

Parks & Recreation 2021 Annual Report

Mission Statement

The City of Leavenworth Parks & Recreation Department is committed to providing quality leisure opportunities for its citizens and visitors. We pledge to provide and preserve safe, attractive, accessible, well-maintained/managed parks, green spaces, and public facilities. Our recreational programs are designed to incorporate all ages and to provide accessible and affordable programs that promote healthy lifestyles, family interaction, and a sense of community.



Since 1994

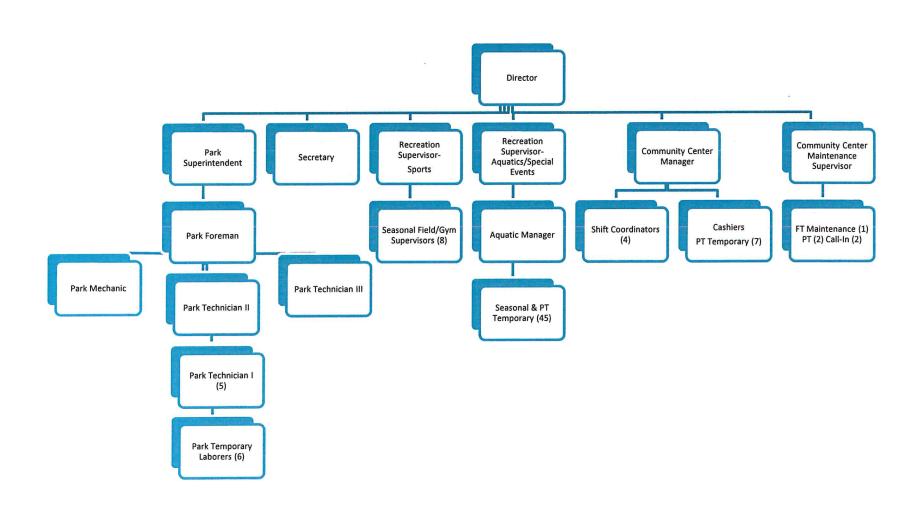


Dougherty Park New Playground

Parks and Community Advisory Board 2021 Board Members

- Jim Mathis Chair
- Kara McDaniel Vice-Chair
- Jennifer Brenneman Tobey
- Shelly Cannon
- Dave Davis
- Edna Wagner
- Wendy Sachen
- Steve Zamora

Organizational Chart



2021 Annual Report

Leavenworth Parks & Recreation 2021 Administrative Headlines

- New Name for Soccer Complex On Friday, May 12, the soccer complex at 10th Avenue Park was officially renamed the **Frank Mazeitis Soccer Complex**. A sign was unveiled with members of the Mazeitis family present. Frank Mazeitis was a long-time member of the Park Board and an integral part of the Leavenworth community for decades. We are happy we were able to honor him in this way.
- The monument sign at Stubby Park continues to provide information to the citizens of Leavenworth and all those that drive through on Fourth Street. This year over 65 individual requests came from outside sources to include Main Street, the Leavenworth Public Library, and one request from the Kansas Attorney General's office for National Consumer Protection Week.
- **7** Parks Programs
 - Adopt-A-Park For 2021, 76% of our parks are under active adoption. We continue to advertise this program on our website, on the Stubby Park sign, and in our *First City Connection* in an effort to increase program participation.
 - Legacy Trees and Memorial Benches saw a 16% reduction in participation this year. That being said, we did plant 21 new trees and install two new benches to be enjoyed by the entire community. We thank the donors in these programs for helping beautify our parks.
- Waggin' Tails Dog Park The Park Board, staff, Leavenworth Animal Control, and Chief Pat Kitchens partnered with concerned citizens to give all visitors at the dog park a clear understanding of City ordinances and an easy way to report any incidents of aggressive dogs or dog attacks.
- Eventbrite We continue to see a high level of use for online registrations. Of the programs offered in 2021, we had 83% of our registrations come through online. We have also expanded our availability offering links to people who want to pay for their events, pay for private swim lessons, or book advance reservations for our campground.
- Wollman Aquatic Center Free Pass Program City of Leavenworth and Fort Leavenworth citizens were treated to a free summer of swimming at our outdoor aquatic center. To offer this, the entire Parks staff worked together from early-March through the summer to register and distribute free passes to our citizens. Over 1,750 resident households registered for the passes, resulting in 6,275 approved passes being packaged and ready for pick-up before the pool opened for business.



