

North Liberty Parks & Recreation Committee Meeting
Thursday, September 5, 2019
Proposal of Agenda
7:00PM

NEW BUSINESS:

1. Approve minutes: Approve August 1 meeting minutes.
2. Public Comments/Concerns: Guest introduction and concern.
3. Pickleball Court Discussion: Duane Miller, courts recommendation
4. Dog Park Name Selection Process: Names review & recommendation to City Council.
5. Building & Grounds Report: Parks Monthly Report
6. Fall Programs & Leagues: Programs/leagues begin.
7. Upcoming Events:

Community Slow Roll	Sept 12
Indoor Pool Party	Sept 20
TAKO Moonwalk & Star Party	Sept 21
Pickleball Play Night	Sept 26
8. Any new issues not on agenda? Playgrounds suited for Senior Citizens.

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, October 3, 2019
7:00pm at City Council Chambers; 1 Quail Creek Circle
2. Adjourn

North Liberty Parks & Recreation Committee Meeting
Thursday, August 1, 2019

Board Members Present: Megan Lehman, Jerry Schimmel, Richard Grugin, Ann Graziano, Derrick Parker, Marcia Ziemer, Amalia Gedney-Lose

Others Present: Shelly Simpson, Guy Goldsmith, Tim Hamer, and Brian Motley

NEW BUSINESS:

1. **Approve minutes:** Approved June 6 meeting minutes; no July meeting, no minutes.
2. **Public Comments/Concerns:** Pickle ball players from the community were present and requested consideration of transforming two of the tennis courts into 6 permanent pickle ball courts. The tennis courts are going to need to be resurfaced so this will be taken in to consideration with budgeting for next year.
3. **Welcome, new Board Members:** Ann Graziano, Derrick Parker, Marcia Ziemer
4. **Board Member Appointments:** Selected at this meeting and are as follows:
Chair: Megan Lehman
Vice Chair: Jerry Schimmel
Secretary: Amalia Gedney-Lose

5. Building & Grounds Report/ Parks Monthly Report:

Working on ongoing equipment repair and maintenance, especially in regards to the trails, parks, grounds and ponds. Increased landscaping in progress with the addition of roundabouts, as well as on Hwy 965. There is quite a lot of maintenance and watering to be done in these areas. Ball field maintenance is slowing down some. Have been working on grass lines at Babe Ruth and batting cages with concrete. There are shade structures, bleachers, and foul ball protection making good progress at Penn Meadows. There is now a pad behind the backstop for shade and bleachers at Koser. Trail projects continue with concrete placement. The trails being opened in time for the school year is the ideal goal. Some concern regarding the underground trail on 965 as there is a blind corner. Discussed consideration of lane division, barricade or wide view mirror. Blues and BBQ were all hands on deck in July. Discussed cross way at Alexander Way to Penn.

6. RecDesk Software:

Switch to rec desk went well with ongoing encouragement to sign up. There have been 4000+ registrants which is now just prior to the September to December programming which will open August 5th for residents and August 7th for non-residents. Rec desk anticipated \$20-25K savings. Recreation department is paying fees for credit card use. Ongoing encouragement to sign up and have bill pay/auto pay online with online renewal.

7. Fall Activity Guide / Registration:

Fall guide came out, with sign up starting Monday, August 5th.

- | | | |
|----------------------------|-------------------------|---|
| 8. Upcoming Events: | Outdoor Pool Deck Movie | Aug 6 |
| | Bounce into School - | Aug 16 – same day as Back to School event. |
| | Tailgaters Dry Run- | Aug 24 – potluck item and pre-tailgate get together |
| | Community Slow Roll | Sept 12 – Family bike ride |

9. Key Issues Overview:

Pool is around year 15 of 22 year expectancy. Locker room, aging maintenance, are goals. Looking for more opportunity with splash pads. Looking to add parking and more facility space.

- Pool updates include new filtration system being placed which went well and has helped so far with cloudy water. Also, switched back to previous chlorine tabs and added enzymes to help bind up the particles. The pump

was checked. The pool reps are seeking answers to see if other pools have had similar issues. There is consideration of repainting the pool.

