



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

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

Date **January 5, 2021**

Re **Monthly Report**

We performed various building maintenance tasks as needed this month. We continue to work with Shive Hattery and contractors regarding the Ranshaw House project. We have begun work on the Ranshaw house wood trim cleaning and baseboard enhancements. We installed one of the two security doors at the front end of the City Admin building. Work on these projects will be tailored around our park and snow removal responsibilities.

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.

We installed new trash waste receptacles at Red Fern Dog Park.

We continue to organize and clean-up our shop as time allows.

Parks staff completed annual training requirements as well as required Department training through Target Solutions.

We completed the Tree City USA recertification application and submitted to the IDNR Forestry Department. If approved at the state level it will be sent on to the Arbor Day foundation for final approval. We have received this award as a Tree City USA participant for the past 25 years. This helps us obtain other tree grant funding as well as show how proactive North Liberty is planting trees within our Community.

We completed and submitted the *Trees Please* Grant from MidAmerica Energy. Within two weeks of submitting the application we were awarded a \$1000 grant to plant additional trees at Red Fern Dog Park next season.

I am working on an Alliant Energy grant to possibly help fund the Rec Center Parking lot light LED improvement project.

We continue to meet with Shive Hattery offering input and ideas regarding the landscaping design/layout of Ranshaw Way phase 5. This phase includes the future pedestrian tunnel and street landscaping boulevards. We are also working with Shive Hattery regarding the Dubuque street improvement project which includes many improvements to the south side of Penn Meadows Park entrance.

We continue to revise and review the Parks FY2122 budget and capital projects items to prepare for the next fiscal year.

010-GENERAL FUND

CULTURE & RECREATION

50.00% OF YEAR COMP.

PARKS/BUILDINGS/GROUNDS

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONNEL SERVICES</u>					
010-6-4030-1-6010 REGULAR SALARIES AND W	379,830.00	30,625.60	195,124.81	51.37	184,705.19
010-6-4030-1-6020 PART-TIME & TEMPORARY	120,000.00	0.00	38,694.40	32.25	81,305.60
010-6-4030-1-6040 OVERTIME PAY	6,000.00	72.99	2,324.51	38.74	3,675.49
010-6-4030-1-6041 OVERTIME REGULAR PAY	0.00	0.00	0.00	0.00	0.00
010-6-4030-1-6110 FICA/MEDICARE	38,237.00	2,285.44	17,689.45	46.26	20,547.55
010-6-4030-1-6130 IPERS	47,184.00	2,894.17	18,754.35	39.75	28,429.65
010-6-4030-1-6150 GROUP INSURANCE	65,797.00	5,472.75	32,622.24	49.58	33,174.76
010-6-4030-1-6160 WORKERS' COMPENSATION	30,000.00	0.00	93.00	0.31	29,907.00
010-6-4030-1-6181 UNIFORMS	1,600.00	344.36	561.31	35.08	1,038.69
010-6-4030-1-6182 MILEAGE	100.00	0.00	0.00	0.00	100.00
010-6-4030-1-6183 GROUP INSURANCE DEDUCT	8,000.00	36.00	5,642.03	70.53	2,357.97
010-6-4030-1-6210 DUES/MEMBERSHIPS/SUBS	200.00	20.00	315.00	157.50 (115.00)
010-6-4030-1-6240 TRAINING & CONFERENCES	<u>2,000.00</u>	<u>0.00</u>	<u>385.00</u>	<u>19.25</u>	<u>1,615.00</u>
TOTAL PERSONNEL SERVICES	698,948.00	41,751.31	312,206.10	44.67	386,741.90
<u>SERVICES & COMMODITIES</u>					
010-6-4030-2-6310 BUILDING MAINTENANCE	5,000.00	119.22	789.58	15.79	4,210.42
010-6-4030-2-6320 GROUNDS MAINTENANCE	12,500.00	0.00	664.08	5.31	11,835.92
010-6-4030-2-6331 FUEL/OIL/LUBE	18,000.00	519.18	10,408.26	57.82	7,591.74
010-6-4030-2-6332 VEHICLE/EQUIPMENT MAIN	2,000.00	0.00	0.00	0.00	2,000.00
010-6-4030-2-6371 ELECTRIC UTILITY	17,000.00	552.10	8,271.05	48.65	8,728.95
010-6-4030-2-6372 DUMPSTER PICKUP	200.00	17.50	105.00	52.50	95.00
010-6-4030-2-6390 GAS UTILITY	5,000.00	281.37	459.55	9.19	4,540.45
010-6-4030-2-6392 TURF MAINTENANCE	18,000.00	14,974.00	16,136.12	89.65	1,863.88
010-6-4030-2-6393 POND MAINTENANCE	4,000.00	0.00	20.38	0.51	3,979.62
010-6-4030-2-6394 LANDSCAPE TREE & PLANT	19,500.00	0.00	3,724.37	19.10	15,775.63
010-6-4030-2-6395 TRAIL MAINTENANCE	5,000.00	0.00	6,207.72	124.15 (1,207.72)
010-6-4030-2-6407 ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00
010-6-4030-2-6408 INSURANCE/GENERAL	12,000.00	0.00	0.00	0.00	12,000.00
010-6-4030-2-6411 LEGAL FEES	0.00	0.00	0.00	0.00	0.00
010-6-4030-2-6412 IMMUNIZATION & TESTING	2,000.00	332.86	754.96	37.75	1,245.04
010-6-4030-2-6414 ADVERTISING AND PUBLIC	250.00	0.00	0.00	0.00	250.00
010-6-4030-2-6424 RADIO REPAIR/MAINTENAN	500.00	0.00	75.00	15.00	425.00
010-6-4030-2-6425 TELEPHONE & CELL PHONE	1,200.00	5.90	30.65	2.55	1,169.35
010-6-4030-2-6491 SOFTWARE SUPPORT	3,000.00	0.00	1,511.33	50.38	1,488.67
010-6-4030-2-6499 MISCELLANEOUS CONTRACT	2,000.00	0.00	1,240.00	62.00	760.00
010-6-4030-2-6504 MINOR EQUIPMENT	3,500.00	0.00	0.00	0.00	3,500.00
010-6-4030-2-6510 SAFETY EQUIPMENT	1,500.00	349.98	829.96	55.33	670.04
010-6-4030-2-6514 BUILDING MAINTENANCE S	5,500.00	484.01	1,755.61	31.92	3,744.39
010-6-4030-2-6518 COMPUTERS & TECHNOLOGY	2,500.00	15.89	277.82	11.11	2,222.18
010-6-4030-2-6528 TOOLS	3,500.00	0.00	69.98	2.00	3,430.02
010-6-4030-2-6529 SHOP SUPPLIES	4,500.00	53.00	2,966.36	65.92	1,533.64
010-6-4030-2-6531 VEHICLE/EQUIPMENT PART	25,000.00	1,284.19	5,421.79	21.69	19,578.21
010-6-4030-2-6538 MISC GROUNDS MAINTENAN	4,000.00	99.00	767.83	19.20	3,232.17
010-6-4030-2-6547 PLAYGROUND EQUIPMENT P	4,500.00	0.00	7,144.87	158.77 (2,644.87)
010-6-4030-2-6548 MINOR PARK/PLAYGROUND	8,500.00	0.00	6,720.79	79.07	1,779.21
010-6-4030-2-6549 SAND/SALT/ETC	2,000.00	0.00	0.00	0.00	2,000.00

