



**Parks & Recreation Commission  
October 6, 2022, 7:00pm  
City Council Chambers, 1 Quail Creek Circle, North Liberty, Iowa**

This meeting may be accessed live by the public in person or on the internet at [northlibertyiowa.org/live](https://northlibertyiowa.org/live), on Facebook at [facebook.com/northliberty](https://facebook.com/northliberty) or on YouTube at [youtube.com/c/northliberty](https://youtube.com/c/northliberty). Meetings are rebroadcast on cable and available on-demand on [northlibertyiowa.org](https://northlibertyiowa.org).

1. Call to Order
2. Approval of Minutes
  - a. September 1, 2022
3. Fox Run Park Presentation from Fox Run Neighborhood
4. Reports
  - a. Parks Report
  - b. Recreation/Pool Report
  - c. Questions, Concerns, Updates
5. New Business
6. Old Business
7. Next Meeting
  - a. Thursday, November 3, 2022, at 7:00pm.
8. Adjourn



## **Board Meeting Minutes – September 1, 2022**

Attending: Jeremy Parrish, Richard Grugin Gwen Johnson, Kevin Stibal, Gwen Johnson

Others Present: Shelly Simpson, Brian Motley, Guy Goldsmith

1. Call to Order
2. Approve April Minutes
  - a. Motion: Jeremy Parrish
  - b. Second: Gwen Johnson
  - c. Kevin Stibal will act as secretary for the September meeting
3. Parks Report (Guy Goldsmith)
  - a. Seasonal employees finishing projects
  - b. Rec Center roofing
  - c. Maintain equipment
  - d. Weekly ball field maintenance
  - e. Monthly playground inspection
  - f. Splash pad is open until weather dictates otherwise
  - g. Mowing/Trimming/Grading/Seeding
  - h. Landscape crews continued maintenance
  - i. Forestry crews removing diseased elm trees
  - j. Mud-jacking on trails
  - k. Installed story walk along Liberty Centere
  - l. Babe Ruth baseball shed insulation, plywood, and painted inside
  - m. Installed new irrigation line and meter
  - n. Removal of old backstop
  - o. Installed new benches at various parks
  - p. Grading Seeding of tennis/pickleball courts
  - q. New signs for pickleball
  - r. Guy attended training for new pedestrian tunnel lighting
4. Recreation Report (Shelly Simpson)
  - a. Summer camp and swim lessons have ended
  - b. Enrollment for Sept-Dec programs has begun
  - c. Monthly revenues totaling \$116,478
  - d. Rec database breakdown: 11,528 residents, 6,799 nonresidents; up 312 this month
  - e. Aqua classes continue to be popular
  - f. Ashley offered lifeguard/CPR classes.
  - g. Aqua programs totaled \$6,352.50
  - h. Fall swim lesson enrollment took place
  - i. Capacity for swim lessons limited due to staff shortages
  - j. Fall swim lesson revenue was \$16,833.25
5. Recreation Program Report (Shelly Simpson and Brian Motley)
  - a. Supreme youth sports league began with cooperative programs with Tiffin/Coralville
  - b. Supreme volleyball totaled 130 participants
  - c. Supreme football totaled 105 participants
  - d. Soccer camp totaled 18 participants
  - e. League fees totaled \$13,120
  - f. Recsters Summer camp ended

- g. Due to changes in summer plans, refunds were offered and BASP was (-) \$220 loss
  - h. Fitness and aerobic classes had 16 registered participants
  - i. Tippi Toes Dance had 48 participants
  - j. Senior connection lunches had 90 meals
  - k. Classes program revenues were \$27,217
  - l. Outdoor pool closes on Sept 4<sup>th</sup>
  - m. Indoor pool temporarily closed
  - n. Request made for pool revenue comparison over the last few years
  - o. Grant funding for Centennial Park has been approved by City Council
6. Next meeting Oct 6<sup>th</sup>
- a. Gwen Johnson
  - b. Jeremy Parrish (second)



To **Park & Recreation Commission Board Members**  
CC **Mayor, City Council, City Administrator**  
From **Shelly Simpson**  
Date **October 3, 2022**  
Re **Monthly Report – September 2022**

September is the month in which many programs & activities return to the community center. This can be seen in the information that follows. More meetings to begin preparations for Beat the Bitter, Summer Lunch Program and continued roof work took place this month.

