



GRINNELL PARKS AND RECREATION BOARD REGULAR
SESSION MEETING
MONDAY, JULY 13, 2026, AT 5:15 PM
IN THE GRINNELL ATHLETIC AND RECREATION CENTER

TENTATIVE AGENDA

1. Roll Call:

Lindley__, Eyberg__, Crawford__, Jensen__, Staroska__, Gant__, Moyer__

2. Approve Agenda:

3. Approval of Minutes:

A. June 8, 2026

4. Committee Business:

A. Master Parks Plan – priority of projects, fundraising opportunities, grant writing, goals for 2026-2027 fiscal year

- Parks and Cemetery Vegetation
- Arbor Lake/Lake Nyanza
- Recreation Facilities Feasibility Study
- Merrill Park Green Space project

B. Recreation — Report on current and future programming offered by the Recreation Department.

C. Aquatics — Report on Aquatics.

D. Special Event Request — Request to rent the Central Park stage for the "Air Force Brass Band" concert on Thursday, August 20th.

E. Special Event Request — Request to rent the Central Park Shelter for an "All Church Picnic" event on Sunday, September 27th.

F. Elect board chairperson and Vice chairperson.

5. Notes:

6. Inquiries:

7. Adjourn:

Any person with a disability who requires a modification or accommodation in order to participate in the meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the City Council during the meeting, should contact the City Clerk, (641) 236-2600 or adevig@grinnelliowa.gov, no fewer than two business days prior to the meeting to enable the City of Grinnell to make reasonable arrangements to assure accessibility or language assistance for the meeting.



GRINNELL PARKS AND RECREATION BOARD REGULAR
SESSION MEETING
WEDNESDAY, JUNE 8, 2026, AT 5:00 PM
IN THE DRAKE COMMUNITY LIBRARY BOARD ROOM

MINUTES

1. Roll Call:

Russ Crawford, Whitney Jensen, Ralph Eyberg, Lee Staroska, Lisa Lindley, Matt Moyer, and Jordan Allsup.

Absent: Lauren Gant

Guests: Duane Dufoe

2. Approve Agenda: At 5:02pm Lindley made the motion to approve the agenda, second by Staroska to approve the agenda. AYES: All. Motion carried.

3. Approval of Minutes:

A. May 11, 2026- Moyer made the motion, second by Lindley, to approve May 11, 2026, meeting minutes. AYES: All. Motion carried.

4. Committee Business:

A. Master Parks Plan – priority of projects, fundraising opportunities, grant writing, goals for 2025-2026 fiscal year

- Parks and Cemetery Vegetation- Landscaping at the Veterans Monument in Central Park has been completed. Irrigation is working as the newly seeded and planted areas are starting to come in. No action necessary.
- Arbor Lake/Lake Nyanza- Plans are nearing 60% design and staff is now having bi-weekly meetings with the engineering team and partners as we get closer to completion. No action necessary.
- Recreation Facilities Feasibility Study- Staroska made a motion to recommend a list of community members for a Steering Committee to guide the selection of a consultant and feasibility study to City Council for approval. Motion seconded by Moyer. AYES: All. Motion carried.

B. Recreation- Movie Night in the Park at Central Park launches with Sing on Friday, June 12th. Allsup stated that he expects the event to be a great success and anticipates the July show to be the largest crowd. No action necessary.

C. Aquatics- The Aquatic Center opened on May 30th and has been very steady with crowds with warm weather. A new free event for the public on Friday, July 19 is Capes, Crowns, & Waves with princess and superhero characters in attendance to interact with patrons. No action necessary.

5. Notes:

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6. **Inquiries:** Duane Dufoe inquired about dead trees and tree limbs along the creek at Summer Street Park.

7. **Adjourn:**

Jensen made the motion at 5:49pm to adjourn the meeting, second by Lindley.

AYES: All. Motion carried.

Parks and Recreation Director

Jordan Allsup

Date: April 17, 2026
To: Jordan Allsup, Parks & Rec Director

Project: Merrill Park
Grinnell, IA

Quotation Price – Sports Turf Project

Merrill Park Renovation\$79,100.00

Sales tax and bonding are not included. State sales tax exemption certificate and/or designated exempt entity sales tax exemption listing Iowa Sports Turf as exempt for purchasing of materials required. Pricing furnished is effective for 30 days unless otherwise noted and is considered confidential.

