

**North Liberty Parks & Recreation Committee Meeting
Proposal of Agenda**

NEW BUSINESS:

1. Approve minutes from meeting (s) of: Minutes from September meeting.
2. Public Comments/Concerns: Open to public for comments and concerns;
5 minutes per person time limit.
3. North Central Junior High Request: Jeff Wieck, Jr. High Athletic Director request to have Jr. High VB matches at NLRC.
Discussion of dates, times, needs, pros & cons.
4. Building & Grounds Report: See Guy's monthly report.
5. Halloween Events: Recreation Staff preparing for big month of Special Events.
October 8 Pumpkin Painting / Carving
October 14 Hayrack Ride
October 27 & 28 Haunted Happenings
6. Upcoming Events: October 21 Celebration Belle
November 13 Holiday Vendor Fair
7. Other Issues/Concerns: Any new issues not on the agenda?

OLD BUSINESS:

1. Recreation Monthly Report: Report included in packet summarizing the past month.
2. Monthly Budget Reports: Request for monthly budget revenue & expenditure reports.
3. Other Issues/Concerns: Any old issues not on the agenda?

CONCLUSION:

1. Next Meeting Request for date change? Conflict on November 3.
Thursday, November 10, 2011 at 7:00PM – Does this work for all?
Location: City Council Chambers at 1 Quail Creek Circle
2. Adjourn

North Liberty Parks & Recreation Committee
Minutes from September 1, 2011

Board members present: Dan Skemp, Shelby Behrens, Matt Haas, Carmen Noska, Kerry Fitzpatrick, Jami Maxson
Others Present: Shelly Simpson, Brian Motley, Guy Goldsmith
Meeting called to order: 7:45pm, after working session with City Council

NEW BUSINESS:

1. **Approve minutes:** Minutes from August meeting approved.
2. **Building & Grounds Report:** Guy's report was reviewed. Many more Japanese beetles were trapped this year. The new play structure at Penn Meadows is a big hit.
3. **Fall 2011 Programs & Registration:** Registration is in full swing. Most fall programs begin Week of September 5th.
4. **Holiday Hours:** Labor Day Weekend Hours:
Saturday & Sunday, Sept. 3 & 4: Recreation & Indoor Pool; 8:00AM-6:00PM
Outdoor Pool: Noon-6pm
Monday, Sept 5: Entire Facility CLOSED
5. **Upcoming Events:**

BASP@ Buford Garner&NLRC	Began August 18
Outdoor Pool Closes for season	Sun., Sept. 4
Pee Wee Football	Sept. 7-28
Kickball	Sept. 8-29
Dog Swim	Sept. 11
Co-ed Adult Volleyball	Sept. 11
Taste of North Liberty	Sept. 11
Fall Swim Lessons – first session	Sept. 12
NLC Youth Volleyball	Sept. 13 - Oct. 27
NLC Flag Football	Sept. 18 - Oct. 30
Fun Run & Walk	Sept. 18
Beginning Archery	Sept. 20 – Oct. 11
Geode Fest	Sept. 23
Men's Basketball	Sept. 25

OLD BUSINESS:

1. **Recreation Monthly Report:** completed yearly refinishing of the gym floor, less revenue in August than July, is the usual trend
2. **Monthly Budget Reports:** reports were reviewed
3. **Other Issues/Concerns:** Discussion undertaken regarding Parks Plan and work session(s) with City Council regarding park planning and usage.

CONCLUSION:

1. Next Meeting Thursday, October 6, 2011 at 7:00PM
City Council Chambers at Quail Creek Circle

Meeting Adjourned at 8:31

To: Park & Recreation Commission Board Members
Mayor, City Council and City Administrator
From: Shelly Simpson, Recreation Director
Date: September 30, 2011
Re: Monthly Report – September 2011

Month Summary: This month consisted of the start of Fall programs, troubleshooting a pool pipe break, attending a REAP Assembly, IPRA Fall Conference and two special events; Dog Swim & Fun Run/Walk.

