

MARSHALLTOWN

— I O W A —

PARKS AND RECREATION

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NOTICE OF PUBLIC MEETING

CITY OF MARSHALLTOWN
PARKS & RECREATION ADVISORY BOARD
March 19, 2025, 4:15 PM
VETERAN'S MEMORIAL COLISEUM
20 W STATE ST, MARSHALTOWN, IA 50158

AGENDA

CALL TO ORDER

ROLL CALL: Bennett, Brothers, Dalal, Engesser, Herink, Storjohann, Weis

BUSINESS

1. Approve October 16, 2024 meeting minutes (Attached)
2. Introductions
3. Project Updates
 - a. 6th St Pedestrian Bridge & Trailhead
 - i. Waiting on USACE related to 408 permits.
 - ii. Snyder scheduling meeting to review utility work status with various contractors
 - iii. Waiting on Contractor for request for pricing of some changes/additions to the project; submittal reviews continue.
 - b. 6th St Trail
 - i. Clearing & grubbing should wrap up 03/03.. COMPLETE
 - c. Coliseum Generator

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- i. Eaton is scheduled for Monday 03/03 to install the new part. We will test the transfer capability afterwards.
COMPLETED AND OPERATIONAL
- d. Iowa River's Edge Trail Bridges 2 – 5 (Possibly 6-9 too)
 - i. We received an updated cost estimate of \$1,534,880, which is an increase over previous estimates. In addition to that Iowa DOT requires that we award if the bids come in within 110% of estimate, or \$1,688,368.
 - ii. We have received a contract from CBA to do construction phase engineering on this project with assistance from city staff in the amount of \$180,000.
 - iii. We met to discuss funding on this project and have a proposed funding plan; this will be presented to council at the March meeting.
 - iv. We plan to place this project on the Iowa DOT June 17, 2025 letting.
 - v. Waiting to hear on \$2M state TASA grant.
- e. Water Plaza
 - i. Submittals continue; we continue to request update from state for DPH permit
 - ii. No significant construction updates to report – work continues as time/weather/Contractor/staff availability allows
 - iii. Lynch Dallas working on 28E Agreement with Marshalltown YMCA for small parcel of land
- f. Kiwanis Park
 - i. Holding retainage; punch list items to complete in spring
- g. Riverview Park
 - i. On hold until frost is out.
- h. CDBG Tree Grant
 - i. Working on tree list to submit for approval
 - ii. Bolton & Menk developing proposal for plans and specifications and support on pay requests and closeout
- i. 1314 Summit (West End Park):
 - i. Working with Lynch Dallas on updated Purchase Agreement
 - ii. Scheduling appraisals

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4. Park Maintenance Update
5. Recreation & Aquatic Update
6. Marketing and Outreach Update
7. Discussion
 - a. Review Committee Member Role (Attached)
 - b. Community Outreach
 - c. Possible Sub-committees
 - d. Council Liaison
8. Next meeting April 17, 2025 @ 4:15 Coliseum Conference Room –
20 W State Street

ADJOURNMENT

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Parks and Recreation Advisory Committee

Meeting was held at the Veterans Memorial Coliseum, 20 W State St

Meeting: October 16, 2024

Members Present: Wynne Brothers, Neil Dalal, Chris Bennett, Dan Engesser, Jill Herink

Absent: Cindy Brodin, Steve Storjohann

Staff Present: Jennifer Hart, Kristin Titus, Carol Webb

Approval of Minutes

Herink approved September minutes, seconded by Engesser. Approved by all.

Parks Update

Timber Creek playground has been installed. Parks staff completed to the installation of mulch.

Held a preconstruction meeting for the Riverview Park Phase I project. The bridge over the lagoon will be replaced and the playground at Reunion Hall will be removed and replaced with and.

Linn Creek projects are finishing up designs and plans. They will go before the City Council on October 28 and out for bids with bids being due in November to be approved by the City Council on November 18.

Recreation and Aquatics Update

The Aquatic Center had a great year with attendance, revenue, and staffing to make it the entire summer. Staff have indicated they will be returning next summer.

Recreation programs have begun. Youth Basketball started Monday October 14th. There are 175 participants. We have 8 Hail Mary Flag football teams which is an increase from years past. Their season will be completed by the end of October. Men's and Women's volleyball have begun as well with the same number of teams as last year.

Coliseum is being rented regularly. We have held our 1st Quinceanera as well as class reunions, birthday parties and vendor show. The building is used 7 days week.

Discuss Plans for Director position transition.

The director responsibilities have been divided between the Recreation Supervisor, Parks Supervisor, Public Works Director and City Administrator until a new Director is selected. The position has been posted and closes October 25th.

Meeting adjourned at 4:35pm

Next meeting is at 4:30pm on November 20, 2024 in the Coliseum Conference Room, 20 W State Street

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