

CITY OF ANTIGO
PARKS, CEMETERY AND RECREATION COMMISSION
MINUTES OF MEETING HELD
JANUARY 09, 2017

Parks, Cemetery and Recreation Commission of the City of Antigo met in Regular Meeting on the above date at 5:30 PM in the Multi-Purpose Room, City Hall, Alderperson, Ward 3 Tim Kassis presiding.

Attendee Name	Title	Status	Arrived
Tim Kassis	Alderperson, Ward 3	Present	
Glenn Bugni	Ward 7	Present	
Dan Bauknecht	Alderperson, Ward 9	Present	
Denise Wendt	Member	Present	
Heather McCann	Member	Absent	
Zachary Brown	Member	Present	
Sam Hardin	Member	Present	

Others in attendance: Sarah Repp, Park, Recreation and Cemetery Director; and Jaime Horswill, Utility/Clerical Assistant.

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the November 14, 2016 meeting

Motion to approve the minutes from the November 14, 2016 meeting as previously distributed.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Dan Bauknecht, Alderperson, Ward 9
AYES:	Kassis, Bugni, Bauknecht, Wendt, Brown, Hardin
ABSENT:	Heather McCann

2. Pavilion Contingency Fund Use

Sarah Repp, Park, Recreation and Cemetery Director, provided a memo requesting the use of contingency funds for enhancements to the Heinzen Pavilion. She is recommending the purchase of clear panels that will be placed behind the architectural mesh, which will reduce precipitation from entering the interior during driving rains at an estimated cost of \$3,500.

Ms. Repp is only recommending purchase of the clear panels at this time until the building is turned over to the city, at which time she will come back to the committee with her other recommendations for use of the contingency balance.

Upon inquiry by Sam Hardin, Ms. Repp advised that the panels will be installed by City employees.

Motion to approve the purchase of clear panels as recommended at an estimated cost of \$3,500 as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Denise Wendt, Member
AYES:	Kassis, Bugni, Bauknecht, Wendt, Brown, Hardin
ABSENT:	Heather McCann

3. Approval of the Antigo Unified School District Ball Field Agreement

Ms. Repp provided the Commission with a copy of the proposed Antigo Unified School District Ball Field Agreement, which the City Attorney has reviewed. The only change in the agreement is that the high school practices until 5:30 pm until the end of their season. Fields will not be available for practice or games for other organizations until after 5:30 pm on practice days and potentially later on game days.

Upon inquiry by Alderperson Bugni, Ms. Repp indicated that the cost does not cover the cost of labor of employees. The school district and the City have a very good relationship and the school reciprocates different services.

Motion to approve the ball field agreement as presented with the Antigo Unified School District.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Denise Wendt, Member
SECONDER:	Zachary Brown, Member
AYES:	Kassis, Bugni, Bauknecht, Wendt, Brown, Hardin
ABSENT:	Heather McCann

4. Arborist Bid Approval

Ms. Repp provided a memo advising that one bid was submitted for arborist services within the City of Antigo. The bid allows the City to contract tree removals and prunes with a certified arborist for work that is beyond staff's skills and abilities. Tree Solutions, LLC submitted a bid for \$185 per hour, which includes machinery and crew for a three year term and \$150 per hour, while working with city crew to assist for a three year term.

Upon inquiry by Alderperson Kassis, Ms. Repp advised that this bid has increased only \$10 from the previous contract.

Motion to approve the arborist bid from Tree Solutions, LLC for \$185 and hour, which includes machinery and crew for a three year term and \$150 per hour, while working with city crews to assist for the three year term.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Glenn Bugni, Ward 7
SECONDER:	Sam Hardin, Member
AYES:	Kassis, Bugni, Bauknecht, Wendt, Brown, Hardin
ABSENT:	Heather McCann

5. Approval of 2017 Facility Waivers

Ms. Repp provided the Commission with a list of facility waivers for 2017. The events, picnics, walks or runs utilize one or more of the shelters within the park system. She is requesting permission to approve the shelter waiver requests for 2017 once they are filed with her department. The listed events are annual community events that meet some or all of the following criteria:

a. The event is open to the public at no charge and offers either an educational experience for attendees or a remembrance or memorial for those within our community

b. The picnic or event recognizes volunteers that have participated in a community service project

c. The organization or group is not creating a profit from the event. If funds are raised during the event they are invested back into the community and used for various community projects, events, programs or local organizations.

New waiver requests not included in the list will require the Commission's approval.

Upon inquiry by Alderperson Kassis, Ms. Repp advised that there are some new additions to the list, which are/will be annual events such as FIGHT for a Cause Halloween Hits Softball Tournament and Antigo Disc Golf Club Ice Bowl Tournament and some small changes such as change of the park for Relay for Life.

Ms. Repp advised that the Commission would only be approving the shelter reservation fee waiver. The Finance, Personnel and Legislative Committee and Council will need to approve any other waivers.