Recreation Activity Scholarship Program

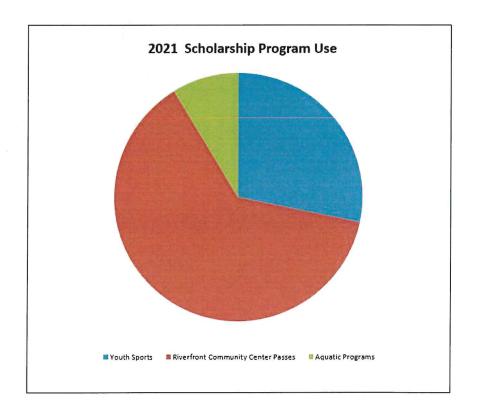
Qualifying citizens who live in the city limits of Leavenworth and are currently receiving public financial assistance may be awarded a \$100 credit per approved person per year to be used toward certain Parks & Recreation Department programs.

For 2021 the scholarship program was still feeling the effects of COVID. A great deal of our program helps families with Wollman Aquatic Center passes, and those were not needed in 2021 due to the free swim passes offered to City residents.

Scholarship 2-Year Summary

	2020	2021	YoY%
\$ Authorized	\$36,300	\$12,800	-65%
\$ Used	\$10,765	\$3,890	-64%
\$ Total Co-Pays	\$1,430	\$230	-84%
Recipients	363	128	-65%





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River City Community Players - 2021 Season

				2	021 Season					
			Expenses			Revenue				
Play	Performances	Tickets Sold	Contracts Directors/Other	Supplies/ Materials	Royalties & Scripts	RCCP	Eventbrite	Total Expenses	Total Revenue	Net
Morbid Curiosity	2/19, 2/20, 2/21, 2/26, 2/27, 2/28	290	\$500.00	\$560.47	\$300.00	\$732.00	\$1,395.52	\$1,360.47	\$2,127.52	\$767.05
Calendar Girls	4/9, 4/10, 4/11, 4/16, 4/17, 4/18	414	\$500.00	\$591.58	\$994.65	\$1,322.00	\$1,767.25	\$2,086.23	\$3,089.25	\$1,003.02
The Hobbit (Youth)	5/21, 5/22, 5/23	505	\$300.00	\$141.65	\$708.10	\$1,780.00	\$488.80	\$1,149.75	\$2,268.80	\$1,119.05
All Shook Up	7/16, 7/17, 7/23, 7/24, 7/30, 7/31, 8/1	816	\$950.00	\$1,197.32	\$950.00	\$3,661.00	\$3,017.20	\$3 <mark>,</mark> 097.32	\$6,678.20	\$3,580.88
Disney's Beauty and the Beast, Jr. (Youth)	9/10, 9/11, 9/12	656	\$650.00	\$791.14	\$430.00	\$2,275.00	\$775.50	\$1,871.14	\$3,050.50	\$1,179.36
Disaster!	10/29, 10/30, 11/5, 11/6, 11/12, 11/13, 11/14	494	\$1,450.00	\$1,114.47	\$2,849.04	\$2,388.00	\$1,721.04	\$5,413.51	\$4,109.04	(\$1,304.47)
A Christmas Carol	12/10, 12/11, 12/12	537	\$500.00	\$79.47	\$0.00	\$1,637.00	\$575.20	\$579.47	\$2,212.20	\$1,632.73
							Other (see below)	\$33,933.98	\$1,830.42	(\$32,103.56)
							Totals:	\$49,491.87	\$25,365.93	(\$24,125.94)
Other Expenses				c	ther Revenue					
Utilities			\$19,097.33		Patron Season Tick	ets		\$1,018.42		
Sales Tax			\$2,558.35		Program Ad Sales		l			
Building/Group Expenses			\$12,278.30		Special Park Fund C	Contributions		\$812.00		

Total Other Revenue

\$33,933.98

As we eased back into public gatherings, our River City Community Players performed a full season of shows. Although we were up almost \$11,000 in revenue from the prior year, we are still short (down \$24,000) compared to a "normal" pre-COVID year.