- Programming opportunities with goal to consider catching teens and tweens attention for engagement.
- Recreation reviews 5 year plan annually.
- Centennial park is a focal point for parks with amphitheater, shelters, finishing the playground, etc. Working with UI Engineering.
- The dog park has a fencing bid and a concrete bid out with the goal of selecting in the next month. Goal for dormant seeding this fall to be able to open summer 2020 but if seeding happens spring 2020, then there will be a later opening date.

10. Any new issues not on agenda? Jerry discussed an exploratory committee to include a small portion of committee members. The goal would be to develop a plan of action to present as a report for making changes and recommendations. There are many topics and ideas discussed but the goal would be to help operationalize these things. Look to include data points for better understanding of plans. Shelly will check with City Attorney.

OLD BUSINESS:

1. Recreation Monthly Report: Recreation Review from previous month. AM/PM swim lessons, outdoor pool yoga, youth triathlon, rec desk data, revenues taken in and July 1 comparisons discussed. Reports showed good data regarding memberships, res/non-res, # of active members by category and daily drop in information.

2. Any old issues not on agenda? None

CONCLUSION:

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

2. Adjourn: 8:01 pm.

Minutes submitted by Amalia Gedney-Lose

Memo

Naming North Liberty's Dog Park

From Nick Bergus, Communications Director
To Parks and Recreation Commission
Aug. 30, 2019

North Liberty expects to open its first dog park in summer 2020, and it needs a name. Parks staff would like to name the park quickly so a sign can be ordered and installed this fall.

To complete this selection in time, we are using the following process and timeline

Selection process

- **Public Suggestions:** We can immediately begin soliciting names from the public via an online form on northlibertyiowa.org and marketed through the city's website and social media, newsletters and news releases, and other avenues. Online submissions will allow anyone to submit a name and staff to easily manage submissions. Submitters can also give their name and offer some background on their suggestion, but neither will be required. A 10-day submission window should be long enough that submissions aren't rushed, but short enough that we don't lose momentum. (This window can be extended if needed)
- **Committee Culling:** A group of key stakeholders, including members of city staff, JC Dog Pack and the Parks and Recreation Commission will cull the suggestions and, ultimately, select two or three front runners.
- **Parks and Recreation Commission Recommendation:** The commission will consider the proposed names and provide a recommendation to council. This allows others to offer input into the discussion with the commission making a final recommendation.
- **City Council approval:** The Commission will ultimately provide its recommendation and reasoning to the city council for its approval by resolution. Implementation will follow this approval.

Selection Timeline

Step	Date
Open for public suggestions	Aug. 16, 2019
Close public suggestions	Aug. 27, 2019 at 5 p.m.
List of suggestions to committee	Aug. 28, 2019
Committee meeting	Aug. 29, 2019
Commission meeting	Sept. 5, 2019
City Council action on recommendation	Sept. 10, 2019

Selection criteria

The following criteria will be used to select a name:

- **Community Pride:** The park should bear a name that in somewhat showcases the community, as well as be a point of pride for our residents, businesses and other stakeholders.
- **Timeless:** The park should bear a name that won't feel dated and tired in the future and isn't subject to trends or fads.
- **Native:** The park should bear a name that feels of this place.
- **Originality:** The park should bear a name that will stand out, and not be lost in the sea of park names.
- **Ease of Use:** The park should bear a name that is easy to pronounce, read, say and remember.

Selection committee

The committee charged with culling this list was composed of Megan Lehman, chair of the Parks and Recreation Commission; Jake Villhauer, board president of the Johnson County Dog Park Action Committee; Guy Goldsmith, parks director; Angela McConville, special projects coordinator; and Nick Bergus, communications director.

At the close of public suggestion, we had 123 suggestions, including duplicates and variations, covering a range of moods and motivations. We discussed some general favorites and how they related to selection criteria. While members of the committee liked many of the puns, our consensus was that they might not wear well beyond their initial use and could feel out of place.

