



GRINNELL PARKS AND RECREATION BOARD REGULAR
SESSION MEETING
MONDAY, AUGUST 18, 2025, AT 5:15 PM
IN THE GRINNELL ATHLETIC AND RECREATION CENTER

TENTATIVE AGENDA

1. Roll Call:

Lindley__, Eyberg__, Crawford__, Jensen__, Coopridner__, Gant__, Moyer__

2. Approve Agenda:

3. Approval of Minutes:

A. July 28th, 2025

4. Committee Business:

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

- Parks and Cemetery Vegetation - Eyberg
- Bailey Park– Crawford/Jensen
- Arbor Lake/Lake Nyanza- Allsup
- Playgrounds- Lindley
- Master Plan- Allsup

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

C. Aquatics- Report on Aquatics.

D. All Church Picnic - Request to reserve Central Park shelter for an All Church community picnic on Sunday, September 28th.

E. Unity Point Fun Run- Request to utilize Central Park for 5k run/walk event.

F. Consideration of adopting a Resident and Non-resident pricing structure for programs, memberships, and facility rental fees.

G. Consideration of Adoption of the Updated Master Parks & Recreation Plan

H. Amendment to Grinnell Parks & Recreation Plan- Amend contract with RDG for Master Parks & Recreation Plan to include design of Davis Park.

5. Notes:

6. Inquiries:

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.

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
MONDAY, JULY 28, 2025, AT 5:30 PM
IN THE DRAKE COMMUNITY LIBRARY COMMUNITY ROOM

TENTATIVE AGENDA

1. Roll Call:

Russ Crawford, Whitney Jensen, Lisa Lindley, Ben Coopriider, Lauren Gant, Matt Moyer and Jordan Allsup.

Absent: Ralph Eyberg

2. Approve Agenda: At 5:31pm Coopriider made the motion to approve the agenda, second by Lindley to approve the agenda. AYES: All. Motion carried.

3. Committee Business:

A. Presentation and Consideration of Adoption of the Updated Master Parks & Recreation Plan- Mike Bell (RDG Planning and Design) presented the first draft of the Master Parks & Recreation Plan and the final Implementation Chapter.

- Gant requested clarification on how Ahrens Park integrates with the community park system.
- Coopriider requested additional details on parking facilities.
- Moyer inquired about the selection of priority projects. Bell stated that project priorities are based on six core principles derived from community input, focus group meetings, and Steering Committee discussions.

No action taken.

4. Notes:

5. Inquiries:

6. Adjourn: Coopriider made the motion at 6:40pm to adjourn the meeting, second by Lindley. AYES: All. Motion carried.

Parks and Recreation Director
Jordan Allsup



City of Grinnell Parks and Recreation Department Special Event Application

Event Name: All Church Picnic

Event Date: 09 / 28 / 2025

Event Location: Central Park Picnic Shelter

Sponsor Organization: Grinnell Ministerial Association

Contact's Name & Title: Anthony Nieuwsma (Association President)

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

Cell Phone: 641-990-6607

Day Phone: 641-236-6412 x3

Email: pastor.anthony@grinnellfriends.org

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

Event Time: Setup Start: 4:00 pm Event Start: 4:30pm Event End: 7:30pm Teardown End: 8:00pm

Event Description:

Attach additional pages if necessary.

The Ministerial Association is hosting a picnic for all the churches in our community. We will have a little live music

then a short welcome, followed by a time of fellowship through food. We may also have a few yard games available. The last two time we hosted this,
music was provided by the "Too Many Strings Band" and we had somewhere around 100-120 in attendance. We will promote through churches, but a short
article will also be in the Grinnell Herald Register, so that community members are aware.

Estimated Attendance: 120

Number of Pedestrians: 60

Number of Vehicles: 30

Admission/Registration Fees? Y N If Yes, How much _____

Product sales on site? Y N If Yes, a peddlers permit will need to be obtain. You can apply at the City Clerk's office 30 days prior to 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 will be forwarded onto the City of Grinnell and the City Council for approval 60 days prior to event.

Will you use inflatables? Y N Need to provide copy of Liability Insurance (\$2 million coverage) and the City of Grinnell as an additional insured party.

- Will you need access to a water source? Y N If Yes, what is the water to be used for? _____
- Will you use amplified sound? Y N If Yes, what type of sound? Typically a single speaker.
- Will you be having at band? Y N If Yes, please provide who they are and contact info TBD
- Will you need access to electricity? Y N If Yes, please explain specific equipment used and amperage needed _____
For the sound system.
- Is there special set-up will need the City to 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 needs to be requested and approved by City Council at least 60 days prior to event.

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 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.



Renter's Signature

4-15-2025

Date

Office Use Only:

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: _____



City of Grinnell Parks and Recreation Department
Special Event Application

Event Name: Unity in the Community Fun Run Event Date: 10 / 04 / 2025
Event Location: Central Park
Sponsor Organization: Unity Point Health - Grinnell
Contact's Name & Title: Sharon Burke - Supervisor of Rehabilitation Services
Address: (Street): 210 4th Ave City, State, Zip: Grinnell, IA 50112
Cell Phone: 641-990-9685 Day Phone: 641-236-2364 Email: Sharon.burke@unitypoint.org

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

Event Time: Setup Start: 5AM Event Start: 9AM Event End: 12 PM Teardown End: 12PM

Event Description:
Attach additional pages if necessary.
Unity Point Fun Run - 5k Run / 3k walk Saturday 10/04/25
Breakfast hosted by Grinnell United Methodist Church.
Fun kid activities and prizes.

