

Agenda posted Wednesday, April 13th, 2022 at 2:30PM

A meeting of the Parks and Recreation Committee will be held on, **April 18th 2022 @ 4:00 pm in City of Marinette Common Council Chambers, 1905 Hall Ave. Marinette, WI**

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**Parks and Recreation Committee Meeting Agenda**  
**Monday, April 18th, 2022**

1. Call the meeting to order.
2. Roll call.
3. Approve minutes of March 21st, 2022. (see attached)
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. Update regarding an action plan for Higley Field.
9. Discussion and possible action regarding interested non-profit organizations for the Duer Gym.
10. Discussion and possible action regarding City Park campground.
11. Discussion and possible Common council recommendation regarding Ordinance No. 2488 regarding Smoking in Parks and Recreational areas. (see attached).
12. Consideration and possible action items for the May agenda.
13. 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 3/21/2022

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, Keller, Wolfe & Klegin.  
**ABSENT:** None  
**OTHERS PRESENT:** Mayor Genisot, Executive Recreation Director Gavin Scray, Recreation Superintendent Adrienne Lacy, Marketing Director Shawn Katzbeck, Thomas Karban, Alderperson Mikutowski & Oitzinger, Lt. Jeff Cate, Tom Bero, Daniel Schiller, Jennifer Schiller, Lynette Brosig, Wesley Beyer & Melissa Ebsch.
3. **Approve minutes of February 28, 2022 meeting.**  
Alderperson Polzin moved/Klegin seconded and all concurred to approve as presented the meeting minutes from February 28th, 2022.
4. **Executive Director of Recreation & Events report.**  
Executive Recreation Director Scray provided his monthly report for March for the Community REC Center.
5. **Recreation Superintendent report.**  
Recreation Superintendent, Adrienne Lacy provided her monthly report for March. Lacy added that registration for summer day camps is over half full.
6. **Public Work's Superintendent Report**  
Public Work's Superintendent, Pat Carlson provided his monthly report for March.
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 reported that the outdoor hunting/fishing expo held on February 25-27<sup>th</sup> attendance was up by about 1 ½ times from last year and has already scheduled next year's show.
8. **Discussion and possible action regarding an action plan for Higley Field.**  
Executive Recreation Director Scray stated the Playground equipment has been ordered. Scray added the preliminary number for the cost of the parking lot and walking path to the playground equipment is about \$150,000.00. The committee discussed next steps to start Phase I. Alderperson Polzin moved/Klegin seconded and all concurred to forward the item to the Finance & Insurance committee for possible approval of the funding of the parking lot and walking path in the amount of \$150,000.00.
9. **Formal presentations from interested non-profit organizations for the Duer Gym.**  
Jennifer Schiller, representing a Place for Max presented a power point presentation to give a brief explanation of her non-profit organization stating the dream for the organization would be a recreational area for adults and teenagers with special needs. Schiller also stated having an actual facility would open up the potential to apply for grants, the power point presentation added a timeline if awarded the facility. The facility would also be used to host support groups and fundraisers for a Place for Max. Current donations would cover expenses to repair building. The committee will meet to set some criteria to choose an organization.
10. **Discussion regarding City Park campground.**  
Executive Recreation Director Scray stated reservations are currently being taken for campers only until a plan from Public works is in place regarding campground maintenance/staff.
11. **Items for February agenda –**  
Discussion and possible action regarding interested non-profit organizations for the Duer Gym.  
Discussion and possible action regarding City Park Campground.  
Discussion and possible action to amend Resolution No. 27-2013 to add e-cigarettes and vaping.
12. **Adjourn.** Alderpersons Klegin moved/Wolfe seconded and all concurred to adjourn at 4:19 PM.

Lana Bero, City Clerk

*(Next regular Parks and Recreation Committee meeting is Monday 04/18/22 @ 4:00 in the Common Council Chambers).*

CC: Committee members, Common Council members, Mayor, City Attorney, Public Works Director, Public Works Superintendent, Police Chief & Clerks file

Update – April 2022

**EVENTS**

- PAST March 11-13: High School State Hockey Tournament
- PAST March 12: Spring Craft Show
- PAST March 18-20: Chummy Hockey Tournament
- March 26: Home and Garden Show
- PAST April 1-3: Danglefest Hockey Tournament
- PAST April 9: Egg Roll
- PAST April 9: War in the Woods Promotions, Inc. MMA Event
- April 22-24: Men's League Hockey Tournament
- April 30-May1: Spring Pickleball Tournament
- May 27: All American Circus
- June 3-4: Masters Walleye Circuit
- June 11: Summer Craft Fair
- July 10: AIM Walleye Tournament
- July 14-15: National Walleye Tour

