

Agenda posted Thursday, July 14th, 2022 at 12:00PM

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

Parks and Recreation Committee Meeting Agenda
Monday, July 18th, 2022

1. Call the meeting to order.
2. Roll call.
3. Approve minutes of June 20th, 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. Discussion regarding Community Pride/Environmental Awareness Signs (Aldersperson Mikutowski).
9. Consideration and possible action items for the July 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.); 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 6/20/2022

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 & Klegin.
ABSENT: Alderperson Mikutowski
OTHERS PRESENT: Mayor Genisot, Executive Recreation Director Gavin Scray, Recreation Superintendent Adrienne Lacy, Marketing Director Shawn Katzbeck, Superintendent of Public Works Pat Carlson, Alderperson Oitzinger, Melissa Ebsch, Judge Noppenberg, & Lynette Brosig.
3. **Approve minutes of May 16, 2022 meeting.**
Alderperson Polzin moved/Klegin seconded and all concurred to approve as presented the meeting minutes from May 16, 2022.
4. **Executive Director of Recreation & Events report.**
Executive Recreation Director Scray provided his monthly report for June for the Community REC Center.
5. **Recreation Superintendent report.**
Recreation Superintendent, Adrienne Lacy provided her monthly report for June.
6. **Public Work's Superintendent Report**
Public Work's Superintendent, Pat Carlson provided his monthly report for June.
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.
8. **Discussion regarding Community Pride/Environmental Awareness Signs.**
This agenda item was passed on as Alderperson Mikutowski was absent.
9. **Discussion and possible Common Council recommendation regarding Ordinance No. 2488 regarding Smoking in Parks and Recreational areas.**
Alderperson Polzin moved/Klegin seconded and all concurred to recommend a draft ordinance be compiled designating no smoking/vaping at playgrounds and be forwarded to **Common Council for approval.**
10. **Items for June agenda**
 - Community Pride/Environmental Awareness Signs
11. **Adjourn.** Alderpersons Klegin moved/Polzin seconded and all concurred to adjourn at 4:13 PM.
Mindy Campbell, Deputy City Clerk

*(Next regular Parks and Recreation Committee meeting is **Monday 07/18/22 @ 4:00** in the Common Council Chambers).*

Update – July 2022

EVENTS

- PAST June 3-4: Masters Walleye Circuit
- PAST June 11: Summer Craft Fair
- PAST June 18-19: Pickle ball Association Clinic
- PAST July 10: AIM Walleye Tournament
- July 14-15: National Walleye Tour
- July 18-19: Elite Performance Hockey Camp
- August 2: National Night Out
- August 12: Kid's Day
- August 12: Kid's Fishing Tournament
- September 15-16: Wisconsin Commercial Ports Association Annual Meeting
- September 17: Green Bay Gamblers Exhibition Game
- September 23: Glam Band on Stephenson Island
- October 1: Fall Frenzy Craft Fair
- October 6: Worldfest
- October 22: Boxing Event

PROGRAMS

- See Adrienne's report

STAFFING

- Advertising part time housekeeper/cleaner position
- Lifeguards needed
- Seasonal positions

REC CENTER

- Summer Day Camp
- Ice rink to be used through summer

CIVIC CENTER

- Pool open
- Playground installed
- Existing playground removed and graded
- Walking path bid rejected
- Pre-teen summer day camp at Civic Center

WELCOME CENTER

- Shawn Katzbeck's office is now at Welcome Center
- Travel Wisconsin facelift

DUER GYM

- "A Place for Max"

CAMPGROUNDS/PAVILLIONS

- Renting Pavilions
- No tent reservations at this time.

SENIOR CENTER

- Available for rent (good alternative to enclosed pavilions)

