



City of Longview

Minutes

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

Parks and Recreation Board

Monday, February 28, 2022

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. ROLL CALL

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

Members Absent: N/A

Constituents Present: N/A

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

2. APPROVAL OF MINUTES

A motion was made by Michelle Rabideau, seconded by Jenny Oskey, to accept the meeting minutes as presented. The motion carried by the following vote:

Ayes: All

Nays: None

22-000107 PRAB Draft Minutes -

3. CHANGES TO THE AGENDA

The vote of chair & vice chair was inadvertently left off during the agenda preparation and was added to the meeting.

A motion was made by Michelle Rabideau, seconded by Jenny Oskey, to name Rayleen Aguirre as Chairperson. The motion carried by the following vote:

Ayes: All

Nays: None

A motion was made by Rayleen Aguirre, seconded by Jenny Oskey, to name Michelle Rabideau as Vice Chair. The motion carried by the following vote:

Ayes: All

Nays: None

A motion was made by Michelle Rabideau, seconded by Jenny Oskey, to move new business directly after constituent comments. The motion carried by the following vote:

Ayes: All

Nays: None

4. CONSTITUENT COMMENTS

N/A

5. BOARD MEMBER COMMENTS

Vice Chair Michelle Rabideau asked for a meeting on process improvement on the Neighborhood Grant Funds process and application. Chair Person Rayleen Aguirre asked for clarification on the roles and responsibilities of the Board. Several board members expressed the desire to participate in a meeting specifically related to board objectives and the above mentioned items for clarification.

Additionally, Chair Person Aguirre recommended the board hold a meeting monthly regardless of agenda items.

6. TREE BOARD COMMENTS

N/A

7. REPORTS**22-000117 Parks Division Report - February 2022**

A written report for February 2022 was embedded in the agenda for review prior to the meeting. Joanna Martin, Parks Manager was asked to include needle locations in monthly reports moving forward. She indicated in the affirmative that this information would be provided moving forward.

22-000118 Recreation Division Report - February 2022

A written report for February 2022 was embedded in the agenda for review prior to the meeting. Justin Brown, Recreation Manager, discussed the Father Daughter Ball which had taken place the previous weekend and was a successful community event.

22-000119 Directors Report - February 2022 (Verbal)

N/A

8. OLD BUSINESS

N/A

9. NEW BUSINESS**22-000115 Neighborhood Park Grant Applications 2022**

- 1. Longview '23 Club/Abe Ott & Arlene Hubble ~ (Grant Funds Requested: \$5,000)*
- 2. Mint Valley Racquet & Fitness/Donnie Harlan ~ (Grant Funds Requested: \$17,500)*
- 3. Longview Girls Softball/Devin Henthorn & Chrissy Faulk ~ (Grant Funds Requested: \$8,329.50)*
- 4. Longview Soccer/Jak Massey & James McGregor ~ (Grant Funds Requested: \$3,284.99)*

The board indicated the need for additional data for the majority of the applications submitted. Applications were presented and necessary information was requested for a future meeting.

- 1. Arlene Hubble presented on behalf of the Longview '23 Club and provided an explanation of the application. Board members asked for the specific amount of funds provided by JH Kelly and indicated the grant information appeared incomplete. A representative from JH Kelly clarified that the company is prepared to offset all costs not received from the grant funds, currently estimated at \$16,000. The board requested that the project budget and timeline forms be completed in full and resubmitted before a grant funding decision recommendation is made to council.*
- 2. Donnie Harlan presented on behalf of the Mint Valley Capital Improvement Committee to discuss the submitted application. The board members asked for a copy of the lease between the City of Longview and Donnie Harlan.*
- 3. Devin Henthorn & Chrissy Faulk presented on behalf of Longview Girls Softball. A full presentation was provided. The application appeared complete and will be reviewed at a future meeting. A discussion ensued regarding the fencing, access to the community and concerns about the homeless population at 7th Avenue Park. Further discussions were tabled for a future meeting.*
- 4. Jak Massey presented on behalf of Longview Soccer Club. The fields are used by area high schools, Timber Baron's, Recreational Leagues, as well as the youth soccer club. Volunteer labor hours are estimated at 2 people at \$15/hr for 10 hours for a total of \$150. There are 8 total fields. This set of goals would cover the largest field which is youth 12 & up. The application was considered complete and will be reviewed at a future meeting.*

22-000110 '23 Club Log Arch Replacement - Lake Sacajawea Park

Abe Ott of JH Kelly, presented the proposed arch replacement. Mr. Ott indicated the goal for completion would be the 4th week of May, depending upon the sidewalk project at Lake Sacajawea. The Historic Preservation Committee has approved the proposal.

A motion was made by Michelle Rabideau, seconded by Member Rayleen Aguirre, to Approve the proposal as presented. The motion carried by the following vote:

Ayes: All

Nays: None

22-000120 Lake Sacajawea Fishing Structure Roofing

Director Wills presented the board with a proposal from Steelscape to donate the roofing materials for two fishing structures at Lake Sacajawea. The board was asked to approve the color change only, with no expending of funds by the City of Longview. The board asked to clarify that Steelscape would not only donate the materials but also the labor. Director Wills will request clarification and report back to the board.

A motion was made by Rayleen Aguirre, seconded by Glenda Johnson, to approve the color change only, with no expending of funds by the City of Longview. The motion carried by the following vote:

Ayes: All

Nays: None

10. ADJOURNMENT

The meeting was adjourned at 7:45 p.m.