



Parks & Recreation Commission
October 3, 2024, 7:00pm
City Council Chambers, 360 N Main Street, North Liberty, Iowa

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1. Call to Order
2. Approval of Minutes
 - a. Minutes from September 5, 2024 meeting.
3. Reports
 - a. Parks Report
 - b. Recreation/Pool Report
 - c. Questions, Concerns, Updates
4. Community Input / New Ideas to Share
5. Old Business
6. Next Meeting
 - a. Thursday, November 7, 2024 – **Shelly absent**
7. Adjourn



**Parks & Recreation Commission Meeting Minutes
September 5, 2024, 7:00pm**

Present: Shelly Simpson, Tim Hamer, Guy Goldsmith, Richard Grugin, Nicholas Arnold, Gwen Johnson, Donglin Chai, Jeremy Parrish, Kevin Smith

1. Call to Order

2. Approval of Minutes: Motion to approve August 8, 2024 minutes: Johnson; Second: Chai. Approved via unanimous consent.

3. Reports

Parks Report – Guy Goldsmith

- Parks staff continued with building maintenance, including painting concessions stand and restroom doors at Penn Meadows Park.
- The Sports Field Maintenance Team continued daily maintaining and prepped the fields for fall soccer.
- Landscape team has been hard at work due to all the moisture but has kept up all public landscaping including parks, buildings, and median/roundabout work.
- Staff removed some dead/dying trees and turned them into mulch.
- The Fox Run Playground is nearing completion. Last step will be pouring the surfacing. Penn Meadows Park also received new surfacing, removing the old wood chips and resurfaced.
- Fox Run Trail has been graded and seeded.
- The outdoor basketball court in Penn Meadows has been completed
- Arnold asked whether the new court could be used for an ice rink in the winter. Goldsmith said it could not because it does not have lights and there isn't a way to secure it. The ice rink will not be put out this year but will be placed at Centennial Park once that is complete.
- Penn Meadows Park splash pad was resurfaced and expanded slightly. Splash pads will remain open as long as weather allows.
- Staff repaired a climbing stone at Centennial Park that was vandalized and cut open.
- Tuck pointing at the Community Center is underway.
-

Recreation/Pool Report—Shelly Simpson

- Simpson stated August is busy with fall program registrations and directed Board members to the financial statement. The outdoor pool is closed.
- Registration numbers look good for the fall and the database continues to grow with new users of the Center.
- Youth soccer, flag football, and volleyball are underway with approximately 450 participants.
- Recster Summer Camps have concluded for the summer, but before/after school program is now underway.
- About 100 tickets were available to City residents for North Liberty Night at the Kernels.
- The City hosted a street dance and experienced a great response from the community.
- Movie on the Plaza will be on the 13th – “Inside Out”
- Along with the rec center tuck pointing it will receive a fresh coat of paint.
- Grugin asked whether there were many days this summer where the pool reached capacity and people were turned away. Simpson stated there were a few this year due to capacity and/or water clarity. Arnold questioned whether the Iowa City Park Pool closure next summer could affect pool turn out in North Liberty.

- Parrish asked about the increase in daily fees and how it was received. Simpson stated she was surprised there wasn't much negative feedback regarding the increase, but she also didn't see as large a jump in memberships as she thought she might. Parrish praised the use of the twilight swim rates this summer.
- Chai suggested a free t-shirt is included in memberships at the Rec Center.
- Arnold asked whether the membership fees have been revisited since the raise in daily rates. Simpson stated they will likely wait until 2025 to explore this. Arnold suggested it is in place prior to next summer to capture some Iowa City residents seeking an alternative now that City Park pool is closed.
- The Board wondered if/when a second pool would be considered for North Liberty given the growth in population over the past decade. Simpson stated aside from the capital costs and location, staffing for two pools could be a concern.
- The Board discussed ongoing offerings for classes and community members, including Club 24 events, yoga and more.

