

FINANCE AND PERSONNEL COMMITTEE

City of Kaukauna
Council Chambers
Municipal Services Building
144 W. Second Street, Kaukauna



Monday, September 14, 2026 at 6:15 PM

AGENDA

In-Person and Remote Teleconference via ZOOM

1. Correspondence.
2. Discussion Topics.
 - [a.](#) Aquatic Center Group Rates.
3. Adjourn.

NOTICES

Finance and Personnel Committee - Notice is hereby given this is a public meeting of the Finance and Personnel Committee. As such, all members or a majority of the City's Common Council and Standing Committees will likely be in attendance. While members of the Common Council or any Standing Committees may participate in discussions, only the Finance and Personnel Committee will take formal action.

IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.



MEETING ACCESS INFORMATION:

You can access this meeting by one of three methods: from your telephone, computer, or by an app. Instructions are below.

To access the meeting by telephone:

1. Dial 1-312-626-6799
2. When prompted, enter Meeting ID 234 605 4161 followed by #
3. When prompted, enter Password 54130 followed by #

To access the meeting by computer:

1. Go to <http://www.zoom.us>
2. Click the blue link in the upper right hand side that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow Zoom to access your microphone or camera if you wish to speak during the meeting

To access the meeting by smartphone or tablet:

1. Download the free Zoom app to your device
2. Click the blue button that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow the app to access your microphone or camera if you wish to speak during the meeting

Members of the public will be muted unless there is an agenda item that allows for public comment or if a motion is made to open the floor to public comment.



MEMO

COMMUNITY ENRICHMENT & RECREATION

To: Finance and Personnel Committee

From: David Herrmann, Recreation Program Manager
Terri Vosters, Community Enrichment & Recreation Director

Date: 9/14/2026

Re: Aquatic Center Group Rate Memo

Background Information:

Annually, Aquatic Center management receives several requests for nonprofit and/or group rates to enter the Aquatic Center. There are currently no discounts or rules for group rates. Staff have reviewed several surrounding communities' group rate structure and propose the following to begin in 2027.

- Organizers must fill out a form to acknowledge Aquatic Center policies (will be a fillable form online).
 - Information will include date and time of request, number of visitors, age of visitors, type of group and contact information of the organizer. A list of pool rules will also be required to be acknowledged/signed by the organizer.
- Room/gazebo space is not provided.
- Group size must exceed 15 visitors.
- All group attendees will receive a discounted rate of \$2.50. (Regular daily admission fee is \$3/child \$4/adult. Ages 0-2 are free.
- Chaperones are required 1-1 for ages under 3, 1-5 for ages 3-8, 1-10 for ages 9+.
- Chaperones must be in the water at all times.
- If weather conditions do not cooperate with the requested date: another date will be given. No refunds. Aquatic Center staff will determine if weather conditions are not appropriate.
- Organizer may request payment for the day of request or an invoice. The invoice will be sent to the organizer. The invoice must be paid within 14 days of request.
- Requests are for open swim hours only. No requests will be granted outside normal operating hours.
- All group attendees will be swim tested. Coast guard approved lifejackets are allowed. (Type I, II, III). No water wings or other flotation devices are allowed.
- If group is not pre-registered, regular admission fees apply.

Strategic Plan: Continue to offer Community of choice with a variety of different discounted options for patrons. This would enhance customer experience while improving operational efficiency for staff. This structured approach benefits all parties involved.

Budget: No budget impact.

Recommended Action:

Authorize the Community Enrichment staff to add group rates to the fee structure for the Aquatic Center.

