



City of Appleton

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

Meeting Agenda - Final Parks and Recreation Committee

Monday, July 7, 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

[25-0790](#) Minutes of the June 9, 2025 Parks and Recreation Committee Meeting

Attachments: [Minutes of the June 9, 2025 Parks and Recreation Committee Meeting.pdf](#)

5. **Public Hearing/Appearances**

6. **Action Items**

[25-0793](#) Approve Veterans Memorial Park Natural Sculpture Request

Attachments: [Veterans Memorial Park Natural Sculpture Request Memo.pdf](#)

7. **Information Items**

[25-0791](#) Reid Golf Course-June, 2025 Revenue & Expense Report

Attachments: [Reid Golf Course-June, 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, June 9, 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

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

3. Roll call of membership

Aldersperson Van Zeeland appeared virtually.

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

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](#)

**Schultz moved, seconded by Smith, 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/Appearences**

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](#)

Amendment (Smith/Hayden): Remove apostrophe from word "veterans". 5-0

Van Zeeland moved, seconded by Smith, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Hayden, Dougherty and Van Zeeland

Nay: 2 - Smith and Schultz

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

7. Information Items

[25-0659](#)

Reid Golf Course-May, 2025 Revenue & Expense Report

Attachments: [Reid Golf Course-May, 2025 Revenue & Expense Report.pdf](#)

The Revenue & Expense report was presented.

8. Adjournment

Smith moved, seconded by Schultz, that the meeting be adjourned at 7:27 p.m.
Roll Call. Motion carried by the following vote:

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



CITY OF APPLETON

MEMORANDUM

Date: July 2, 2025
To: Dean Gazza, Director of Parks, Rec, Facilities and Grounds
From: Lily Paul, Economic Development Specialist
Subject: Veterans Memorial Park Natural Sculpture Request

The Appleton Public Arts Committee met on July 2, 2025 and recommended approval of the request from Hannah Ohayon, with the Appleton Public Library's Artist in Residence Program, to create a temporary, natural sculpture in Veterans Memorial Park (recently renamed from Appleton Memorial Park) as described in the attached documents.

Per the Art in Public Places Policy, the recommendation from the Appleton Public Arts Committee is forwarded to the committee of jurisdiction, in this case, the Parks and Recreation Committee. Please place this item on the agenda for the July 7, 2025 Parks and Rec Committee meeting. Their recommendation would then be forwarded to the Common Council for consideration on July 16, 2025.

The staff memo prepared for the Public Arts Committee is attached as reference.



CITY OF APPLETON

MEMORANDUM

Date: July 2, 2025
To: Public Arts Committee
From: Lily Paul, Economic Development Specialist
Subject: Artist-in-Residence: Community Built Environmental Sculpture

GENERAL INFORMATION

Owner: City of Appleton

Applicant: Hannah Ohayon & Appleton Public Library

Address/Parcel Number: 1313 E. Witzke Boulevard (Parcel #31-0-6535-02), specifically in the wooded area west of Witzke Boulevard across from the baseball fields west parking lot.

Petitioner's Request: Application is requesting to create a temporary, natural sculpture on the ground, in a concentric shape, with pinecones.

Appleton Public Arts Committee Meeting Date: July 2, 2025

Parks and Recreation Committee Meeting Date: July 7, 2025

Common Council Meeting Date: July 16, 2025

PROJECT DETAILS

Project Summary: Applicant, Hannah, is this quarter's Resident of Appleton Public Library's [Artist-in-Residence program](#). Her residency spans from July until the end of September where she provides a gallery exhibition, three public programs, and has the opportunity to coordinate workspace within the library. One of the public programs that is planned during her residency is a workshop called [Community Built Environmental Sculpture](#) to bring members of the public to participate and help create a natural sculpture in a public park. She is planning this public workshop on Thursday, July 24th in Veterans Memorial Park (f/k/a Appleton Memorial Park) from 5:30 PM to 7:30 PM. Please see attached images of the specific location. She would use the pinecones on site (and bring more to supplement) to create a design on the ground. Depending on the size of the group, they will arrange the pinecones to form concentric circles or a spiral pattern that radiates out from each of the 6 main trees in that small area.

