

**AMES PARKS AND RECREATION COMMISSION MEETING**  
**City Hall Council Chambers – 515 Clark Avenue**  
**Thursday, April 18, 2024**

**NOTICE TO THE PUBLIC:** The Parks and Recreation Commission welcomes comments from the public during discussion. The Standards of Decorum, posted at the door and available on the City website, define respectful conduct for public participation. 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. Introduction of New Commissioners
3. Election of Officers
  - a. Chairperson
  - b. Vice-Chairperson
4. Approval of Minutes from March 21, 2024
5. Public Forum (For items not on the agenda)
6. Motion approving The Ames Foundation request to host its annual fundraising event in Inis Grove Park on Sunday, September 29, 2024.
7. Update on Parks and Recreation Department Project Plan (From March 26 City Council Meeting)
8. Motion approving the Parks and Recreation Commission Meeting Dates for April 2023 through March 2024.
9. Project Updates
  - a. Fitch Family Indoor Aquatic Center
  - b. Steven L. Schinker Plaza
10. Monthly Report
11. Commission Member Comments
12. Next Meeting:
  - a. May 16, 2024, at 4:00 PM (Regular Meeting)
13. Adjournment

## **AMES PARKS AND RECREATION COMMISSION MEETING MINUTES**

**DATE:** March 21, 2024

### **COMMISSION**

**PRESENT:** Jeremy Bristow, Sarah Cady, Duane Reeves, Nathan Shimanek, Jeff White

**ABSENT:** Thyra Cox, Rachel Cramer

**STAFF PRESENT:** Keith Abraham, Courtney Kort, Joshua Thompson,

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

### **APPROVAL OF MINUTES FROM FEBRUARY 15, 2024**

Bristow moved, with a second by Reeves, to approve the February 15, 2024, meeting minutes. No discussion. No opposition. Motion approved.

### **PUBLIC FORUM**

Lori Biederman (1239 Orchard Dr), representing the Friends of Brookside Park, shared the Friends are holding nature walks in the park this spring and summer. The first will be a bird and flower walk on April 15, sponsored by Wild Birds Unlimited and the Friends of Brookside Park.

### **INTRODUCE PA GOLDBECK, ASSISTANT CITY MANAGER**

Abraham introduced Pa Goldbeck to the Commission. Goldbeck told the Commission that she was originally from Minneapolis, had lived in Des Moines for the last nine years, and was moving to Ames at the end of the month. She enjoys the parks' amenities and is excited to join the City of Ames Team.

### **MOTION APPROVING THE AMES CYCLONE AQUATICS CLUB ITEMS:**

- a) Memorandum of Understanding with Ames Cyclone Aquatics Club regarding the Annual Rock the Blocks Swim Meet, and
- b) The agreement with Ames Cyclone Aquatic Club regarding the Rock the Blocks Event to be held on May 31-June 2, 2024, at Furman Aquatic Center.

Kort reviewed the history of the meetings and agreements between the City of Ames and the Ames Cyclone Aquatics Club (ACAC). The parties met several times last year, as the event was canceled in 2023. The City and ACAC have discussed the goals of both parties and drafted a Memorandum of Understanding (MOU) and an Agreement for the 2024 swim meet. Staff recommends Alternative #1.

Abraham added that the rental rate charged to ACAC is about 40% of the regular rental rate so they will receive exclusive use at a 60% discount.

Doug McCorkle (1018 Vermont Cr)

McCorkle spoke on behalf of ACAC, sharing the board's perspective regarding the agreement with the City. ACAC has been a long-standing partner with the City, working to provide a beneficial service to its community members and surrounding communities, including the Rock the Blocks swim meet, for the past twelve years. The goal was to provide a framework to operate the meet in a financially viable manner. He informed the Commission that the board also understands and appreciates the City's need to operate the facility and recover its costs for operating and maintaining it for decades.

He continued by stating that the board specifically wants to point out two things:

The rental fee is approximately ten times higher than what ACAC paid in 2014 and approximately four times higher than in 2023. ACAC will use the facility rain or shine, hot or cold, wind or calm. ACAC is guaranteed for the weekend, no matter what the weather. ACAC will also use the facility during hours when it is normally not open for public use.

