



Parks & Recreation Commission
April 6, 2023, 7:00pm
City Council Chambers, 1 Quail Creek Circle, North Liberty, Iowa

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1. Call to Order
2. Approval of Minutes
 - a. February 2, 2023
 - b. March 2 meeting canceled, no minutes
3. Centennial Park's Next Stage Presentation
 - a. Communications Dept to give update on Centennial Park - Next Stage
4. Northside Park Update
5. Purpose of Commission – discussion
6. Reports
 - a. Parks Report
 - b. Recreation/Pool Report
 - c. Questions, Concerns, Updates
7. New Business
8. Old Business
9. Next Meeting
 - a. Thursday, May 4, 2023, at 7:00pm.
10. Adjourn



Parks & Recreation Commission Minutes

February 2, 2023, 7:00pm

City Council Chambers, 1 Quail Creek Circle, North Liberty, Iowa

Attending: Gwen Johnson, Richard Grugin, Shannon Greene, Amy Chen, Kevin Stibal, Jamie Gade, Shelly Simpson

Absent: Jeremy Parrish

Others Present: Brian Motley, Tim Hamer, Guy Goldsmith

1. Call to Order
2. Approval of Minutes
 - a. January 5, 2023
 - b. Motion by Gwen Johnson, Second by Amy Chen, Unanimous approval
3. Reports
 - a. Parks Report
 - i. Continuing maintenance at park shop and Babe Ruth building
 - ii. Continuing equipment maintenance of trucks, mowing equipment
 - iii. Continuing snow removal as needed
 - iv. Tim and Guy attended an Iowa Workforce Seminar on current hiring practices. Guy mentioned there are job postings online.
 1. Amy asked what topics the seminar touched on. Guy said workplaces need to offer more flexibility.
 2. Shannon asked if compensation was part of the talk. Guy said it was, and North Liberty is on the low end for recommended compensation. \$15.45 is around where North Liberty hires. Recommended compensation is \$20 per hour.
 - v. Beat the Bitter event went well. Able to use the ice rink on the day of the event as weather allowed.
 - b. Recreation/Pool Report
 - i. January memberships were on the rise. Youth basketball has been happening on Saturdays.
 - ii. Continuing the process of looking for custodial position.
 - iii. New fitness classes have started. Next week there is a coordination balance and strength class starting with a new instructor.
 - iv. Coordinating with Iowa City Senior center on walk with ease class for seniors.
 1. Shannon asked about transportation options. Shelly said seniors get a booklet on the class. Richard mentioned Johnson County SEATS has programs for individuals who qualify for low priced transportation options.
 - v. January swim lessons has 290 participants. Indoor soccer has 52 participants. The soccer league is new and happens on Tuesday nights.
 1. Shannon asked about price rates and how they have been maintained throughout the years. Shelly said prices have stayed the same mostly for classes.

2. Shannon asked about rec center membership prices. Brian said our prices currently are in line and are at a good number.
 - a. Amy asked how prices are figured out based on capacity. Shelly said she configured costs by an estimate on how many estimated times members would come per week.
 - vi. Shelly and Brian explained how basketball leagues work and locations based on ages and grades of kids participating. North Liberty works with Coralville and Tiffin on basketball.
 - vii. Richard mentioned there are about 10,000 school age kids that live in North Liberty.
 - viii. Brian mentioned there is a field baseball lottery at the rec center next week.
 - ix. There is a posting for an intern at the rec center on the IPRA site.
 - x. Ice fishing event is this weekend.
 - xi. Kyle, a rec center staff member of 15 years, is resigning at the end of March.
 1. Shannon asked what his position's hours are. Brian and Shelly mentioned his hours have been flexible. They are currently looking at updating the job description.
- c. Questions, Concerns, Updates
4. New Business
5. Old Business
6. Next Meeting
 - a. Thursday, March 2, 2023, at 7:00pm.
7. Adjourn
 - a. Motion by Amy Chen, second by Kevin Stibal, unanimous approval.



