



Parks & Recreation Commission
July 7, 2022, 7:00pm
City Council Chambers, 1 Quail Creek Circle, North Liberty, Iowa

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1. Call to Order
2. Welcome New Board Member(s)
 - a. Renewed term – Jeremy Parrish
 - b. New – Jamie Gade
3. Approval of Minutes
 - a. June 2, 2022
3. Reports
 - a. Parks Report
 - b. Recreation/Pool Report
 - c. Questions, Concerns, Updates
4. New Business
5. Old Business
6. Next Meeting
 - a. Thursday, August 4, 2022, at 7:00pm.
7. Adjourn



To **Park & Recreation Commission Board Members**
 CC **Mayor, City Council, City Administrator**
 From **Shelly Simpson**
 Date **June 28, 2022**
 Re **Monthly Report – June 2022**

Wow – where did the month of June go? The month started as I assisted with the Mega Kites/ Let Love Fly - City Slate Event. We also began a new Rec program “Play Outdoors” every Thursday in June at different pond locations. This program is held to promote games & equipment that are available to check out through the Rec Dept. This includes classic yard games, fishing poles and we joined in with Neighborhood Ambassadors as social events. Meetings this month included human trafficking, Centennial Park design, and first roof replacement meeting – this project will begin August 1. Staff worked on Fall programming for September through December 2022. The outdoor pool opened on June 4, Ashley and her staff are busy with swim lessons, open swim times, and pool rentals. The indoor pool remains busy with lap swimmers, aqua fitness classes, and evening swim lessons. On Sunday, June 26 the outdoor pool had to close due to flooding of electrical conduit, and pumps. We re-opened the outdoor pool on Tues., June 28 at 2pm without the main play feature in operation. More repairs needed to get this feature back on.

Recdesk Database:

Reviewing our Recdesk database; we have 11,103 residents (63%) and 6,602 non-residents (37%) totaling 17,705 individuals. Increase of 544 from last month.

Aqua Programs:

Aqua classes continue to show a strong return in participation. This session had approximately 56 registered participants, plus daily drop-ins. Arthritis Aqua, Aqua Zumba, Aqua Bootcamp and Easy Does It had the most attendance. Aqua Program revenues totaled \$1,769.95.

Swim Lessons:

Swim lessons resumed with 323 participants: 282 in group, 40 in private lessons. Swim lesson revenues totaled \$4,080.

Leagues/Sports:

Tennis lesson divisions were 5-6, 7-8, 9-10 and 11-12. Total number of participants totaled 71.
 Pee Wee Soccer totaled 49 participants.
 Blastball had 40 participants.
 Leagues revenues totaled \$1,440.

Recsters Summer Camp: Our summer, all day supervision programs began this month.

Session	Recsters	JC	Knight Riders	Combined
Week 1	47	4	14	65 participants
Week 2	49	4	14	67 participants
Week 3	49	5	16	70 participants
Week 4	50	4	17	71 participants

Classes/Programs:

Fitness aerobic classes continue. We had approximately 16 registered participants, plus daily drop-ins. Body Blast, Body Sculpt, Cardio Pump and Senior CBS continue to be mainstays. New yoga classes lacked enrollment.

Tippi Toes Dance classes totaled 41 participants.

Senior Connections Lunches continued with 120 meals for the month. We offered a free community New Pi picnic lunch and bingo on June 3rd.

Classes/Programs revenue totaled \$3,349.75

Pools:

As mentioned in summary, outdoor pool opened June 4.

Season Pool Pass revenues totaled \$21,224

Daily Pool Fees totaled \$30,118

Pool Rentals totaled \$3,187.24

Concessions revenues totaled \$17,122.50.

Weight & Exercise Area / Track:

Weight fee revenues totaled - \$10,551; Split membership revenues totaled \$10,025.

Active memberships for the month totaled 3,148.

Point of sale transactions for month totaled 10,253.

Gymnasiums:

Gymnasium Rental revenues totaled \$490

Rentals:

Community Center Rental revenues totaled \$1,360.75; Shelter rental revenues totaled \$157.50

Field Rental revenues totaled \$5,517

Revenues:

Revenues (June 1-27) totaled \$111,530.45

Special Events:

Mega Kites / Let Love Fly, June 4 – I assisted with this City Slate event, held at Centennial Park.

Additional Reports: Recdesk Monthly Revenue, Dashboard Summary, Membership Summary and Organizational Activity.