5. Questions, Concerns, Updates

- Chai congratulated the staff on the recent senior lunch she attended.
- Chai inquired how the family membership is figured. Simpson stated that it applies to whoever is living in the same household.
- Grugin asked whether the Herky statues are coming back. Goldsmith stated one is back at the Gazebo in Penn Meadows.

Community Input / Ideas to Share

- None
5. Upcoming Events
 - North Liberty Community Night at the Kernel, August 16
 6. New Business
 7. Old Business
 8. Next Meeting
 - a. Thursday, October 3 at 7:00 p.m.
 9. Adjourn Motion: Arnold; Second: Johnson. None opposed.



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **October 1, 2024**
Re **Monthly Report – September 2024**

Numerous activities/programs began in September. Aqua Dance Fusion and other aquatic fitness classes are well attended. Pee Wee Football and youth pickleball began and swim lessons started Sept 24. Community Center exterior tuckpointing and painting was completed. Some staff members attended the IPRA Fall Conference to learn new information.

Recdesk Database:

Reviewing our Recdesk database; we have 15,119 residents (59%) and 10,559 non-residents (41%) totaling 25,678 individuals. Increase of 175 from last month.

Aqua Programs:

Aqua classes resumed. Aqua Boot Camp (10), Aqua Dance Fusion (18), Aqua Zumba (5), Arthritis MWF (15), Arthritis T TH (15), Easy Does It (17), Water Resistance (9) totaling 89, plus drop-ins. Aqua Program/Class revenue totaled \$2,348.00.

Swim Lessons:

Swim lessons began Sept 24. Level 1 (30), Level 2 (30), Level 3 (29), Level 4 (26), Level 5 (12), Level 6 (11), Parent Tot (39), Tadpoles (24), Private (50), totaling 251 participants. Rec Swim Team had 24 participants. Adult Swim Lesson had 4 participants. Revenues totaled \$3,060.00.

Leagues/Sports:

Youth leagues continued and new classes such as Youth Pickleball (16) and Cross Country (26) participants began this month. Pee Wee Football had (6) AM participants, (40) PM participants. Self Defense class had (5) participants. Adult Co-ed Volleyball has (4) teams; Men's Basketball has (8) teams. Adult Pickleball Lessons had (12) participants. Sport/Leagues revenues totaled \$4,590.00.

Recsters BASP Program:

BASP (Sept) has AM (20) and PM (50), totaling 70 kids. BASP revenues this month totaled \$13,090.00

Classes/Programs:

Tippi Toes Dance: Baby Ballet (10), Ballet Tap Jazz (24) Tippi Pro (11) and Toddler & Me (14), totaling 59 dancers. Aerobics Classes: Body Blast (7), Total Body Sculpt (8), Zumba (7), Taiji (1), JiuJitsu (2), totaling 23 registered, plus drop-ins. Connection Luncheons served (140) meals this month.

Maintaining Cars 101 had (17) participants.
Classes/Programs revenue totaled \$11,610.50.

Special Events/Programs:

Communications Dept led an outdoor movie at CH Plaza on Sept 13 which was well attended.

Pools: This month, Season Pool Pass revenues totaled \$1,960; Daily Pool Fees totaled \$3,052; Pool Rentals totaled \$875, and Concessions revenues totaled \$199.25.

Weight & Exercise Area / Track:

Weight fee revenues totaled \$11,056.50; Split membership revenues totaled \$4,575

We had 3,309 active memberships for the month.

We had 1,018 point of sale transactions for the month.

Rentals:

Gymnasium Rental revenues totaled \$3,376.25; Community Center Rental revenues totaled \$1,287.50; Shelter rental revenues totaled \$176.25; Field Rental/Tennis Courts revenues totaled \$4,622.17.

Revenues:

Revenues for September totaled \$65,893.72.