McCorkle also noted that in the past, ACAC had exclusive use of the facility on Friday, Saturday, and Sunday. In the MOU, access to the pool will be from 1:00 PM on Friday through 4:00 PM on Sunday, allowing the City to hold a noon lap swim on Friday and a public swim on Sunday.

These two concessions are significant to ACAC in terms of both the cost and the operating times for the meet.

He wrapped up the ACAC board's perspective by acknowledging that concessions have been made on both sides, but those should be noted as we move forward.

White moved, with a second by Reeves, to approve Alternative #1, option a) Memorandum of Understanding with Ames Cyclone Aquatics Club regarding the Annual Rock the Blocks Swim Meet and b) the agreement with Ames Cyclone Aquatic Club regarding the Rock the Blocks Event to be held on May 31-June 2, 2024, at Furman Aquatic Center. No discussion. No opposition. Motion approved.

**MOTION APPROVING THE JAYCEES REQUEST TO:**

- a) Sponsor "Ames On the Half Shell," utilizing Bandshell Park on five Fridays between May 31 and June 28, 2024, and
- b) Recommend City Council approve alcohol to be served at Bandshell Park on five Fridays between May 31 and June 28, 2024, and
- c) Waive the Jaycee's payment of a \$1.00 facility fee per ticket sold and 10% of their gross food/beverage sales from "Ames On the Half Shell "events.

Kort went over the Commission Action Form (CAF). Kort stated there was a request for a rental fee adjustment; however, due to the short turnaround and budget finalization, there will be no adjustments this year.

Melissa Engstrom (1108 S 4<sup>th</sup>)

Engstrom, representing the Jaycees, stated that this event has been happening for the last 20 years, with 2023 being the most successful year. The money earned will provide funds for Jaycee's community projects.

Cady asked if a MOU would work for this event. Abraham stated it would be a separate motion from the Commission if they felt it was needed. He thinks something other than an MOU is required for this situation. Staff and the Jaycees need flexibility regarding how fees or other items could be done differently if needed.

Engstrom stated that the Jaycees would like to increase the funds and have the opportunity to provide food baskets in the summer in addition to their annual holiday food baskets. They want to be able to use the funds in the Community. They are okay with having some discussions regarding next year.

Staff recommends Alternative #1.

Shimanek moved, with a second by Bristow, to approve Alternative #1, a) Sponsor "Ames On the Half Shell," utilizing Bandshell Park on five Fridays between May 31 and June 28, 2024; b) Recommend City Council approve alcohol to be served at Bandshell Park on five Fridays between May 31 and June 28, 2024; and c) Waive the Jaycee's payment of a \$1.00 facility fee per ticket sold and 10% of their gross food/beverage sales from "Ames On the Half Shell" events. No discussion. No opposition. Motion approved.

Cady asked if anyone wanted to make a motion directing Staff to engage the Ames Jaycees in rental rate discussions in 2025 and beyond.

Reeves asked for clarification as he didn't remember the Commission directing Staff to engage in this type of discussion with ACAC.

Abraham stated that the Commission did not direct the development of the MOU with ACAC. However, the Commission directed the discussions with ACAC that became the MOU document.

Abraham feels that conversations with the Jaycees should remain flexible. The Jaycees are not the only non-profit group that uses our facilities. It is important to have time to see how changes would impact not only the Jaycees but also other non-profits and the budget.

Shimanek stated he feels there are methods already in place for this event, and there is no need for an MOU.

Kort stated that the Jaycees presented other options for fees for future years, and all that is needed is for the Commission to direct Staff to have these conversations.

Bristow moved, seconded by White, to direct Staff to discuss alternative rental fee options for future events with the Ames Jaycees. No discussion. No opposition. Motion approved.

**APPROVE AMES MAIN STREET’S REQUEST TO:**

- a) Utilize Bandshell Park on May 17, 2024, with the band playing 6–9 PM with teardown completed by 10 PM; and
- b) Recommend City Council approve alcohol to be served at Bandshell Park on May 17, 2024.

