



Parks & Recreation Commission
Thursday, February 5, 2026 7:00 PM
Council Chambers
360 N. Main Street

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1. Call to order
2. Approval of Minutes
 - A. Minutes from December 4, 2025
3. Public Comments
Public can address board: State name, address and inquiry subject.
4. Reports
 - A. Parks
 - i. Parks Monthly Report January 2026
 - B. Recreation
 - i. Rec Report Jan 2026
5. Upcoming Events
 - A. Boy Scout Chili Supper - Feb. 7
 - B. Snuggie Crawl - Feb. 7
 - C. Candles & Classics - Feb. 11
 - D. NL Bike Swap - Feb. 14
6. Community Input / New Ideas to Share
7. Old Business
8. Next Meeting
March 5, 2026 - 7:00pm
9. Adjournment



**Parks & Recreation Commission Meeting Minutes
December 4, 2025, 7:00pm**

Present: Shelly Simpson, Brian Motley, Guy Goldsmith, Tim Hamer, Richard Grugin, Nicholas Arnold, Gwen Johnson and Jeremy Parrish.

1. Call to Order: Chair Grugin called the meeting to order at 7:00pm.

2. Approval of Minutes: Gwen motioned to approve Nov 6 meeting minutes: Nick - seconded: Approved via unanimous consent.

3. Public Comments: No public comments to report.

4. Reports:

a. Parks Report—Guy Goldsmith

- Guy reported that he and Josh have been going over a lot of building maintenance items. Josh met with DNR regarding generator emissions as the city has numerous generators.
- Parks team has been conducting maintenance on equipment, snow removal equipment in use already and completed landscaping, mowing, leaf pick up and ball diamond work for the season. Landscaping takes about 4 weeks with everyone on hand and was completed by Thanksgiving this year.
- Tim was dedicated employee chosen to operate new mower to cut down evasive willows around city ponds.
- Boundary markers for parking lots and sidewalks were installed to help with snow removal. New areas to clear snow include the Hy-Vee Center @ Centennial Park - lot and sidewalks and NL Road trail which drifts a lot.
- Parks staff attended ornamental and turf pesticide education class, Nov 12 at the JC Extension office to maintain licensing.
- Guy attended many meetings with Shive-Hattery, including Phase 2 – Centennial Splashpad design & budget details and future Quail Ridge Park loop trail.
- Richard inquired on how many miles of trail does City have? Guy & Tim answered roughly 23 miles.
- Gwen inquired on new idea of holding a marathon, utilizing all our trails.
- Guy mentioned Quail Ridge Park improvements include interior trail and parking lot extension but cost estimates are coming in high. Park lot extension will be first, followed by trail if impacted by funds. Guy mentioned that Quail Ridge Park is most popular option for graduation party requests.
- Guy mentioned making progress on FY27 budget and CIP projects. Nick inquired about impact of local option sales tax. Guy stated 50% revenue earmarked for property tax relief, while rest will impact budgets. Guy mentioned park prioritization, while Shelly stated aging facility needs.
- Guy is planning on proposing new playground at Community Center. Gwen inquired about Fox Run Park upgrades which dropped in priority due to new park to west, but many kids utilize the basketball court.
- Richard inquired on any regulations of new parkland with new development. No set terms, Guy stated this is why we have the City Park Plan to identify areas of need when land becomes a possibility. North side parkland remains in litigation and working on Deerfield Park expansion. No discussion of development on east side of NL Road near Dog Park currently. Guy explained that City receives detention areas, not much suited/usable park land from developers.

- Jeremy mentioned he had seen information on Off-street parking during weather alerts, would like this to be publicly accessible. Sites include Quail Ridge parking lot, Owen Skelly Field lot and North Liberty Community Center.