Revenue By Period - GL Account Summary

Start Date: **6/1/2022 12:00 AM** End Date: **6/27/2022 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												
23.75	23.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	791.50	0.00	-767.75
001-0000-4310-01 - Pool Rentals												
3,187.24	3,084.64	0.00	0.00	3,420.00	3,317.40	0.00	0.00	0.00	0.00	0.00	-232.76	0.00
001-0000-4310-02 - Community Center Rentals (Room Rental)												
1,360.76	1,313.65	-110.00	-82.00	1,570.00	1,522.89	0.00	0.00	0.00	15.00	0.00	-32.24	0.00
001-0000-4310-03 - Gymnasium Rentals												
490.00	483.70	120.00	160.00	210.00	203.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-04 - Shleter Rental												
157.50	152.77	0.00	0.00	157.50	152.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-05 - Field Rentals/Tennis Courts												
5,517.00	5,367.08	0.00	520.00	4,997.00	4,847.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4500-10 - Weight Fees												
10,551.00	10,303.92	2,713.00	39.00	8,236.00	7,988.92	0.00	0.00	0.00	0.00	0.00	-437.00	0.00
001-0000-4500-11 - Class/Programs												
3,349.75	3,241.91	467.00	0.00	3,594.50	3,486.66	0.00	0.00	0.00	3.00	0.00	-714.75	0.00
001-0000-4500-12 - League Fees												
2,190.00	2,119.65	0.00	0.00	2,345.00	2,274.65	0.00	0.00	0.00	0.00	0.00	-155.00	0.00
001-0000-4500-13 - Before/After School												
475.00	342.55	0.00	500.00	4,415.00	4,282.55	0.00	0.00	0.00	0.00	0.00	-4,440.00	0.00

Revenue By Period - GL Account Summary

Start Date: **6/1/2022 12:00 AM** End Date: **6/27/2022 11:59 PM**

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

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

001-0000-4500-19 - Season Pool Pass												
21,224.00	20,637.14	794.00	296.00	19,562.00	18,975.14	0.00	0.00	0.00	634.00	0.00	-62.00	0.00
001-0000-4500-20 - Daily Pool Fees												
30,118.00	29,710.63	16,439.00	86.00	13,579.00	13,171.63	0.00	0.00	0.00	18.00	0.00	-4.00	0.00
001-0000-4500-21 - Swim Lessons												
4,080.00	3,920.09	465.00	0.00	5,330.00	5,170.09	0.00	0.00	0.00	30.00	0.00	-1,745.00	0.00
001-0000-4500-22 - Aquatic Program/Classes												
1,769.95	1,723.60	359.00	0.00	1,511.70	1,465.35	0.00	0.00	0.00	41.75	0.00	-142.50	0.00
001-0000-4760 - Pool Concessions												
17,122.50	17,001.76	13,135.00	0.00	3,987.50	3,866.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NONE - Unassigned												
-111.00	-111.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-111.00	0.00
Split - Membership - Black & Gold												
10,025.00	9,721.13	100.00	0.00	10,129.00	9,825.13	0.00	0.00	0.00	0.00	0.00	-204.00	0.00
111,530.45	109,036.97	34,482.00	1,519.00	83,044.20	80,550.72	0.00	0.00	\$0.00	741.75	791.50	-8,280.25	-767.75

** 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

Dashboard Summary; June 2022:

Time Period: Last 30 Days

Top 5 Programs - Registrations

Program	Registrations
Swim with Island Princess a...	~140
Connections Lunch 2022 06/10 Pizz...	~110
Connections Lunch 2022 06/24 Yang...	~30
Connections Lunch 2022	~20
06/10 Pizz...	~15

Total Program Registrations

653

- Online: 445
- In-house (In Person): 208

Top 5 Programs - Revenue

Program	Revenue
Recsters Summer Camp WK 2	~\$1,100
Fall Outdoor Soccer	~\$800
3rd-4th Bo...	~\$700
Recsters Summer Camp WK 1	~\$500
Recsters Summer	~\$300

Total Receipts

\$124,133.95

- RecDesk Credit Card: [\\$86,349.70](#)
- Cash: [\\$35,271.50](#)
- Check: [\\$1,771.00](#)
- Household Credit: [\\$741.75](#)

Refunds: [\\$9,550.00](#)

Invoices - Balance Due

- Open: [\\$47,528.86](#)
- Overdue: [\\$9,032.36](#)

Alerts & Notices

Membership Counts; June 2022:

Summary By Month

	Jun, 2022
New Primaries	514
All New	905
Primary Renewals	67
All Renewals	138
Active Primaries	2099
All Active	3148