\$1,830.42

Total Other Expenses

Parks Maintenance Summary

The Parks Division is in charge of maintenance of over forty city-owned properties ranging in size from very small to 98 acres and totaling over 424 acres. Included in our responsibilities are sports fields, tennis courts, basketball courts, restrooms, picnic shelters, sidewalks, park signs, flower beds, trees, playground equipment, disc golf course, batting cages, decorative fences, a campground, a shower house, aquatic center, boat ramp, irrigation systems, walking trails, parking lots, Haymarket Square and lighting of various types. The Parks Department staff consists of the Parks and Recreation Director, Park Superintendent, Park Foreman, Park Mechanic, and six in-the-field Park Technician positions. We hire as many as six to ten temporary employees for the summer. We also utilize minimum security inmates from the Lansing Correctional Facility to assist with mowing and other park maintenance operations but due to the COVID-19 we were unable to use them this year.

During the course of a year, the routine maintenance of the Parks Department includes mowing grass in the parks, greenways and right-of-ways, cleaning restrooms and shelters, trimming trees, repairing vandalism, replacing lights, preparing athletic fields for play, turf maintenance (including irrigation, seeding, weed control, aerating and fertilizing), working with volunteers and Eagle Scout projects, planting flowers, planting trees, constructing/repairing picnic tables, benches, and other park amenities, installing walkways, painting buildings inside and out, minor plumbing repairs, planting and caring for planters, picking up trash, and providing support for the Riverfront Community Center, Performing Arts Center, City Hall, Library, Main Street, miscellaneous special events, and other city-wide activities.

The year 2021 proved to be another very active year from an arboriculture standpoint. This year we planted 21 trees through our Legacy Tree Program. Unfortunately, we also continued to see decline in trees, both large and small. We removed 16 trees and pruned and raised over 92 throughout the parks. A total of 14 trees are being monitored for signs of Emerald Ash Borer. Those trees will be treated in 2023 with another round. To date these trees seem to be responding well with the treatments. The trees will be monitored for another year and will have to be treated every two years as long as the beetle is present in the area.

Parks Maintenance - Continued

The mowing contract is under year one of the two-year contract extension. Term of the contract is to mow, trim and edge various selected parks, municipal building and right-of-ways. We are under contract with Superior Lawn Care. To date the city is satisfied with the work Superior Lawn Care has provided. At the end of the first year of the two-year extension, Superior Lawn Care decided to cancel the contract for the following year. The mowing contract will go back out to bid in January of 2022.

This year brought about park improvements to the city parks. Dougherty Park received a new playground funded through the Capital Improvement Program at a cost of \$98,328. The playground included new swings, climbers and composite structure for ages 2-12. Riverfront Park and Campground received a new water line. The water line was replaced from the meter to the very last north non-freeze hydrant. Five new non-freeze hydrants and a new connection to the restroom/shower house were installed. We plan to open the campground on April 1, 2022, and close for the season on October 31, 2022.

Personnel changes for 2020 were as follows: Bob Pennington retired after 25 year of service. Chris Parr was promoted to Parks Mechanic position. Terry Bair and Justin Burris were hired as Park Tech I to end the year fully staffed. Charles Jordan once again was our Campground Manager and did a great job. Seasonal employees for 2021 included a group of hard workers that played a huge part in our department this year once again. With the loss of full-time staff theses employees picked up the slack and did a tremendous job. The 2021 seasonal staff included Nick McComas, Bob Covey, August Malm, Leaf Malm, Nick Holmes, Andrew Meinert and Matthew Schmidt.

