Jim Paine, City Council Members, City Clerk's Office, Bulletin Board, Department Heads, KDAL Radio, WDSM Radio, WEBC Radio, Duluth News Tribune, Superior Telegram, Taylor Pedersen, Peter Luke, Kyle Hawley

Notice is hereby given that a quorum of the City Council may be present. No action will be taken other than the items listed on this agenda.

Pursuant to the Americans with Disabilities Act of 1990, if you are in need of an accommodation to participate in the public meeting process, please contact the City Clerk's Office at (715) 395-7200 prior to the scheduled meeting. The City will attempt to accommodate any request depending on the amount of notice received. TDD (715) 395-7521.

In compliance with Wisconsin Open Meetings Law, this agenda was:

Posted: Government Center, Court House, & Public Library,
Faxed to: Daily Telegram, Public Library, March 27, 2019
Media notified and mailing list: March 27, 2019

Superior Telegram to sign and fax verification of receipt to fax number (715-395-7292)

Name

Date

Nemadji Golf course Task Force Proceedings
City of Superior
March 19, 2019

Members Present: Tom Andersen, Chris Bronson, Linda Cadotte, Barb Hoag, Dan Olson,
Jack Sweeney, Kevin Gunderson
Staff Present: Jean Vito, Jane Michel and Jean Dotterwick
Others Present: Pat Kelly and Troy Clark
Members Excused:

Jean Vito called the meeting to order at 4:15 pm with a quorum present. Attendance was done by sign in.

1. Approve March 5, 2019 Golf Course Task Force meeting minutes.

Motion was made by Tom Anderson, seconded by Chris Bronson and carried to approve the March 5, 2019 Golf Course Task Force meeting minutes.

2. Update on capital assets and improvements.

A hand out was distributed to the committee of Mark Carlson's (Nemadji Public Golf Course, Inc.) assets for sale and Finance Director, Jean Vito, reviewed the list with the task force. A discussion followed.

Motion was made by Jack Sweeney, seconded by Linda Cadotte and carried to move forward the process of evaluating (after obtaining a detailed list and photos) the assets for sale and to get a better estimate of the asset values from City personnel and outside sources as needed.

3. Update on RFP for Management Services for the Nemadji Golf Course..

Contract Analyst, Jane Michel, updated the committee on the RFP timeline, with the bid opening to be April 12th.

4. Review and discuss current 2019 operating lease agreement terms.

The current 2019 operating lease agreement was discussed.

5. Review and discuss draft Operating Lease Agreement for 2020.

Director Vito brought forward some considerations for the future operating lease. Contract Analyst, Jane Michel, partially reviewed the draft Operating Lease Agreement for 2020 with the Committee as time allowed.

6. Set date and agenda items for next task force meeting.

The next meeting is scheduled for April 3rd at 4:15 p.m. in room 204

Motion was made by Dan Olson, seconded by Barb Hoag and carried to adjourn the Nemadji Golf Course Task Force Meeting at 6:17 p.m.

Minutes respectfully submitted by Jean Dotterwick