Program Summaries – September

Swim Lessons:

Parent Tot: This session had 23 participants.
Tadpoles: This session had 15 participants.
Level 1: This session had 25 participants.
Level 2: This session had 16 participants.
Level 3: This session had 16 participants.
Level 4: This session had 16 participants.
Level 5: This session had 18 participants.
Level 6: This session had 13 participants.
Level 7: This session had 9 participants.
Level 8: This session had 12 participants.
Level 9: This session had 3 participants.
Private Lessons: Tuesdays = This session had 23 participants
Thursdays = This session had 19 participants
Private (Open) Lessons: This month, \$135.00 collected.

Pool Programs:

Water Fitness: Early Bird Aqua Aerobics: This class had 10 participants, plus walk-ins.
Water Resistance AM: This class had 8 participants, plus walk-ins.
Easy Does It: This class had 12 participants, plus walk-ins.

Preschool:

Indoor Playground: For this month; \$47.00 collected.
Lucky Duck: For this month; \$26.00 collected
Babysitting / Childcare: For this month, \$145.00 collected
Kickball: 10 & 10:30AM classes were canceled due to lack of enrollment.
6:00PM class was canceled due to lack of enrollment
6:30PM class had 7 participants
Pee Wee Football: AM Classes were canceled due to lack of enrollment.
5:45PM Class = 12 participants; 6:30PM Class = 11 participants; 7:15PM Class = 12 participants

Youth: BASP Fall 2011: RC: AM = 17, PM = 50; totals = 67 and BG: AM = 48, PM = 69, totals = 117
Tae Kwon Do: Ages 4-7: 1 participant; Ages 8+: 13 participants
NLC Youth Volleyball: Grades 3 & 4: 52 participants; Grades 5 & 6: 56 participants
NLC Flag Football: Grades 1 & 2: 136 participants; Grades 3 & 4: 124 participants
Archery: This program was canceled due to lack of enrollment.

Adult Sports/Programs:

Adult Basketball: A League: 8 teams; B League: 16 teams
Coed Volleyball: B League: 16 teams
Pickleball: This month, open gym activity took in package \$70.00; Drop-in \$112.00; totals \$182.00
Basketball: This month, open gym activity took in package \$50.00; Drop-in \$292.00; totals \$342.00
Badminton: This month, open gym activity took in package \$1.00; Drop-in \$5.00; totals \$15.00

Adult Fitness:

Cardio Pump: This session had 3 participants, plus walk-ins.
Kickboxing PM: This session had 3 participants, plus walk-ins.
Cardio / Kick Combo: This session had 11 participants, plus walk-ins.
Yoga Boot Camp: This session was canceled due to lack of enrollment.
Lower Body Blast: This session had walk-ins only .
Body Blast: This session had 6 participants, plus walk-ins.
Jazzercise: Continues with PM classes
Zumba - Tues: This session had 12 participants, plus walk-ins.
Body Sculpt AM: This session had 5 participants, plus walk-ins.
Zumba – Fri: This session had 3 participants, plus walk-ins.
Arthritis Exercise: This session was canceled due to lack of enrollment..
Weight Management : Mon/Wed Class had 4 participants..
 Tues/Thurs Class was canceled due to lack of enrollment.
Yoga Basics: This session was canceled due to lack of enrollment.
Yoga Flow: This session had 5 participants, plus walk-ins.
Yoga Workshops: Sept. 10 was canceled due to lack of enrollment.
Personal Training: This month, Kris took in \$1,342.00; Lindsay took in \$180.00

Adult / Senior Programs:

Senior Dining: September 9: (11) Senior Citizens were in attendance.
 September 23: (12) Senior Citizens were in attendance.

Special Events:

Dog Swim: Approx. (135) dogs attended the dog swim.
Geode Fest: This trip was canceled due to lack of interest.
Fun Run/Walk: Cheryle stated that we had good numbers participate but the weather made it miserable.

