

North Liberty Parks & Recreation Committee Meeting
Thursday, November 2, 2017
Proposal of Agenda
REGULAR MEETING: 7:00PM

NEW BUSINESS:

1. Approve minutes from meeting of: Minutes from September 7 meeting.
Oct 5 – no quorum, no meeting
2. Public Comments/Concerns: Open to public for comments and concerns; 5 minutes per person time limit.
3. Board Vacancy: Being advertised, applications submit to CH by November 10, 2017.
4. Board Appointments: Need to appoint: Chair - _____
Vice Chair - _____
Secretary - _____
5. Aquatics Discussion: Researching survey samples re: recreation needs
Ashley is researching options for outdoor pool play feature replacement
Master Plan ideas continue
6. Ball Field Lights Discussion: Matthew E. item request
7. Building & Grounds Report: Parks Monthly Report
8. Upcoming Events: Holiday Vendor Fair December 9
Breakfast With Santa December 9
9. Winter Spring Brochure: Programs offered January through April.
Registration begins December 5 or residents, Dec. 7 for non-residents
10. Any new issues not on the agenda?

OLD BUSINESS:

1. Recreation Monthly Report: Report included in packet summarizing the past month.
2. Any old business not on agenda?

CONCLUSION:

1. Next Meeting: Thursday, December 7, 2017 at 7:00 PM
Location: City Council Chambers at 1 Quail Creek Circle
2. Adjourn

**To: Park & Recreation Commission Board Members
Mayor, City Council and City Administrator**
From: Shelly Simpson, Recreation Director
Date: November 1, 2017
Re: Monthly Report – October 2017

Program Summaries – October

Swim Lessons:

Parent Tot:	9 participants
Tadpoles:	15 participants
Level 1:	15 participants
Level 2:	15 participants
Level 3:	18 participants
Level 4:	16 participants
Level 5:	17 participants
Level 6:	17 participants
Private – T:	27 participants
TH:	27 participants
Totaling;	176 participants

Pool Programs:

Early Bird Aqua Aerobics:	5 participants, plus drop-ins.
Easy Does It:	3 participants, plus drop-ins.
Water Resistance AM:	3 participants, plus drop-ins.
Aqua Boot Camp:	4 participants, plus drop-ins.
Arthritis Foundation Aqua:	25 participants, plus drop-ins.
Noodle Triathlon Workout:	Drop-ins only.
Rec Swim Team:	Tues = 11; TH = 13; totaling 24 participants

Preschool:

Kids Campsite:	This month; 669 participants
Lucky Duck:	Back to Tuesdays & Thursdays; this session \$ 52.00 collected
Wiggle Worms:	3 participants
Music & Movement:	4 participants
Kinder Club:	7 participants, plus walk-ins
Pee Wee – Soccer:	AM = 12 participants PM = 36 participants
Motion Madness:	no participants

Youth Programs:

Recsters BASP: August AM – 17, PM-62, totaling 79 participants
All Day – Oct 6 – 15 participants

Youth Sports:

Tae Kwon Do M/TH:	5 participants
Tae Kwon Do T/W:	6 participants

Adult Sports/Programs:

Basketball:	Package \$30; Drop-in \$32; totals \$ 62.00
Pickleball:	Package \$205; Drop-in \$332; totals \$ 537.00
Volleyball:	Package \$ -0-; Drop-in \$56; totals \$ 56.00

Adult Basketball: 16 teams are playing in Fall League
 Co-ed Volleyball: 10 teams are playing in Fall League

Adult Fitness:

Cardio Pump: 5 participants, plus drop-ins.
 Kickboxing PM: 2 participants, plus drop-ins.
 Boot Camp: Drop-ins only.
 Lower Body Blast: Drop-ins only.
 Body Blast: 1 participant, plus drop-ins.
 Body Sculpt: Drop-ins only.
 Personal Training: This month totals: Kris = -0-; Allan = -0-; Rachel = -0-

Senior Citizens:

Senior Dining: Oct 6 10 participants
 Oct 13 11 participants
 Oct 20 6 participants
 Oct 27 8 participants, offsite at Ledi's Family Restaurant
 Total for month: 35 participants