Account Number	Account Title	2022-22 Current year Budget	2022 Period Actual	2022-22 Current year Actual	2022 Variance Favorable (Unfavorable)	2022 Percentage Used
REC/Convention Center						
DEPARTMENT: 467						
235-467-47101	Learn to Skate	3,200.00	60.00	660.00	2,600.00	18.75
235-467-47110	Skate Admission	17,000.00	613.00	8,969.00	9,290.00	45.35
235-467-47120	Skating Passes	2,750.00	91.00	3,151.00	185.00-	106.73
235-467-47130	Ice Rentals	18,000.00	5,328.75	15,437.56	9,151.19	49.16
235-467-47150	Youth Flag Football	3,000.00	.00	33.00	2,967.00	1.10
235-467-47160	Tennis Admission	7,000.00	522.00	5,360.00	2,441.00	65.13
235-467-47175	All Access Passes	25,000.00	1,244.00	15,459.74	12,266.26	50.93
235-467-47180	Pickleball	5,000.00	822.00	5,364.00	1,203.00	75.94
235-467-47205	Sport Camps	30,000.00	1,670.00	24,580.00	11,714.00	60.95
235-467-47206	Camps - Non athletic	62,000.00	12,175.00	67,779.00	18,216.00	70.62
235-467-47210	Volleyball	500.00	.00	.00	500.00	.00
235-467-47220	Softball	.00	.00	1,575.00	.00	.00
235-467-47296	Gift Certificates	1,000.00	100.00	198.00	902.00	9.80
235-467-47340	Bend & Stretch Clas	1,200.00	.00	336.00	927.00	22.75
235-467-47345	Babysitter Training	1,500.00	.00	.00	1,500.00	.00
235-467-47360	Youth Baseball	1,000.00	240.00	1,410.00	280.00	72.00
235-467-47370	Junior Tennis Lesson	3,500.00	720.00	2,400.00	1,900.00	45.71
235-467-47410	Hockey Assoc. Rent	72,500.00	.00	54,967.00	17,533.00	75.82
235-467-47420	Concession Commission	17,000.00	6.00	7,898.59	9,882.81	41.87
235-467-47530	Skate Rentals	5,500.00	74.00	4,320.00	1,356.00	75.35
235-467-47535	Equipment rental	.00	.00	25.00	25.00-	.00
235-467-47580	Skate Sharpening	1,250.00	50.00	946.00	364.00	70.88
235-467-47590	Special Events Rev	30,000.00	591.00	21,547.50	12,166.00	59.45
235-467-47591	Trip Revenue Brewers/Bulldogs	5,000.00	735.50	909.25	5,000.00	.00
235-467-47592	Kids Day Donations	1,000.00	.00	.00	1,000.00	.00
235-467-47595	Marine Run	300.00	.00	.00	300.00	.00
235-467-47596	Special Event Donations	1,000.00	.00	.00	1,000.00	.00
Total DEPARTMENT: 467:		315,200.00	25,042.25	243,325.64	124,249.26	60.58
DEPARTMENT: 481						
235-481-48100	Interest on Investments	2,500.00	276.75	831.42	2,109.91	15.60

Account Number	Account Title	2022-22 Current year Budget	2022 Period Actual	2022-22 Current year Actual	2022 Variance Favorable (Unfavorable)	2022 Percentage Used
Total DEPARTMENT: 481:						
		2,500.00	276.75	831.42	2,109.91	15.60
DEPARTMENT: 482						
235-482-48130	Rent of City Property/Bldg Ren	.00	20.00	100.00	.00	.00
235-482-48131	Building rental activity hall	27,500.00	1,393.00	11,761.00	18,764.00	31.77
235-482-48132	Building Rental Turf Arena	28,000.00	1,005.00	20,222.00	11,004.47	60.70
235-482-48133	Building Rental Meeting rooms	6,500.00	30.00	1,196.19	5,530.34	14.92
235-482-48134	Vending Machine Revenue	12,000.00	517.00	7,486.65	5,841.72	52.99
Total DEPARTMENT: 482:						
		74,000.00	2,965.00	40,765.84	40,940.53	44.67
DEPARTMENT: 485						
235-485-48510	Community Donations	188,600.00	.00	132,487.61	56,357.39	70.12
Total DEPARTMENT: 485:						
		188,600.00	.00	132,487.61	56,357.39	70.12
DEPARTMENT: 492						
235-492-49010	Transfer In from Other Funds	385,000.00	192,500.00	192,500.00	385,000.00	.00
235-492-49014	Transfer In from FB	25,950.00	.00	.00	25,950.00	.00
235-492-49015	Transfer In from Room Tax	100,000.00	50,000.00	50,000.00	100,000.00	.00
Total DEPARTMENT: 492:						
		510,950.00	242,500.00	242,500.00	510,950.00	.00
DEPARTMENT: 500						
235-500-51010	Full Time Salaries	290,259.00	20,959.89	122,598.28	205,875.43	29.07
235-500-51020	Part Time Salaries	150,000.00	10,415.52	53,149.74	112,405.66	25.06
235-500-51030	Overtime	2,000.00	460.47	2,693.43	155.08-	107.75
235-500-51520	WRS Pension	18,867.00	1,384.99	8,160.09	13,220.84	29.93
235-500-51530	Social Security	27,420.00	1,925.42	10,738.11	19,956.85	27.22
235-500-51540	Medicare	6,413.00	450.31	2,511.29	4,667.57	27.22
235-500-51550	Health & Dental Insur	87,431.00	6,022.24	39,235.40	59,854.41	31.54
235-500-51570	Life Insurance	466.00	29.42	163.45	353.09	24.23
235-500-51580	Claims Reimbursement	4,740.00	13.50	67.50	4,686.00	1.14
235-500-52110	Telephone	1,200.00	213.61	942.46	725.36	39.55
235-500-52120	Utilities	175,000.00	1,809.78	84,195.26	122,796.07	29.83

