



GRINNELL PARKS AND RECREATION BOARD REGULAR
SESSION MEETING
MONDAY, NOVEMBER 10, 2025, AT 5:15 PM
IN THE DRAKE COMMUNITY LIBRARY BOARD ROOM

TENTATIVE AGENDA

1. Roll Call:

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

2. Approve Agenda:

3. Approval of Minutes:

A. October 15th, 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
- Arbor Lake/Lake Nyanza- Allsup
- Playgrounds- Lindley
- Master Plan Implementation-

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

C. Aquatics- Report on Aquatics.

D. Veteran's Memorial Dedication Concert - Request to rent the Central Park Stage on Saturday, July 4th, 2026 for the "Veteran's Memorial Dedication Concert."

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, OCTOBER 15, 2025, AT 5:15 PM
IN THE DRAKE COMMUNITY LIBRARY BOARDROOM

MINUTES

1. Roll Call:

Russ Crawford, Whitney Jensen, Ralph Eyberg, Lauren Gant, Matt Moyer, and Jordan Allsup

Absent: Ben Coopridner and Lisa Lindley

2. Approve Agenda:

At 5:15pm Gant made the motion to approve the agenda, second by Jensen to approve the agenda. AYES: All. Motion carried.

3. Approval of Minutes:

A. September 8th, 2025- Gant made the motion, second by Moyer, to approve September 8th, 2025, 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 – Eyberg- Concerns were brought up about mowers getting too close to trees potentially girdling them at cemetery, and Allsup will pass that concern along to the appropriate parties. Grass is coming in nicely at the Bailey Park shelter site. No action necessary.
 - Arbor Lake/Lake Nyanza- Allsup- Engineering is in full swing on the Lake Restoration project after city staff partook in a kick off meeting with Houston Engineering and representation from Iowa DNR. No action necessary.
 - Playgrounds- Lindley- Donor sign at Central Park playground to be installed. No action necessary.
 - Master Plan Implementation- The Board discussed key priorities identified in the Master Plan and will continue refining and organizing those priorities for inclusion in the Capital Improvement Plan.
- B. Recreation- The 5th Annual Trunk or Treat is scheduled for Saturday, October 18th with roughly 50 spaces reserved. Youth Soccer and Flag football seasons are now over, and staff are preparing for winter programming. No action necessary.
- C. Aquatics- The interior of the bath house at the Aquatic Center has been painted over the last week. No action necessary.

5. Notes:

6. Inquiries:

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7. **Adjourn:** Moyer made the motion at 6:27pm to adjourn the meeting, second by Jensen. AYES: All. Motion carried.

Parks and Recreation Director
Jordan Allsup

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City of Grinnell Parks and Recreation Department
Special Event Application

Event Name: Plaza Memorial Dedication Concert Event Date: 7 / 4 / 2026

Event Location: Stage and new Plaza

Sponsor Organization: City of Grinnell and Veterans Commission

Contact's Name & Title: Tom Lacina volunteer coordinator

Address: (Street): 2010 Country Club Dr. City, State, Zip: Grinnell, IA 50112

Cell Phone: 515-321-8048 Day Phone: 641-236-4545 Email: tomlacina@gmail.com

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

Event Time: Setup Start: 6:00 pm Event Start: 7:00 pm Event End: ~~8:00 pm~~ 8:30 pm Teardown End: 9:00 pm

Event Description:
Attach additional pages if necessary.

Iowa Brass will perform on the stage beginning at 7 pm. There will be a short dedication speech as to the new plaza and monument. This will occur as part of the 250th anniversary of the nation and the all class reunion. We will coordinate with the all class reunion committee and the chamber to align events.

Estimated Attendance: 300 Number of Pedestrians: _____ Number of Vehicles: _____

- 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? For speaking only. Will coordinate with arts council.

Will you be having at band? Y N If Yes, please provide who they are and contact info _____

Will you need access to electricity? Y N If Yes, please explain specific equipment used and amperage needed _____
for PA system

Is there special set-up will need the City to provide? Y N If Yes, please explain will will need access to chairs for the band

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
 Tom Lacina

11/6/2025

 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: _____