

# Leavenworth, Kansas, Parks & Community Activities Advisory Board

## Minutes of Monday, February 10, 2025

**Meeting called to order** – Members in attendance Dave Davis, Steve Zamora, Chuck Johnson, Kara McDaniel, Shelly Cannon, Jeff Porter, and Jennifer Tobey.

**Approval of Minutes** – January minutes were approved.

### Staff Reports

**Tabor Medill** – Recreation Program Supervisor

- Bitty Basketball finished two weekends ago (1/25). Very pleased with this season. 104 participants.
- Youth Futsal is going very well. Third year for Kaylee Shaw running the program.
- In our fourth week of Adult Men’s Basketball. Five teams playing Wednesday nights. Good teams as far as sportsmanship.
- Youth Basketball is running for three more Saturdays (through 3/1). Last year being able to use Nettie Harnett.
- We have confirmation that Pickleball tournaments will start up again in April.
- We have confirmation that Jarvy’s will be our concession vendor again at Sportsfield.

**Brian Bailey** for Aquatics and Special Events Coordinator

- Special Events
  - We had the Daddy and Me Sweetheart Tea on February 2. Had approximately 134 people attend. The theme was “Bluey”. We had 10 NHS student volunteers from the high school help out.
  - We are working on Easter. Have the 10,000 eggs ordered and delivered. Getting food trucks and other things in line. Event is April 12.
- Pool
  - Indoor pool project update later in meeting.
  - St. Mary and Lansing teams have been using the indoor pool. Doing some indoor pool parties.

**Tammy Metzgar** – Riverfront Community Center Manager

- Coming up:
  - Lincoln Day Dinner
  - Xavier Ignite the Green
  - Rapid Response Music Bingo
  - Irish Stew
  - Birthday parties, baby showers, baptismal luncheon
- We had two churches leave, but two new churches have started coming here.

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### Steve Grant for the River City Community Players

- *A Funny Thing Happened on the Way to the Forum* is on track to open February 28
- Our next show is Ken Ludwig's *Moon Over Buffalo*. Auditions are scheduled for February 24 and 25 at the Riverfront Community Center
- We are currently requesting rights for our 2026 season.

### David Sommerla – Parks Superintendent

- Picked up more leaves from the cemetery, but not done yet
- Getting ready for the coming snow
- All picnic tables are picked up and cleaned up
- Installed three new trash cans out on 20<sup>th</sup> Street. Corners of Lecompton, Limit, and New Lawrence Road. Installed two new cans at Cody Park. 2 more to come at Cody later after we can pour concrete pads.
- Havens disc golf course is underway. Parks Maintenance team is clearing the area. (See attached map of area.) Jeff Porter asked if this impacts any of the work done by Chris. Steve Grant replied there was careful consideration given on creating the course to keep the trail work in-tact. It is going to be a destination type course where we may be able to hold tournaments when the course is finished.
- Equipment lift for Parks Mechanic has been approved for purchase and sending that to Finance today. Working on quotes for new snow removal equipment.
- Steve Zamora asked about Havens Disc Golf course will be for tournaments and if the course will be open to the public when finished. David replied we hope to hold tournaments, but when not in use, it will be an open course for people to use any time.

### Old Business

- **Project Updates** - provided by Steve Grant and Brian Bailey
  - **Parks and Recreation Administrative Office Construction** – New offices are looking fantastic. Painting is done. Dropped ceiling framework is in. IT wiring is in. Staff is picking out office furniture. Going through Contract Furnishings via Coop Purchasing. We hope to be in the new offices some time in March. Sands Construction is doing a great job.
  - **Cody Park Sports Court Replacement** – One small change, one item that has not been done yet. That will get done in the spring when the weather is warmer.
  - **RFCC Fitness Equipment Replacement** – The PO is in place and has been sent to the vendor. See attachments for the new equipment coming this year. One stair-stepper, one upright bike, one incline/decline bench, and two combo Smith machines with cable crossovers. This is part one of a five-year plan. Next year, possibly a new treadmill.
  - **Seal Coating Parking Lots** – Sealomatic won the bid. They will seal coat lots at David Brewer, 10<sup>th</sup> Avenue Park soccer game area (aka Frank Mazeitis Soccer Park), Ray Miller, Sportsfield and asphalt inside Sportsfield complex.
  - **Havens Trail Construction** – Sands Construction won the bid. Extensions will start this spring. Our Parks Maintenance team has been clearing the path.

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- **Disc Golf Course at Havens** – Discussed above. Steve Grant added this is a lengthy project, at least a year to get it done since we are doing a good bit of work with our staff and have to work around weather and other job duties. David Sommerla added that right now it is a rough cut, just a quick clearing of the path area, not the final cut for the course.
- **Elevator Modernization** – Steve Grant is working on the specs and hoping to get those completed this week.
- **Indoor Pool Restorations** – This project will be broken out over two years. Phase 1 will be looking at pool masonry, acid wash inside the pool and on the deck, repainting signs on the deck. Holding pre-bid meetings on 2/11. Phase 2 will be electrical. LED lights, strip lights to LED, pump room, electrical panel shutoffs that are rusting, etc. Bids are due February 24.
- **Recreation Program Supervisor – Aquatics Position** – Two applicants. Doing interviews on Thursday, February 13.

### **New Business**

- **Future Capital Improvement Projects** – On March 21, Steve Grant and Brian Bailey will meet with the City Manager and the City Commission for a goal-setting session. This is where improvement projects for the next few years will be discussed and prioritized. If you have any suggestions for capital improvement projects you would like to see done or have heard citizens ask for, please forward information to Steve Grant. For example, Chuck Johnson mentioned an overlay for the tennis courts. That would be something to consider for capital improvement.
- **Part-time Administrative Assistant** – New position so initial job description has been sent to Human Resources for review. Once that is finalized, we will post the position. This position will help out a lot, especially with all the work for the River City Community Players.

### **Board Input**

- **Shelly Cannon** – Happy to see the pickleball courts are always busy. Even on the days it would be “too cold”, the courts are in use.
- **Steve Zamora** – On the elevator project, it is a very old elevator, are we modernizing or replacing? And what if someone gets stuck in the current elevator? Steve Grant replied the building staff is trained on what to do for in case of emergency on the elevator. The project is an upgrade of all the hydraulic pumps, motherboard, etc. Steve Zamora mentioned a comment made by a parent while he was coaching a youth boys basketball game. The parents were pleased with what the kids have been able to learn in this short time. Steve Zamora said it made him happy that the parents are pleased. Steve Grant thanked Steve Zamora for coaching for us again.
- **Jeff Porter** – Happy to hear the disc golf course at Havens is underway. Jeff asked when the Centennial Bridge project will start. It will be 2027.
- **Dave Davis** – How is the skate park expansion doing? David Sommerla said when the weather is nice, he sees kids out there using it. We expect it will be doing well in the warmer months.

**Meeting adjourned.**

**Next meeting** – Monday, March 10, 2025