



Parks and Recreation Advisory Board Agenda

Grimes Parks and Recreation Advisory Board May 27, 2026 @ 5:30 PM Grimes Community Complex, 410 SE Main Street, Room 203

Public Comment: If you would like to address the Parks and Recreation Advisory Board during the Public Comment portion of the meeting, please sign up upon entrance to the meeting. Participants must be recognized by the presiding officer and must state their full name and address before addressing the Parks and Recreation Advisory Board. The presiding officer will recognize you for 3 minutes of comment, and your microphone will be turned on. Pursuant to §21.4(2) of the Code of Iowa (2019), the City has the right to amend this agenda up until 24 hours before the posted meeting time. For any additional assistance or questions in attending the meeting, please call 515-986-3036. Meetings will be recorded.

AGENDA ITEMS

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Approval of the Previous Minutes

PUBLIC FORUM

“People wishing to address the Board need to sign up on the sheet which has been provided on the table near the door. Each person will be allowed three minutes from the podium and may address with no more than two issues per Grimes Rules of Procedure for Conduct of City Business – May 2005.”

PUBLIC AND PARK BOARD AGENDA ITEMS

1. Vegetation Policy Update
2. Summer Happenings Update

BOARD DISCUSSION

1. President's Report
2. Staff Reports
3. Council Liaison Update

ADJOURNMENT



This meeting of the Grimes Parks and Recreation Board was called to order on March 25, 2026 at 5:30 pm.

ROLL CALL

Present – James Abens, Ross Junge, Chase Koch and Ryan Burger.

Staff – Brian Becker, Tim Smith, Jeff Hauk and Jennifer Whitham Johnson.

GENERAL AGENDA ITEMS

1. APPROVAL OF THE AGENDA
Motion by Burger. Second by Junge. Motion passed.

2. APPROVAL OF THE MINUTES
Motion by Junge. Second by Burger. Motion passed.

PUBLIC FORUM

No Public Forum.

AGENDA ITEMS

1. Optimization Study:
Parks and Recreation Manager Tim Smith presented on the Grimes Outdoor Sports Facilities Optimization Study Request for Proposals (RFP). The purpose of the RFP is to select a consultant to prepare an optimization study to maximize use of existing outdoor sports facilities, balance local league access with tournament hosting, protect and enhance long-term turf health and field conditions, align staffing, operations and funding with demand and expand sports tourism opportunities. Staff recommended the Board approve the RFP. Junge motioned to approve. Burger seconded. Motion passed.

BOARD DISCUSSION

1. President’s Report
2. City Staff Report
3. Council Liaison Report

ADJOURNMENT

Adjourned at 5:56 pm

City of Grimes

Vegetation Management Plan (Draft)

04/09/2026

Purpose Statement

The purpose of the City of Grimes Vegetation Management Plan is to establish a clear, consistent, and environmentally responsible framework for the maintenance of vegetation on City-owned and City-maintained properties. This plan ensures that public spaces, including right-of-way, parks, greenways, sports fields, stormwater facilities, and municipal sites—are managed to support public safety, infrastructure protection, regulatory compliance, aesthetic standards, and long-term environmental sustainability.

Vegetation is recognized not merely as landscaping, but as functional infrastructure. Proper management supports stormwater quality, erosion control, urban canopy growth, habitat preservation, and community pride. This plan defines maintenance levels, operational standards, and environmental stewardship practices to ensure accountability, transparency, and efficient use of public resources.

Maps identifying maintained areas and designated maintenance levels shall be developed and maintained through the City’s GIS system. City of Grimes Code:

City Code

8-2-10 Maintenance of Parking or Terrace:

It shall be the responsibility of the abutting property owner to maintain all property outside the lot and property lines and inside the curb lines upon the public streets, except that the abutting property owner shall not be required to remove diseased trees or dead wood on the publicly owned property or right-of-way. Maintenance includes timely mowing, trimming trees and shrubs and picking up litter.

(Code of Iowa, Sec. 364.12[c])

8-2-11 Failure to Maintain Parking or Terrace:

If the abutting property owner does not perform an action required under the above section within a reasonable time, the City may perform the required action and assess the cost against the abutting property for collection in the same manner as a property tax.