**PROGRAMS**

- See Adrienne's report
- Spring/Summer offerings

**STAFFING**

- Hiring recreation program coordinator position
- Advertising part time housekeeper/cleaner position
- Lifeguards needed
- Seasonal positions

**REC CENTER**

- Hockey season ending
- Events
- Pickle ball court I-beam padding sponsorships

**CIVIC CENTER**

- Higley Park conceptual planning
- Playground equipment ordered
- Parking lot/walking path planning
- Pickle ball bathroom restoration
- Pickle ball court lining
- New pool deck chairs/umbrellas

**WELCOME CENTER**

- Seasonal Hours/staffing
- Travel Wisconsin facelift

**DUER GYM**

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

**CAMPGROUNDS/PAVILLIONS**

- \$100 security deposits now implemented
- Tent site issues



## Recreation Department

*Adrienne Lacy – Recreation Superintendent*

### Recreation Superintendent Report – April 2022

#### Community Programs:

- Music & Movement class started in April. Toddlers seemed to enjoy the first two classes. More classes are planned for the upcoming months.
- Rec Hockey League began April 12<sup>th</sup> with approximately 50 skaters. The season will last through May.
- The next Day Off Day Camp will be April 15<sup>th</sup>.
- Summer Day Camp is more than half full. Some mini camps are full.
- Sporties for Shorties is ongoing and close to capacity.
- Bend & Stretch is ongoing.
- Taekwondo is ongoing.

#### 2022 Upcoming Programming:

- There is an upcoming lifeguard certification class May 13<sup>th</sup> – 15<sup>th</sup>. Spots are still open.
- Summer programming is listed at [marinette.recdesk.com](http://marinette.recdesk.com) including camps, t-ball, swim lessons, and co-ed softball.

#### Updates:

- Egg Roll happened on April 9<sup>th</sup> and was completely full. Over 150 local children found eggs and took pics with the Easter Bunny.
- Be Active Wisconsin – state wide virtual challenge ended at the March. Team Marinette Rec came in 8<sup>th</sup> place out of 50!
- Summer hiring is in full swing. With expanded camp offerings, even more day camp leaders are being hired. We are also in need of lifeguards so the pool can operate its full hours.
- The Recreation Superintendent passed her National Recreation and Park Association Certified Parks and Recreation Executive exam at the end of March. She is only the sixth CPRE in the State of Wisconsin and one of less than 400 nationwide.

Respectfully Submitted,

Adrienne Lacy, CPRE  
Recreation Superintendent

1905 Hall Avenue  
Marinette, WI 54143  
715.732.5175  
715.923.0465 Cell  
715.735.9149 Fax



## City of Marinette Public Works

Patrick Carlson  
Superintendent

### MONTHLY PARKS REPORT- MARCH 2022

- Snow plowing parking lots and sidewalk maintenance in all the parks and boat landings.
- DPW crew started doing repairs on Boom Landing docks.
- DPW sanded and repaired Civic Center pool picnic tables at the city garage.

Thank you,

A handwritten signature in black ink, appearing to read "Pat Carlson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Pat Carlson  
Superintendent of Public Works



## **City of Marinette**

**Shawn Katzbeck, Director of Marketing & Tourism**

2501 Pierce Ave. Marinette, WI 54143

ph: (O) 715-732-5162 (C) 920-256-0016

[skatzbeck@marinette.wi.us](mailto:skatzbeck@marinette.wi.us)

### **Marketing April - 2022**

- I. Event Marketing
  - a. Home and Garden Show March 26<sup>th</sup>
    - i. 24- Vendors
    - ii. Several vendors had told me this was the busiest show we had done
    - iii. Overall vendors and participants told us they were very happy with the show
    - iv. Total Gross Revenue: \$3,850.00
      - 1. Down \$800 dollars from 2021
      - 2. Did NOT invite crafters to show
    - v. Marketing:
      - 1. Print: \$108
      - 2. Radio \$675
      - 3. Billboard: \$225
      - 4. Total Marketing: \$1,008
  - b. Project Easter Basket
    - i. Received hundreds of baskets
    - ii. Distributed to
      - 1. CASA Marinette/Menominee
      - 2. Children Services of Marinette
      - 3. Abundant Life Homeless Shelter
      - 4. Salvation Army
      - 5. Faith Church Peshtigo
      - 6. Rainbow House
      - 7. BAMC Aurora
      - 8. Belin Urgent Care
  - c. April 2<sup>nd</sup> Quilt Show Turf Room
    - i. Quilters Guild of Marinette and Menominee were VERY Pleased
    - ii. Biggest attendance ever
    - iii. Already discussing 2024
    - iv. Revenue: \$851.00

