



City of Appleton

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

Meeting Agenda - Final-revised Parks and Recreation Committee

Monday, July 6, 2015

6:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[15-1103](#) Minutes of the June 8, 2015 Parks & Recreation Committee Meeting

Attachments: [Minutes of the June 8, 2015 P & R Meeting.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[15-1147](#) Action: Award contract to Omni Glass & Paint, Inc. for Erb Pool Main Tank Sealant Restoration and Recoating in the amount of \$74,850 with a 10% contingency of \$7,485 for a contract total not to exceed \$82,335

Attachments: [2015 Erb Pool Main Tank Sealant Restoration and Recoating Proposal Recommen](#)

6. **Information Items**

[15-1129](#) Reid Golf Course Update

Attachments: [Reid Golf Course Participation & Revenue Report \(7-6-15\).pdf](#)

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 any questions on this agenda, please contact the Parks, Recreation & Facilities Management Department at 920.832.5514



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Meeting Minutes - Final Parks and Recreation Committee

Monday, June 8, 2015

6:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

The meeting was called to order at 6:00 p.m.

2. Roll call of membership

Others: Dean Gazza, Parks, Recreation & Facilities Management; Alderperson
Jeff Jirschele, District 15; Alex Schultz, Sculpture Valley

Present: 4 - Alderperson Martin, Alderperson Croatt, Alderperson Mann and
Alderperson Spears

Excused: 1 - Alderperson Dalton

3. Approval of minutes from previous meeting

[15-938](#)

Minutes of the 5-11-15 Parks & Recreation Committee Meeting

Attachments: [Minutes of the 5-11-15 P & R Committee Meeting.pdf](#)

Alderperson Croatt moved, seconded by Alderperson Mann, that the minutes
of the 5-11-15 Parks & Recreation Committee Meeting be approved. Roll Call.
Motion carried by the following vote:

Aye: 4 - Alderperson Martin, Alderperson Croatt, Alderperson Mann and
Alderperson Spears

Absent: 1 - Alderperson Dalton

4. Public Hearings/Appearances

None

5. Action Items

None

6. Information Items

[15-939](#)

Annual Report and Update Presentation by Sculpture Valley

Alex Schultz of Sculpture Valley gave a presentation

[15-940](#)

Reid Golf Course Update

Attachments: [Copy of Participation-Revenue Report-June 8, 2015 P & R Committee Meeting.pdf](#)

This item was presented

7. Adjournment

The meeting was adjourned at 7:32 p.m.

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

Aye: 4 - Aldersperson Martin, Aldersperson Croatt, Aldersperson Mann and Aldersperson Spears

Excused: 1 - Aldersperson Dalton



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

To: Parks & Recreation Committee

From: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

Date: July 6, 2015

Re: Action: Award contract to Omni Glass & Paint, Inc. for Erb Pool Main Tank Sealant Restoration and Recoating in the amount of \$74,850 with a 10% contingency of \$7,485 for a contract total not to exceed \$82,335.

The Erb Pool main tank paint and sealant has reached its expected service life. This 2015 Capital Improvement Program project was approved to have the sealant restoration and recoating of the main tank at Erb Pool be completed in 2015. On April 30, 2015 a mandatory walk through for this project was held at Erb Pool with three contractors in attendance, Omni Glass & Paint, Klinger Painting, and Van Eperen. Van Eperen did not submit a quote for this project.

The quotes were as follows:

Omni Glass & Paint, Inc. - \$74,850
Klinger Painting - \$89,000
Van Eperen – Did Not Bid

Omni Glass & Paint, Inc. is capable and qualified to complete this job and begin working on the proposed start date of September 1, 2015. We currently have approximately \$112,000 remaining of the \$125,000 budgeted for the 2015 Erb Pool improvements.

It is the recommendation of the Parks, Recreation and Facilities Management Department to accept the proposal from Omni Glass & Paint, Inc. in the amount of \$74,850 with a contingency of \$7,585 for a contract total not to exceed \$82,335.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.

City of Appleton - Reid Golf Course
2015 Revenues - June 30, 2015

	2014		2015	
	2014 Y-T-D Rounds	Total Revenue	2015 Y-T-D Rounds	Total Revenue
<u>Green Fees (Target \$349,370)</u>				
Weekday-18 Holes	711	\$17,705.01	751	\$18,468.70
Weekday-9 Holes	4,690	\$70,237.63	5,078	\$74,924.80
Weekend - 18-Holes	976	\$28,698.52	676	\$17,216.28
Weekend - 9 Holes	1,397	\$25,504.09	1,147	\$21,139.17
Twilight Golf	909	\$8,181.00	1,437	\$12,664.20
Passholder Rounds	2,793		2,507	
Promo Rounds				
Coupon Rounds	127		100	
Early Bird Special			4	\$80.00
Annual Pass Promo			16	
Community Color Mailer			298	\$7,450.00
Other: Example: Free Golf for Veteran's	205	\$2,432.00	325	\$9,570.49
High School Rounds	212		200	
Sub-Totals	12,020	\$152,758.25	12,539	\$161,513.64
	2014 Y-T-D Sales	Total Revenues	2015 Y-T-D Sales	Total Revenues
<u>Pass/Coupon/Disc. Card Sales (Target \$109,050)</u>				
Pass Sales	190	\$89,475.00	106	\$62,330.00
Coupon Sales	88	\$6,675.00	47	\$3,980.00
Discount Cards	102	\$3,045.00	71	\$2,130.00
	2014 Y-T-D Cart Sales	Total Revenues	2015 Y-T-D Cart Sales	Total Revenues
<u>Cart Revenue (Target \$135,000)</u>				
Cart Fee	*	*	3,799	\$35,504.00
Annual Cart Passes	*	*	17	\$8,505.00
	2014 Y-T-D Sales	Total Revenues	2015 Y-T-D Sales	Total Revenues
<u>Practice Range (Target \$20,000)</u>				
Driving Range	*	*	1,316	\$8,565.00
Annual Range Pass	*	*	34	\$2,412.50
	2014 Y-T-D Sales	Total Revenues	2015 Y-T-D Sales	Total Revenues
<u>Golf Shop Merchandise (Target \$10,000)</u>				
Balls/Assessories/Apparel/Misc.	*	*		\$6,093.82
Gift Cards	*	*	118	\$4,583.91
Rentals (Pull Carts, Club, Lockers)	*	*	350	\$2,123.00
	2014 Y-T-D Sales	Total Revenues	2015 Y-T-D Sales	Total Revenues
<u>Food and Beverage (Target \$100,000)</u>				
Food	*	*		\$6,733.23
Beverage	*	*		\$8,185.73
Alcohol Sales	*	*		\$25,962.23
Total Revenue (Target \$723,420)				\$343,798.14
		(*) - Operations noted with asterisk were contracted in 2014.		