Staff was also active with training this year. Four staff members attended the Kansas Arborist Association Field Day. Staff attended various training opportunities, which included arboriculture, hazard communication, CPR and Bloodborne pathogens training.

The attached appendix pages identify special/specific projects carried out at a variety of different locations throughout the year.



Ray Miller Disc Golf Course Map

Leavenworth Parks & Recreation Park Shelter Usage and Revenue

Park Shelters	2021 Reservations	% Sold Online	2021 Revenue	YoY 21/20	2020 Reservations	2020 Revenue
Cody Park Restroom Overhang	5	80%	\$60		0	\$0
Cody Park	33	94%	\$1,243		20	\$715
David Brewer Park	15	87%	\$465		5	\$125
David Brewer Park Restroom Overhang	0	0%	\$0		0	\$0
Hawthorn Park	28	30%	\$755		14	\$355
Ray Miller Park	8	88%	\$95		4	\$40
Riverfront Park Shelter	4	100%	\$115		1	\$25
Stubby Park	17	59%	\$205		2	\$20
V.A. Park	2	50%	\$30		0	\$0
Wollman Park East	14	86%	\$440		6	\$150
Wollman Park West	34	71%	\$915		9	\$225
Wollman Park Main	35	57%	\$1,869		24	\$1,230
SHELTERS SUBTOTAL	195	69%	\$6,192	107%	89	\$2,995
Other Shelter Fees (Beer, Noise, Tables)			\$125			
SHELTERS TOTAL			\$6,317			
Campground Pads	907	1%	\$13,703		NA	\$0
Campground Other Fees (Pets, Dump)	44		\$160		NA	\$0
CAMPGROUND TOTAL	(1)		\$13,863			

Although park shelters were unavailable for the first four months of the year, the reservations picked up strong and steady from May through December. To offer a comparison to a "normal" year, the City had 264 shelter reservations with \$8,600 in revenue in 2019. We continue to see an increase in online reservations with almost 70% reserved online for 2021.

The Riverfront Park Campground was open all season, from April 1 through October 31 for the first time in two years. We issued permits for the 13 padded sites, pet fees, and dump station use. No tent sites were released in 2021. This year, we also used Eventbrite to allow customers to pay for advance reservations between January 1 and March 31. For our first year, it resulted in six camping days paid in advance.

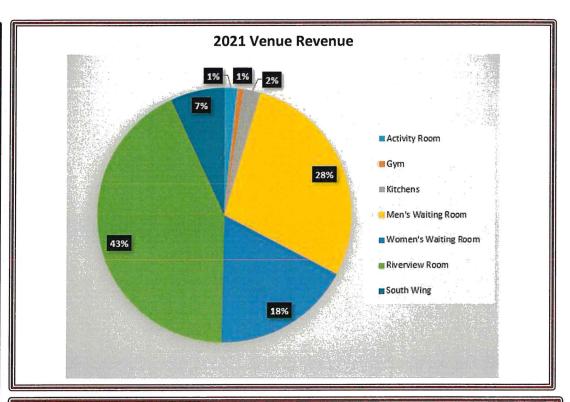
Riverfront Community Center Summary

Venue Summary

Riverfront Community Center continues to recover from the effects of COVID. Although 2021 is an improvement over 2020, we continue to work hard to return to prepandemic numbers. Our event revenue increased by 7% and our food service revenue increased 40% over prior year.

Although we were limited on what we could offer the public for social events with event space being restricted until May 17, we did host the Leavenworth County Health Department from February through May for their vaccination clinic resulting in over 27,000 vaccinations for Leavenworth citizens and surrounding areas.





