



City of Appleton

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

Meeting Agenda - Final Parks and Recreation Committee

Monday, June 6, 2022

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting

[22-0751](#) Minutes of the April 25, 2022 Parks & Recreation Committee Meeting

Attachments: [Minutes of the 4-25-22 P & R Meeting.pdf](#)

4. Public Hearings/Appearances

5. Action Items

6. Information Items

[22-0761](#) Reid Golf Course Participation & Revenue Report-May, 2022

Attachments: [Reid 2022 Revenue Expense Report- May.pdf](#)

[22-0762](#) Project & Department Updates

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.



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Meeting Minutes - Final Parks and Recreation Committee

Monday, April 25, 2022

6:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

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

2. Roll call of membership

**Others: Dean Gazza, Director, Parks, Recreation & Facilities Management;
Attorney Chris Behrens, Legal Services**

Present: 5 - Schultz, Wolff, Del Toro, Hartzheim and Thyssen

3. Approval of minutes from previous meeting

[22-0503](#)

Minutes of the March 21, 2022 Parks & Recreation Committee Meeting

Attachments: [Minutes of the 03-21-22 P & R Meeting.pdf](#)

Aldersperson Hartzheim moved, seconded by Aldersperson Schultz, that the Minutes of the March 21, 2022 Parks & Recreation Committee be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Schultz, Wolff, Del Toro, Hartzheim and Thyssen

4. **Public Hearings/Appealances**

None

5. **Action Items**

[22-0506](#)

Action Item: Elect a Vice-Chair for the Parks & Recreation Committee

Vice Chair is Aldersperson Schultz by unanimous consent.

6. **Information Items**

[22-0507](#)

Information Item: Confirm Meeting Date and Time for the Parks & Recreation Committee Meetings

The Parks & Recreation Committee meeting date and time will remain on the first and third Mondays of the month (followed by the first Wednesday) at 6:30 p.m..

[22-0508](#)

Information Item: Designate a Contact Person who can Answer Specific Questions about Agenda Items for the Parks & Recreation Committee

The contact person for questions on the agenda is Dean Gazza, the Director of Parks, Recreation and Facilities Management.

[22-0502](#)

2021 Green Tier Legacy Communities Annual Report

Attachments: [2021 GTLC Annual Report.docx](#)

This item was presented

7. Adjournment

The meeting was adjourned at 6:55 p.m.

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

Aye: 5 - Schultz, Wolff, Del Toro, Hartzheim and Thyssen

City of Appleton - Reid Golf Course
Revenues - May 31, 2022

	2021		2022	
Green Fees	2021 Y-T-D Rounds	Total Revenue	2022 Y-T-D Rounds	Total Revenue
Weekday-18 Holes	1,042	\$17,410.49	842	\$13,404.40
Weekday-9 Holes	3,173	\$47,754.29	2,648	\$40,514.07
Weekend - 18-Holes	743	\$20,140.43	664	\$16,332.25
Weekend - 9 Holes	1,125	\$18,485.62	761	\$12,299.71
Twilight Golf	768	\$8,682.37	528	\$5,927.47
Passholder Rounds	2,834		2,246	
Team Rounds	631		745	
Sub-Totals	10,316	\$112,473.20	8,434	\$88,477.90
Pass/Coupon/Discount Card Sales	2021 Y-T-D Sales	Total Revenues	2022 Y-T-D Sales	Total Revenues
Pass Sales	136	\$67,966.69	149	\$64,301.06
Corporate Pass Sales	10	\$24,881.50	11	\$31,279.60
Discount Cards	111	\$3,330.00	150	\$4,498.00
Cart Revenue	2021 Y-T-D Cart Sales	Total Revenues	2022 Y-T-D Cart Sales	Total Revenues
Cart Fee	3,348	\$36,091.96	4,220	\$36,334.51
Annual Cart Passes	20	\$10,317.54	22	\$11,360.19
Practice Range	2021 Y-T-D Sales	Total Revenues	2022 Y-T-D Sales	Total Revenues
Driving Range	1,353	\$9,195.66	1,224	\$6,329.80
Annual Range Pass	9	\$2,516.58	12	\$3,355.44
Golf Shop Merchandise	2021 Y-T-D Sales	Total Revenues	2022 Y-T-D Sales	Total Revenues
Balls/Assessoris/Apparel/Misc.	903	\$8,952.12	761	\$8,688.10
Gift Cards	66	\$3,089.00	66	\$3,468.00
Lessons**	136	\$6,470.00	148	\$6,905.00
Other Rentals***	197	\$1,256.28	183	\$1,306.18
Food and Beverage	2021 Y-T-D Sales	Total Revenues	2022 Y-T-D Sales	Total Revenues
Food	1,452	\$3,364.59	1,266	\$3,089.15
Beverage	2,065	\$4,628.30	1,760	\$4,159.47
Alcohol Sales	4,801	\$20,243.14	3,769	\$19,479.09
Catering/Banquet	20	\$56.80		\$0.00
Raincheck Redeemed		-\$115.00		-\$78.16
Total Revenue (All Categories)		\$314,718.36		\$292,953.33