(Code of Iowa, Sec. 364.12[2e])

Regulations

Iowa Department of Agriculture and Land Stewardship (IDALS)

All pesticide applications conducted on behalf of the City of Grimes shall be performed by applicators properly licensed through IDALS. Licensed applicators are responsible for complying with all label requirements and applicable state and federal regulations, including adherence to approved application rates, methods, and site-specific restrictions. Applicators shall implement best management practices (BMPs) to minimize drift, runoff, and impacts to non-target areas, and shall ensure proper storage, handling, and disposal of all chemicals. Required application records shall be maintained, and appropriate personal protective equipment (PPE) shall be utilized at all times to support safe, consistent, and compliant vegetation management operations.

Municipal Separate Storm Sewer System (MS4) Regulations:

The City of Grimes, as a permitted MS4 community under the Iowa Department of Natural Resources, is responsible for managing pesticides, herbicides, and other chemicals used in vegetation management in a manner that protects stormwater quality and complies with permit requirements. All applications shall follow label directions and applicable regulations, with implementation of best management practices (BMPs) to minimize runoff, drift, and discharge to the storm sewer system and receiving waters. The City will utilize integrated pest management principles, prioritize the least impactful products where feasible, and ensure proper storage, handling, and staff training to support consistent, compliant operations.

Plan Goals

- Protect Public Safety
- Support Infrastructure Functionality
- Promote Environmental Stewardship
- Enhance Community Appearance and Pride
- Ensure Regulatory Compliance

Maintenance Level Classifications

Level 1 - High Visibility / High Use

Highest maintenance intensity. Shorter mowing heights, frequent cycles, elevated aesthetic standards, and frequent inspection.

Irrigated sports turf mowed multiple times per week to maintain a target turf height of 2.5 inches

Irrigated public spaces mowed a maximum interval of 7 days with a target turf height of 3.5 inches

An integrated pest management (IPM) program will be utilized within these spaces.

General maintenance practices applied to these areas include mowing, trimming, cleaning debris from sidewalks, trails, parking areas, and other paved or hardscape surfaces, debris removal, irrigation monitoring.

Level 2 – Standard Maintenance

This maintenance level will provide a balanced approach between aesthetics and function.

Level 2 applies to City owned property such as parks, city facilities, greenways, urbanized right-of-ways (ROW), vacant lots owned by the City, residential stormwater facilities and easements.

Mowing will be scheduled to maintain a target turf height of 3.5 inches.

Routine tree and shrub maintenance will be conducted as necessary.

IPM will be utilized within these spaces.

General maintenance practice applied to these areas include mowing, trimming, cleaning debris from sidewalks, trails, parking areas, and other paved or hardscape surfaces and debris removal.

Level 3 – Natural / Low Frequency Maintenance

This maintenance level provides for reduced mowing, native vegetation emphasis, where function is prioritized over manicured appearance.

Areas where level 3 may apply include City owned properties such as natural stormwater facilities, greenways, parks, rural ROW's and easements.

Greenway areas that have been identified as native and/or pollinator habitat will be mowed once per year. A buffer will be established adjacent to private properties that will be maintained at a 6 week interval with a target vegetation height of 5 inches.

ROW shall be mowed at 6 week intervals with a target vegetation height of 5 inches

Routine tree and shrub maintenance will be conducted as necessary.

IPM will be utilized within these spaces.

The general maintenance practices applied to these areas include mowing, trimming, debris removal and natural succession.

Level 4 – Aquatic Vegetation Maintenance

The maintenance level applies to the water body within a publicly owned stormwater retention facility.

IPM will be utilized within these spaces.

General maintenance practice will include debris removal and vegetation management.

Submersed and floating vegetation coverage shall be managed to approximately 20–30% of pond surface area to be consistent with recommendations from the Department of Natural Resources (DNR).

Level 5- Landscaped Areas

The areas are located on City owned properties such as parks, city facilities and ROW. Landscaped areas contain shrubs, trees, signage, perennial vegetation and hardscape.

Specific landscaped areas have been identified to be maintained by contract April through October

Landscaped areas not under contract will be maintained by city staff.

IPM will be utilized within these spaces.