Hannah describes this artwork as minimally invasive and low risk from a liability standpoint. But it will be beautiful for those who discover it without damaging any of the landscaping of the park. The artist, program manager, and Parks & Recreation Department are aware that this is temporary and could potentially be dismantled by the public. Hopefully it will last long enough for many to enjoy.

Reason for Choosing the Proposed Location: Some advantages of this site are:

- It is close to an entrance and close to parking, so it will be easy to direct people to
- There is no grass, so there would be no risk of killing grass, or need for relocation of the natural sculpture
- No need for City to work around the art, and they don't have to cut or haul materials
- There are no major liability concerns.

Description of How the Work is Installed/Anchored/Attached: The pinecones will simply be placed on the ground in a concentric or spiral pattern. This is not permanent.

Timeline and Duration of Installation: The Public Workshop is scheduled for Thursday, July 24th, but for the sake of weather, the workshop could be rescheduled at any point during her Residency (July – September).

Maintenance and Cost: There is no cost or maintenance. These are natural materials sourced by the artist.

Associated Signage: There is no proposal for signage, but if that changes, she will abide by the following: Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size. Any proposed signs and their placement shall be approved by the Department of Public Works.

Appleton Comprehensive Plan 2010-2030: The City of Appleton *Comprehensive Plan 2010-2030* illustrates the importance of the arts community to Appleton and encourages the expansion and promotion of placemaking and arts in the City. The proposed public art project is consistent with the following goals and objectives of the *Comprehensive Plan 2010-2030*.

Chapter 3 – Community Vision #12: Creative place making and public art enhance the public realm and contribute to a vibrant economy.

RECOMMENDATION

Based upon the guidelines outlined in the Art in Public Places Policy, staff recommend that the proposed natural sculpture, located within Veterans Memorial Park (f/k/a Appleton Memorial Park), as described in the attached documents, **BE APPROVED**.







Reid Golf Course Budget June 30th Expense Report

| Description | Budget | End of June Expenses | Available |
|---------------------------------|-----------------------|-----------------------------|------------------|
| Regular Salaries | \$231,281 | -\$122,247.00 | \$109,034 |
| Overtime | \$643 | -\$354.00 | \$289 |
| Part-Time | \$187,621 | -\$70,011.00 | \$117,610 |
| Fringes | \$98,240 | -\$48,898.00 | \$49,342 |
| | | | |
| Training/Conferences | \$4,225.00 | -\$2,703.00 | \$1,522 |
| Office Supplies | \$500.00 | -\$42.00 | \$458 |
| Memberships & Licenses | \$2,795.00 | -\$1,306.00 | \$1,489 |
| Building Maint./Janitorial | \$1,500.00 | -\$1,047.00 | \$453 |
| Food & Provisions | \$50.00 | \$0.00 | \$50 |
| Landscape Supplies | \$43,800.00 | -\$31,186.00 | \$12,614 |
| Concession/Merchandise Supplies | \$70,000.00 | -\$51,186.00 | \$18,814 |
| 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 | -\$9,325.00 | \$11,445 |
| Miscellaneous Equipment | \$30,200.00 | -\$11,700.00 | \$18,500 |
| Accounting/Audit Fees | \$2,160.00 | \$0.00 | \$2,160 |
| Bank Service Fees | \$24,000.00 | -\$5,288.00 | \$18,712 |
| Consulting Services | \$500.00 | \$0.00 | \$500 |
| Solid Waste/Recycling Pickup | \$2,610.00 | -\$1,460.00 | \$1,150 |
| Contractor Fees | \$3,500.00 | -\$4,253.00 | (\$753) |
| Advertising | \$5,000.00 | -\$3,527.00 | \$1,473 |
| Electric | \$25,300.00 | -\$7,123.00 | \$18,177 |
| Gas | \$6,640.00 | -\$3,593.00 | \$3,047 |
| 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 | -\$775.00 | \$1,725 |
| Equip Repairs & Maint | \$6,500.00 | -\$1,700.00 | \$4,800 |
| Facilities Charges | \$50,934.00 | -\$31,079.00 | \$19,855 |
| Software Support | \$2,100.00 | \$0.00 | \$2,100 |
| CEA Operations/Maint. | \$41,818.00 | -\$25,000.00 | \$16,818 |
| CEA Depreciation/Replace. | \$92,549.00 | -\$46,274.00 | \$46,275 |
| Grounds Repair & Maintenance | \$10,000.00 | \$0.00 | \$10,000 |
| Insurance | \$7,880.00 | \$0.00 | \$7,880 |
| Equipment Rent | \$36,000.00 | -\$4,817.00 | \$31,183 |
| Depreciation Expense | \$64,000.00 | -\$32,000.00 | \$32,000 |
| Interest Payments | \$300.00 | -\$150.00 | \$150 |
| Other Capital Outlay | \$0.00 | \$0.00 | \$0 |
| Land Improvements | \$80,000.00 | \$0.00 | \$80,000 |
| Transfer Out - General Fund | \$27,660.00 | -\$13,830.00 | \$13,830 |
| Expense Total | \$1,211,341.00 | -\$541,465.00 | \$669,876 |