Materials and/or Services

Park Renovation

- Demo existing fencing and dugouts
- Excavate and haul away of existing infield aggregate
- Laser grade existing topsoil on site – approx. 55,000 sf
- Install approximately 230' of 4'H black ornamental fence along West St sidewalk
- Install 20'H x 40'L black vinyl chain-link back stop
- Seed, fertilize, and hydromulch all disturbed areas

Responsibilities of Buyer

- Provide access to the site for construction utilizing 4-wheel drive rubber tire equipment
- Locate all private utilities

Payment Terms

Final payment terms to be discussed and agreed and are subject to approval by Musco credit department. Final payment shall not be withheld by Buyer on account of delays beyond the control of Iowa Sports Turf.

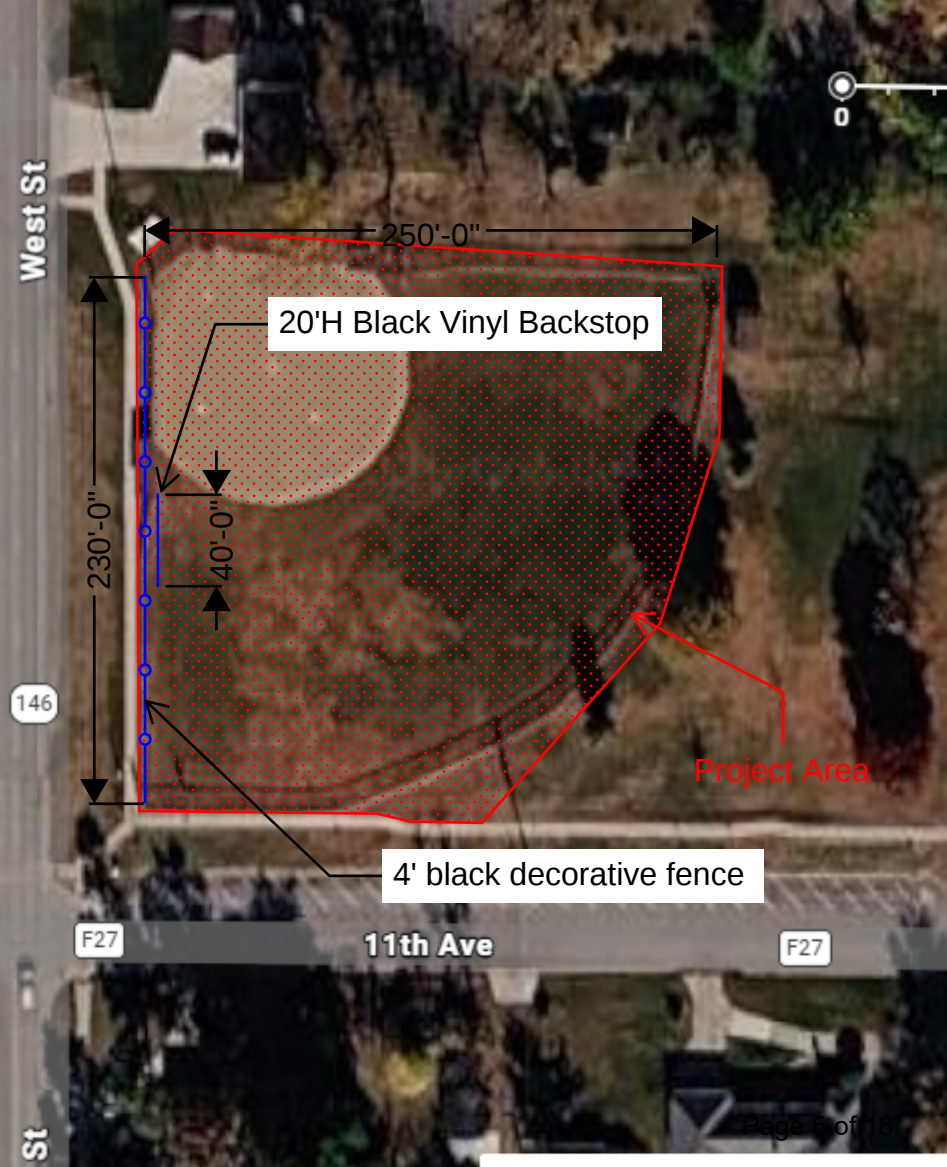
Notes

Quote is based on:

- Delivery of materials to location described above
- Site conditions accurately described or consistent with conditions observed during site visit
- Does not include irrigation
- Does not include any grow in maintenance

Thank you for considering our Team for your sports turf and facility management needs. Please contact me with any questions.