Estimated Attendance: 400 Number of Pedestrians: _____ Number of Vehicles: _____

Admission/Registration Fees? Y N If Yes, How much TBD \$10-15
Product sales on site? Y N If Yes, a peddlers permit will need to be obtain. You can apply at the City Clerk's office 30 days prior to 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 will be forwarded onto the City of Grinnell and the City Council for approval 60 days prior to event.*
Will you use inflatables? Y N *Need to provide copy of Liability Insurance (\$2 million coverage) and the City of Grinnell as an additional insured party.*

Will you need access to a water source?	<input type="checkbox"/> Y	<input type="checkbox"/> N	If Yes, what is the water to be used for? _____
Will you use amplified sound?	<input type="checkbox"/> Y	<input type="checkbox"/> N	If Yes, what type of sound? _____
Will you be having a band?	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N	If Yes, please provide who they are and contact info. <u>likely yes - DJ</u>
Will you need access to electricity?	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N	If Yes, please explain specific equipment used and amperage needed _____
Is there special set-up will need the City to provide?	<input type="checkbox"/> Y	<input checked="" type="checkbox"/> N	If Yes, please explain _____ <u>will need to unlock public restrooms in the morning @ shelter house</u>
Will you install event signs off park premises?	<input type="checkbox"/> Y	<input type="checkbox"/> N	If Yes, please see City Code Chapter 157.
Will there need to be street closures?	<input checked="" type="checkbox"/> Y	<input type="checkbox"/> N	If Yes, this needs to be requested and approved by City Council at least 60 days prior to event.

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 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.

Renter's Signature

Date

Office Use Only:

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: _____



CITY OF GRINNELL
 RECREATION
 DEPARTMENT
 520 4th Avenue
 Grinnell, IA 50112
 Phone: 641-236-2620
 Fax: 641-236-2626

GRINNELL ATHLETIC
 AND RECREATION
 CENTER
 1500 Penrose Street
 Grinnell, IA 50112

PARKS & RECREATION BOARD

RUSS CRAWFORD
 (Chairperson)

RALPH EYBERG

LISA LINDLEY

WHITNEY JENSEN

BEN COOPRIDER

LAUREN GANT

MATT MOYER

DEPARTMENT STAFF

DIRECTOR

JORDAN ALLSUP
jallsup@grinnelliowa.gov

RECREATION COORDINATOR

JACK ECKSTAINÉ
jeckstaine@grinnelliowa.gov

ADMINISTRATIVE CLERK

JULIE MCCOMBS
jmccombs@grinnelliowa.gov

Subject: Recommendation for Resident and Non-Resident Pricing Structure

Parks & Recreation Board Members,

I am recommending the adoption of a revised pricing structure for our programs and facility use that applies a 20% increase to all non-resident fees. This adjustment aligns with our Resident and Non-Resident Pricing Policy and ensures fairness in the distribution of costs for maintaining and operating our parks and recreation services.

Policy Basis:

Residents of the City of Grinnell contribute significantly to the funding and operations of the Parks & Recreation Department through city property taxes. These taxes are paid regardless of whether individuals participate in programs or utilize park facilities. In recognition of this ongoing contribution, resident pricing is extended to individuals living within Grinnell city limits.

Those who reside outside city limits do not contribute through property taxes and will therefore be charged a non-resident fee to more equitably share in the cost of providing these services. Implementing a 20% differential between resident and non-resident rates maintains fairness while remaining accessible to all participants.

Recommendation:

Effective October 1st, 2025, all non-resident fees for programs and facility rentals will be set at 120% of the corresponding resident rate.

I believe this adjustment reflects both the financial realities of our operations and our commitment to equitable access for all community members. I look forward to discussing this recommendation further at our upcoming board meeting.

Sincerely,
 Jordan Allsup, CPRP
 Parks & Recreation Director
 City of Grinnell

Visit us at
www.grinnelliowa.gov

Amendment to the Professional Services Agreement

PROJECT: *(name and address)*

Parks and Recreation Master Plan

AGREEMENT INFORMATION:

Date: 10.22.2024

AMENDMENT INFORMATION

Amendment Number: 01

Date: 7.30.2025

OWNER: *(name and address)*

City of Grinnell

1500 Penrose St, Grinnell, IA

641.236.2620

ARCHITECT: *(name and address)*

RDG Planning & Design, Inc.

301 Grand Avenue, Des Moines, IA 50309

RDG's Project Number: R3006.882.00

The Owner and Architect amend the Agreement as follows:

- 1) Add Davis Park to the Parks and Recreation Master Plan
 - a. Chapter One: Discovery Document – Inventory and Analysis
 - b. Chapter Two: The Plan – Concept Master Plan
 - c. Chapter Three: Implementation

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

<u>Basic Compensation per Original Agreement:</u>	<u>\$70,000.00</u>
<u>Amendment No. 1:</u>	<u>\$4,000.00</u>
<u>Total Amended Compensation:</u>	<u>\$74,000.00</u>

Schedule Adjustment: None

SIGNATURES:

RDG Planning & Design, Inc.

ARCHITECT *(Firm name)*



SIGNATURE

Scott Crawford, PLA, ASLA, LEED

AP

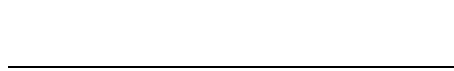
Principal

PRINTED NAME AND TITLE

DATE

City of Grinnell

OWNER *(Firm name)*



SIGNATURE

Dan F. Agnew

Mayor, City of Grinnell

PRINTED NAME AND TITLE

DATE