Organization Activity; June 2022:

Time Period: Last 30 Days ▼

[Export to Excel](#)

Organization Activity

From 5/29/2022 to 6/28/2022

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	653	47	1044	6841	643	10253
Resident	432	24	877	5243	374	
Non-Resident	221	23	167	1598	269	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	446	0	481	2168	286	
18 - 65	77	46	514	3409	330	
65+	130	1	49	1264	25	
Male	255	20	579	4112	277	
Female	398	27	463	2722	366	
Other Genders	0	0	2	7	0	
Online vs In-House						
Online	445	0	38	N/A	396	
In-Person	208	47	1006	N/A	247	



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

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

Date **July 5, 2022**

Re **Monthly Report**

We performed various building maintenance tasks as needed this month.

We maintained equipment as needed this month performing preventative maintenance and making repairs to ball field maintenance, mowing, trimming, and landscaping equipment.

We continue to pick up park/trail trash receptacles and pet waste stations as needed this month. Usage remains high due to residents getting out and utilizing our parks system.

We continue to maintain ball fields and facilities. Fields have been very busy during the week and on weekend with scheduled tournaments. Our sports field maintenance team continues to provide weekly field maintenance.

We continue to mow approximately 275 acres weekly. Trimming has increased due to seasonal weed pressure. The crew trimmed back overgrowth along the entire main bike trail from Penn Street to Forevergreen Road. Staff mowed our low maintenance detention pond areas. These areas are mowed twice per year.

Our two landscaping crews have been very busy with weeding and watering. We treated several round-a-bout landscaping for an infestation of grasshoppers and caterpillars that were feasting on the vegetation. We continue to water all new plants and trees daily as well as other landscaping areas that require more water. Just as an FYI, the benefit of adding in amended soils during the initial landscaping design has been paying off. The plants require less water, less general care and look healthier.

Our forestry crew removed two large ash trees due to the invasion of the Emerald Ash borer.

I attended multiple meetings regarding ongoing projects with Shive Hattery this past month such as the Community Center roof pre-con meeting, Dubuque Street project and Saint Andrews Drive Landscaping warranty.

Park Staff installed 10 mph speed limit signs along the new Centennial Park Loop Road. For now, this has helped with resident concerns regarding vehicular traffic through Centennial Park.

We continue to work on the new storage shed located at the Babe Ruth ball field. A new concrete ramp, steel standing seam roof and steel doors were added this month.

We repaired the Liberty Centre Pond fountain. It had an electrical issue.

Park staff cleaned the Liberty Centre waterfall and added new stone to spruce up the area.

The Penn Meadows splash pad continues to be very popular during hot weather. We clean and tidy the area daily.

Parks staff performed a monthly playground inspection.

We had multiple areas of concrete trail repairs this month due to heat and the expansion/buckling effect.

We removed the old wooden playground at Penn Meadows Park. It was past its service life and hasn't meet current playground standards for a while.

We installed new benches at the playground near the library. Concrete pads were poured prior.

We removed park benches from various parks that need to be repainted. We will take them to the Powder Shop in Cedar Rapids to have a new powder coat paint applied and baked on.

Park staff treated all the city owned ponds with beneficial pond bacteria to reduce the algae blooms we have been seeing.

We installed and implemented new gate locks at the dog park. Dog Park users must have their pet registered to have access to the park. New pet registrations have picked up this month.

The Optimist Club of North Liberty installed a Veterans Memorial flag display at Centennial Park. The flags will be displayed during certain holidays to honor our Veterans.

Staff attended a Human Trafficking Awareness class on June 9th

The DNR Free Fishing weekend was held on June 4th at Liberty Centre Pond.

Planning and preparation continue for the July 9th Blues & BBQ celebration.



Overgrowth trimmed from the main bike trail.



Landscaping Maintenance.



Grasshopper and Caterpillar infestation in our round-a-bouts plants.



Ash tree removal at Cornerstone Park due to the emerald ash borer infestation.



10 mph speed limit signs at Centennial Park.



Detention Pond mowing.



Liberty Centre fountain electrical issue repair and waterfall cleaning and enhancements.



Babe Ruth shed received a new steel standing seam roof, steel doors and a concrete ramp.



Concrete trail repairs.



Concrete trail repairs.



Penn Meadows Park old playground removal.



Concrete pads and benches installed.



Benches removed to be repainted.



Pond algae before and after beneficial pond bacteria treatment.



New gate locks installed at Red Fern Dog Park.



Optimist Club of North Liberty Veterans Memorial flag display at Centennial Park.