

MARSHALLTOWN

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PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES

June 24, 2026 @ 4:15PM

Veteran's Memorial Coliseum

1. Board Members Present: Chris Bennett, Neil Dalal, Jillian Herink, Janet Weis. Board Members Absent: David Boles, Gary Gimbel, Steve Storjohann. Staff Present: Kelsie Stafford. Citizens Present: None. Herink arrived at 4:17 pm. Dalal left at 5:27 pm.
2. The meeting was called to order at 4:16 pm. Weis moved to approve the May 20 meeting minutes as submitted. Dalal seconded; the motion passed with all ayes.
3. Capital Project Update
 - a. Iowa River's Edge Trail Bridges 2 – 5: Stafford shared that construction is nearing completion and the project is on track to finish by the expected date of July 19.
 - b. Ann C. Keyser Trailhead and Emerson Bridge: Stafford shared that minor punch list items and bridge railing installation still remain. Final pallets of bridge fins were scheduled to ship on June 24.
 - c. Apgar Family Water Plaza: Stafford shared that the facility is not yet under City ownership; minor punch list items with both Edge Commercial and Pleva Mechanical are outstanding. The need to discuss the relocation of the caboose at Mega-10 Park with Union-Pacific was mentioned.
 - d. CDBG Tree Planting: Stafford shared that a monitoring visit with Iowa Economic Development is scheduled for June 26. Staff are preparing to close out the project in July.
 - e. West End Park Phase 2: Stafford shared that surveying of the property has been initiated and that the engineering firm will begin work on the design for the crossing of Braddy Creek and the Glow Trail.
4. Youth and Adult Sports Recreational Master Plan Update: Stafford shared the draft report with the Board and received feedback to relay to Sports Facilities Companies.
5. Parks Update: Stafford shared that staff have been concentrating heavily on beautification efforts including Downtown planters and landscaping projects at the Apgar Family Water Plaza, Ann C. Keyser Trailhead and City Hall. The Parks Division assisted with opening tasks for the Aquatic Center.

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6. Recreation and Aquatic Update: Stafford shared that Lifeguarding Courses in May resulted in the hiring of nine new lifeguards; in-service training continues on a weekly basis save a few dates throughout the summer. New programming includes Adult Swim Lessons and Bobcat Youth Bowling Clinic. Recreation Division staff have been training in preparation for the Aquatic Center opening on June 8 and Summer Blast/Camp Marshalltown and other programming beginning on June 15.
7. Social Media and Newsletter: 6,219 sends in May with a 44% open rate. 5,676 followers, a 276-follower increase and 346,546 views.
8. West End Park Phase 2 Restrooms: Stafford shared that there has been a citizen request to explore fundraising opportunities to purchase a restroom similar to the Ann C. Keyser Trailhead restroom for West End Park. Stafford suggested the item be added as a bid alternate when the construction is let for the West End Park Phase 2 Project.
9. Other Business: Stafford shared the schedule for July's Park and Recreation Month activities. Windscreens are being explored for Riverview Park Pickleball Courts; the Board suggested to add paddle saddles to the fence. Engineering staff assisted with the creation of an accessible playground/park areas map and staff are working on the creation of an accessibility page for the City website. Storjohann mentioned that flags, poles, bases, spreaders, braids and eagles have been ordered for the main entrance to the Veteran's Memorial Coliseum. There was no update given on the schedule for the display cabinets.
10. Next meeting June 17, 2026 @ 4:15 pm City Council Chambers – 10 W State Street
11. Weis moved to adjourn at 5:31 pm. Storjohann seconded; the motion passed with all ayes.