Room	2021	%	2020	%	2019	%
Activity Room	\$ 630.00	2%	\$ 1,530.00	4%	\$ 6,120.00	8%
Gym	\$ 280.00	1%	\$ 1,300.00	4%	\$ 5,930.00	8%
Kitchens	\$ 855.00	2%	\$ 660.00	2%	\$ 2,195.00	3%
Men's Waiting Room	\$ 10,867.98	28%	\$ 7,615.00	21%	\$ 20,759.00	27%
Women's Waiting Room	\$ 6,821.99	18%	\$ 5,229.50	15%	\$ 9,226.84	12%
Riverview Room	\$ 16,532.00	43%	\$ 15,161.00	42%	\$ 29,636.50	38%
South Wing	\$ 2,685.00	7%	\$ 4,494.00	12%	\$ 3,934.00	5%
Total Space Revenue	\$ 38,671.97		\$ 35,989.50		\$ 77,801.34	

Riverfront Community Center Fitness Summary - Fitness use at the Riverfront Community Center was up over 2,500 visits from prior year, but down from pre-COVID numbers. In addition to not being fully open until the latter part of the year, we were never able to add open basketball gym back to our schedule due to staffing which may explain the difference in attendance. On the bright side, although we were unable to offer Toddler Tyme until August, we saw great numbers for our tiny guests who seemed to enjoy the new toys and playhuts added to our inventory.



	Seniors	Adults	Youth (Under 18)		Toddler
By Age	(60+)	592		1,315	Tyme 0
Jan 	650		73 59		0
Feb	589	533 609	34	1,181 1,259	0
Mar	616		52		0
Apr	565	615	76	1,232	0
May	491	565		1,132	3
Jun	496	723 695	47 95	1,266 1,336	3
Jul	546 634	572	83	1,289	37
Aug			64		11
Sep	463 529	561 680	108	1,088 1,317	38
Oct			113		
Nov	540	651		1,304	43 50
Dec	606	671	129	1,406	
Total	6,725	7,467	933	15,125	185
	44.463%	49.369%	6.169%		
Payment				Pass	Cash
Type	Pass	Cash		Revenue	Revenue
Jan	1,072	243	1,315		
Feb	887	294	1,181		
Mar	994	265	1,259		
Apr	993	239	1,232		
May	887	245	1,132		
Jun	1,012	254	1,266		
Jul	968	368	1,336		
Aug	1,016	273	1,289		
Sep	821	267	1,088		
Oct	984	333	1,317		
Nov	1,057	247	1,304		
Dec	1,112	294	1,406		
Total	11,803	3,322	15,125	\$23,790	\$7,658
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Recreational Sports

During 2021, we were still in the midst of the COVID pandemic. Therefore, there were no Adult Basketball, Youth or Bitty Basketball, nor Futsal programs offered.

The summer 2021 Youth Baseball/Softball program was the first sport offered by the City since March 11, 2020. The season began as normal, with practices starting May 1 and games starting on June 1. The turnout was very good (345 participants) as the children were very excited to return to organized athletic activities. We reached our normal yearly number of participants for this program. Interesting though, there was a slight drop in boys baseball numbers, but a significant rise in the participants for the girls softball. We attribute the drop in baseball to last year's COVID cancellation of the summer program. Many boys went to out-of-town traveling teams during the 2020 season. Many of these children stayed with their traveling teams rather than to return to our program.

Concessions profits were down due to a lack of staffing. The Recreation Department only staffed the concession stand at Sportsfield during the summer. Concessions at Wollman Aquatic Center were contracted out for the 2021 season.

Adult softball options were offered as normal, but no teams signed up during 2021. This resulted in \$0 revenue for the year in Adult Sports.

The City offered our two annual tennis tournaments. Participation was up slightly (92 participants) from the COVID-plagued year of 2020.

In September, we began a new offering of Tumbling Tots (gymnastics) for the young ones in the community. The program is aimed at parental participation with their child. The parent is taught to work with their child as the child learns new skills. The program is designed for children ages three to five years old. Enrollment increased each moth with a total of 10 children starting the program in 2021.

We are looking forward to a healthy 2022!

