



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final Parks and Recreation Committee

Monday, August 21, 2023

6:15 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[23-1001](#) Minutes of the 07-24-23 Parks & Recreation Committee Meeting

Attachments: [Minutes of the 7-24-23 P & R Committee Meeting.pdf](#)

5. **Public Hearing/Appealances**

6. **Action Items**

[23-1010](#) Resolution R-2023-03 Request Permission to Apply for DOT Grant

Attachments: [Resolution for WisDOT Grant Application.docx](#)

7. **Information Items**

[23-1009](#) Reid Golf Course Participation, Revenue and Expense Report, July 2023

Attachments: [Reid Golf Course Participation and Revenue Report July 2023.pdf](#)

8. **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.



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Meeting Minutes - Final Parks and Recreation Committee

Monday, July 24, 2023

6:15 PM

Council Chambers, 6th Floor

1. Call meeting to order

The meeting was called to order at 6:15 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Siebers, Alfheim, Hayden, Schultz and Wolff

4. Approval of minutes from previous meeting

[23-0899](#)

Minutes of the July 10, 2023 Parks & Recreation Committee Meeting

Attachments: [Minutes of the 7-10-23 P & R Meeting.pdf](#)

Aldersperson Alfheim moved, seconded by Aldersperson Hayden, that the Minutes of the July 10, 2023 Parks & Recreation Committee Meeting be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Siebers, Alfheim, Hayden, Schultz and Wolff

5. Public Hearing/Appealances

None

6. Action Items

[23-0903](#)

Resolution #8-R-23 Creating Appleton Conservancy Park

Attachments: [#8-R-23 Appleton Conservancy Park Resolution .pdf](#)

Aldersperson Hayden moved, seconded by Aldersperson Alfheim, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Siebers, Alfheim, Hayden, Schultz and Wolff

7. Information Items

[23-0912](#)

2023 Parks, Recreation & Facilities Management Mid Year Report

Attachments: [Parks, Rec, Facilities Management Mid-Year Report.doc](#)

This item was presented

8. Adjournment

The meeting was adjourned at 6:52 p.m.

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

Aye: 5 - Siebers, Alfheim, Hayden, Schultz and Wolff

Resolution R-2023-03

WHEREAS, the City of Appleton is interested in developing lands for multimodal bicycle and pedestrian purposes as described in the application for the Southpoint Commerce Park Powerline 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.

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 We Energies approval in writing before any change is made in the use of the project site.

Adopted this _____ day of _____, 2023.

I hereby certify that the foregoing resolution was duly adopted by the Appleton Common Council at a legal meeting on the _____ day of _____, 2023.

City of Appleton

By: _____
Jacob A. Woodford, Mayor

By: _____
Kami Lynch, City Clerk

City of Appleton - Reid Golf Course
Revenues - July 31, 2023

	2022		2023	
<u>Green Fees</u>	<u>2022 Y-T-D Rounds</u>	<u>Total Revenue</u>	<u>2023 Y-T-D Rounds</u>	<u>Total Revenue</u>
Weekday-18 Holes	2,808	\$57,402.32	2,808	\$62,106.19
Weekday-9 Holes	8,343	\$125,573.34	10,398	\$140,435.48
Weekend - 18-Holes	1,751	\$41,862.25	1,568	\$41,899.20
Weekend - 9 Holes	1,731	\$28,489.27	2,204	\$36,184.16
Twilight Golf	1,679	\$18,245.65	2,239	\$26,724.11
Passholder Rounds	6,616		6,869	
Team Rounds	745		775	
Sub-Totals	23,673	\$271,572.83	26,861	\$307,349.14
<u>Pass/Coupon/Discount Card Sales</u>	<u>2022 Y-T-D Sales</u>	<u>Total Revenues</u>	<u>2023 Y-T-D Sales</u>	<u>Total Revenues</u>
Pass Sales	180	\$71,898.17	219	\$96,643.04
Corporate Pass Sales	11	\$31,279.60	12	\$34,123.20
Discount Cards	161	\$5,314.00	250	\$8,154.00
<u>Cart Revenue</u>	<u>2022 Y-T-D Cart Sales</u>	<u>Total Revenues</u>	<u>2023 Y-T-D Cart Sales</u>	<u>Total Revenues</u>
Cart Fee	12,074	\$110,970.24	14,651	\$147,253.12
Annual Cart Passes	23	\$11,720.19		\$16,001.01
<u>Practice Range</u>	<u>2022 Y-T-D Sales</u>	<u>Total Revenues</u>	<u>2023 Y-T-D Sales</u>	<u>Total Revenues</u>
Driving Range	5,126	\$17,535.95	3,905	\$29,254.83
Annual Range Pass	15	\$3,895.72	23	\$3,981.12
<u>Golf Shop Merchandise</u>	<u>2022 Y-T-D Sales</u>	<u>Total Revenues</u>	<u>2023 Y-T-D Sales</u>	<u>Total Revenues</u>
Balls/Assessories/Apparel/Misc.		\$20,809.11		\$22,221.07
Gift Cards	167	\$10,808.99	191	\$12,311.00
Lessons**		\$7,035.00		\$8,015.00
Other Rentals***		\$2,855.93		\$4,279.48
<u>Food and Beverage</u>	<u>2022 Y-T-D Sales</u>	<u>Total Revenues</u>	<u>2023 Y-T-D Sales</u>	<u>Total Revenues</u>
Food		\$11,427.00		\$13,702.43
Beverage		\$16,022.99		\$19,106.95
Alcohol Sales		\$54,532.93		\$63,602.84
Catering/Banquet		\$521.29		\$701.25
Total Revenue (All Categories)		\$648,199.94		\$786,699.48