b. Recreation/Pool Report—Shelly Simpson

- Shelly reported that month included work on Winter Spring Activity Guide and preparing for registration.
- Spencer Meacham was hired as daytime custodian position. Mark, Jeff and Spencer will rotate weekend coverage.
- Shelly served as a panelist for an IPRA event in Des Moines.
- Shelly has been working on FY 27 budget and mentioned moving Indoor Pool Filter replacement as high priority due to leak in one of the filters.
- Programming information such as database numbers rising. Brian added lots of kids in our co-op leagues with NL & Tiffin numbers rising, while CV numbers seem to stagnate.
- Brian mentioned new UV Unit replaced on Indoor Pool.
- Shelly reported Jonahthan’s Pee Wee Programs & Camps and youth wrestling going well. Brian mentioned Indoor Soccer continues to expand, 4 days a week, year-round opportunities.
- Shelly mentioned special events this month included tickets to an Iowa Men’s BB game and Matt Meseck has done a great job with the Turkey Medallion Hunt, a fun, community event with many clues, location & found inquiries.
- Gwen thanked staff for setting up the tour of the Hy-Vee Center. She is amazed at such a stunning facility & park.
- Nick asked about the snow fence near Centennial Park and if it withstood first storms. It did collapse but was reset by Parks crew.
- Jeremy inquired about a past program with Pinseekers that his son participated in. Brian stated not offered this year due to insurance constraints by individual leading program.
- Richard inquired about fitness equipment. Brian stated it is holding up even though it has been a couple of years since spending \$\$ on new equipment.
- Richard mentioned how busy the Community Center was on his way to meeting and posed a question on consideration of a second site. Shelly stated IPRA standards says 1 Community Center for every 20,000 residents. Nick stated we do have a lot of non-residents using our facility. We will see if there are any impacts with local facility development in Tiffin and Coralville.
- Richard inquired about officials and staffing to Brian. He stated officials are always hard to get, especially for the more competitive and adult leagues. We do well in getting local athletes to help with recreational program needs. Shelly reported that staffing in department is good, both FT and PT levels. Brian added our low turnover is beneficial as well.

5. Upcoming Events

- Simpson mentioned Breakfast with Santa & Holiday Vendor Fair is scheduled for Saturday.
- Matt Meseck “Santa’s Workshop” will be open beginning Dec 10.

6. Community Input: Nothing to report.

7. Old Business:

- Gwen mentioned having a great time at Library’s Candyland event.
- Richard mentioned great holiday décor; trees & decorations in lobby, gazebo – thanks to Matt Meseck.
- Brian mentioned starting Jan 3rd youth basketball on Saturdays using all gymnasiums in area.
- Jeremy inquired about quorum issues and if we could utilize zoom or phone call-in if need arises. Shelly will look into options.

8. Next Meeting:
 - No meeting on January 1, 2026
 - Next meeting - Thursday, February 5, 2026, at 7:00pm.
9. Adjournment: Jeremy motioned to adjourn. Gwen seconded. None opposed.
 - Meeting ended at 7:37pm.



To **Mayor and City Council**
CC **Parks and Recreation Commission**
City Administrator
From **Guy Goldsmith, Director of Parks Buildings and Grounds**
Date **February 1, 2026**
Re **Monthly Report**

Facilities Maintenance

Routine maintenance and repairs were completed across city facilities. Facilities Manager Josh Harrison continues addressing issues typical of new buildings.

HyVee Event Center

- Coordinated HVAC evaluations and adjustments; cold weather revealed deficiencies, including DOAS unit limitations and a broken blower assembly.
- Cleared fire system supervisory alert; monitoring for recurrence.
- Addressed recurring lockset failures; considering upgrade.
- Installed ADA-compliant coat hooks in restrooms.
- Resolved faucet malfunction with electronic filter installation.
- Replaced defective tamper-resistant outlets.
- Assisted with event setup, cleanup, and stage delivery.
- Scheduled backflow inspections and removed temporary exterior address signage.

Police Department

- Scheduled replacement of faulty generator fuel gauge.

City Hall

- Scheduled fire system testing for February.
- Installed safety boundary lines around mechanical equipment.
- Performed HVAC filter changes and door adjustments.

Library

- Built and installed new cabinetry and workstation.

Ranshaw House

Added insulation to basement joists to improve heating, evaluating insulated window treatments for further efficiency.

Parks Maintenance Facility

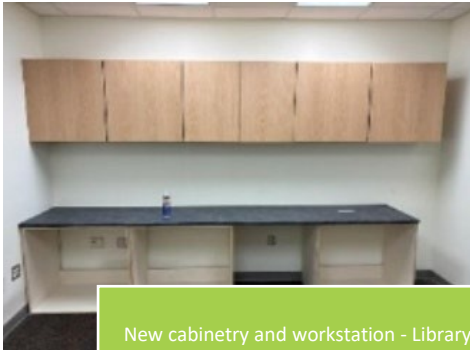
- Resurfaced office and break room floors.
- Old Parks building (Old Sewer Plant) asbestos & hazardous material testing by Shive Hattery prior to demolition.