Account Number	Account Title	2022-22 Current year Budget	2022 Period Actual	2022-22 Current year Actual	2022 Variance Favorable (Unfavorable)	2022 Percentage Used
235-500-52130	Printing and Publishing	1,000.00	.00	.00	1,000.00	.00
235-500-52200	Contracts	3,500.00	322.71	2,352.06	2,174.44	37.87
235-500-52250	Software Maintenance	4,200.00	.00	.00	4,200.00	.00
235-500-52400	First Aid Supplies	1,000.00	246.26	291.78	1,000.00	.00
235-500-52591	Property Insurance	9,500.00	9,244.00	9,244.00	9,500.00	.00
235-500-52675	Auto Insurance	.00	2,179.00	2,179.00	.00	.00
235-500-53030	Office Supplies	1,500.00	71.35	781.09	1,055.07	29.66
235-500-53040	Postage	150.00	.00	.00	150.00	.00
235-500-53070	Travel & Food	3,000.00	.00	896.92	2,125.08	29.16
235-500-53080	Training	1,000.00	.00	300.00	700.00	30.00
235-500-53100	Dues	1,000.00	.00	300.00	700.00	30.00
235-500-53110	Licenses	1,500.00	.00	246.00	1,254.00	16.40
235-500-53115	Clothing resale	500.00	.00	.00	500.00	.00
235-500-53137	Vending Machine supplies	4,000.00	.00	2,384.00	1,896.00	52.60
235-500-53260	Clothing Allowance	500.00	.00	.00	500.00	.00
235-500-53410	Building Maintenance Supplies	14,000.00	463.47	6,026.55	10,451.60	25.35
235-500-53480	Recreation Ice Rink Maint.	10,000.00	777.00	14,518.16	3,590.84	64.09
235-500-53530	Cleaning Supplies	6,000.00	1,657.46	11,062.23	1,556.47-	125.94
235-500-53541	Recreation Balls and Equip	12,000.00	2,229.88	3,946.38	10,856.71	9.53
235-500-53542	Recreation Party Supplies	1,500.00	38.43	565.14	1,178.37	21.44
235-500-53543	Kids Day Expenses	500.00	.00	.00	500.00	.00
235-500-53544	Sport Camp Expenses	6,000.00	1,650.00	9,144.00	214.00	96.43
235-500-53570	Paint / Field Supplies	1,000.00	.00	.00	1,000.00	.00
235-500-53590	Recreation Promotion/Special E	5,000.00	.00	5,866.75	2,131.94	57.36
235-500-53640	Sales Tax	14,000.00	.00	11,967.83	8,597.24	38.59
235-500-53650	Recreation Ice Skates	1,200.00	.00	.00	1,200.00	.00
235-500-53665	Trip expenses Brewers/Bulldogs	3,500.00	.00	.00	3,500.00	.00
235-500-53670	Landscape Supplies	900.00	.00	2.37	900.00	.00
235-500-53870	Banking Fees	.00	31.76	82.06	14.59-	.00
Total DEPARTMENT: 500:		871,746.00	62,596.47	406,611.33	613,690.43	29.60
DEPARTMENT: 590						
235-590-59010	Transfer to Other Funds	214,550.00	110,727.00	110,727.00	214,550.00	.00

