



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final Parks and Recreation Committee

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Monday, January 13, 2020

6:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[19-1790](#)

Minutes of the November 11, 2019 Parks & Recreation Committee Meeting

**Attachments:** [Minutes of the 11-11-19 P & R Committee Meeting.pdf](#)

4. **Public Hearings/Appearances**

5. **Action Items**

[20-0026](#)

Action: Request Approval of Six-Year (2020-2025) Golf Cart Lease to Yamaha Golf & Utility in the Annual Amount of \$27,211.10

**Attachments:** [2020 Golf Cart Lease Memo.doc](#)

[20-0042](#)

Resolution #2020-01 Wisconsin DOT Application

**Attachments:** [Resolution for WisDOT Application 2020-01.docx](#)

6. **Information Items**

[20-0027](#)

Appleton Historical Society-Vulcan Heritage Report

**Attachments:** [Annual Report Appleton Historical Society.pdf](#)

[20-0028](#)

Parks Projects Update

7. Adjournment

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*

*For questions on the agenda, please contact the Parks, Recreation & Facilities Management Department at 920.832.5514*



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## Meeting Minutes - Final Parks and Recreation Committee

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Monday, November 11, 2019

6:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*The meeting was called to order at 6:30 p.m.*

2. Roll call of membership

**Others:** Dean Gazza, Parks, Recreation & Facilities Management; Alderperson Meltzer, District 2

**Present:** 5 - Martin, Spears, Siebers, Schultz and Otis

3. Approval of minutes from previous meeting

[19-1660](#)

Minutes of the October 21, 2019 Parks & Recreation Committee Meeting

**Attachments:** [Minutes of the 10-21-19 P & R Committee Meeting.pdf](#)

**Alderperson Siebers moved, seconded by Alderperson Spears, that the Minutes of the October 21, 2019 Parks & Recreation Committee Meeting be approved.**

**Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Martin, Spears, Siebers, Schultz and Otis

4. Public Hearings/Appearances

5. Action Items

[19-1495](#)

Resolution #13-R-19 Climate Change

**Attachments:** [#13-R-19 Climate Change.pdf](#)  
[2019 Climate Change Resolution.doc](#)  
[2019 Survey-Climate Change-Sustainability Committees.pdf](#)

*Alderperson Spears moved to amend language having the Mayor select Committee Members. Amendment would allow the Mayor to select the Committee Chair who, in turn, would select members for the Committee. Vote 4-1 (Martin)*

**Alderperson Siebers moved, seconded by Alderperson Schultz that the Report Action Item be recommended for approval with amendment. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Martin, Spears, Siebers, Schultz and Otis

**6. Information Items**

[19-1709](#)

Reid Golf Course Participation & Revenue Report, October, 2019

**Attachments:** [Reid Golf Course October Revenue and Expense Report.pdf](#)

**This item was presented**

**7. Adjournment**

*The meeting was adjourned at 7:23 p.m.*

**Aldersperson Martin moved, seconded by Aldersperson Schultz, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Martin, Spears, Siebers, Schultz and Otis



“...meeting community needs...enhancing quality of life.”

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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**  
1819 East Witzke Boulevard  
Appleton, Wisconsin 54911-8401  
(920) 832-5572 FAX (920) 993-3103  
Email - [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org)

**To:** Parks and Recreation Committee  
**From:** Dean R. Gazza, Director of Parks, Recreation and Facilities Management  
**Date:** January 13, 2020  
**Re:** Action: Request Approval of Six-Year (2020-2025) Golf Cart Lease to Yamaha Golf & Utility in the Annual Amount of \$27,211.10

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Request for proposals were received by three companies for the purchase or lease of golf carts for periods ranging from four to six years. Various lease and purchase options and terms were requested by our department in order to identify the best option for Reid Golf Course.

Upon evaluation of the proposals, verification of references, demonstrations of carts and interviewing the final candidate we recommend issuing a contract to Yamaha Golf & Utility for the lease of golf carts for a period of six years. Golf carts would be leased from April through October (7 months).

In addition to overall value and price Reid staff experienced excellent customer service by Yamaha Golf & Utility throughout the current lease. Based on the prices provided, leasing is our best option. One major benefit to leasing is the carts are returned to Yamaha Golf & Utility when they begin to be undependable at the end of the lease. Second, routine maintenance is provided by the contractor at a much lower cost than we can provide for the same service.

Three proposals were received. The proposals include (40) golf carts with options and (2) beverage carts.

<u>Company</u>	<u>Proposal \$</u>
Yamaha Golf & Utility (Yamaha)	\$27,211.10
Premier Golf & Utility (Club Car)	\$28,499.76
Versatile Vehicles, Inc. (E-Z-GO)	\$28,860.00

Yamaha Golf & Utility has been aggressive in earning business with Reid. Fond-du-lac County (Rolling Meadows Golf Course) and Brown County (Brown County Golf Course) currently are under contract with Yamaha Golf & Utility and continue to give high recommendations.

It is the recommendation of the Parks, Recreation and Facilities Management Department to award the contract to Yamaha Golf & Utility. Please feel free to contact me at 832-5572 with any questions, or by email at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org).

**Resolution  
#2020-01**

WHEREAS, the City of Appleton is interested in developing lands for multimodal bicycle and pedestrian purposes as described in the application for the WeEnergies Trail;

WHEREAS, financial aid is required to carry out the project;

THEREFORE, BE IT RESOLVED, that the City of Appleton has budgeted a sum sufficient to complete the project.

CITY OF APPLETON HEREBY AUTHORIZES Dean Gazza, Director of Parks, Recreation, and Facilities Management to act on behalf of the City of Appleton to:

- submit an application to the State of Wisconsin Department of Transportation for any financial aid that may be available;
- submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- submit signed documents;
- and take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that the City of Appleton will:

- comply with state or federal rules for the programs;
- may perform force account work;
- will maintain the completed project in an attractive, inviting and safe manner;
- will keep the facilities open to the general public during reasonable hours consistent with the type of facility;
- and will obtain from the State of Wisconsin Department of Transportation or WeEnergies approval in writing before any change is made in the use of the project site.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

I hereby certify that the foregoing resolution was duly adopted by the Appleton Common Council at a legal meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

City of Appleton

By: \_\_\_\_\_  
Timothy M. Hanna, Mayor

By: \_\_\_\_\_  
Kami Lynch, City Clerk



December 15, 2019

Dean Gazza, Director

Parks, Recreation, & Facilities

Dear Dean

It's that time of year for the recap of activities at the Vulcan Replica. First, many thanks to your crew for the update in wiring and additional switches at the Replica, plus the plexiglass safety buffers, and the repair of steps and decking to the facility,

Our year started late thanks to poor weather, but we were able to have over 150 visitors this year with two special bike tours...a group of 35 on 7/21/19 and a group of 50 on 9/14/19. Both groups had riders from all over the state. We were open on 5/11, 7/17, 7/21, 8/25, 9/14, and 10/13. The other visitors were from trail walkers and people driving thru that noticed the signs and flags we use.

We are hoping 2020 will be busier due to a book written by Joan & Robin Rolf regarding Edison's connection to Appleton thru The Hearthstone and the Vulcan...and looking forward to the Trestle Trail to start up. Milt & I are starting to train new docents as we are planning on having the Vulcan Replica open more..especially Sundays due to traffic and parking concerns.

Looking forward to working with you and your crew in the new year and curious as to what the new year and new mayor will hold in store.

Laura Leimer

A handwritten signature in cursive script that reads "Laura Leimer".

Milt Melander

A handwritten signature in cursive script that reads "Milt Melander".