CITY OF NORTH LIBERTY
 EXPENDITURES REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2020

010-GENERAL FUND		50.00% OF YEAR COMP.			
CULTURE & RECREATION					
PARKS/BUILDINGS/GROUNDS					
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
010-6-4030-2-6599 MISCELLANEOUS SUPPLIES	1,200.00	0.00	0.00	0.00	1,200.00
010-6-4030-2-6600 TOURNAMENT SUPPLIES	<u>2,000.00</u>	<u>47.92</u>	<u>652.04</u>	<u>32.60</u>	<u>1,347.96</u>
TOTAL SERVICES & COMMODITIES	195,350.00	19,136.12	77,005.10	39.42	118,344.90
<u>CAPITAL OUTLAY</u>					
010-6-4030-3-6732 SHOP EQUIPMENT	0.00	0.00	0.00	0.00	0.00
010-6-4030-3-6739 BEAVER KREEK PARK IMPR	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<u>TRANSFERS</u>					
010-6-4030-5-6911 TRANSFER TO EQUIP REVO	80,000.00	0.00	0.00	0.00	80,000.00
010-6-4030-5-6912 TRANSFER TO CAPITAL RE	0.00	0.00	0.00	0.00	0.00
010-6-4030-5-6913 TRANSFER TO COMPUTER R	0.00	0.00	0.00	0.00	0.00
010-6-4030-5-6914 TRANSFER TO PLAYGROUND	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS	80,000.00	0.00	0.00	0.00	80,000.00
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TOTAL PARKS/BUILDINGS/GROUNDS	974,298.00	60,887.43	389,211.20	39.95	585,086.80
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TOTAL CULTURE & RECREATION	974,298.00	60,887.43	389,211.20	39.95	585,086.80
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TOTAL EXPENDITURES	<u>974,298.00</u>	<u>60,887.43</u>	<u>389,211.20</u>	<u>39.95</u>	<u>585,086.80</u>
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