Kort went over the CAF. She informed the Commission that this event has been expanded from prior years. The Ames Police and Parks and Recreation Staff reported no past issues. Staff recommends Alternative #1.

Shimanek moved, with a second by Bristow, to approve Alternative #1. a) Utilize Bandshell Park on May 17, 2024, with the band playing 6–9 PM with teardown completed by 10 PM; and b) Recommend City Council approve alcohol to be served at Bandshell Park on May 17, 2024. No discussion. No opposition. Motion approved.

**MOTION APPROVING THE AGREEMENT WITH AMES YOUTH BASEBALL REGARDING USE OF FIELDS 7, 8, & 9 IN BROOKSIDE PARK FROM APRIL 1, 2024 TO NOVEMBER 1, 2024.**

Thompson went over the CAF. Ames Little League uses the smaller fields at no charge, but they do pay for the use of the larger field. Staff recommends Alternative #1.

Bristow moved, with a second by Shimanek, to approve Alternative #1. Approve the agreement with Ames Youth Baseball regarding use of fields 7, 8, & 9 in Brookside Park from April 1, 2024, to November 1, 2024. No discussion. No opposition. Motion approved.

**PROJECT UPDATES**

- a) Fitch Family Indoor Aquatic Center

All contracts and bonds are in place. Story Construction has erected 6-foot-tall fencing around the site. Banners with more information will be placed on the site, with a QR code for more details. The buildings on site will be demolished next week. Staff is working with Media Services on installing a time-lapse camera. We will be moving some Mediacom and Metronet lines. City Council has directed Staff to get some pricing on additional amenities, such as solar, and bring it back to them.

b) Steven L. Schainker Plaza

The pumps are in the building; the condenser will be delivered on April 15. The irrigation and landscaping plans have changed. We should see some concrete and plantings this spring and a ribbon cutting this summer.

c) Mini-pitch Court

The Commission's recommendation was taken to the City Council, which directed Staff to move forward with one court specific to soccer. The Council did approve the agreement with Stonebrook Church. We will move forward with the Mini Pitch with a ribbon cutting to be held this fall.

Abraham also informed the Commission that the pickleball courts, which were finished last year, will have a ribbon cutting and open house on Saturday, April 27. The Ames Pickleball Club is considering offering free lessons and refreshments before and after the ribbon cutting at 11 a.m. We may incorporate the park's 75th anniversary into this celebration.

## **MONTHLY REPORT**

Kort informed the Commission that the hiring tailgate was held at Homewood. This event informed the public about job opportunities throughout the department. Staff was on hand to provide information regarding open positions, and anyone interested in working with Ames Parks and Recreation could apply at the event.

Homewood opened on March 11 as golfers have been raring to go.

The concert series has the tribute band Jett Threat in the auditorium on Friday, March 22.

Thompson stated that park staff will begin opening restrooms in the coming weeks.

Lloyd Kurtz, Christopher Gartner, and Country Gables parks are getting new playgrounds.

The MOTUS wildlife tracking system has been installed at Ada Hayden and will gather data regarding bird migration.

The Ames Anglers and the Department of Natural Resources will drop cedar trees in Ada Hayden Heritage Park Lake to improve fish habitat.

## **COMMISSION MEMBER COMMENTS**

Cady thanked Jeremy Bristow as this was his last meeting after seven years of service on the Commission.

Bristow stated that it has been great working with everyone and serving the citizens of Ames—a great experience for the last seven years.

Abraham stated that working with Bristow has been a pleasure as he is always thoughtful and supportive of Staff. Abraham presented Bristow with a gift of 10 rounds of golf at Homewood for his service. Thyra Cox could not attend the meeting, but Abraham also wanted to thank her for her service.

Two new Commissioners, Dr. Jeff Iles and Janet Rathe, have been appointed. They will begin their terms in April.

Abraham wanted to emphasize that Staff does not do everything alone. The department has a large number of seasonal staff. Abraham also wanted to acknowledge the passing of two long-time softball staff members, Jim Kemis and Billy Cole.