Operations

- Conducted preventive maintenance on winter and seasonal grounds care equipment.
- Cleared snow and ice from city-owned parking lots, prioritizing public safety facilities and school access as well as 6 miles of sidewalks and 27 miles of trails.
- Continued weekly trash and pet waste collection.
- Completed shoreline repairs at Centennial, Freedom, and Broadmoor Park ponds using 400 tons of repurposed riprap from construction of the new Centennial Park event center.
- Continued supply preparation for the upcoming growing season.

Planning & Administration

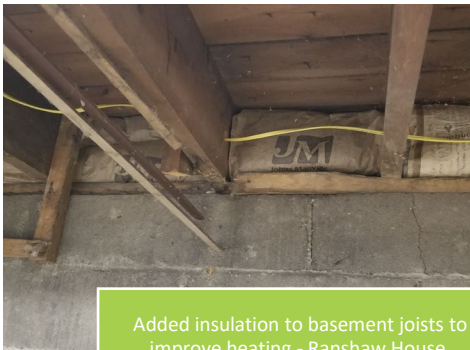
- Attended meetings on splash pad design and trail CIP priorities.
- Participated in Tree & Storm Water Advisory Board meeting (Jan 14).
- Preparing employee performance reviews using new NeoGov platform.
- Discussed operating budget and 5-year CIP with City Administration and City Council for FY26-27.
- Recruiting seasonal staff through local colleges and new hiring platform; attending Kirkwood job fair Feb 13.
- Target Solutions Employee training.
- Employee herbicide/pesticide Iowa applicator testing and certification.



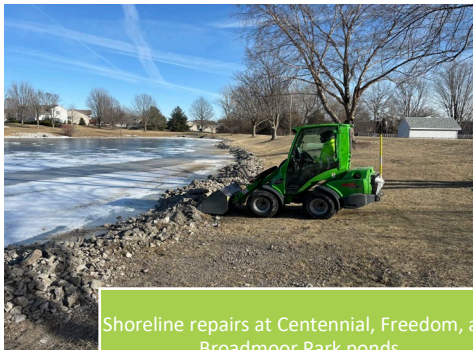
New cabinetry and workstation - Library.



Installed safety boundary lines around mechanical equipment - City Hall.



Added insulation to basement joists to improve heating - Ranshaw House.



Shoreline repairs at Centennial, Freedom, and Broadmoor Park ponds.



Preventive maintenance on winter and seasonal grounds care equipment.



Asbestos & hazardous material testing by Shive Hattery - Old sewer plant building.



To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **February 2, 2026**
Re **Monthly Report – January 2026**

The North Liberty Community Center continues to be busy this time of year with everyone remaining inside due to frigid temps and with fitness as a New Year’s resolution. Swim lessons resumed the middle of the month, Supreme Youth basketball is on Saturdays in practically every local gymnasium. New software has been introduced and learning is in progress such as NeoGov – for staff evals and goals, ESuite – for Time Off Requests, and CivicPlus – for Board Meeting agendas and minutes to name a few.

Recdesk Database:

Reviewing Recdesk, we have 17,477 residents (57%) and 13,292 non-residents (43%) totaling 30,769 individuals. Increase of 355 from last month.

Aqua Programs:

Aqua Classes: Aqua Zumba (7), Arthritis MWF (15), Arthritis T TH (15), Easy Does It (14), Water Resistance (14) totaling 65, plus drop-ins. Ashley & Zach started a new Wellness Series featuring “free” trial classes with yoga and fluid running being the most popular; approx. 89 participants combined. Aqua Program/Class revenue totaled \$2,197.

Swim Lessons:

Swimming lessons resumed middle of January.
Level 1 (48), Level 2 (49), Level 3 (35), Level 4 (32); Level 5 (7); Level 6 (20); Parent Tot (32); Privates (53); Tadpoles (24) Adults (4) and Adaptive (6) totaling 310 participants.
Rec Swim Team has (12) participants.
Revenues totaled \$7,670.

