



Parks & Recreation Commission
February 6, 2020, 7:00pm
Regular Session
City Council Chambers, 1 Quail Creek Circle, North Liberty, Iowa

New Business:

1. Call to Order
2. Approve minutes
3. Public Comment
4. Board Vacancy Jerry has announced his resignation, his family is relocating to Minnesota. April will be last meeting. Best wishes!
5. Program Update
 - a. Beat the Bitter Event wrap up
 - b. Indoor Triathlon Feb. 9
 - c. Spring Break March 16-20
 - d. Laser Tag March 21

Old Business:

6. Parks Report
7. Recreation Report
8. Concerns or Questions
9. Next Meeting
 - a. Thursday, March 5, 2020; 7:00pm
10. Adjournment



Parks & Recreation Commission January 2, 2020
7:00pm Regular Session City Council Chambers
1 Quail Creek Circle, North Liberty, Iowa

Board Members Present: Megan Lehman, Richard Grugin, Derrick Parker, Marcia Ziemer, Ann Graziano, and Amalia Gedney-Lose. **Others Present:** Shelly Simpson, Guy Goldsmith, and Tim Hamer

New Business:

1. Call to Order: 7:00 pm
2. Approve minutes from December 2019: Marcia moved to approve, Richard second
3. Public Comment: None
4. Capital Projects:
 - a. CIP handout, discussion
 - Ryan would like us to prioritize the next fiscal year (2020-2021)
 - Questions for Guy:
 - Trail lighting over multiple years → Money initially diverted to dog park property in 2018, holding pattern for 2019 because of the Mayor's plans. Goal is to start from Zeller south to Forevergreen Rd. and keep branching off from that.
 - Tennis Courts → Resurfacing current courts, keeping half tennis, half pickleball
 - Centennial Park → Finish the park off with performance venue, splash pad and construct a pavilion. Road, amphitheater, splash pad would be fundraising projects with hiring a consultant to pay for these things.
 - Start fundraising for Centennial.
 - Penn Meadows → Overlay with expansion of parking lot to the west. Would encourage parking and lighting at the same time. Consider pairing all Penn Meadow Projects together as a main priority.
 - Priorities
 - Penn Meadows
 - Lighting, Parking, Tennis Courts starting with maintenance
 - Trail Lighting
 - Senior Equipment
 - Centennial
 - Questions for Shelly:
 - Dectron unit → Should have \$500 k (\$250 k from last year and \$250 k from this year)
 - Painting → Trying to close once instead of closing down again with hopes of holding off until August.

- Boiler Flues → Due to condensation, this would extend it to prevent deterioration of outside walls.
- Teen Room → Richard asked about some sort of game room for youth/teens to hang out. Derrick agreed that this is something he would like to see. Some concerns raised about the Communication Department being located in a room that would be appropriate for a game room.
- Priorities
 - Indoor pool
 - Building Maintenance
 - Splash pad
- Franchise Fee would increase the tax rate. Would help with Parks and Rec Projects as a funding source.

5. Program Update

- Busy time at the rec center!
- Most programs start up next week with regular programming.
- NLC Basketball in almost all the gyms
- Beat the Bitter

Old Business:

6. Parks Report

- Building maintenance as needed.
- Some snow and ice removal early.
- Pet waste station and trail trash being picked up.
- Maintenance on equipment has started for spring/summer.
- Training and improving efficiencies in shop.
- Tree City USA – going for 25 years – helps with getting trees. Also submitted for the Trees Please Grant with some going towards the dog park trees. Goal is to start planting as early as possible.
- Muddy Creek and Parkview court areas have been eroded by water so goals are to take out hazardous and invasive trees to help with bank straightening to prevent loss of residential property. Should be done by 3/1/20. Anticipate some shutdown of the trails in that area with rerouting.

