



Parks & Recreation Commission
May 1, 2025, 7:00pm
City Council Chambers, 360 N Main Street, 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. Minutes from April 3, 2025 meeting.
3. Reports
 - a. Parks Report
 - b. Recreation/Pool Report
 - c. Questions, Concerns, Updates
4. Upcoming Events
 - a. Remarkable Rigs – May 10
 - b. Playground Crawl – May 17
 - c. Outdoor Pool Opening – Memorial Day Weekend
 - d. Others
5. Community Input / New Ideas to Share
6. Old Business
7. Next Meeting
 - a. Thursday, June 5, 2025
8. Adjourn



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **April 28, 2025**
Re **Monthly Report – April 2025**

April was a busy month as new memberships and rates went into effect on April 1. April 2 the Community Center held an Open House and many took advantage of a 25% discount to renew, upgrade or obtain new memberships. April 7 was the first day of summer registration in which we took in \$55,013.50, with most being swim lesson registration. Revenues for the month, April 1-27 were \$165,360.89. Our Eggstravaganza Events were held and this included our Bunny Clue Trail, fairy gardens, egg coloring and under water egg hunts which combined for over (800) in attendance. Staff CPR Certification was renewed this month as well.

Recdesk Database:

Reviewing Recdesk, we have 16,088 residents (58%) and 11,754 non-residents (42%) totaling 27,841 individuals. Increase of 504 from last month.

Aqua Programs:

Aqua classes enrollment; Aqua Boot Camp (3), Aqua Dance Fusion (3), Aqua Zumba (5), Arthritis MWF (17), Arthritis T TH (15), Easy Does It (19), Water Resistance (7) totaling 69, plus drop-ins. Aqua Program/Class revenue totaled \$ 7,706.

Swim Lessons:

Swim lessons enrollment in April included: Level 1 (31), Level 2 (40), Level 3 (27), Level 4 (23); Level 5 (16); Level 6 (18); Parent Tot (40); Privates (46); Tadpoles (25) totaling 266 participants. We also held a Swim Safety Day which had (39) participants. Rec Swim Team has (11) participants. Revenues totaled \$43,220.

Leagues/Sports:

Spring Soccer had (150) participants. Sport/Leagues revenues totaled \$ 9,790.

Recsters BASP Program:

BASP (Mar) has AM (20) and PM (49), averaging (69) kids per month. All Days: Apr 18 (22) participants. BASP revenues this month totaled \$ 15,945.

Classes/Programs:

Tippi Toes Dance continues with Baby Ballet (28), Ballet Tap Jazz (26), Poms Hip Hop (5), Tippi Pro (11), Toddler & Me (13); totaling 83 participants. Aerobics Classes: Body Blast (10), Total Body Sculpt (4), Zumba (6), Vinyasa Yoga (1) & Integrative Yoga had drop-ins only, totaling 21 registered, plus drop-ins.

Connection Luncheons served (152) meals this month, averaging (38) participants per date.
Classes/Programs revenue totaled \$ 24,381.25.

Special Events/Programs:

Eggstravaganza Events: Bunny Clue Trail and Fairy Gardens (800+)
Egg Coloring (75) and Underwater Egg Hunt (135); totaling 1,010+ participants.
Grow Your Own Garden Workshop (30) participants.

Pools: This month, Season Pool Pass revenues totaled \$10,297; Daily Pool Fees totaled \$2,538;
Pool Rentals totaled \$4,550 and Concessions revenues totaled \$-0-.

Weight & Exercise Area / Track:

Weight fee revenues totaled \$18,428.50; Split membership revenues totaled \$14,320.
We had 3,898 active memberships for the month.
We had 992 point of sale transactions for the month.

Rentals:

Gymnasium Rental revenues totaled \$3,497.50; Community Center Rental revenues totaled \$8,085.47, Shelter rental revenues totaled \$250, Field Rental/Tennis/PB Courts revenues totaled \$2,481.67.

Revenues:

New revenues showing on Recdesk report are Pet Licenses (\$225) and Dog Park Pass revenue (\$345) as we are assisting CH with credit card transactions through our software system.

Revenue for April 1-27, 2025: totaled \$165,360.89.

