

A meeting of the Parks and Recreation Committee will be held on, **February 28th 2022 @ 2:00 pm** in **City of Marinette Common Council Chambers**, 1905 Hall Ave. Marinette, WI

Parks and Recreation Committee Meeting Agenda
Monday, February 28th, 2022

1. Call the meeting to order.
2. Roll call.
3. Approve minutes of January 17th, 2021.
4. Executive Director of Recreation & Events report. (see attached)
5. Recreation Superintendent report (see attached).
6. Public Work's Superintendent report (see attached).
7. Marketing & Tourism Director report (see attached).
8. Discussion regarding Phase I of Higley Field.
9. Discussion and possible action regarding Duer Gym.
10. Discussion regarding City Park campground.
11. Consideration and possible action items for the March agenda.
12. Adjourn.

Dorothy Kowalski, Parks and Recreation Committee Chairperson

Cc: Parks and Recreation Committee members (w/encl.); Mayor Steve Genisot (w/encl); City Clerk Lana Bero (w/encl); Executive Recreation Director Gavin Scray(w/encl.); Recreation Superintendent Adrienne Lacy (w/encl), Superintendent of Public Works Pat Carlson (w/encl.); Marketing and Tourism Director Shawn Katzbeck; City Council members, Eagle Herald (w/encl); Badger Communications (w/encl); Peshtigo Times (w/encl); City Hall Bulletin Board.

A possible quorum of Common Council members may be present at this meeting.

Requests from individuals with disabilities who need special accommodations to participate in this meeting should be made to the City Clerk's Office at 715-732-5140 with as much advance notice prior to the meeting as possible.

PARKS AND RECREATION COMMITTEE MEETING MINUTES FROM 1/17/2022

1. Alderperson Kowalski **called** the Parks and Recreation Committee regular meeting **to order** at 04:00 PM in the Marinette Council Chambers, 1905 Hall Ave, Marinette WI.
2. **Upon a call of the roll**, the following Committee member's attendance was recorded as follows:
MEMBERS PRESENT: Alderpersons Kowalski, Polzin, Wolfe & Klegin.
ABSENT: Alderperson Keller
OTHERS PRESENT: Mayor Genisot, Executive Recreation Director Gavin Scray, Recreation Superintendent Adrienne Lacy, Marketing Director Shawn Katzbeck, Thomas Karban, Kathy Korchak, Alderperson Mikutowski & Oitzinger, Superintendent of Public Works Pat Carlson, Tom Bero, Police Chief LaCombe, Cindy Grabowski, Mary Bauer, Karianne Lesperance & Melissa Ebsch.
3. **Approve minutes of December 20, 2021 meeting.**
Alderperson Polzin moved/Klegin seconded and all concurred to approve as presented the meeting minutes from December 20th, 2021.
4. **Executive Director of Recreation & Events report.**
Executive Recreation Director Scray provided his monthly report for December for the Community REC Center.
5. **Recreation Superintendent report.**
Assistant Recreation Director, Adrienne Lacy provided her monthly report for December. Lacy reported about 206 kids participated in the Jump around Bounce Day held on January 15th.
6. **Public Work's Superintendent Report**
Public Work's Superintendent, Pat Carlson provided his monthly report for December.
7. **Director of Tourism and Marketing report.**
Director of Tourism and Marketing Shawn Katzbeck provided his report that included past and future events for the Community REC Center. Katzbeck added there are about 50 participants registered for the Pickle Ball Tournament on February 4, 5 & 6, and many are from locations outside the City of Marinette.
8. **Discussion and possible action regarding an action plan for Higley Field.**
Executive Recreation Director Scray distributed the Master Plan that the consultants provided. The committee discussed the next steps in moving forward with the new playground equipment and provided pathways to the area it will be installed. Chairperson Kowalski will check with Finance Director Miller for possible funding for the pathways.
9. **Discussion and possible action regarding Duer Gym.**
Executive Recreation Director Scray is working on a list of all non-profit groups and getting the letter ready to review with the City Attorney. No further action was taken.
10. **Discussion regarding City Park campground.**
Superintendent of Public Works Pat Carlson stated the tent sites had to be closed at the end of summer last year due to renters abusing the privileges with leaving garbage and having too many occupants on one site. The committee discussed possible actions to be taken for the tent sites like requiring a deposit and limiting the number of people /tents on a site. No further action was taken.
11. **Presentation by Healthy Youth Coalition.**
Mary Bauer, representing Community that Cares program that works to reduce substance abuse in conjunction with the Healthy Youth Coalition presented risks and hazards with e-cigarettes and vaping, they are asking the City to update the Ordinance to not allow e-cigarettes and vaping in Public parks.
12. **Items for February agenda –**
Discussion and possible action regarding an action plan for Higley Field.

Discussion and possible action regarding Duer Gym.

Discussion regarding City Park Campground.

Discussion and possible action to amend Resolution No. 27-2013 to add e-cigarettes and vaping.

13. **Adjourn.** Alderpersons Klegin moved/Wolfe seconded and all concurred to adjourn at 4:36 PM.