Special Events:

Halloween Moonlight Walk, Oct 13: Canceled due to rain
 Pumpkin Creations, Oct 14: 14 participants
 Kayaking Trip, Oct 21: Canceled due to lack of enrollment
 Haunted Happenings: Annual Halloween event co-sponsored by NL Optimist & Rec Department.
 Oct 26 – 310 paid participants, not including parents, youngsters
 Oct 27 – 370 paid participants
 680 total

ActiveNet Totals: Gross Income (Oct) = \$ 32,727.50

Residency Breakdown - POS: (Oct)

	Resident	Nonresident	Total	Previous Month
Track	48	30	78	31
Daily Weight	625	93	718	648
Senior DW	207	28	235	135
Sub Total	832	121	953	773
Pool	Adult	Youth/Seniors	Total	Previous Month
Daily Fees	350	370	720	1,072

Net Revenue Report By Account Name

GL Account: Aquatic Programs/ Classes, Baseball/ Softball, Before/After School, Classes/Programs, Conf. Center Rental, Daily Pool Fees, Donations/ Misc., Field Rental, Gerdin CC Rental, Gym Rentals, League Fees, Membership, Park/ Special Event Fees, Pool Concessions, Pool Passes, Pool Programs, Pool Rentals, Rec. Rentals, Swim Lessons, Weight Fees
Transaction Date/Time: From Oct 1, 2017 through Oct 31, 2017
Revenue Site: North Liberty Recreation Department

Account Name	Account #	Regular Sales +	POS Sales +	Total Deposits -	Total Discount =	Total Income	Total Refs/ Credits/ - Paid-Outs -	Total Expense =	Net Revenue	Other Information			
										Unpaid Amounts	Paid Amounts	Deferred Revenue	POS QTY
Aquatic Programs/ Classes	Aquatic Programs/ Classes	\$1,059.00	\$788.00	\$0.00	\$0.00	\$1,847.00	(\$157.00)	\$0.00	\$1,690.00	\$0.00	\$1,690.00	\$0.00	242
Before/After School	Before/After School	\$13,880.00	\$0.00	\$0.00	(\$720.00)	\$13,160.00	(\$100.00)	\$0.00	\$13,060.00	\$0.00	\$13,060.00	\$0.00	
Classes/Programs	Classes/Programs	\$4,366.50	\$1,083.50	\$0.00	\$0.00	\$5,450.00	(\$580.25)	\$0.00	\$4,869.75	\$0.00	\$4,869.75	\$0.00	356
Daily Pool Fees	Daily Pool Fees	\$0.00	\$2,684.00	\$0.00	\$0.00	\$2,684.00	\$0.00	\$0.00	\$2,684.00	\$0.00	\$2,684.00	\$0.00	807
Pool Passes	Pool Passes	\$2,961.50	\$2.00	\$0.00	\$0.00	\$2,963.50	(\$317.75)	\$0.00	\$2,645.75	\$0.00	\$2,645.75	\$0.00	1
Rec. Rentals	Rec. Rentals	\$0.00	\$9.00	\$0.00	\$0.00	\$9.00	\$0.00	\$0.00	\$9.00	\$0.00	\$9.00	\$0.00	18
Swim Lessons	Swim Lessons	\$1,030.00	\$0.00	\$0.00	\$0.00	\$1,030.00	(\$851.50)	\$0.00	\$178.50	\$0.00	\$178.50	\$0.00	
Weight Fees	Weight Fees	\$5,784.50	\$1,806.00	\$0.00	\$0.00	\$7,590.50	\$0.00	\$0.00	\$7,590.50	\$0.00	\$7,590.50	\$0.00	960
Grand Total:		\$29,081.50	\$6,372.50	\$0.00	(\$720.00)	\$34,734.00	(\$2,006.50)	\$0.00	\$32,727.50	\$0.00	\$32,727.50	\$0.00	2384

