



**Parks & Recreation Commission  
November 3, 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. October 6, 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, December 1, 2022, at 7:00pm.
7. Adjourn



To **Park & Recreation Commission Board Members**  
CC **Mayor, City Council, City Administrator**  
From **Shelly Simpson**  
Date **November 1, 2022**  
Re **Monthly Report – October 2022**

October is a busy month for special events, including the following; Moonlight Walk around Liberty Centre was postponed a week from Oct 14 to Oct 21 due to weather. On Oct 21 we had beautiful weather and estimated attendance was 1,500. Pumpkin Creations was held on Oct 19 with 30 participants. Floating Pumpkin Patch was held Oct 23 with 134 participants and Haunted Happenings & Trail Trick or Treat was held Oct 27 & 28 with an estimated attendance of 575. Dale Leonard has given notice of retirement at the end of 2022 so we will be working to fill the position of Custodian/Maintenance Supervisor.

**Recdesk Database:**

Reviewing our Recdesk database; we have 11,753 residents (62%) and 7,085 non-residents (38%) totaling 18,839 individuals. Increase of 300 from last month.

**Aqua Programs:**

Aqua classes continue to show a strong return in participation. This session had approximately 82 registered participants, plus daily drop-ins. Arthritis Aqua, Aqua Zumba, and Water Resistance continue to be the most popular. Aqua Program revenues totaled \$2,094.

**Swim Lessons:**

Swim lessons continued with revenues totaling \$1,759.50.

**Leagues/Sports:**

Adult leagues continue this month. Youth Competitive Basketball had 9 teams. There were no leagues revenues this month.

**Recsters BASP Program:**

BASP numbers are AM – 16 participants, PM – 46 participants. Before & After School revenues this month totaled \$11,400.

**Classes/Programs:**

Fitness aerobic classes returned with some new classes such as Hapkido JiuJitsu, and HIIT 30 min classes. We had approximately 28 registered participants, plus daily drop-ins. Body Blast, Body Sculpt, Cardio Pump, Senior CBS continue to be mainstays.

Tippi Toes Dance classes continue with 66 participants.

Senior Connections Lunches continued with 102 meals for the month. Along with the meal, we offer bingo or have speakers at these lunches.

Classes/Programs revenue totaled \$14,711.81.

**Pools:** Indoor pool continues to be busy with lap swimmers, exercise class participants and open swim. This month, Season Pool Pass revenues totaled \$2,470; Daily Pool Fees totaled \$1,738; Pool Rentals totaled \$1,106 and Concessions revenues totaled \$0.

**Weight & Exercise Area / Track:**

Weight fee revenues totaled \$13,484.25; Split membership revenues totaled \$5,602.

We had 2,596 active memberships for the month.

We had 1,190 point of sale transactions for month.

**Gymnasiums:**

Gymnasium Rental revenues totaled \$530.

**Rentals:**

Community Center Rental revenues totaled \$2,137.50; Shelter rental revenues totaled \$0;

Field Rental revenues totaled \$3,367.50.

**Revenues:**

Revenues (Oct 1-31) totaled \$59,752.56

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



Revenue By Period - GL Account Summary

Start Date: 10/1/2022 12:00 AM End Date: 10/31/2022 11:59 PM

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

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

001-0000-4500-20 - Daily Pool Fees												
1,738.00	1,716.10	778.00	234.00	730.00	708.10	0.00	0.00	0.00	0.00	0.00	-4.00	0.00
001-0000-4500-21 - Swim Lessons												
1,759.50	1,670.65	300.00	0.00	2,959.75	2,870.90	0.00	0.00	0.00	3.75	0.00	-1,504.00	0.00
001-0000-4500-22 - Aquatic Program/Classes												
2,094.00	2,049.02	642.00	0.00	1,498.50	1,453.52	0.00	0.00	0.00	27.00	0.00	-73.50	0.00
NONE - Unassigned												
11.00	10.85	0.00	0.00	5.00	4.85	0.00	0.00	0.00	10.00	0.00	-4.00	0.00
Split - Membership - Black & Gold												
5,602.00	5,436.73	93.00	0.00	5,509.00	5,343.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00
59,752.56	58,134.50	5,286.50	2,910.50	53,891.25	52,273.19	0.00	0.00	\$0.00	896.25	252.25	-2,572.94	-911.25

