



Parks & Recreation
Advisory Board



May 17, 2023
4:00 pm
300 W. Ash St. Salina, KS
Room 107, City-County Building

Proposed Agenda

1. Call to order and roll call
 - a. Request staff confirmation that Kansas Open Meeting Act required notice has been properly provided
 - b. Roll call
2. Introduction of Guests
3. Citizens Forum

Citizens are welcome to give presentation or ask questions of the Park & Recreation Advisory Board. (Strictly limited to 5 minutes)
4. Approval of Agenda
5. Approval of Minutes
6. Activity Reports
7. New Business
 - a. Salina Tennis Facility Access Update
8. Old Business
 - a. Pickleball Court Project RFP
 - b. Concrete Improvements – Phase 1
 - c. Jerry Ivey Memorial Park Projects
 - d. Bill Burke Turf Project
9. General Announcements
10. Adjournment

MEETING MINUTES
Parks & Recreation Advisory Board
Wednesday, 4/19/22, 4:00 p.m.

Meeting called time: 4:00 p.m.

1. Call to Order and Roll Call

Larry Pankratz
Denny Wahlgren
Melanie Hedgespeth

Bonnie Schamberger
Ann Zimmerman

Staff Present:

Jeff Hammond – Director of Parks & Recreation
Brett Lamer – Deputy Parks & Recreation Director
Dennis Arnold – Parks Superintendent
Travis Scheele – Recreation Superintendent
Andrea Linder – Aquatics Supervisor
Morgan Johnson – Administrative Assistant III

Melanie requested confirmation that the proper notice had been sent for today's Parks & Recreation Advisory Board meeting. Morgan replied yes, it was.

2. Introduction of GUESTS: There were no guests present.

3. Citizen Forum: A group of citizens spoke about the replacement of the sand volleyball courts at Jerry Ivey Park. Their group used them frequently and is interested in hosting tournaments there again. Jeff explained that those courts were a part of the area that was deeded over to USD 305 for the new tennis courts. He stated that it is the City's intention to replace the previously existing courts with new, higher quality courts and is currently seeking out a designer.

4. Approval of Agenda: Motion: Ann 2nd: Larry (motion passed) 5-0

5. Approval of Minutes: Motion: Denny 2nd: Bonnie (motion passed) 5-0

6. Activity Reports: Brett explained to the Advisory Board members, upon Jeff's request, as to why the City of Salina requires the Arborist test. He explained that requiring that Arborist test is a way to protect the trees, people, and property.

Jeff highlighted multiple items from the Activity Report provided to the Advisory Board. Some of the highlights included the completion of the curbing area at Country Club Park, the additional fencing added at Oakdale Park to increase the storage area, and the new kiosk being installed at the Cemetery. Larry stated that the kiosk worked very well.

Jeff also highlighted the new partnership with Salina Public Library with our Therapeutic Recreation programs and the Annual Easter Egg Hunt that was held at Berkley Family Recreational Area where there was over 400 children present.

Travis gave an overall update of things going on at the Fieldhouse and with athletics. He announced the Fieldhouse signing a 3-year contract with the ND2 Homeschool Basketball Tournament. He also discussed the Salina Liberty using the Fieldhouse for practices, Sharp Performance hosting a Quarterback Combine, and the Greater Salina Community Foundation hosting their Match Madness at the Fieldhouse.

Travis also announced that there was a USSSA Fastpitch Softball Tournament that was held on the new turf of Fields 1-4 at Bill Burke Park. The south restroom has been fully renovated, and we are officially in the sod and irrigation phase of the Bill Burke Turf project. He gave kudos to the Facility Maintenance/Construction staff as well as the Parks Staff for their hard work in making this possible.

7. New Business: a) Barkley Dog Park Turf Healing: Jeff informed the Advisory Board members of staff's intention to re-implement a healing cycle for the grass at Barkley Park. This would involve closing one of the three pods off to allow for turf maintenance. Advisory Board members agreed it was something that needed to be done in order to prevent further damage to the pods.

b) Rubber Mulch Grant Approved: The Parks Department was approved for a grant that will pay for up to 50% of all rubber mulch used in the parks. One stipulation of the grant is that the mulch needs to be made from used tires and other recycled material. This mulch would be used at Jerry Ivey Memorial Park, the Magnolia Soccer Complex, Steve Hawley Park, and Oakdale Park.

