

**North Liberty Parks & Recreation Committee Meeting**  
**Thursday, August 1, 2019**  
**Proposal of Agenda**  
**7:00PM**

**NEW BUSINESS:**

1. Approve minutes: Approve June 6 meeting minutes; no July meeting, no minutes.
2. Public Comments/Concerns: Guest introduction and concern.
3. Welcome, new Board Members: Ann Graziano, Derrick Parker, Marcia Ziemer
4. Board Member Appointments: Now or next month?  
Chair: \_\_\_\_\_  
Vice Chair: \_\_\_\_\_  
Secretary: \_\_\_\_\_
5. Building & Grounds Report: Parks Monthly Report
6. RecDesk Software: Operations going good.  
We have computer stations set up in the main lobby; to ease process.  
Reminder to create your family account.
7. Fall Activity Guide / Registration: Fall Activity Guides have been out to public since end of June  
Registration begins Aug 5 – Residents; Aug 7 – Non residents  
Programs offered September-December.
8. Upcoming Events:

Outdoor Pool Deck Movie	Aug 6
Bounce into School	Aug 16
Tailgaters Dry Run	Aug 24
Community Slow Roll	Sept 12
9. Key Issues Overview: Provide overview of key issues, both recent & future.
10. Any new issues not on agenda?

**OLD BUSINESS:**

1. Recreation Monthly Report: Recreation Review from previous month.
2. Any old issues not on agenda?

**CONCLUSION:**

1. Next Meeting: Next month meeting: Thursday, September 5, 2019  
7:00pm at City Council Chambers; 1 Quail Creek Circle
2. Adjourn

## North Liberty Parks & Recreation Committee Meeting

Thursday, June 6, 2019

Board Members Present: Matthew Eckhardt, Jami Maxson, Amalia Gedney-Lose, Jerry Schimmel

Others Present: Shelly Simpson, Guy Goldsmith, Tim Hamer

Meeting called to order: 7:02 pm

### NEW BUSINESS:

1. Approve minutes: Minutes from May 2 meeting approved.
2. Board Member Terms: Terms for Matt, Troy and Jami ending June 30. Mayor to appoint new board members June 11, to start at next meeting.
3. Building and Grounds Report: Repairs done at Ranshaw House. Much time spent mowing and trimming and on ballfield maintenance. Thanks to students at Heritage Christian School for their service work. Bids going out for fencing and concrete work at dog park.
4. Summer Programs: Programs in progress. Outdoor pool opened May 31.
5. Rec Desk Software: Public asked to set up new accounts online, transition to RecDesk July 1. Computer stations in main lobby to ease process.
6. Upcoming Events:

Free Fishing Weekend	June 8
Outdoor Yoga	June 8 & 22
Swim lessons first session	June 10
Placemates	June 20
Starry Eyed Yoga	June 20
Great American Backyard Campout	June 22
POUND the Pool Deck	June 29
CR Kernals game	June 29
7. New Issues not on agenda: Centennial Park - tot lot as next phase, Guy is gathering info on options, will bring to board.

### OLD BUSINESS:

1. Recreation Monthly Report: May start of summer programing and preparing for programs starting after school is out for summer.

### CONCLUSION:

1. Next Meeting            Would be July 4, multiple conflicts, may need to wait until August, Shelly will update.
2. Adjourned at 7:23 pm

Minutes submitted by Jami Maxson

**To: Park & Recreation Commission Board Members  
Mayor, City Council and City Administrator**  
**From: Shelly Simpson, Recreation Director**  
**Date: July 30, 2019**  
**Re: Monthly Report – July 2019**

### **Program Summaries – July**

#### **Swim Lessons:**

Swim lessons in all categories, Parent Tot, Tadpoles, Levels 1-6, and Privates continued for the month of July. During the summer we offer both morning and evenings classes. Totaling; Approximately 400 (+) swim lesson participants

#### **Pool Programs:**

Pool programs continued for the month of July with Arthritis Aqua, Aqua Zumba, and Outdoor Yoga being the most popular. Our recreational swim team on Tuesdays and Thursdays remain popular with 20 participants in both the AM and PM classes.