The committee considered a variety of issues that might arise from suggested names and namesakes. "Liberty," for instance, felt too connected with a specific school and district, while naming the park after a specific dog might become problematic should a future incident color their perception by the public.

We also considered "North Liberty Dog Park," but worried that should a second dog park be built it would lead to confusion, in the way North Liberty's original recreation trail, named the North Liberty Recreation Trail, but now part of a recreation trail system, is confusing.

Name selections

The committee's consensus is to advance the three following names to the Parks and Recreation Commission for its consideration and recommendation to the City Council:

Hilltop Dog Park

The committee liked that this was descriptive of the location, highlighting the park's relative height above the community.

Red Fern Dog Park

This name invokes a love of dogs, nature and classic literature, this pulls together the park's purpose, location and North Liberty's connection to the UNESCO City of Literature.

Canine Point

The committee appreciated its direct connection to dogs and its location as a high point in our community.

**To: Park & Recreation Commission Board Members
Mayor, City Council and City Administrator**
From: Shelly Simpson, Recreation Director
Date: September 3, 2019
Re: Monthly Report – August 2019

Program Summaries – August

Swim Lessons:

Summer swim lessons came to an end on August 9th. Fall swim lessons will resume the week of Sept 23.

Pool Programs:

Arthritis Aqua, Aqua Zumba, and Outdoor Yoga continued in the month of August.

Preschool:

The Kids Campsite area continues to be utilized with approx. 562 participants

Lucky Duck collected \$ 16.00 this month.

Tippi Toes Dance classes continued with 18 participants.

Youth Programs:

Summer Camp & Knight Riders came to an end on August 9th.

Youth Sports:

Brian is busy as he prepares for youth leagues; NLC Volleyball, Flag Football and Outdoor Soccer.

Adult Sports/Programs:

Brian is working on adult leagues as well; adult co-ed volleyball and basketball leagues.

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 August 2, 9, 16, 23 & 30 totaling 124 participants for month.

Special Events:

Special events this month included various yoga classes on the pool deck and an outdoor Pool Deck Movie.

See additional attached reports:

RecDesk database: Residents – 5,057; Non-residents – 1,682 totaling 6,239 database members to date.

RecDesk Organization Activity

RecDesk Monthly Revenue

Memberships by Month

RecDesk Active Memberships

Membership Check-ins

RecDesk – Check-ins

Time Period: Last 30 Days

[Export to Excel](#)

Organization Activity

From 8/4/2019 to 9/3/2019

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created
All	1201	74	421	7931	1077
Resident	958	48	284	5451	691
Non-Resident	243	26	137	2480	386
No Residency Set	0	0	0	0	0
Demographics					
< 18	952	1	98	1833	502
18 - 65	157	73	254	3977	534
65+	90	0	69	2121	38
Male	656	36	241	4605	483
Female	545	38	180	3326	594
Other Genders	0	0	0	0	0
Online vs In-House					
Online	793	0	0	N/A	768
In-Person	408	74	421	N/A	309