8. Old Business: a) Update on Oakdale Tennis Courts and Pickleball Request: The North tennis courts at Oakdale Park are closed. The South courts (courts 5, 6, 7, and 8) were evaluated and reopened for Pickleball use only. Salina Parks and Recreation purchases pickleball nets to leave there for the public to use.

b) Update on Lakewood Playground: Lakewood Park playground is almost complete. The play surface with the concrete curb was poured and set over the course of a couple days. The only thing left is for staff to build up the ground around the area so the ground is more level with the curbing.

c) Update on Bill Burke Infield Turf: Site improvements around the CXT units are being done at Bill Burke which includes concrete pads and sidewalks leading up to them. Irrigation and sod work is still ongoing – mostly by our staffing. There is still sod work being done by the contractors on fields 7 and 8 and this portion of the project can take 2-3 weeks as the sod needs to be watered in and given the chance to grow.

d) Sunset War Memorial Monument Sign Replaced: Parks Staff and a contractor were able to get the monument sign replaced. A contractor did the concrete work and Parks staff was able to go in and replace the bronze lettering. There will be bronze restoration project starting at the end of the month. The project will restore the large bronze plaques and the eagle that is on top of the memorial.

e) Country Club Park – Playground Addition: Concrete curbing was completed at Country Club Park. That area was filled in with mulch and the Parks Department installed a new swing set bay with 2 swings.

f) Concrete Improvements Update: Concrete/sidewalk improvements are finished at Bill Burke Park (with the exception of one or two things) Oakdale Park, and are currently being done at Sunset Park. This leaves Lakewood, Steve Hawley Park, Phillips Park, and the cemetery.

9. General Announcements/Discussion: There was none.

10. Adjournment Motion: Motion: Ann 2nd: Denny (motion passed) 5 - 0

Meeting adjourned at 4:41 p.m.

05-17-22 Salina Parks and Recreation Advisory Board

Activity Reports

Parks Accomplishments

- Staff installed a new swing set and rubber mulch at Country Club Park.
- Staff de-winterized and cleaned park restrooms.
- Staff continued to refresh mulch on playgrounds.
- A contractor repaired broken plastic slides on 2 separate playgrounds.
- Staff prepared tools and materials for the Spring Spruce-up volunteer groups.
- Staff started trimming and edging in the parks as well as spraying weeds in gravel areas and concrete cracks.



Forestry Accomplishments

- Staff trimmed 26 trees and removed 6 trees.
- A contractor removed 1 large street tree.
- Staff has been busy with spring planting and has planted 6 trees so far.
- Staff worked with the Tree Advisory Board to host an Arbor Day event on April 28th.
- Memorial trees were planted and plaques were installed in 2 locations.
- Staff attended Kansas Wesleyan event to celebrate 5 years as Tree Campus USA and donated a tree.

Landscaping Accomplishments

- Activated irrigation system at Bill Burke.
 - Staff worked on over 90 irrigation repairs in the month of April due to the construction projects.
- Staff applied pre-emergent and then fertilizer to all irrigated athletic complexes and park areas
- Staff brought in dirt and leveled ground on Bill Burke's ball fields to fill in gap from construction in between the infield and outfield.
- Staff planted 1,000 herbs and added compost and mulched beds to revamp the herb garden.
- Staff worked on spraying out weeds in landscape beds downtown, at Kenwood Cove, in islands and medians, park areas, and at the Community Centers.
- Started pruning shrubs at Sunset Park and removed the shrubs that were damaged due to fire.
- Removed the silt fence from the Tennis Complex construction and leveled the ground.



Cemetery Accomplishments

- Staff continued to mow and maintain the area.
- Staff assisted with 13 total burials (7 full and 6 cremations) and 1 disinterment.
- 5 marker permits and 6 spaces were sold:
 - 2 full spaces and 4 niches.

Lakewood Accomplishments

- Lakewood completed 23 programs with 527 participants.
- Staff hosted KASA volunteer group to help with trail clean up at Indian Rock Park.
- Lakewood staff held Saline County Earth Day Celebration in Lakewood Park.

- Staff presented programs at Rolling Hills Zoo.
- Presented 3 boy/girl scout badge programs.

Tree Advisory Board

- There was not a regular meeting scheduled in the month of April.
- Got notification that the City of Salina was approved as a Tree City USA for the 33rd year.
- Hosted an Arbor Day event on the April 28th.



