

# MARSHALLTOWN

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## PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES

October 15, 2025 @ 4:15PM

### Veteran's Memorial Coliseum Conference Room

1. Board Members Present: Chris Bennett, Neil Dalal, Steve Storjohann and Janet Weis. Board Members Absent: Wynne Brothers, Dan Engesser, Jillian Herink. Staff Present: Kelsie Stafford. Citizens Present: None.
2. The meeting was called to order at 4:22 pm. Weis moved to approve the September 17 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 complete and that shelter structures will be complete by mid-November. Work on the storm sewer and site grading for the parking lot work has been completed. The decorative bridge fin railings will finish fabrication in January with installation scheduled for early spring.
  - b. 6th St Trail – There have been no changes.
  - c. Iowa River's Edge Trail Bridges 2–5: Stafford shared that construction is scheduled to begin at the end of November.
  - d. Apgar Family Water Plaza – Stafford shared that a punch list is being developed for the project. Due to delays with concrete work, site furnishings will be installed in the spring. The “Ripples” sculpture is scheduled to be installed in late November. Destination signage and landscaping will be completed in the spring.
  - e. Riverview Park – No change.
  - f. West End Park – No change.
  - g. CDBG Tree Planting Project – Stafford shared that Alpha Landscapes is scheduled to begin planting work on October 20, with the majority of the original 200 trees to be planted this fall. Staff are working with the contractor to purchase and install approximately 130 additional trees in the spring.

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4. Youth and Adult Sports Recreational Master Plan Update – Sports Facilities Companies has an on-site visit planned for October 28-29. The visit will include an in-person tour of existing recreational sites, four stakeholder meetings and a community open house. Stafford requested suggestions for attendees and assistance in notifying any interested community members who would like to participate.
5. Parks Update – City Council has approved the Civil Service list for the vacant Park Maintenance position.
6. Recreation & Aquatic Update – Fall programs are underway with winter program registration to open on November 3. Coliseum rentals continue to increase. Staff have begun an indoor pickleball open gym on Wednesday evenings from 5-7pm.
7. Social Media and Newsletter – The Newsletter had 6493 sends in September with a 52.5% open rate. The Department Facebook page has 5,182 followers, which is an 128-follower increase, month over month. The page has 85,696 views.
8. Other Business –Coliseum cabinets are still being built.
9. Next meeting December 17, 2025 @ 4:15 PM in the Veteran’s Memorial Coliseum Conference Room – 20 W State Street
10. Bennett moved to adjourn the meeting at 5:32pm. Dalal seconded; the motion passed with all ayes.