Revenue By Period - GL Account Summary

Start Date: 8/1/2019 12:00 AM End Date: 8/31/2019 11:59 PM

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

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>	
000 - Household Credit Account													
-482.96	-482.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,963.74	0.00	-3,446.70	
010-4-1-4563 - Weight Fees													
9,642.00	9,443.76	2,821.00	246.00	6,608.00	6,409.76	0.00	0.00	0.00	3.00	0.00	-36.00	0.00	
010-4-1-4564 - Class/Programs													
24,487.50	23,764.81	1,146.50	187.00	24,084.00	23,361.31	0.00	0.00	0.00	193.00	0.00	-1,123.00	0.00	
010-4-1-4565 - League Fees													
20,765.00	20,294.45	1,720.00	4,480.00	15,685.00	15,214.45	0.00	0.00	0.00	0.00	0.00	-1,120.00	0.00	
010-4-1-4566 - Before/After School													
8,087.50	7,809.88	420.00	2,270.00	9,253.75	8,976.13	0.00	0.00	0.00	1,148.75	0.00	-5,005.00	0.00	
010-4-1-4567 - Baseball/Softball													
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
010-4-1-4572 - Season Pool Pass													
1,329.00	1,292.76	8.00	109.50	1,208.00	1,171.76	0.00	0.00	0.00	3.50	0.00	0.00	0.00	
010-4-1-4573 - Daily Pool Fees													
22,489.00	22,241.24	11,809.00	2,422.00	8,258.00	8,010.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
010-4-1-4574 - Swim Lessons													
19,841.61	19,251.89	838.00	60.00	19,633.00	19,043.28	0.00	0.00	0.00	102.50	0.00	-791.89	0.00	
010-4-1-4575 - Aquatic Program/Classes													
5,650.00	5,538.63	875.00	657.00	3,712.00	3,600.63	0.00	0.00	0.00	435.00	0.00	-29.00	0.00	

Revenue By Period - GL Account Summary

Start Date: **8/1/2019 12:00 AM** End Date: **8/31/2019 11:59 PM**

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

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

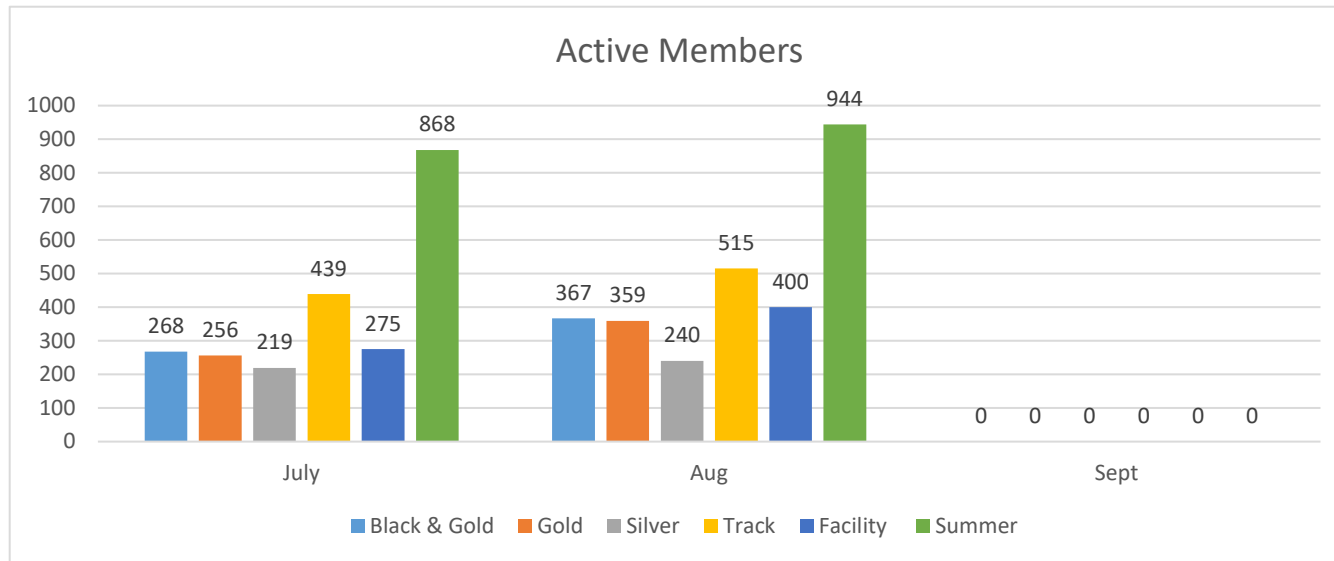
010-4-1-4576 - Pool Concessions														
7,999.50	7,962.63	6,778.50	0.00	1,221.00	1,184.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010-4-1-4577 - Pool Rentals														
1,250.21	1,216.80	0.00	0.00	1,113.75	1,080.34	0.00	0.00	0.00	136.46	0.00	0.00	0.00	0.00	0.00
010-4-1-4589 - Room Rentals														
4,247.99	4,177.93	322.50	1,578.75	2,335.00	2,264.94	0.00	0.00	0.00	26.74	0.00	0.00	-15.00	0.00	0.00
010-4-1-4590 - Gymnasium Rentals														
725.00	703.25	0.00	0.00	725.00	703.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010-4-1-4591 - Park/Special Event Fees														
277.50	271.72	70.00	15.00	192.50	186.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010-4-1-4592 - Field Rentals/Tennis Courts														
553.75	552.74	0.00	520.00	33.75	32.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NONE - Unassigned														
-53.00	-53.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-53.00	0.00	0.00
Split - Membership - Black & Gold														
3,508.00	3,421.00	270.00	338.00	2,900.00	2,813.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
130,317.60	127,407.53	27,078.50	12,883.25	96,962.75	94,052.68	0.00	0.00	\$0.00	2,048.95	2,963.74		-8,172.89	-3,446.70	