#### **Preschool:**

The Kids Campsite area continues to be utilized with approx. 615 participants  
Lucky Duck collected \$ 19.00 this month.  
Pee Wee Baseball was full with 48 participants  
Tippi Toes Dance classes continued with 24 participants.

#### **Youth Programs:**

Summer Camp & Knight Riders continued with Weeks 5-9 averaging 70 and 12 kids per week.  
Sylvan Classes had limited participants this month.

#### **Youth Sports:**

Youth Tennis Lessons began another session; totaling 21 participants.  
Tae Kwon Do continued with limited enrollment.

#### **Adult Sports/Programs:**

Women's Doubles Tennis continued this month.  
Registration for adult volleyball and basketball leagues begin in August.

#### **Adult Fitness:**

Fitness classes continued this month with Cardio Pump and Boot Camp remaining popular.  
New programs such as Pop Pilates, Yoga and Strong by Zumba have had slow enrollment.

#### **Senior Citizens:**

Senior Dining was held on July 5, 12, 19 & 26 totaling 89 participants for month.

#### **Special Events:**

Special events this month included a Teen Pool Night and Scooter Rally.  
Our Annual Youth Triathlon totaled 48 participants.

#### **See additional attached reports:**

In switching to RecDesk, some reports may change. We will try to provide revenue, population demographics, daily use, memberships and other information.

RecDesk database: Residents – 3,555; Non-residents – 1,259 totaling 4,814 database members to date.

# Revenue By Period - GL Account Summary

Start Date: **7/1/2019 12:00 AM**      End Date: **7/29/2019 11:59 PM**

Payment Methods: **CA, CK, CC, IC, EC**

User(s)/Cashier(s): **- All -**

## Regular Revenue

		DEBITS									CREDITS	
<u>**Gross</u>	<u>**Net</u>	<u>Cash</u>	<u>Check</u>	<u>CC (Gross)</u>	<u>CC (Net)</u>	<u>ACH (Gross)</u>	<u>ACH (Net)</u>	<u>Internal CC</u>	<u>Acct Credit</u>	<u>Other</u>	<u>Refunds</u>	<u>Other</u>
<b>010-4-1-4563 - Weight Fees</b>												
<b>9,936.50</b>	<b>9,738.91</b>	3,283.00	68.00	6,585.50	6,387.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>010-4-1-4564 - Class/Programs</b>												
<b>7,652.75</b>	<b>7,453.27</b>	982.50	98.00	6,647.25	6,447.77	0.00	0.00	0.00	0.00	0.00	-75.00	0.00
<b>010-4-1-4566 - Before/After School</b>												
<b>6,890.00</b>	<b>6,693.65</b>	205.00	140.00	6,545.00	6,348.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>010-4-1-4567 - Baseball/Softball</b>												
<b>2,017.50</b>	<b>2,017.50</b>	0.00	2,017.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>010-4-1-4572 - Season Pool Pass</b>												
<b>4,566.37</b>	<b>4,438.78</b>	91.72	437.65	4,253.00	4,125.41	0.00	0.00	0.00	0.00	0.00	-216.00	0.00
<b>010-4-1-4573 - Daily Pool Fees</b>												
<b>35,071.00</b>	<b>34,662.05</b>	20,336.00	1,104.00	13,631.00	13,222.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>010-4-1-4574 - Swim Lessons</b>												
<b>6,290.00</b>	<b>6,125.12</b>	804.00	80.00	5,496.00	5,331.12	0.00	0.00	0.00	0.00	0.00	-90.00	0.00
<b>010-4-1-4575 - Aquatic Program/Classes</b>												
<b>2,552.50</b>	<b>2,505.43</b>	972.00	12.00	1,568.50	1,521.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>010-4-1-4576 - Pool Concessions</b>												
<b>13,214.00</b>	<b>13,153.35</b>	11,203.50	0.00	2,010.50	1,949.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>010-4-1-4577 - Pool Rentals</b>												
<b>280.00</b>	<b>268.60</b>	0.00	0.00	380.00	368.60	0.00	0.00	0.00	0.00	0.00	-100.00	0.00

