

**AMES PARKS AND RECREATION COMMISSION MEETING**  
**City Hall Council Chambers – 515 Clark Avenue**  
**Thursday, August 19, 2021**

**NOTICE TO THE PUBLIC:** The Parks and Recreation Commission welcomes comments from the public during discussion. If you wish to speak, please complete a green card and hand it to City staff prior to the meeting. When your name is called, please step to the microphone, state your name and address for the record, and limit the time used to present your remarks to three minutes so others have the opportunity to speak. The normal process on an agenda item is staff may first give a report on the item, Commissioners may ask questions for clarification, public input is received, a motion is placed on the floor, the Commission discusses the issue or responds to the audience concerns, and the vote is taken. In consideration of all, if you have a cell phone, please turn it off or put it on silent.

1. Call to Order: 4:00 p.m.
2. Approval of Minutes from July 15 and July 22, 2021
3. Public Forum (For items not on the agenda)
4. Motion Recommending City Council Approve the BoardSafe Accessible Kayak Launch for the Access Ada Hayden Project
5. Update on the loway Creek Stream Stabilization Project in Brookside Park
6. Update regarding the State of Iowa Reinvestment District Program
7. Capital Improvement Plan (CIP) Timeline
8. Project Updates
  - a. Agility Course Location
  - b. Pickleball Courts
  - c. AHHP Fishing Pier
9. Monthly Report
10. Commission Member Comments
11. Next Meetings:
  - a. Thursday, September 9 at 4:00 PM (Special Meeting)
  - b. Thursday, September 16 at 4:00 PM (Regular Meeting)
12. Adjournment

# **AMES PARKS AND RECREATION COMMISSION**

## **MEETING MINUTES**

**DATE:** July 15, 2021

**COMMISSION**

**PRESENT:** Jeremy Bristow, Nicole Fannin, Sarah Litwiller, Jacob Ludwig, Duane Reeves, Nathan Shimanek

**ABSENT:** Sarah Cady

**STAFF:** Keith Abraham, Joshua Thompson

**CALL TO ORDER:** 4:02 PM

### **APPROVAL OF MINUTES**

It was moved by Reeves, with second by Ludwig, to approve the May 20, 2021, and June 17, 2021, meeting minutes. No discussion. No opposition. **Motion Approved**

### **PUBLIC FORUM**

No Public Forum

### **PRESENTATION ON AN IOWAY CREEK STREAM STABILIZATION PROJECT IN BROOKSIDE PARK**

Abraham introduced Tracy Peterson and Cesar Cintron from Public Works. Abraham went over the bank stabilization project scheduled for Brookside Park including why the project is taking place and the goals for the outcome of the project. Abraham shared slides showing areas of concern along the creek and photographs of potential repairs. Abraham opened the topic for questions.

Shimanek asked how the previous stabilization project had held up. Peterson said the project Shimanek is referring to protects the water main running under the creek. She stated that the project has held up well.

Ludwig asked about the timeline for finishing the project. Peterson said they would want to have the native vegetation planted in June. Native trees and other vegetation could be placed in the fall.

### **Lori Biederman 1239 Orchard Dr.**

Biederman represents the Friends of Brookside Park. Generally, the neighbors are supportive and there are cool opportunities in the project. She feels education will be needed as people are always upset about losing trees.

Thompson stated there has been success using signs that include the project timeline and goals for people passing the project.

Reeves believes this has been needed for a long time.

Fannin believes it will look much nicer.

Litwiller believes this is a needed project for the better of the community

### **MOTION APPROVING THE HOMEWOOD GOLF COURSE GROUP OUTING RATES**

Abraham went over the proposed fees for golf outings if 16 or more golfers at Homewood Golf Course. He informed the Commission that a group has reached out to us for September. Staff recommends Alternative #1.

Litwiller asked if the groups book ahead. Abraham said yes, this kind of group would not walk-in. The people who are asking about this want something in September.

Bristow asked how far in advance can people book this kind of thing. Abraham informed him that generally the public can book a group outing once the season starts.

Fannin asked about any additional expenses with group outings. Abraham stated there are generally not any additional expenses, there could be pin prizes that staff would have to distribute, or score tabulating that staff would do, but we would not be bringing in additional staff.

