



# 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, July 15, 2019

6:30 PM

Council Chambers, 6th Floor

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**RESCHEDULED FROM 7-8-19**

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting  
[19-1001](#) Minutes of the 6-24-19 Parks & Recreation Committee Meeting

**Attachments:** [Minutes of the 6-24-19 Committee Meeting.pdf](#)

#### 4. Public Hearings/Appearances

#### 5. Action Items

#### 6. Information Items

[19-1002](#) Project Update and Presentation by Corre, Inc. on the Lawe Street Trestle and Trail

[19-1003](#) Reid Golf Course June, 2019 Participation, Expense & Revenue Report

**Attachments:** [Reid Golf Course June 2019 report.pdf](#)

[19-1004](#) PRFMD 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*



# City of Appleton

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## Meeting Minutes - Final Parks and Recreation Committee

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Monday, June 24, 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:** 3 - Spears, Siebers and Schultz

**Excused:** 1 - Martin

3. Approval of minutes from previous meeting

[19-0705](#)

Minutes of the April 22, 2019 Parks & Recreation Committee Meeting

**Attachments:** [Minutes of the 4-22-19 P & R Committee.pdf](#)

Aldersperson Spears moved, seconded by Aldersperson Schultz that the Minutes of the April 22, 2019 Parks & Recreation Committee be approved. Roll Call.  
Motion carried by the following vote:

**Aye:** 3 - Spears, Siebers and Schultz

**Excused:** 1 - Martin

4. Public Hearings/Apearances

None

5. Action Items

None

6. Information Items

[19-0885](#)

Reid Golf Course May, 2019 Participation, Expense and Revenue Report

**Attachments:**    [Reid-May Participation report.pdf](#)**This item was presented**[19-0706](#)

Informational: Creating a Sustainable City

**Attachments:**    [Informational-Sustainability City \(05-20-19\).pdf](#)**This item was presented**[19-0880](#)

PRFMD Projects Update

**This item was presented**

## 7.     Adjournment

*The meeting was adjourned at 7:26 p.m.***Aldersperson Siebers moved, seconded by Aldersperson Spears, that the meeting be adjourned. Roll Call. Motion carried by the following vote:****Aye:**    3 -    Spears, Siebers and Schultz**Excused:**    1 -    Martin

**City of Appleton - Reid Golf Course**  
**2019 Revenues - June 30, 2019**

	2018		2019	
<b><u>Green Fees</u></b>	<b><u>2018 Y-T-D Rounds</u></b>	<b><u>Total Revenue</u></b>	<b><u>2019 Y-T-D Rounds</u></b>	<b><u>Total Revenue</u></b>
Weekday-18 Holes	724	\$14,194.09	687	\$12,892.62
Weekday-9 Holes	5,011	\$73,437.52	4,437	\$64,444.38
Weekend - 18-Holes	537	\$14,991.68	522	\$14,038.73
Weekend - 9 Holes	970	\$16,452.61	988	\$15,835.04
Twilight Golf	1,250	\$13,067.82	1,193	\$12,453.56
Passholder Rounds	2,614		2,660	
Promo Rounds				
Coupon Rounds	143		98	
Misc. Promotional Rounds*	1,125	\$17,855.26	1,002	\$12,408.81
Team Rounds	432		516	
<b>Sub-Totals</b>	<b>12,806</b>	<b>\$149,998.98</b>	<b>12,103</b>	<b>\$132,073.14</b>
	<b><u>2018 Y-T-D Sales</u></b>	<b><u>Total Revenues</u></b>	<b><u>2019 Y-T-D Sales</u></b>	<b><u>Total Revenues</u></b>
<b><u>Pass/Coupon/Discount Card Sales</u></b>				
Pass Sales	104	\$54,950.21	104	\$54,425.22
Corporate Pass Sales	7	\$16,238.10	6	\$15,000.00
Coupon Sales	64	\$5,652.99	44	\$4,170.24
Discount Cards	149	\$4,470.00	167	\$5,010.00
	<b><u>2018 Y-T-D Cart Sales</u></b>	<b><u>Total Revenues</u></b>	<b><u>2019 Y-T-D Cart Sales</u></b>	<b><u>Total Revenues</u></b>
<b><u>Cart Revenue</u></b>				
Cart Fee	4,004	\$40,729.31	3,328	\$34,052.56
Annual Cart Passes	27	\$13,615.00	23	\$11,805.00
	<b><u>2018 Y-T-D Sales</u></b>	<b><u>Total Revenues</u></b>	<b><u>2019 Y-T-D Sales</u></b>	<b><u>Total Revenues</u></b>
<b><u>Practice Range</u></b>				
Driving Range	1,788	\$11,991.64	1,929	\$13,443.11
Annual Range Pass	16	\$4,849.94	12	\$3,774.96

