



Parks & Recreation Commission
June 5, 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 May 1, 2025 meeting.
3. Public Comments:
Public can address board: State name, address and ask questions, inquiries, offer suggestions, and so forth.
4. Board Terms
 - a. Board Member terms concluding: Nick Arnold, Jeremy Parrish.
Both re-applied, along with two other candidates.
Appointments made at upcoming council meetings.
5. Reports
 - a. Parks Report
 - b. Recreation/Pool Report
 - c. Questions, Concerns, Updates
6. Upcoming Events
 - a. Outdoor Pool – Summer season; Monday-Friday 12-9pm, Sat & Sun 12-6pm
 - b. Let Love Fly – June 14
 - c. Camp North Liberty – June 20
 - d. Boat Regatta – June 21
 - e. Others
7. Community Input / New Ideas to Share
8. Old Business
9. Next Meeting
 - a. Thursday, July 3, 2025 – Will we have a quorum?
10. Adjourn



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **June 2, 2025**
Re **Monthly Report – May 2025**

The month of May is a busy month of getting ready for outdoor pool operations. We filled the outdoor pool, to find some gutter cracks that needed repair. This repair work, cure time, then chemical treatment and staff training delayed opening. Along with a poor weather forecast, we did not open on Memorial Day Weekend. The outdoor pool did open the following weekend, May 31st and regular summer hours begin once school is out for summer. Summer programs began this month and two City Slate events held were Remarkable Rigs and the Playground Crawl.

Recdesk Database:

Reviewing Recdesk, we have 16,268 residents (58%) and 11,923 non-residents (42%) totaling 28,191 individuals. Increase of 350 from last month.

Aqua Programs:

Aqua classes enrollment: Aqua Boot Camp (4), Aqua Dance Fusion (-0-), Aqua Zumba (3), Arthritis MWF (15), Arthritis T TH (15), Easy Does It (20), Water Resistance (-0-) totaling 57, plus drop-ins. Aqua Program/Class revenue totaled \$ 1,679.

Swim Lessons:

Swim lessons will begin in June, enrollment numbers will be provided next month.
Level 1 (-0-), Level 2 (-0-), Level 3 (-0-), Level 4 (-0-); Level 5 (-0-); Level 6 (-0-); Parent Tot (-0-); Privates (-0-); Tadpoles (-0-) totaling -0- participants.
Rec Swim Team has (-0-) participants.
Lifeguard Class had (6) participants.
Revenues totaled \$9,926.

Leagues/Sports:

Pee Wee Baseball: (35) participants.
Adult Pickleball: (8) participants.
More programs begin next month.
Sport/Leagues revenues totaled \$ 5,390.

Recsters BASP Program:

BASP has AM (20) and PM (48), averaging (68) kids per month.
Summer Camp Weeks begin next month.
BASP revenues this month totaled \$ 15,455.

Classes/Programs:

Tippi Toes Dance begins next month.

Baby Ballet (-0-), Ballet Tap Jazz (-0-), Poms Hip Hop (-0-), Tippi Pro (-0-), Toddler & Me (-0-); totaling 0 participants.

Aerobics Classes: Body Blast (6), Total Body Sculpt (3), Zumba (5), Vinyasa Yoga (1) & Integrative Yoga had drop-ins only, totaling 15 registered, plus drop-ins.

Matter of Balance Class (15) and Qigong Movement Class (8) totaled 23 participants. These programs are in cooperation with Iowa City Senior Center.

Jiu-jitsu (1), Taekwondo (-0-), Taiji (3) totaled 4 participants.

Connection Luncheons served (174) meals this month, averaging (35) participants per date.

Classes/Programs revenue totaled \$ 7,893.50.

Special Events/Programs:

Two City Slate Events were held this month: Remarkable Rigs and Playground Crawl.

Pools: The outdoor pool opened for the season on May 31 from 12-3pm & June 1 from 12-4:30pm before closing due to clarity issues. Normal summer hours begin June 6.

This month, Season Pool Pass revenues totaled \$6,941.25; Daily Pool Fees totaled \$3,562; Pool Rentals totaled \$1,600 and Concessions revenues totaled \$399.

Weight & Exercise Area / Track:

Weight fee revenues totaled \$12,614.46; Split membership revenues totaled \$10,277.87

We had 3,854 active memberships for the month.

We had 1,574 point of sale transactions for the month.

