

Agenda posted Thursday, May 13<sup>th</sup>, 2021 at 3:00PM

A meeting of the Parks and Recreation Committee will be held on, **May 17th, 2021 @ 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, May 17th, 2021**

1. Call the meeting to order.
2. Roll call.
3. Approve minutes of April 19th, 2021.
4. Executive Director of Recreation & Events report. (see attached)
5. Recreation Superintendent report (see attached).
6. Public Work's Superintendent report (handout at meeting).
7. Director of Tourism and Marketing report (see attached).
8. Presentation by Rettler Corp regarding the Comprehensive Plan for Higley Field. (see attached).
9. Consideration and possible action items for the June agenda.
10. 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.); Recreation Programing Assistant Tyler Crossman (w/encl), 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 04/19/2021

1. Chairperson Kowalski **called** the Parks and Recreation Committee regular meeting **to order** at 04:30 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 & Klegin.  
**ABSENT:** Alderperson Anderson  
**OTHERS PRESENT:** Executive Recreation Director Gavin Scray, Recreation Superintendent Adrienne Lacy, Marketing Director Melissa Ebsch, Superintendent of Public Works Pat Carlson, Judge Noppenberg, Jim Callow, Lynette Brosig & John Liesveld.
3. **Approve minutes of March 15th, 2021 meeting.**  
Alderperson Polzin moved/Klegin seconded and all concurred to approve as presented the meeting minutes from January 25th, 2021.
4. **Executive Director of Recreation & Events report.**  
Executive Recreation Director Scray provided his monthly report for April for the Community REC Center.
5. **Assistant Recreation Director's report.**  
Assistant Recreation Director, Adrienne Lacy provided her monthly report for April. Lacy reported the Summer Camp registrations are up from 2020 and over half full, the new REC Hockey league is starting to fill up and over half full, many registered participants are from other areas.
6. **Public Work's Superintendent Report**  
Public Work's Superintendent, Pat Carlson provided his monthly report for April.
7. **Director of Tourism and Marketing report.**  
Director of Tourism and Marketing Melissa Ebsch provided her report that included future events for the Community REC Center. Ebsch reported the Home and Garden show held on April 17th had 800 visitors and 43 vendors participate in the event. Ebsch explained Worth the Drive which is a Fox Cities Magazine in which Marinette is going to be featured in July.
8. **Update on Comprehensive Plan from Rettler Company for design services at Higley Field.**  
John Kneer, President of Rettler Company was present via go to meeting to provide an update to the committee. Kneer stated the company started with a high level review of the needs of the area and had a walk-through of the park, building at the baseball fields, tennis courts and Civic Center to determine what uses could happen in the future with the existing facilities. Moving forward Rettler will provide layouts and review with Gavin and Adrienne to receive comments on the plans then present to the committee to move forward with the final plan. Alderperson Polzin asked about City Park if that would be considered in the review, Kneer stated they would look at all the uses of the area to include City Park.
9. **Discussion and possible action to waive procurement policy to purchase Robotic Pool Vacuum.**  
Executive Director Scray provided in the packet three quotes for the Robotic Pool Vacuum. Alderperson Polzin moved/ Klegin seconded and all concurred to **recommend the Common Council approve** to waive the procurement policy to purchase Robotic Pool Vacuum and approve the proposal from Carrico Aquatic Resources in the amount of \$10,395.00.
10. **Items for May agenda –**  
None requested.
11. **Adjourn.** Alderpersons Klegin moved/Keller seconded and all concurred to adjourn at 4:53PM.

Lana Bero, City Clerk

*(Next regular Parks and Recreation Committee meeting is **Monday 05/17/21** @ 4:30 in the Common Council Chambers).*

## Update – May 2021

### EVENTS

- PAST: March 12-14: Bob and Rocco's Gun and Knife Show
- PAST: March 20-21: Spring Art and Craft Show
- PAST: March 26-28: Danglefest Hockey Tournament
- PAST: April 17: Home and Garden Show
- PAST: April 23-25: Men's Hockey League Tournament
- PAST: May 1: Spring Fling Parking Lot Sale
- July 15-16: AIM Fishing – Quest for the Best
- July 16: Bob and Rocco Gun and Knife Show
- July 18: AIM Fishing – State Qualifier
- July 24: Outdoor Flea Market
- August 3: National Night Out
- August 6: Kids Day in Marinette
- August 20: Mayhem on Main
- August 27-28: AIM Fishing – State Championship
- October 2: Let's Be Frank – Franks Family Feud
- October 9: Mom Prom
- October 16: Antique and Flea Market

