

Parks and Recreation Board

Monday, January 25, 2021

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. **ROLL CALL**

Members Present: Rayleen Aguirre, Spencer Boudreau, Jenny Oskey, Michelle Rabideau & Claire Pang

Members Absent: Antonio DaSilva

Constituents Present: N/A

Staff Present: Jennifer Wills, Justin Brown, Melissa Harbour & Joanna Martin

2. **APPROVAL OF MINUTES**

21-00049 PRAB Draft Minutes 12.21.2020

A motion was made by Rayleen Aguirre, seconded by Claire Pang, to approve the minutes of the 12.21.2020 meeting. The motion carried by the following vote:

Ayes: All

Nays: None

3. **CHANGES TO THE AGENDA**

Nominations for Chair/Vice Chair:

Chair, Spencer Boudreau nominated by Rayleen Aguirre, seconded by Michelle Rabideau. Vice Chair, Rayleen Aguirre nominated by Spencer Boudreau, seconded by Michelle Rabideau. The motions carried by the following vote:

Ayes: All

Nays: None

4. **CONSTITUENT COMMENTS**

N/A

5. **BOARD MEMBER COMMENTS**

Board Member comments included accolades for large Oak tree removal and wind/branch clean up.

6. **TREE BOARD COMMENTS**

N/A

7. **REPORTS**

21-00044 Recreation Manager Report (Verbal)

Justin Brown, Recreation Manager provided a verbal report as follows:

Distance Learning Day Camp attendance is at approximately 20 per day on average. The program has moved out of the Grove building which was previously rented and in to a City owned facility with wifi installed. The wifi project was on the list for 3+ years and has finally happened. Wifi installation will assist with rentals as well.

Elks building teen center garden has been prepped and will be planted by DLDC students when the weather cooperates. Upcoming Recreation classes include soccer (6 children per class, max) per current government orders. Classes filled immediately and additional classes were added. Next run (virtual) is Heart and Sole. Once allowed, in person classes/programs will resume.

21-00045 Parks Manager Report (Verbal)

Joanna Martin, Parks Manager provided a verbal report on the following:

**RA Long Oak tree removal after wind storm damage*

**Current and ongoing drainage and tree elevation projects*

**Ongoing power washing and other projects including 52 miles of edging city-wide, which has also instigated the development of an ongoing edging plan*

**Removal and allocation of above-mentioned oak tree was discussed. Director Wills explained the need for development of a policy for the usage and distribution of timber owned by the City.*

21-00046 Directors Report (Verbal)

Jennifer Wills, Director provided a verbal report on the following:

**Formally introduced Joanna Martin as the Parks Division Manager,*

**A potential \$100K donation from the estate of a Longview resident to go toward "Green City" improvements was discussed. Additional details will be provided as they become available.*

**A local non-profit organization has contacted the department to discuss the potential donation of funds specific to the Urban Forest canopy.*

**\$20K Donation specifically for scholarships to Before/After School programming was received.*

8. OLD BUSINESS**21-00048 Previous Agenda Item(s) Update:
Harlie's Hoops (12/21/2020 Agenda Item)
Exclusive Use of Recreation Owned Facilities (09/21/2020)**

Harlie's Hoops: *Park Maintenance cost of supplies/labor is as follows:*

\$5K in materials, 500 hours in labor. Remaining projects include entrance and fencing.

Exclusive Use of Recreation Owned Facilities: *No additional requests have been received by the department. The board members requested a distinction between revenue generating facilities vs. non-revenue generating and the need for different rules. Additionally, the guidelines for youth sports organizations will need to be evaluated and requirements specified in order to remain fair and non-biased. Justin Brown discussed youth sports contracts and insurance regulations.*

9. NEW BUSINESS

21-00047 Memorial Naming of Park/Amenity for Felicia Conley at Archie Anderson Park

Rayleen Aguirre explained the history of Felicia Conley and her involvement in the Highlands Neighborhood Association as well as her history as a special needs teacher and advocate. She also worked with Habitat for Humanity and was an activist for the community as a whole. The Special Needs Easter Egg Hunt was coordinated by Ms. Conley and the board would like to discuss potential options for honoring Ms. Conley. Potential options include:

**Ongoing Egg Hunt in her name coordinated by recreation office*

**Bench at the park in her honor*

**Shelter at Archie for community use in her name (grant funded)*

Next steps: Impact statement for naming of playground/park as "Felicia Conley Memorial Play Ground"

A motion was made by Spencer, seconded by Rayleen, to begin the process for recommendation of formal naming of park. The motion carried by the following vote:

Ayes: All

Nays: None

10. ADJOURNMENT

Next meeting - February 22, 2021 @ 5:00 PM (Virtual)