Leagues/Sports:

Pee Wee Ninja totaled (61) participants.
Pee Wee Winter Break (13) participants.
Pee Wee Track & Field (10) participants.
Pee Wee P.E. (5) participants.
Rookie Basketball had (80) participants.
Supreme Youth Basketball: Gr 1-2: 115 boys, 91 girls, totaling 206; Gr 3-4: 84 boys, 60 girls, totaling 144; Gr 5-6: 38 boys, 49 girls, totaling 87; combined (437) participants.
Indoor Soccer: Gr 1-3 had 25, Gr 4-6 had 15; combined (40) participants.
NL Wrestling had (16) participants.
Youth Competitive Leagues: Gr 5 had 6 boys teams, Gr 6 had (6) boy teams; (12) team total.
Men’s Basketball had (8) teams.
Sport/Leagues revenues totaled \$3,980.

Recsters BASP:

BASP AM – (14); PM – (43), totaling 57 participants.
BASP revenues this month totaled \$12,095.

Classes/Programs:

Tippi Toes Dance: Dance classes will resume in January; Baby Ballet (18), Ballet Tap Jazz (23), Poms Hip Hop (5), Tippi Pro (6), Toddler & Me (17); totaling 69 participants.
Aerobics Classes: Body Blast (2), Total Body Sculpt (7), Zumba (4), Vinyasa Yoga (4), Intermediate Yoga (3) totaling 20 registered, plus drop-ins.
Tai Chi for Kids (5) participants.
JiuJitsu (1), Taekwondo (4), Taiji (13), totaled 18 participants.
Connection Luncheons served (111) meals with 4 dates this month.
Classes/Programs revenue totaled \$8,334.

Special Events/Programs:

Geek City Star Wars: (49) participants

Pools:

Back to indoor pool season with lap swimmers, aqua fitness classes and swim lessons.
This month, Season Pool Pass revenues totaled \$3,460; Daily Pool Fees totaled \$2,724; Pool Rentals totaled \$1,949.81 and Concessions revenues \$-0-.

Weight & Exercise Area / Track:

Weight fee revenues totaled \$30,335; Split membership revenues totaled \$12,425.
Active membership for the month – 4,790.
Point of sale transactions for the month – 1,473.

Rentals:

Gymnasium Rental revenues totaled \$1,420, Community Center Rental revenues totaled \$11,294.44, Shelter rental revenues totaled \$60-, Field Rental/Tennis/PB Courts revenues totaled \$-0-.

Revenues:

Other revenues shown on Recdesk report are Pet Licenses (\$25) and Dog Park Pass revenue (\$3,810) as we are assisting CH with credit card transactions through our software system.

Revenue for January 1-31, 2026: totaled \$101,690.50.

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

Revenue By Period - GL Account Summary

Start Date: 1/1/2026 12:00 AM End Date: 1/31/2026 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													
-88.75	-88.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	889.00	0.00	-977.75	
001-0000-4180 - CH - Pet Licenses													
25.00	24.25	0.00	0.00	25.00	24.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
001-0000-4180-02 - CH - Dog Park Passes													
3,810.00	3,695.80	0.00	0.00	3,806.50	3,692.30	0.00	0.00	0.00	3.50	0.00	0.00	0.00	
001-0000-4310-01 - Pool Rentals													
1,949.81	1,895.81	0.00	161.74	1,800.00	1,746.00	0.00	0.00	0.00	0.00	0.00	-11.93	0.00	
001-0000-4310-02 - Community Center Rentals (Room Rental)													
11,294.44	11,167.41	172.00	6,891.26	4,234.25	4,107.22	0.00	0.00	0.00	0.00	0.00	-3.07	0.00	
001-0000-4310-03 - Gymnasium Rentals													
1,420.00	1,397.65	0.00	675.00	745.00	722.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
001-0000-4310-04 - Shelter Rental													
60.00	58.20	0.00	0.00	60.00	58.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
001-0000-4500-10 - Weight Fees													
30,335.00	29,541.56	3,365.00	205.00	26,448.00	25,654.56	0.00	0.00	0.00	611.00	0.00	-294.00	0.00	
001-0000-4500-11 - Class/Programs													
8,334.00	8,004.21	742.00	0.00	10,993.00	10,663.21	0.00	0.00	0.00	90.00	0.00	-3,491.00	0.00	
001-0000-4500-12 - League Fees													
3,980.00	3,867.05	0.00	375.00	3,765.00	3,652.05	0.00	0.00	0.00	30.00	0.00	-190.00	0.00	