### PROGRAMS

- See Adrienne's report
- Spring/Summer offerings
- New programs

### STAFFING

- Seeking full time cleaning position
- Seeking Marketing and Tourism Director Position
- Hiring summer seasonal positions
- Lifeguards

### REC CENTER

- Ice to stay in operation throughout summer
- Summer Day Camp
- Partnership w/ AAA Blaze Hockey summer rentals
- Partnership w/ MMYHA Hockey summer rentals
- Entire building being deep cleaned/sanitized
- Programming/scheduling events with consideration given to COVID-19
- Hockey Association Contract Negotiation

### CIVIC CENTER

- Painting pickleball courts
- Higley Park conceptual planning
- Tot lot building vandalism
- Skate park painting
- Scheduling field rentals w/ different organizations

### WELCOME CENTER

- Summer Hours/staffing

### DUER GYM

- Disconnecting of utilities

### DUMP

- Dump refunds continue to be issued



## **Recreation Department**

*Adrienne Lacy – Recreation Superintendent*

### **Recreation Superintendent Report – May 2021**

#### **Community Programs:**

- BMX, Skateboarding, and Scooter Lessons started May 6<sup>th</sup>.
- Co-Ed Softball team started May 9<sup>th</sup> with 23 teams.
- A new Rec Hockey League for ages 4-14 has been developed with the Thunder Hockey Association and started May 3 with 68 players plus drop ins.
- Tball signups for 3-5 year olds is going on. Games start in June.
- Core Strengthening, Cardio Kickboxing, Bend & Stretch, and Yoga are ongoing monthly with students.
- Sporties for Shorties is ongoing with three full classes. Classes will pause for the summer and restart in September.
- Taekwondo is ongoing.
- Lifeguard Training Course started with six students. We are still looking for more lifeguards.

#### **2021 Programming:**

- Summer day camp is ongoing. There are already over 650 children enrolled. (That's more than 400 more than last month.)

#### **Updates:**

- The Recreation Superintendent was named a Youth Sports Subject Matter Expert by the National Recreation and Park Association. She will be participating in various focus groups and committees to try to develop programs to foster youth sports coach development and parent behavior.