# Revenue By Period - GL Account Summary

Start Date: **7/1/2019 12:00 AM** End Date: **7/29/2019 11:59 PM**

Payment Methods: **CA, CK, CC, IC, EC**

User(s)/Cashier(s): **- All -**

<b>010-4-1-4589 - Room Rentals</b>												
<b>2,000.00</b>	<b>1,958.90</b>	390.00	240.00	1,370.00	1,328.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>010-4-1-4590 - Gymnasium Rentals</b>												
<b>975.00</b>	<b>945.75</b>	0.00	0.00	975.00	945.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>010-4-1-4591 - Park/Special Event Fees</b>												
<b>292.50</b>	<b>284.32</b>	20.00	0.00	272.50	264.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>010-4-1-4592 - Field Rentals/Tennis Courts</b>												
<b>2,100.00</b>	<b>2,098.65</b>	0.00	2,055.00	45.00	43.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Split - Membership - Black &amp; Gold</b>												
<b>2,377.00</b>	<b>2,313.79</b>	270.00	0.00	2,107.00	2,043.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>96,215.12</b>	<b>94,658.07</b>	38,557.72	6,252.15	51,886.25	50,329.20	0.00	0.00	\$0.00	0.00	0.00	-481.00	0.00

\*\* Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

## Sales Tax

		DEBITS									CREDITS	
<b>**Gross</b>	<b>**Net</b>	Cash	Check	CC (Gross)	CC (Net)	ACH (Gross)	ACH (Net)	Internal CC	Acct Credit	Other	Refunds	Other
		0.00	0.00	0.00	0.00	0.00	0.00	\$0.00	0.00	0.00		0.00

\*\* Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

Time Period: Last 30 Days ▼

[Export to Excel](#)