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

Revenue By Period - GL Account Summary

Start Date: 4/1/2025 12:00 AM End Date: 4/27/2025 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												
-934.50	-934.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,853.00	0.00	-2,787.50
001-0000-4180 - CH - Pet Licenses												
225.00	218.25	0.00	0.00	225.00	218.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4180-02 - CH - Dog Park Passes												
345.00	334.65	0.00	0.00	345.00	334.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-01 - Pool Rentals												
4,550.00	4,417.25	0.00	125.00	4,425.00	4,292.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-02 - Community Center Rentals (Room Rental)												
8,085.47	7,982.07	162.50	4,596.72	3,446.25	3,342.84	0.00	0.00	0.00	0.00	0.00	-120.00	0.00
001-0000-4310-03 - Gymnasium Rentals												
3,497.50	3,440.57	160.00	1,535.00	1,897.50	1,840.57	0.00	0.00	0.00	40.00	0.00	-135.00	0.00
001-0000-4310-04 - Shelter Rental												
250.00	242.50	0.00	0.00	250.00	242.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-05 - Field Rentals/Tennis Courts												
2,481.67	2,407.22	0.00	0.00	2,481.67	2,407.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-09 - CH - 4191 Rentals												
300.00	295.50	0.00	0.00	150.00	145.50	0.00	0.00	0.00	150.00	0.00	0.00	0.00
001-0000-4500-10 - Weight Fees												
18,428.50	17,936.53	1,759.00	180.00	16,398.25	15,906.28	0.00	0.00	0.00	253.25	0.00	-162.00	0.00

