

MARSHALLTOWN

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PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES

August 20, 2025 @ 4:15PM

Council Chambers

1. Board Members Present: Chris Bennett, Daniel Engesser, Jillian Herink, Steve Storjohann and Janet Weis. Board Members Absent: Wynne Brothers, Neil Dalal. Staff Present: Kelsie Stafford. Citizens Present: None.
2. The meeting was called to order at 4:17 pm. Herink moved to approve the July 16 meeting minutes as submitted. Storjohann seconded; the motion passed with all ayes.
3. Capital Project Update
 - a. 6th St Pedestrian Bridge & Trailhead – Stafford shared that the bridge has been installed along with the concrete path over the bridge abutments and abutment railings. Bridge railings designed by the artist are expected to be out of production in January.
 - b. 6th St Trail – Reconnection is expected within the next two weeks.
 - c. Iowa River’s Edge Trail Bridges 2–5: The contract has been executed; Stafford is collaborating with Public Works staff to initiate the project.
 - d. Apgar Family Water Plaza – The restroom building has been set. A destination sign design has been selected. The wet deck will be poured and the sculpture base has been installed. The project is still on track for substantial completion on September 30.
 - e. Riverview Park – The grand opening event held on July 31 went well. The contractor reseeded the new grass areas and is still waiting on the bridge railings to be fabricated.
 - f. West End Park – Snyder & Associates has been contacted with a request to draft an engineering contract for the Glow Trail and new bridge. It is expected that this item will be presented to City Council by the end of September.

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- g. CDBG Tree Planting Project – Five responsible bids were received with the lowest being Alpha Landscapes, LLC of Johnston in the amount of \$114,700.00, which leaves \$80,567.00 in remaining grant funding. Staff hope to work with IEDA to utilize the additional funds.
4. Youth and Adult Sports Recreational Master Plan Update- The contract is being executed this week. The kickoff meeting is projected to be during the week of August 25.
5. Parks Update – Many seasonal staff have gone back to school, and their hard work this summer is very appreciated. First steps of a tree inventory update have been completed in our upgraded mapping system. City staff will have full access to urban tree canopy data, which will allow for more accuracy in monitoring trees for care, health, planting, diversity and tree cover. An application will be submitted to the Trees for Kids grant in partnership with Trees Forever. The DNR grant would support a mini orchard at Bicentennial Park.
6. Recreation & Aquatic Update – The Aquatic Center will close on Sunday, August 24. Camp Marshalltown has ended and Summer Blast will wrap up on August 22. Fall programming registration is underway including Coliseum rentals and indoor sports.
7. Social Media and Newsletter – The Newsletter had 6541 sends in July with a 52% open rate. The Department Facebook page has 5,135 followers, which is an 82-follower increase, and had 246,976 views.
8. Park Hours Discussion – Park lights will be programmed to stay lit until 11:30 pm.
9. Long-Term Camping Discussion – Stafford presented information regarding current camping time limits, peer facility examples, and a proposed ordinance change. Board members discussed advantages to expanding long-term camping, and suggested an edit to the proposed ordinance verbiage. Herink moved to endorse the proposed ordinance change be presented to City Council. Engesser seconded; the motion passed with all ayes.
10. Other Business – Storjohann mentioned while there was no update to Coliseum cabinets, the VFW and Legion Auxillary has committed to purchase flags. Weis suggested the Department explore

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installing wind screens on the Riverview Park pickleball courts; a fundraiser was discussed. Stafford relayed that Movie in the Park at West End Park will be held on July 17 at dusk in partnership with Lillie Mae Chocolates and Legacy Real Estate.

11. Next meeting September 20, 2025 @ 4:15 PM in the Veteran's Memorial Coliseum Conference Room – 20 W State Street
12. Bennett moved to adjourn the meeting at 4:48pm. Engesser seconded; the motion passed with all ayes.