City of Appleton
PRFM Monthly Dashboard
Revenue and Expense Summary
All operating programs
For the Seven Months Ending July 01, 2015NOTE
Revenues posted through
April, 2015. Refer to Revenue &
Participation Report of 6-30-15

Description	Admin Actual as of July	Encumbered	Budget	Available	Programs Actual As Of July	Encumbered	Budget	Available
REVENUES								
Interest Income	0	0	0	0	186	0	4,000	3,814
Charges for Services	0	0	0	0	35,560	0	730,070	694,510
Other Revenues	0	0	0	0	33,866	0	72,162	38,296
TOTAL REVENUES	0	0	0	0	69,612	.00	806,232	736,620
EXPENSES BY LINE ITEM								
Regular Salaries	6	0	0	0	50,168	0	141,503	91,335
Labor Pool Allocations	6	0	0	0	11,332	0	0	11,332
Overtime	0	0	0	0	238	0	500	262
Part-Time	0	0	0	0	30,669	0	100,158	69,489
Other Compensation	0	0	0	0	926	0	0	926
Vacation Pay	0	0	0	0	938	0	0	938
Fringes	0	0	0	0	22,741	0	74,001	51,260
Salaries & Fringe Benefits	0	0	0	0	117,012	.00	316,162	199,150
Training & Conferences	0	0	0	0	309	0	1,000	691
Office Supplies	0	0	0	0	710	0	600	110
Memberships & Licenses	0	0	0	0	1,265	0	685	580
Food & Provisions	0	0	0	0	0	0	50	50
Printing & Reproduction	0	0	0	0	1,220	0	2,500	1,280
Clothing	0	0	0	0	1,166	0	500	666
Accounting/Audit	0	0	0	0	0	0	2,433	2,433
Bank Services	0	0	0	0	4	0	1,500	1,496
Consulting Services	0	0	0	0	367	0	4,650	4,283
Advertising	0	0	0	0	2,733	0	10,000	7,267
Laundry Services	0	0	0	0	22	0	500	478
Insurance	0	0	0	0	3,040	0	4,190	1,150
Rent	0	0	0	0	12,283	0	30,550	18,267
Depreciation Expense	0	0	0	0	33,012	0	66,000	32,988
Facilities Charges	0	0	0	0	14,933	0	30,943	16,010
CEA Equipment Rental	0	0	0	0	42,823	0	79,157	36,334
Interest Payments	0	0	0	0	7,194	0	14,385	7,191
Trans Out - General Fund	0	0	0	0	8,950	0	17,900	8,950
Trans Out - Capital Projects	0	0	0	0	2,800	0	0	2,800
Trans Out - Internal Svc.	0	0	0	0	0	0	2,800	2,800
Administrative Expense	0	0	0	0	132,831	.00	270,343	137,512
Bldg Maint/Janitor'l Supplies	0	0	0	0	709	0	10,000	9,291
Landscape Supplies	0	0	0	0	22,704	0	34,100	11,396
Shop Supplies & Tools	0	0	0	0	68	0	0	68
Concession Supplies	0	0	0	0	29,912	0	58,000	28,088
Miscellaneous Supplies	0	0	0	0	1,051	0	0	1,051
Gas Purchases	0	0	0	0	4,448	0	16,000	11,552
Miscellaneous Equipment	0	0	0	0	11,242	0	6,705	4,537
Supplies & Materials	0	0	0	0	70,134	.00	124,805	54,671
Collection Services	0	0	0	0	344	0	512	168
Contractor Fees	0	0	0	0	380	0	2,000	1,620
Equipment Repair & Maintenance	0	0	0	0	659	0	5,200	4,541
Other Interfund Charges	0	0	0	0	0	0	3,000	3,000
Other Contracts/Obligations	0	0	0	0	125	0	380	255
Purchased Services	0	0	0	0	1,508	.00	11,092	9,584
Electric	0	0	0	0	6,425	0	21,383	14,958
Gas	0	0	0	0	3,908	0	6,300	2,392
Water	0	0	0	0	567	0	2,023	1,456
Waste Disposal/Collection	0	0	0	0	563	0	1,825	1,262
Stormwater	0	0	0	0	2,483	0	11,548	9,065
Telephone	0	0	0	0	1,126	0	1,357	231
Cellular Telephone	0	0	0	0	163	0	150	13
Utilities	0	0	0	0	15,235	.00	44,586	29,351
Capital Expenditures	0	0	0	0	0	.00	0	0
TOTAL EXPENSES	0	0	0	0	336,720	.00	766,988	430,268