



Parks & Recreation Commission
July 6, 2023, 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, on Facebook at facebook.com/northliberty or on YouTube at youtube.com/c/northliberty. Meetings are rebroadcast on cable and available on-demand on northlibertyiowa.org.

1. Call to Order
2. Approval of Minutes
 - a. June 1, 2023
3. Board Member Terms
 - a. Re-appointments approved for Richard & Shannon
4. Reports
 - a. Parks Report
 - b. Recreation/Pool Report
 - c. Questions, Concerns, Updates
5. Community Input / Ideas to Share
6. Upcoming Events
 - a. Friday night Ranshaw Concerts – continues
 - b. Blues & BBQ – July 8
 - c. Swimming with Island/Mermaid – July 16
 - d. Swimming Storytime – July 28
7. New Business
8. Old Business
9. Next Meeting
 - a. Thursday, August 3, 2023, at 7:00pm. (Shelly absent)
10. Adjourn



o **Park & Recreation Commission Board Members**
 CC **Mayor, City Council, City Administrator**
 From **Shelly Simpson**
 Date **June 27, 2023**
 Re **Monthly Report – June 2023**

Summer Fun has begun; Outdoor Pool operations, summer swim lessons, Summer Camp, Knight Riders, Tennis, Blastball and numerous special events; Free Fishing Weekend and Let Love Fly, Ranshaw Friday Night Concerts, Storytime Swim, Messy Play Event, Camp NL, Island/Mermaid Swim all made the month go by fast.

Recdesk Database:

Reviewing our Recdesk database; we have 13,043 residents (61%) and 8,318 non-residents (39%) totaling 21,361 individuals. Increase of 448 from last month.

Aqua Programs:

Aqua classes continue with 55 registered participants, plus daily drop-ins. Arthritis Aqua, Aqua Zumba, Aqua Boot Camp and Easy Does It continue to be the most popular. Other classes held include Lifeguard and CPR/AED classes. Aqua Program revenues totaled \$1,421.50.

Swim Lessons:

We had approximately 554 participants in June sessions of swim lessons. Free Swim Lessons had over 58 participants. Rec Swim Team had 20 participants. Swim lesson revenues totaled \$1,749.75.

Leagues/Sports:

Tennis Lessons had 70 participants.
 Blastball had 64 participants.
 Leagues revenues totaled \$990.

Recsters BASP Program:

Summer Camp & Knight Riders, all-day supervision began this month.

Program	Week 1	Week 2	Week 3
Knight Riders	13	16	13
Summer Camp	50	49	48
Summer Camp Jr	5	4	5
Totaling	68 + 69 + 66 = 203 participants		

Before & After School revenues this month totaled \$610.

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. A new Zumba class began. Tippi Toes Dance classes (June session) have 33 participants. Senior Connections Lunches served 120 meals for the month, excluding June 30 date. Classes/Programs revenue totaled \$4,879.

Pools: Outdoor pool operations have begun with a bang with the hot temperatures. This month, Season Pool Pass revenues totaled \$18,279; Daily Pool Fees totaled \$25,098; Pool Rentals totaled \$1,250, and Concessions revenues totaled \$15,449.25.

Weight & Exercise Area / Track:

Weight fee revenues totaled \$10,662; Split membership revenues totaled \$6,872.

We had 3,437 active memberships for the month.

We had 9,911 point of sale transactions for the month.

Gymnasiums:

Gymnasium Rental revenues totaled \$600.

Rentals:

Community Center Rental revenues totaled \$1,305; Shelter rental revenues totaled \$302.50;

Field Rental revenues totaled \$5,569.50.

Revenues:

Revenues for this month (June 1-26) totaled \$95,698.21.