Respectfully Submitted,

Adrienne Lacy, CPRP  
Recreation Superintendent



## **City of Marinette**

**Melissa Ebsch, Director of Tourism & Marketing**

2501 Pierce Ave Marinette, WI 54143-1716 ph: 715.732.5162

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

### **Marketing of the City of Marinette:**

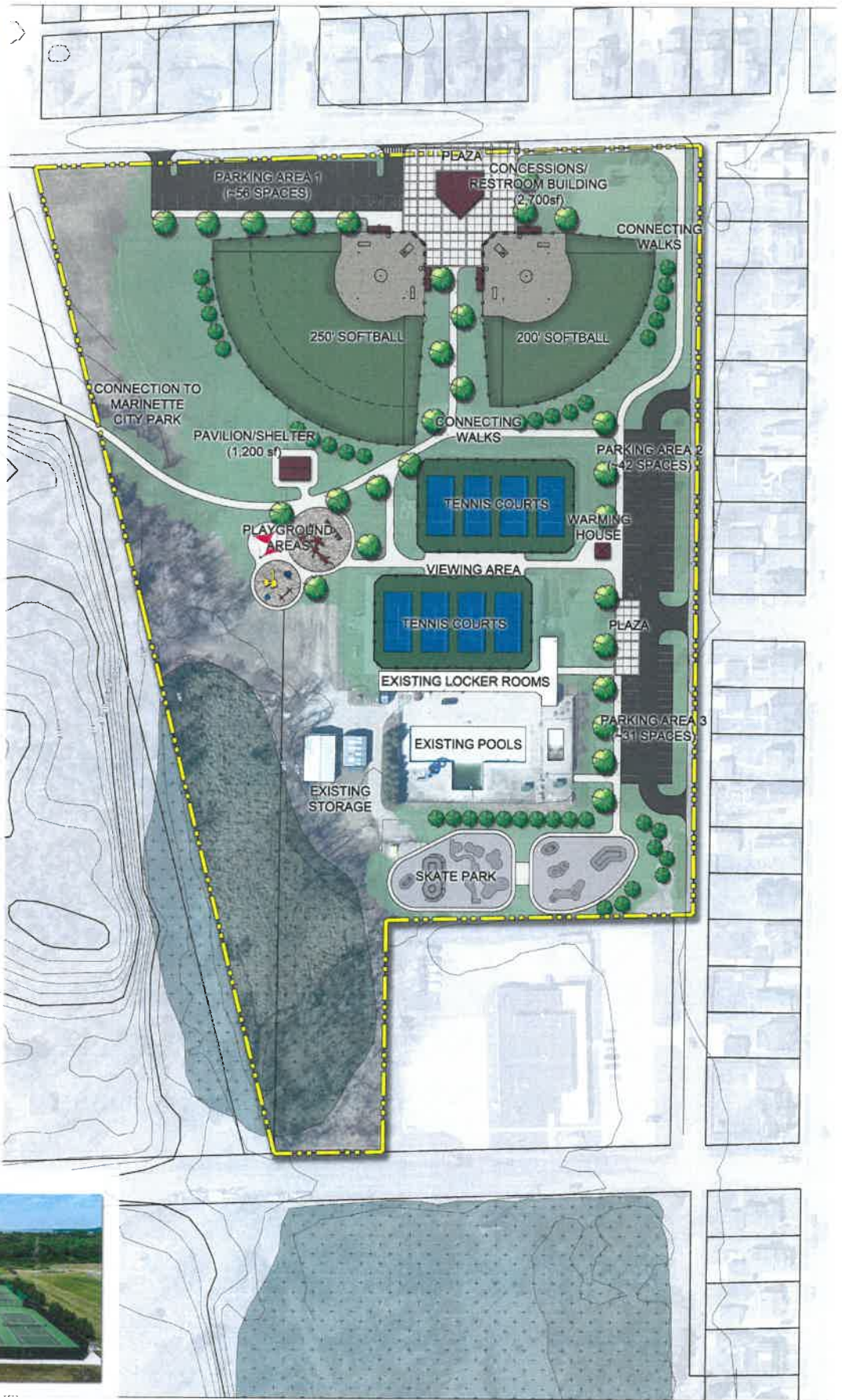
- **Marinette Welcome Center:** Currently the welcome center is carrying K9, Marinette and Marinette County Apparel.
- **Spotlight on Business:** Continue to spotlight one to two businesses per week.
- **Utility Box Project:** Proofs are in from MJB. Box now just need to be prepped and cleaned and they will be able to be wrapped.
- **Mural Project:** waiting on the design concepts from the designer of the project.
- **K9 Run/Walk:** marketing of this event via social media and billboard.

### **Marketing of the Community REC Center:**

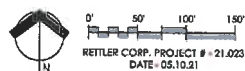
- **Spring Fling Parking Lot Sale:** This event was held on May 1, 2021. This event was to be held outside but due to inclement weather it was held indoors in the activity hall. This show was well attended but due to other events being held it was not as well attended as our other events.
- **WaterFurnace Training:** A three-day training session was held May 11-13 in the community room for their geo-thermal training. The company was very pleased with the facility, room, projector and overall niceness of everyone.
- **On going social media scheduling of programming.**

### **Upcoming Events:**

1. July 24: Outdoor Flea Market
2. August 3: National Night Out
3. August 5: Kids Day in Marinette
4. August 20: Mayhem on Main
5. October 2: Let Me Be Frank
6. October 9: Mom Prom
7. October 16: 3<sup>rd</sup> Annual Antique & Flea Market
8. October 23: 2<sup>nd</sup> Annual Blues Brews & BBQ
9. November 19: Old World Christmas
10. December 4: Christmas in Marinette Craft Show



**CITY OF MARINETTE**  
**HIGLEY PARK MASTER PLAN - CONCEPT 1**  
**2016 CARNEY AVE, MARINETTE, WI 54143**



3317 BUSINESS PARK DRIVE, STEVENS POINT, WI 54482  
 TELEPHONE - 715-341-2833 FAX - 715-341-0401  
 EMAIL - INFO@RETTLER.COM WEBSITE - WWW.RETTLER.COM



**CITY OF MARINETTE**  
**HIGLEY PARK MASTER PLAN ■ CONCEPT 2**  
**2016 CARNEY AVE, MARINETTE, WI 54143**



0' 50' 100' 150'  
 RETTLER CORP, PROJECT # = 21.023  
 DATE = 05.10.21



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