**Lessons include private, group and juniors

***Other rentals include additional revenue club rentals, pull carts & locker rentals.

Reid Golf Course Budget July 31st Expense Report

Description	Budget	End of July Expenses	Available
Regular Salaries	\$205,872	-\$104,347.00	\$101,525
Overtime	\$595	\$0.00	\$595
Part-Time	\$135,696	-\$88,569.00	\$47,127
Fringes	\$88,141	-\$40,708.00	\$47,433
Training/Conferences	\$750.00	-\$118.00	\$632
Office Supplies	\$500.00	-\$78.00	\$422
Memberships & Licenses	\$1,760.00	-\$1,738.00	\$22
Building Maint./Janitorial	\$1,500.00	-\$677.00	\$823
Food & Provisions	\$50.00	\$0.00	\$50
Landscape Supplies	\$41,800.00	-\$32,876.00	\$8,924
Concession/Merchandise Supplies	\$60,400.00	-\$64,780.00	(\$4,380)
Other Misc. Supplies	\$3,500.00	-\$2,058.00	\$1,442
City Copy Charges	\$0.00	\$0.00	\$0
Outside Printing	\$4,000.00	-\$2,460.00	\$1,540
Uniforms	\$500.00	-\$247.00	\$253
Gas Purchases	\$20,770.00	-\$12,200.00	\$8,570
Miscellaneous Equipment	\$39,110.00	-\$11,399.00	\$27,711
Accounting/Audit Fees	\$2,160.00	\$0.00	\$2,160
Bank Service Fees	\$19,000.00	-\$9,195.00	\$9,805
Consulting Services	\$500.00	\$0.00	\$500
Solid Waste/Recycling Pickup	\$2,460.00	-\$1,431.00	\$1,029
Contractor Fees	\$1,000.00	-\$600.00	\$400
Advertising	\$6,000.00	-\$3,732.00	\$2,268
Electric	\$22,725.00	-\$13,448.00	\$9,277
Gas	\$4,300.00	-\$3,737.00	\$563
Water	\$2,100.00	-\$517.00	\$1,583
Sewer	\$676.00	-\$150.00	\$526
Stormwater	\$13,160.00	-\$6,624.00	\$6,536
Telephone	\$3,000.00	-\$522.00	\$2,478
Cellular Phones	\$1,000.00	-\$305.00	\$695
Cable Services	\$2,150.00	-\$1,160.00	\$990
Equip Repairs & Maint	\$5,000.00	-\$5,435.00	(\$435)
Facilities Charges	\$34,837.00	-\$24,885.00	\$9,952
Software Support	\$1,944.00	\$0.00	\$1,944
CEA Operations/Maint.	\$48,150.00	-\$32,052.00	\$16,098
CEA Depreciation/Replace.	\$71,548.00	-\$38,363.00	\$33,185
Grounds Repair & Maintenance	\$27,000.00	-\$34,902.00	(\$7,902)
Insurance	\$7,540.00	-\$4,396.00	\$3,144
Equipment Rent	\$33,500.00	-\$12,996.00	\$20,504
Depreciation Expense	\$61,000.00	-\$38,164.00	\$22,836
Interest Payments	\$3,975.00	-\$2,317.00	\$1,658
Transfer Out - General Fund	\$17,900.00	-\$10,442.00	\$7,458
Expense Total	\$997,569.00	(\$607,628)	\$389,941