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

Revenue By Period - GL Account Summary

Start Date: **6/1/2023 12:00 AM** End Date: **6/26/2023 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												
-339.29	-339.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,438.50	0.00	-1,777.79
001-0000-4310-01 - Pool Rentals												
1,250.00	1,201.25	0.00	0.00	1,625.00	1,576.25	0.00	0.00	0.00	0.00	0.00	-375.00	0.00
001-0000-4310-02 - Community Center Rentals (Room Rental)												
1,305.00	1,269.43	120.00	0.00	1,185.00	1,149.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-03 - Gymnasium Rentals												
600.00	589.20	0.00	240.00	360.00	349.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-04 - Shleter Rental												
302.50	295.06	25.00	20.00	247.75	240.31	0.00	0.00	0.00	9.75	0.00	0.00	0.00
001-0000-4310-05 - Field Rentals/Tennis Courts												
5,569.50	5,415.82	20.00	0.00	5,122.00	4,968.32	0.00	0.00	0.00	850.00	0.00	-422.50	0.00
001-0000-4500-10 - Weight Fees												
10,662.00	10,416.78	2,625.00	0.00	8,174.00	7,928.78	0.00	0.00	0.00	114.00	0.00	-251.00	0.00
001-0000-4500-11 - Class/Programs												
4,879.00	4,714.62	707.00	30.00	5,453.46	5,289.08	0.00	0.00	0.00	82.29	0.00	-1,393.75	0.00
001-0000-4500-12 - League Fees												
990.00	952.20	0.00	0.00	1,260.00	1,222.20	0.00	0.00	0.00	0.00	0.00	-270.00	0.00
001-0000-4500-13 - Before/After School												
610.00	404.80	340.00	0.00	6,840.00	6,634.80	0.00	0.00	0.00	120.00	0.00	-6,690.00	0.00

Revenue By Period - GL Account Summary

Start Date: **6/1/2023 12:00 AM** End Date: **6/26/2023 11:59 PM**

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

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

001-0000-4500-19 - Season Pool Pass												
18,279.00	17,732.62	368.00	90.00	18,212.25	17,665.87	0.00	0.00	0.00	210.75	0.00	-602.00	0.00
001-0000-4500-20 - Daily Pool Fees												
26,098.00	25,737.04	14,000.00	63.00	12,032.00	11,671.04	0.00	0.00	0.00	3.00	0.00	0.00	0.00
001-0000-4500-21 - Swim Lessons												
1,749.75	1,635.04	150.00	0.00	3,823.75	3,709.04	0.00	0.00	0.00	120.00	0.00	-2,344.00	0.00
001-0000-4500-22 - Aquatic Program/Classes												
1,421.50	1,378.87	173.00	0.00	1,416.50	1,373.87	0.00	0.00	0.00	7.00	0.00	-175.00	0.00
001-0000-4760 - Pool Concessions												
15,449.25	15,322.54	11,265.25	0.00	4,184.00	4,057.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NONE - Unassigned												
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Split - Membership - Black & Gold												
6,872.00	6,668.90	90.00	0.00	6,770.00	6,566.90	0.00	0.00	0.00	12.00	0.00	0.00	0.00
95,698.21	93,394.88	29,883.25	443.00	76,705.71	74,402.38	0.00	0.00	\$0.00	1,528.79	1,438.50	-12,523.25	-1,777.79

** 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 1-26, 2023:

Today is Tuesday, June 27, 2023

Home Recent Registrations Recent Reservations Recent Memberships Recent Members CRM+

Time Period: Last 30 Days

Top 5 Programs - Registrations

Program	Registrations
Swim with Island and Mermaid P...	~150
Connections Lunch 2023 06/09	~30
Connections Lunch 2023 06/23	~25
Connections Lunch 2023 06/09	~20
Connections Lunch 2023 06/23	~15

Top 5 Programs - Revenue

Program	Revenue
Recsters Summer Camp WK 6	~\$1,500
Recsters Summer Camp WK 4	~\$1,200
Recsters Summer Camp WK 3	~\$800
Recsters Summer Camp WK 4	~\$700
Recsters Summer Camp WK 3	~\$600

Total Program Registrations **600**

- Online: 373
- In-house (In Person): 227

Total Receipts **\$127,802.00**

- RecDesk Credit Card: [\\$88,306.96](#)
- Cash: [\\$34,232.75](#)
- Check: [\\$3,683.00](#)
- Household Credit: [\\$1,579.29](#)
- Refunds: [\\$13,466.33](#)