ActiveNet Totals: Gross Income for the month of September, 2011: \$45,573.00

Residency Breakdown					
September 1-30, 2011					
<u>Package</u>	<u>Residents</u>	<u>Non-residents</u>	<u>Total</u>		
Track Package	53	31	84	vs. Aug. = 57	
Daily Fees					
September 1-30, 2011					
Daily Weight	438	82	520	vs. Aug. = 441	
Senior Daily Weight	127	23	150	vs. Aug. = 105	
Sub Total	565	105	670	vs. Aug. = 546	
Pool					
September 1-30, 2011					
Daily Fees	<u>Adult</u>	<u>Youth</u>	<u>Total</u>		
	246	827	1,073	vs. July = 5,346	

Attachments: ActiveNet Net Revenue Monthly Reports
 Recreation Expenditures Monthly Report; Pool Expenditures Monthly Report
 Monthly Attendance Totals Sheet

Net Revenue Report By Account Name

Transaction Date/Time: From Sep 1, 2011 through Sep 29, 2011

Revenue Site: North Liberty Recreation Department, Buford Garner, Internet Site - North Liberty Recreation Dept., Pool

Account Name	Account #	Regular Sales +	POS Sales +	Total Deposits -	Total Discounts =	Total Income -	Total Refs/ Credits/ Paid-Outs -	Total Expenses =	Net Revenue	Other Information			
										Unpaid Amounts	Paid Amounts	Deferred Revenue	POS QTY
A/R Account	A/R Account	(\$518.00)	\$0.00	\$0.00	\$0.00	(\$518.00)	\$0.00	\$0.00	(\$518.00)	\$518.00	\$0.00	\$0.00	
Aquatic Programs/ Classes	Aquatic Programs/ Classes	\$906.00	\$122.00	\$0.00	\$0.00	\$1,028.00	(\$30.00)	\$0.00	\$998.00	\$0.00	\$998.00	\$0.00	50
Before/After School	Before/After School	\$21,185.00	\$0.00	\$0.00	(\$1,500.00)	\$19,685.00	(\$280.00)	\$0.00	\$19,405.00	\$0.00	\$19,405.00	\$0.00	
Classes/Programs	Classes/Programs	\$6,064.25	\$1,419.50	\$0.00	(\$66.00)	\$7,417.75	(\$550.00)	\$0.00	\$6,867.75	\$0.00	\$6,867.75	\$0.00	607
Customer Account	Customer Account	\$260.50	\$0.00	\$0.00	\$0.00	\$260.50	\$0.00	\$0.00	\$260.50	\$0.00	\$260.50	\$0.00	
Daily Pool Fees	Daily Pool Fees	\$0.00	\$3,713.00	\$0.00	\$0.00	\$3,713.00	\$0.00	\$0.00	\$3,713.00	\$0.00	\$3,713.00	\$0.00	1193
Gerdin CC Rental	Gerdin CC Rental	\$840.00	\$0.00	\$0.00	\$0.00	\$840.00	\$0.00	\$0.00	\$840.00	\$0.00	\$840.00	\$0.00	
Gym Rentals	Gym Rentals	\$1,360.00	\$0.00	\$0.00	\$0.00	\$1,360.00	\$0.00	\$0.00	\$1,360.00	\$0.00	\$1,360.00	\$0.00	
League Fees	League Fees	\$516.25	\$0.00	\$0.00	\$0.00	\$516.25	(\$70.00)	\$0.00	\$446.25	\$0.00	\$446.25	\$0.00	
Membership	Membership	\$879.00	\$0.00	\$0.00	\$0.00	\$879.00	\$0.00	\$0.00	\$879.00	\$0.00	\$879.00	\$0.00	
Park/ Special Event Fees	Park/ Special Event Fees	\$60.00	\$0.00	\$0.00	\$0.00	\$60.00	(\$5.00)	\$0.00	\$55.00	\$0.00	\$55.00	\$0.00	
Pool Concessions	Pool Concessions	\$0.00	\$9.00	\$0.00	\$0.00	\$9.00	\$0.00	\$0.00	\$9.00	\$0.00	\$9.00	\$0.00	9
Pool Passes	Pool Passes	\$3,300.00	\$2.00	\$0.00	\$0.00	\$3,302.00	\$0.00	\$0.00	\$3,302.00	\$0.00	\$3,302.00	\$0.00	1
Pool Rentals	Pool Rentals	\$560.00	\$25.00	\$0.00	\$0.00	\$585.00	(\$20.00)	\$0.00	\$565.00	\$0.00	\$565.00	\$0.00	1
Rec. Rentals	Rec. Rentals	\$1,481.25	\$736.00	\$0.00	\$0.00	\$2,217.25	\$0.00	\$0.00	\$2,217.25	\$0.00	\$2,217.25	\$0.00	92
Swim Lessons	Swim Lessons	\$3,312.00	\$0.00	\$0.00	\$0.00	\$3,312.00	(\$1,258.75)	\$0.00	\$2,053.25	\$0.00	\$2,053.25	\$0.00	
Uniforms	Uniforms	\$31.00	\$0.00	\$0.00	\$0.00	\$31.00	(\$504.00)	\$0.00	(\$473.00)	\$0.00	(\$473.00)	\$0.00	
Weight Fees	Weight Fees	\$2,517.00	\$1,319.00	\$0.00	\$0.00	\$3,836.00	(\$243.00)	\$0.00	\$3,593.00	\$0.00	\$3,593.00	\$0.00	682