Rentals:

Gymnasium Rental revenues totaled \$3,756.67, Community Center Rental revenues totaled \$12,450.75, Shelter rental revenues totaled \$550, Field Rental/Tennis/PB Courts revenues totaled \$6,796.

Revenues:

Other revenues showing on Recdesk report are Pet Licenses (\$350) and Dog Park Pass revenue (\$240) as we are assisting CH with credit card transactions through our software system.

Revenue for May, 2025: totaled \$100,375.

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

2025-May-31 01:59:51.565 PM



2025-Jun-01 01:36:51.156 PM



Revenue By Period - GL Account Summary

Start Date: 5/1/2025 12:00 AM End Date: 5/31/2025 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												
393.50	393.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	835.25	0.00	-441.75
001-0000-4180 - CH - Pet Licenses												
350.00	339.50	0.00	0.00	350.00	339.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4180-02 - CH - Dog Park Passes												
240.00	232.80	0.00	0.00	240.00	232.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-01 - Pool Rentals												
1,600.00	1,547.50	0.00	0.00	1,750.00	1,697.50	0.00	0.00	0.00	0.00	0.00	-150.00	0.00
001-0000-4310-02 - Community Center Rentals (Room Rental)												
12,450.75	12,319.35	275.00	7,846.25	4,379.50	4,248.10	0.00	0.00	0.00	50.00	0.00	-100.00	0.00
001-0000-4310-03 - Gymnasium Rentals												
3,756.67	3,643.97	0.00	0.00	3,756.67	3,643.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-04 - Shelter Rental												
550.00	533.50	0.00	0.00	550.00	533.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4310-05 - Field Rentals/Tennis Courts												
6,796.00	6,681.94	0.00	0.00	3,802.00	3,687.94	0.00	0.00	2,994.00	0.00	0.00	0.00	0.00
001-0000-4500-10 - Weight Fees												
12,614.46	12,290.46	1,890.00	0.00	10,800.00	10,476.00	0.00	0.00	0.00	36.00	0.00	-111.54	0.00
001-0000-4500-11 - Class/Programs												
7,893.50	7,671.75	872.00	0.00	7,391.25	7,169.50	0.00	0.00	0.00	120.25	0.00	-490.00	0.00

Start Date: 5/1/2025 12:00 AM
End Date: 5/31/2025 11:59 PM

End Date: 5/31/2025 11:59 PM

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

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

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

Sales Tax

Dashboard Summary: May 2025

Today is Monday, June 2, 2025

HomeRecent RegistrationsRecent ReservationsRecent MembershipsRecent MembersCRM+

Time Period: Last 30 Days

Top 5 Programs - Registrations

Program	Registrations
BASP May PM	50
Connections Lunch 2025 05/16	25
BASP May AM	25

Top 5 Programs - Revenue

Program	Revenue
BASP May PM	\$10,000
Summer Outdoor	\$2,500
Soccer-Hy...	\$1,500

Total Program Registrations

603

Online352In-house (In Person)251

Total Receipts

\$111,286.04

RecDesk Credit Card\$93,202.79Check\$7,796.25Cash\$6,863.50Internal Credit Card\$2,994.00Household Credit\$429.50

Refunds\$7,876.29

Invoices - Balance Due

Open:\$115,456.58Overdue:\$10,297.50

Alerts & Notices

Membership Counts; May 2025:

Membership Counts (By Period)

Time Range

Last Month

From Date

5/1/2025

To Date

5/31/2025

Summary By Month

	May, 2025
New Primaries	295
All New	433
Primary Renewals	102
All Renewals	137
Active Primaries	2672
All Active	3854

Organization Activity; May 2025:

Organization Activity

From 5/3/2025 to 6/2/2025

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	602	114	603	6579	301	1574
Resident	385	80	464	4436	147	
Non-Resident	217	34	139	2143	154	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	446	0	208	876	97	
18 - 65	42	110	320	3634	189	
65+	114	4	75	2069	15	
Male	298	39	347	4305	146	
Female	304	73	255	2273	154	
Other Genders	0	2	1	1	1	
Online vs In-House						
Online	351	64	28	N/A	196	
In-Person	251	50	575	N/A	105	

Database Breakdown:

Residents:	16,268
Non-residents:	11,923
Total Database:	28,191
North Liberty (Residents)	16,268 (Outside city limits – 1,021)
Iowa City	2,857
Coralville	2,577
Tiffin	1,389
Solon	1,075
Cedar Rapids	670
Swisher	542
Oxford	240
Other	1,370



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

From **Guy Goldsmith, Director of Parks, Building and Grounds**
Date **June 3, 2025**
Re **Monthly Report**

We performed various building maintenance tasks as needed this month.