Revenue By Period - GL Account Summary

Start Date: 1/1/2026 12:00 AM End Date: 1/31/2026 11:59 PM

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

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

001-0000-4500-13 - Before/After School												
12,095.00	11,733.65	50.00	0.00	12,045.00	11,683.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4500-19 - Season Pool Pass												
3,460.00	3,370.97	110.00	580.00	2,967.50	2,878.47	0.00	0.00	0.00	2.50	0.00	-200.00	0.00
001-0000-4500-20 - Daily Pool Fees												
2,724.00	2,667.39	837.00	0.00	1,887.00	1,830.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-0000-4500-21 - Swim Lessons												
7,670.00	7,412.71	180.00	30.00	8,576.25	8,318.96	0.00	0.00	0.00	58.75	0.00	-1,175.00	0.00
001-0000-4500-22 - Aquatic Program/Classes												
2,197.00	2,144.58	602.00	0.00	1,745.50	1,693.08	0.00	0.00	0.00	138.50	0.00	-289.00	0.00
Split - Membership												
12,425.00	12,102.75	520.00	1,120.00	10,741.50	10,419.25	0.00	0.00	0.00	43.50	0.00	0.00	0.00
101,690.50	98,995.24	6,578.00	10,038.00	89,839.50	87,144.24	0.00	0.00	\$0.00	977.75	889.00	-5,654.00	-977.75

** 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

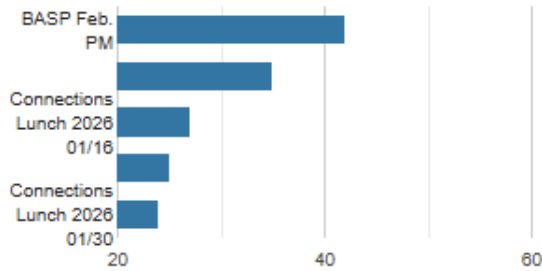
Dashboard Summary: January 1-31, 2026

Today is Monday, February 2, 2026

- Home
- Recent Registrations
- Recent Reservations
- Recent Memberships
- Recent Members
- CRM+

Time Period: Last 30 Days

Top 5 Programs - Registrations



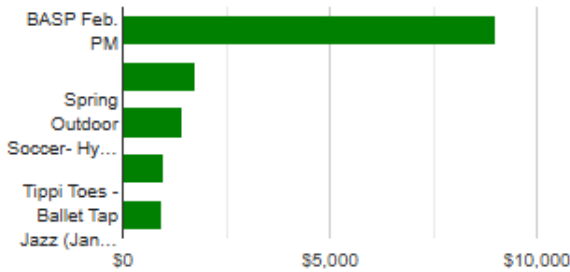
Total Program Registrations

Total Program Registrations	664
Online	381
In-house (In Person)	283

Total Receipts

Total Receipts	\$109,070.00
RecDesk Credit Card	\$91,463.75
Check	\$10,008.00
Cash	\$6,692.00
Household Credit	\$906.25
Refunds	\$5,224.00

Top 5 Programs - Revenue



Invoices - Balance Due

Open:	\$83,719.75
Overdue:	\$3,696.00

Alerts & Notices

Membership Counts; January 1-31, 2026:

	Jan, 2026
New Primaries	672
All New	962
Primary Renewals	120
All Renewals	175
Active Primaries	3294
All Active	4790

Organization Activity; January 1-31, 2026:

Organization Activity

From 1/3/2026 to 2/2/2026

	Registrations	Reservations	Memberships	Check-Ins	Profiles Created	POS Transactions
All	657	100	1189	12296	403	1473
Resident	387	51	819	8070	174	
Non-Resident	270	40	370	4226	229	
No Residency Set	0	0	0	0	0	
Demographics						
< 18	314	1	199	948	75	
18 - 65	155	87	761	7297	276	
65+	188	3	229	4051	52	
Male	255	47	604	7184	202	
Female	401	44	582	5106	199	
Other Genders	1	0	3	6	2	
Online vs In-House						
Online	375	7	53	N/A	188	
In-Person	282	84	1136	N/A	215	

Database Breakdown:

Residents: 17,477
 Non-residents: 13,292
 Total Database: 30,769

North Liberty (Residents) 17,477 (Outside city limits – 1,095)
 Iowa City 3,225
 Coralville 2,836
 Tiffin 1,571
 Solon 1,172
 Cedar Rapids 763
 Swisher 569
 Oxford 273
 Other 1,788