**NEXT MEETING:** Thursday, April 18, at 4:00 PM (Regular Meeting)

**ADJOURNMENT:** Bristow moved to adjourn the meeting at 5:03 PM

## COMMISSION ACTION FORM

**SUBJECT: PARKS AND RECREATION COMMISSION 2024-25 MEETING  
SCHEDULE**

**BACKGROUND:**

The Parks and Recreation Commission meets on the third Thursday of the month; however, the date may occasionally change due to a conflict or the addition of a special meeting. History of the Commission moving a meeting may also play a role in not meeting on the third Thursday. With this in mind, Attachment A lists the 2024-25 meeting dates and locations for the new term.

**ALTERNATIVES:**

1. Approve the Parks and Recreation Commission 2024-25 meeting dates as shown in Attachment A.
2. Approve the Parks and Recreation Commission 2024-25 meeting dates as shown in Attachment A with changes as directed by the Commission.
3. Refer back to staff.

**STAFF'S RECOMMENDED ACTION:**

The proposed meeting dates for 2024-25 are on the third Thursday of each month except for the Special Meeting scheduled for December 5, 2024, and the March 27, 2025 Regular Meeting. Therefore, staff recommends Alternative 1 as stated above.



## ATTACHMENT A

### PARKS AND RECREATION COMMISSION MEETING SCHEDULE FOR 2024/25 TERM

<u>Date</u>	<u>Time</u>	<u>Meeting Type</u>	<u>Location</u>
April 18, 2024	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
May 16, 2024	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
June 20, 2024	4:00 PM	Regular Meeting	Park/Facility Tour
July 18, 2024	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
August 15, 2024	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
September 19, 2024	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
October 17, 2024	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
November 21, 2024	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
December 5, 2024	4:00 PM	Special Meeting (CIP discussion)	Homewood Golf Course 401 E. 20 <sup>th</sup> Street
December 19, 2024	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
January 16, 2025	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
February 20, 2025	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue
March 27, 2025 (4 <sup>th</sup> Thursday)	4:00 PM	Regular Meeting	Council Chambers 515 Clark Avenue

## **COMMISSION ACTION FORM**

**SUBJECT: THE AMES FOUNDATION REQUEST TO HOST ITS ANNUAL FUNDRAISING EVENT IN INIS GROVE PARK**

### **BACKGROUND:**

The Ames Foundation (TAF) is a 501(c)(3) organization and has been in existence since 1976. Its mission is “To engage with partners and connect generosity with opportunity, serving as a catalyst for public projects that enhance the quality of life for Ames residents.” The City of Ames (COA), and specifically Parks and Recreation, has benefited greatly from the efforts of TAF. This organization has been involved in raising funds for the following COA projects:

- Renovation of the Bandshell in Bandshell Park – Upgrades costing several thousand dollars were done to keep the bandshell in a usable condition.
- Tree replacement as part of the COA Emerald Ash Borer Response Plan – TAF has raised funds and coordinated volunteers to plant trees in the spring and fall for many years.
- Miracle Park – After the COA provided a set of plans, TAF raised over \$2 million, hired a contractor to build the park, managed the construction activities, and then donated it to the COA.

TAF has submitted a request (Attachment A) to host its annual fundraising event in Inis Grove Park on Sunday, September 29, 2024. The event entails the following:

- Time of the event is approximately 4:00 – 9:00 p.m.
- Anticipated attendance is 150 – 200 guests
- A 60’ X 80’ tent is to be set up near Walnut Shelter (Attachment B)
- Food and beverage, including alcohol, would be available at no charge from a local provider for guests
- A band would play inside the tent
- The remainder of the park will be open for users

Inis Grove Park is being chosen for this event as TAF wants to showcase the Miracle Park to potential donors. Proceeds from this event will be used for the following purposes:

- To help the COA reach its \$1 million goal for a scholarship endowment for those who need financial assistance

- The Ames Animal Shelter
- Support for the development of new parks and enhance existing parks

As you can see, Parks and Recreation and Ames Police will benefit from this fundraising event.

### **EVENT REQUIREMENTS:**

Due to what TAF is wanting to do at its event, there are multiple items TAF must comply with in order to host a successful event. Event organizers have discussed the details with COA representatives from Police, Fire, and Parks and Recreation. A summary of these conversations and requirements are shown below.

