

Agenda posted Thursday, September 15th, 2022 at 11:00AM

A meeting of the Parks and Recreation Committee will be held on, **September 19th 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, September 19th, 2022**

1. Call the meeting to order.
2. Roll call.
3. Approve minutes of July 18th, 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 and possible action regarding fountain in Heritage Park in Menekaunee.
9. Consideration and possible action items for the October 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 7/18/2022

1. Alderperson Kowalski called the Parks and Recreation Committee regular meeting to order at 03:58 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, Mikutowski, & Klegin.  
**ABSENT:** Alderperson Keller  
**OTHERS PRESENT:** Mayor Genisot, Executive Recreation Director Gavin Scray, Marketing Director Shawn Katzbeck, Superintendent of Public Works Pat Carlson, Alderperson Oitzinger, Mark Swenson, and Melissa Ebsch.
3. **Approve minutes of June 20, 2022 meeting.**  
Alderperson Polzin moved/Klegin seconded and all concurred to approve (with change on item #10 to state July not June) the meeting minutes from June 20, 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 July.
6. **Public Work's Superintendent Report**  
Public Work's Superintendent, Pat Carlson provided his monthly report for July.
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.**  
Alderperson Mikutowski handed out examples of environmental awareness signs to the committee members. She would like to see signs similar to these be placed along our waterways and parks. No action was taken on this agenda item.
10. **Items for August agenda**
  - Fountain in Heritage Park in Menekaunee
11. **Adjourn.** Alderpersons Polzin moved/Klegin seconded and all concurred to adjourn at 4:37 PM.  
Mindy Campbell, Deputy City Clerk

*(Next regular Parks and Recreation Committee meeting is Monday 08/15/22 @ 4:00 in the Common Council Chambers).*

**Update – September 2022**

**EVENTS**

- PAST July 10: AIM Walleye Tournament
- PAST July 14-15: National Walleye Tour
- PAST July 18-19: Elite Performance Hockey Camp
- PAST August 2: National Night Out...
- PAST August 12: Kid's Day
- PAST August 12: Kid's Fishing Tournament
- September 15-16: Wisconsin Commercial Ports Association Annual Meeting
- September 17: Green Bay Gamblers Exhibition Game
- September 21: City/County Health Fair
- September 23: Glam Band on Stephenson Island
- October 1: Fall Frenzy Craft Fair
- October 6-7: Wisconsin Harbor Towns Association Annual Meeting
- October 7-9: M&M Pickleball Association Tournament
- October 7-9: Girls Hockey Camp
- October 22: Boxing Event
- October 30: Haunted Hall @ the REC
- November 5: Blue, Brews and BBQ
- November 18-19: Old World Christmas

**PROGRAMS**

- See Adrienne's report

**STAFFING**

- Advertising part time housekeeper/cleaner position
- Seasonal positions
- Zam drivers needed

**REC CENTER**

- Ice rink taken down for repairs and is now back up and running
- Continuing support from M&M Pickleball association
- Menominee Hoops Club partnership

**CIVIC CENTER**

- Pool closed
- Building winterized
- Planning capital requests/master plan

**WELCOME CENTER**

- Seasonal hours start end of October

**DUER GYM**

- "A Place for Max"

**CAMPGROUNDS/PAVILLIONS**

- Renting Pavillions
- No tent reservations at this time.

**SENIOR CENTER**

- Available for rent (good alternative to enclosed pavillions)



## **Recreation Department**

*Adrienne Lacy – Recreation Superintendent*

### **Recreation Superintendent Report – August 2022**

#### **Community Programs:**

- Summer Day Camp is at capacity and wrapping up (over 150 kids served on a daily basis). Due to staff returning to college and fall sports practices, numbers will be lower for the last two weeks of camp.
- Taekwondo is ongoing.
- Mermaid 101 happened August 13<sup>th</sup>.
- Private Skating lessons are happening and going well.
- Kids' Day was August 12<sup>th</sup>.

#### **2022 Upcoming Programming:**

- Fall programming went live on August 1<sup>st</sup>. Offerings will include Sporties for Shorties, Flag Football, Music Class, and more.
- Bend & Stretch starts for the fall on August 29<sup>th</sup> at the REC.

#### **Updates:**

- The Recreation Superintendent has been invited to the Parks and Recreation Summit in Tucson, AZ in October. Her way is paid for.

Respectfully Submitted,

Adrienne Lacy, CPRE  
Recreation Superintendent



## **Recreation Department**

*Adrienne Lacy – Recreation Superintendent*

### **Recreation Superintendent Report – September 2022**

#### **Community Programs:**

- Bend & Stretch started again on August 29<sup>th</sup>.
- Music & Movement started for the school year.
- Sporties for Shorties has started and is almost full.
- Day off Day Camp is September 30<sup>th</sup>.
- Toddler Time Thursdays is back.
- Taekwondo is ongoing.