General maintenance practice applied to these areas include trimming, cleaning debris from sidewalks, trails, parking areas, and other paved or hardscape surfaces, weeding and mulch placement.

**All maintenance level classifications boundaries shall be maintained in the City's GIS mapping system. These boundaries may be adjusted at the discretion of the department director if determined to be in line with the vegetative management plan.*

**The City recognizes some residents maintain outside the area(s) of their property/responsibility. These areas are identified as City responsibility on the GIS mapping knowing these areas are maintained by private property owners. The City will allow residents to continue maintenance of these areas until City policy changes.*

1. Right-of-Ways (ROW)

Definition and Purpose:

Right-of-Ways include City-maintained areas adjacent to and within public streets, sidewalks, medians, traffic islands (as identified through GIS mapping), and utility corridors necessary for visibility, drainage, and access.

The goals of ROW vegetation management are to:

- Maintain safe sight distances
- Preserve pedestrian accessibility
- Protect drainage flow lines
- Safeguard utilities
- Present a clean and orderly streetscape

This plan applies only to City-maintained ROW as defined on City's GIS mapping system. Areas where development has occurred and curb and gutter is installed are considered Urbanized ROW and will be maintained at level 2. ROW adjacent to City owned property will be maintained as a level 2. ROW areas where road shoulder and ditches are present are considered rural ROW and will be maintained consistent with level 3. Rural ROW will be maintained at a minimum of 6' from the road shoulder. Landscape areas within the ROW will be maintained consist with level 5.

ROW having a curb and gutter section and being actively farmed will be maintained at a level 2 by the City. After the property is developed the responsibility for maintenance will be transitioned to the property owner.

2. Greenways

Definition and Purpose

Greenways are linear open-space corridors designed for recreation, stormwater management, habitat preservation, and community connectivity. The specific maintenance for areas will be defined on the City's GIS map and will be consistent with level 2, level 3, level 4 and level 5

The goals of greenway vegetation management are to:

- Provide safe recreational corridors
- Improve infiltration of storm water and reduce erosion
- Support native plant communities and pollinator habitat
- Promote or support biodiversity
- Balance conservation with public expectations
- Educate and inform the public using interpretive signage

3. Parks

Definition and Purpose

Parks are designed for recreation, community connectivity, habitat preservation and stormwater management. The specific maintenance for these areas will be defined on the City's GIS map and will be consistent with level 2, level 3, level 4 and level 5. Vegetation management within parks is designed to balance recreational use, environmental stewardship, and long-term sustainability.

The goals of park vegetation management are to:

- Provide safe, durable recreational areas
- Maintain healthy turf capable of supporting frequent public use
- Protect playground environments and gathering areas
- Enhance neighborhood identity and aesthetic value

4. Athletic Fields

Definition and Purpose

Sports fields are intensively maintained athletic surfaces designed to support organized recreational programming and competitive play. Because of the higher frequency of use and the need for consistent playing surfaces, these areas require increased maintenance compared to typical park turf areas. Vegetation management practices in these areas focus on providing safe and predictable playing conditions while preserving turf health under heavy traffic.

The goals of athletic field management are to provide:

- Safe, consistent playing surfaces
- Reduced injury risk
- Turf durability under high use
- Aesthetically pleasing

5. Retention Ponds

Definition and Purpose

Retention ponds and stormwater basins are engineered stormwater management facilities designed to collect runoff, promote infiltration, reduce flooding, protect water quality, and preserve hydraulic capacity. As an additional benefit, these facilities provide urban recreational fishing.

The goals of vegetative management for retention ponds are:

- Protect structural integrity of embankments and dams
- Preserve hydraulic storage capacity
- Reduce sedimentation and erosion
- Improve water quality through filtration
- Maintain safe access for maintenance and emergency response
- Balance aesthetics with ecological performance
- Provide access for recreational fishing.
- Manage habitat for aquatic wildlife.

All ponds and basins shall be classified as residential or natural basins in the GIS mapping and the maintenance level will be identified on the GIS mapping.