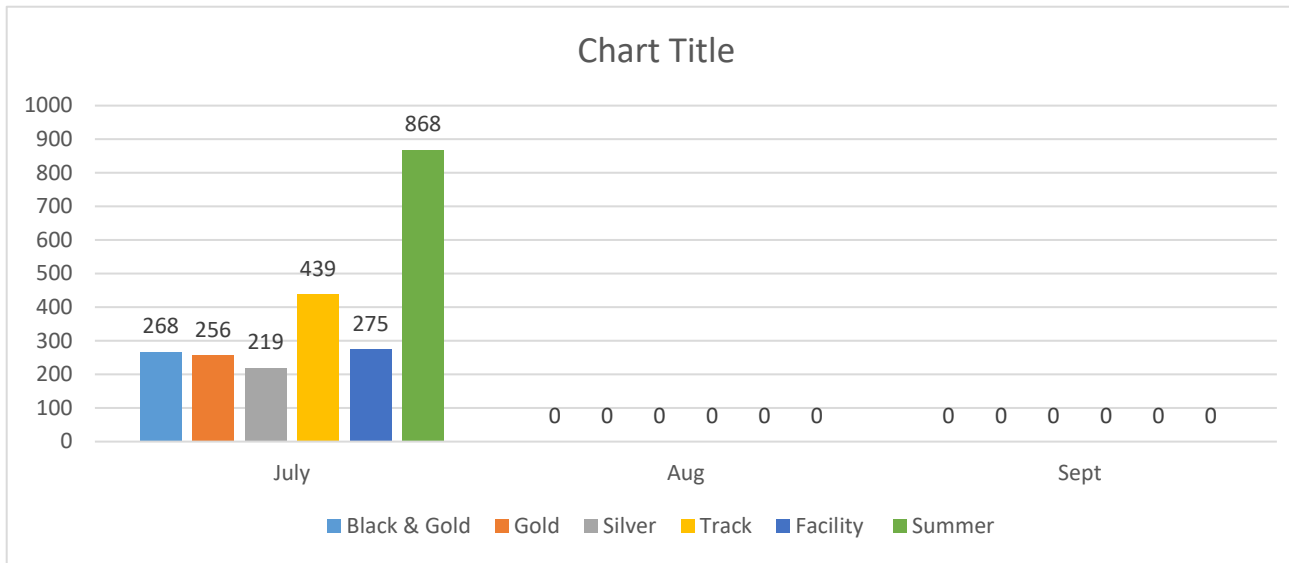
## Organization Activity

From 6/30/2019 to 7/30/2019

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created
<b>All</b>	350	70	2170	8200	2954
<b>Resident</b>	279	45	1564	5712	2125
<b>Non-Resident</b>	71	25	606	2488	829
<b>No Residency Set</b>	0	0	0	0	0
<b>Demographics</b>					
<b>&lt; 18</b>	302	0	758	2317	1199
<b>18 - 65</b>	43	69	1138	3932	1502
<b>65+</b>	5	1	272	1945	246
<b>Male</b>	164	43	1183	4679	1501
<b>Female</b>	186	27	987	3521	1453
<b>Other Genders</b>	0	0	0	0	0
<b>Online vs In-House</b>					
<b>Online</b>	161	0	0	N/A	1845
<b>In-Person</b>	189	70	2170	N/A	1109

**Memberships by Package: Count Issued**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Black & Gold	268	0	0	0	0	0	0	0	0	0	0	0
Gold	256	0	0	0	0	0	0	0	0	0	0	0
Silver	219	0	0	0	0	0	0	0	0	0	0	0
Track	439	0	0	0	0	0	0	0	0	0	0	0
Facility	275	0	0	0	0	0	0	0	0	0	0	0
Summer	868	0	0	0	0	0	0	0	0	0	0	0
Total	2325	0	0	0	0	0	0	0	0	0	0	0



Membership Period  Category

Add New



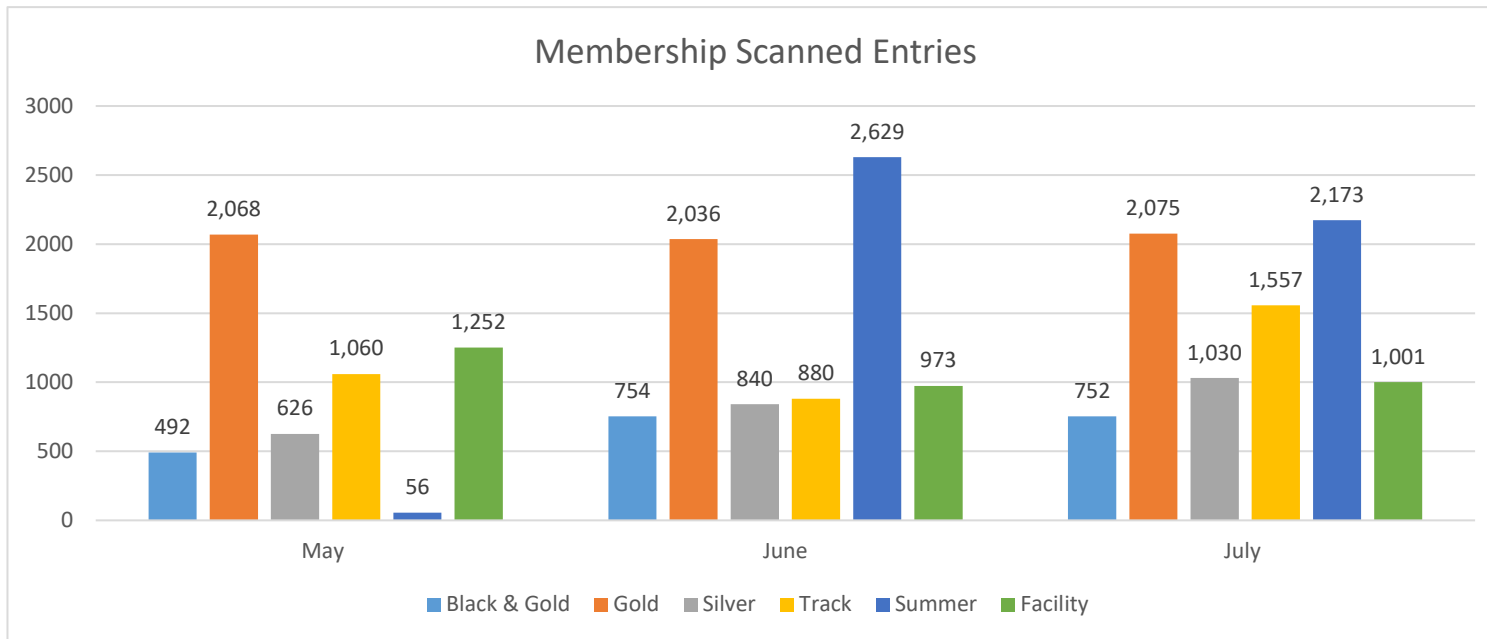
100 records per page Search:

Program Name	Period	Active Members
Black & Gold 1 Month (Couple)	Open (Ongoing)	6
Black & Gold 1 Month (Discounted)	Open (Ongoing)	23
Black & Gold 1 Month (Family)	Open (Ongoing)	46
Black & Gold 1 Month (Individual)	Open (Ongoing)	20
Black & Gold Annual (Couple)	Open (Ongoing)	18
Black & Gold Annual (Discounted)	Open (Ongoing)	24
Black & Gold Annual (Family)	Open (Ongoing)	101
Black & Gold Annual (Individual)	Open (Ongoing)	31
Facility 1 Month (Couple)	Open (Ongoing)	0
Facility 1 Month (Discounted)	Open (Ongoing)	36
Facility 1 Month (Family)	Open (Ongoing)	20
Facility 1 Month (Individual)	Open (Ongoing)	14
Facility Annual (Couple)	Open (Ongoing)	4
Facility Annual (Discounted)	Open (Ongoing)	99
Facility Annual (Family)	Open (Ongoing)	67
Facility Annual (Individual)	Open (Ongoing)	46
Gold 1 Month (Couple)	Open (Ongoing)	10
Gold 1 Month (Discounted)	Open (Ongoing)	38
Gold 1 Month (Family)	Open (Ongoing)	0
Gold 1 Month (Individual)	Open (Ongoing)	49
Gold Annual (Couple)	Open (Ongoing)	30
Gold Annual (Discounted)	Open (Ongoing)	74
Gold Annual (Family)	Open (Ongoing)	0
Gold Annual (Individual)	Open (Ongoing)	55
Silver 1 Month (Couple)	Open (Ongoing)	2
Silver 1 Month (Discounted)	Open (Ongoing)	21
Silver 1 Month (Family)	Open (Ongoing)	72
Silver 1 Month (Individual)	Open (Ongoing)	7
Silver Annual (Couple)	Open (Ongoing)	4
Silver Annual (Discounted)	Open (Ongoing)	44
Silver Annual (Family)	Open (Ongoing)	37
Silver Annual (Individual)	Open (Ongoing)	33
Summer (Couple)	5/25/2019 - 9/1/2019	2
Summer (Discounted)	5/25/2019 - 9/1/2019	66
Summer (Family)	5/25/2019 - 9/1/2019	798
Summer (Individual)	5/25/2019 - 9/1/2019	13
Track 1 Month (Couple)	Open (Ongoing)	2
Track 1 Month (Discounted)	Open (Ongoing)	8
Track 1 Month (Family)	Open (Ongoing)	0
Track 1 Month (Individual)	Open (Ongoing)	9
Track Annual (Couple)	Open (Ongoing)	18
Track Annual (Discounted)	Open (Ongoing)	110
Track Annual (Family)	Open (Ongoing)	18
Track Annual (Individual)	Open (Ongoing)	277