Revenue By Period - GL Account Summary

Start Date: 4/1/2025 12:00 AM End Date: 4/27/2025 11:59 PM

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

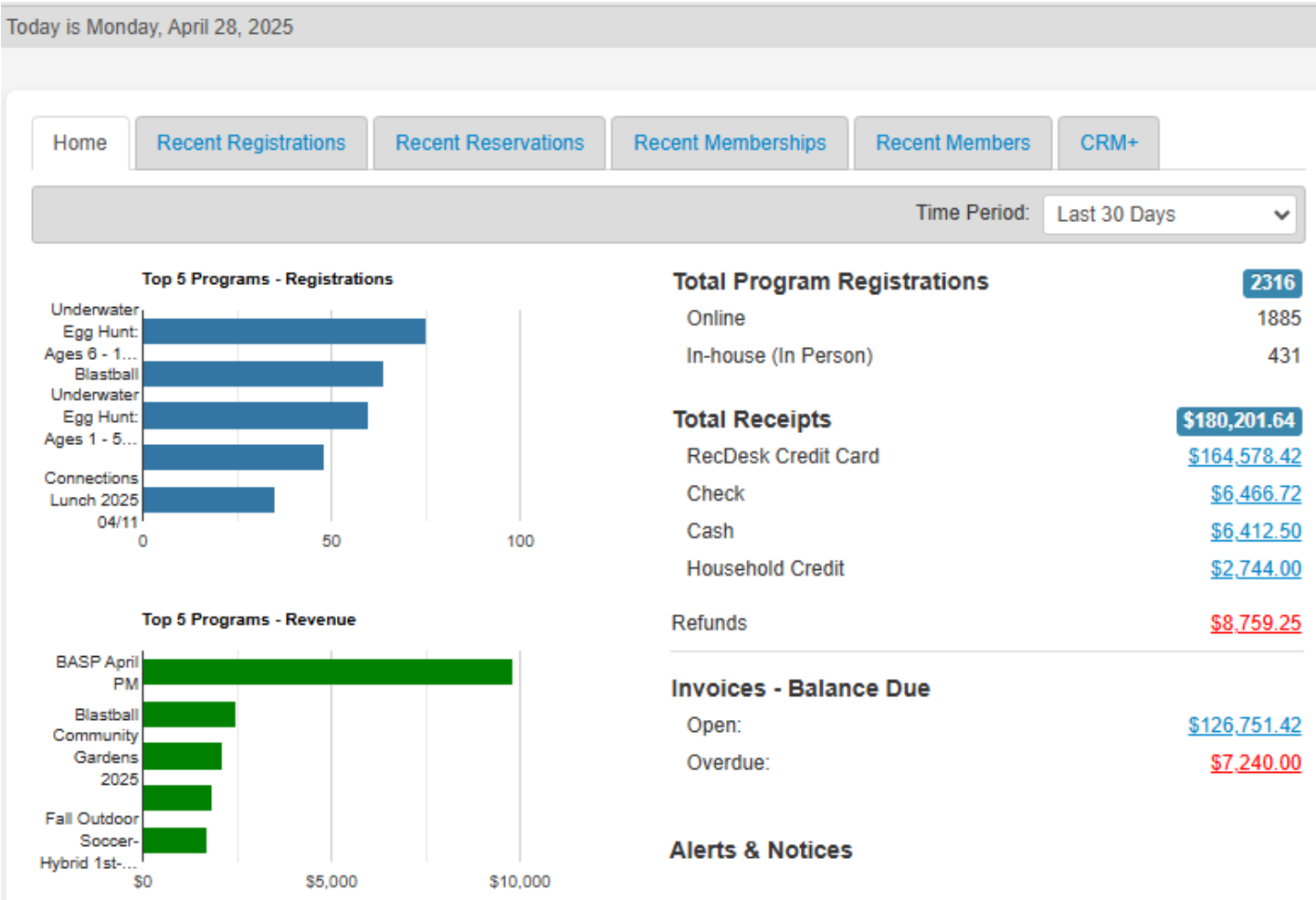
User(s)/Cashier(s): - All -

001-0000-4500-11 - Class/Programs												
24,381.25	23,683.80	1,301.00	0.00	23,247.75	22,550.30	0.00	0.00	0.00	351.25	0.00	-518.75	0.00
001-0000-4500-12 - League Fees												
9,790.00	9,486.08	0.00	0.00	10,130.25	9,826.33	0.00	0.00	0.00	379.75	0.00	-720.00	0.00
001-0000-4500-13 - Before/After School												
15,945.00	15,393.26	0.00	0.00	18,391.25	17,839.51	0.00	0.00	0.00	43.75	0.00	-2,490.00	0.00
001-0000-4500-19 - Season Pool Pass												
10,297.00	9,977.17	0.00	0.00	10,659.50	10,339.67	0.00	0.00	0.00	200.00	0.00	-562.50	0.00
001-0000-4500-20 - Daily Pool Fees												
2,538.00	2,481.12	642.00	0.00	1,896.00	1,839.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4500-21 - Swim Lessons												
43,220.00	41,892.24	830.00	30.00	44,258.25	42,930.49	0.00	0.00	0.00	766.75	0.00	-2,665.00	0.00
001-0000-4500-22 - Aquatic Program/Classes												
7,706.00	7,489.23	510.00	0.00	7,222.00	7,005.23	0.00	0.00	0.00	509.50	0.00	-535.50	0.00
NONE - Unassigned												
-65.00	-65.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-65.00	0.00
Split - Membership												
14,320.00	13,892.53	40.00	0.00	14,246.75	13,819.28	0.00	0.00	0.00	33.25	0.00	0.00	0.00
165,360.89	160,570.46	5,404.50	6,466.72	159,670.42	154,879.99	0.00	0.00	\$0.00	2,727.50	1,853.00	-7,973.75	-2,787.50

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

Sales Tax

Dashboard Summary: April 2025



Membership Counts; April 2025:

Summary By Month	
	Apr, 2025
New Primaries	323
All New	462
Primary Renewals	75
All Renewals	102
Active Primaries	2746
All Active	3898

Organization Activity; April 2025:

Organization Activity

From 3/29/2025 to 4/28/2025

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	2316	200	688	8297	596	992
Resident	1742	130	533	5407	274	
Non-Resident	574	70	155	2890	322	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	1846	3	175	896	272	
18 - 65	156	193	410	4429	293	
65+	314	4	103	2972	31	
Male	1133	84	384	5229	280	
Female	1182	115	302	3068	311	
Other Genders	1	1	2	0	5	
Online vs In-House						
Online	1885	50	31	N/A	446	
In-Person	431	150	657	N/A	150	

Database Breakdown:

Residents: 16,088
Non-residents: 11,754
Total Database: 27,841

North Liberty (Residents) 16,088 (Outside city limits – 1,034)
Iowa City 2,803
Coralville 2,526
Tiffin 1,364
Solon 1,065
Cedar Rapids 662
Swisher 539
Oxford 235
Other 1,526



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

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

Date **April 30, 2025**

Re **Monthly Report**

We performed various building maintenance tasks as needed this month.