Eric Van Ginkel
General Manager
Iowa Sports Turf
Phone: 515-402-5590
E-mail: ericv@iowasportsturf.com



West St

146

20'H Black Vinyl Backstop

230'-0"

40'-0"

250'-0"

Project Area

4' black decorative fence

F27

11th Ave

F27

St

RE: Estimate for Merrill Park/Grinnell, Iowa

From Tom Osboe <tom@iowaathleticfields.com>

Date Fri 5/15/2026 12:37 PM

To Jordan Allsup <JAllsup@grinnelliowa.gov>

Cc Jamie Miller <jrmiller@wmtel.net>

Ok, Jordan. Follows is a summary of the work we propose to do and the estimated cost involved. Please keep in mind that this is an estimate only but will give you a very good idea of what the project will entail. I will run this by Jamie to get his input and will then be able to give you a firm and final quote. Here you go:

- Core out the existing infield to a depth of approx. 4 inches in prep for seeding
- Install black dirt in the affected infield area in prep for seeding
- Grade the new black dirt surface for efficient drainage
- Install grass seed in affected infield area
- Haul away spoils to a designated dumping area within 1 mile of the site

Estimated cost of labor and materials to complete the above project - \$32,900.00

Let me know if the tasks listed above are what you are looking for and let me know if anything needs to be added or changed. When we are all on the same page, I'll ask Jamie for his input and finalize the quote.

Thanks, Jordan!

Tom
IAFCC

From: Jordan Allsup <JAllsup@grinnelliowa.gov>

Sent: Thursday, May 14, 2026 2:56 PM

To: Tom Osboe <tom@iowaathleticfields.com>

Subject: Re: Estimate for Merrill Park

Thanks Tom. That is fine. I look forward to seeing your estimate.

Jordan Allsup, CPRP
Parks & Recreation Director
City of Grinnell

(641) 236-2620 - Phone

(641) 236-2626 – Fax

grinnelliowa.gov

grinnellrec.activityreg.com



From: Tom Osboe <tom@iowaathleticfields.com>
Sent: Thursday, May 14, 2026 10:51 AM
To: Jordan Allsup <JAllsup@grinnelliowa.gov>
Subject: Estimate for Merrill Park

Hey Jordan,

Trying hard to stick to my noon time frame for your estimate. I'm waiting for a definitive answer for the cost for some black dirt. All else is ready to go. If need be, I can give it my best guess based on past projects in the area.

Tom Osboe
Iowa Athletic Fields Construction Company
tom@iowaathleticfields.com
515-835-9592 (cell)

Re: City of Grinnell

From Eric VanGinkel <eric.vanginkel@musco.com>

Date Mon 5/18/2026 8:04 AM

To Jordan Allsup <JAllsup@grinnelliowa.gov>

Jordan,

If we were to only demo the infield aggregate, grade, and seed the entire area, you would be around \$46,000. This doesn't include new fencing or any irrigation.

Thanks,

Eric Van Ginkel, CSFM

General Manager

742 NE 47th Place | Des Moines, IA 50313

C: 515.402.5590 **W:** IowaSportsTurf.com



From: Jordan Allsup <JAllsup@grinnelliowa.gov>

Sent: Friday, May 15, 2026 2:49 PM

To: Eric VanGinkel <eric.vanginkel@musco.com>

Subject: Re: City of Grinnell

Hi Eric,

Sorry for just now getting back to this. I do have a question to see what the estimate would be to just remove infield? Seed and grade.

City would be responsible for tearing out the fence and dugouts.