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

**Lessons include private, group and juniors

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

Reid Golf Course Budget May 31st Expense Report

Description	Budget	End of May Expenses	Available
Regular Salaries	\$189,517	(\$68,435)	\$121,082
Overtime	\$567	\$0	\$567
Part-Time	\$125,316	(\$17,688)	\$107,628
Fringes	\$85,369	(\$24,517)	\$60,852
Training/Conferences	\$750.00	(\$426)	\$324
Office Supplies	\$500.00	(\$7)	\$493
Memberships & Licenses	\$1,760.00	(\$1,466)	\$294
Building Maint./Janitorial	\$1,500.00	(\$289)	\$1,211
Food & Provisions	\$50.00	\$0	\$50
Landscape Supplies	\$36,900.00	(\$29,151)	\$7,749
Concession/Merchandise Supplies	\$60,400.00	(\$24,980)	\$35,420
Other Misc. Supplies	\$2,000.00	(\$2,715)	(\$715)
City Copy Charges	\$0.00	\$0	\$0
Outside Printing	\$4,000.00	(\$693)	\$3,307
Uniforms	\$500.00	\$0	\$500
Gas Purchases	\$14,000.00	(\$5,838)	\$8,162
Miscellaneous Equipment	\$43,000.00	(\$2,159)	\$40,841
Accounting/Audit Fees	\$2,160.00	\$0	\$2,160
Bank Service Fees	\$13,000.00	(\$2,481)	\$10,519
Consulting Services	\$500.00	\$0	\$500
Solid Waste/Recycling Pickup	\$2,405.00	(\$1,101)	\$1,304
Contractor Fees	\$1,000.00	\$0	\$1,000
Advertising	\$7,500.00	(\$2,991)	\$4,509
Electric	\$22,063.00	(\$5,791)	\$16,272
Gas	\$4,300.00	(\$3,869)	\$431
Water	\$2,100.00	(\$256)	\$1,844
Sewer	\$650.00	(\$80)	\$570
Stormwater	\$13,160.00	(\$3,330)	\$9,830
Telephone	\$3,900.00	(\$253)	\$3,647
Cellular Phones	\$1,000.00	(\$355)	\$645
Cable Services	\$2,150.00	(\$517)	\$1,633
Equip Repairs & Maint	\$5,000.00	(\$1,679)	\$3,321
Facilities Charges	\$33,357.00	(\$27,240)	\$6,117
Software Support	\$1,860.00	(\$189)	\$1,671
CEA Operations/Maint.	\$48,146.00	(\$24,463)	\$23,683
CEA Depreciation/Replace.	\$73,037.00	(\$25,733)	\$47,304
Grounds Repair & Maintenance	\$2,000.00	(\$11,214)	(\$9,214)
Insurance	\$6,213.00	(\$2,590)	\$3,623
Equipment Rent	\$33,500.00	(\$7,997)	\$25,503
Depreciation Expense	\$61,000.00	(\$27,270)	\$33,730
Interest Payments	\$6,300.00	(\$2,625)	\$3,675
Transfer Out - General Fund	\$17,900.00	(\$7,458)	\$10,442
Expense Total	\$930,150.00	(\$337,846)	\$592,304