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

We continue to pick up park/trail trash receptacles and pet waste stations as needed this month. Usage has picked up due to residents getting out and utilizing our parks system now that spring has arrived.

Ball season is here, and the fields have been busy during the week with NLCBS and on weekends with scheduled tournaments. Our sports field maintenance team continues to provide weekly field maintenance as well as soccer field maintenance and line painting.

We began mowing and trimming for the season. It was a slow start but now in full swing.

Parks staff improved field drainage at the Penn Meadows Park ball complex. We removed sod, enhanced the drainage and then reinstalled the sod.

We performed ground and landscape maintenance. We trimmed and pruned trees. We finished spring turf aeration and applied fertilizer & seed to turf grass areas. We have been very busy with round-about and streetscape maintenance. We applied Emerald Ash Borer (EAB) insecticide treatment to our ash trees.

We completed landscaping improvements between City Hall and Red's parking lot.

Park staff enhanced the dirt play box area outside of the library. We couldn't keep the grass growing around it, so we repurposed and installed brick pavers from past projects.

We completed landscaping enhancements at OS Field. The project included pavers, monument sign, and bench. This was a joint project with Culvers Landscaping and Parks Department staff. Thank you to the Owen Skelley Foundation for funding this project.

Park staff tilled and prepared the Community Gardens site located at the northeast corner of Penn Meadows Park next to the barn in preparation for the May 1st Garden plot renters. This program remains a great success. All garden plots have been rented for the season.

The Muddy Creek clean-up was held on April 5th. A huge thank you goes out to the Boy Scouts, Cub Scouts, Green Castle 4-H Club, Tree & Storm Water Board, City Council, residents, and City Staff who participated in this effort. We hauled away three truckloads of collected trash. Much appreciated.

I attended multiple meetings with Shive Hattery this past month. Centennial Park "Next Stage" progress meetings and the North Liberty Road - Trail Improvement Project.

The Tree & Storm Water Board met on April 9th. We discussed tree grants, Tree City USA status, recapped the Muddy Creek and Trail Clean-up Day on April 5th as well as other storm water related items. I was off by a year regarding the Tree City USA Award we just received. This is our 30th consecutive year receiving this award, not 29.

We assisted residents from Cedar Springs by picking up trash bags and garbage collected by them during their clean-up efforts. Thank you to all that helped.

On April 18th Chris Mack with the DNR fishery Department and Parks Staff conducted a fish population assessment at Goose Lake. Future assessments will be conducted at West Lakes, Broadmoor Pond and Centennial Pond.

LRS, the Streets & Parks Department along with other City Staff participated in the annual City-Wide Clean-up effort at the Public Works facility on Saturday April 26th. Many residents were able to utilize the clean-up program.

We conducted many parks seasonal employee interviews. I'm happy to say we have finished hiring Seasonal Park Maintenance Worker employees for the upcoming season.



Soccer field maintenance.



Mowing has begun.



Drainage improvements.



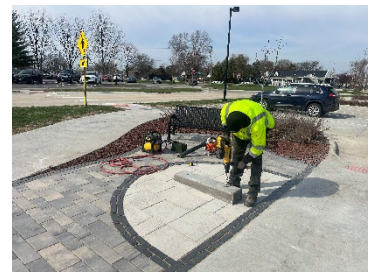
City Hall & Reds Improvements.



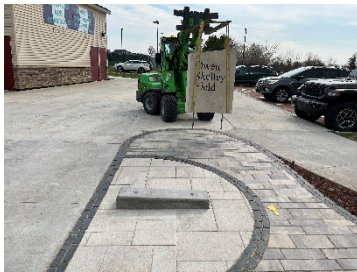
Ash tree EAB treatment.



Play area dirt box paver improvements at the library.



Owen Skelley Field landscaping improvement project.



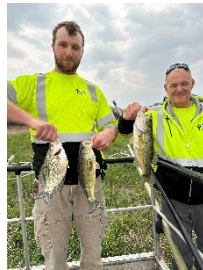
Owen Skelley Field landscaping improvement project.



Muddy Creek & Trail Clean up on April 5th.



Iowa DNR Fishery conducted a fish population assessment at Goose Lake.



DNR fish assessment.



30 Years Tree City USA Award.