



Parks & Recreation Commission
September 7, 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. August 3, 2023
3. Reports
 - a. Parks Report
 - b. Recreation/Pool Report
 - c. Questions, Concerns, Updates
4. Community Input / Ideas to Share
5. Upcoming Events
 - a. Sept 9 – Messy Playdate
 - b. Sept 10-Oct 8 – Indoor Pool Closed
 - c. Sept 14 – NLCC Open House
 - d. Sept 15 – Mystery Murder Dinner – ticket event
 - e. Sept 23 – Star Party with TAKO
6. New Business
7. Old Business
8. Next Meeting
 - a. Thursday, October 5, 2023, at 7:00pm.
9. Adjourn



Parks & Recreation Commission
August 3, 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
 1. July 6, 2023
 - i. Motion: Gwen Johnson, Second: Amy Chen, Unanimous approval
3. Reports
 1. Parks Report
 - i. Babe Ruth and Koser building completed.
 - ii. Sports field maintenance team continue maintenance.
 - iii. Splash pad has continued to be busy. The public can still use the North parking lot, but it will close soon.
 - iv. Landscaping crews have been very busy due to dry weather.
 - v. Forestry crew continues to remove dead trees. Some have been at the dog park to make way for dirt to be brought in.
 - vi. Woodchips have been removed from playgrounds.
 - vii. Treating ponds for algae with a bio bacteria product. Dry and hot weather promotes algae.
 - viii. Continuing to meet with Shive Hattery. City building and Centennial Park have been main focus.
 - ix. Blues and BBQ: Parks staff did a lot of the set up and parking of cars.
 - x. Sidewalk repairs due to buckling due to heat have been completed.
 - xi. 2 new AEDs at Penn Meadows Park have been installed.
 - xii. Coralville needed help in parking RVs for RAGBRAI. Parks staff assisted the city in that.
 - xiii. Seasonal help will be leaving in mid-August.
 - xiv. Jeremy Parrish asked about the splash pad portion of Centennial Park addition, regarding recirculating water. Recirculated water will be utilized in the splash pad. Penn Meadows does not use recirculated water.
 - xv. Local businesses have donated to Centennial Park recently. Reminder to residents they can donate. For \$500, donors can have their names displayed on a wall at Centennial Park.
 - xvi. Information about Centennial park can be found here:
<https://northlibertyiowa.org/departments/parks/next-stage-centennial-park-north-liberty-iowa/>
 2. Recreation/Pool Report
 - i. Ductsox are being replaced as they're falling. It is about \$75,000.
 - ii. The outdoor pool will close August 22nd.
 - iii. August 7th, registrations start. Registration brochures can be found online.
 - iv. Peewee sports and pickleball leagues will be starting, as well as volleyball. Iowa volleyball club will be coming to help at a camp.
 - v. A golf program will be started between North Liberty, Coralville, and Tiffin at the new golf place in Tiffin, Pinseeekers. The focus will be youth, 1st - 8th grade.
 - vi. Disc Golf course went in at Penn Meadows Park.

- vii. Repainting of the indoor pool will happen when new duct socks are done.
- viii. Jeremy asked about pool revenues and the uses of the money. Money is set aside in a fund typically for future rec use for facility improvement.
- 3. Questions, Concerns, Updates
 - i. Richard updated on the new golf cart ordinance that has passed.
 - ii. UTV (gators, side by sides) ordinance is going to the City Council for the 3rd reading soon. If it does pass, it will only be in effect for one year and will have to go through the process again afterwards.
 - iii. The City Council is working on ordinance for trails for E-bikes.
 - iv. Youth council had their year report. There was a note of the lack of activities for teenagers in the city. Youth are encouraged to talk with the board about what they would like to see.
 - v. Guy mentioned there have been discussions on an outdoor basketball court. It may be included in the next budget cycle. It may be located where the current playground is.
 - 1. Basketball courts are at quail ridge park and fox run neighborhood.
- 4. Community Input / Ideas to Share
- 5. Upcoming Events
 - 1. Dive in Movie (Splash Night) – Aug 4. Food truck will be on site and free.
 - 2. Circus/Aerials at Centennial Park – Aug 6
 - 3. Swim Storytime – Aug 11
 - 4. Summer Send-off – Aug 19. Carnival games and live music
- 6. New Business
- 7. Old Business
- 8. Next Meeting
 - 1. Thursday, September 7, 2023, at 7:00pm.
- 9. Adjourn
 - 1. Motion: Jamie Gade, Seconded by Kevin Stibal, Unanimous approval



o **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **September 1, 2023**
Re **Monthly Report – August 2023**

