



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Agenda - Final Parks and Recreation Committee

Monday, June 9, 2025

6:00 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

[25-0661](#) Minutes of the May 12, 2025 Parks and Recreation Committee Meeting

Attachments: [Minutes of the May 12, 2025 Parks and Recreation Committee Meeting.pdf](#)

5. Public Hearing/Appealances

6. Action Items

[25-0654](#) Resolution #4-R-25 Rename Appleton Memorial Park to Veteran's Memorial Park

Attachments: [#4-R-25 Resolution to Rename Appleton Memorial Park to Veteran's Memorial Park.pdf](#)

7. Information Items

[25-0659](#) Reid Golf Course-May, 2025 Revenue & Expense Report

Attachments: [Reid Golf Course-May, 2025 Revenue & Expense Report.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, May 12, 2025

6:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chair Hayden called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Hayden, Dougherty, Smith, Van Zeeland and Schultz

4. Approval of minutes from previous meeting

[25-0322](#)

Minutes of the March 10, 2025 Parks and Recreation Committee Meeting

Attachments: [Minutes of the March 10, 2025 Parks and Recreation Committee Meeting.pdf](#)

Schultz moved, seconded by Van Zeeland, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Hayden, Dougherty, Smith, Van Zeeland and Schultz

5. Public Hearing/Appearances

6. Action Items

[25-0488](#)

Elect Vice-Chair for the Parks and Recreation Committee

Alderperson Smith is unanimously elected vice chair.

[25-0489](#)

Set Meeting Time for the Parks and Recreation Committee

Meeting time shall be at 6:00 p.m. on Monday.

[25-0490](#)

Designate Contact Person for the Parks and Recreation Committee

Contact person will be Director Gazza.[25-0491](#)

Approve change to park rules to prohibit alcohol beverages within 20' of any pavilion or playground

Attachments: [2025 Park Rule Change.pdf](#)*Amendment: that the rule would exclude pavilion rentals and special events. 5-0 approved.***Van Zeeland moved, seconded by Smith, that the Report Action Item be amended. Roll Call. Motion carried by the following vote:****Aye:** 5 - Hayden, Dougherty, Smith, Van Zeeland and Schultz**Schultz moved, seconded by Smith, that the Report Action Item be recommended for approval as amended. Roll Call. Motion carried by the following vote:****Aye:** 5 - Hayden, Dougherty, Smith, Van Zeeland and Schultz[25-0492](#)

Approve Irish Fest of the Fox Cities to hold a ticketed private Special Event

Attachments: [Irish Fest 2025 - Request Private Event.pdf](#)**Smith moved, seconded by Schultz, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:****Aye:** 5 - Hayden, Dougherty, Smith, Van Zeeland and Schultz[25-0225](#)

Approve request from Creative Downtown Appleton, Inc. to install a selfie sculpture on City-owned property located within Houdini Plaza (Consolidated Action Item)

Attachments: [Creative Downtown Appleton, Inc. Selfie Sculpture Memo.pdf](#)
 [ADI Photo Op Withdrawal 03-20-25.pdf](#)
 [ADI Selfie Sculpture Memo 03-20-25.pdf](#)*Applicant withdrew the item with no objection from the Committee. No action was taken on the item.*

7. Information Items

8. Adjournment

Van Zeeland moved, seconded by Smith, that the meeting be adjourned at 6:13 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Hayden, Dougherty, Smith, Van Zeeland and Schultz

Resolution #4-R-25
A Resolution to Rename Appleton Memorial Park to Veteran's Memorial Park

Date: June 4, 2025

Submitted By: Alderperson Hayden – District 7, Alderperson Van Zeeland – District 5,
Alderperson Schultz – District 9

Referred To: Parks & Recreation Committee

WHEREAS, Appleton Memorial Park is a prominent public space serving the residents of Appleton and surrounding communities, providing opportunities for recreation, reflection, and community gatherings; and

WHEREAS, the City of Appleton acknowledges and honors the service and sacrifice of United States military veterans who have served our country with courage, dedication, and selflessness; and

WHEREAS, community members and local veterans' organizations have expressed strong interest in establishing a permanent and visible tribute to veterans within the city; and

WHEREAS, renaming Appleton Memorial Park to Veteran's Memorial Park would serve as a lasting symbol of gratitude and respect, and would reinforce the park's role as a place of remembrance, civic pride, and historical reflection; and