City of Appleton - Reid Golf Course
Revenues - June 30, 2025

| | 2024 | | 2025 | |
|--|-----------------------------|---------------------------|-----------------------------|---------------------------|
| | Y-T-D Rounds | Total Revenue | Y-T-D Rounds | Total Revenue |
| Green Fees | | | | |
| Weekday-18 Holes | 1,617 | \$37,430.51 | 1,286 | \$29,831.79 |
| Weekday-9 Holes | 7,235 | \$106,629.32 | 6,410 | \$96,554.98 |
| | | | | |
| Weekend - 18-Holes | 1,709 | \$47,557.42 | 1,838 | \$47,954.00 |
| Weekend - 9 Holes | 1,786 | \$28,816.16 | 1,778 | \$29,347.80 |
| | | | | |
| Twilight Golf | 1,651 | \$21,730.34 | 1,514 | \$20,202.25 |
| | | | | |
| Passholder Rounds | 5,724 | | 5,166 | |
| | | | | |
| Team Rounds | 984 | | 902 | |
| Sub-Totals | 20,706 | \$242,163.75 | 18,894 | \$223,890.82 |
| | | | | |
| Pass/Coupon/Discount Card Sales | Y-T-D Sales | Total Revenues | Y-T-D Sales | Total Revenues |
| Pass Sales | 217 | \$109,458.67 | 194 | \$110,197.85 |
| Corporate Pass Sales | 13 | \$36,966.84 | 13 | \$41,232.24 |
| Discount Cards | 404 | \$6,803.58 | 412 | \$7,189.35 |
| | | | | |
| Cart Revenue | Y-T-D Cart Sales | Total Revenues | Y-T-D Cart Sales | Total Revenues |
| Cart Fee | 11,178 | \$96,391.59 | 11,125 | \$99,311.86 |
| Annual Cart Passes | 56 | \$14,305.43 | 62 | \$16,590.97 |
| | | | | |
| Practice Range | Y-T-D Sales | Total Revenues | Y-T-D Sales | Total Revenues |
| Driving Range | 2,129 | \$17,016.12 | 1,769 | \$14,236.76 |
| Annual Range Pass | 12 | \$3,779.54 | 11 | \$3,533.12 |
| | | | | |
| Golf Shop Merchandise | Y-T-D Sales | Total Revenues | Y-T-D Sales | Total Revenues |
| Balls/Assessories/Apparel/Misc. | 1,590 | \$16,219.92 | 1,826 | \$18,262.34 |
| Gift Cards and Coupon Books | 171 | \$10,702.36 | 179 | \$13,536.08 |
| Lessons** | 139 | \$6,440.00 | 161 | \$7,310.00 |
| Other Rentals*** | 421 | \$3,571.74 | 344 | \$2,368.66 |
| | | | | |
| Food and Beverage | Y-T-D Sales | Total Revenues | Y-T-D Sales | Total Revenues |
| Food | | \$8,429.22 | | \$8,290.37 |
| Beverage | | \$11,949.78 | | \$11,017.98 |
| Alcohol Sales | | \$286.31 | | \$236.87 |
| Catering/Banquet | | \$44,212.81 | | \$39,168.49 |
| | | | | |
| Total Revenue (All Categories) | | \$628,697.66 | | \$616,373.76 |

**Lessons include private, group and juniors

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