It was moved by Bristow, with second by Fannin to approve the Homewood group outing rates as presented in Alternative 1. No discussion. No opposition. **Motion Approved**

### **MOTION APPROVING IOWA GAMES REQUEST TO SPLIT THE 10% OF GROSS SALES FOR SOFTBALL TOURNAMENTS IN NORTH RIVER VALLEY PARK**

Abraham informed the Commission that Iowa Games had an apparel vendor set up at their softball tournaments held in River Valley. This vendor has been paying a 10% commission to the Iowa Games instead of to Parks and Recreation. Staff does not want to take an additional 10% commission from the vendor. Staff has proposed that the vendor pay 5% to each the Iowa Games and the City as outlined in Alternative #1.

Shimanek feels that the city should not take the percentage and proposes Alternative #2.

Bristow agrees seeing that the Iowa Games benefits the town. He feels it may seem kind of petty over \$300.00.

Fannin asked if the money is used to further the games in the future. Abraham told her yes, they are a not-for-profit organization and do have expenses.

Ludwig is also comfortable with Alternative #2.

Reeves asked Abraham if the department already waives all rental fees for the games. Abraham confirmed that facilities are provided at no cost.

Ludwig asked why Staff was interested in splitting the fees instead of waiving them. Abraham said this option was brought forward by the Iowa Games staff.

Reeves asked if this was something that would stay in effect for the future. Abraham said that this would need to be brought before the Commission yearly.

Reeves likes the 50/50 split because Iowa Games gets everything free and even though this is good for the city, there is wear and tear on the fields. Abraham stated the department does provide staff for diamond maintenance, garbage rounds etc. Abraham stated that concession sales are up during the tournament, however there are other expenses.

It was moved by Bristow, with second by Shimanek, to approve Alternative #2. No discussion. In Favor: Shimanek, Bristow, Fannin, Ludwig and Litwiller. Opposed: Reeves. **Motion Approved**

#### **UPDATE REGARDING THE STATE OF IOWA REINVESTMENT DISTRICT PROGRAM (REVIEW OF ATTACHED STAFF REPORT TO CITY COUNCIL ON JULY 13, 2021)**

Abraham shared the staff report prepared for the city council. The City has been given tentative approval for \$10 million dollars from the Reinvestment District Program.

There is currently a \$7.5 million dollar shortfall for the costs associated with building an indoor aquatic center. Abraham went over the three options for obtaining funding as spelled out in the report. He also stated that the cost could be reduced by removing the second floor and using the currently planned green space to add additional fitness space, a gymnasium, and office/meeting space.

Abraham went over the process for starting the downtown plaza projects

Shimanek asked how long the city would be without an indoor pool. Abraham stated at least two years.

Shimanek feels the more facilities we have to offer our citizens the better so it may be better to change the design to add the gym and additional spaces.

Ludwig asked about the green space and what plans there would be for that space if we did the second floor. Abraham said that it would be saved for expansion, however if you did the two-story building now, and added gymnasium space later, parking could become an issue.

Bristow wondered if cutting out the second floor entirely to save \$5 million dollars would impact our potential \$10 million dollars. Abraham stated that we have not had that conversation.

Fannin asked if gym space was needed. Abraham said we need space that is in our control as our programs often get bumped from other facilities. We appreciate the school district letting us use the facilities, but it is nice to have programming space under our control.

Ludwig asked if the second floor could be done later. Abraham said that it could be done later but there were some preliminary steps to build the first floor to accommodate a second floor. There would also not be any way to add the second floor without closing the facility.

Reeves has yet to hear too many people balking at the price. Reeves wants this on the September ballot.

Abraham said the Council will make some decisions regarding going to a vote or the urban renewal option. Currently the cost to the tax payers would be \$7.5 million as there is \$9 million in private donations and the \$10 million-dollars from the Reinvestment District.

Fannin asked how we are getting the word out to the public. Abraham told her we sent the information out to all our aquatic participants.

### **PROJECT UPDATES**

None

### **MONTHLY REPORT**

Customers have been coming back and enrolling in our programs. We are having to limit some classes due to staff shortages.

There are eight preliminary candidates for the open Recreation Superintendent position. Staff is happy with the quality of applicants. Ludwig asked when we may have someone onboard. Abraham wants to have someone in the position in early September.

### **COMMISSION MEMBER COMMENTS**

None

### **NEXT MEETING:**

Thursday, August 19, at 4:00 PM

### **ADJOURNMENT**

Moved by Bristow to adjourn. The meeting concluded at 5:47 PM.