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

Revenue By Period - GL Account Summary

Start Date: **9/1/2024 12:00 AM** End Date: **9/30/2024 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												
27.30	27.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	825.00	0.00	-797.70
001-0000-4310-01 - Pool Rentals												
875.00	848.75	0.00	0.00	875.00	848.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-02 - Community Center Rentals (Room Rental)												
1,287.50	1,244.60	65.00	37.50	1,430.00	1,387.10	0.00	0.00	0.00	0.00	0.00	-245.00	0.00
001-0000-4310-03 - Gymnasium Rentals												
3,376.25	3,299.67	0.00	823.75	2,552.50	2,475.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-04 - Shleter Rental												
176.25	171.11	5.00	0.00	171.25	166.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-05 - Field Rentals/Tennis Courts												
4,622.17	4,522.20	0.00	1,290.00	3,332.17	3,232.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4500-10 - Weight Fees												
11,056.50	10,780.07	1,902.50	0.00	9,214.00	8,937.57	0.00	0.00	0.00	0.00	0.00	-60.00	0.00
001-0000-4500-11 - Class/Programs												
11,610.50	11,273.04	754.25	450.00	11,248.55	10,911.09	0.00	0.00	0.00	138.20	0.00	-980.50	0.00
001-0000-4500-12 - League Fees												
4,590.00	4,452.00	200.00	0.00	4,600.00	4,462.00	0.00	0.00	0.00	100.00	0.00	-310.00	0.00
001-0000-4500-13 - Before/After School												
13,090.00	12,686.50	0.00	0.00	13,450.00	13,046.50	0.00	0.00	0.00	0.00	0.00	-360.00	0.00

Revenue By Period - GL Account Summary

Start Date: **9/1/2024 12:00 AM** End Date: **9/30/2024 11:59 PM**

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

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

001-0000-4500-19 - Season Pool Pass												
1,960.00	1,907.08	38.00	38.00	1,764.00	1,711.08	0.00	0.00	0.00	120.00	0.00	0.00	0.00
001-0000-4500-20 - Daily Pool Fees												
3,052.00	2,985.94	850.00	0.00	2,202.00	2,135.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4500-21 - Swim Lessons												
3,060.00	2,946.75	60.00	0.00	3,775.00	3,661.75	0.00	0.00	0.00	190.00	0.00	-965.00	0.00
001-0000-4500-22 - Aquatic Program/Classes												
2,348.00	2,289.52	522.00	47.00	1,946.50	1,888.02	0.00	0.00	0.00	107.50	0.00	-275.00	0.00
001-0000-4760 - Pool Concessions												
199.25	196.15	97.25	0.00	102.00	98.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NONE - Unassigned												
-12.00	-12.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-12.00	0.00
Split - Membership - Black & Gold												
4,575.00	4,439.29	45.00	0.00	4,523.00	4,387.29	0.00	0.00	0.00	7.00	0.00	0.00	0.00
65,893.72	64,057.97	4,539.00	2,686.25	61,185.97	59,350.22	0.00	0.00	\$0.00	662.70	825.00	-3,207.50	-797.70

** 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 2024

Today is Tuesday, October 1, 2024

Home | **Recent Registrations** | Recent Reservations | Recent Memberships | Recent Members | CRM+

Time Period: Last 30 Days

Top 5 Programs - Registrations

Program	Registrations
BASP Oct. PM	~55
BASP Sept. PM	~50
Connections Lunch 2024 09/20	~35
Other	~25
Other	~15

Top 5 Programs - Revenue

Program	Revenue
BASP Sept. PM	~\$10,000
BASP Oct. PM	~\$8,000
Mens	~\$2,000
Basketball	~\$1,500
Fall- Comp...	~\$1,000

Total Program Registrations

682

- In-house (In Person): 403
- Online: 279

Total Receipts

\$80,405.42

- RecDesk Credit Card: [\\$72,149.47](#)
- Cash: [\\$4,572.00](#)
- Check: [\\$3,021.25](#)
- Household Credit: [\\$662.70](#)

Refunds: [\\$3,207.50](#)

Invoices - Balance Due

- Open: [\\$67,493.22](#)
- Overdue: [\\$5,746.50](#)

Alerts & Notices

Membership Counts; September 2024:

Membership Counts (By Period)