BUILDING NORTH LIBERTY'S
NEXT STAGE



FOREVERGREEN ROAD



NORTH LIBERTY 2010

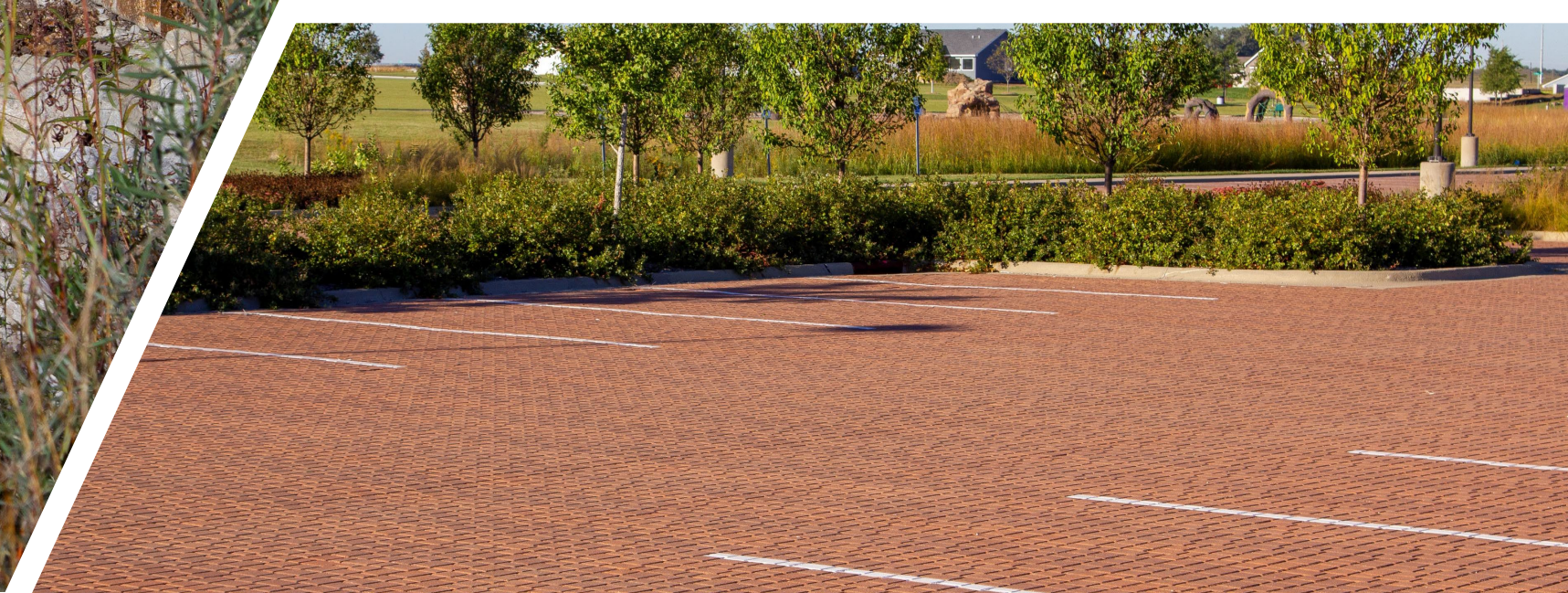


100 TREES FOR OUR
CENTENNIAL YEAR



SCULPTURE
Material: Recycled Rubber
Dimensions: 48" x 48" x 48"
Weight: 150 lbs
Manufacturer: [unreadable]

SPACE TO PLAY





LET LOVE FLY



REMARKABLE RIGS



BLUES & BBQ

The folks
you meet in
North Liberty

#NORTHLIBERTY



NORTH LIBERTY

COMMUNITY VISIONING

CONNECTED TO TOMORROW PLANNING







2012 MASTER PLAN



2022 MASTER PLAN



CENTENNIAL PARK TODAY

An aerial architectural rendering of a modern campus. The central focus is a large, multi-story building with a flat roof and large windows. Surrounding the building are several parking lots filled with cars, and landscaped green spaces with trees and walkways. A winding road or path curves around the central area. In the foreground, there are more parking lots and a small body of water. The overall scene is a detailed and realistic representation of a planned campus environment.