We installed a new pressure tank at the Penn Meadows restroom/concessions building. We installed new HVAC filters at City Hall. We power washed and stained 12 picnic tables in preparation for summer programming at the Ranshaw house. I attended a Johnson Controls HVAC training class on May 21st.

All groundwork has been completed for the 240 & 242 Main Street property demolition project. Asbestos' abatement will begin on June 16th, and the actual demolition of the property may take place as early as July.

We had many qualified applicants for the new Physical Facilities Manager position. We conducted interviews and I am happy to say we will have a new employee onboard within a month. I will report more on this as we move forward with this new position.

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

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 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 ball field/soccer field maintenance and line painting.

Daily mowing and trimming duties continue at full capacity. It has been somewhat of a challenge due to the lack of employees. This will improve as we begin to see the arrival of new seasonal employees.

Much staff time was spent on landscape maintenance this past month. Seasonal weed pressure in our landscape areas has required additional time and effort to maintain. Our staff prepared and planted approximately 100 planter boxes with annuals at Liberty Centre Pond, bike trail and tunnel, Rec Center and Heyn's Ice Cream/Sugar Bottom Bike's frontages. The planters require daily watering.

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.

We treated all our detention ponds with a beneficial bacterial enzyme product due to an early bloom of algae. The pond product helps by depleting the overabundance of nitrogen & nutrients available to the algae. We will continue to monitor and adjust.

We planted 12 shade trees at Penn Meadows Park on May 5th. This was funded in part by Mid-American Energy through the *Trees Please* grant we recently received.

We overseeded Red Fern Dog Park turf grass area on May 15th. The dog park is now closed for the month of June due to the North Liberty Trails Improvement project.

I would like to thank Heritage Christian School and students for their service work completed in our parks on May 2nd. Students & teachers assisted Parks Staff with mulching trees at Penn Meadows Park, Quail Ridge Park and removing trash, sticks and limbs at Cornerstone Park. Much appreciation goes out to the students & teachers for their "Service Day of Work".

Parks staff performed the annual Penn Meadows Park splash pad started up in preparation for Memorial Day Opening. Everything is working great.

Parks staff participated in the Remarkable Rigs event on May 10th. The kids enjoyed sitting on the equipment. Staff had a great time showcasing our equipment.

Parks staff inspected and prepared our playground sites ahead of the "Playground Crawl" event held on May 17th. We dispersed 4 semi loads of playground safety wood chips in preparation for the event.

I would like to thank the Liberty High School *Construction Tech* class and instructor, Micah Casper, who built two new dugouts at Koser Park. This has been a great partnership and opportunity with the school for the past 4 years. We supply the materials, and Liberty High school students facilitate and construct the project.

We finished interviewing potential seasonal employees and have hired 15 new employees. Most will begin working very soon.



New pressure tank at Penn Meadows restroom facility.



Picnic table refinishing.



Ball field and soccer field maintenance.



Liberty Centre Park planter boxes planted with annual plants.



Landscape maintenance.



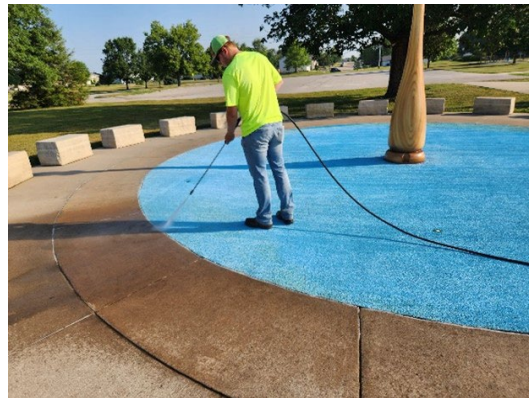
Community Gardens prep.



Pond maintenance.



Pond maintenance.



Annual splash pad startup at Penn Meadows.



MidAmerican tree planting at Penn Meadows Park on May 5th.



Heritage Christian students "Service Day of Work" at Penn Meadows Park & Cornerstone Park.



Parks Department staff & equipment at the "Remarkable Rigs" event at the fire station on May 10th.



Parks Depart. adding safety surface to our playgrounds in preparation for the playground crawl.



May 17th Playground Crawl event.



Two new dugouts at Koser Park were constructed by the Liberty High School *Construction Tech* students and their instructor, Micah Casper.