#### Ames Police

Since alcohol is being dispensed, TAF is required to do the following:

- The provider dispensing alcohol must have a liquor license for this location
- TAF must secure Dram Shop Insurance for the event
- Ensure individuals under 21 years of age are not allowed within the consumption area
- Servers must check ID's
- TAF must delineate the area where alcohol is allowed which is done by a 6' high single fence or a 4' high double fence

#### Ames Fire

Because food is being served and people are congregating in an area, there are requirements from Ames Fire that need to be adhered to:

- The tent needs to be a minimum of 20' away from the property line, structures, and vehicles
- No leaves are allowed under the tent
- A fire extinguisher must be provided
- Food being prepared off-site, heated on-site, and served is okay
- If tent walls are used,
  - There must be 3' clearance between wall and any equipment, table, etc.
  - There must be one exit for the caterer and three others evenly space throughout the tent
  - Exits must have luminescent signage
- No smoking signs must be posted
- If a generator is used, it must be 20' away from the tent and isolated so people cannot touch
- Provide a map to the Ames Fire Inspector for approval prior to event

- Have the Ames Fire Inspector do an inspection of the tent area once it is set up

### Ames Parks and Recreation (APR)

Staff is always cognizant of how events like this affect park users and the surrounding neighborhood. The following items have been discussed with the organizers:

- Situate the event where it has the least impact on park users
- Secure a noise permit from the Ames Police Department
- Provide a Certificate of Insurance with COA named as additionally insured
- Have band facing northeast so music projects away from adjacent homes
- Manage trash throughout the event and arrange for disposal with APR
- Notify neighbors about the event and share the feedback with APR and explain how concerns will be mitigated
- Maintain a safe and orderly environment throughout the event

Although the list from these three departments is extensive, TAF has shown a commitment to complying with these requirements. TAF representatives have met with neighbors and thus far have not received any concerns regarding the event. Staff will continue to work closely with TAF to ensure that every item is met prior to the event.

### **ALTERNATIVES:**

1. Approve The Ames Foundation request to host its annual fundraising event in Inis Grove Park on Sunday, September 29, 2024, provided it meets all requirements specified by Ames Police Department, Ames Fire Department, and the Ames Parks and Recreation Department.
2. Deny The Ames Foundation request to host its annual fundraising event in Inis Grove Park on Sunday, September 29, 2024.
3. Refer back to Staff.

### **STAFF RECOMMENDED ACTION:**

The Ames Foundation is a quality organization comprised of professionals whose common purpose is to better the Ames community. To improve the quality of life in Ames is part of its mission. In the interactions staff has had with TAF on various projects, TAF has been professional, responsible, dedicated, and conscientious. Staff has no reason to believe this event will be any different. Because the event is not something typically held in a community park, which alcohol is allowed, TAF wants to make the Commission aware of the event and is requesting approval.

This is an annual event TAF hosts and there have been no issues with past events. The only difference is that it is being held outdoors. The COA will be the beneficiary of funds raised; therefore, staff recommends Alternative #1 as stated above.

**Board of Directors**

Chase Abner  
Cathy Adams  
Chris Anderson  
Jenny Arends  
Bonnie Brown  
Danielle BrownWolf  
Arka Ghosh  
Justine Jahn  
Xena Jolly  
Joni Kellen  
Carol Kisling  
Renee Klaus  
Melissa Muschick  
Kellie Olson  
Tammy Stegman  
Barb Vincent  
Tanner Winterhof  
Kyle Woiwood

**Ex-Officio Members**

Sarah Lawrence  
Sheila Lundt  
Shannon Thiele

[amesfoundation.org](http://amesfoundation.org)



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theamesfoundation](http://www.facebook.com/theamesfoundation)

(‘Like’ us and follow our  
event page for the latest  
updates)



[amesfoundation@  
gmail.com](mailto:amesfoundation@gmail.com)

March 26, 2024

Dear Ames Parks and Recreation Commission,

Subject: Request for Permission to Host The Ames Foundation Annual Fundraising Event at Inis Grove Park

We hope this letter finds you all well. As Chair and Events Chair of The Ames Foundation, an esteemed 501(c)(3) organization in partnership with the Ames Chamber of Commerce, we are reaching out to request your approval to host our pivotal Annual Fundraising Event at the cherished Inis Grove Park on Sunday, September 29, 2024. The anticipated attendance is between 150 and 200 guests.