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

Sales Tax

Memberships by Package: Active Members

Month:	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Black & Gold	268	367	0	0	0	0	0	0	0	0	0	0
Gold	256	359	0	0	0	0	0	0	0	0	0	0
Silver	219	240	0	0	0	0	0	0	0	0	0	0
Track	439	515	0	0	0	0	0	0	0	0	0	0
Facility	275	400	0	0	0	0	0	0	0	0	0	0
Summer	868	944	0	0	0	0	0	0	0	0	0	0
Total	2325	2825	0	0	0	0	0	0	0	0	0	0



Membership Period Category

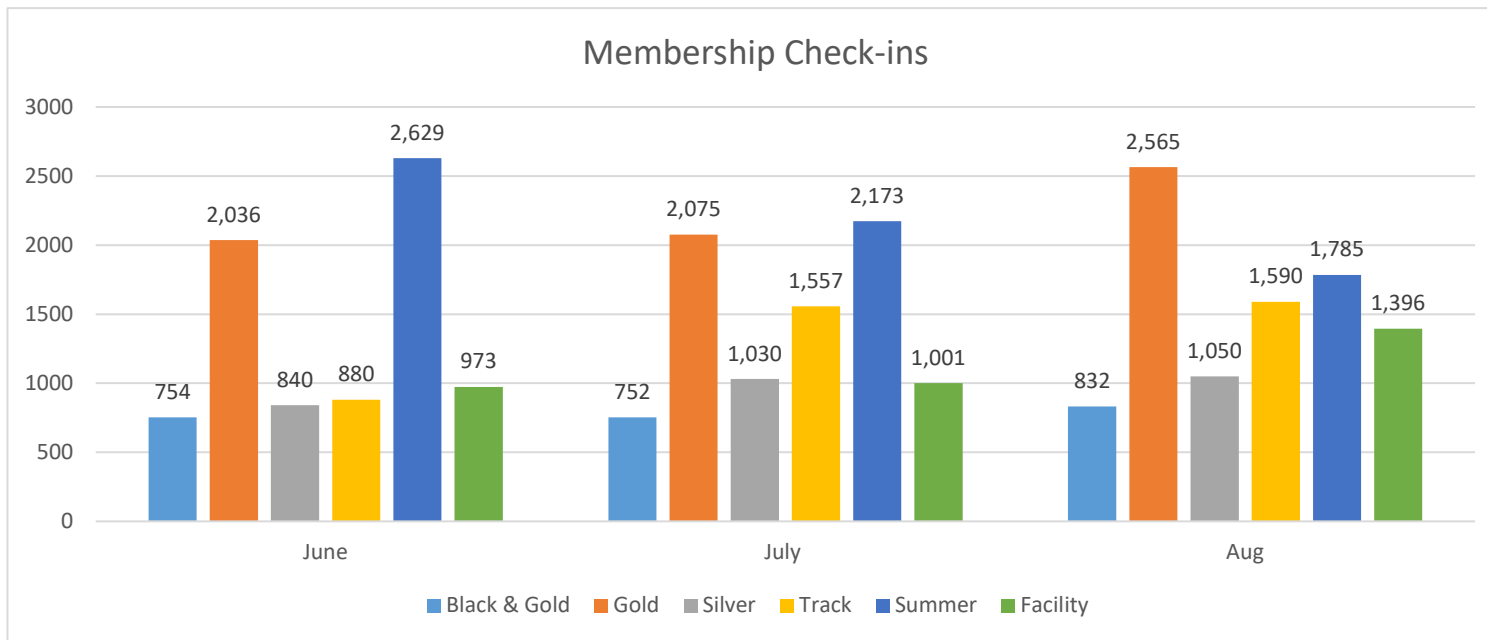
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records per page Search:

Program Name	Period	Active Members
Black & Gold 1 Month (Couple)	Open (Ongoing)	6
Black & Gold 1 Month (Discounted)	Open (Ongoing)	14
Black & Gold 1 Month (Family)	Open (Ongoing)	41
Black & Gold 1 Month (Individual)	Open (Ongoing)	9
Black & Gold Annual (Couple)	Open (Ongoing)	20
Black & Gold Annual (Discounted)	Open (Ongoing)	35
Black & Gold Annual (Family)	Open (Ongoing)	101
Black & Gold Annual (Individual)	Open (Ongoing)	35
Facility 1 Month (Couple)	Open (Ongoing)	0
Facility 1 Month (Discounted)	Open (Ongoing)	33
Facility 1 Month (Family)	Open (Ongoing)	11
Facility 1 Month (Individual)	Open (Ongoing)	14
Facility Annual (Couple)	Open (Ongoing)	6
Facility Annual (Discounted)	Open (Ongoing)	133
Facility Annual (Family)	Open (Ongoing)	77
Facility Annual (Individual)	Open (Ongoing)	53
Gold 1 Month (Couple)	Open (Ongoing)	4
Gold 1 Month (Discounted)	Open (Ongoing)	24
Gold 1 Month (Family)	Open (Ongoing)	4
Gold 1 Month (Individual)	Open (Ongoing)	40
Gold Annual (Couple)	Open (Ongoing)	34
Gold Annual (Discounted)	Open (Ongoing)	86
Gold Annual (Family)	Open (Ongoing)	0
Gold Annual (Individual)	Open (Ongoing)	68
Locker Rental - Mens	Open (Ongoing)	1
Locker Rental - Womens	Open (Ongoing)	0
Silver 1 Month (Couple)	Open (Ongoing)	2
Silver 1 Month (Discounted)	Open (Ongoing)	6
Silver 1 Month (Family)	Open (Ongoing)	0
Silver 1 Month (Individual)	Open (Ongoing)	2
Silver Annual (Couple)	Open (Ongoing)	5
Silver Annual (Discounted)	Open (Ongoing)	45
Silver Annual (Family)	Open (Ongoing)	35
Silver Annual (Individual)	Open (Ongoing)	40
Track 1 Month (Couple)	Open (Ongoing)	0
Track 1 Month (Discounted)	Open (Ongoing)	6
Track 1 Month (Family)	Open (Ongoing)	0
Track 1 Month (Individual)	Open (Ongoing)	5
Track Annual (Couple)	Open (Ongoing)	20
Track Annual (Discounted)	Open (Ongoing)	125
Track Annual (Family)	Open (Ongoing)	22
Track Annual (Individual)	Open (Ongoing)	320

Membership Checkins 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	832	
Gold	2,119	2,342	2,704	3,016	2,561	2,926	2,511	2,068	2,036	2,075	2,565	
Silver	833	849	741	809	779	835	761	626	840	1,030	1,050	
Track	2,105	3,130	3,350	2,345	2,539	2,412	2,230	1,060	880	1,557	1,590	
Summer	0	0	0	0	0	1	1	56	2,629	2,173	1,785	
Facility	0	1,469	1,791	2,026	1,454	1,676	1,429	1,252	973	1,001	1,396	
Total	5,502	8,290	9,090	8,861	7,955	8,530	7,417	5,554	8,112	8,588	9,218	