Summer Fun concluded this month, time spent for vacations, and preparations for a whole new school year. The outdoor pool closed for the season on August 22 due to our younger HS staff. Indoor Pool will be closed Sept 10 through October 8 for re-painting. Registration for Fall programming took place this month as most programs will begin in September.

Recdesk Database:

Reviewing our Recdesk database; we have 13,366 residents (61%) and 8,689 non-residents (39%) totaling 22,055 individuals. Increase of 367 from last month.

Aqua Programs:

Aqua classes continue with 66 registered participants, plus daily drop-ins. Arthritis Aqua, Aqua Zumba, Easy Does It, and Water Resistance continue to be the most popular. Other classes held include Lifeguard and Jr. Lifeguard classes. Aqua Program revenues totaled \$4,320.75.

Swim Lessons:

Summer swim lessons ended and due to indoor pool repainting, lessons will not resume until October. Swim lesson revenues totaled \$12,174.50.

Leagues/Sports:

Registration for many sport leagues this month.
Fall Outdoor Soccer: Hybrid divisions - 114 participants; Recreation divisions - 71 participants.
Supreme Leagues are cooperative leagues with CV and Tiffin; our registration included;
Flag Football – 125 participants, Supreme Volleyball – 129 participants
Adult Basketball and Co-ed Volleyball will begin soon as well.
Sport/Leagues Revenues totaled \$11,880.

Recsters BASP Program:

As soon as Summer Camp ends, we have a short window prior to the school year starting.
BASP AM – 18 participants, PM – 45 participants
Before & After School revenues this month totaled \$7,365.

Classes/Programs:

Various rec fitness classes take place. A new Zumba class began.
Tippi Toes Dance classes (Aug session) have 58 participants.
Senior Connections Lunches served 114 meals for the month.
Classes/Programs revenue totaled \$36,499.

Pools: The outdoor pool season came to an end Aug 22. Indoor Pool will be closed Sept 10-October 8, 2023 for repainting. Ashley reports we had a good summer. This month, Season Pool Pass revenues totaled \$3,399; Daily Pool Fees totaled \$24,007; Pool Rentals totaled \$1,125, and Concessions revenues totaled \$9,148.25.

Weight & Exercise Area / Track:

Weight fee revenues totaled \$10,743; Split membership revenues totaled \$3,076.

We had 3,242 active memberships for the month.

We had 6,173 point of sale transactions for the month.

Gymnasiums:

Gymnasium Rental revenues totaled \$1,640.

Rentals:

Community Center Rental revenues totaled \$5,712.46; Shelter rental revenues totaled \$265;

Field Rental/Tennis Courts revenues totaled \$3,327.50.

Revenues:

Revenues for this month (August 1-31) totaled \$134,923.39.