The Ames Foundation is deeply embedded in the ethos of community development and enhancement. Our vision to "Advance our community to showcase the generosity and spirit in Ames for a better tomorrow" and our mission "To engage with partners and connect generosity with opportunity, serving as a catalyst for public projects that enhance the quality of life for Ames residents" echo our dedication to the city of Ames. Notably, our Annual Fundraising Event has contributed to the raising of \$2.5 million needed to build the Ames Miracle Playground and Field at Inis Grove Park. Furthermore, in partnership with Renewable Energy Group, The Ames Foundation has planted 34 trees in Inis Grove, alongside the border of the Miracle League Field, symbolizing our ongoing commitment to the community's well-being.

In preparation for our event, we have engaged in productive discussions with the Ames Police Department. Following their recommendations, we will ensure compliance with all pertinent guidelines to foster a collaborative and secure environment. Specifically, we will:

- Work with a food and beverage provider possessing the appropriate liquor license.
- Purchase dram shop insurance to mitigate any potential liability.
- Implement measures to ID guests for age verification.
- Design a partitioned area for alcohol service during the event.

Although we plan to conclude our event by 9:00 PM, we are taking additional steps to respect our community and its norms by:

- Obtaining a noise permit for the band to ensure compliance with local noise ordinances.



- Notifying neighbors along 24th Street and Duff Avenue about our event in September, demonstrating our commitment to open communication and community respect. Additionally, we wish to inform you that we are in communication with the Ames Parks & Recreation Commission on the 18th of April and the Ames City Council on the 23rd.

We are fully prepared to address the concerns raised by City of Ames Parks Director Keith Abraham regarding the planning and execution of this event:

- Event Layout: We will plan the band's placement and temporary shelter to face northeast, minimizing disturbance.
- Set Up and Tear Down: Our team will manage all setup and teardown activities, ensuring orderliness and minimal impact on the park.
- Alcohol and Security: Our collaboration with local police aims to review and approve our security setup, maintaining safety and order.
- Live Auction and Fundraising Games: We are finalizing engaging and compliant fundraising activities.
- Trash Removal: We commit to responsible trash management, with the request for Parks Department assistance in removal.

As we celebrate our 40th year as a "Tree City USA," we are introducing three new fundraising initiatives aimed at supporting the City of Ames Parks and Recreation & the Ames Police Department:

- A. A \$1 million endowment for underprivileged youth.
- B. The Ames Animal Shelter
- C. Support for the development of new parks and enhance existing parks.

Our Annual Fundraising Event is more than a celebration; it's a crucial gathering to support future initiatives, fostering community unity and generosity. We are committed to ensuring this event respects both the park and the wider community, adhering to all city guidelines and regulations. We welcome any further requirements or conditions from the Ames Parks and Recreation Board.

Thank you for considering our request. We are eager to collaborate with the Parks and Recreation Board, symbolizing our shared commitment to Ames. Please let us know if you require further discussions or information.

Warmest regards,

Chris Anderson  
T.A.F. Chair  
The Ames Foundation  
cj4miles@gmail.com, 515-817-3556

Renee Klaus  
T.A.F. Events Chair  
The Ames Foundation  
renee.klaus@hunziker.com, 515-451-1138

ATTACHMENT B







**To:** Mayor and City Council  
**From:** Keith Abraham, Parks and Recreation Director  
**Date:** March 26, 2024  
**Subject:** Parks and Recreation Department Project Plan

The Ames Parks and Recreation Department manages 40 parks, 20 miles of park trails, and offers approximately 200 athletic, aquatic, instructional, and wellness programs. The Department is responsible for offering, maintaining, and operating recreational activities; greenspace in the parks system and along the right-of-way street areas; recreational facilities including Furman Aquatic Center, Ames/ISU Ice Arena, Homewood Golf Course, Ames City Auditorium, and Community Center; and three cemeteries (Ames Municipal, Ontario, and Billy Sunday). This work is completed through 29 full-time and approximately 400 temporary/part-time staff.