Motion to approve the 2017 facility waivers as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Denise Wendt, Member
SECONDER:	Zachary Brown, Member
AYES:	Kassis, Bugni, Bauknecht, Wendt, Brown, Hardin
ABSENT:	Heather McCann

6. PRC - January Memo

Ms. Repp provided a memo with a list of community events and information. She advised that the Optimist Tree Burn was originally scheduled for Monday, January 16th, but has been moved to Monday, January 23rd.

Ms. Repp further advised that registration is open for all programs. She has secured the date for the Brewer Game, which is scheduled for April 28th against the Braves.

RESULT:	PLACED ON FILE-NO VOTE
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Any Other Matters Authorized by Law to be Considered

Upon inquiry by Alderperson Bugni, Ms. Repp explained the memorial bench policy noting the cost is \$1,000 (with a plaque) and are made in Gleason. She further noted that there are a couple of existing benches at the Hudson Street park that could either be replaced for \$1,000 or updated for \$600.

Upon inquiry by Alderperson Bugni, Ms. Repp noted that the pavillion is moving along. There were a few set backs as with any large project. The project completion date is scheduled for June. There are contractors working on site on a daily basis.

INFORMATION ONLY

Adjournment

1. **Motion to:** Adjourn at 5:50 pm

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sam Hardin, Member
SECONDER:	Glenn Bugni, Ward 7
AYES:	Kassis, Bugni, Bauknecht, Wendt, Brown, Hardin
ABSENT:	Heather McCann

Tim Kassis, Chairperson

Date

Progress continues on the Heinzen Pavilion. As we near completion staff has reviewed possible additions that will enhance the project. I would like to request the use of contingency funds for the following enhancements in priority order:

- Material and installation of clear panels that will be placed behind the architectural mesh, which will reduce precipitation from entering the interior during driving rains (we are estimating this cost at \$3,500.00)
- Liner for ice rink (approximately \$800.00)
- Aluminum Picnic Tables (approximate per picnic table cost: \$550.00)
- Trash containers (approximate per trash container cost: \$600.00)

We currently have approximately \$12,000.00 remaining in contingency





To: Mayor and City Council
From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor
Date: January 09, 2017
Re: Approval of the Antigo Unified School District Ball Field Agreement

Attached is the contract for the 2017 baseball and softball season. This agreement is between the City of Antigo and the Antigo Unified School District. Mike Winter has reviewed the contract.

AGREEMENT

This agreement is made and entered into this _____ day of _____, 2017 by and between the City of Antigo (hereinafter “City”) and the Unified School District of Antigo (hereinafter “School District”);

Whereas, City maintains a system of parks and ball fields within the City of Antigo; and

Whereas, School District desires to utilize said ball fields; and

Whereas, City is willing to allow School District to use said ball fields;

Now, therefore, for good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

1. School District shall be allowed to use the following ball fields for games and practices during the school baseball and softball seasons for 2017: Lake Park, Saratoga South, Saratoga North, North Clermont, Little League, and Senior League.
2. The high school practices until 5:30pm until the end of their season. Fields will not be available for practice or games for other organizations until after 5:30pm on practice days and potentially later on game days.
3. School District shall pay to City the sum of \$1,900.00 for the use of said ball fields for the 2017 season.
4. School District shall provide a complete list of coaches and contact information to the City Park, Cemetery, and Recreation Supervisor prior to the start of the season.
5. City shall be responsible for the following:
 - A. Reserve fields and give priority for school use at requested times.
 - B. If workload and weather conditions permit, fields will be raked and/or dragged each day. If necessary, Diamond Dry will be applied. The Activities/Athletic Director and the Park, Cemetery and Recreation director and/or designee will meet prior to the season, and periodically during the season, to assess the acceptability of the fields for practice and games.
 - C. Allow use of scoreboards, lights and public address system and concession areas at applicable fields.

- D. Provide benches and garbage containers.
 - E. Restrooms will be open and maintained as soon as weather conditions permit.
 - F. Porta Potties will be provided if restrooms are not available.
 - G. Cut and trim the grass in the parks.
 - H. Maintain benches, bleachers, dug-outs, etc.
6. Cancellation of games will be made only after consultation takes place between the Activities/Athletic Director and the Park, Cemetery and Recreation Director and/or designee.
 7. The school district will be given priority by the City when the fields require snow blowing, and only if deemed advantageous for field preparation.
 8. Only Park, Cemetery and Recreation motorized equipment shall be allowed on park grounds and property unless authorization has been granted by the Park, Recreation and Cemetery Director and/or designee.
 9. The school district will be accountable for City park policies and will notify the Park, Cemetery and Recreation Department of any damage which may have occurred while the School District used the facility within 24 hours of the incident.
 10. The school district will be held accountable for any storage facilities that require clean-up from their usage. The City of Antigo will contact the head coach of the baseball or softball team notifying them that the facility is in need of organization or clean-up. The school district has one day from the date of the call to have the facility put back into order or they will be charged the City approved labor and equipment rates for city crews to clean-up the facility.
 11. If it is brought to the attention of the City that facility access codes or keys are given to unauthorized personnel storage facility use rights will be revoked.
 12. School District shall hold City, its officers, employees and agents, harmless from and against all damages, injuries, claims, lawsuits, causes of action, or costs arising directly from the School District's activities (i.e., baseball and softball practices and games) at and around said ball fields, and the City will likewise hold the School District, its officers, employees and agents, harmless from and against

all damages, injuries, claims, lawsuits, causes of action, or costs arising from the City's activities at the aforementioned parks and ball fields.