Lana Bero, City Clerk

*(Next regular Parks and Recreation Committee meeting is **Monday 02/21/22 @ 4:00** in the Common Council Chambers).*

Update – February 2022

EVENTS

- PAST January 7-9: 12U Girls Hockey Tournament
- PAST January 15: Jump Around Bouncy House Event
- PAST January 21-23: 12U Hockey Tournament
- PAST February 4-6: Pickle ball Tournament
- PAST February 11-13: Squirt Hockey Tournament
- PAST February 12: 20 Year Gun Club Gun Show
- PAST February 18-20: Fishing, Boating Outdoor Show
- February 25-27: Mite Hockey Tournament
- March 11-13: High School State Hockey Tournament
- March 12: Spring Craft Show
- March 18-20: Chummy Hockey Tournament
- March 26: Home and Garden Show
- April 1-3: Danglefest Hockey Tournament
- April 9: War in the Woods Promotions, Inc. MMA Event
- April 22-24: Men's League Hockey Tournament
- April 30-May1: Spring Pickleball Tournament

PROGRAMS

- See Adrienne's report
- Spring/Summer offerings

STAFFING

- Advertising Recreation Program Coordinator Position
- Zamboni drivers needed
- PT housekeeper needed

REC CENTER

- Hockey Season
- Events
- Temporary pickle ball nets added

CIVIC CENTER

- Outdoor ice rink operational
- Higley Park conceptual planning
- Playground equipment design
- Parking lot/walking path pricing

WELCOME CENTER

- Seasonal Hours/staffing
- TIC Grant

DUER GYM

- Non-profits contacted
- List of interested parties
- Utilities disconnected

CAMPGROUNDS/PAVILLIONS

- Renting for 2022
- \$100 security deposits now implemented
- Tent site issues



Recreation Department

Adrienne Lacy – Recreation Superintendent

Recreation Superintendent Report – February 2022

Community Programs:

- Learn to Fly Fish – a partnership with Marinette Trout Unlimited begins on February 22nd.
- Be Active Wisconsin – state wide virtual challenge begins March 1st. Sign up now to take part.
- Skating and tennis lessons are in the second session for the year.
- Sporties for Shorties ongoing and close to capacity.
- Bend & Stretch is ongoing.
- Taekwondo is ongoing.

2022 Upcoming Programming:

- Day Camp occurred on February 17th and 18th. Spring Break Camp will happen in March
- Parents' Night Out on February 25th.
- Starting planning for #myREC Summer Day Camp – registration begins on March 1.

Updates:

Respectfully Submitted,

Adrienne Lacy, CPRP
Recreation Superintendent

City of Marinette Public Works

Patrick Carlson
Superintendent

MONTHLY PARKS REPORT- JANUARY 2022

- Snow plowing parking lots and sidewalk maintenance in all the parks and boat landings.
- All Christmas light decorations have been removed from street lights, city hall, Merchant Park and Stephenson Island.
- DPW continues to sand and fix park picnic tables at the city garage.
- DPW has been hauling wood chips from the shop onto the nature walk way on W. Bay Shore Street and also building a new creek walk bridge due to the fact the old one was unusable.

Thank you,



Pat Carlson
Superintendent of Public Works



City of Marinette

Shawn Katzbeck, Director of Marketing & Tourism

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Marketing Recap- February 2022

- I. Event Marketing – January/February
 - a. Deep Freeze Pickleball Tournament
 - i. 103 competitors
 - ii. 155 Events
 - iii. 67 out of 103 traveled at least 1-hour
 - iv. We estimate 40 people spent the night in our hotels.
 - v. Most participants went out to eat for dinner
 - vi. Budget
 1. Expenses: \$2,685.87 (**Does Not** Include Hall Expense but **does include** 10 mobile Pickleball Nets, 11 Roles of Floor Tape for courts, and 100 Pickleballs)
 2. Income: \$3,845.00
 3. Profit/Loss = +\$1,159.13
 4. Next Tournament is March 29, 30, and April 1st.
 - b. 20 Year Military Gun Show
 - i. 255 people attended
 - ii. 13 Vendors
 - iii. Expenses \$0.00
 - iv. Income \$425.00
 - c. Fishing, Boating, Outdoor Show
 - i. This upcoming weekend (February 18, 19, 20)
 - ii. Chuck has said the Ice Arena & and Activity Hall are sold out
 - iii. The Turf arena will be kids activities
 - d. Spring Craft Show March 12th
 - i. 24 Vendors in at this point
 - ii. Expecting another 10 to 15 vendors
 - iii. To date revenue is 25% over 2021.
 - e. Home and Garden Show March 26th
 - i. 8 Vendors to date
 - ii. Great response from constant contact email



II. City Marketing

1. Welcome Center
 - a. Received TIC Grant
 - b. \$5,000.00
 - c. Approximately \$1,600 over last year
2. TV at Welcome Center
 - a. Perfectly Seasoned
3. Fire Department
 - a. Video Series for Facebook
 - b. Working with Steve Campbell on Video Campaign to engage community
4. Small Business Spotlight
 - a. Developing a Small Business Digital Marketing Campaign
 - b. Will be put on City and Mayor Facebook Page
 - c. Collecting assets and developing strategy
5. REC Center
 - a. Working with Adrienne on marketing upcoming programs
 - b. Upcoming Events
 - i. April
 1. Quilt Show April 1st
 2. MMA April 9th
 3. Senior Prom April 16th
 4. Paddle Battle at the REC – Pickleball Tournament April 29, 20, May 1
 - ii. May
 1. Food Truck Friday
 2. Farmers Market