Animal Shelter Accomplishments

- Officer Chambers starting in the truck this month after recovery from knee surgery.
- Friends of the Animal Shelter recruited 3 new volunteers to help at the shelter.
- One very tiny baby raccoon was rescued and transferred to Tiny Bits Rescue in Newton, Kansas.

Instructional/Therapeutic Recreation

- Preparing to partner with the Salina Public Library for various technology programming.

Special Events Accomplishments

- There were no Special Events held during the month of April.

Salina Municipal Golf Course Accomplishments

Rounds

- 3,229 for this month. Slightly below 5 yr. average of 3,354

First Tee Programming

- Spring classes are going well. Classes are full and well attended.

Course Conditions

- VFD has been replaced and irrigation system is functioning well.
- Aerification went well and all greens have been done, including short course. Pro shop staff helped finish them up.
- Course is greening up and fairways are filling in.
- We are coordinating with Parks to use their stump grinder to remove the many stumps remaining on the course.

Events

- Tournaments are going well; high school as well as area fund raisers and outings.
- Revenue is up 15% over this same time last year. (Having the Driving Range open all year has helped, the range was closed during this time last year.)
 - Green fee revenue is up 14%.
 - Cart revenue is up 13%.
 - Memberships are up 7%.

Fieldhouse/Athletics Accomplishments

Salina Fieldhouse: With most of the attention being focused outdoors, the Fieldhouse is catching a breather, but with some activity:

- Adult Volleyball: 33 Women's & coed divisions near the end of their season with tournament play in May. The Adult Drop-In Volleyball on Friday evenings was extended into April. Teams will play sand volleyball outdoors at Centennial court until two courts are constructed at Jerry Ivey.
- Rookie Round-up still seems to be a popular program for K & 1st Graders to learn basic baseball/softball skills in a fun and temperature controlled environment on the turf.
- Baseball, softball & soccer teams still fill up the turf on inclement weather days.
- Salina Liberty Football Team continues their practices in the Fieldhouse throughout the spring into early summer.
- Drop-in pickle ball is sporadically played with the rest focused outside at Oakdale.
- With traffic slowing down, April still hosted a few weekend events:
 1. USA Softball hosted their annual indoor softball tournament on the turf including 6 teams, 4 from out of town.
 2. XWE Wrestling continues to call the Salina Fieldhouse their home with hosting another 300+ people event.
 3. Packages for Warriors hosted another Arts & Crafts Show with utilizing more space each time. Another event is scheduled for December.

Outdoor Athletics:

- Coaches meetings were held and practices assigned with youth baseball & softball league teams enjoying some of the new Bill Burke turfed fields.
- Nemaha Sports Construction corrected some grading issues and sodding Bill Burke Fields 7 & 8. On the city side of the project, the south bathrooms and middle concessions/umpire changing room were fully renovated and open to the public. Two CXT bathrooms are getting concrete work performed leading up to the units to be open to the public.
- 19 spring soccer league teams, club teams and high schools are fully underway with practices and games at the Salina Soccer Complex. With increasing pressure, the fields are showing signs of wear. Plans are being implemented to spread out wear and relocate some practices to alternate locations.
- The Field Maintenance Division is very busy preparing baseball/softball fields with college and high school in full swing, youth teams practicing and tournaments underway.



Outdoor Tournaments: The public is showing excitement with 163 teams just in the month of April already enjoying the Bill Burke turf and restroom improvements. However, with only a few fields playable at Bill Burke, tournaments have been split in half at Bill Burke and BFRA Fields 1-4:

- April 1-2 Salina Slugfest: Kris Meis hosted 43 youth baseball teams, 29 being from out-of-town.
- April 8 Salina Diamond Wars: Steve Bechard hosted 22 youth baseball teams, 13 being from out-of-town.
- April 15 SAYSI: Daryl Hoelting battled some rain with extending the tournament into 2 days, but hosted 45 youth baseball teams, 24 being from out-of-town.

- USSSA Softball: Sean Lazelle hosted his 2nd Youth Fastpitch tournament already this year with 21 youth softball teams, 8 from out-of-town.
- USA Softball: Loren Fisher hosted their 1st Youth Fastpitch tournament of the year with 32 youth softball teams, 22 from out-of-town.