* Linked account credits

Recreation Revenue Summary; October 1-31, 2017

Date	Class/Prgms	Weight Fees	BASP	League Fees	Rentals	Park Fees	GCC Fees	BB / SB	Misc/Don	Totals
Sun., Oct 1	\$ 88.00	\$ 87.00	\$ -	\$ -	\$ 1.00	\$ -	\$ -	\$ -	\$ -	\$ 176.00
Mon., Oct 2	\$ 209.25	\$ 410.00	\$ 9,685.00	\$ -	\$ 41.00	\$ -	\$ -	\$ -	\$ -	\$ 10,345.25
Tues., Oct 3	\$ 853.50	\$ 434.00	\$ 1,180.00	\$ -	\$ 1,238.75	\$ -	\$ -	\$ -	\$ -	\$ 3,706.25
Wed., Oct 4	\$ 68.00	\$ 233.00	\$ 450.00	\$ -	\$ 220.00	\$ -	\$ -	\$ -	\$ (7.00)	\$ 964.00
Thurs., Oct 5	\$ 90.50	\$ 99.00	\$ 150.00	\$ -	\$ 30.50	\$ -	\$ -	\$ -	\$ -	\$ 370.00
Fri., Oct 6	\$ 147.00	\$ 376.00	\$ 460.00	\$ -	\$ 25.85	\$ -	\$ -	\$ -	\$ 10.00	\$ 1,018.85
Sat., Oct 7	\$ 94.00	\$ 44.00	\$ -	\$ -	\$ 200.50	\$ -	\$ -	\$ -	\$ -	\$ 338.50
Sun., Oct 8	\$ 28.00	\$ 96.00	\$ -	\$ -	\$ 1.00	\$ -	\$ -	\$ -	\$ -	\$ 125.00
Mon., Oct 9	\$ 120.50	\$ 249.00	\$ -	\$ -	\$ 67.50	\$ -	\$ -	\$ -	\$ -	\$ 437.00
Tues., Oct 10	\$ 199.00	\$ 690.00	\$ -	\$ -	\$ 420.00	\$ -	\$ -	\$ -	\$ -	\$ 1,309.00
Wed., Oct 11	\$ 87.50	\$ 456.00	\$ 130.00	\$ -	\$ 65.00	\$ 5.00	\$ -	\$ 5.00	\$ -	\$ 748.50
Thurs., Oct 12	\$ 108.50	\$ 129.50	\$ -	\$ -	\$ 50.50	\$ -	\$ -	\$ -	\$ -	\$ 288.50
Fri., Oct 13	\$ 186.00	\$ 110.00	\$ 200.00	\$ -	\$ 315.00	\$ -	\$ -	\$ -	\$ 20.00	\$ 831.00
Sat., Oct 14	\$ 110.00	\$ 765.50	\$ -	\$ -	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ 876.00
Sun., Oct 15	\$ 88.00	\$ 79.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167.00
Mon., Oct 16	\$ 201.50	\$ 660.00	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ 961.50
Tues., Oct 17	\$ 221.00	\$ 110.00	\$ -	\$ -	\$ 37.50	\$ -	\$ -	\$ -	\$ -	\$ 368.50
Wed., Oct 18	\$ 140.00	\$ 90.00	\$ -	\$ -	\$ 60.00	\$ -	\$ -	\$ -	\$ -	\$ 290.00
Thurs., Oct 19	\$ 20.50	\$ 73.00	\$ -	\$ -	\$ 75.50	\$ -	\$ -	\$ -	\$ -	\$ 169.00
Fri., Oct 20	\$ 35.00	\$ 132.00	\$ -	\$ -	\$ 35.50	\$ -	\$ -	\$ -	\$ -	\$ 202.50
Sat., Oct 21	\$ 24.00	\$ 62.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86.50
Sun., Oct 22	\$ 40.00	\$ 151.00	\$ -	\$ -	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ 191.50
Mon., Oct 23	\$ 265.50	\$ 154.00	\$ -	\$ -	\$ 0.50	\$ -	\$ -	\$ -	\$ -	\$ 420.00
Tues., Oct 24	\$ 201.50	\$ 213.50	\$ -	\$ -	\$ 1,122.50	\$ -	\$ -	\$ -	\$ -	\$ 1,537.50
Wed., Oct 25	\$ 132.00	\$ 106.00	\$ -	\$ -	\$ 30.50	\$ -	\$ -	\$ 100.00	\$ -	\$ 368.50
Thurs., Oct 26	\$ 273.00	\$ 39.00	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ 412.00
Fri., Oct 27	\$ 57.00	\$ 575.00	\$ 250.00	\$ -	\$ 0.50	\$ -	\$ -	\$ -	\$ 20.00	\$ 902.50
Sat., Oct 28	\$ 83.50	\$ 83.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 166.50
Sun., Oct 29	\$ 379.00	\$ 139.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.00	\$ 528.50
Mon., Oct 30	\$ 223.00	\$ 385.00	\$ -	\$ -	\$ 160.50	\$ -	\$ -	\$ -	\$ 1.50	\$ 770.00
Tues., Oct 31	\$ 296.00	\$ 326.00	\$ 200.00	\$ -	\$ 0.50	\$ -	\$ -	\$ 700.00	\$ -	\$ 1,522.50
Totals	\$ 5,070.25	\$ 7,557.50	\$ 12,705.00	\$ -	\$ 4,401.10	\$ 5.00	\$ -	\$ 805.00	\$ 54.50	\$ 30,598.35