WHEREAS, the current Veteran's Park will be renamed; and

WHEREAS, the Parks & Recreation Department will develop such process and present it for approval by the Parks & Recreation Committee, and

WHEREAS, the proposed name change has been reviewed and supported by the Appleton Parks & Recreation Department and the Mayor;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Appleton that:

1. Appleton Memorial Park shall henceforth be renamed Veteran's Memorial Park, effective [*date*].
2. All official city documents, signage, maps, and promotional materials shall be updated accordingly.
3. A plan to relocate select existing memorials will be developed by staff in consultation with community organizations and committees of jurisdiction.
4. A plan to add memorials for recent conflicts, that currently do not exist, be developed.
5. The City will collaborate with local veterans' groups and community stakeholders to commemorate the renaming with a dedication ceremony and appropriate memorial features.

BE IT FURTHER RESOLVED, that the City of Appleton reaffirms its ongoing commitment to honoring veterans and preserving their legacy for future generations.

Reid Golf Course Budget May 31st Expense Report

| Description | Budget | End of April Expenses | Available |
|---------------------------------|-----------------------|------------------------------|------------------|
| Regular Salaries | \$231,281 | -\$145,761.00 | \$85,520 |
| Overtime | \$643 | -\$354.00 | \$289 |
| Part-Time | \$187,621 | -\$37,474.00 | \$150,147 |
| Fringes | \$98,240 | -\$42,540.00 | \$55,700 |
| | | | |
| Training/Conferences | \$4,225.00 | -\$2,629.00 | \$1,596 |
| Office Supplies | \$500.00 | -\$42.00 | \$458 |
| Memberships & Licenses | \$2,795.00 | -\$1,306.00 | \$1,489 |
| Building Maint./Janitorial | \$1,500.00 | -\$998.00 | \$502 |
| Food & Provisions | \$50.00 | \$0.00 | \$50 |
| Landscape Supplies | \$43,800.00 | -\$30,716.00 | \$13,084 |
| Concession/Merchandise Supplies | \$70,000.00 | -\$36,513.00 | \$33,487 |
| Other Misc. Supplies | \$3,500.00 | -\$2,430.00 | \$1,070 |
| City Copy Charges | \$0.00 | \$0.00 | \$0 |
| Outside Printing | \$4,000.00 | -\$3,341.00 | \$659 |
| Uniforms | \$750.00 | -\$723.00 | \$27 |
| Gas Purchases | \$20,770.00 | -\$5,201.21 | \$15,569 |
| Miscellaneous Equipment | \$30,200.00 | -\$11,306.00 | \$18,894 |
| Accounting/Audit Fees | \$2,160.00 | \$0.00 | \$2,160 |
| Bank Service Fees | \$24,000.00 | -\$2,519.00 | \$21,481 |
| Consulting Services | \$500.00 | \$0.00 | \$500 |
| Solid Waste/Recycling Pickup | \$2,610.00 | -\$1,092.00 | \$1,518 |
| Contractor Fees | \$3,500.00 | -\$4,047.00 | (\$547) |
| Advertising | \$5,000.00 | -\$3,527.00 | \$1,473 |
| Electric | \$25,300.00 | -\$5,276.00 | \$20,024 |
| Gas | \$6,640.00 | -\$3,350.00 | \$3,290 |
| Water | \$1,800.00 | -\$253.00 | \$1,547 |
| Sewer | \$555.00 | -\$86.00 | \$469 |
| Stormwater | \$13,160.00 | -\$3,294.00 | \$9,866 |
| Telephone | \$3,000.00 | -\$206.00 | \$2,794 |
| Cellular Phones | \$1,000.00 | -\$258.00 | \$742 |
| Cable Services | \$2,500.00 | -\$530.00 | \$1,970 |
| Equip Repairs & Maint | \$6,500.00 | -\$603.00 | \$5,897 |
| Facilities Charges | \$50,934.00 | -\$13,514.00 | \$37,420 |
| Software Support | \$2,100.00 | \$0.00 | \$2,100 |
| CEA Operations/Maint. | \$41,818.00 | -\$19,167.00 | \$22,651 |
| CEA Depreciation/Replace. | \$92,549.00 | -\$31,974.00 | \$60,575 |
| Grounds Repair & Maintenance | \$10,000.00 | \$0.00 | \$10,000 |
| Insurance | \$7,880.00 | \$0.00 | \$7,880 |
| Equipment Rent | \$36,000.00 | -\$818.00 | \$35,182 |
| Depreciation Expense | \$64,000.00 | -\$26,667.00 | \$37,333 |
| Interest Payments | \$300.00 | -\$125.00 | \$175 |
| Other Capital Outlay | \$0.00 | \$0.00 | \$0 |
| Land Improvements | \$80,000.00 | \$0.00 | \$80,000 |
| Transfer Out - General Fund | \$27,660.00 | -\$11,525.00 | \$16,135 |
| Expense Total | \$1,211,341.00 | -\$450,165.21 | \$761,176 |

