



City of Longview

Agenda

1525 Broadway
Longview, WA 98632
www.ci.longview.wa.us

Parks and Recreation Board

Monday, December 21, 2020

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. ROLL CALL

2. APPROVAL OF MINUTES

20-000556 Parks & Recreation Advisory Board DRAFT minutes - 09/21/2020

3. CHANGES TO THE AGENDA

4. CONSTITUENT COMMENTS

5. BOARD MEMBER COMMENTS

6. TREE BOARD COMMENTS

7. REPORTS

20-000557 Recreation Department Report - Verbal

20-000558 Park Maintenance Department Report - Verbal

20-000559 Parks & Recreation Director Report - Verbal

8. OLD BUSINESS

9. NEW BUSINESS

20-000560 Recommendation for Naming of Park - 1st Avenue

10. ADJOURNMENT

Next Meeting Schedule for January 25, 2020 @ 5:00 PM

Parks and Recreation Board

Monday, September 21, 2020

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

2. **APPROVAL OF MINUTES**

20-000386 Parks & Recreation Advisory Board Virtual Meeting Minutes 08.17.2020 - DRAFT

A motion was made by Rayleen Aguirre, seconded by Jenny Oskey, to approve the draft minutes with a change to Rabideau from Rabineau under roll call. The motion carried by the following vote:

Ayes: All

Nays: None

3. **CHANGES TO THE AGENDA**

4. **CONSTITUENT COMMENTS**

5. **BOARD MEMBER COMMENTS**

Spencer Boudreau thanked the Parks and Recreation department for the hard work and community service it has provided during the pandemic. The board was in agreement that the current climate in society has showcased just how essential parks are to healthy communities. Spencer also updated members on the completion of playground build at Victoria Freeman Park and progress at Harlie's Hoops construction site (started Sept 2020, approximate completion Nov 2020)

Antonio DaSilva, Spencer Boudreau and Rayleen Aguirre are coming up for reappointment and have requested to return with the exception of Antonio DaSilva who has graduated and is no longer eligible to act as the student liaison for this board. A Council subcommittee will review and notify board members and management when new and/or renewed appointments take place.

6. **TREE BOARD COMMENTS**

7. REPORTS

RECREATION DEPT: Justin Brown, Recreation Manager provided a verbal report on the following topics; Distance Learning Day Camp, Drive-In Movies and the upcoming Moonlight Golf Tournament.

PARKS & GOLF: Jennifer Wills, Director provided a verbal report on the following topics: 7th Avenue Soccer Field Irrigation, Park Maintenance shift of focus to maintenance of facilities and equipment for the winter months, Manager Interviews and Golf Course Play & Revenue. Additionally, Justin Brown was thanked for the services provided as interim manager of the Parks Department over the past 6+ weeks. A candidate has been selected to fill this position. The board will be updated once the candidate has accepted the offer.

8. OLD BUSINESS

20-000389 Old Business and additional updates on previous constituent/board member/tree board comments as applicable:

1. Homeowner tree complaint from July 2020 meeting (Kathleen Butler - 2324 Lee Avenue (Maple Tree).
2. 3rd Avenue Land Aquisition.

1. Homeowner complaint at 2324 Lee Avenue. The tree was inspected by the certified Arborist and deemed healthy and not within the criteria for removal as requested. On the contrary, the issue cited as the reason for the request to remove the tree is one way the tree is showing just how healthy it actually is.
2. Director Wills updated the board on the recent progress, including the title search and environmental study obtained. All information and reports will be provided to City Council this coming Thursday, September 24, 2020 for further review. The board will be updated as applicable.

9. NEW BUSINESS

20-000390 Long Term Facility Use and Rentals

City Manager, Kurt Sacha asked the director to inquire on the interest of this board to offer the opinion of exclusive use or long term use within the Recreation Department managed buildings, including McClelland Center and Woman's Club. The board asked for revenue figures from 2019 which were provided from Community Pass recreation software and current usage statistics which were also provided. The board members expressed concerns with removing these buildings from the rotation for classes and revenue which they see as a vital community service as is.

Rayleen Aguirre made a motion to recommend the current usage not change to accommodate long term or exclusive use. Jenny Oskey seconded the motion. Motion passed.