13. This agreement shall be interpreted in accordance with the laws of the State of Wisconsin.

14. This agreement shall not be amended except by written agreement signed by the parties.

City of Antigo

Unified School District of Antigo

By: _____ By: _____

Mayor

By: _____

Clerk - Treasurer



To: Mayor and City Council
From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor
Date: January 09, 2017
Re: Arborist Bid Approval

We had one bid submitted for Arborist services within the City of Antigo. This bid allows us to contract tree removals and prunes with a certified arborist for work that is beyond our staff's skills and abilities. It also allows us to schedule work when our crews are not available to perform the necessary removals or prunes due to other work responsibilities.

Tree Solutions, LLC submitted the following bid:

\$185.00 per hour, which includes machinery and crew for the three year term, and
\$150.00 per hour, while working with a city crew to assist for the three year term.

ARBORIST SERVICE CONTRACT

This agreement is made this _____ day of _____, 2017 by and between **CITY OF ANTIGO** (hereinafter "City"), and _____ (hereinafter "contractor").

Recitals

A. Contractor is engaged in the tree care business and maintains an office in the **611 5th Avenue, Antigo WI**, County of **Langlade**, State of Wisconsin.

B. Contractor is willing to provide a service to City and City is willing to accept this service, on the terms, covenants, and conditions set forth in this agreement.

In consideration of the mutual covenants and promises of the parties, City and contractor covenant and agree as follows:

Section I. Nature of and Place of Work

Contractor shall provide tree care service for the City of Antigo, Wisconsin and contractor does accept this obligation. Contractor shall:

1. Contractor shall provide services during regular daytime hours that include, but are not limited to, pruning and removal of trees and removal of pruned and/or fallen branches from a worksite unless prior arrangements are made with City. Contractor may be required to work alongside City of Antigo crews to assist with assigned work tasks. On occasion, the City of Antigo may request the contractor to perform corrective, special, or emergency services that are beyond the routine service requests. The contractor shall respond to these exceptional circumstances and complete the necessary work within one (1) working day after receipt of such request. In the event such services cannot be completed within one (1) working day, the contractor shall immediately notify the City of Antigo contact person and indicate an anticipated completion date. Contractor shall work with the City of Antigo Park, Recreation and Cemetery Department to discuss the needs and work plans of City.
2. Contractor shall maintain and document (with a certificate of insurance) required levels of insurance coverage or bonding at all times during the term of this contract. Contractor is required to carry a \$1,000,000 general liability policy with The City of Antigo being listed as additional insured on all policies. Contractor shall also provide proof of Workers Compensation insurance as required by law.

3. Contractor shall be a certified arborist or have the ability to become a certified arborist prior to June 1, 2017. If Contractor is not a certified arborist, contractor must employ a certified arborist and provide certification for at least one (1) certified arborist.
4. Contactor's vehicles and equipment shall be operated in a safe manner at all times within the property. Vehicles shall not operate at speeds in excess of posted limits or in a reckless or careless manner.
5. Contractor shall observe all policies, procedures, rules and regulations of the City of Antigo.
6. Contractor shall participate in a job walk-through and inspection on an as needed basis as determined by City. Contractor shall make its best effort not to interfere, annoy or in any way create a nuisance for customers, visitors or neighbors while performing the work. If and when it is necessary to provide services outside of regular daytime hours, the contractor shall notify the City of Antigo Park, Recreation and Cemetery Department as well as any affected residents.
7. At all times while performing services under this agreement, Contractor's employees shall wear appropriate clothing. Contractor's employees shall utilize all appropriate safety equipment and conform to the Occupation Safety and Health Administration (OSHA) standards for the products being used.
8. Contractor shall conduct on-going training for all contractor's personnel. Such training shall include, but not be limited to instruction in proper horticultural techniques, proper equipment operation and maintenance, and correct decorum within the City of Antigo. Such training shall apply to newly hired personnel, experienced personnel changing positions or refresher instructions for experienced personnel.
9. Contractor will be required to provide all necessary labor, supervision and equipment, including fuel, to complete the necessary maintenance.
10. All work shall comply with all applicable state and federal safety and health requirements. When a conflict between applicable regulations occur, the most stringent regulation shall apply.
11. Contractor must coordinate with Wisconsin Public Service for tree removals including overhead utilities.

Section II. Manner of Performance of Employee's Duties

Contractor agrees that contractor will at all times faithfully, industriously, and to the best of its ability, perform all of the duties that may be required of and from it pursuant to the express and implicit terms of this agreement, to the reasonable satisfaction of City. The duties shall be rendered in the City of Antigo, Wisconsin and at any other place or places as City shall in good faith require or as the interests, needs, business, and opportunities of City shall require or make advisable.

Contractor shall indemnify, defend, and hold harmless City from and against all claims, causes of action, damages, or injuries of any sort arising out of or in connection with contractor's performance of services hereunder.

Section III. Duration of Contract

The term of this agreement shall be for a period of three (3) years, commencing on June 1, 2017 and terminating on June 1, 2020 subject, however, to prior termination as provided herein. In the event contractor fails to abide by or fulfill all of the terms of this agreement, City may terminate this agreement by a two week written notice to contractor. The contract may also be terminated upon mutual agreement of the parties.

At all times hereunder, contractor shall be considered an independent contractor and not an employee of the City.

Section IV. Payment and Reimbursement

City shall pay contractor and contractor agrees to accept from City, in full payment for contractor's services under this agreement, compensation at the rate of **\$185.00 per hour**, which includes machinery and crew for the three year term, payable within thirty (30) days of receipt of invoice from contractor.

City shall pay contractor and contractor agrees to accept from City, in full payment for contractor's services under this agreement, compensation at the rate of **\$150.00 per hour**, while working with a city crew to assist for the three year term, payable within thirty (30) days of receipt of invoice from contractor.

**Section V.
Commitments Binding on City Only
on Written Consent**

Anything to the contrary notwithstanding, the parties agree that contractor shall not have the right to make any contracts or commitments for or on behalf of City without the written consent of the City.

**Section VI.
Contract Terms To Be Exclusive**

This written agreement contains the sole and entire agreement between the parties and shall supersede any and all other agreements between the parties. The parties acknowledge and agree that neither of them has made any representation with respect to the subject matter of this agreement or any representation inducing the execution and delivery of this instrument except such representations as are specifically set forth and each of the parties acknowledges that they have relied on their own judgment in entering into the same. The parties further acknowledge that any statements or representations that may have been made by either of them to the other are void and of no effect and that neither of them has relied on them in connection with their dealings with the other.

**Section VII.
Waiver or Modification Ineffective
Unless in Writing**

No waiver or modification of this agreement or of any covenant, condition, or limitation contained in this agreement shall be valid unless in writing and executed by the party to be charged with it, and that no evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration, or litigation between the parties arising out of or affecting this agreement, or the rights or obligations of any party, unless such waiver or modification is in writing, duly executed as stated above, and the parties further agree that the provisions of this paragraph may not be waived except as set forth in this agreement.

**Section VIII.
Contract Governed by Law of
State of Wisconsin**

The parties agree that it is their intention that this agreement and its performance, and all suits and special proceedings pursuant to this agreement be construed in accordance with the laws of the State of Wisconsin and that in any action, special proceeding, or other proceeding that may be brought arising out of, in connection with, or by reason of this agreement, the laws of the State of Wisconsin shall be applicable and shall govern to the exclusion of the law of any other forum, without regard to the jurisdiction in which any action or special proceeding may be instituted. Jurisdiction for any legal proceedings arising out of or in connection with this agreement shall be Langlade County Circuit Court.

**Section IX.
Survivorship of Benefits**

This agreement shall be binding on and inure to the benefit of the respective parties to this agreement and their executors, administrators, heirs, personal representatives, successors and assigns.

CITY OF ANTIGO

By: _____
Contractor

By: _____
Mayor

Attachment: Arborist Contract (1315 : Arborist Bid Approval)



To: Mayor and City Council
From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor
Date: January 09, 2017
Re: Approval of 2017 Facility Waivers

Attached are the facility waivers for 2017.

Annual events with annual shelter fee waiver requests:

The following events, picnics, walks or runs utilize one or more of our shelters within the park system. I am requesting that I, the Park, Recreation and Cemetery Director, have permission to approve the shelter waiver requests for 2017 once they are filed with our department. The listed events are annual community events that meet some or all of the following criteria. New waiver requests not included in the below table would require the Park, Cemetery and Recreation commission's approval.

- The event is open to the public at no charge and offers either an educational experience for attendees or a remembrance or memorial for those within our community.
- The picnic or event recognizes volunteers that have participated in a community service project.
- The organization or group is not creating a profit from the event. If funds are raised during the event they are invested back into our community and used for various community projects, events, programs or local organizations.

ANNUAL EVENTS FOR 2017 WHICH REQUIRE WAIVERS			Requested Waivers/Fees			
Event Name	Estimated Date of Event	Brief Event Description	Event/Parade Permit Fee	Street Use Fee	Insurance Certificate	Shelter or Facility
Antigo Disc Golf Club Ice Bowl Tournament	Mid-January	Utilizes the Disc Golf Course. The event is held to raise money for the Antigo Community Food Pantry. The tournament is held on the course making a permit and insurance required.	X		X	
Antigo Optimist Christmas Tree Burn	1/16/2017 (Scheduled)	If City services or equipment is needed, request makes event permit required.	X		Provides	
Rural Fire Control	as necessary through the year	Utilizes Peaceful Valley Event Grounds- Use of parking lot area where they set up approximately 300 feet of hose and test it in an unused portion of the parking lot.				X
Antigo Baseball Association & Youth Softball-Tournaments and Regular Season	Spring & Summer (tentatively June 16th to 18th and July 21st to 23rd)	Utilizes Saratoga and Lake Park shelters and concession stand at Lake Park & Al Remington Concession Stand.	X		X	X
Antigo Fillies Youth Softball Tournament	7/7 to 7/10/2017	Utilizes Lake Park Concession stand and Saratoga Shelter for tournament.	X		X	X
Stand for Children Day	Middle of May (Tentatively 5/20/2017)	Utilizes Peaceful Valley Park, Warming House, Festival Grounds, Heinzen Pavilion: Free community educational event that offers various activities, opportunities, and education for participants. Includes: Optimist Bike Rodeo, Kids Travel Safe, Antigo Headstart, Fire Department...etc. Open to the public.	X	X	Provides	X
Memorial Day Parade	5/29/2017	Parade begins at Eastview Manor Nursing Home and follows city streets to the Langlade County Courthouse. This parade is an expected event held yearly on Memorial Day celebrating and recognizing the many Antigo area citizens who served in the Armed Forces and have since died. Public is encouraged to attend parade and ceremony at conclusion of parade.	X		X	
End of Year School Functions	May through June	Utilizes city shelters for school picnics, Monday through Friday from 7 a.m to 3 pm. Any event beyond these days and times requires a paid reservation.				X
Music in the Park-Mondays and Thursdays (some special dates)	Beginning of June – End of August	Utilizes City Park West. Free Music in the Park Summer Series. Open to the public.	X		Provides	X
Play and Learn Time	May through August	Utilizes City Park West. A free universal program open to all families and cities in the county. Presented by Children's Hospital of Wisconsin Community Services				X
Antigo Farmers Market	June to October	Utilizes Heinzen Pavilion, Peaceful Valley Park, Warming House and Festival Grounds. The market sells locally grown produce and related food items along with cooking and crafting demonstrations. Benefits the community by making locally grown produce available along with educating the public with regard to food choices and preparation. Weekly donations of produce are made to the Antigo Food Pantry.	X		Provides	X
Healthy Ways Coalition - Spring Walk	Beginning of June (Tentatively 6/7/2017)	Utilizes a city shelter and Springbrook Trail. Free Community Event that is Sponsored by the Healthy Ways Coalition, businesses, and organizations, which creates awareness for participants about healthy activities and opportunities in our community. Open to the public.	X		X	X
Kids Fishing Day/Trout Unlimited	Beginning of June (Scheduled 6/3/2017)	Utilizes City Park East. Free Community Event sponsored by Trout Unlimited that exposes youth the recreational activity of fishing. Open to the public.	X		X	X
Salvation Army Rummage Sale	On same date as city-wide garage sale-- 6/3/2017 tentatively	Utilizes Hudson Street shelter. The group sells items which are donated and the funds go to help the programs for the coming year.	X		X	X
A Ride to Remember	June Date to Be Named	Utilizes Peaceful Valley Park, Warming House, Festival Grounds and Heinzen Pavilion. A fundraising event honoring Michelle Koss who was tragically killed in 2016 in a bicycle accident.	X		X	X
Clifford Hausmann Memorial Vietnam Vet Cookout	6/17/2017 (scheduled)	Utilizes Hudson Street Shelter. Vietnam Veterans Memorial Picnic recognizing and remembering veterans for their service. Open to the public.	X		X	X
Market Streetfest	Late June	Utilizes the downtown corridor. The 700 and 800 blocks of 5th Avenue are closed. Events are held to promote awareness of the downtown businesses and Antigo First Inc. organization	X	X	X	
Mission Antigo Barbecue	Middle of June (Tentatively 6-17-17)	Utilizes Peaceful Valley Park, Warming House, Festival Grounds and Heinzen Pavilion. A cookout to celebrate the work and participants of Mission Antigo which were completed in the previous week.				X
"Young Neighbors in Action" Group Appreciation Night	Late June (Tentatively 6-28-17)	Utilizes Lake Park Concession stand. Volunteers perform community service projects and wrap up the activities with a night of fun and food to reflect on what they have accomplished.			X	X
Compassionate Friends Picnic/Balloon Release	Middle of July (Tentatively 7/12/2017)	Utilizes Hudson Street Shelter. Families come together to honor the children they have lost.	X		X	X
Kids from Wisconsin Picnic by Rotary Members	Middle of July (Tentatively 7/18/2017)	Utilizes City Park East. Kids from Wisconsin performers are entertained for a picnic by Rotary members. The Rotary Club brings Kids from Wisconsin for a performance and the funds are used to bring exchange students to the community and support them financially.				X
Antigo Optimist After Fair Picnic	Middle of August	Available Shelter Facility. Annual event recognizing Optimist volunteers that contribute their time for community and youth events in the community throughout the year.				X
LYVE Benefit in the Park	Early August (Tentatively 8-6-17)	Utilize City Park West. They raise funds to cover the cost of participating in state competition. They invite the public to see them perform and sell food items to raise funds.	X		X	X
Kiwanis Club Picnic	Early August	Utilizes City Park East. Annual event to acknowledge the members for the community events they have participated in throughout the year. Kiwanis Club funds youth activities in the community.				X

ANNUAL EVENTS FOR 2017 WHICH REQUIRE WAIVERS			Requested Waivers/Fees			
Event Name	Estimated Date of Event	Brief Event Description	Event/Parade Permit Fee	Street Use Fee	Insurance Certificate	Shelter
Antigo Tater Trot	Beginning of August (Tentatively 8/12/17)	Utilizes City Park East and West. Annual Race for runners and walkers. Funds raised are used to sponsor a variety of local organizations, clubs, and continue the annual event year to year. Open to the public	X	X	Provides	X
Missing Not Forgotten / A Night of Hope	8/11/2017	Utilizes Hudson Street Shelter. Annual event to remember those that are missing. Open to the public.	X		X	X
Antigo Elks Lodge #662	Tentatively 8/22/2017	Utilizes City ParkEast. Annual event to acknowledge the members who volunteer their time for events. Elks funds are used for youth events in the community.				X
Antigo Cancer Society Relay for Life of Langlade County	Tentatively August 18, 2017	Utilizes Peaceful Valley Park, Festival Grounds, Warming House and Heinzen Pavilion. Street closure of 6th Avenue & 7th Avenue in this block allows participants to walk complete blocks as well as parking area.	X	X	Provides	X
Party In the Park (Antigo First Inc.)	Tentative date of 8/19/2017	Utilizes Peaceful Valley Park, Warming House, Festival Grounds and Heinzen Pavilion. Community event to raise money for many community organizations and events. Pig roast, music and raffle. Open to the public.	X	X	X	X
Badgerland Classics Car Club	Mid-August (Tentatively, Sunday, August 20, 2017)	Utilizes Peaceful Valley Park, Warming House, Festival Grounds and Heinzen Pavilion. Community event that showcases a variety of cars, vehicles, and tractors. Event offers food, all-day fun, and an educational experience for participants and attendees. Street closure of 6th Ave, 7th Ave and Field St for safety. Open to the public.	X	X	Provides	X
Antigo First Great Duck Derby	Mid-August (Sunday, August 20,2017)	Utilizes an area of the Peaceful Valley area and is held in conjunction with the Badgerland Classics Car Clus Show. The goal is to add an additional event to the car show in which the funds raised are used to help sustain the Antigo First Inc. organization and be reinvested into the downtown.	X		X	X
Antigo Walk to End Alzheimers	Middle of September (Tentatively 9/10/2017)	This event utilizes the city sidewalk. Open to the public and is a community event to raise awareness of Alzheimer's disease. Funds raised from the walkers donations are used to support care and services provided to families across Langlade County. All services from the Alzheimers Association are provided to those in need free of charge.	X		Provides	
Volunteer Appreciation by Antigo First	Tentatively 9/10/2017	This event utilizes City Park. The event recognizes the volunteers in the community with awards. A celebration is held as a fundraising effort by the group. It is an effort by owners to bring more people downtown.	X		X	X
Boys & Girls Club of Langlade County-Cops vs Shops	Middle of September (Tentatively 9/14/2017)	Utilizes a Lake Park Concession Stand. This event is a fund-raiser for the club in which city departments play softball against each other with the winner receiving bragging rights for the following year. A community event organized to show support of the club by the city departments.	X		Provides	X
Healthy Ways Coalition - Fall Walk	Middle of September (9/21/2017) Tentatively	Utilizes Springbrook Trail. Free Community Event that is Sponsored by the Healthy Ways Coalition. The event encourages people of all ages to come and enjoy the Springbrook Walkway as a healthy way to encourage exercise and healthy lifestyle changes. Open to the public.	X		X	
Out of Darkness (Suicide Prevention/Awareness Walk)	End of September (Tentatively 9/23/17)	Utilizes the Lake Park Concession and Shelter: Walk on the Springbrook Trail that creates awareness about suicide prevention and also remembers those that we have lost. Open to the public.	X		Provides	X
Antigo High School Homecoming	Approximately 1st week of October	Utilizes the Police and Street Departments for traffic control.	X		School District	
Bright Futures 5K Color Run/Walk	Early October (Tentatively 10/7/2017)	Utilizes the Springbrook Trail path along with crossings at city streets (Milton St). A 1 mile and 5K run are held to benefit the Boys & Girls Club Healthy Lifestyles Program. Road closure road blocks are needed for both ends of Milton Street to provide safety for the participants. Open to the public.	X		Provides	
CROP Walk to End World Hunger	Early October (Tentatively 10/7/2017)	Utilizes Peaceful Valley Park, Warming House, Festival Grounds and Heinzen Pavilion. Walk on the Springbrook Trail, which raises funds for local and international food relief. Open to the public.	X		X	X
UW Extension Antigo Field Research Day	Date varies. Typically in the middle of the week.	Utilize one of the City Park Shelters. Picnic recognizing volunteers that assist with the Field Research Day at the Langlade County Research Station. Open to the public.				X
Baked Potato Sale to Benefit The Giving Tree	Second half of October (Tentatively 10/20/16	Utilizes the Peaceful Valley Park, Warming House, Festival Grounds and Heinzen Pavilion. Raises funds for the annual Giving Tree Program	X		X	X
F.I.G.H.T for a Cause Halloween Hits Softball Tournament	Mid-October (Tentatively 10/20 & 10/21/17)	Utilizes Lake Park shelter concession. Fundraiser for families with sick children to assist with medical bills.	X		X	X
Antigo Optimist Halloween Bash	Usually the Saturday before Halloween (Tentatively 10/28/2017)	Event for local youth utilizing the Peaceful Valley Warming House, Festival Grounds and Heinzen Pavilion. The Optimists replaced the parade with this event in 2016. Kids now play games and still get awards for their costumes in addition to tricks and treats. No fee is charged to youth to participate and event is open to the public.	X		Provides	X
Monday Miles-100 Mile Club Walking Event	Approximately mid-November	Event utilizes sidewalk about courthouse	X		X	



To: Mayor and City Council
From: Sarah Repp, Parks, Recreation, and Cemetery Supervisor
Date: January 09, 2017
Re: PRC - January Memo

Winter is moving along quickly. After each snowfall staff is outside maintaining the Springbrook Trail, city owned sidewalks, parking lots, cemeteries, and delinquent sidewalks

After sidewalks are cleared the Springbrook x-country ski trail is groomed and tracked. Crews also head to Peaceful valley where we now have two rinks ready for skaters; the hockey rink and a large figure skating rink. The hockey rink has been getting daily use, and we were able to have ice for the holiday break due to using a liner that staff filled and then let freeze.

Below is a list of upcoming community events and information:

- **Winter Wonderland:** Last Day for Community Christmas Cards in Peaceful Valley Festival Grounds is January 9, 2017. This location was new this year, but I am excited at the possibilities for growth and more decorations and lights next year.
- **Ice Skating Rinks:** Lights for evening skating (hockey rink and large rink at Peaceful Valley Warming House - Warming House open daily and automatically locks at posted times).
- **Springbrook X-Country Ski Trail**
- **Sledding Hill** (Railway Activity Park off of First Avenue)
- **Optimist Tree Burn** (Monday, January 16): Street Department crews assist by coordinating a curbside pick-up and creating the tree pile. The DNR also uses the trees for stream bank restoration projects.
- **Open Skate** (January 20 from 11:30am - 1pm & February 24 from 11:30am - 1pm): Sponsored by Antigo Youth Hockey Association and the City of Antigo Park & Recreation Department
- **Disc Golf Tournament - Ice Bowl** (January 21): Coordinated by the Antigo Disc Golf League
- **Winter Fun & Family Wellness Day in conjunction with Broomball Tournament** on Sunday, February 12 (2pm - 6pm): Event sponsored by City of Antigo, Aspirus Langlade Hospital, Economic Development, Boys & Girls Club, and Fire Department Union
- **Registration is now being accepted for 2017 Spring, Summer and Fall Programs** (including the Brewer Trip)
- **Park & Trail Updates can be received by texting:** RECREATION to 888777 (this includes rink conditions and x-country ski trail conditions). This is updated weekly.
- **Reminder to keep sidewalks clear of snow and ice** for safe travel during the winter months. Free salt sand is available from the Street Department located at 1020 W. Pierce Avenue.

Snowfalls are updated on the Community Calendar, so property owners that are out of town can see when the most recent snowfall occurred. Complaints can be reported to the Park, Recreation and Cemetery Department (715.623.3633 extension-154/131).

The majority of our Spring, Summer and Fall Programming has been finalized. Baseball and Softball have confirmed their tournament dates, and Julie has been working with annual event coordinators to confirm their event dates and requested facilities.

The Farmers' Market will move to the Heinzen Pavilion upon completion. We are excited for the move and anticipate a transitional period this first year for our staff, customers and the general public wishing to utilize the facility.

Progress continues at the Heinzen Pavilion. Crews are working at installing all the doors, electricians are pulling wires and installing panels. General contractors are working at installation of final detail work.

Bids will be going out for a variety of equipment for 2017 as well as spring and summer items including invasive species removal along the trail.

Staff is doing a great job keeping winter facilities maintained and also getting ready for Spring, Summer and Fall.

Park and Recreation Guide 2017

Antigo City Hall ■ 700 Edison Street ■ Antigo, WI 54409 ■ 715.623.3633 extension 154/131 ■ www.antigo-city.org/rec1

City of Antigo Sponsored - Events

SPRINGBROOK CLEAN-UP

Date: Thursday, April 13, 2017 (it's a no school day)

Time: 10am-12pm

Location: Meet at the 4th Avenue Dam Trail Head (608 4th Ave)

Wear clothes you don't mind getting dirty. Clean the area along Springbrook and enjoy a free lunch provided by Inland Lakes.



ANNUAL OUTDOOR EASTER EGG HUNT

Location: City Park East & West: 200 Block of Aurora Street

Date: Saturday, April 15, 2017

Time: 10am sharp

Age: New Crawlers - Age 8

Cost: Free with the donation of a canned good

If you would like your picture with the bunny please arrive by 9:15am and bring your camera. There are over 4,000 pre-stuffed eggs.



