

Leavenworth, Kansas, Parks & Community Activities Advisory Board

Minutes of Monday, December 9, 2024

Meeting called to order – Members in attendance Dave Davis, Marianne Tennant, Kara McDaniel, Steve Zamora, Chuck Johnson, Wendy Sachen, and Jeff Porter.

Approval of Minutes – October minutes were approved.

Staff Reports

Melanie Marcec – President, River City Community Players

- *A Christmas Carol* opening this Friday. Runs Friday, Saturday, and Sunday.
- Next show in the 2025 season is *A Funny Thing Happened on the Way to the Forum*. Auditions are next week. 12/15 and 12/17.

David Sommerla – Parks Superintendent

- Done mowing, still watering trees, winterized all restroom facilities and irrigation.
- Setup and broke down Trunk-or-Treat and Mayor's Tree Lighting events.
- Busy with picking up leaves and planting legacy trees.
- Two full-time positions filled. Also, have one temporary worker left to help.

Tabor Medill – Recreation Program Supervisor

- 203 Youth Basketball registrations, 35-40 Futsal registrations, Up to normal numbers for Bitty Basketball registrations
- Youth basketball practice started on Monday. Season will start 1/11 and run through 3/1. Now have a building supervisor monitoring doors at basketball practice locations.
- Futsal will start 1/5 and run for 8 weeks.
- Bitty Ball will start on January 4 and run for 4 weeks.
- Registering for Adult Basketball now through 12/15. Currently, only have one team registered. Many people wait until the last day.

Nancy Baker – Aquatics and Special Events Coordinator

- Finishing up our group swim lessons next weekend, and we have winter and spring sessions available for registration online.
- Boys LHS swim team practicing with us Monday – Friday.
- Special Events – On 11/2 was the Indoor Holiday Market. Went very well, sold out of vendor spots. No one pulled out the week before. Pretty consistent flow. 11/15 was the Mayor's Tree Lighting. Had four volunteers from the National Honor Society at LHS dressed in costume and handed out candy canes during the parade. Helped entertain children at Haymarket Square. Finally, Breakfast with Santa on December 7. Served 444 people. More LHS volunteers, also two

Leavenworth, Kansas, Parks & Community Activities Advisory Board Minutes of Monday, December 9, 2024

dance performances from First City Dance Center. Santa and Mrs. Claus were here for photos. Instead of a photographer coming and charging the parents money to get photos with Santa, allowed the parents to take the photos themselves. Seemed to work well and move the line more quickly. Also, did not do a DJ, but streamed music through the laptop and sound system in the Riverview Room. Our next special event will be in February, the Daddy and Me Sweetheart Tea. Tickets are on sale now.

- Gratitude exchanged both ways for 12 years of hard work from Nancy and 12 years of support from the Board.

Tammy Metzgar – Riverfront Community Center Manager

- Definitely in the busy season:
 - Mayor’s Tree Lighting – great and well attended. Thanks to Marianne for being the emcee.
 - Christmas parties are going strong. First one was this past Tuesday.
 - A lot of flipping rooms for all the events on the first weekend of December.

Old Business

- **Project Updates** - provided by Steve Grant and Brian Bailey
 - **Parks and Recreation Administrative Office Construction** – Coming along nicely. Construction officially approved by the City Commission on 11/22. Electrical ran. Framing and drywall up. If anyone would like to go over and take a look, we can walk over after the meeting. Sands Construction is doing a great job.
 - **Cody Park Sports Court Replacement** – Small punch-list of items. A few deal with caulking and concrete work that cannot be done until spring, so final payout will be delayed until then.
 - **RFCC Gym Door Replacement** – Project complete and work great!
 - **Skatepark Expansion** – Had some minor work done to the radius, turned out nice. Project is complete and final payment is going out today.
 - **Fencing at Skatepark** – Black chain-link fence is up and looks nice.
 - **Scoreboards at Sportsfield** – Project completed. Sent final payment in today.
- **Fee Schedule Change Recommendations Approved by City Commission** – See copy in folders. A couple areas where fees were not increased – youth sports or Performing Arts Center tickets since those were increase just a couple of years ago. Staff did a lot of research comparing to similar markets with similar programs and offerings. We did focus more of the increases on non-resident fees. These go into effect on January 1.

New Business

- **Nancy Baker Retirement** – December 18 is her last day. Please join us on that day from 1 p.m. to 3 p.m. to wish her well.
- **Scott Peterson, New City Manager** – Started since our last meeting. Excited to work with him going forward.

Leavenworth, Kansas, Parks & Community Activities Advisory Board Minutes of Monday, December 9, 2024

Steve took a minute to thank the Board for all they do to support our programs and department.

Board Input

- **Kara McDaniel** – Have a wonderful December, enjoy time with family and friends.
- **Steve Zamora** – Coaching for Tabor. Ready for assistant coaches. FYI – Jupiter is visible, comes up in the eastern sky.
- **Chuck Johnson** – Pickleball players are dedicated. Leaf blower tow behind that Parks Maintenance has is incredible.
- **Wendy Sachen** - Pass
- **Jeff Porter** – What is the light situation at the pickleball courts? There is a push button available from 6 a.m. to 10 p.m. At one time, there was mention of doing a Board photo; also, can we get some shirts for the Board? At one time, we had nametags. Steve Grant said we could look into doing some polo shirts for the Board. Thanks to Steve Grant and his staff for their work, see things progressing. Steve Grant added it is also due to the support of the City Commission. Jeff asked again about the disc golf in Havens. Doing design work this winter, then installing it later in 2025.
- **Marianne Tennant** – “Ditto”, have a great Christmas!
- **Dave Davis** – It’s been a great year. This is a great team, both staff and Board.

Meeting adjourned.

Next meeting – Monday, January 13, 2025