Ayes: All

Nays: None

Additional: Justin Brown to send Michelle Rabideau a copy of the Facility Use Agreement in use currently.

10. ADJOURNMENT

The meeting was adjourned at 5:45 p.m. The next meeting is scheduled for October 19, 2020 at 5:00 PM via Zoom

City of Longview
Parks and Recreation Department
NAMING OF PARKS POLICY

It is the responsibility of the Park and Recreation Advisory Committee to recommend to the City Council names for parks, buildings, or facilities, herein referred to as “Park Property”, or when appropriate, to change the name of Park Property of the City. This statement of policy is intended to define the method of naming or renaming Park Property and to outline the conditions governing the selection of names.

CRITERIA:

To minimize confusion, proposed park names that are similar to those of existing parks in the region should be avoided.

Conditions and/or stipulations of original property donation, deed or development shall be honored regarding the name of a park.

Park Property proposed to be named in honor of a person must meet the approval of the individual or the individual’s closest surviving relative(s). Historic figures may be considered when they had a specific influence on the area.

Park names should represent community values and be mindful of future generations and ethnic diversity.

Park names may include streets, schools, natural features, historic sites, or descriptive names.

PROCEDURES:

Preliminary action in naming Park Property may be initiated by the City Council, Park and Recreation Advisory Committee, staff or individual citizens. A formal letter of proposal shall be submitted to the Park and Recreation Advisory Committee. They will review the proposed name(s), take public comment, and make a recommendation for the naming or renaming to the City Council.

When it is appropriate to name Park Property in honor of a person or group, it should be someone who has made a major contribution to the community and/or who has been instrumental in acquiring or developing the park area.

The Park and Recreation Advisory Committee may hold public contests for the naming of Park Property. Such contests shall also be subject to the policies outlined above and are advisory, not binding.

Nothing in this policy shall be construed to prohibit the changing of names of Park Property provided the guidelines of the policy are followed.

Any person or organization whose application is denied by the Park and Recreation Advisory Committee may appeal the decision of the Longview City Council whereby the Council’s decision shall be binding upon the applicant and the Parks and Recreation Department.

Adopted July 5, 1995

**CITY OF LONGVIEW
PARKS AND RECREATION
DONATION AND GIFT ACCEPTANCE AGREEMENT**

This Agreement is dated the _____ day of December, 2020.

Between:

Don Svinth
("Donor")
And
City of Longview
("City")

For the donation of the property located on 1st Avenue in Longview, WA ("Site")

1. INTENT

The Donor wishes to donate that real property located at Lots 2 through 4 as recorded under Assessor's File No. 3375132, City of Longview Short Plat Subdivision No. LVSP 2008-02, recorded in Volume 15 Page 131 of Short Plats in the Records of the County of Cowlitz in the State of Washington for use as a public park.

It is the intent of the parties that the Site, once accepted as a City park, will be a day use park. Day use includes fishing, picnicking, walking, and other recreational use that is approved by the City in all parks. No camping or overnight use of the park will be permitted. In addition, those Park Use Regulations contained in LMC 13.01, as they exist at the date of this agreement, or as they may be subsequently modified by the Longview City Council shall apply to use of the Site, once accepted as a City park.

It is the further intent of the parties that for a period of fifty (50) from the date of the transfer of the Site to City ownership no permanent structures will be allowed on the Site except City approved for day use such as parking, picnic facilities, waste disposal and other facilities to accommodate day use.

The City commits to use its best efforts to have the Site named "Svinth Park". It is mutually agreed and understood that the naming of City parks is controlled by LMC 13.05, and is initially made by the Parks and Recreation Board of the City of Longview, subject to City Council approval.

2. FISCAL RESPONSIBILITY

The City agrees to pay for all costs of transferring ownership of the Site, including titling and recording fees.

3. MISCELLANEOUS

This Agreement may be amended by mutual consent, in writing, by the City and the Donor.

DATED this _____ day of _____, 20 ____.

DONOR

Signature:

Printed Name:

Don Svinth

CITY OF LONGVIEW REPRESENTATIVE

Signature:

Title: City Manager

City Attorney

City Clerk:
