

Agenda posted Thursday, June 15th, 2023 at 1:00PM

A meeting of the Parks and Recreation Committee will be held on, **June 19th 2023 @ 4:00 pm in City of Marinette Common Council Chambers, 1905 Hall Ave. Marinette, WI**

Parks and Recreation Committee Meeting Agenda
Monday, June 19th, 2023

1. Call the meeting to order.
2. Roll call.
3. Approve minutes of May 15th, 2023. (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. Presentation regarding plan for citizen fund raising for the Civic Center pickleball/tennis courts.
9. Discussion and possible action regarding security cameras at Pedersen Park.
10. Discussion of the Outdoor Recreation Plan – Park Priorities.
11. Possible action items for the July 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 5/15/2023

1. Alderperson Kowalski **called** the Parks and Recreation Committee regular meeting **to order** at 04:02 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 Karban
OTHERS PRESENT: Executive Recreation Director Gavin Scray, Alderperson Oitzinger & Mikutowski, Public Work Superintendent Pat Carlson, Director of Tourism and Marketing Shawn Katzbeck, Police Chief LaCombe & Lynette Brosig,
3. **Approve minutes of April 17, 2023 meeting.**
Alderperson Polzin moved/Wolfe seconded and all concurred to approve the meeting minutes from April 17th, 2023.
4. **Executive Director of Recreation & Events report.**
Executive Recreation Director Scray provided his monthly report for May for the Community REC Center.
5. **Recreation Superintendent report.**
Recreation Superintendent, Adrienne Lacy provided her monthly report for May.
6. **Public Work's Superintendent Report**
Public Work's Superintendent, Pat Carlson provided his monthly report for May.
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 he is marketing more aspects of Water Recreation that includes kayaking and Canoeing
8. **Review of the Outdoor Recreation Plan: Goals and Objectives.**
Chairperson Kowalski distributed Alderperson Karban's responses to the objectives as he is unable to attend the meeting. The committee went through the objectives and will continue to discuss. The committee discussed the needs for updated playground equipment at all parks except Higley Field which is already complete. The committee will keep discussing the outdoor Recreation Plan in sections at future meetings
9. **Items for June agenda**
Discussion and Possible action regarding Outdoor Recreation Plan.
Discussion regarding the priority list for City of Marinette local parks.
10. **Adjourn.** Alderpersons moved Klegin/Polzin seconded and all concurred to adjourn at 4:39 PM.

Lana Bero, City Clerk

*(Next regular Parks and Recreation Committee meeting is **Monday 6/19/23 @ 4:00** in the Common Council Chambers).*

Update – June 2023

EVENTS

- PAST May 13: Healthy Youth Coalition Radiothon
- PAST May 18: NWTC Graduation Ceremony
- PAST May 31-June 3: NTC Fishing Tournament
- PAST June 1: All American Circus
- July 22: Craft Show
- August 1: National Night Out
- August 7-11: Elite Performance Hockey Camp
- September 15: Green Bay Gamblers Exhibition Game
- September 27: Senior Health Fair
- October 7: Fall Frenzy Craft Fair
- October 13-15: M&M Pickleball Tournament
- November 4: Blues, Brews, BBQ
- November 11: War in the Woods Boxing Event
- November 17-18: Old World Christmas

PROGRAMS

- See Adrienne's report

STAFFING

- Recreation Program Coordinator – Julie Schwaba
- Hiring Zamboni Drivers
- Hiring Seasonal Staff

REC CENTER

- Summer Day Camp
- Activity Hall RTU compressor replaced
- Security Camera NVR replacement
- Summer Ice Rentals

CIVIC CENTER

- Master Plan improvements
 - o Walking Path
 - o Pavilion
- Pool open
- Pre-teen Camp held at Civic Center

WELCOME CENTER

- Hiring Welcome Center Attendants
- Open House June 22

CAMPGROUNDS/PAVILLIONS

- Renting Campsites
- Renting Pavilions

SENIOR CENTER

- Available for rent



Recreation Department

Adrienne Lacy – Recreation Superintendent

Recreation Superintendent Report – June 2023

2023 Programs:

- Regular programming is ongoing (Arising Martial Arts, Sporties for Shorties, etc.).
- Day Camp is going strong in its first weeks.
- The Brewers Bus Trip with Westlund Bus was rescheduled for August 9th. There are still tickets available.
- T-ball began on June 10th with 53 participants.
- New Hockey Skills and Drills lessons have started and are going well.
- Swim lessons begin this week.
- A one day Friction Fire Making class will be held on July 22nd.

Updates:

- The pool opened on June 10th.
- Two new TEQ tables were installed at City Park. The tables were donated by TEQBALL and are some of the first in Wisconsin.