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

Revenue By Period - GL Account Summary

Start Date: 8/1/2023 12:00 AM End Date: 8/31/2023 11:59 PM

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

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

Regular Revenue

	DEBITS						CREDITS						
	**Gross	**Net	Cash	Check	CC.(Gross)	CC.(Net)	ACH.(Gross)	ACH.(Net)	Internal CC	Acct Credit	Other	Refunds	Other
000 - Household Credit Account	120.93	120.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,258.50	0.00	-1,137.57
001-0000-4310-01 - Pool Rentals	1,125.00	1,091.25	0.00	250.00	1,125.00	1,091.25	0.00	0.00	0.00	0.00	0.00	-250.00	0.00
001-0000-4310-02 - Community Center Rentals (Room Rental)	5,712.46	5,636.83	615.00	2,739.96	2,520.00	2,444.37	0.00	0.00	0.00	0.00	0.00	-162.50	0.00
001-0000-4310-03 - Gymnasium Rentals	1,640.00	1,639.40	20.00	1,660.00	20.00	19.40	0.00	0.00	0.00	0.00	0.00	-60.00	0.00
001-0000-4310-04 - Park/Special Event Fees	120.00	116.40	0.00	0.00	120.00	116.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-04 - Shelter Rental	265.00	258.21	0.00	35.00	226.25	219.46	0.00	0.00	0.00	3.75	0.00	0.00	0.00
001-0000-4310-05 - Field Rentals/Tennis Courts	3,327.50	3,232.29	18.75	135.00	3,173.75	3,078.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4500-10 - Weight Fees	10,743.00	10,526.42	3,155.00	360.00	7,219.43	7,002.85	0.00	0.00	0.00	17.57	0.00	-9.00	0.00
001-0000-4500-11 - Class/Programs	36,499.00	35,367.43	719.00	215.00	37,626.50	36,494.93	0.00	0.00	0.00	228.50	0.00	-2,290.00	0.00
001-0000-4500-12 - League Fees	11,880.00	11,461.95	0.00	0.00	13,931.25	13,513.20	0.00	0.00	0.00	98.75	0.00	-2,150.00	0.00

Revenue By Period - GL Account Summary

Start Date: 8/1/2023 12:00 AM End Date: 8/31/2023 11:59 PM

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

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

001-0000-4500-13 - Before/After School	7,365.00	7,095.30	0.00	0.00	8,990.00	8,720.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,625.00	0.00
001-0000-4500-19 - Season Pool Pass	3,399.00	3,296.31	36.00	0.00	3,423.00	3,320.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-60.00	0.00
001-0000-4500-20 - Daily Pool Fees	24,007.00	23,617.42	11,018.00	0.00	12,986.00	12,596.42	0.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00
001-0000-4500-21 - Swim Lessons	12,174.50	11,799.24	60.00	0.00	12,490.00	12,114.74	0.00	0.00	0.00	0.00	72.00	0.00	0.00	-447.50	0.00
001-0000-4500-22 - Aquatic Program/Classes	4,320.75	4,199.33	454.00	49.00	3,975.75	3,854.33	0.00	0.00	0.00	0.00	250.00	0.00	0.00	-408.00	0.00
001-0000-4760 - Pool Concessions	9,148.25	9,062.23	6,312.00	0.00	2,836.25	2,750.23	0.00	0.00	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	0.00	0.00
Split - Membership - Black & Gold	3,076.00	2,960.32	324.00	0.00	3,856.00	3,740.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,104.00	0.00
	134,923.39	131,481.25	22,731.75	5,443.96	114,519.18	111,077.04	0.00	0.00	0.00	673.57	1,258.50	0.00	0.00	-8,566.00	-1,137.57

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

Sales Tax

Dashboard Summary; August 1-31, 2023:

Today is Friday, September 1, 2023

Home Recent Registrations Recent Reservations Recent Memberships Recent Members CRM+

Time Period: Last 30 Days

Top 5 Programs - Registrations

Program	Registrations
Rookie Basketball (Kindergart...)	~70
Supreme Basketball-1st-2nd Gr...	~65
Supreme Basketball-3rd-4th Gr...	~45
Supreme Basketball-1st-2nd Gr...	~40
Rookie Basketball (Kindergart...)	~35

Top 5 Programs - Revenue

Program	Revenue
BASP Sept. PM	~\$9,000
Mens Basketball Fall	~\$4,000
Rookie Basketball (Kindergart...)	~\$3,500
Basketball-1st-2nd Gr...	~\$2,500
Rookie Basketball (Kindergart...)	~\$2,500