**AMES PARKS AND RECREATION COMMISSION MEETING**  
**City Hall Council Chambers – 515 Clark Avenue**  
**Thursday, July 22, 2021**  
**4:00 PM**

**SPECIAL MEETING (ELECTRONIC)**

**DATE:** July 22, 2021

**COMMISSION**

**PRESENT:** Jeremy Bristow, Sarah Cady, Nicole Fannin, Sarah Litwiller, Jacob Ludwig, Duane Reeves, Nathan Shimanek

**ABSENT:**

**STAFF:** Keith Abraham

**CALL TO ORDER:** 4:01 PM

**MOTION APPROVING THE AMES JAYCEES REQUEST TO UTILIZE BANDSHELL PARK FOR THEIR AMES ON THE HALF SHELL CONCERTS**

Abraham reminded the Commission that the Jaycees had previous approval for four concerts in July. The first concert was not held due to severe weather. The Jaycees have requested to reschedule that event on August 13. Along with this request would also be the option to reschedule any additional 2021 season postponements, should one occur. This request will ensure there are a total of four concerts. Staff recommends Alternative #1: a) reschedule concert on the 13<sup>th</sup> and b) make up any other cancellations in August or September and waiving the 10 % Fee.

It was moved by Ludwig, with second by Bristow, to approve Alternative #1. No discussion. In Favor: Bristow, Cady, Fannin, Litwiller, Ludwig, Reeves, Shimanek. Opposed: **Motion Approved**

**NEXT MEETING:**

Thursday, August 19 at 4:00 PM (Regular Meeting)

**ADJOURNMENT:**

Motion to adjourn by Bristow 4:06

**COMMISSION ACTION FORM**

**SUBJECT:**      **ACCESSIBLE KAYAK LAUNCH MANUFACTURER**

**BACKGROUND:**

When developing the 2020-25 Capital Improvement Plan (CIP), the public input received included adding an accessible kayak launch at Ada Hayden Heritage Park. The Parks and Recreation Commission recommended, and City Council approved the 2020-2025 CIP which included an accessible kayak launch in year two (FY 2021-22) of the plan. This project included funding of \$50,000 from the City and \$35,000 in private fundraising.

A group of citizens formed a group called Access Ada Hayden (AAH) and started fundraising. To date they have submitted over \$35,000 to the City for the installation of an accessible kayak launch. AAH also assisted the City in securing a \$5,000 grant from the Iowa DNR. In total, there is over \$90,000 available for this project.

**ACCESSIBLE KAYAK LAUNCH MANUFACTURERS:**

Prior to AAH beginning its fundraising campaign, members researched multiple launch manufacturers. The group was looking for three key features in the launch for it to be truly accessible:

1. Boat chute to facilitate the movement of a boat from shore to transfer point
2. Transfer bench with slide-out platform
3. A wide variety of hand holds (grab rails and straps) to assist in transferring

The groups research included visiting several locations in Iowa and beyond. Below are pictures of the different accessible kayak launches available:

**ACCU Dock**



**BoardSafe**



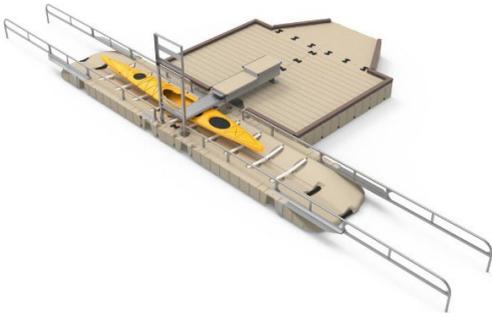
**Connect-A-Dock**



**The Dock Doctors**



**EZ Dock**



AAH determined the BoardSafe Accessible Kayak Launch included all three features and was the best launch. Pictures of the BoardSafe launch was then used in its fundraising materials.

**ALTERNATIVES:**

1. Recommend City Council approve the BoardSafe Accessible Kayak Launch from Northeast Products and Services, Fleetwood, PA for the Access Ada Hayden Project.
2. Recommend City Council approve an accessible kayak launch from one of the other manufacturers.
3. Refer back to staff.

