

MARSHALLTOWN

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PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES

April 15, 2026 @ 4:15PM

Veteran's Memorial Coliseum

1. Board Members Present: Chris Bennett, David Boles, Neil Dalal, Gary Gimbel, Jillian Herink, Steve Storjohann, Janet Weis. Staff Present: Kelsie Stafford. Citizens Present: None.
2. The meeting was called to order at 4:14 pm. Dalal moved to approve the February 18 meeting minutes as submitted. Bennett seconded; the motion passed with all ayes.
3. Capital Project Update
 - a. Iowa River's Edge Trail Bridges 2 – 5: Stafford shared that construction is 60% complete. The contractor is now working on pouring abutments, driving piles and pouring pier encasements. Completion date estimated July 19, 2026.
 - b. Riverview Park Phase 1: Stafford shared that the final quantities pay app has been received and a few punch list items remain including electrical box caps, warranted plants and the paint on the reworked bridge abutments. Completion date May 29, 2026.
 - c. Ann C. Keyser Trailhead and Emerson Bridge: Stafford shared that the original opening date has been delayed due to bridge railing fabrication. Project acceptance expected in late June if all goes smoothly. Completion date estimated June 26, 2026.
 - d. Apgar Family Water Plaza: Stafford shared that new concrete has been poured and will be ready for non-skid rubberized coating to be applied by May 15 if the concrete cures properly. There are still several punch list items to be completed. Project acceptance is hoped to take place in early June. Completion date is June 5, 2026.
 - e. CDBG Tree Planting: Stafford shared that trees are expected to be delivered this week with planting to take place over the next few weeks. This is for a few of the trees that were not available in the fall and for the additional 141 trees we were able to purchase with the remaining grant funds. Completion date is May 29, 2026.
 - f. West End Park Phase 2: Stafford Shared that the engineering contract will be taken to a near-future Council meeting for approval and staff will start

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the process of beginning this project for the glow trail and new bridge. Completion date is estimated to be spring/early summer 2027.

4. Youth and Adult Sports Recreational Master Plan Update: Stafford shared main takeaways from a recent conversation with Sports Facilities Companies. The firm believes that Marshalltown's target market for visiting teams is within a 90-minute window. Stafford reviewed the draft Facilities Plan and discussed the estimated costs, subsidy requirements and direct spending forecasted at year 5 maturity for both the indoor and outdoor sections. The final Task is expected to be delivered in early May with a presentation to City Council finalizing the project.
5. RAGBRAI Update: Stafford shared that volunteers are still needed to keep various committees on track. Event volunteers are being sought. Campgrounds and an initial route has been finalized but subject to RAGBRAI changes when they do a pre-ride in late May.
6. Budget Update: Stafford shared that the budget is complete and a public hearing will be held at the next council meeting on April 27. The 2027 budget and 2026 amendment are posted on the City website.
7. Parks Update: Stafford shared that all park facilities will open by this weekend. Seasonal positions were filled, but now we have had our MSA Complex worker reject their job. We have a volunteer tree planting day on April 25. Landscaping will be planted throughout town from the last week of April through the end of May. We are also coordinating with MCBDD to plant downtown planters as part of the Main Street project.
8. Recreation and Aquatic Update: Stafford shared that staff have been working hard on hiring seasonal staff and have completed over 80 interviews for this Division's positions to date. There are 4 lifeguard positions still open, pending all new applicants pass the lifeguard class on May 1-3. We are partnering with Wayward Social to offer a Bobcat Youth Bowling Clinic in July. May Day Memories Family Prom is on May 1. Summer registration is open with new fees in place.
9. Social Media and Newsletter: 6,245 sends in March with a 45% open rate. 5,382 followers, a 58-follower increase and 102,347 views.

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10. Citizen request to establish Bicycle/Trail Committee: Stafford relayed a citizen's request to consider the need for a bicycle/trail committee. Board members discussed the history of the Bike Club and possible challenges that were faced with liability. The general consensus was that interested citizens may attend the Park Advisory Board meetings to discuss events, programming and other items. An additional committee or Board extension is not necessary. Herink moved to continue Park and Recreation Advisory Board operations as they currently stand and forego creating a Bicycle/Trail Committee at this time. Gimbel seconded; the motion passed with all eyes.
11. Iowa DNR Urban Forestry Development Grant Award – Stafford shared that the grant application to the DNR's Urban Forestry Development Program in the amount of \$50,000 was awarded. The funding will be used to complete a tree inventory (last one completed in 2017-2018) and a Community Forestry Plan, if budget allows. Stafford thanked staff and the Marshalltown Trees Forever chapter for their contributions to the grant application.
12. Other Business – Weis raised the question of whether fundraising efforts were needed for screens at the Riverview Park Pickleball Courts. Stafford said that staff would investigate the type of screens needed, put together a cost estimate and explore possible funding sources.
13. Next meeting May 20, 2026 @ 4:15 pm Coliseum Conference Room – 20 W State Street
14. Weis moved to adjourn at 5:05 pm. Dalal seconded; the motion passed with all eyes.