**Recdesk Database:**

Reviewing our Recdesk database; we have 11,629 residents (63%) and 6,910 non-residents (37%) totaling 18,539 individuals. Increase of 176 from last month.

**Aqua Programs:**

Aqua classes continue to show a strong return in participation. This session had approximately 87 registered participants, plus daily drop-ins. Arthritis Aqua, Aqua Zumba, and Water Resistance continue to be the most popular. Aqua Program revenues totaled \$1,366.

**Swim Lessons:**

Fall swim lessons began this month, with 110 participants in group lessons, 38 in private lessons. Fall Swim lesson revenues totaled \$2,145.

**Leagues/Sports:**

Return of sport leagues began this month.

Adult Co-ed Volleyball has 6 teams, Men's Basketball has 7 teams.

Fall Outdoor Soccer offering both a hybrid or a recreational option for K-6<sup>th</sup> Grades has 127 boys and 66 girls with the highest group being K-2<sup>nd</sup> Grade.

League fees this month totaled \$1,155.

**Recsters BASP Program:**

With the start of the school year, September BASP numbers are AM – 17 participants, PM – 41 participants. As we get more staff, we should be able to up our enrollment numbers.

Before & After School revenues this month totaled \$9,200.

**Classes/Programs:**

Fitness aerobic classes returned with some new classes such as yoga and HIIT 30 min classes. We had approximately 20 registered participants, plus daily drop-ins. Body Blast, Body Sculpt, Cardio Pump, Senior CBS continue to be mainstays.

Tippi Toes Dance classes continue with 48 participants.

Senior Connections Lunches continued with 144 meals for the month. Along with the meal, we offer bingo or have speakers at these lunches.

Classes/Programs revenue totaled \$6,877.50.

**Pools:** Indoor pool continues to be busy with lap swimmers, exercise class participants and open swim. This month, Season Pool Pass revenues totaled \$2,364; Daily Pool Fees totaled \$3,324; Pool Rentals totaled \$720 and Concessions revenues totaled \$54.75.

**Weight & Exercise Area / Track:**

Weight fee revenues totaled \$8,139; Split membership revenues totaled \$3,689.

We had 2,606 active memberships for the month.

We had 1,026 point of sale transactions for month.

**Gymnasiums:**

Gymnasium Rental revenues totaled \$100.

**Rentals:**

Community Center Rental revenues totaled \$2,348.75; Shelter rental revenues totaled \$145;

Field Rental revenues totaled \$1,769.50.

**Revenues:**

Revenues (Sept 1-30) totaled \$43,934.75

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

**Photos:** We believe it is best to stop by and visit the community center to see all that is happening versus sharing photos. But here is a photo from our recent gym floor re-surfacing project.



## Revenue By Period - GL Account Summary

Start Date: **9/1/2022 12:00 AM** End Date: **9/30/2022 11:59 PM**

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

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

### Regular Revenue

[illegible]