7. Recreation Report

- Early December is a busy week with registration for Jan-April programming.
- Influx of drop in use, but sometimes there is a backseat for programming around the holidays.
- Some difficulty with staffing d/t illness, vacation requests, etc.
- Special events included holiday vendor fair, breakfast with Santa, Elf on the Shelf scavenger hunt, gazebo decorating, etc.

8. Concerns or Questions

- None

9. Next Meeting a. Thursday, February 6, 2020; 7:00pm

10. Adjournment



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **January 31, 2020**
Re **Monthly Report – January 2020**

Programs –January:

Right after the New Year, many programs resume and many patrons utilize our facility for fitness resolutions.

The facility is busy during the week and every gymnasium both at the Community Center and at school sites are booked on Saturdays for our large NLC Basketball program, a cooperative program with Coralville.

Busy month of budget meetings with city council.

Swim Lessons:

The January session of swim lessons has 209 participants.

Aquatic Programs:

Aqua classes such as Arthritis Aqua Class, Easy Does It and Water Resistance, Aqua Zumba has 47 session participants and numerous drop-ins.

Rec Swim Team and Mermaid Swim programs have 29 participants.

We have numerous drop-in participants for Lap Swimming, Lucky Duck, Homeschool Swim, and Holiday Swim.

Preschool Programs:

The Kids Campsite usage increases during the colder months. Pee Wee Basketball had 47 participants and Kinderclub meets on Tuesdays or Thursdays with 7 session participants and numerous drop-ins.

Youth Programs:

Tippi Toes Dance offers various classes such as Toddler & Me, Baby Ballet, Ballet Tap Jazz and Hip Hop Jazz with 33 participants. Recsters continues with limited participation in AM at 8 and 54 in the afternoons. Taekwondo has a small following and Kids Yoga has not been popular to date.

Youth Sports:

Sport leagues have resumed after the holidays, the NLC Youth Basketball cooperative program with Coralville rules the local gymnasiums. North Liberty has approximately 451 boys and girls in this program not counting those registered through Coralville. Our Youth Competitive Basketball Leagues for both boys and girls has 47 teams. Brian started a Rookie Basketball program and we maxed out at 40 participants quickly.

Adult Sports:

Adult leagues also resumed in January with 11 teams participating in Co-ed Volleyball and 16 teams in Men’s Basketball. We continue to have many drop-ins for designated times to play both pickleball and basketball.

Adult Fitness:

Our more established fitness classes remain strong such as Cardio Pump, Bootcamp, Body Blast and Body Sculpt. New offerings such as Barre, Yoga, High Fitness, Pound and Zumba have started off slow but picking up interest. We have 27 participants sign up for the session with numerous drop-in participants.

Senior Citizens:

Connection lunches were interrupted by weather with 2 out of the 5 Friday dates being canceled. We served 88 participants for the month.

Special Events:

Recreation staff assisted with Beat the Bitter events such as the 5K Obstacle Run, Fire & Ice Family Sunday, Curling and Kickball events. We also helped TAKO and the Ice Fishing event.

Daily Fees: January

Number of individuals paying the daily drop-in fees.

Pool Daily Drop-ins: Residents 644, Non-residents 250; totaling 894.

Weight/Gymnasium Daily Drop-ins: Residents 1,438, Non-residents 436; totaling 1,874.

Total drop-in users: 2,768

Memberships: January

Active memberships for month and number of members who scanned card upon entry for month.

	<u>All Active</u>	<u>Check-ins:</u>
Black & Gold	383	1,033
Gold	503	3,875
Silver	171	755
Facility	612	1,924
Track	1,603	5,333
Summer	-0-	-0-
Totaling	3,272	12,920

Additional Reports:

Recdesk Monthly Revenue

Memberships by Month Chart

Membership Checkins Chart

Revenue By Period - GL Account Summary

Start Date: 1/1/2020 12:00 AM End Date: 1/31/2020 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												
57.50	57.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	834.25	0.00	-776.75
010-4-1-4563 - Weight Fees												
26,548.00	25,982.81	6,258.00	1,414.00	18,839.50	18,274.31	0.00	0.00	0.00	139.50	0.00	-103.00	0.00
010-4-1-4564 - Class/Programs												
10,553.00	10,351.85	999.00	3,233.00	6,703.00	6,501.85	0.00	0.00	0.00	98.00	0.00	-480.00	0.00
010-4-1-4565 - League Fees												
200.00	199.55	185.00	0.00	15.00	14.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010-4-1-4566 - Before/After School												
15,485.00	15,049.40	420.00	630.00	14,520.00	14,084.40	0.00	0.00	0.00	60.00	0.00	-145.00	0.00
010-4-1-4572 - Season Pool Pass												
4,354.00	4,236.43	210.00	225.00	3,919.00	3,801.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010-4-1-4573 - Daily Pool Fees												
3,395.00	3,346.85	1,786.00	0.00	1,605.00	1,556.85	0.00	0.00	0.00	4.00	0.00	0.00	0.00
010-4-1-4574 - Swim Lessons												
3,117.50	3,017.63	444.00	200.00	3,325.75	3,225.88	0.00	0.00	0.00	161.25	0.00	-1,013.50	0.00
010-4-1-4575 - Aquatic Program/Classes												
2,483.50	2,439.85	1,264.50	50.50	1,453.50	1,409.85	0.00	0.00	0.00	12.00	0.00	-297.00	0.00
010-4-1-4577 - Pool Rentals												
660.00	638.85	0.00	0.00	705.00	683.85	0.00	0.00	0.00	45.00	0.00	-90.00	0.00

Revenue By Period - GL Account Summary

Start Date: 1/1/2020 12:00 AM End Date: 1/31/2020 11:59 PM

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

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

010-4-1-4589 - Room Rentals												
4,105.00	4,011.90	100.00	1,002.50	3,102.50	3,009.40	0.00	0.00	0.00	35.00	0.00	-135.00	0.00
010-4-1-4590 - Gymnasium Rentals												
3,593.75	3,487.43	120.00	0.00	3,543.75	3,437.43	0.00	0.00	0.00	0.00	0.00	-70.00	0.00
010-4-1-4591 - Park/Special Event Fees												
67.50	65.47	0.00	0.00	67.50	65.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00
010-4-2-4705 - Donations/Misc.												
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
NONE - Unassigned												
-67.00	-68.05	0.00	0.00	35.00	33.95	0.00	0.00	0.00	0.00	0.00	-102.00	0.00
Split - Membership - Black & Gold												
4,202.00	4,075.94	0.00	0.00	4,202.00	4,075.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00
78,754.75	76,893.41	11,786.50	6,755.00	62,036.50	60,175.16	0.00	0.00	\$0.00	554.75	834.25	-2,435.50	-776.75