Thanks,

Jordan Allsup, CPRP

Parks & Recreation Director

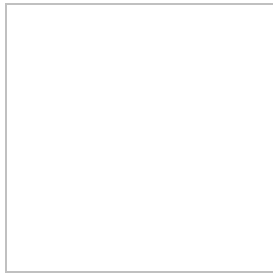
City of Grinnell

(641) 236-2620 - Phone

(641) 236-2626 – Fax

grinnelliowa.gov

grinnellrec.activityreg.com



From: Eric VanGinkel <eric.vanginkel@musco.com>
Sent: Friday, April 17, 2026 1:05 PM
To: Jordan Allsup <JAllsup@grinnelliowa.gov>
Subject: Re: City of Grinnell

Good afternoon Jordan,

See attached quote for the renovations at Merrill Park that we discussed last week. Along with the quote, I've included a sketch up of fencing locations and the overall project area. In addition to that, I include information on the ornamental fencing. One thing I don't have included with this quote is irrigation. I'm still waiting on Meston Brother's Irrigation for that portion. Reach out with any questions or if you would like to see any changes.

Thanks,

Eric Van Ginkel, CSFM

General Manager

742 NE 47th Place | Des Moines, IA 50313

C: 515.402.5590 W: IowaSportsTurf.com



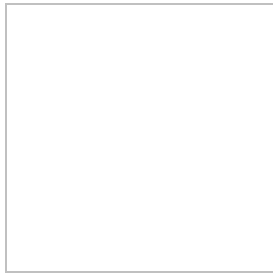
From: Jordan Allsup <JAllsup@grinnelliowa.gov>
Sent: Wednesday, April 8, 2026 9:18 AM
To: Eric VanGinkel <eric.vanginkel@musco.com>
Subject: Re: City of Grinnell

I will see you there.

thanks,

Jordan Allsup, CPRP
Parks & Recreation Director
City of Grinnell

(641) 236-2620 - Phone
(641) 236-2626 – Fax
grinnelliowa.gov
grinnellrec.activityreg.com



From: Eric VanGinkel <eric.vanginkel@musco.com>
Sent: Wednesday, April 8, 2026 9:04 AM
To: Jordan Allsup <JAllsup@grinnelliowa.gov>
Subject: Re: City of Grinnell

I can be there at 11.

Thanks,

Eric Van Ginkel, CSFM
General Manager
742 NE 47th Place | Des Moines, IA 50313
C: 515.402.5590 W: IowaSportsTurf.com



From: Jordan Allsup <JAllsup@grinnelliowa.gov>
Sent: Wednesday, April 8, 2026 8:48 AM
To: Eric VanGinkel <eric.vanginkel@musco.com>
Subject: Re: City of Grinnell

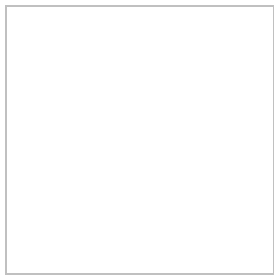
Hi Eric,

Yes, I have open availability tomorrow until 1:00pm. Let me know if a time works best for you.

Thanks,

Jordan Allsup, CPRP
Parks & Recreation Director
City of Grinnell

(641) 236-2620 - Phone
(641) 236-2626 – Fax
grinnelliowa.gov
grinnellrec.activityreg.com



From: Eric VanGinkel <eric.vanginkel@musco.com>
Sent: Wednesday, April 8, 2026 8:46 AM
To: Jordan Allsup <JAllsup@grinnelliowa.gov>
Subject: Re: City of Grinnell

Jordan,

Will it work for you to meet on site some time tomorrow?

Thanks,

Eric Van Ginkel, CSFM

General Manager

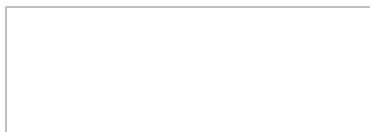
742 NE 47th Place | Des Moines, IA 50313

C: 515.402.5590 W: IowaSportsTurf.com



From: Casey Scheidel <caseys@iowasportsturf.com>
Sent: Friday, March 27, 2026 9:57 AM
To: Jordan Allsup <JAllsup@grinnelliowa.gov>
Cc: Eric VanGinkel <eric.vanginkel@musco.com>
Subject: Re: City of Grinnell

Yes that will work. I'll send out a TEAMS invite.