Revenue By Period - GL Account Summary

Start Date: 9/1/2022 12:00 AM End Date: 9/30/2022 11:59 PM

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

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

001-0000-4500-19 - Season Pool Pass												
2,364.00	2,302.36	4.00	360.00	2,054.50	1,992.86	0.00	0.00	0.00	7.50	0.00	-62.00	0.00
001-0000-4500-20 - Daily Pool Fees												
3,324.00	3,289.32	1,082.00	1,086.00	1,156.00	1,121.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4500-21 - Swim Lessons												
2,145.00	2,071.27	330.00	0.00	2,455.00	2,381.27	0.00	0.00	0.00	22.50	0.00	-662.50	0.00
001-0000-4500-22 - Aquatic Program/Classes												
1,366.00	1,323.46	586.50	0.00	1,417.00	1,374.46	0.00	0.00	0.00	16.00	0.00	-653.50	0.00
001-0000-4760 - Pool Concessions												
54.75	54.60	49.75	0.00	5.00	4.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NONE - Unnassigned												
-64.00	-64.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-64.00	0.00
Split - Membership - Black & Gold												
3,689.00	3,592.82	0.00	1,080.00	3,206.00	3,109.82	0.00	0.00	0.00	24.00	0.00	-621.00	0.00
43,934.75	42,795.79	4,946.25	5,278.00	37,953.00	36,814.04	0.00	0.00	\$0.00	146.75	1,004.50	-4,990.50	-403.25

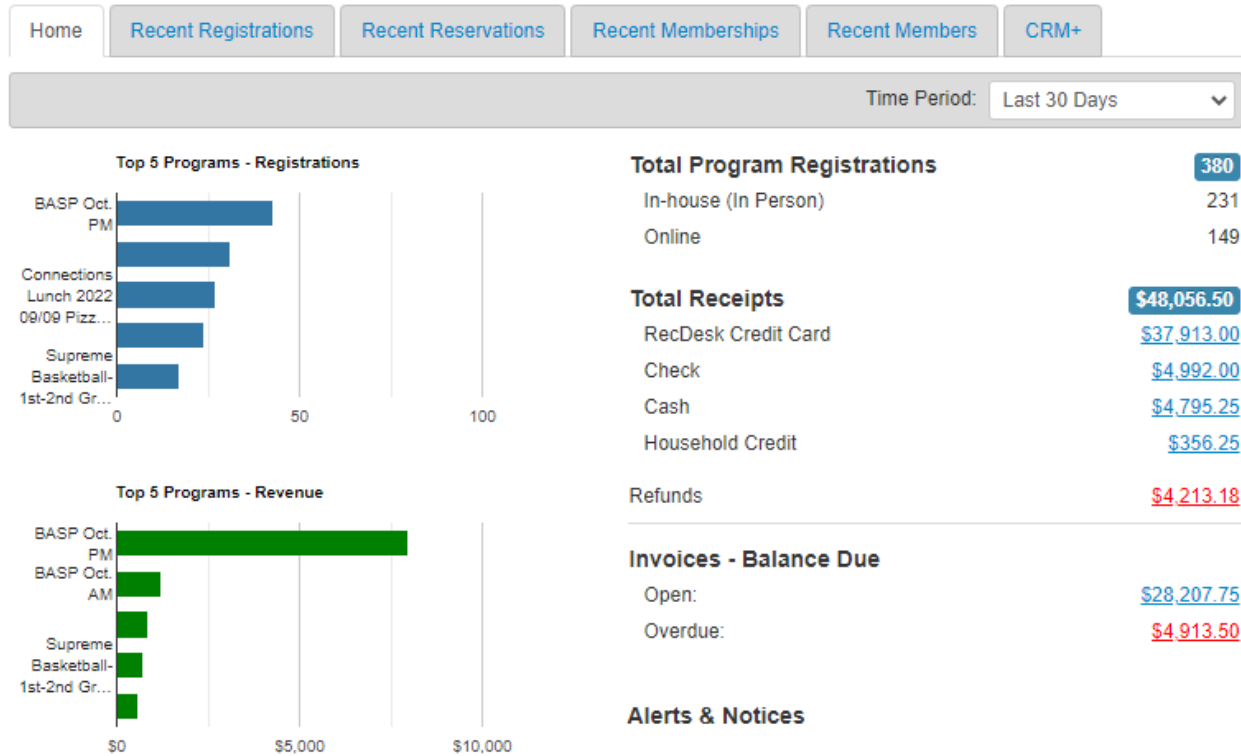
\*\* Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

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; September 2022:



## Membership Counts; September 2022:

### Summary By Month

	Sep, 2022
New Primaries	182
All New	241
Primary Renewals	47
All Renewals	60
Active Primaries	1856
All Active	2606



Organization Activity; September 2022:

## Organization Activity

From 9/3/2022 to 10/3/2022

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	378	55	308	3977	186	1026
Resident	220	38	227	2756	103	
Non-Resident	158	17	81	1221	83	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	194	0	77	484	48	
18 - 65	69	55	187	2347	118	
65+	115	0	44	1146	20	
Male	131	19	183	2591	74	
Female	245	36	124	1366	111	
Other Genders	2	0	1	20	1	
Online vs In-House						
Online	147	0	13	N/A	99	
In-Person	231	55	295	N/A	87	

### Database Breakdown:

Residents: 11,629  
 Non-residents: 6,910  
 Total Database: 18,539

North Liberty (Residents) 11,629; (Outside city limits – 736)  
 Iowa City 1,613  
 Coralville 1,554  
 Tiffin 752  
 Solon 659  
 Other 1,596



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

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

Date **October 3, 2022**

Re **Monthly Report**

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We performed various building maintenance tasks as needed this month. I met with contractors regarding the Community Center roof project. The roof is coming along well. We also had to make a repair to the sewer service line at the Babe Ruth ball field that was damaged.

We maintained equipment as needed this month by performing preventative maintenance, repairing ball field maintenance, mowing, trimming, and landscaping equipment.

We continue to pick up park/trail trash receptacles and pet waste stations daily.

Our sports field maintenance team continues to provide weekly field maintenance. We continue to have weekend ball tournaments and soccer games during the week.

The Penn Meadows splash pad will remain open until cooler weather arrives, which is probably right around the corner. We clean and tidy the area daily.

We continue to mow and trim our parks and grounds. We have been aerating turfgrass aeras as time permits.

We continue to be very busy with weeding and watering of landscape areas this past month. We continue to water all new plants and trees daily as well as other landscaping areas that require more frequent watering. We currently have two employees dedicated to landscaping now that our seasonal employees are back in college and finished for the season.

Work continues at the Babe Ruth baseball field. The new backstop is almost completed. The new sod is growing well, and we continue to water weekly.

The new grass seed at the tennis/pickleball court is filling in very well. We continue to water weekly due to the dry weather conditions we are having.

We continue to install new Park benches at various parks and along the main north/south recreational trail.

Due to high user demand at the pickleball courts (50 plus pickleball users every morning and evening), we painted additional pickleball lines on the tennis courts. The west side of the tennis courts are now multi-purpose for both tennis and pickleball.

I continue to attend progress meetings with City Staff & Shive Hattery. Dubuque Street project Phase 1, Ranshaw Way Phase 5, and the Community Center roof replacement project.

We participated in a research study (Evaluation of the Efficiency of the IFV Pro and OVS Samplers Among Pesticide Users) conducted by the University of Iowa Department of Occupational & Environmental Health. The research involves comparing the monitoring/sampling results of the IFV Pro and OVS samplers, monitoring the personal air of employees as they conduct pesticide spraying during an 8-hour work shift. The UI research team will share the air monitoring results with us once the study has been completed in a two/three-month period.

We were awarded a \$9,800 DNR Forestry grant to help replace trees that were damaged & lost during the August 2020 Derecho and the ongoing Emerald Ash borer infestation. We hosted a tree planting workshop and hands on tree planting Saturday September 24<sup>th</sup> with the help of DNR forestry employees, Parks Staff, and residents. Thank you to all that attended the workshop and helped plant trees.



Sewer line repair at the Babe Ruth building.



Aerating turfgrass at the pool.



Babe Ruth field improvements with expanded backstop installation.





Finished grading and turf grass improvements at the Babe Ruth ball field.



New sod after three weeks, Babe Ruth Field. Turf grass seeding filling in well at the tennis courts.



New park benches installed south of Golfview Dr. on the trail.



New pickleball lines added at the tennis courts.





University of Iowa Pesticide Reaserch Study monitoring/sampling test day .



DNR Forestry grant workshop and tree planting on September 24<sup>th</sup>.



DNR Forestry grant workshop and tree planting on September 24<sup>th</sup>.