

MARSHALLTOWN

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PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES

September 17, 2025 @ 4:15PM

Council Chambers

1. Board Members Present: Chris Bennett, Wynne Brothers, Daniel Engesser, Neil Dalal, Jillian Herink, Steve Storjohann and Janet Weis. Board Members Absent: None. Staff Present: Kelsie Stafford. Citizens Present: None.
2. The meeting was called to order at 4:17 pm. Brothers moved to approve the August 20 meeting minutes as submitted. Dalal seconded; the motion passed with all ayes.
3. Capital Project Update
 - a. 6th St Pedestrian Bridge & Trailhead – Stafford shared that the restroom building is nearly complete and that rip rap had been installed. A cost deduct is expected from signage changes.
 - b. 6th St Trail – There have been no changes.
 - c. Iowa River’s Edge Trail Bridges 2–5: The contract has been executed; Stafford is working with the contractor on scheduling; work is expected to begin the week of October 13.
 - d. Apgar Family Water Plaza – Concrete for the dry deck has been poured. The contractor is anticipating that building plumbing and electrical, installation of water equipment and reseeding will be completed in the next two weeks.
 - e. Riverview Park – No change.
 - f. West End Park – A proposed engineering contract has been received. Staff is reviewing and will bring to Council for approval.
 - g. CDBG Tree Planting Project – The preconstruction meeting was held on September 17. Approval has been granted to use the remaining grant funding to plant an estimated 128 additional trees. The contractor hopes to complete the majority of planting this fall.
4. Youth and Adult Sports Recreational Master Plan Update- The firm is in an information gathering stage. Next deliverable is a finalized work plan.

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5. Parks Update – Civil service list for vacant position will be approved on September 23, with Council approving the list at the October 13 meeting.
6. Recreation & Aquatic Update – The Aquatic Center had a total attendance of 27,899, which is the most participation since 2017. Indoor swimming lessons are full with another session added on Tuesday/Thursday to accommodate the growing interest. Winter programs will open for registration on November 1.
7. Social Media and Newsletter – The Newsletter had 6493 sends in August with a 51% open rate. The Department Facebook page has 5,157 followers, which is an 103-follower increase, month over month.
8. Trees for Kids Grant Award – Kristin Titus, Parks Supervisor and Erin Carpenter, Trees Forever partnered to submit a \$2,000 grant request to the Iowa Department of Natural Resources. Staff and volunteers will plant 18 fruit trees in Optimist and Bicentennial parks.
9. Other Business – Parks and Recreation/Special Olympics have entered to participate in the Oktoberfest Parade. New signage is being designed to be placed on the Disc Golf Course as soon as possible. Coliseum cabinets are still being built. Storjohann graciously offered to help finish and install the cabinets. Flags have been donated by the VFW and Legion Auxillary. The Historical Society will showcase items on a rotating basis in the cabinets.
10. Next meeting October 15, 2025 @ 4:15 PM in the Veteran's Memorial Coliseum Conference Room – 20 W State Street
11. Brothers moved to adjourn the meeting at 4:42pm. Storjohann seconded; the motion passed with all ayes.