IMAGINE
WHAT WE WILL
ACHIEVE NEXT



CENTENNIAL CENTER





CENTENNIAL CENTER

MULTIPURPOSE INDOOR FACILITY





300-PERSON CAPACITY



**SMALL CONCERTS, BUSINESS
FUNCTIONS & WEDDINGS**

OUTDOOR STAGE



FREE & TICKETED EVENTS





BLUES & BBQ 2022



BLUES & BBQ 2022

SCHOOL CONCERTS
OUTDOOR MOVIES
DANCE RECITALS
& MORE





\$11.5 M IN ANNUAL ECONOMIC IMPACT



PAVILION



YEAR-ROUND FLEXIBLE PROGRAMMING SPACE





REUNIONS



MARKETS



ICE RINK



CEREMONIES



HONOR GARDEN



TODAY

A QUIET REPRIEVE, SMALL EVENT SPACE & TRIBUTE TO IOWA'S SERVICE MEN AND WOMEN



ROCK PARK



AN EXISTING ATTRACTION,
INSTALLED IN 2018





**10 LARGE BOULDERS
PROVIDE UNIQUE PLAY**

PLAY YARD



OUR YOUNG, GROWING
COMMUNITY NEEDS MORE
SPACES TO COOL OFF





SPLASH PAD
RESTROOMS
SHADE

ELEVATING NORTH LIBERTY'S ACCESSIBLE WATER PLAY





**NEW INCLUSIVE UNITS WILL
JOIN THE PARK'S EXISTING
PLAY STRUCTURES**



**WHEELCHAIR
ACCESSIBLE
PLAY FEATURES**

NEW PATHS WILL INCREASE PARK ACCESSIBILITY,
ALLOWING EVERYONE TO ENJOY PROGRAMMING





LIBERTY NORTH

BUILDING NORTH LIBERTY'S NEXT STAGE





northlibertyiowa.org/nextstage
nextstage@northlibertyiowa.org



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **April 4, 2023**
Re **Monthly Report – March 2023**

Robert Kolkovich has started as our newest FT staff members to fill our Custodian Maintenance Technician position. Brian, Matt, and Micah are interviewing 5 candidates for our Recreation Program Supervisor position which had over 45 applicants. Kyle's last day was March 31. The Summer Activity Guide went out to the public on March 20 and registration begins the first week of April. On 3/31, we opened the Gerdin CC up to community members as a storm shelter and had 50-75 individuals and 1 dog in attendance. This month, planning for our Eggstravaganza Events took place.

Recdesk Database:

Reviewing our Recdesk database; we have 12,582 residents (62%) and 7,808 non-residents (38%) totaling 20,390 individuals. Increase of 413 from last month.

Aqua Programs:

Aqua classes continue to have great participation. This session had approximately 78 registered participants, plus daily drop-ins. Arthritis Aqua, Aqua Zumba, Aqua Boot Camp and Easy Does It continue to be the most popular. Aqua Program revenues totaled \$2,735.50.

Swim Lessons:

Swim lessons for March session totaled 297 participants. Swim lesson revenues totaled \$1,182.75.

Leagues/Sports:

Adult leagues and Competitive Leagues concluded this month.
Pee Wee Baseball totaled 45 participants.
Rookie Basketball concluded.
Supreme Basketball for Grades 1-6 concluded this month.
Spring Break Soccer Camp had 12 participants.
Leagues revenues totaled \$4,530.

Recsters BASP Program:

BASP (March) numbers are AM – 17 participants, PM – 45 participants.
All Days: Mar 3 had 22 participants.
Spring Break Week (March 13-17) averaged 20 participants a day.
Enrollment for Summer Camp began this month.
Before & After School revenues this month totaled \$117,340.

Classes/Programs:

We had approximately 21 registered participants in various rec classes, plus daily drop-ins. Coordination, Balance, Strength, and Total Body Sculpt are popular. We continue to search for new aerobics instructors.

Tippi Toes Dance classes (March session) has 68 participants.

Senior Connections Lunches served 85 meals for the month.
Classes/Programs revenue totaled \$6,045.10.

Pools: Indoor pool continues to be busy with lap swimmers, exercise class participants and open swim. This month, Season Pool Pass revenues totaled \$2,249; Daily Pool Fees totaled \$3,171; Pool Rentals totaled \$500 and Concessions revenues totaled \$0.

Weight & Exercise Area / Track:

Weight fee revenues totaled \$16,979; Split membership revenues totaled \$3,875.25.
We had 3,148 active memberships for the month.
We had 1,719 point of sale transactions for the month.

Gymnasiums:

Gymnasium Rental revenues totaled \$1,078.91.

Rentals:

Community Center Rental revenues totaled \$2,451.09; Shelter rental revenues totaled \$80;
Field Rental revenues totaled \$-0-

Revenues:

Revenues for this month totaled \$161,883.10.