	2018 Y-T-D	Total	2019 Y-T-D	Total
<u><b>Golf Shop Merchandise</b></u>	<u><b>Sales</b></u>	<u><b>Revenues</b></u>	<u><b>Sales</b></u>	<u><b>Revenues</b></u>
Balls/Assessories/Apparel/Misc.	929	\$8,164.37	869	\$8,418.20
Gift Cards	140	\$8,417.25	147	\$6,859.00
Lessons**	174	\$8,499.00	158	\$7,462.00
Other Rentals***	299	\$1,883.70	366	\$1,976.50
	2018 Y-T-D	Total	2019 Y-T-D	Total
<u><b>Food and Beverage</b></u>	<u><b>Sales</b></u>	<u><b>Revenues</b></u>	<u><b>Sales</b></u>	<u><b>Revenues</b></u>
Food	2,954	\$6,964.12	2,651	\$6,321.69
Beverage	4,098	\$8,244.43	3,208	\$6,839.13
Catering/Banquet	241	\$1,947.90	123	\$1,243.81
Alcohol Sales	6,917	\$29,373.92	6,139	\$26,242.11
<u><b>Raincheck Redeemed</b></u>		<b>-\$485.24</b>		<b>-\$375.87</b>
<b>Total Revenue (All Categories)</b>		<b>\$375,505.62</b>		<b>\$338,740.80</b>

\*Misc. Promotional Rounds Memorial Day & Mother's day free golf, Family Day, ValPak & Community Color Mailer specials, outing & tment rounds

\*\*Lessons include private, group and juniors

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

**Reid Golf Course Budget June 30th Expense Report**

<b>Description</b>	<b>Budget</b>	<b>End of June Expenses</b>	<b>Available</b>
Regular Salaries	\$173,965	(\$69,971)	\$103,994
Overtime	\$552	(\$159)	\$393
Part-Time	\$123,351	(\$31,941)	\$91,410
Fringes	\$88,761	(\$29,582)	\$59,179
Training and Conferences	\$1,000	(\$402)	\$598
Office Supplies	\$600	(\$440)	\$160
Memberships & Licenses	\$1,659	(\$1,150)	\$509
Food & Provisions	\$50	\$0	\$50
Printing & Reproduction	\$2,000	(\$701)	\$1,299
Clothing	\$500	\$0	\$500
Accounting/Audit	\$2,210	\$0	\$2,210
Bank Services	\$13,000	(\$2,495)	\$10,505
Consulting Services	\$1,000	\$0	\$1,000
Advertising	\$10,000	(\$4,361)	\$5,639
Insurance	\$7,485	(\$3,750)	\$3,735
Rent	\$30,861	(\$9,312)	\$21,549
Depreciation Expense	\$63,936	(\$30,864)	\$33,072
Facilities Charges	\$32,284	(\$19,197)	\$13,087
CEA Equipment Rental	\$96,880	(\$46,666)	\$50,214
Software Support	\$1,860	\$0	\$1,860
Interest Payments	\$11,625	(\$5,814)	\$5,811
General Fund	\$17,900	(\$8,950)	\$8,950
Infrastructure Construction	\$56,192	\$0	\$56,192
Bldg Maintenance/Janitorial	\$2,000	(\$755)	\$1,245
Landscape Supplies	\$36,900	(\$28,571)	\$8,329
Concession Supplies	\$60,850	(\$35,590)	\$25,260
Miscellaneous Supplies	\$2,000	(\$347)	\$1,653
Gas Purchases	\$13,500	(\$7,264)	\$6,236
Miscellaneous Equipment	\$11,500	(\$4,742)	\$6,758
Collection Services	\$1,100	(\$102)	\$998
Contractor Fees	\$1,000	(\$140)	\$860
Equipment Repair & Maintenance	\$5,000	(\$3,838)	\$1,162
Other Interfund Charges	\$2,000	(\$2,888)	(\$888)
Electric	\$22,233	(\$7,355)	\$14,878
Gas	\$5,000	(\$3,696)	\$1,304
Water	\$2,100	(\$267)	\$1,833
Waste Disposal/Collection	\$2,075	(\$375)	\$1,700
Stormwater	\$13,450	(\$3,228)	\$10,222
Telephone	\$3,500	(\$2,349)	\$1,151
Cellular Telephone	\$936	(\$436)	\$500
Other Utilities (DirecTV)	\$2,000	(\$735)	\$1,265
	<b>\$924,815</b>	<b>(\$368,433)</b>	<b>\$556,382</b>