Account Number	Account Title	2022-22 Current year Budget	2022 Period Actual	2022-22 Current year Actual	2022 Variance Favorable (Unfavorable)	2022 Percentage Used
Total DEPARTMENT: 590:						
		214,550.00	110,727.00	110,727.00	214,550.00	.00
REC/Convention Center Revenue Total:						
		1,091,250.00	270,784.00	659,910.51	734,607.09	32.68
REC/Convention Center Expenditure Total:						
		1,086,296.00	173,323.47	517,338.33	828,240.43	23.76
Net Total REC/Convention Center:						
		4,954.00	97,460.53	142,572.18	93,633.34-	1,990.06



Recreation Department

Adrienne Lacy – Recreation Superintendent

Recreation Superintendent Report – July 2022

Community Programs:

- Summer Day Camp is at capacity (over 150 kids served on a daily basis).
- Softball, tball, hockey, and tennis lessons are wrapping up.
- Taekwondo is ongoing.
- Swim lessons are happening. They are in their second session.
- Mermaid 101 is August 13th. Class sold out in 36 hours.
- Private Skating lessons are happening and going well.
- Kids' Day is August 12th.

2022 Upcoming Programming:

- Fall programming will be live on August 1st. Offerings will include Sporties for Shorties, Flag Football, Music Class, and more.

Updates:

- The REC is partnering with We Are Social Too to provide inclusive programming. Monthly get togethers are happening at the REC.

Respectfully Submitted,

Adrienne Lacy, CPRE
Recreation Superintendent

City of Marinette Public Works

Patrick Carlson
Superintendent

MONTHLY PARKS REPORT- JUNE 2022

- New wood chips installed at Stephensen Island and City Park playgrounds.
- Red Arrow permanent picnic tables were moved and adjusted due to the high water from 2020. A grill was also added.
- Stephensen Island had low areas filled in with dirt and then seeded.
- Fred Carney Park storage building was fixed from tree damage.
- A new 30amp breaker/plug in was added to Menekaunee Harbor for fishing tournaments.
- Red Arrow men's bathroom stall was fixed due to someone damaging it.
- All the fish pots were put out on Marinette Ave and Hall Ave.

Thank you,



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

Marketing July - 2022

- I. Event Marketing**
 - a. Farmers Market**
 - i. Going strong**
 - ii. Additions**
 - 1. Fresh Maple Syrup**
 - 2. Fresh Eggs**
 - 3. Large Metal Art**
 - iii. Waiting on Fresh Vegetables and Fruit**
 - iv. Has grown every week**
 - b. Logging & Heritage Fest**
 - i. Loggers Run**
 - 1. Over 75-Runners**
 - 2. HUGE Success**
 - ii. Festival was awesome – Great turnout**
 - iii. Parade – Car Show AWESOME**
 - iv. Collected a ton of marketing assets**
- II. AIM Fishing Tournament**
 - a. 81 Boats 162 anglers –**
 - b. The economic impact is approximately \$150 Dollars a day per-Angler**
- III. National Walleye Tournament**
 - a. 111 Boats – 222 Anglers**
 - b. See above for economic growth**
- IV. Upcoming Events/In Process**
 - i. National Night Out 8/2**
 - ii. Kid’s Day August 8/12**
 - iii. Rescue Squad 75th Birthday 8/13**
 - iv. Green Bay Gamblers 9/17**
 - v. Glam Ban/Blues-Brews-BBQ’s 9/23**
 - vi. Fall Craft Show 10/1**
 - vii. World Fest 10/6**
 - 1. Okra Playground**
 - 2. From Sweden**
 - viii. Boxing**



- V. City Marketing & Tourism**
 - a. Free Popcorn Friday**
 - b. Sizzle Videos**
 - c. Marketing Assets**
 - i. Building still picture and video content**
 - ii. Creating Brochures**
 - 1. Walking Path's Finale Revision**
 - 2. City Brochure**
 - a. Making Maps**
 - iii. Creating Sizzle Videos**
 - 1. Fishing/Kayaking - Done**
 - 2. Fishing Tournaments**
 - 3. Logging and Heritage**
 - 4. REC Center**
 - 5. Walking Paths**

Respectfully Submitted,

Shawn Katzbeck

Shawn Katzbeck
Director of Marketing & Tourism
City of Marinette