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

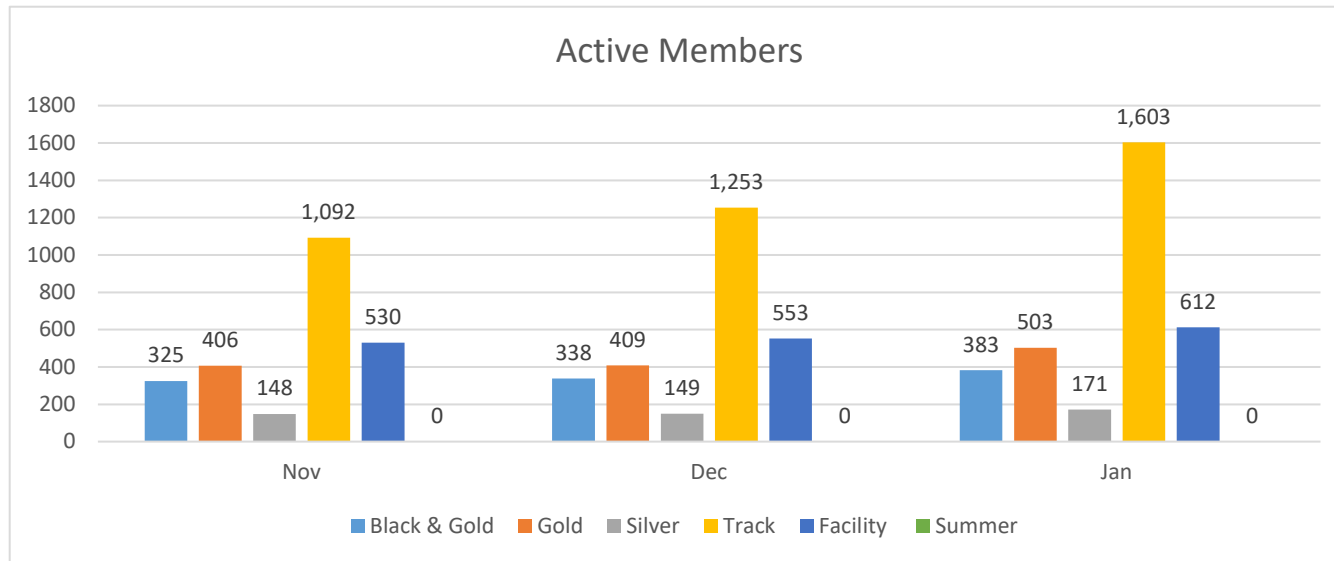
Sales Tax

		DEBITS									CREDITS	
**Gross	**Net	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