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

Revenue By Period - GL Account Summary

Start Date: **3/1/2023 12:00 AM** End Date: **3/31/2023 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												
-359.50	-359.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,707.00	0.00	-2,066.50
001-0000-4310-01 - Pool Rentals												
500.00	484.99	0.00	0.00	500.00	484.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-02 - Community Center Rentals (Room Rental)												
2,451.09	2,380.03	112.50	60.00	2,367.50	2,296.45	0.00	0.00	0.00	131.09	0.00	-220.00	0.00
001-0000-4310-03 - Gymnasium Rentals												
1,078.91	1,047.78	80.00	40.00	1,037.50	1,006.37	0.00	0.00	0.00	1.41	0.00	-80.00	0.00
001-0000-4310-04 - Park/Special Event Fees												
30.00	29.10	0.00	0.00	30.00	29.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-04 - Shleter Rental												
80.00	77.60	0.00	0.00	80.00	77.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4500-10 - Weight Fees												
16,979.00	16,609.67	4,134.00	428.00	12,357.00	11,987.67	0.00	0.00	0.00	146.00	0.00	-86.00	0.00
001-0000-4500-11 - Class/Programs												
6,045.10	5,874.38	416.00	188.60	5,662.50	5,491.78	0.00	0.00	0.00	68.00	0.00	-290.00	0.00
001-0000-4500-12 - League Fees												
4,530.00	4,398.36	90.00	0.00	4,388.00	4,256.36	0.00	0.00	0.00	52.00	0.00	0.00	0.00
001-0000-4500-13 - Before/After School												
117,340.00	113,898.62	30.00	4,110.00	114,712.50	111,271.12	0.00	0.00	0.00	1,567.50	0.00	-3,080.00	0.00

Revenue By Period - GL Account Summary

Start Date: **3/1/2023 12:00 AM** End Date: **3/31/2023 11:59 PM**

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

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

001-0000-4500-19 - Season Pool Pass												
2,249.00	2,188.81	272.00	0.00	2,006.00	1,945.81	0.00	0.00	0.00	9.00	0.00	-38.00	0.00
001-0000-4500-20 - Daily Pool Fees												
3,171.00	3,122.73	1,566.00	0.00	1,609.00	1,560.73	0.00	0.00	0.00	0.00	0.00	-4.00	0.00
001-0000-4500-21 - Swim Lessons												
1,182.75	1,114.18	120.00	0.00	2,285.25	2,216.68	0.00	0.00	0.00	20.50	0.00	-1,243.00	0.00
001-0000-4500-22 - Aquatic Program/Classes												
2,735.50	2,672.73	804.00	5.00	2,073.00	2,010.23	0.00	0.00	0.00	43.50	0.00	-190.00	0.00
NONE - Unassigned												
-5.00	-5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-5.00	0.00
Split - Membership - Black & Gold												
3,875.25	3,762.69	54.00	338.00	3,752.00	3,639.44	0.00	0.00	0.00	24.50	0.00	-293.25	0.00
161,883.10	157,297.18	7,678.50	5,169.60	152,860.25	148,274.33	0.00	0.00	\$0.00	2,063.50	1,707.00	-5,529.25	-2,066.50

