

MARSHALLTOWN

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PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES

January 21, 2026 @ 4:15PM

Veteran's Memorial Coliseum Conference Room

1. Board Members Present: Chris Bennett, David Boles, Neil Dalal, Gary Gimbel, Jillian Herink, Janet Weis. Board Members Absent: Steve Storjohann. Staff Present: Kelsie Stafford. Citizens Present: None.
2. The meeting was called to order at 4:17 pm. Herink moved to approve the October 15 meeting minutes as submitted. Dalal seconded; the motion passed with all ayes.
3. Advisory Board Member Changeovers and Welcome: The Board welcomed new members Boles and Gimbel.
4. Capital Project Update
 - a. 6th St Pedestrian Bridge & Trailhead – Stafford shared that a substantial amount of concrete was poured before snowfall and that the bridge railing fabrication continues to be delayed, but early spring installation is still likely.
 - b. Iowa River's Edge Trail Bridges 2-5 – Stafford shared that work has begun on demolition of existing bridges, driving piles and pouring abutments on bridges 2 and 3.
 - c. Apgar Family Water Plaza – Stafford shared that City staff and Bolton & Menk continue to work with the contractor to establish a spring work schedule with a completion date targeted for June 8.
 - d. Riverview Park – Stafford shared that the pedestrian bridge railings are temporarily installed and that the abutments will need to be repoured on the west side of the bridge in the spring.
 - e. West End Park – Stafford shared that staff is working with Snyder & Associates on contract amendment and hope to bring to Council in the near future.
 - f. CDBG Tree Planting Project – Stafford shared that 200 trees were included in the original contract. IEDA approved a contract

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change order to purchase 141 more with existing grant and minimal donation funds.

5. Youth and Adult Sports Recreational Master Plan Update – Stafford shared that Sports Facilities Companies has completed the Community Engagement Summary and are nearly complete with the Gap Analysis.
6. Budget Update – There is a forecasted \$1.5M shortfall in the General Fund. Parks and Recreation suggested many areas for cuts and revenue generation and will continue to seek outside funding sources to complete projects.
7. Parks Update – Park Aide positions are now open for application. Staff have been working on snow removal, the ice rink, Tree City USA application, budget preparation, machine maintenance, repairs, training, landscaping plans, Coliseum maintenance. 12 applications were received for our open position with 3 applicants being approved by the Civil Service Commission.
8. Recreation & Aquatic Update – Coliseum rentals and general activity has been steady and will increase in February: upcoming programs include Soccer with the Squad, Youth Soccer League, Power Volleyball, Coed Volleyball, Youth Volleyball League, Taekwondo and Men’s Basketball. Indoor swim lessons continue to be popular, particularly with Preschool and Level 1 students.
9. Social Media and Newsletter – The newsletter had 6324 ends with a 47% open rate. The Department Facebook page has 5,284 followers, which is a 55-follower increase from the previous month. The page had 148,190 views in December which was a 69,789 increase.
10. Other Business
 - a. ISU Department of Urban Planning and Development students created a survey as part of a course project to analyze impacts and opportunities with IRET. The survey is currently open and available on the City website.
11. Next meeting February 18 @ 4:15 Coliseum Conference Room – 20 W State Street
12. Dalal moved to adjourn the meeting at 5:12 pm. Herink seconded; the motion passed with all ayes.

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