- d. Children's Egg Roll April 9<sup>th</sup>
    - i. Sold out for all 3 times
    - ii. Over 2-thousand eggs filled with candy and gifts
    - iii. Great event
  - e. April 9<sup>th</sup> MMA – Warrior Game 12
    - i. Approximately 700 People in attendance
    - ii. No issues
    - iii. Revenue from event \$3,400 (Does NOT Include Concession or beer sales)
  - f. April 29, 30, May 1<sup>st</sup> Pickleball Brawl At The REC
    - i. Sign-up is going very well again
    - ii. 75- People signed up playing in over 100 different events
    - iii. Sponsorships
      - 1. Brothers-3
      - 2. Fincantieri Marinette Marine
      - 3. Farmers and Merchants Bank & Trust
      - 4. Culligan of Peshtigo
    - iv. Gross Revenue to Date: \$3,420
  - g. Upcoming Events/In Process
    - i. Senior Prom
    - ii. Food Truck Friday
    - iii. MAY-Heim on Main
    - iv. Circus May
    - v. Cabela's Master Walleye Circuit June 3-4
    - vi. Summer Craft Show June 11<sup>th</sup>
    - vii. Farmers Market June
    - viii. Logging and Heritage Festival July 9-10
    - ix. AIM Walleye Tournament July 10
    - x. National Walleye Tournament July 14 – 15
- II. City Marketing Tourism
- a. Movers and Shakers of Marinette – Featuring local small business's on Facebook
  - b. Around Town – Radio weekly segment updating citizens about what is going on in our city
  - c. Billboard Campaign (Packet to be handed out at meeting)
  - d. Welcome Center Facelift
    - i. Governor Evers has given \$500,000 dollars to rebrand and clean up the Welcome Centers across the state.
    - ii. The Wisconsin Travel Team came into our facility to take pictures, videos, and measurement of the facility



- iii. They will send back a mock-up of how the facility will look. No structural things will be touched. This is simply a “New Look” on the interior of the facility
- iv. Kurt Gough from Shelter Architecture has been subcontracted to do the design and implementation of upgrades.
- v. Gaving Scray and Council Woman Dorothy Kowalski were in attendance
- vi. 100% is paid for by the state
- vii. This is being done to keep the brand consistent throughout all the facilities without losing the integrity of our community
- e. Attended Wisconsin Governors Conference on Tourism. (See Handouts for information)
- f. Travel Assets Working on
  - i. Video clips to be used at Welcome Center
  - ii. Fishing Tri-Fold
  - iii. Camping Tri-Fold
  - iv. Hiking – Biking Trifold
  - v. Website

Respectfully Submitted,

*Shawn Katzbeck*

Shawn Katzbeck  
Director of Marketing & Tourism  
City of Marinette



CITY OF MARINETTE, WISCONSIN

AN ORDINANCE  
Amending MMC 12.0101(B)(16) pertaining  
to Smoking in Parks and Recreational areas.

PRESENTED CC 4-6-22  
REFERRED  
REREFERRED  
REPORTED BACK  
ADOPTED  
PUBLIC HEARING  
PUBLISHED

Drafted by: Robert Gagan  
City Attorney  
Date: 3-24-22

ORDINANCE NUMBER 2488

The Common Council of the City of Marinette do ordain as follows:

**Section 1.** Marinette Municipal Code Chapter 12 is amended as follows:

**CHAPTER 12: PARKS AND NAVIGABLE WATERS**

**12.0100 PARK REGULATIONS**

**12.0101 PARK REGULATIONS**

A. Purpose and Definition

In order to protect the parks, parkways, recreational facilities, and conservancy areas within the City of Marinette from injury, damage, or desecration, these regulations are enacted. The term "park," as hereinafter used in this chapter, shall include all grounds, structures, and watercourses which are, or may be, located within any area dedicated to the public use as a park, parkway, recreation facility, or conservancy district in the City.

B. Specific Regulations

16. No Smoking

~~Smoking is prohibited in "fenced areas" of Pedersen, Haase and Prep Baseball fields in the City of Marinette.~~

"Smoking" means inhaling, exhaling, burning, or carrying any lighted or heated, cigar, cigarette or pipe, or any other lighted or heated tobacco, nicotine, or plant product intended for inhalation, including hookah and marijuana, whether natural or synthetic. "Smoking" also includes the use of electronic smoking device or vaping products.

**Section 2.** The provisions of this ordinance are declared to be severable. If any section, sentence, clause, phrase, or application of this ordinance is held to be invalid or unconstitutional for any reason, such decision shall not affect the validity of the remaining sections, sentences, clauses, phrases, or applications of this ordinance, which shall remain in effect. It is the legislative intent that this ordinance shall remain in effect notwithstanding the invalidity of any part or application of this ordinance.

**Section 3.** This ordinance shall take effect upon passage and publication as provided by law.

Motion for adoption by Alderperson

Seconded by Alderperson

On roll call adopted

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Steve Genisot, Mayor

Attest:

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Lana Bero, Clerk