The Department's FY 2024/25 operating budget is \$7,015,769. The FY 2024/25 Capital Improvement Program (CIP) anticipated expenditures is \$22,304,804. Homewood Golf Course and Ames/ISU Ice Arena are each a separate enterprise fund – financed and operated in a manner like a private business where the cost of providing goods and services is financed or recovered through user charges.

An important function of the Parks and Recreation Department is project planning – planning for the maintenance, repair, expansion and/or replacement of park and recreational amenities. The cost of these projects typically falls within the City's CIP. At any time, the Department can be working on 20-40 projects, depending on the time of year. To track and manage the Department's workload, the department uses a project plan.

**Attachment A – Parks and Recreation Department Project Plan (Plan) provides an overview of the major project activities anticipated between February 2024 and June 2025.** The projects are organized based on the categories in the City's CIP (parks system/facility improvements, splash pad, playground equipment improvements, etc.). The Plan – intended to be a quick reference for determining a project's status and timeline – compiles active projects into one document that illustrates the project work distribution and project phases during a defined timeframe.

The Plan is not intended to provide financial details of each project, nor does it not include activities such as managing personnel, fundraising efforts, coordinating the Parks

and Recreation Commission, etc. **The Plan also does not address recurring and seasonal maintenance activities that are not associated with major projects.** These important activities include playground maintenance, sidewalk and path maintenance, tree trimming and removals, minor structural repairs to shelters and restrooms, and spring/fall weatherizing.

As you review the plan, please note that it is intended to be a living, working document, and is updated regularly as needed. It provides a snapshot of the various project activities Parks and Recreation is engaged in as we continue to strive towards providing an array of excellent programs, facilities, and services to the community. Staff will be prepared to discuss key projects in further detail at the City Council meeting on March 26.

**ATTACHMENT(S):**

[Parks and Recreation Department Project Plan.pdf](#)



*Caring People ♦ Quality Programs ♦ Exceptional Service*

TO: Keith Abraham, Director of Parks and Recreation  
FROM: Staff  
RE: Monthly Report April 2024

**PARKS AND FACILITIES:**

1. Staff turned on the water in all park restrooms for the summer season. The water fountains will be ready for use by April 26. Staff wants to remind park patrons that if they notice any water leaks in the restroom or fountains to notify Parks and Recreation at 515-239-5350.
2. Staff prepared soccer, softball, and baseball fields for the start of the season.
3. Staff assisted the Iowa DNR and the Ames Anglers to install approximately 50 cut cedar trees into the north lake at Ada Hayden Heritage Park to be used for fish habitat.
4. Staff installed the boat dock and the accessible canoe/kayak launch at Ada Hayden Heritage Park for the season.

**RECREATION PROGRAMS:**

1. In March, there were 34 public skating sessions held at the Ames/ISU Ice Arena with a total attendance of 1,098 skaters. A total of 106 skaters attended 16 figure freestyle sessions and 159 skaters attended 16 stick and helmet sessions.
2. The Ames/ISU Ice Arena hosted a Spring Break Day Camp which had a total of 24 registrations over five days.
3. The Ames/ISU Ice Arena was a recipient of the Kiwanis Youth Grant through the Ames Noon Kiwanis Club. The \$1,500 grant funded eight Skate Helpers for the facility! Skate helpers will be available to youth and adults during public skate to assist beginning skaters feel comfortable on the ice by providing stability assistance. Skate Helpers also slide into wheelchairs to assist with adaptive skaters, as well.
4. The Ames/ISU Ice Arena hosted its 2nd Annual Spring Egg Hunt on Saturday, March 30, with 48 registered youth and their families participating.