Pool Revenue Summary; October 1-31, 2017

Date	Pool Passes	Daily Fees	Swim Lessons	Aqua Prgms	Concessions	Rentals	Misc/Don	Totals
Sun., Oct 1	\$ -	\$ 122.00	\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ 162.00
Mon., Oct 2	\$ -	\$ 38.00	\$ 22.50	\$ 198.74	\$ -	\$ 90.00	\$ -	\$ 349.24
Tues., Oct 3	\$ 25.00	\$ 64.00	\$ (82.50)	\$ 20.00	\$ -	\$ -	\$ -	\$ 26.50
Wed., Oct 4	\$ 20.00	\$ 91.00	\$ 30.00	\$ 137.50	\$ -	\$ (90.00)	\$ -	\$ 188.50
Thurs., Oct 5	\$ -	\$ 38.00	\$ -	\$ 96.00	\$ -	\$ -	\$ -	\$ 134.00
Fri., Oct 6	\$ 286.00	\$ 124.00	\$ -	\$ 64.00	\$ -	\$ -	\$ -	\$ 474.00
Sat., Oct 7	\$ 45.00	\$ 170.00	\$ 55.00	\$ 8.00	\$ -	\$ -	\$ -	\$ 278.00
Sun., Oct 8	\$ 235.00	\$ 167.00	\$ -	\$ 20.00	\$ -	\$ -	\$ -	\$ 422.00
Mon., Oct 9	\$ 30.00	\$ 80.00	\$ 60.00	\$ 75.00	\$ -	\$ -	\$ -	\$ 245.00
Tues., Oct 10	\$ -	\$ 62.00	\$ 30.00	\$ 23.00	\$ -	\$ -	\$ -	\$ 115.00
Wed., Oct 11	\$ 59.00	\$ 98.00	\$ (7.50)	\$ 69.00	\$ -	\$ 90.00	\$ -	\$ 308.50
Thurs., Oct 12	\$ 22.50	\$ 6.00	\$ (60.00)	\$ 68.00	\$ -	\$ -	\$ -	\$ 36.50
Fri., Oct 13	\$ 461.00	\$ 244.00	\$ -	\$ 47.00	\$ -	\$ -	\$ -	\$ 752.00
Sat., Oct 14	\$ 503.50	\$ 92.00	\$ 50.00	\$ 4.00	\$ -	\$ -	\$ -	\$ 649.50
Sun., Oct 15	\$ -	\$ 150.00	\$ 22.50	\$ 62.00	\$ -	\$ -	\$ -	\$ 234.50
Mon., Oct 16	\$ -	\$ 61.00	\$ (30.00)	\$ 67.00	\$ -	\$ 90.00	\$ -	\$ 188.00
Tues., Oct 17	\$ 163.00	\$ 34.00	\$ (65.00)	\$ 44.00	\$ -	\$ -	\$ -	\$ 176.00
Wed., Oct 18	\$ 120.00	\$ 67.00	\$ 35.00	\$ 85.00	\$ -	\$ -	\$ -	\$ 307.00
Thurs., Oct 19	\$ -	\$ 45.00	\$ 62.50	\$ 72.00	\$ -	\$ 90.00	\$ -	\$ 269.50
Fri., Oct 20	\$ -	\$ 128.00	\$ -	\$ 79.00	\$ -	\$ 90.00	\$ -	\$ 297.00
Sat., Oct 21	\$ 22.50	\$ 135.00	\$ -	\$ 4.00	\$ -	\$ -	\$ -	\$ 161.50
Sun., Oct 22	\$ 55.00	\$ 188.00	\$ 52.50	\$ 20.00	\$ -	\$ -	\$ -	\$ 315.50
Mon., Oct 23	\$ 18.00	\$ 48.00	\$ 120.00	\$ 38.00	\$ -	\$ -	\$ -	\$ 224.00
Tues., Oct 24	\$ 134.50	\$ 52.00	\$ 22.50	\$ 80.00	\$ -	\$ -	\$ -	\$ 289.00
Wed., Oct 25	\$ 2.00	\$ 45.00	\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ 87.00
Thurs., Oct 26	\$ 19.00	\$ 55.00	\$ 143.50	\$ -	\$ 90.00	\$ -	\$ -	\$ 307.50
Fri., Oct 27	\$ 405.00	\$ 69.00	\$ (27.50)	\$ 71.00	\$ -	\$ -	\$ -	\$ 517.50
Sat., Oct 28	\$ -	\$ 85.00	\$ -	\$ 4.00	\$ -	\$ -	\$ -	\$ 89.00
Sun., Oct 29	\$ 37.50	\$ 70.00	\$ -	\$ 2.00	\$ -	\$ -	\$ -	\$ 109.50
Mon., Oct 30	\$ -	\$ 42.00	\$ -	\$ 110.00	\$ -	\$ -	\$ -	\$ 152.00
Tues., Oct 31	\$ 24.00	\$ 46.00	\$ -	\$ 20.00	\$ -	\$ -	\$ -	\$ 90.00
Totals	\$ 2,687.50	\$ 2,716.00	\$ 433.50	\$ 1,668.24	\$ 90.00	\$ 360.00	\$ -	\$ 7,955.24