United States Distributor -
[GrassMax Systems](#) Hybrid Stitched Grass

Casey Scheidel

President— Iowa Sports Turf

Address: 742 NE 47th Pl, Des Moines, IA 50313

Office: (515) 528-2604

Cell: (515) 202-5120

Email: casey.scheidel@musco.com

From: Jordan Allsup <JAllsup@grinnelliowa.gov>
Sent: Friday, March 27, 2026 9:52 AM
To: Casey Scheidel <caseys@iowasportsturf.com>
Cc: Eric VanGinkel <eric.vanginkel@musco.com>
Subject: Re: City of Grinnell

You don't often get email from jallsup@grinnelliowa.gov. [Learn why this is important](#)

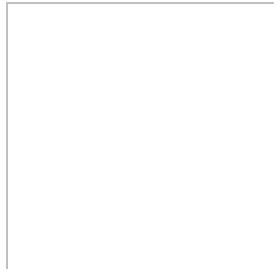
Hi Casey,

I look to have Tuesday next week pretty open after 9:00am. What works good for you guys?

Thanks,

Jordan Allsup, CPRP
Parks & Recreation Director
City of Grinnell

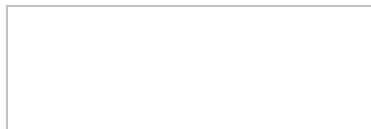
(641) 236-2620 - Phone
(641) 236-2626 – Fax
grinnelliowa.gov
grinnellrec.activityreg.com



From: Casey Scheidel <caseys@iowasportsturf.com>
Sent: Thursday, March 26, 2026 2:39 PM
To: Jordan Allsup <JAllsup@grinnelliowa.gov>
Cc: Eric VanGinkel <eric.vanginkel@musco.com>
Subject: City of Grinnell

Jordan,

Yes, I would like to discuss your project. When is a good time discuss?



United States Distributor -
[GrassMax Systems](#) Hybrid Stitched Grass

Casey Scheidel

President— Iowa Sports Turf

Address: 742 NE 47th Pl, Des Moines, IA 50313

Office: (515) 528-2604

Cell: (515) 202-5120

Email: casey.scheidel@musco.com



City of Grinnell Parks and Recreation Department
Special Event Application

Event Name: Air Force Brass Band

Event Date: 08/20/2026

Event Location: Central Park Stage

Sponsor Organization: Newburg American Legion

Contact's Name & Title: Randy Hotchkiss, Adjutant

Address: (Street): 11632 7th Ave City, State, Zip: Grinnell, IA 50112

Cell Phone: 210-213-3567 Day Phone: 641-260-8095 Email: SgtHotchkiss@gmail.com

Event Type: Walk/Run Athletic Event Fair/Festival Outdoor Concert Other: _____
Circle all that apply

Event Time: Setup Start: 5:00 Event Start: 7:00 PM Event End: 8:30 PM Teardown End: 10:00

Event Description:

Attach additional pages if necessary.

The Offutt Air Force Base Brass Band
will be performing for the community. Event is free. If
food or beverages are provided they will be free also.

Estimated Attendance: 200

Number of Pedestrians: 200

Number of Vehicles: 40

Admission/Registration Fees?	Y	☒ N	If yes, how much? _____
Product sales on site?	Y	☒ N	If yes, a peddler's permit will need to be obtained. You can apply at the City Clerk's office 30 days prior to the event.
Will beer be served or sold?	Y	☒ N	If yes, a license to sell alcohol is needed. A liquor license application Will need to be completed through the Iowa Alcoholic Beverage Division. Once completed it must be forwarded to the City of Grinnell and the City Council for approval 60 days prior to the event.
Will you use inflatables?	Y	☒ N	A Liability Insurance Policy (\$2 million coverage) that lists the City of Grinnell as an additional insured party must be provided.
Will you use amplified sound?	☒ Y	N	If yes, what type of sound? _____
Will you be having a band?	☒ Y	N	If yes, please provide who they are and contact info. <u>Offa + AFB</u> <u>Bress Band, SrA Kerlee Kammerga 666-788-1399</u>
Will you need access to electricity?	☒ Y	N	If yes, please explain specific equipment used and amperage needed. <u>Band Amps + microphones</u>
Do you need anything for set up that you hope the City will provide?	Y	☒ N	If yes, please explain. _____
Will you install event signs off park premises?	☒ Y	N	If yes, please see City Code Chapter 157.
Will there need to be street closures?	Y	☒ N	If yes, this must be requested and approved by City Council at least 60 days prior to event.
Will you be providing port-a-potties?	Y	☒ N	There are 2 restrooms at Central Park, but for multi-hour events, one restroom/port-a-potty is recommended for every 50-75 people attending.
Will you need access to a water source?	Y	☒ N	If so, what is the water to be used for? _____

If any of the following questions were marked "Y" then the renter will need to provide copies of the correct documentation needed for the event to be approved. It should be fully understood that the Grinnell Parks and Recreation Department has the authority to grant or deny permission for this event. If approved, a Park Pavilion rental agreement must also be filled out, signed, and paid for.