#### **2022 Upcoming Programming & Partnerships:**

- Flag Football sign up has ended and games will start October 1.
- Meetings have been held with Special Olympics Wisconsin and new unified programming will be coming soon.
- In conjunction with the Marinette Music Boosters, there is going to be a haunted house offered on October 30<sup>th</sup>.

#### **Updates:**

- The Recreation Superintendent has been invited to the Parks and Recreation Summit in Tucson, AZ in October. Her way is paid for.

Respectfully Submitted,

Adrienne Lacy, CPRE  
Recreation Superintendent

## City of Marinette Public Works

Patrick Carlson  
Superintendent

### MONTHLY PARKS REPORT- AUGUST 2022

- Open space at Higley Playground where old equipment used to be was filled in with dirt and seeded.
- Continue to add new chips to the Bayshore walking trail. Also started new trail in the new portion of the walkway.
- Replaced damaged toilet in women's bathroom at Red Arrow Park.
- Replaced damaged faucet in women's bathroom at City Park.
- Ordered new locks for boat landing money drops due to break ins.
- Replaced damaged electrical pedestal at Stephenson Island Park due to being hit.
- Fixed irrigation systems at Stephenson Island and Merchant Park.

Thank you,



Pat Carlson  
Superintendent of Public Works



## Marketing and Tourism Report August, 2022

[SKATZBECK@MARINETTE.WI.US](mailto:SKATZBECK@MARINETTE.WI.US)

OFFICE: 715-732-6162

CELL: 920-256-0016

Prepared By Shawn Katzbeck

8/15/22 • July/August Report

### Marketing:

#### 1. Events

##### a. NWT

##### i. Survey Results

1. 216 Anglers – 161 Surveyed
2. 75%
3. Average of 6-day spent in area by each angler
4. Average daily spend; between \$220 – and \$425 per Angler
5. Low end \$47,520 per-day – High end \$91,800 per-day
6. Total E.I. Low \$285,120 High \$550,800

##### ii. GREAT EVENT

##### iii. Next year NTC Double the size

##### iv. Goal for 2023.... Get people to come back after event

##### b. National Night Out

##### c. Kids Day 2022

##### i. Fishing Derby on Stephenson Island

##### ii. Story Walk Stephenson Library

##### iii. Trail Walk – Bay Shore Nature Trail

##### iv. Kiddie Carnival – REC Center

##### v. Open Skate – REC Center

##### vi. Open Swim Civic Center

##### vii. Fire Department

##### 1. Keg Water Competition

##### 2. Blow-Up House Tour

##### 3. Firehouse Tour

##### 4. Fire Safety

##### viii. RC Track – REC Center

##### ix. Bowling – Dome Lanes

##### x. Adrienne's Staff Knocked it out of the PARK!! Shout-out to Nick and Katie

##### d. Farmers Market moved to Welcome Center

##### e. Gamblers

##### f. Port Cities

##### g. Fincantieri Marinette Marine Team Building

### Tourism:

1. Sizzle Videos
  - a. General Video – Done
  - b. NWT Video Done
2. Rack Cards
  - a. Top-10: Done at printers
  - b. Top-5 of Top-10: In Process
3. Fish On Marinette in process (Web-Site)
  - a. Address: <https://fishonmarinette.wixsite.com/mysite>
  - b. On City and REC Page
  - c. Using assets from County Page
4. Brochures
  - a. Map – Almost Completed
  - b. City Wide Map
  - c. Walking Trails
5. Working with County on NTC
  - a. Family engagement
  - b. Family outings
  - c. Business help
    - i. Coupons
    - ii. Give Aways
    - iii. Market City
6. Remodel of Welcome Center (See Handout)
7. Staff Training – In process





## Marketing and Tourism Report September, 2022

SKATZBECK@MARINETTE.WI.US

OFFICE: 715-732-6162

CELL: 920-256-0016

Prepared By Shawn Katzbeck

9/13/22 • August/September 2022 Report

### Marketing:

#### 1. Events

- a. Farmers Market - Ended Mid-August
- b. Gamblers – 9/17/22
- c. Port Cities 9/15 & 9/16
- d. Fall Festival: 9/23/22
  - i. Kids Games & Food Trucks 4 pm
  - ii. Glam Band 6 pm – 10 pm
- e. Fall Craft Show – 10/1/22
- f. Wisconsin Harbor Towns Coming 10/6 & 10/7
- g. Pickleball Tournament 10/7 – 10/9
- h. World Fest – 10/8/22
- i. Boxing – 10/22/22
- j. Blue Brews BBQ's 11/5/22
  - i. Band – Bad Mother Truckers
  - ii. Beer – Craft Beer
  - iii. BBQ
    1. Primal Eats
    2. Thermal Chaos
    3. Smoklers
- k. Old World Christmas 11/19/22

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## Marketing and Tourism Report September, 2022

### Tourism Continued:

5. Post Cards
6. Working with County on NTC
  - a. Family engagement
  - b. Family outings
  - c. Business help
    - i. Coupons
    - ii. Give Aways
    - iii. Market City
7. Remodel of Welcome Center (See Handout)
8. Hours Change End of October