A. Residential Retention and Detention Basins

These basins are adjacent to residential neighborhoods or developed subdivisions where aesthetic expectations are higher. These areas will be maintained in accordance with level 2, level 3 and level 4

B. Natural Retention and Detention Basins

These basins are within greenways, parks, or undeveloped/native-designated areas. These areas will be maintained in accordance with level 3 and level 4

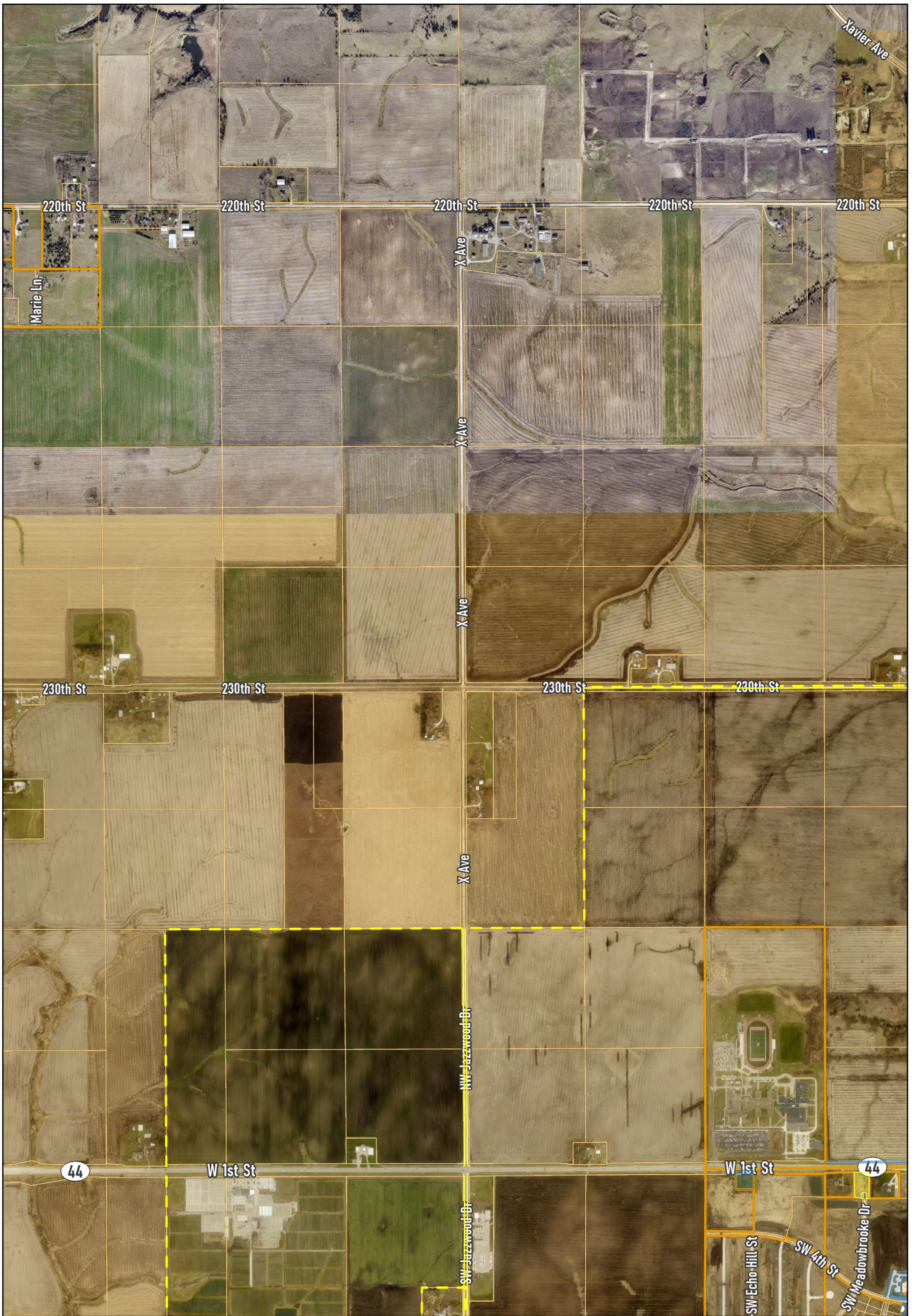
6. City Owned Facilities

Definition and Purpose

Includes All city owned buildings, vacant lots, city owned parking lots, sanitary sewer lift stations and water tower sites. These areas will be maintained in accordance with level 2 and level 5

