

# MARSHALLTOWN

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## PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES

May 20, 2026 @ 4:15PM

Veteran's Memorial Coliseum

1. Board Members Present: Chris Bennett, Neil Dalal, Jillian Herink, Janet Weis. Board Members Absent: David Boles, Gary Gimbel, Steve Storjohann. Staff Present: Kelsie Stafford. Citizens Present: None.
2. The meeting was called to order at 4:16 pm. Dalal moved to approve the April 15 meeting minutes as submitted. Weis 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 65% complete. The contractor continues to work on pouring abutments, driving piles and pouring pier encasements. Completion date estimated July 19, 2026.
  - b. Riverview Park Phase 1: Stafford shared that the engineer's certificate of completion will be considered by City Council at their next meeting. The project will be closed out following Council approval.
  - c. Ann C. Keyser Trailhead and Emerson Bridge: Stafford shared that the original opening date has been delayed due to bridge railing fabrication. Staff have been working on completing the landscaping in-house. There are a few electrical items outstanding as well as a minor punch list. Completion date estimated June 26, 2026.
  - d. Apgar Family Water Plaza: Stafford shared that the facility is set to open on June 6. Staff will facilitate the State inspection of the facility as well as complete landscaping work. The non-skid rubberized coating project is scheduled for the last week of May, then staff will install all site furnishings. Completion date is June 5, 2026.
  - e. CDBG Tree Planting: Stafford shared that trees have been planted but that some will need to be warrantied and replaced. Staff will complete a punch list. The contractor will water the trees for the entire two-year warranty period. Completion date is May 29, 2026.
  - f. West End Park Phase 2: Stafford shared that City Council has approved the engineering agreement for the project. Work will start with engineering and design, with bid letting anticipated in late summer. Completion date is estimated to be spring/early summer 2027.

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4. Youth and Adult Sports Recreational Master Plan Update: Stafford shared that the final task has been completed with a draft report. Board members will receive the report in an email for review.
5. Parks Update: Stafford shared that seasonal positions have been filled again and the full-time vacancy has been filled. Staff have been working on aquatic center cleaning/start-up as well as several concurrent outdoor projects including new landscaping and the installation of an accessible glider at Anson playground.
6. Recreation and Aquatic Update: Stafford shared that staff have been working hard on hiring seasonal staff and have completed over 115 interviews for this Division's positions to date. Another lifeguard class will be offered during the last weekend of May. The Aquatic Center will be closed on Wednesdays. New programs include Adult Swim Lessons and Bobcat Youth Bowling Clinic in partnership with Wayward Social.
7. Social Media and Newsletter: 6,223 sends in March with a 44% open rate. 5,400 followers, a 75-follower increase and 61,639 views.
8. Other Business – Stafford shared that there appears to be enough contingency in the Riverview Park Project Phase I fund; a request will be submitted to purchase wind screens for the new pickleball courts. Dalal raised the issue of dandelions in Riverview Park; it was discussed that if budget allowed, staff would explore a pre-treatment in the fall season to help mitigate the growth in the spring. Weis raised the issue of the pothole in the sport court drive at Riverview Park. Stafford shared that funding has been allocated to address this road, with project initiation to be completed in June. Herink suggested that staff create a map highlighting all accessible playground equipment/accessible features in City parks. Stafford agreed and will direct staff to begin working on this addition to the City website.
9. Next meeting June 17, 2026 @ 4:15 pm City Council Chambers – 10 W State Street
10. Weis moved to adjourn at 5:04 pm. Dalal seconded; the motion passed with all ayes.