**STAFF'S RECOMMENDED ACTION:**

This project is another example of residents coming forward with an idea to meet a need within the community. In addition, AAH committed to, and was successful, in raising over \$35,000 for this project! It is important to note that AAH has identified three key features needed to ensure this launch meets the needs of the individuals for which this is intended for. Staff contacted the above manufacturers to learn and understand what each provides regarding accessible launches. From the information provided, ACCU Dock, Connect-A-Dock, and The Dock Doctors fail to meet any of the identified features. EZ Dock provides a transfer bench with slide-out bench but not the hand holds or boat chute. BoardSafe is the only launch that provides all the features needed to make it an accessible launch.

The City wants to make sure that this project is done right and will help people access the lake as easily as possible once the launch is installed. Therefore, staff recommends Alternative #1 as stated above.

**CITY OF AMES PARKS AND RECREATION DEPARTMENT  
CAPITAL IMPROVEMENT PLAN (CIP)  
TIMELINE**

Aug 2021	CIP instructions and last year's CIP sheets sent to departments
Aug 2021	Discuss Process with Parks and Recreation Commission
Sept 2021	Public Input meeting
Sept 16, 2021	Share public input with Parks and Recreation Commission
Oct 21, 2021	Parks and Recreation Commission provides final direction to staff
Oct 2021	City Manager tours CIP projects with departments
Nov 15, 2021	Deadline for completing edits/uploading documents
Dec 2, 2021	Parks and Recreation Commission meet with City Manager
Early Jan 2022	Final decisions/CIP to Print Shop
Jan 18, 2022	Initial CIP review by City Council
Jan 25, 2022	Public hearing by City Council
Feb 8, 2022	Approval of CIP
Spring 2022	Final CIP printed and distributed



*Caring People ♦ Quality Programs ♦ Exceptional Service*

**TO: Keith Abraham, Director of Parks and Recreation**  
**FROM: Staff**  
**RE: Monthly Report August 2021**

### **PARKS AND FACILITIES:**

1. Furman Aquatic Center (FAC) staff closed one of the tube slides in late July after hearing some creaking and popping as individuals traveled down the slide. A swimming pool slide contractor evaluated the structure and determined the structure safe for use.
2. Staff prepared softball fields, soccer fields, and sand volleyball courts for summer ending tournaments in early August.
3. Staff completed installing a new two-bay swing and a concrete playground border at Franklin Park. Staff started erecting a new 20'x24' shelter that will be completed in September along with a water fountain and grills. A shared use path will be constructed through the park in spring of 2022 to complete the park renovations.
4. Staff has been trapping mosquitoes in various parks throughout the City this summer but due to the dry weather, the counts have not been high enough to initiate fogging or larviciding. Staff works with Iowa State University Department of Entomology for mosquito surveillance and they provide guidance on when to fog.

### **RECREATION PROGRAMS:**

1. In July, there were 19 public skating sessions held at the Ames/ISU Ice Arena with a total attendance of 372 skaters. A total of 176 skaters attended 29 figure freestyle sessions and 86 skaters attended 12 stick and helmet sessions.
2. The Iowa games hosted its figure skating competition on July 31 with a total of 91 skaters participating.
3. Homewood Golf Course had 3,345 rounds played in July.
4. Homewood's Couples League ended August 3<sup>rd</sup>. A total of 14 couples were registered for 2021 season.

- The chart below shows the number of rentals that have taken place since the opening of the new Homewood Clubhouse:

	Number of Rentals	Hours	Dollar Amount
Paid Rentals	8	26	\$2,600
City Events	11	45	\$0

- A six-week session of virtual, outdoor and in person fitness classes began on July 6 with 56, 136 and 192 participants respectively.
- Fifty-five people started aqua classes at Furman Aquatic Center on July 12.
- Registrations for adult programs for this fall are shown below:

<b>Program</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>
Sand Volleyball	35 Teams	24 Teams	22 Teams
Softball	29 Teams	29 Teams	37 Teams

#### **PROJECT UPDATE:**

- Woodruff Construction Company, Ames, Iowa started removing the existing trail at Ada Hayden Heritage Park in preparation for the Fishing Pier Renovation Project. The trail is being relocated north of the current location to allow space for equipment to complete the project while keeping the trail open for park patrons. The rest of the project includes removing six H-piles, releveling the existing pilings, replacing the decking, and installing new handrails. The project is expected to be completed sometime in early October.
- Staff will be constructing a 20'x24' shelter as part of the Tahira and Labh Hira Park development. Staff will be working with a contractor to complete the grading and installation of the concrete for a basketball court, fountain, playground border, and walking path. Project is expected to be completed by the end of September.