Facility Maintenance Accomplishments

Highlights from Facility Maintenance

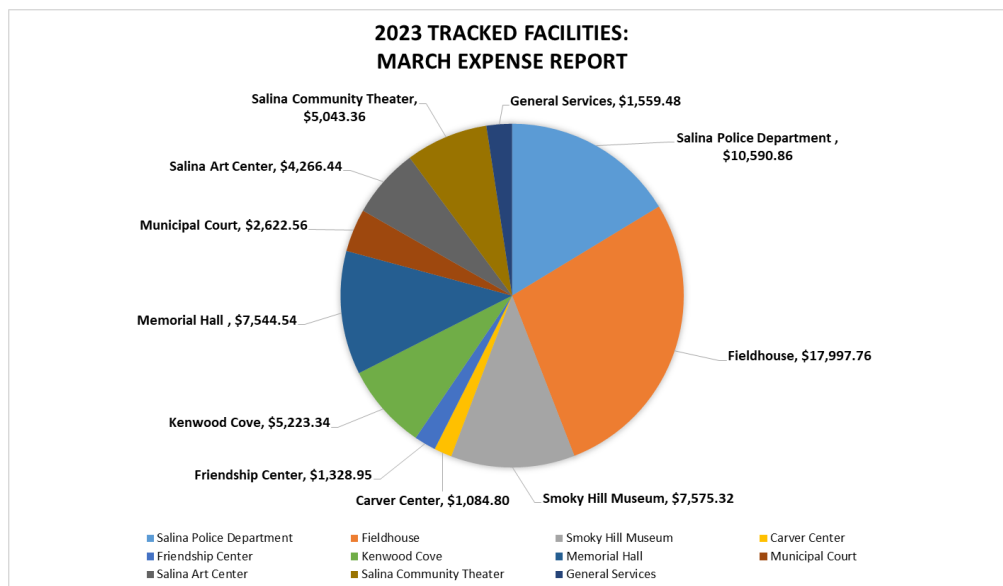
- Maintenance staff completed 52 requested general maintenance work orders and P.M.'s.
- Maintenance staff accompanied Tox-eol though out the city's facilities for quarterly pest control services.
- HVAC technician replaced the thermostat and blower motor on the air conditioner at the Animal Shelter.
- HVAC technician installed new air conditioner at Bill Burke Concessions.
- Maintenance staff repaired a garage door at Water Distribution.
- Maintenance staff de-winterized the restrooms at Matson field & BFRA.

Highlights from Construction Division

- Completed the remodel of the concessions at Bill Burke Park.
- Completed the remodel of the south restroom at Bill Burke Park.
- CTX buildings were completed at Bill Burke Park.

Highlights from the Custodial Division

- Continued to clean and sanitize the city occupied facilities.
- Facility Maintenance continues to advertise for the open custodial positions.
- Utilized Express Employment to fill open custodial positions.



The Facility Maintenance Division oversees the maintenance and repair of all the City owned Facilities and operations. Facilities Maintenance tracks expenses for custodial, maintenance, and sub-contract material and labor costs that filter through the Facilities Maintenance Department for the different city facilities listed above. The above report reflects the following categories: custodial labor & material, maintenance labor & material, sub-contract expenses, electrical, and gas expenses. Cost/expense tracking is also performed for

specific projects to enable and monitor project budgets. This exercise of expense and cost tracking is used by several different departments across the organization. Facilities Maintenance uses this data to gain a better understanding of the typical and atypical expenses associated with owning and operating facilities. The following are examples of what the captured data is used for.

- Seasonal energy trends
- Labor allocation and demand
- Work load by facility
- Utility consumption & potential savings when considering HVAC upgrades
- Monthly and annual expense reports for Theatre Salina & the Art Center
- Comparing project cost between self-performing with in-house labor & hiring the work out to the private sector



The Salina Tennis Alliance and Parks and Recreation have added and improved public availability of the Salina Tennis Facility. Entrance gates for the facility are on the north and south next to the building.

There are 3 ways to enter:

1. Gates may be propped opened for equitable, public access to the courts.
2. If entrance gates are not ajar, please enter using the provided code mounted on the building.
3. If you would like to ensure a court, please visit www.salinatennis.org to make a reservation.

Please remember to read the rules posted at each gate!

FOR MORE INFORMATION, VISIT WWW.SALINATENNIS.ORG