The goals of vegetative management for City owned facilities are to:

- Professional civic appearance
- Safe access for public and staff
- Protection of building infrastructure

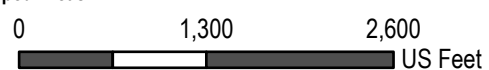


Vegetation Management

- Level 1 – High Visibility / High Use
- Level 2 – Standard Maintenance
- Level 2 – Standard Maintenance - Residential Retention and Detention Basin

- Level 3 – Natural / Low Frequency Maintenance
- Level 3 – Natural / Low Frequency Maintenance - Natural Retention and Detention Basin
- Level 3 – Natural / Low Frequency Maintenance - Greenway Native/ Pollinator

- Level 3 – Natural / Low Frequency Maintenance - Natural Selection
- Level 4 – Aquatic Vegetation Maintenance
- Level 5- Landscaped Areas



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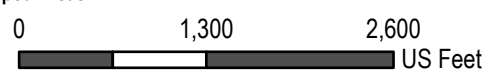


Vegetation Management

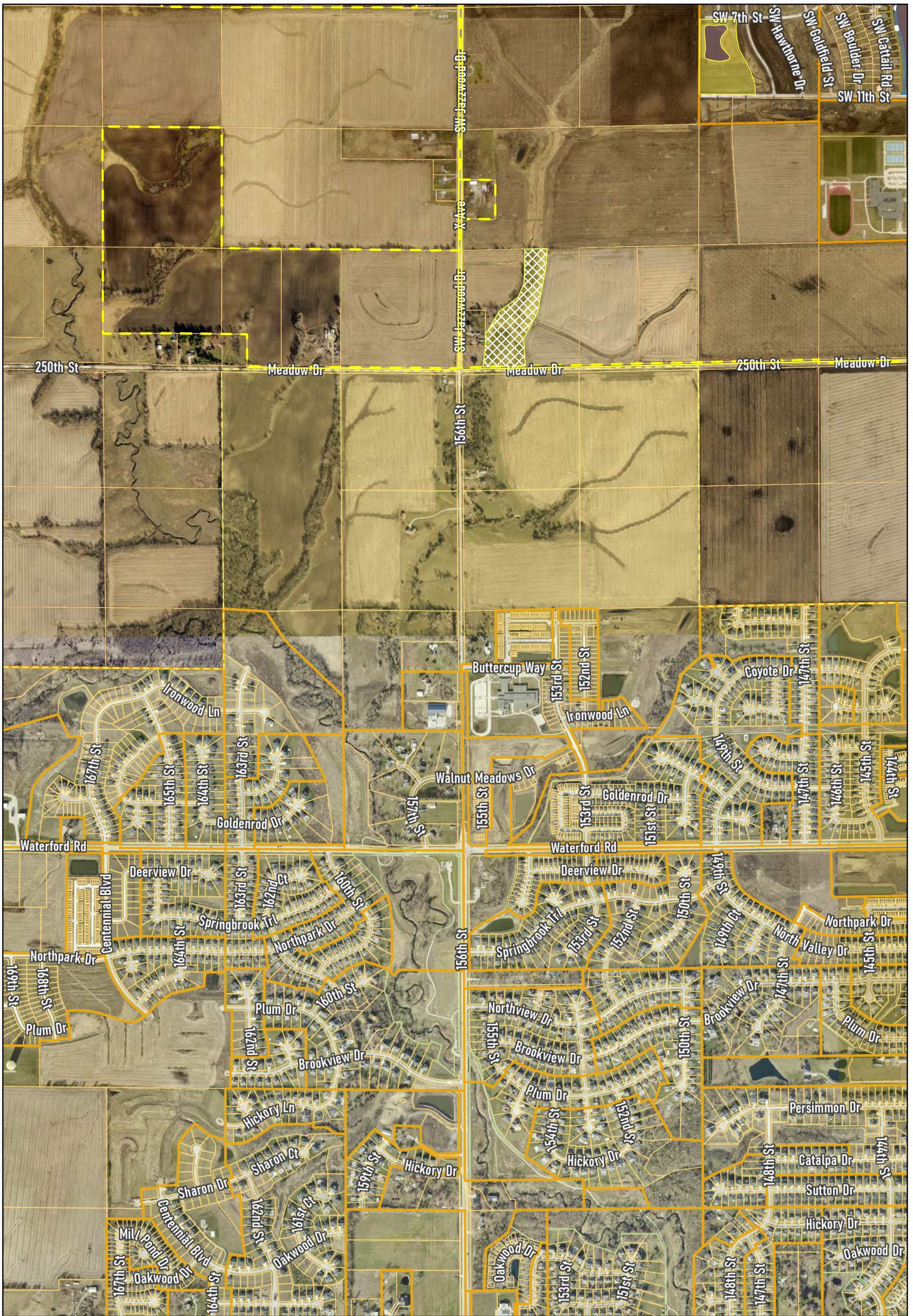
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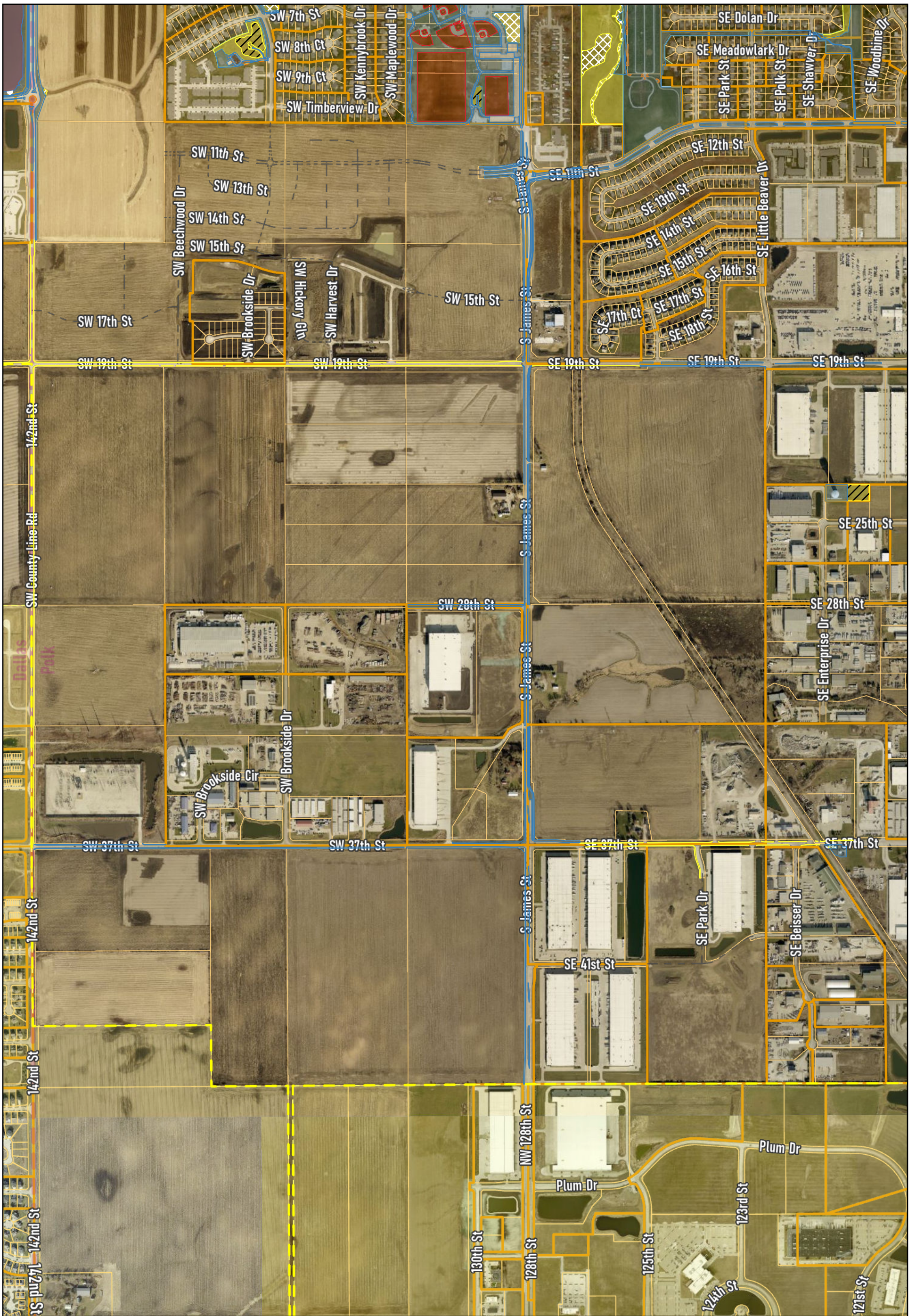
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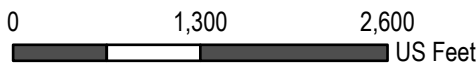