RecDesk - Facility CheckIns Report

Time Period: 8/1/2019 - 8/31/2019

North Liberty Community Center	8780	\$24.00
Arthritis Aquatic Program (Aug)	12	\$24.00
Black & Gold 1 Month (Couple)	6	\$0.00
Black & Gold 1 Month (Discounted)	84	\$0.00
Black & Gold 1 Month (Family)	112	\$0.00
Black & Gold 1 Month (Individual)	105	\$0.00
Black & Gold Annual (Couple)	49	\$0.00
Black & Gold Annual (Discounted)	189	\$0.00
Black & Gold Annual (Family)	143	\$0.00
Black & Gold Annual (Individual)	144	\$0.00
Facility 1 Month (Discounted)	321	\$0.00
Facility 1 Month (Family)	19	\$0.00
Facility 1 Month (Individual)	104	\$0.00
Facility Annual (Couple)	12	\$0.00
Facility Annual (Discounted)	646	\$0.00
Facility Annual (Family)	100	\$0.00
Facility Annual (Individual)	194	\$0.00
Gold 1 Month (Couple)	42	\$0.00
Gold 1 Month (Discounted)	403	\$0.00
Gold 1 Month (Family)	9	\$0.00
Gold 1 Month (Individual)	598	\$0.00
Gold Annual (Couple)	260	\$0.00
Gold Annual (Discounted)	749	\$0.00
Gold Annual (Individual)	504	\$0.00
Silver 1 Month (Couple)	45	\$0.00
Silver 1 Month (Discounted)	149	\$0.00
Silver 1 Month (Family)	168	\$0.00
Silver 1 Month (Individual)	13	\$0.00
Silver Annual (Couple)	21	\$0.00
Silver Annual (Discounted)	339	\$0.00
Silver Annual (Family)	85	\$0.00

RecDesk - Facility CheckIns Report

Time Period: 8/1/2019 - 8/31/2019

Silver Annual (Individual)	228	\$0.00
Summer (Couple)	2	\$0.00
Summer (Discounted)	249	\$0.00
Summer (Family)	1472	\$0.00
Summer (Individual)	64	\$0.00
Track 1 Month (Couple)	2	\$0.00
Track 1 Month (Discounted)	136	\$0.00
Track 1 Month (Individual)	22	\$0.00
Track Annual (Couple)	125	\$0.00
Track Annual (Discounted)	557	\$0.00
Track Annual (Family)	31	\$0.00
Track Annual (Individual)	717	\$0.00

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

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

Date: September 3, 2019

Re: Monthly Report

We performed various building maintenance tasks as needed this month.

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

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

A great deal of time was spent mowing turf grass and trimming weeds around fence lines, the bike trail, city parks, city grounds and ponds this month. We continue to weed/maintain our city landscaping areas and trees as needed. Landscape and turf maintenance has taken a great deal of time due to the abundance of weeds and the accelerated turf growth.

We continue to maintain ball fields and facilities this month as needed.

Park staff removed graffiti from sections of trail, and the bridge on Zeller Street.

Harding Concrete has begun the concrete ballfield bleacher pad and connective trail at Quail Ridge Park.

Parks staff installed drainage tile and graded the area at Koser Park to direct water away from the new concrete bleacher pad.

Park staff has begun installing the new shade structures over the bleacher areas at Penn Meadows Park.

Park staff removed the barbed wire fence at the dog park to prepare for the upcoming concrete and dog park fencing projects.

EP Masonry continues to erect the stone masonry columns at the entry gate at the Public Works Storage area off of Golf View Drive.

Neuzil & Sons Inc chipped up the tree and brush pile that has been accumulating at the Public Works storage area. We try to clean this up annually if possible.

We assisted with FryFest by delivering two generators to the Coralville CVB prior to FryFest. We picked everything back up after the event.

We ordered three new smaller playground components to enhance the current playground at the Community Center. We will install the new play features sometime in October.

All but two of our nine Seasonal Parks Maintenance Workers have finished for the season and have returned back to college.