



Living up to our name.

Finance Department
1316 N 14th Street
Superior, WI 54880

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

April 23, 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 **Tuesday, April 30, 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 April 16, 2019 Golf Course Task Force meeting minutes.
2. Held from April 16th meeting; Review and discuss Nemadji Golf Course Management Services RFP’s received.
3. Held from April 16th meeting; Update on NPGC, Inc. capital assets values/photos.
4. Held from April 16th meeting; Review/discuss draft 2020 Operating Lease terms.
5. Held from April 16th meeting; Discuss proposal evaluation criteria and suggested interview questions.
6. Discuss May 6th schedule of interviews with the three Golf Course Management Services Proposers.
7. Discuss upcoming timeline and set date and agenda items for next task force meeting.

Upon Motion and Second, the Committee may move into closed session to discuss the Golf Course Management Services RFP’s received (Item #2, above) and any options that may be presented concerning operating lease terms or potential sale of property. A closed session for this topic is justified under Wisconsin Statute Section 19.85 (1) (e), which cites as follows: *“Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session”*.

Upon Motion and Second, the Committee may reconvene in open session Under Wis. Statute 19.85(2) to take action, if any, related to closed session.

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

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

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, April 23, 2019
Media notified and mailing list: April 23, 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
April 16, 2019

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

Jean Vito called the meeting to order at 4:17 pm with a quorum present. Attendance was done by sign in.

1. Approve April 03, 2019 Golf Course Task Force meeting minutes.

Motion was made by Tom Anderson, seconded by Kevin Gunderson and carried to approve the April 03, 2019 Golf Course Task Force meeting minutes.

2. Review and discuss Nemadji Golf Course Management Services RFP's received.

Motion was made by Chris Bronson, seconded by Linda Cadotte and carried to move into closed session.

Finance Director, Jean Vito, led the Committee in reviewing the Nemadji Golf Course Management Services RFP's.

Dan Olson joined the Committee meeting at 4:55 p.m.

Motion was made by Chris Bronson, seconded by Linda Cadotte and carried to approve interviewing all three golf course management service proposers.

Jean Vito exited the meeting at 5:22 p.m.

Barb Hoag exited the meeting at 5:22 p.m.

Motion was made by Kevin Gunderson, seconded by Dan Olson and carried to hold the RFP's until the next committee meeting.

Motion was made by Linda Cadotte, seconded by Dan Olson and carried to move out of closed session.

3. Held from April 3rd meeting; Update on NPGC, Inc., capital assets values/photos.

Motion was made by Linda Cadotte, seconded by Dan Olson and carried to hold in committee the Update on NPGC, Inc., capital assets values/photos.

4. Held from April 3rd meeting; Review/discuss draft 2020 Operating Lease terms.

Motion was made by Kevin Gunderson, seconded by Tom Andersen and carried to hold in committee to Review/discuss draft 2020 Operating Lease terms.

5. Discuss proposal evaluation criteria and suggested interview questions.

Motion was made by Chris Bronson, seconded by Tom Andersen and carried to hold in committee discussion of proposal evaluation criteria and suggested interview questions and to have the Committee members give any further questions to Contract Analyst, Jane Michel before the next meeting.

6. Set desired meeting dates and times for interviews with Golf Course Management Services Proposers.

The date for interviewing Golf Course Management Services Proposers has been set for May 6, 2019. The interviews will be held in room 204 and scheduled for the full day.

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

The next meeting is scheduled for April 30, at 4:15 p.m. in room 204

Having no other business, the Nemadji Golf Course Task Force meeting was adjourned at 6:09 p.m.

Minutes respectfully submitted by Jean Dotterwick