Recreational Sports - Continued

2021 Overview

Net

Program	Revenue	Expenses	2021 Net	YoY %
Adult Sports	\$0	\$0	\$0	-
Outside Revenue	\$6,496	\$3093	\$3,403	116% +
Special Events	\$2,610	\$768	\$1,842	56% +
Youth Sports	\$17,263	\$14,043	\$3,220	31% +
Contributions	\$1,500	0	\$1,500	(2%)
Total	\$27,869	\$17,904	\$9,965	155% +

Even with no income from Adult Sports, we exceeded our net income from 2020. If we compare to 2019, we are down by 70% overall (losses due to no tournaments at Sportsfield, no adult sports, and no winter youth sports).





A special thank you to our annual program sponsors . . . HENRY MARTENS READY-MIX "BUILDING MATERIALS SINCE 1892"

Leavenworth Parks & Recreation Aquatic Programs Summary

RIVERFRONT COMMUNITY CENTER AQUATICS - The year started with offering just two group swimming lesson sessions at a time, due to instructor availability. Early summer, several lifeguards went through the Water Safety Instructor certification program which helped with our with summer instruction. By fall, group lessons were back to normal operations.

Leavenworth High Swim Team ran practices in the afternoons, and gradually private Lessons were back in the program line up, as well as private swim parties. Still no Open Swim options were available.

Community programs and various group usage included: Aquacise, Water Walking, lap swimming, swimming lessons – both group and private, swim team, Lifeguard Training Classes, Water Safety Instructor Classes, In-services training, Cub Scouts, Boy Scouts, Aquatic Therapy, Air Force Special Ops training, birthday parties, and after-hours private parties.

All programs and operations were up and running with the exception of Open Swim (Public Swimming).

WOLLMAN AQUATIC CENTER - Residents of Leavenworth and Ft. Leavenworth enjoyed free swimming for the 2021 season. Residents registered online and each person received a 30-punch card. Used cards were replaced with a new one, once it was turned in to the Cashier.

Five to six staff returned in the spring to assist with opening duties. Opening Day was Memorial Day, and staff were operating at a reduced operations and capacity for the first six weeks of the season. There was low attendance in our winter and spring lifeguard classes, however, June and July classes both filled completely and guards were hired from those classes. By mid-July, we were back to full staff and operations. All staff were given raises this summer, which helped greatly with morale and retention.

Staff outbreak in COVID occurred in July, as we had several staff out on family vacations at that time, and there was a spread after our July Lifeguard class. During quarantine, operations were reduced briefly until staff were back on board.

Three cashiers returned providing for smooth operations at the window. An additional cashier was hired for coverage during cashier vacations.

Some mechanical problems occurred toward the end of the season. One of the auto valves was not functioning properly, which controls automated backwashing of the pool. The pool company technician suggested to replace all valves (4) due to age (18 years old). This project is slated for spring 2022.

The Doggie Splash event ran on Tuesday, September 7. 17 Small dogs and 98 large dogs were accommodated within 3 different 45-minute sessions through the afternoon. This event is a fundraiser for the Waggin Tails Dog Park.

2021 Annual Report

Aquatic Program Details

	2021	2021	2021 Net	
Program	Revenue	Expenses	Revenue	Comments
Aquacise	\$8,306	\$7,509	\$796	258 passes sold
Private Swim Lessons	\$1,600	\$572	\$1,028	74 lessons
Swim Lessons	\$9,968	\$4,804	\$5,164	236 students
Riptides Swim Team	\$2,275	\$911	\$1,364	50 swimmers
Water Walking	\$4,616	\$3,238	\$1,377	331 participants
Lifeguard Training	\$5,100	\$1,277	\$3,823	29 students
Aquatic Therapy	\$395	\$0	\$395	26 hours
Total Program Revenue	\$32,260	\$18,311	\$13,949	发现的现在分词
Total Participants Served - 979				

Miscellaneous Pool Usage	REVENUE
Tonganoxie Lifeguard Class	\$125
Leavenworth High School Swim Team	\$1,190
Birthday Parties	\$743
Baptism	\$15



Swim Lessons 2021

Fitness & Leisure Summary

Programs offered in addition to our aquafitness classes included PiYo, Yoga, Tae Kwon Do, Girls and Women's Self Defense, Dog Obedience (still offered outside only), Basic Dance, Autoharp Workshop (October only), and Stroller Strong Moms.