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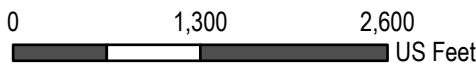


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Date Exported: 4/7/2026

Vegetation Management Plan

City of Grimes • Draft April 9, 2026

Purpose & Plan Goals

Purpose

Establish a clear, consistent, and environmentally responsible framework for maintaining vegetation on City-owned and City-maintained properties.

Vegetation is recognized as functional infrastructure—not merely landscaping. Proper management supports stormwater quality, erosion control, urban canopy growth, habitat preservation, and community pride.

City Code 8-2-10 requires abutting property owners to maintain terrace areas. This plan defines where City responsibility begins and ends, backed by GIS mapping.

Plan Goals

- **Protect Public Safety**

Maintain sight distances, pedestrian access, and safe recreational areas.

- **Support Infrastructure**

Protect drainage, utilities, and building infrastructure.

- **Environmental Stewardship**

Promote native plants, pollinator habitat, and biodiversity.

- **Community Appearance & Regulatory Compliance**

Enhance neighborhood pride and meet IDALS pesticide and Iowa DNR MS4 stormwater permit requirements.

Maintenance Level Classifications

Five tiers govern all City-maintained spaces — IPM (Integrated Pest Management) applied at all levels

Level 1

High Visibility / High Use

Sports turf mowed multiple times/week (2.5" target). Irrigated spaces max 7-day cycle (3.5" target). Highest inspection frequency.

Level 2

Standard Maintenance

Parks, city facilities, urbanized ROW, greenways, vacant lots. 3.5" target height. Routine tree & shrub care.

Level 3

Natural / Low Frequency

Natural stormwater areas, rural ROW, native greenways. 6-week cycles at 5" target. Pollinator areas mowed once per year with 6-week perimeter buffer.

Level 4

Aquatic Vegetation

Water bodies within publicly owned retention ponds. Submersed & floating vegetation at 20-30% surface coverage per DNR guidance.

Level 5

Landscaped Areas

Shrubs, trees, signage, perennial plantings & hardscape. Contracted Apr-Oct; City staff maintains remainder.

** All classification boundaries maintained in City GIS mapping system and may be adjusted by the department director.*

Property Categories & Next Steps

Property Categories

Right-of-Ways (ROW)

Urbanized (curb & gutter) = Level 2. Rural shoulder/ditch = Level 3 (min. 6' from shoulder). Landscape ROW = Level 5.

Greenways

Linear corridors for recreation, stormwater & habitat. Mix of Levels 2-5. Interpretive signage encouraged.

Parks & Athletic Fields

Parks = Levels 2-5. Athletic fields = Level 1. Intensively maintained for safe, consistent play surfaces.

Retention Ponds

Residential basins: Levels 2-4. Natural basins: Levels 3-4. Recreational fishing access maintained.

City Facilities

Buildings, vacant lots, lift stations & water tower sites. Levels 2 & 5. Professional appearance & safe access.

Next Steps

01 Adopt Plan

Finalize draft and present for City Council approval.

02 Complete GIS Mapping

Finalize all maintenance level boundaries in the City GIS system.

03 Staff Training

Train applicators on IPM practices, IDALS compliance, and MS4 BMPs.

04 Contractor Contracts

Solicit bids for Level 5 landscaping contracts (April-October).

05 Annual Review

Review and update maintenance level boundaries and practices each year.

GIS Mapping