Net Revenue Report By Account Name

Transaction Date/Time: From Sep 1, 2011 through Sep 29, 2011

Revenue Site: North Liberty Recreation Department, Buford Garner, Internet Site - North Liberty Recreation Dept., Pool

Account Name	Account #	Regular Sales +	POS Sales +	Total Deposits -	Total Discounts =	Total Income -	Total Refs/ Credits/ Paid-Outs -	Total Expenses =	Net Revenue	Other Information			
										Unpaid Amounts	Paid Amounts	Deferred Revenue	POS QTY
Grand Total:		\$42,754.25	\$7,345.50	\$0.00	(\$1,566.00)	\$48,533.75	(\$2,960.75)	\$0.00	\$45,573.00	\$518.00	\$46,091.00	\$0.00	2635

To: Mayor and City Council
Parks and Recreation Commission
City Administrator

From: Guy Goldsmith, Director of Parks, Building and Grounds

Date: Oct 1, 2011

Re: Monthly Report

We performed building maintenance as needed this month.

Parks Department staff completed various projects at the new City Council Chambers and City Administration building this month.

We picked up trash and pet waste stations as needed this month

A great deal of time was spent mowing and trimming city parks and grounds this month. We performed ground and landscape maintenance.

The Liberty Centre water fall has developed a small leak. We will drain and investigate the problem later this month.

We continue to maintained ball diamonds and facilities during the week due to continued usage of the fields. NLYBS has added a new fall baseball league this year.

The new bike trail is nearing completion. Areas that need completion are Old Town Park tie in and small areas from Penn Street to E. Jefferson Street. Grading and seeding of those areas to follow.

Park staff completed a tile project at the south Penn Meadows Park shelter to alleviate standing water around the new trail.

On September 12th Park staff along with the DNR stock channel catfish at Liberty Centre (300 catfish), Fox Run Park (100 catfish), Goose Lake (800 catfish) and West Lake (700 catfish). The Parks Dept. continues to partner with the DNR to provide great recreational fishing for our residents.

The Parks Dept. assisted with the Sept 11th Taste of North Liberty and the Sept. 18th Fun Run.

The Parks Dept. replaced bulbs and ballast on the bike trail between Cherry Street and Zellar Street and around Liberty Centre Pond. We are looking into future LED bulb replacements. They now have an amber LED that has the same look currently in use. This could equate to significant energy savings.

On Sept. 29th a Rainscaping bus tour consisting of ISWEP (Iowa Storm Water Education Program) members toured the Penn Meadows pervious concrete parking lot/Rain gardens project along with many other projects in the Iowa City/Coralville area.