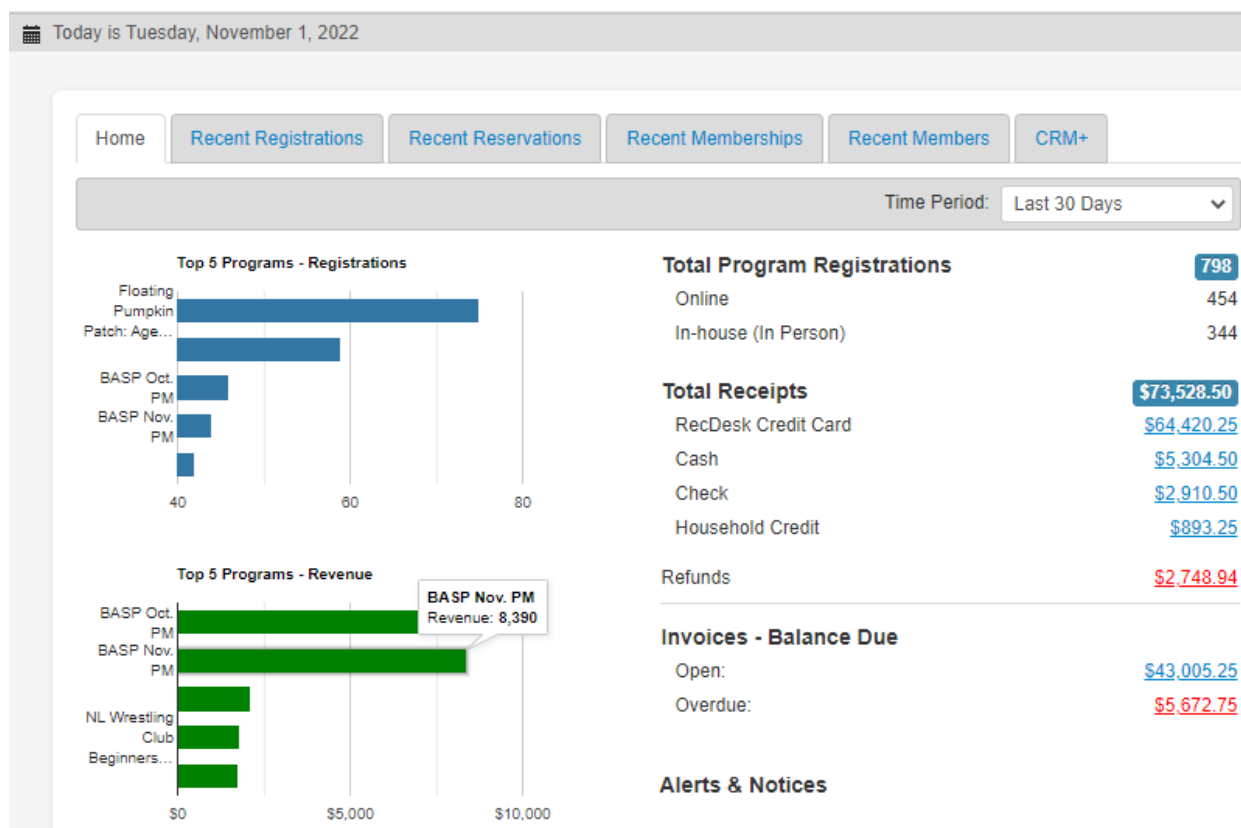
\*\* Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

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; October 2022:



## Membership Counts; October 2022:

### Membership Counts (By Period)

Time Range: Last Month

From Date: 10/1/2022

To Date: 10/31/2022

### Summary By Month

	Oct, 2022
New Primaries	250
All New	308
Primary Renewals	87
All Renewals	107
Active Primaries	1895
All Active	2596

## Organization Activity; October 2022:

Today is Tuesday, November 1, 2022						
Time Period: Last 30 Days						
Export to Excel						
Organization Activity						
From 10/2/2022 to 11/1/2022						
	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	796	57	430	5211	367	1190
Resident	544	22	317	3591	175	
Non-Resident	252	34	113	1620	192	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	596	0	110	775	142	
18 - 65	73	56	255	2912	201	
65+	127	0	65	1524	24	
Male	379	28	263	3452	168	
Female	417	28	166	1747	199	
Other Genders	0	0	1	12	0	
Online vs In-House						
Online	452	0	27	N/A	258	
In-Person	344	56	403	N/A	109	

### Database Breakdown:

Residents: 11,753  
 Non-residents: 7,085  
 Total Database: 18,839

North Liberty (Residents) 11,750; (Outside city limits – 758)  
 Iowa City 1,669  
 Coralville 1,606  
 Tiffin 760  
 Solon 669  
 Other 1,627



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

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

Date **November 1, 2022**

Re **Monthly Report**

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We performed various building maintenance tasks as needed this month. We repaired the Community Center parking lot lights.

Work continues at the Babe Ruth baseball field. The Parks Department installed brick and siding on the new storage shed. Electrical will be finished soon. New concrete was poured in the dugouts and staff began installing shade structures over the spectator seating areas.

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 finished the last weekend ball tournament for the season. Soccer games continue but will be over soon.

Parks staff mowed and trimmed our parks and grounds as needed but it is nearing the end. We have been aerating turfgrass areas as time permits.

We continue to be very busy with weeding and watering of our landscape areas this past month. We continue to water all new plants and trees as needed as well as other landscaping areas that require more frequent watering.

We continue to prune trees in our parks. This is the best time of year to prune trees because they are dormant for the season. We will continue pruning as time/weather permits. We have also been cutting down declining ash trees due to the emerald ash borer infestation.

Parks Staff completed the annual tree truck wrapping of newly planted trees and all young maple trees to protect from winter sunscald and frost cracking. This is caused by fluctuations in temperatures that occur during winter months and most often found on the south or west side of trees that are exposed to the sun.

The Penn Meadows splash pad has been winterized for the season.

Liberty Centre irrigation and fountain have been winterized for the season.

Outdoor pool irrigation has been winterized for the season.

Parks Staff attended the Aquatic, Forest, and Roadside Pest Management Re-Certification Applicator Class on October 19<sup>th</sup> at the Johnson County Extension Office. This is required annually to maintain our state pesticide and herbicide licenses.

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 by planting trees within our community.

Parks Staff assisted the IDNR Fishery Management team with the release of 2000 rainbow trout at Liberty Centre Pond on October 21<sup>st</sup>. The trout arrived from the state hatchery near Manchester, Iowa. The trout stocking will give anglers local fishing opportunities at Liberty Centre Pond this fall. All IDNR fishing regulations will be enforced. There were many anglers there already fishing.

We poured two concrete footings at Red Fern Dog Park and installed the information kiosks.

I continue to attend progress meetings with City Staff & Shive Hattery regarding the Dubuque Street project Phase 1 and Ranshaw Way Phase 5.

We continue to make progress on the FY2324 Parks operating budget and the 5-year capital improvements plan in preparation of the next fiscal year.



Park staff at Babe Ruth field installing brick and siding on the new shed.



The completed Babe Ruth shed and new concrete dugout improvements.



Park Staff cutting down declining Ash trees at Penn Meadows Park.



DNR Trout stocking on October 21<sup>st</sup>.



New concrete footings and information kiosks installed at Red Fern Dog Park.