City of Appleton - Reid Golf Course
Revenues - May 31, 2025

| | 2024 | | 2025 | |
|--|-----------------------------|---------------------------|-----------------------------|---------------------------|
| <u>Green Fees</u> | <u>Y-T-D Rounds</u> | <u>Total Revenue</u> | <u>Y-T-D Rounds</u> | <u>Total Revenue</u> |
| Weekday-18 Holes | 1,053 | \$24,298.03 | 646 | \$15,959.57 |
| Weekday-9 Holes | 4,283 | \$63,296.31 | 3,265 | \$49,496.52 |
| | | | | |
| Weekend - 18-Holes | 947 | \$24,930.08 | 1,027 | \$26,213.38 |
| Weekend - 9 Holes | 1,199 | \$18,939.84 | 1,234 | \$20,194.90 |
| | | | | |
| Twilight Golf | 978 | \$12,763.98 | 754 | \$10,060.79 |
| | | | | |
| Passholder Rounds | 3,677 | | 2,880 | |
| | | | | |
| Team Rounds | 935 | | 843 | |
| Sub-Totals | 13,072 | \$144,228.24 | 10,649 | \$121,925.16 |
| | | | | |
| <u>Pass/Coupon/Discount Card Sales</u> | <u>Y-T-D Sales</u> | <u>Total Revenues</u> | <u>Y-T-D Sales</u> | <u>Total Revenues</u> |
| Pass Sales | 197 | \$104,198.00 | 184 | \$106,643.34 |
| Corporate Pass Sales | 13 | \$36,966.84 | 13 | \$41,232.24 |
| Discount Cards | 210 | \$6,593.16 | | \$7,049.07 |
| | | | | |
| <u>Cart Revenue</u> | <u>Y-T-D Cart Sales</u> | <u>Total Revenues</u> | <u>Y-T-D Cart Sales</u> | <u>Total Revenues</u> |
| Cart Fee | 6,835 | \$58,279.61 | 6,067 | \$52,568.04 |
| Annual Cart Passes | 56 | \$14,305.43 | 62 | \$16,590.97 |
| | | | | |
| <u>Practice Range</u> | <u>Y-T-D Sales</u> | <u>Total Revenues</u> | <u>Y-T-D Sales</u> | <u>Total Revenues</u> |
| Driving Range | 1,211 | \$10,143.16 | 892 | \$7,835.72 |
| Annual Range Pass | 12 | \$3,779.54 | 10 | \$3,201.37 |
| | | | | |
| <u>Golf Shop Merchandise</u> | <u>Y-T-D Sales</u> | <u>Total Revenues</u> | <u>Y-T-D Sales</u> | <u>Total Revenues</u> |
| Balls/Assessories/Apparel/Misc. | 969 | \$9,428.11 | 1,142 | \$10,603.25 |
| Gift Cards and Coupon Books | 86 | \$5,100.00 | 85 | \$8,354.94 |
| Lessons** | 130 | \$6,095.00 | 136 | \$6,290.00 |
| Other Rentals*** | 275 | \$2,707.30 | 219 | \$1,518.48 |
| | | | | |
| <u>Food and Beverage</u> | <u>Y-T-D Sales</u> | <u>Total Revenues</u> | <u>Y-T-D Sales</u> | <u>Total Revenues</u> |
| Food | | \$4,414.13 | | \$4,471.88 |
| Beverage | | \$6,297.53 | | \$5,202.11 |
| Alcohol Sales | | \$24,372.33 | | \$18,567.88 |
| Catering/Banquet | | \$81.65 | | \$56.87 |
| | | | | |
| Total Revenue (All Categories) | | \$436,990.03 | | \$412,111.32 |

**Lessons include private, group and juniors

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