

Leavenworth, Kansas, Parks & Community Activities Advisory Board

Minutes of Monday, April 8, 2024

Meeting called to order – Members in attendance Dave Davis, Kara McDaniel, Wendy Sachen, and Steve Zamora.

Approval of Minutes – We did not have a quorum present. We will review March minutes at the next meeting.

Staff Reports

Tammy Metzgar – Riverfront Community Center Manager

- We have a full staff on our maintenance team. New full-timer named Jenny.
- Events –
 - Past weekend had a German Berzerkfest. People came from all over the country. We also had the Dark River Artifact Show in the gym.
 - Coming up:
 - CGSC Dinner
 - USPLK Annual Dinner
 - KS Supreme Court Breakfast
 - Leavenworth County Democrats Gala
 - CASA’s Night at the Races
 - Project Graduation
 - Also, weddings, baby showers, graduation parties, retirement parties, etc. in our normal lineup.

Melanie Marcec – President, River City Community Players

- *The Miss Firecracker Contest* opening night is April 19 and runs for two weekends.
- *Cyrano, A Nose by Any Other Name* - Youth Show auditions are April 22 and 23. Director is requesting ages 10 – 18.

David Sommerla – Parks Superintendent

- Riverfront Campground officially opened on April 1. Per the Campground Manager, our first weekend brought in about \$800.
- Wollman Park and Dougherty Park restrooms are now open for the season.
- Our boat dock was repaired and put back in place over the weekend, so it is ready for use.
- Started mowing.
- LSA soccer season started two weekends ago.
- Trimmed trees on northeast hillside of North Esplanade.
- Working on a large “project” and moving all of our maintenance staff to the south end of the Municipal Service Center. This will allow all of our equipment and our mechanic to be in one area of the building.

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- Steve Grant mentioned the project done in the Missouri River recently by the Corps of Engineers where they were breaking up old bridge abutments and clearing the debris. As part of that project, the Corps unloaded tons of debris near our boat ramp area to allow for possible improvements/extension to the boat ramp in the future.

Tabor Medill – Recreation Program Supervisor

- Getting ready for baseball season. We will have 30 teams this summer. 7-year-old age group is so large it will be its own group. Also, we will no longer have adults pitching.
 - Ages 5 – 6 – 7 group is machine pitch. If the player does not hit the ball pitching from the pitching machine, the ball is placed on a tee and the player hits the ball off the tee.
 - Ages 8 – 9 – 10 is kid-pitch/machine-pitch combo. If a pitcher throws four balls to the batter, the batter will get two pitches from the pitching machine. The speed of the machine will be adjusted for the age group.
- Steve Grant announced we are at 306 registered players now, and we have until April 15 for late registration so we expect to have a record-breaking year for player registration.

Nancy Baker – Aquatics and Special Events Coordinator

- We are in our last spring session of swim lessons. We are also able to offer some private lessons this spring.
- Another lifeguard class is coming this April. We have five registered so far.
- All of our summer programs and events are open for registration.
- We had valve replacement work done at the aquatic center. We had to drain and partially refill until we are ready to clean the pool and fill for the summer season.
- We are hiring guards. We have hired five so far and three more are in the hiring process. All of these have come from our lifeguard classes.
- **Special Events:**
 - Our annual Easter Egg Hunt and Festivities was March 23. Everything went really well. We had 15 volunteers running activities. We had National Honor Society students from Leavenworth High School helping. We also had seven employees from Frontier Community Credit Union volunteer that day. We also had two food trucks, Kona Ice and Wild Cactex. This was the first time for Wild Cactex to join us. They had six eggs that were included in the hunt and when someone found the egg, they could take it to the food truck for a free taco.
 - Next event is Touch A Truck on May 1. 18 confirmed vehicles and C. W. Carousel Museum will be open for free rides. We will also have Toddler Tyme open with bounce houses and free popcorn in our gym.

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Old Business

- **Project Updates** - provided by Steve Grant and Brian Bailey
 - **Parks and Recreation Administrative Office Move** – Design work is complete. Sands Construction is working on a final cost that will be presented to the City Commission in the near future.
 - **Sidewalk Replacement in Various Parks** – Baker Construction has completed their work. We have received the final invoice, so Brian Bailey will be checking all the work before approving the invoice for payment and closing the project. Wendy Sachen inquired who is responsible for the sidewalks along 20th Street by Sportsfield. There is an area that is cause for concern. David Sommerla will check on it.
 - **Sportsfield Trail/Access Road Replacement** – Met with Baker Construction this past week, and they are preparing to start the project. Baker will be ripping out the asphalt trail just past the maintenance shed. A thicker asphalt and some concrete will be replacing it. We expect to see the project start in the next two weeks.
 - **Cody Park Sports Court Replacement** – Sands started this project last Monday, April 1. Demolition is complete. Doing some dirt work to prepare the ground for the new courts. Project is moving along nicely.
- **Naming of Skatepark “Cody James Clark Skatepark”** – The sign unveiling of this park will be on May 10 at 2 p.m. Steve Grant will send out a reminder to the Board.

New Business

- **Parks and Recreation Information Magnets** – Brian Bailey introduced a new marketing tool. Advantage Printing helped design and then printed magnets designed to remind parents of youth programs and events. Staff will pass these out at special events, such as the Easter Egg Hunt and Touch-A-Truck. The hope is that parents will use the magnets on their fridge and remember when to sign children up for sports or events.
- **2025 - 2029 CIP Submissions:** Steve Grant reviewed all items being submitted for CIP consideration in the meetings coming up this week. (See attachment).

Board Input – Dave Davis and his scout troop recently completed a Three-Mile Creek Cleanup and asked if staff is aware of the erosion near the Haymarket Square. This issue has been brought to the attention of Public Works since it is a stormwater issue.

Next meeting – Monday, May 13, 2024