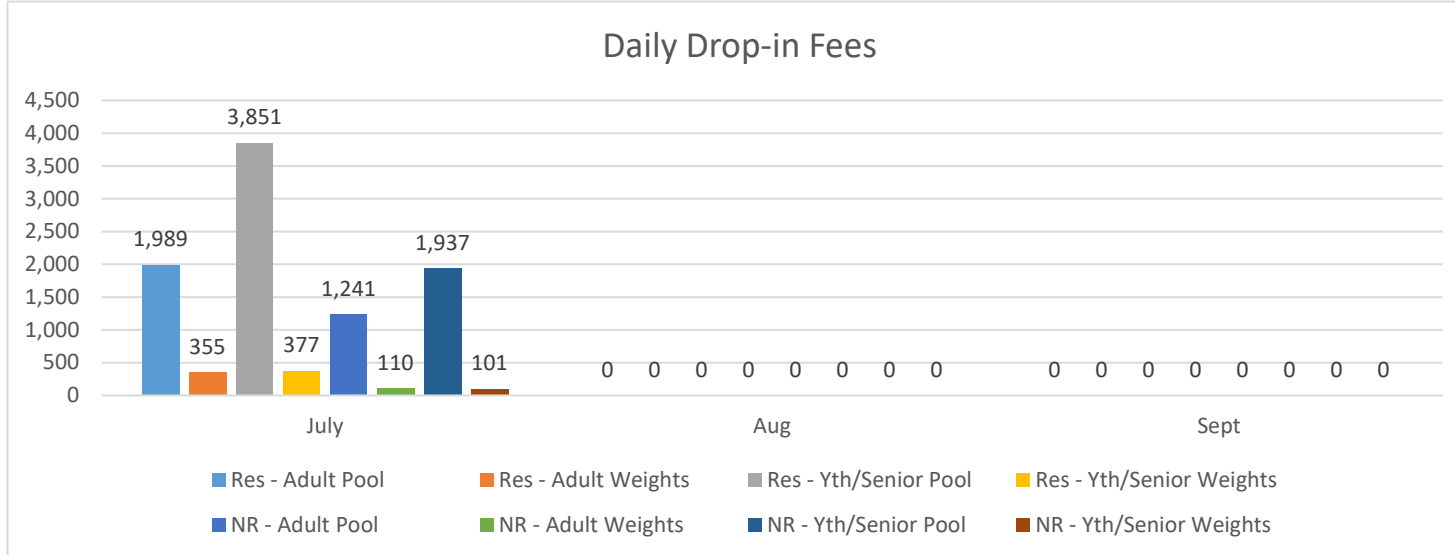
**Membership Usage by Month: Scanned entries**

	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept
Black & Gold	445	500	504	665	622	680	485	492	754	752		
Gold	2,119	2,342	2,704	3,016	2,561	2,926	2,511	2,068	2,036	2,075		
Silver	833	849	741	809	779	835	761	626	840	1,030		
Track	2,105	3,130	3,350	2,345	2,539	2,412	2,230	1,060	880	1,557		
Summer	0	0	0	0	0	1	1	56	2,629	2,173		
Facility	0	1,469	1,791	2,026	1,454	1,676	1,429	1,252	973	1,001		
<b>Total</b>	<b>5,502</b>	<b>8,290</b>	<b>9,090</b>	<b>8,861</b>	<b>7,955</b>	<b>8,530</b>	<b>7,417</b>	<b>5,554</b>	<b>8,112</b>	<b>8,588</b>		



### Daily Drop-in Count by Month

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Res - Adult Pool	1,989	0	0	0	0	0	0	0	0	0	0	0
Res - Adult Weights	355	0	0	0	0	0	0	0	0	0	0	0
Res - Yth/Senior Pool	3,851	0	0	0	0	0	0	0	0	0	0	0
Res - Yth/Senior Weights	377	0	0	0	0	0	0	0	0	0	0	0
NR - Adult Pool	1,241	0	0	0	0	0	0	0	0	0	0	0
NR - Adult Weights	110	0	0	0	0	0	0	0	0	0	0	0
NR - Yth/Senior Pool	1,937	0	0	0	0	0	0	0	0	0	0	0
NR - Yth/Senior Weights	101	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>9,961</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# RecDesk - Facility CheckIns Report