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

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

Date: November 1, 2017

Re: Monthly Report

We performed various building maintenance tasks as needed this month.

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

We maintained ball fields, soccer fields and facilities at Penn Meadows Park this month. The season has recently come to a close so we have winterizing all facilities including the splash pad.

All turf grass irrigation areas have been winterized for the season.

We performed equipment repair and preventative maintenance on equipment as needed this month. We have begun servicing winter equipment as time permits.

We have been mowing and trimming all City parks and grounds. We continue to perform ground, landscape and pond maintenance. We have finished winterizing all City landscaping areas.

The City owned land west of the City maintenance facility has been cleared of all trees to make room for future storage. For example: Trees & brush, mulch, black dirt, concrete debris, spare water pipe, ads pipe and things that clutter up our main campus site but are still important to store or stage for future jobs. There will be a future gate and fence around the area to prevent access to the public. The Water, Streets and Parks Departments are collaborating together on this project.

The Parks Department removed all of the trees, brush and undergrowth from the south side berm along the pond at Freedom Park. We will grade and plant turf grass seed when the conditions are adequate.

The Parks Department removed all of the outfield fencing, warning track and batting cage at the Babe Ruth Baseball field in preparation of the new fence and batting cage. D&N Fence installed the new fence and batting cage shortly after. This has been a joint effort between the City and the ICCSD in preparation of Liberty High JV and Varsity baseball teams using the field next season.

Parks Staff attended the Aquatic, Forest, and Roadside Pest Management Re-Certification Applicator Class on October 18th at the Johnson County Extension Office. This is required annually to maintain our state pesticide and herbicide licenses.

We completed and submitted the *Trees Please* Grant from MidAmerica Energy. We will know in March if we have been selected and awarded the grant to plant additional trees at Creekside Park next season.

All of the Seasonal Park Maintenance Workers have finished working for the season. We had a great group of seasonal employees and couldn't accomplish what we do without them.