



City of Longview

Agenda

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

Parks and Recreation Board

Monday, May 17, 2021

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. **ROLL CALL**

Join Zoom Meeting

<https://us02web.zoom.us/j/6506561397>

Meeting ID: 650 656 1397

To call in please use the following information:

1 253 215 8782 US

Meeting ID: 650 656 1397

2. **APPROVAL OF MINUTES**

21-000736 Parks & Recreation Advisory Minutes-02.22.2021

3. **CHANGES TO THE AGENDA**

4. **CONSTITUENT COMMENTS**

5. **BOARD MEMBER COMMENTS**

6. **TREE BOARD COMMENTS**

7. **REPORTS**

21-000738 Park Division Report May 2021- Verbal

21-000737 Recreation Division Report May 2021

21-000739 Director's Report May 2021- Verbal

8. **OLD BUSINESS**

21-000740 Harlie's Angels Update – Historic Preservation

21-000741 Naming of Archie Anderson Playground Recommendation Update

9. **NEW BUSINESS**

21-000740 Cloney Park Playground Potential Plan

21-000741 Neighborhood Park Grant Program Update

21-000742 Student Representation on Board

10. **ADJOURNMENT**

Next meeting scheduled for June 21, 2021 @ 5:00 PM



City of Longview

Minutes

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

Parks and Recreation Board

Monday, February 22, 2021

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. **ROLL CALL**

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

Members Absent: Antonio DaSilva, Spencer Boudreau

Constituents Present: Mike Barbee, Donnie Harlan, Michelle Waite

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

2. **APPROVAL OF MINUTES**

21-000592 Parks & Recreation Advisory Board DRAFT Minutes 01.25.2021

A motion was made by Jenny Oskey, seconded by Michelle Rabideau, to accept the minutes with the correction of Vice Chair as Rayleen rather than Michelle. The motion carried by the following vote:

Ayes: All

Nays: None

3. **CHANGES TO THE AGENDA**

New Buisness moved to the top of the agenda to accomodate the constituents present for Neighborhood Park Grant discussions.

4. **CONSTITUENT COMMENTS**

5. **BOARD MEMBER COMMENTS**

6. **TREE BOARD COMMENTS**

Director Wills reported on the City of Longview's receipt of the Tree City WORLD certification, the first city in Washington to receive this award.

7. REPORTS

Justin Brown, Recreation Manager provided a verbal report on the following topics:

Collaboration with PeaceHealth for the installation of a community garden area at Victoria Freeman along with 1 year of paid rental fees for public registration. The City moved to Phase 2 which allowed for class totals to increase from 6 to 20. The department currently has 11 active classes, 2 on Zoom and 9 in-person. Facility rentals have resumed, beginning with the McClelland Center with previous Faith Based groups renting with 25% capacity and allowing for other rentals on a case-by-case. A short-season Coed Softball League will begin in April with regular tournament and league play to begin when safe to do so. The Father Daughter Ball is set to take place later this spring, with the potential of moving it outdoors. Movies and Concerts in the park are scheduled to take place this year.

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

Urban Forestry 3 & Park Maintenance 3 positions have been filled. Two additional positions are open and accepting applications.

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

The creation and presentation of the Park, Recreation, Golf & Urban Forestry Annual Report to City Council this Thursday. With the recent resignation of Lya Trammell, Community Outreach Coordinator the Recreation is currently short 2 full-time positions. Additionally, Disney Studios recently contacted the director to discuss the possibility of a partnership between the City of Longview and Disney on marketing for the upcoming movie Flora and Ulysses. More information will be provided as received.

8. OLD BUSINESS

N/A

9. NEW BUSINESS**21-000593 2021 Neighborhood Park Grant Applications**

2021 Neighborhood Park Grant Application - Babe Ruth Restroom Upgrade: \$4,000

Mike Barbee from Longview Babe Ruth presented the application for Babe Ruth Restrooms. Points of clarification: The City of Longview has not maintained the restrooms for many years. Original bathrooms and/or retrofitted piping was done improperly. In 2018 the Men's room ceased to function which led to Babe Ruth to order a Port-a-Potty. Cost to Babe Ruth for portable restrooms as follows: 2018 = \$400, 2019 = \$2500 & 2020 = \$1700. They estimate the 2021 to be \$3000. Director Wills clarified the origin of Park Grants funds and explained what is meant by "capital improvement." All other youth sports park facilities have functioning restrooms which are maintained by the groups and only open during sporting events. The City is not contractually obligated to provide working restrooms.

2021 Neighborhood Park Grant Application - Mint Valley Racquet Complex: \$25,000

Donnie Harlin & Michelle Waite presented the application for facility improvements, bids obtained and explained photos submitted. Clarification on readiness to proceed was provided to the board by Director Wills.

A motion was made by Rayleen Aguirre and seconded by Claire Pang to recommend the grant for Babe Ruth at \$4,000 and the grant for Mint Valley Racquet at \$21,000 to City Council for approval. The motion carried unanimously.

10. ADJOURNMENT

The meeting was adjourned at 6:21 p.m. Next meeting scheduled for March 15, 2021 @ 5:00 p.m.

Recreation Division

Memo

To: Jen Wills

From: Recreation Staff

Date: May 12th, 2021

Re: Report

MAY DIVISION HIGHLIGHTS

2021 Goals

I. Connect the Community

II. Quality Experience

III. Vision 2025

- **Grants/Fundraising:**

- Working on 4th and final report for ALEA grant supporting Kid's Fish In. Met with Morning Rotary group about partnering more heavily on the event in place of title sponsorship.

Goals: II, III

- **Programs**

- Summer Softball registration is open for Women's and Co-Ed leagues. Men's League began May 4th with a total of 8 teams.
- Kid's Fish-in filled to Capacity with 400 kids. The event went very smoothly. 2500 fish were stocked, including 150 brute trout.
- Summer Camp registration opened on April 19th. All 32 spaces filled in 15 minutes. Staff is currently exploring additional options to add another camp site.
 - Came to an agreement with East Hills Alliance to have exclusive use of the Grove Church facility that is across from the Elks Memorial building. This allowed us to open another 20 summer camp spaces, bringing the total to 52. The additional spaces were filled by current registrants already on the waitlist.
 - We are still exploring options for a summer camp site at Archie Anderson Park. This is 100% dependent on staffing. We do not have the needed staff currently to run this.

- The Longview School District has approached us about contracting with them to assist in middle school summer school programming. Talks are ongoing, a partnership agreement is in the works, but again is fully dependent on being able to find part time staff.
- Community Garden plots were reserved to full capacity on April 23rd, 126 gardens total
- Our first Spring Drive in Movie was attended by approximately 120 people (40 total cars).
- Summer Concert and Summer Movie planning is ongoing at this time.

Goals: I, II, III