Time Period: 7/1/2019 - 7/29/2019

North Liberty Community Center	8023	\$12.00
Arthritis Aquatic Program (Aug)	1	\$0.00
Arthritis Aquatic Program (July)	2	\$0.00
Black & Gold 1 Month (Couple)	28	\$0.00
Black & Gold 1 Month (Discounted)	110	\$0.00
Black & Gold 1 Month (Family)	108	\$0.00
Black & Gold 1 Month (Individual)	94	\$0.00
Black & Gold Annual (Couple)	22	\$0.00
Black & Gold Annual (Discounted)	138	\$0.00
Black & Gold Annual (Family)	162	\$0.00
Black & Gold Annual (Individual)	90	\$0.00
Facility 1 Month (Discounted)	185	\$0.00
Facility 1 Month (Family)	42	\$0.00
Facility 1 Month (Individual)	56	\$0.00
Facility Annual (Couple)	8	\$0.00
Facility Annual (Discounted)	443	\$0.00
Facility Annual (Family)	86	\$0.00
Facility Annual (Individual)	181	\$0.00
Gold 1 Month (Couple)	60	\$0.00
Gold 1 Month (Discounted)	331	\$0.00
Gold 1 Month (Individual)	502	\$0.00
Gold Annual (Couple)	178	\$0.00
Gold Annual (Discounted)	614	\$0.00
Gold Annual (Individual)	390	\$0.00
Silver 1 Month (Couple)	16	\$0.00
Silver 1 Month (Discounted)	91	\$0.00
Silver 1 Month (Family)	326	\$0.00
Silver 1 Month (Individual)	20	\$0.00
Silver Annual (Couple)	19	\$0.00
Silver Annual (Discounted)	295	\$0.00
Silver Annual (Family)	76	\$0.00

# RecDesk - Facility CheckIns Report

Time Period: 7/1/2019 - 7/29/2019

<b>Silver Annual (Individual)</b>	187	\$0.00
<b>Summer (Couple)</b>	3	\$0.00
<b>Summer (Discounted)</b>	240	\$0.00
<b>Summer (Family)</b>	1867	\$0.00
<b>Summer (Individual)</b>	63	\$0.00
<b>Track 1 Month (Couple)</b>	3	\$0.00
<b>Track 1 Month (Discounted)</b>	83	\$0.00
<b>Track 1 Month (Individual)</b>	24	\$0.00
<b>Track Annual (Couple)</b>	115	\$0.00
<b>Track Annual (Discounted)</b>	553	\$0.00
<b>Track Annual (Family)</b>	34	\$0.00
<b>Track Annual (Individual)</b>	745	\$0.00
<b>Water Resistance (July)</b>	3	\$12.00

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

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

Date: August 1, 2019

Re: Monthly Report

We performed various building maintenance tasks as needed this month. We assisted with the outdoor pool filtration sand replacement project.

We picked up trash and pet waste stations as needed this month. Trash has been extra heavy this month.

We performed seasonal equipment repairs as well as scheduled preventive maintenance to equipment.

A great deal of time was spent mowing and trimming weeds around fence lines, the bike trail, city parks/grounds and ponds this month.

Park Staff continues to weed and water all our landscaping areas including the newest plants at the Kansas St. roundabout, Ranshaw Way, Penn Street median, the Dubuque Street roundabout, and the new water treatment facility.

We have been maintaining ball fields and facilities this month as needed. We spent a lot of time at the Babe Ruth field cleaning up the warning track and infield grass to playing surface lines. We continue to have field rentals.

We conducted playground inspection of all playground sites. We are adding new playground wood chip safety surfacing to most playground areas.

Harding concrete finished the Babe Ruth batting cage concrete pad and the Koser concrete bleacher pad & sidewalk improvement project.

Parks staff installed concrete footings for the entry gate and fence at the Public Works storage area off of Golfview Drive. EP Masonry is now erecting the stone masonry columns.

Midwest Concrete has begun the trails improvement project. They are moving along with the grading and are pouring concrete.

We spent a great deal of time making preparations for the July 12<sup>th</sup> & 13<sup>th</sup> North Liberty Blues & BBQ annual event. All Parks Department staff worked the event and most of our time was spent setting up, parking cars and cleanup afterwards. I would like to thank everyone who volunteered their time. It defiantly made this a very successful Blues & BBQ event this year.