ANNUAL BREWER BUS TRIP

Brewers vs. Braves

Free long sleeve t-shirt to first 20,000 fans

Date: Friday, April 28, 2017

Game Time: 7:10pm; **Section:** Dew Deck

Cost: \$59.00

(includes bus ride, ticket, climbing wall, food, soft drinks, and 2 alcoholic drinks/adult)

Trip Info: Bus leaves at 3pm and returns at approximately 1:30am.

Register at: www.antigo-city.org/rec1



INDOOR OPEN SKATE

(Free with the donation of a canned good); co-sponsored with AAYHA

Date: TBD

Time: TBD

Location: Langlade County Fairgrounds Multi-Purpose Building



ARBOR DAY

Date: Tuesday, June 13, 2017

Time: 10:30am - 11:30am

Location: Meet at TBD

Wear clothes you don't mind getting dirty. Plant trees in the park and neighborhood.



OUTDOOR MOVIES in Peaceful Valley Park (420 Field Street)

Friday, June 16 (approx. start time: 9:00pm)

Enjoy the Antigo Dugout Club Ball Tournament weekend and a movie

Friday, July 7 (approx. start time: 9:00pm)

Enjoy the Softball and Baseball Tournament weekend and a movie

Friday, August 18 (approx. start time: 8:15pm)

Spend some time at the Relay for Life Event and enjoy a movie

Additional Information: Limited concessions available for sale

Check: www.antigo-city.org/rec1 for movie titles



City of Antigo Sponsored - Activities

T-BALL

This is a fun league where youth hit off a tee, learn to run the bases, and learn the concept of fielding. Practices are prior to games, which are played in local parks.

Ages: 3 & 4 (as of May 1)

Dates: Monday, May 8 - Wednesday, June 7 (Mondays and Wednesdays)

Times: 5:45pm - 6:35pm

Cost: \$13.00 (resident) and \$26.00 (non-resident);

hats are an additional \$5.00 and t-shirts are an additional \$7.00



CITY OF ANTIGO SPONSORED LANGLADE COUNTY JR LEAGUE BASEBALL C-LEAGUE

The City of Antigo sponsors 3 -4 C-League teams that play within the Langlade County Jr League Program. C-League players hit from a pitching machine or from (coach discretion). Teams will travel within Langlade County to play games. Coach determine the game and practice schedule.

Ages: 5-8 (as of

Dates: Mid-May through end of

Times: Coaches will determine game and practice schedules at a league meeting

Cost: \$18.00 registration

hats are an additional \$5.00 and t-shirts are an additional \$7.00



SOCCER

The league becomes more competitive as youth become older. The main goal is to have fun, learn good sportsmanship, and learn basic soccer skills. Practices are built into the school schedule. Games and practices are played at local parks.

Ages: Kindergarten - 12th Grade (as of September 1)

Dates: Week of July 5 - Week of August 7, 2017

Times: 5:30pm or 6:50pm

Cost: \$13.00 (resident) and \$26.00 (non-resident); reversible jerseys are provided



FLAG FOOTBALL

Have fun and learn basic football fundamentals and concepts. No tackling.

Ages: 4k-6th Grade (as of September 1)

Dates: Week of September 12 - Week of October 1

Times: 5:10pm - 6:00pm

(additional time slots may be necessary based on final team numbers)

Cost: \$10.00 (Dave Brandt League is providing funding for reduced participation fees. If not, you Dave Brandt League); reversible jerseys are provided



SATURDAY OPEN TENNIS LEAGUE

Open to all, and is an opportunity for tennis players to compete, have fun and enjoy the life-time sport of tennis. There are no schedules. Interested players may show-up for friendly play.

Dates: Saturdays in the summer: TBD

Tuesdays in the summer: TBD

Time: Saturdays: TBD; Tuesdays: TBD

Location: Elleson Courts (across the street from High School, on 10th Avenue & east of Western)

Cost: Free



YOUTH TENNIS LESSONS

Don't miss an opportunity to learn the life-time sport of tennis. Instructed by Antigo Tennis Club members youth will learn tennis fundamentals, have fun, and learn skills relative to their abilities.

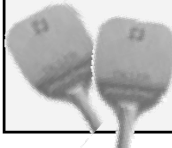
Dates: 2017 Dates: TBD

Time: 5pm - 6pm

Location: Elleson Courts (across the street from High School, on 10th Avenue & east of West

Ages: 7-12

Cost: Free



PICKLEBALL

A great activity for all ages. Information for spring and summer league including dates and times will be posted on our website once confirmed.

www.antigo-city.org/rec1

Location: Mendlin Park (1439 Clermont Street)

Packet Pg. 21

REGISTRATION INFORMATION

Register on-line: www.antigo-city.org/rec1

Register in person: City Hall; 700 Edison Street; Antigo, WI 54409
(Hours: Mon. - Thurs. 7:30am - 4:30pm or Fridays 7:30am - 12pm)

Questions: 715.623.3633 extension-154 or 131; srepp@antigo-city.org

Visit our website to learn more : www.antigo-city.org/rec1

Visit the **Community Calendar** to view community event, meeting, program information and more: www.antigo-city.org/events