Invoices - Balance Due

- Open: [\\$42,603.97](#)
- Overdue: [\\$4,635.75](#)

Alerts & Notices

Membership Counts; June 1-26,2023:

Membership Counts (By Period)

Time Range: From Date: To Date:

Summary By Month

	Jun, 2023
New Primaries	394
All New	733
Primary Renewals	107
All Renewals	159
Active Primaries	2299
All Active	3437

Organization Activity; June 1-26, 2023:

Report to Admin

Organization Activity

From 5/28/2023 to 6/27/2023

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	600	82	1060	7670	570	9911
Resident	408	49	784	5388	292	
Non-Resident	192	27	276	2282	278	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	409	0	470	2150	256	
18 - 65	58	73	508	3796	285	
65+	133	3	80	1704	27	
Male	239	37	544	4686	223	
Female	361	39	516	2981	346	
Other Genders	0	0	0	3	1	
Online vs In-House						
Online	373	2	39	N/A	338	
In-Person	227	74	1021	N/A	232	

Database Breakdown:

Residents: 13,043
 Non-residents: 8,318
 Total Database: 21,361

North Liberty (Residents) 13,043; (Outside city limits – 871)
 Iowa City 1,930
 Coralville 1,840
 Tiffin 924
 Solon 777
 Other 1,976



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

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

Date **July 1, 2023**

Re **Monthly Report**

We performed various building maintenance tasks as needed this month.

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

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

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

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.

Parks Department staff spent a great deal of time on landscape maintenance this past month. Due to the lack of rain, we have been watering daily. The weed pressure has also been a challenge. We have a great group of full-time/seasonal employees who have been doing an outstanding job with our landscapes.

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

Parks staff performed monthly playground inspections.

Park staff treated all the city owned ponds with beneficial pond bacteria as a preventive to help reduce algae blooms and maintain water clarity.

The West Penn Street welcome sign now has the new city logo engraved on it. Kelley's Stone Engraving from Marion did a great job.

In preparation of the Penn Meadows Park parking lot improvements project, Parks staff relocated the north shelter east of its current location and near the 4-plex ball complex. We also removed all of the concrete parking lot bumpers and signs in preparation of the upcoming project.

Parks staff installed a new memorial bench at Beaver Kreek Park.

I attended multiple meetings with Shive Hattery this past month. City Admin building construction, upcoming Penn Meadows Park north Parking Lot Improvement Project and Centennial Park “Next Stage” planning.

The DNR Free Fishing weekend was held on June 3rd at Liberty Centre Pond.

Planning and preparation continue for the July 8th Blues & BBQ celebration.



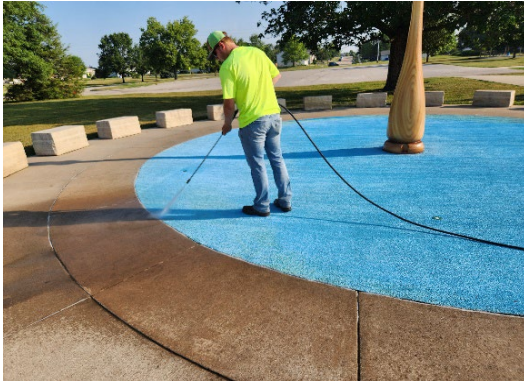
Daily and weekend ball field maintenance.



Low maintenance detention pond mowing.



This month we continuously watered landscape areas and weed pulling due to dry conditions.



Weekly splash pad and shelter power washing.



Monthly playground inspections and repairs.



Pond treatment was added to all City owned ponds for algae blooms and water clarity.



West Penn Street Welcome Sign with our new City logo.



(Old location)



(New location)

North Penn Meadows Park shelter relocated due to the upcoming parking lot expansion.



Penn Meadows Park old shelter concrete pad cut up into rectangles and will be repurposed on future park bench installations.



New memorial bench at Beaver Kreek Park. Concrete slab reused from the Penn Meadows Park shelter relocate. Bench paid for by the Alli Olsen family.