Total Program Registrations **1589**

- Online: 1244
- In-house (In Person): 345

Total Receipts **\$149,869.46**

- RecDesk Credit Card: [\\$121,162.68](#)
- Cash: [\\$21,599.75](#)
- Check: [\\$6,443.96](#)
- Household Credit: [\\$663.07](#)
- Refunds: [\\$8,366.00](#)

Invoices - Balance Due

- Open: [\\$37,279.97](#)
- Overdue: [\\$4,295.00](#)

Alerts & Notices

Membership Counts; August 1-31,2023:

Membership Counts (By Period)

Time Range: Last Month (dropdown) From Date: 8/1/2023 To Date: 8/31/2023

Summary By Month

	Aug, 2023
New Primaries	224
All New	285
Primary Renewals	93
All Renewals	135
Active Primaries	2184
All Active	3242

Organization Activity; August 1-31, 2023:

Organization Activity

From 8/2/2023 to 9/1/2023

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	1577	103	399	6636	453	6173
Resident	1239	78	296	4507	234	
Non-Resident	338	25	103	2129	219	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	1215	1	117	1252	192	
18 - 65	112	96	230	3492	244	
65+	248	6	52	1891	16	
Male	769	59	227	4242	211	
Female	808	44	172	2394	242	
Other Genders	0	0	0	0	0	
Online vs In-House						
Online	1240	0	26	N/A	353	
In-Person	337	103	373	N/A	100	

Database Breakdown:

Residents: 13,366
 Non-residents: 8,689
 Total Database: 22,055

North Liberty (Residents) 13,361; (Outside city limits – 902)
 Iowa City 2,024
 Coralville 1,922
 Tiffin 971
 Solon 800
 Other 2,075



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

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

Date **September 5, 2023**

Re **Monthly Report**

We performed various building maintenance tasks as needed this month.

We maintained equipment as needed this month, performing preventative maintenance and repairing equipment. We repaired the Aebi TT280 tractor front lift frame assembly that was damaged from hitting a protruding manhole cover during snow removal last winter. We straightened and repaired the front lift assembly in-house and by doing so saved \$18,000 by not replacing it with a new lift frame assembly.

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 would like to remind residents to only use what they need while visiting our parks. We have been supplying 10,000 bags per month on average.

Our sports field maintenance team continues to provide weekly field maintenance. Fall soccer has begun so in preparation, Parks staff set up our soccer fields and painted field marker lines.

The Penn Meadows splash pad continues to be popular and will remain open until cooler weather arrives. We clean and tidy the area daily.

We continue to mow and trim our parks and grounds. We aerated the outdoor pool's grass beach area after it closed for the season.

We added playground safety surface to the Quail Ridge Park playground.

Our landscaping crew has been very busy with weeding and watering this past month. We continue to water all new plants and trees daily as well as other landscaping areas that require more frequent watering.

Our forestry crew continues to trim and remove dead and declining trees at Beaver Kreek Park, the Fire Station and Red Fern Dog Park.

Staff completed a monthly playground inspection of all playground areas.

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

Parks staff installed the New Owen Skelley Field signs at the former Babe Ruth field. Signs were installed on the press box, restrooms, storage shed, dugouts and outfield fencing ahead of the August 19th field dedication.

Parks staff installed a new portable mural on the north side of the library in preparation of the August 17th mural unveiling reception.

The Penn Meadows Park north parking lot project is underway and moving along well. The contractor has also been moving excess fill dirt from the parking lot to the ravine on the north side of Red Fern Dog Park. We have enhanced the berm between the dog park and our next-door neighbor, Jim Jedlicka.



Aebi TT280 tractor front lift frame repair.



Pool turfgrass aeration maintenance.



Quail Ridge Park Playground.



Landscape watering and planter box maintenance.



Fire station tree trimming and Beaver Kreek Park tree removal.



Owen Skelley Field new signage installation in preparation of the August 19th field dedication.



Mural installation in preparation of the August 17th mural unveiling reception.



Penn Meadows Parking Lot project progress.



Fill dirt from the Penn Meadows Parking lot project used at Red Fern Dog Park for berm addition and enhancement.