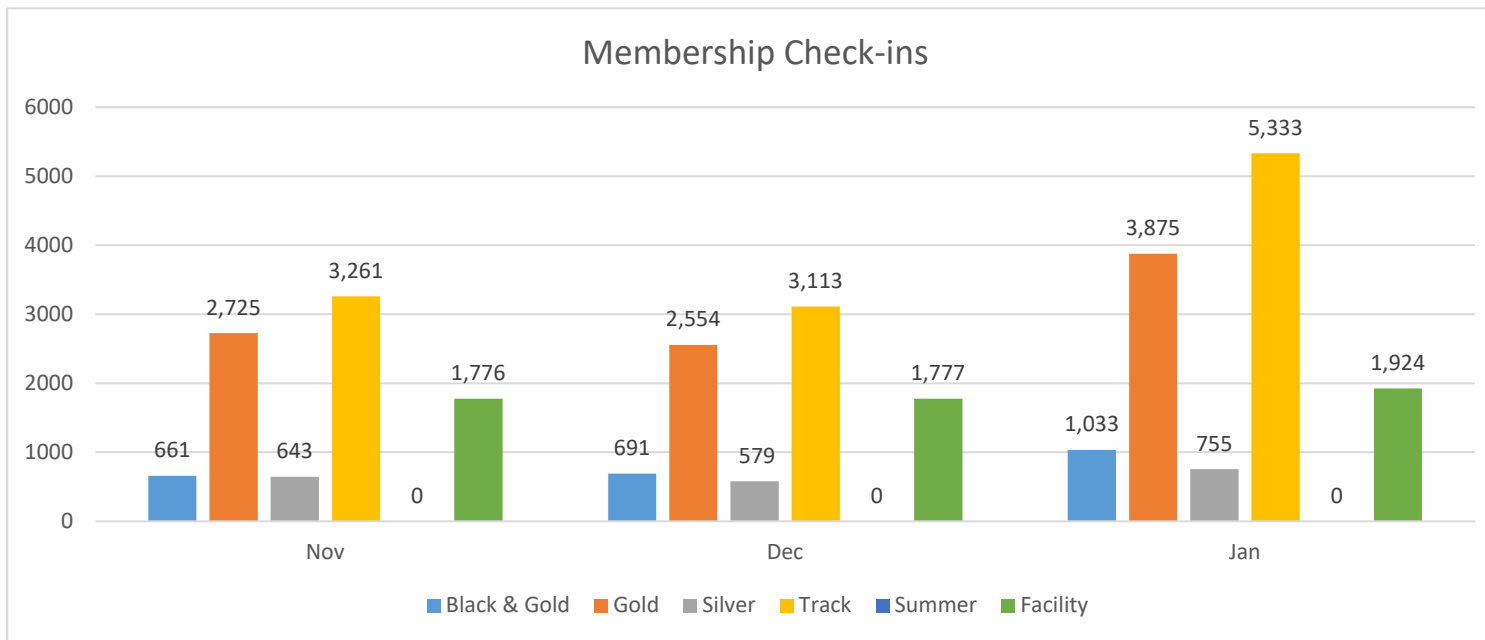
Memberships by Package: Active Members

Month:	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Black & Gold	268	367	343	328	325	338	383	0	0	0	0	0
Gold	256	359	379	405	406	409	503	0	0	0	0	0
Silver	219	240	151	144	148	149	171	0	0	0	0	0
Track	439	515	628	817	1,092	1,253	1,603	0	0	0	0	0
Facility	275	400	395	512	530	553	612	0	0	0	0	0
Summer	868	944	0	0	0	0	0	0	0	0	0	0
Total	2325	2825	1896	2206	2501	2702	3272	0	0	0	0	0



Membership Checkins by Month: Scanned entries

	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept
Black & Gold	700	661	691	1,033	0	0	0	0	0	0	0	0
Gold	2,668	2,725	2,554	3,875	0	0	0	0	0	0	0	0
Silver	687	643	579	755	0	0	0	0	0	0	0	0
Track	2,220	3,261	3,113	5,333	0	0	0	0	0	0	0	0
Summer	0	0	0	0	0	0	0	0	0	0	0	0
Facility	1,422	1,776	1,777	1,924	0	0	0	0	0	0	0	0
Total	7,697	9,066	8,714	12,920	0	0	0	-	-	0	0	0
2018 Totals:	5,502	8,290	9,090	8,861	7,955	8,530	7,417	5,554	8,112	8,588	9,218	6,144





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

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

Date **February 3, 2020**

Re **Monthly Report**

We performed building maintenance as needed this month.

We continue to pick up park/trail trash receptacles and pet waste stations as needed this month.

We maintained equipment as needed this month. We performed preventative maintenance and repaired winter equipment as time permitted. We continue to prepare for the upcoming growing season by performing preventative maintenance and repairs to ball field maintenance, mowing, trimming and landscaping equipment.

Considerable amount of time was spent removing snow and ice from City parking lots, sidewalks, trails, round-a-bouts and Hwy 965 intersections this past month. We continue removing snow on the ice skating rink at Penn Meadows Park and resurfacing the ice as needed.

Parks Staff took advantage of the mild weather at the beginning of the month and erected two small shelters at Red Fern Dog Park. The shelters will be completed this upcoming spring by installing the metal roofs on top of the tubular frame structure.

We assisted the Communications Department and Recreation Department with the Beat the Bitter events held from January 26th – February 1st. The event was a success and thank you to everyone involved.

We assisted the Johnson County DogPAC with the Obstacle Course Dog Run held on February 1st at Penn Meadows Park.

The Muddy Creek & Parkview Court bank stabilization project has begun. Undesirable/unsafe trees have all been removed and now the creek stabilization will begin. There will be occasional trail closures and trail detour south of Zeller Street to Golf View Drive to allow for work and equipment access. The project should be completed by March 1st weather permitting.

We continue to work with the Kirkwood's Parks and Natural Resource/horticulture program with possible employment and internships of students for the upcoming season with the North Liberty Parks Department. We also submitted our Seasonal Parks Worker job opportunity with Iowa, UNI, Iowa State and Cornell College.

We continue to review and discuss the Parks FY2021 budget and capital projects items to prepare for the next fiscal year.