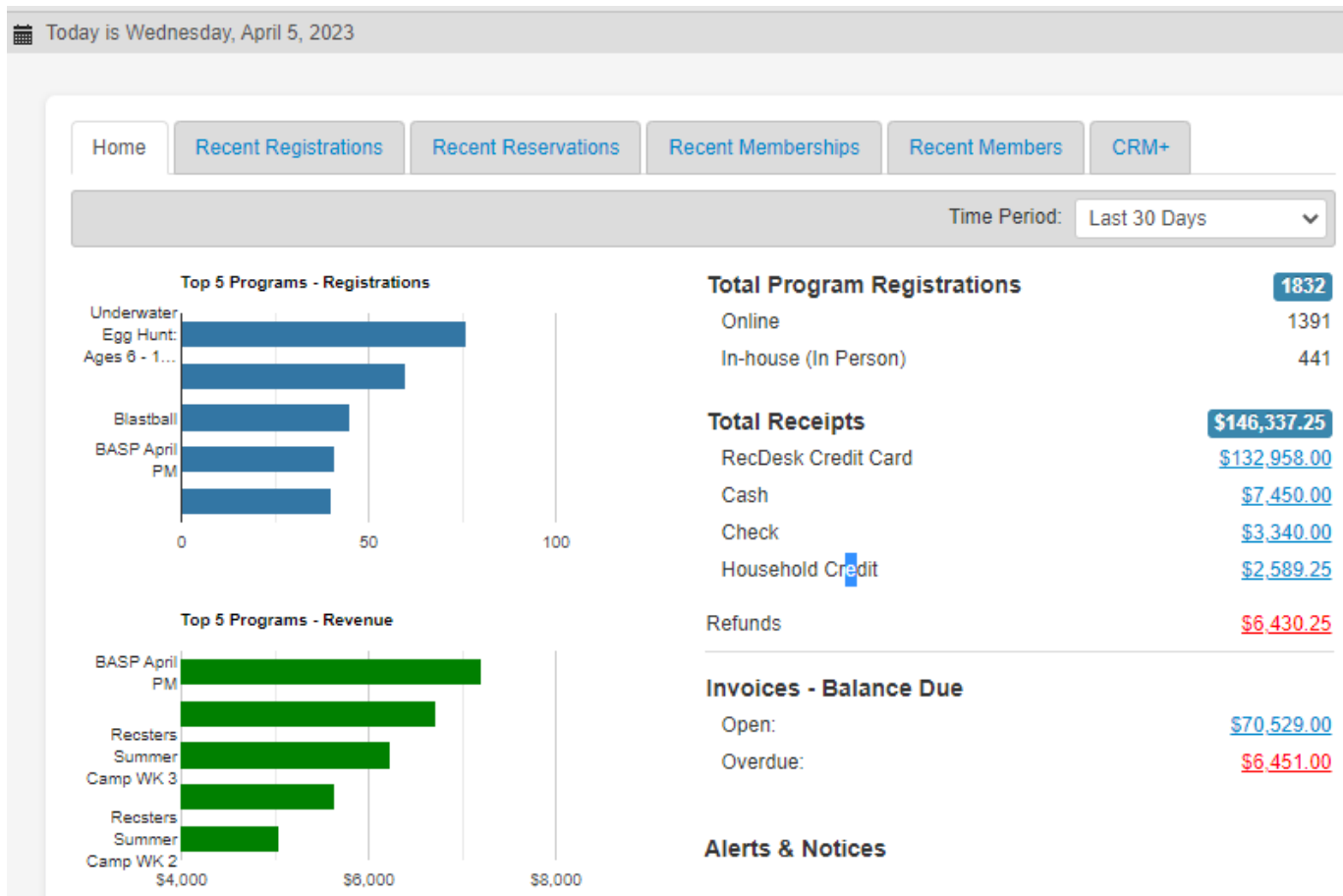
** Difference between GROSS and NET calculation is that NET uses CC (Net) value instead of CC (Gross) value

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; March-2023:



Membership Counts; March-2023:

Membership Counts (By Period)

Time Range	From Date	To Date
Last Month	3/1/2023	3/31/2023

Summary By Month

	Mar, 2023
New Primaries	322
All New	421
Primary Renewals	156
All Renewals	200
Active Primaries	2309
All Active	3148

Organization Activity; March-2023:

Export to Excel

Organization Activity

From 3/6/2023 to 4/5/2023

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	1832	95	614	8386	462	1719
Resident	1497	66	441	5485	236	
Non-Resident	335	29	173	2901	226	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	1555	0	162	1050	205	
18 - 65	94	89	359	4797	224	
65+	183	4	93	2537	30	
Male	891	37	349	5105	191	
Female	940	58	265	3278	270	
Other Genders	1	0	0	3	1	
Online vs In-House						
Online	1391	0	25	N/A	369	
In-Person	441	95	589	N/A	93	

Database Breakdown:

Residents: 12,582
 Non-residents: 7,808
 Total Database: 20,390

North Liberty (Residents) 12,582; (Outside city limits – 837)
 Iowa City 1,808
 Coralville 1,752
 Tiffin 864
 Solon 726
 Other 1,821



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

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

Date **April 1, 2023**

Re **Monthly Report**

We performed various building maintenance tasks as needed this month.

Most of the month was spent working on improvements at the Babe Ruth baseball field press box/restrooms facility. All concessions and restroom fixtures have been installed and we are now nearing completion of the interior remodel.

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

We maintained equipment as needed this month. We continue to prepare for the upcoming growing season by performing preventative maintenance and repairing of ball field maintenance, mowing, trimming, landscaping and forestry equipment.

We removed some snow and ice from city parking lots, sidewalks and trails this past month. Hopefully we can remove winter equipment soon.

Park staff installed two new sunshades at the Babe Ruth field in preparation of the upcoming season.

Park staff removed the Liberty Lights banners from around Liberty Centre Pond.

We have begun spring turf aeration and applied fertilizer & seed to turf grass areas. We have a good start on it and will finish up as weather permits.