Randy L. L. L.
Renter's Signature

23 June 2026
Date



**City of Grinnell Parks and Recreation Department
Special Event Application**

Event Name: All Church Picnic

Event Date: 09 / 27 / 2026

Event Location: Central Park Shelter

Sponsor Organization: Grinnell Ministerial Association

Contact's Name & Title: Anthony Nieuwsma - GMA President

Address: (Street): 918 Reed St **City, State, Zip:** Grinnell, IA. 50112

Cell Phone: 641-990-6607

Day Phone: 641-236-6412

Email: pastor.anthony@grinnellfriends.org

Event Type: ☐ Walk/Run ☐ Athletic Event Fair/Festival ☐ Outdoor Concert ☐ Other: Picnic
Circle all that apply

Event Time: Setup Start: 4:00 PM Event Start: 5:00 PM Event End: 7:00 PM Teardown End: 8:00 PM

Event Description:

Attach additional pages if necessary.

We would like to host again this year a community picnic, with the target audience of
attenders from all the local churches. This is a free-will donation event. We have had live music in the past from the
Too Many Strings Band. Other years, we have simply had some light music being played via speaker in the background
while attenders fellowship.

Estimated Attendance: 120

Number of Pedestrians:

Number of Vehicles:

Admission/Registration Fees?	Y	☒ N	If yes, how much? _____
Product sales on site?	Y	☒ N	If yes, a peddler's permit will need to be obtained. You can apply at the City Clerk's office 30 days prior to the event.
Will beer be served or sold?	Y	☒ N	If yes, a license to sell alcohol is needed. A liquor license application Will need to be completed through the Iowa Alcoholic Beverage Division. Once completed it must be forwarded to the City of Grinnell and the City Council for approval 60 days prior to the event.
Will you use inflatables?	Y	☒ N	A Liability Insurance Policy (\$2 million coverage) that lists the City of Grinnell as an additional insured party must be provided.
Will you use amplified sound?	☒ Y	N	If yes, what type of sound? <u>1 SPEAKER</u>
Will you be having a band?	Y	N	If yes, please provide who they are and contact info. <u>UNSURE</u> <u>TOO MANY STRINGS BAND?</u>
Will you need access to electricity?	☒ Y	N	If yes, please explain specific equipment used and amperage needed. <u>FOR SOUND SYSTEM,</u> <u>POTENTIALLY FOR FOOD SERVICE</u>
Do you need anything for set up that you hope the City will provide?	Y	☒ N	If yes, please explain. _____
Will you install event signs off park premises?	Y	☒ N	If yes, please see City Code Chapter 157.
Will there need to be street closures?	Y	☒ N	If yes, this must be requested and approved by City Council at least 60 days prior to event.
Will you be providing port-a-potties?	Y	☒ N	There are 2 restrooms at Central Park, but for multi-hour events, one restroom/port-a-potty is recommended for every 50-75 people attending.
Will you need access to a water source?	Y	☒ N	If so, what is the water to be used for? _____

If any of the following questions were marked "Y" then the renter will need to provide copies of the correct documentation needed for the event to be approved. It should be fully understood that the Grinnell Parks and Recreation Department has the authority to grant or deny permission for this event. If approved, a Park Pavilion rental agreement must also be filled out, signed, and paid for.

A Thorne

Renter's Signature

6-8-26

Date

Correct Documentation Supplied: Y____
N____

What's needed:_____

Will the event need access to all Park facilities: Y_ N__

Will the event conflict with any existing events: Y__ N__

Event Approved____ Event Denied____

Reason for Denial:

If approved, begin process of renting pavilion.

Staff:_____

Date:_____