



# MEMO

## COMMUNITY ENRICHMENT & RECREATION

To: Finance and Personnel Committee  
From: David Herrmann, Recreation Program Manager  
Terri Vosters, Community Enrichment & Recreation Director  
Date: 2/18/2026  
Re: Aquatic Center Birthday Party Packages

### **Background Information:**

This memo proposes the introduction of a Birthday Party Package at the pool and outlines the benefits this offering would provide for both patrons and staff.

The Birthday Party Package would allow patrons to pre-book a party at the pool, including admission and the option to pre-order bulk food from the concessions stand at a slight discounted rate. This package would be available for scheduled party times and require advance notice.

This proposal does not include any change to the Facility rental fee that was approved in 2024.

#### **Benefits to Patrons:**

- Cost Savings: Patrons receive a small discount for ordering in bulk compared to purchasing individual admissions and food items separately (saves ~\$1/per person)
- Convenience: Families can easily add a birthday party food package onto their rental when registering, reducing the need to wait in concession lines during the party.
- Improved Experience: Planning this ahead of time allows hosts to focus on enjoying the celebration rather than managing food.

#### **Benefits to Staff:**

- Advance Planning: Staff are informed ahead of time about party size and food orders, allowing for better preparation since food is prepared in advance and distributed efficiently.
- Smoother Operations: Planning ahead helps staff manage inventory for larger parties and improves efficiency when dealing with large amounts of patrons.

| Community   | Rental Type        | # of People              | Facility Rental Fee                                      | Food/Additional Fee   |
|---|--------------------|--------------------------|--|---|
| Kaukauna  | Gazebo             | 25                       | \$125/hour   | 15 person pkg - \$75<br>25 person pkg - \$125<br>35 person pkg - \$175<br>45 person pkg - \$225 |
|   | Meeting Room       | 45                       |  |   |
| *Proposed birthday day party package would include whole pizzas, chips, and water for all party members |                    |                          |  |   |
| Green Bay   | Fun in the Sun     | 12 or less<br>13-20      | \$150<br>\$200   | \$50 lunch<br>\$10 per adtl. Person<br>(hot dog, chips, slush)                                  |
|   | Slippin' & Slidin' | 12 or less<br>13-20      | \$225<br>\$275   | \$50 lunch<br>\$10 per adtl. Person<br>(hot dog, chips, slush)                                  |
| Little Chute  | Pavilion           | 10 or less<br>20 or less | Day: \$60 / Night:<br>\$50<br>Day: \$90 / Night:<br>\$70 | Food is included for<br>kids only, not adults<br>(kids get pizza, popcorn, and water)           |
| Appleton  | Cabana             | 12                       | \$135  | \$3/person adtl. For<br>concessions<br>No food package  |
|   | Oasis Room         |                          | \$150  |   |
|   | Shade Pavilion     |                          | \$135  |   |
| De Pere   | Legion Pool        | 12 or less<br>20 or less | \$60<br>\$84   | \$35/hr adtl. For<br>concession stand<br>No food package  |
|   | VFW Pool           | 12 or less<br>20 or less | \$100<br>\$140   | \$35/hr adtl. For<br>concession stand<br>No food package  |
| Oshkosh   | N/A                | N/A                      | N/A  | \$4, \$6, \$8, or<br>\$9/person for food<br>and pool  |

**Strategic Plan:** Continue to offer Community of choice with a variety of different options for residents. This would enhance the customer experience while improving operational efficiency for staff. This structured approach benefits all parties involved and has the potential to increase revenue through planned group visits.

**Budget:** No budget impact.

**Recommended Action:**

Authorize the Community Enrichment Manager to add birthday party packages to the menu for the Aquatic Center.