5. The Ames/ISU Ice Arena hosted private events including Beck’s Hybrid, Midwest Hockey League Finals, Team Midwest tryouts and practices, ISU Friley Hall, Ames Homeschool Group, Emmetsburg Community School District, and Danfoss Employee/Family Appreciation.
6. Homewood Golf Course opened on March 11, 2024. The course was open a total of 14 days in March out of the possible 21. A total of 904 rounds were played in March.
7. An eight-week session of Tae Kwon Do began March 5 with 116 registrations.
8. Warm Water Aqua classes at Forker Pool on the ISU Campus began March 18 and has 85 registrations in three morning classes and 30 registrations in the two evening classes.
9. On March 25, Adult Swing Dance class began with 23 registrations and Adult Belly Dance class began with 17 registrations.
10. A new session of Indoor Tennis Lessons at Ames Fitness Center began, with 28 participants registered.
11. Youth Volleyball Camp for grades 3-6, instructed by the Ames High School Volleyball coaching staff and players, began at Ames High School with 35 total participants.
12. Start Smart Soccer began for kids ages 3-5 years old at Emma McCarthy Lee Park. Two sessions are offered in the spring and have a total of 47 participants.
13. Spring Soccer for grades K-6 has begun at North River Valley Park with 241 participants.

Youth Spring Soccer						
	2024	2023	2022	2021	*2020	2019
Kiddie Kickers	49	67	62	41	N/A	43
1st-2nd Grade Soccer	67	69	76	49	N/A	64
3rd-4th Grade Soccer	71	68	52	49	N/A	62
5th-6th Grade Soccer	54	35	44	42	N/A	66
TOTALS	241	239	234	181	N/A	235

\*Program not held due to COVID-19 pandemic.

14. Auditorium Events for the month of March:
  - a. Hope Lutheran Church held four regular worship services and three additional services during Easter week.
  - b. Parks and Recreation hosted two concerts as part of its winter concert series.
  - c. Parks and Recreation held two Tribute Band concerts as part of its new Tribute Band Series.
  - e. India Cultural Association held three rehearsal and performance of their annual Talent Nite.
  - f. Central Iowa Symphony held two rehearsals and a concert.
  - g. Iowa State Music and Theatre Department hosted one concert.
  - h. Cameron Gray hosted a film showing as part of his “We Glow in the Dark” series.

15. Aquatics partnered with ISU Recreation Services to offer a lifeguard class. A total of six new lifeguards were certified and will work at Furman Aquatic Center this summer.
16. A Red Cross Babysitter's Training Course was held on March 30 with a total of eight participants between the ages of 11-15.
17. A relationship between Parks and Recreation and Ames High School was developed which allowed Aquatics Manager, LeAnn Hawk, to talk with Ames High Physical Education classes about upcoming summer employment opportunities at Furman Aquatic Center and interview students that were interested in becoming lifeguards.

#### PROJECT UPDATE:

1. Staff began working with CGA to conduct a site survey at Lloyd Kurtz Park which needs to be completed in order to begin the design phase of the Mini Pitch installation at this location.
2. Staff recently sent out a Request for Proposals (RFP) to equipment vendors for the Carr Park Agility Course Project. The project will include agility course equipment, rubber safety surfacing, and concrete walkways. The Agility Course Project is expected to be completed later this fall. A second project, to be completed in 2025, for Carr Park will add a restroom, picnic shelter, grills, benches, water fountain, and a bike rack.
3. Play Pro Recreation, Clive, Iowa, installed a new playground structure and swings at Lloyd Kurtz Park, 3710 Hyde Ave., and will be completing two more playground installations at Country Gables Park, 500 Crystal St., and Christopher Gartner Park, 400 Abraham Dr. Once the structures are installed, staff will install Engineered Wood Fibers (EWF) and concrete borders around each playground. All three playgrounds are expected to be completed by mid-May.
4. Amusement Restoration Companies, Burnet, Texas, is in the process of repainting all three basins at the Furman Aquatic Center. Each basin has been sand blasted, pressure washed with trisodium phosphate (TSP), cracks routed and filled, and uneven surfaces leveled. The project is expected to be completed by April 21, weather dependent. Repainting of the basins takes place approximately every five to seven years. The basins were last painted in 2017.
5. Johnson Controls, Urbandale, Iowa, started the compressor overhaul at the Ames/ISU Ice Arena. The overhaul includes replacing all bearings, rings, seals, and gaskets of the compressor and is expected to take two weeks. This project was planned to be completed by early December 2023, however, there was a delay in receiving the parts to complete the project.