Spring landscape clean-up has begun. We will continue to work through all our landscaping areas as weather permits.

Our sports field maintenance crew has now begun weekly field maintenance. Ball fields will be maintained daily as well as our soccer fields. Baseball/softball begins very soon as well as the spring soccer program which begins on April 18th.

Park staff disassembled and removed the ice-skating rink from the tennis/pickleball courts. The courts are now open for tennis and pickleball users to enjoy during the spring/summer season.

We continue to meet with the NLCBS ball league regarding field usage and future improvements at Penn Meadows ball complex for this upcoming season.

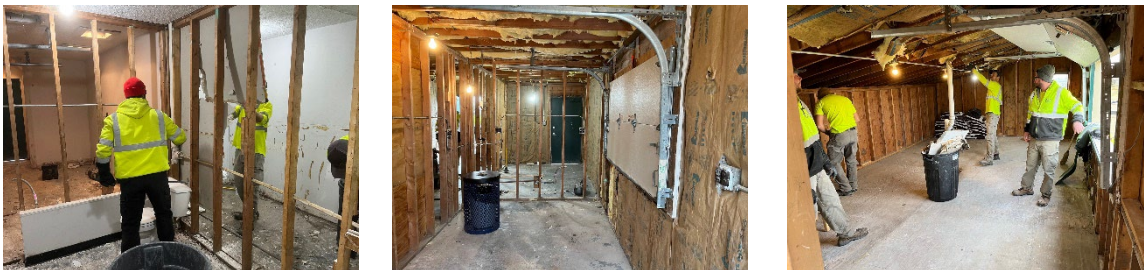
We assisted the IDNR Fishery Management team with the release of 2000 rainbow trout at Liberty Centre Pond on March 23rd. The trout arrived from the state hatchery near Manchester, Iowa. The trout stocking will give anglers, local fishing opportunities at Liberty Centre Pond this spring. All IDNR fishing regulations will be enforced.

On April 3rd Parks Staff assisted with the ball field clean-up and enhancements night at Penn Meadows Park along with NLCBS parents and youth ball players. There were seven dump truck loads of trash and leaves collected. Thank you to all that helped.

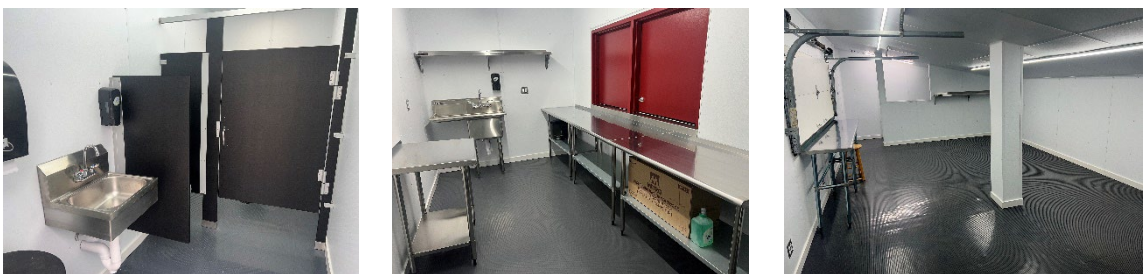
We continue to meet with Shive Hattery, Contractors, and City staff regarding the new City Administration Building project.

I would like to thank Liberty High school, students and their instructor, Micah Casper for the construction of two new dugout covers located at the Babe Ruth ball field. This was a great opportunity for students to have hands-on construction experience.

We have conducted interviews and hired seasonal Park Maintenance Worker employees for the summer. The hiring process went quite well compared to last year. We have 10 seasonal employees hired for the season. Last year at this time we only had 5 hired.



Babe Ruth press box/restroom facility demolition pictures January 2023.



Babe Ruth press box/restroom facility completed project March 2023.



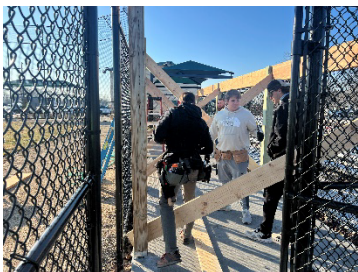
Shade structures installed at Babe Ruth. Turf and ball field maintenance has begun.



Spring landscaping maintenance and clean-up has begun.



Ball field Clean-up with the NLCBS ball league, parents, players, and Parks staff on April 3rd.



Liberty High School students alongside their instructor, Micah Casper at the Babe Ruth Field.