Respectfully Submitted,

Adrienne Lacy, CPRE
Recreation Superintendent

City of Marinette Public Works

Patrick Carlson
Superintendent

MONTHLY PARKS REPORT- MAY 2023

- DPW installed operational shutters for the City Park Pavilion windows to stop vandalism.
- Installed new boat launch pay machine at Menekaunee Harbor.
- New playground woodchips were installed at City, Red Arrow, Stephenson Island, Higley, Daggett and Fred Carney Parks.
- Shore line at Menekaunee Harbor fishing dock side was rebuilt because the timbers were rotting away.
- Irrigation was fixed and is now operational at Clock Tower Island and Stephenson Island.
- Replaced damaged toilet at Menekaunee Harbor women's bathroom and replaced soap dispensers in bathrooms as well.
- Fixed Menekaunee Harbor life jacket kiosk that was damaged from wind in 2022.
- All American flags were installed along with city banners on designated lights.
- New hand dryers were installed in Red Arrow men's bathroom and City Park's women's bathroom.
- Graffiti was painted over and new lights with cages were installed under 41 bridge overpasses by the Welcome Center and Stephenson Island Park.
- Stephenson Island flower beds have been completely gone through and mulched. Stumps have also been removed and reseeded with snow fence to protect grass growth.
- Replaced dead trees at Menekaunee Harbor.
- Removed kiosk at Merchant Park to be rebuilt.

Thank you,



Pat Carlson
Superintendent of Public Works

Submitted By: Shawn Katzbeck
Director of Marketing and Tourism
City of Marinette

Report for June - 2023

Events

1. NTC Fishing Tournament
 - a. Largest Walleye Tournament
 - b. 278 Team/556 Anglers
 - c. The average Length of stay was 7 Days
 - d. The average angler spent \$1,700 (Anglers Only)
 - e. Economic Impact \$945,000 (Anglers Only)
 - f. 68% of anglers traveled 200 miles or more
2. Welcome Center Open House June 22nd
 - a. Ribbon Cutting Ceremony
 - b. Working with chamber
 - c. Before Music in the Park
 - d. 4 pm to 6 pm
 - e. Free Popcorn & Door prizes
3. Farmers Market June - August
 - a. Two Fridays Each Month
 - b. Food Trucks
 - c. June - August
 - d. First Friday was solid
4. USS Marinette Commissioning?
 - a. Events throughout the week
 - b. Chairman's Dinner to be held at the REC Center
5. Logging & Heritage 7/8
6. Summer Craft Show 7/11
7. National Night Out 8.1.23 (REC Center)
8. Potential kayak/canoe Race/glow tour
 - a. Late August
 - b. Details being worked on
9. Kids Day August
10. Senior Health Fair September 27th

Marketing Focus 2023

1. REC Center
 - a. Build Brand
 - b. Call to Action Events/Classes/Camps/Memberships
 - i. Grow
 - ii. Educate
 - c. Grow Memberships
2. Marketing/ REC Center

- a. Mass Media (Radio)
- b. Print (Eagle Herald/Peshtigo Times)
- c. Social Media
- d. City Marquee
- e. Constant Contact
 - i. Monthly REC Newsletter
 - ii. Invitations to events
- 3. Increase Classroom usage
 - a. Ann Bartels
 - b. Local Job Fairs
 - c. Off-Site Meetings
- 4. Third-party events
 - a. Chuck Collins is adding a show in 2024
 - b. Bay Cities Radio potential Fall Show
- 4. Create marketing pieces front desk
- 5. Tourism
 - a. Website Data
 - b. Digital Marketing
 - i. New Media Campaign “Stay...Play...Make Memories”
 - ii. May, June, and July
 - iii. Focus on water assets
 - 1. Kayak-Canoe-Boat
 - c. Response has been very positive
 - d. Seeing more kayakers on the river
 - e. Outside Print
 - i. Outdoor Wisconsin
 - f. Public Relations Campaigns
 - i. Engage writers to cover tourist opportunities
 - ii. Influencers
- 6. City Brochure (Hand Out)
- 7. Creating more city brochures

Respectfully Submitted,

Shawn Katzbeck
Director of Marketing and Tourism
City of Marinette

City of Marinette Playgrounds

Red Arrow Park

- Complete replacement 6-10 years
- Remove teeter tots
- Reconfigure swings to allow for appropriate usage area

Carney Park

- Complete replacement 3-5 years
- Extend usage area for play structures
- Extend usage area for swing sets
- Remove teeter tots
- Remove zip line
- Reconfigure swings to two swings per bay
- Repair slide flume

Daggett Street Park

- Complete replacement 3-5 years
- Remove teeter tots
- Replace swing set chains
- Extend usage area for swing sets

Higley Park

- Complete replacement 1-2 years
- Remove teeter tot
- Replace swing set chains
- Enclose missing slide
- Extend usage area for swing set
- Remove play structure and swing set closest to tot lot building

City Park

- Complete replacement 1-2 years
- Remove teeter tots
- Relocate swing sets to accommodate necessary usage areas
- Replace swing set chains
- Replace play structure decking
- Replace bottom of slide flume

Duer Gym Park

- Complete Removal

Stephenson Island

- Complete replacement 6-10 years
- Remove carousel play structure
- Extend usage area for play structures