BASIC DANCE		GIRLS' AND WOMEN'S SEI	F DEFENSE	YOGA	
Total Participants	16	Total Participants	7	Total Participants	565
Total Revenue	\$960	Total Revenue	No Charge	Total Revenue	\$2,825
Total Expense (80%)	\$768	Total Expenses	None	Total Expense (80%)	\$2,260
Net Amount	\$192	Net Amount	N/A	Net Amount	\$565
		3			
DOG OBEDIENCE		STROLLER STRONG MOMS	3	PIYO LIVE	
Total Dogs	37	Total Participants	Contract	Total Participants	104
Total Revenue	\$3,330	Total Revenue	\$4,695	Total Revenue	\$1,370
Total Expense (80%)	\$2,664	Total Expenses (80%)	\$3,756	Total Expense (80%)	\$1,096
Net Amount	\$666	Net Amount	\$939	Net Amount	\$274
TAE KWON DO		AUTOHARP WORKSHOP		Total Participants Served	957
Total Participants	94	Total Participants	10	Total Program Revenue	\$21,625.00
Total Revenue	\$5,340	Total Revenue	\$1,850	Total Program Expenses	\$17,309.00
Total Expense (80%)	\$4,272	Total Expenses (80%)	\$1,480	Program Net Amount	\$4,316.00
Net Amount	\$1,068	Net Amount	\$370		

Leavenworth Parks & Recreation Special Events

Six special events ran this year. Dad and Me Campout was well attended. Staff helped attendees make s'mores, and a light breakfast was provided the next morning. The Dive-in Movie premiered this summer in recognizing National Parks and Recreation month for July. Patrons were encouraged to bring their favorite floaty to watch the movie from the water. Attendance was very comfortable to accommodate for this first year. Advanced tickets were sold, as well as at the door. Doggie Splash is a fundraiser for Waggin' Tails Dog Park and provided three different swim sessions to accommodate both large and small dogs. The Trunk-or-Treat event in October offered an increase in vendor capacity with wait lines moving more quickly this year since no social distancing was required. Our Holiday Bazaar and Flea Market was set up along the indoor track rather than the gym at the community center, and attendance was steady. Wait list vendors were able to set up along the east wall in the gym, to create an efficient flow for the shoppers throughout the track area and gym. Our annual Mayor's Holiday Tree Lighting and Parade was held at its normal time and Eventbrite was used to allow parties interested in joining the parade to register online. The new, ongoing theme for the parade will simply be "The Holidays",

allowing participants to expand and display their full range of holiday spirit.

EVENT	Total Registration	Revenue	Expenses	Net		
Sweetheart Tea	Unable to hol	d event due to	COVID.			
Pre-Spring Flea Market	Unable to hol	d event due to (COVID.			
Easter Egg Hunt	Unable to hol	d event due to (COVID.			
Touch-A-Truck	The 2020 video was republished for 2021.					
Daddy and Me Campout	12	\$347.81	\$194.82	\$152.99		
Dive In Movie (New Event)	202	\$1,212	\$1,326.34	-\$114.34		
Doggie Splash	115	\$678.82	\$48.16	\$630.66		
Mother-Son Superhero Dance	Unable to hol	d event due to (COVID.			
Trunk-or-Treat (free event)	896	\$125	\$815.92	-\$690.92		
Holiday Flea Market	31	\$715	\$217.51	\$497.49		
Mayor's Parade and Tree Lighting	26	\$0	NA	NA		
Breakfast with Santa	Unable to hold event due to COVID.					
TOTALS	1,282	\$3,078.63	\$2,602.75	\$475.88		

For three of the listed events, the number of registrants only represents a portion of those who attended and enjoyed the event. For Trunk-or-Treat, 896 preregistered to let us know they were coming, but walk-ups were allowed. For the flea market and parade, registrations only represent vendors or parade entries, not the public in attendance.