Time Range	From Date	To Date
Last Month	9/1/2024	9/30/2024

Summary By Month

	Sep, 2024
New Primaries	196
All New	255
Primary Renewals	69
All Renewals	88
Active Primaries	2282
All Active	3309

Organization Activity; September 2024:

Organization Activity

From 9/1/2024 to 10/1/2024

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	677	105	355	5363	210	1018
Resident	425	63	249	3513	90	
Non-Resident	252	41	106	1850	120	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	395	2	104	649	67	
18 - 65	101	99	193	3071	122	
65+	181	3	58	1643	21	
Male	290	38	212	3440	107	
Female	387	64	143	1923	101	
Other Genders	0	2	0	0	2	
Online vs In-House						
Online	274	6	17	N/A	120	
In-Person	403	98	338	N/A	90	

Database Breakdown:

Residents: 15,119
Non-residents: 10,559
Total Database: 25,678

North Liberty (Residents) 15,116 (Outside city limits – 945)
Iowa City 2,508
Coralville 2,304
Tiffin 1,203
Solon 981
Oxford 216
Other 2,405



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

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

Date **October 1, 2024**

Re **Monthly Report**

We performed various ground & building maintenance tasks as needed this month. We repaired the irrigation pump at Liberty Centre Pond/Park. T&T tuckpointing has finished the north and west elevations of the Rec Center building and are now painting.

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

The pickleball courts continue to be in high demand every day. We ensure nets and use zones are playable daily.

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

The landscaping crew has been very busy maintaining landscaping areas this past month. We continue to monitor all new plants and trees daily for moisture content and plant health. We have begun removing the old roundabout landscaping at Pebble court and Fairview Lane to make way for a new look.

We continue to mow and trim our parks and grounds.

We graded & seeded a large area on the east side of the Ranshaw house to enhance the area for future events.

Our forestry crew continues to trim and remove dead and declining trees. We continue to remove tree stumps as time permits.

Our sports field maintenance team continues to provide weekly field maintenance and field line painting. We continue to have soccer games and weekend ball tournaments. We also sprayed ball field fence lines for weeds.

The Penn Meadows playground and splash pad rubber surfacing project has been completed and now open to the public. 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.

The Fox Run Park improvement project just wrapped up. The grading/seeding has been completed and the playground has been complete as well. We have received a lot of great comments from resident that are enjoying the new trail and playground.

Park staff installed a matching memorial bench at Fox Run Park. This was funded by a nearby resident.

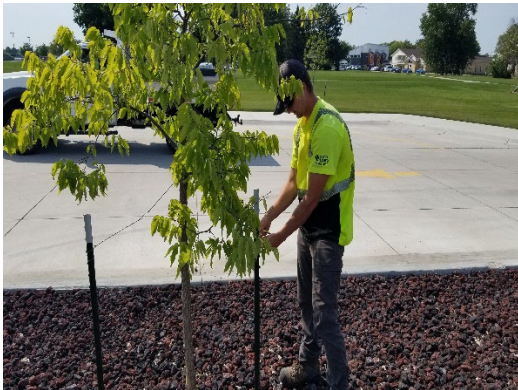
We added riprap rock to areas of erosion at West Lakes Park and Beaver Kreek Park.

Park staff installed new LED lighting at the welcome sign on West Penn Street near Arby's.

I attended multiple meetings with Shive Hattery this past month. Freedom Park project is currently in the design phase. We completed a punch list walk through with Shive Hattery and the Contractor at Fox Run Park Improvement project.



Rec Center tuckpointing and painting project underway.



Landscaping maintenance.



Pebble Court & Fairview Lane roundabout landscaping improvements.



Ranshaw house grading and seeding improvements.



Tree removals continue.



Ball field maintenance and soccer field line painting.



Penn Meadows Playground and Splash Pad now have a new rubber safety surface installed.



Fox Run Park Playground has finished and now open to the public.



Fox Run Improvement Project grading and seeding has been completed.



Memorial bench installed at Fox Run Park.



Riprap stone placed at West Lakes and Beaver Kreek Park for erosion control.



West Penn Street welcome sign has new LED Lights.