



City of Longview

Agenda

Parks and Recreation Board

Monday, April 18, 2022

5:00 PM

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

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the Parks and Recreation Advisory Board of the City of Longview, Washington, will be holding a regular meeting on Monday, April 18th at 5:00 p.m. in the Training Room, on the 2nd floor of City Hall 1525 Broadway St., Longview. The meeting is also available via Zoom.

<https://us02web.zoom.us/j/87633191752>

Meeting ID: 876 3319 1752

One tap mobile

+12532158782,,87633191752# US (Tacoma)

+16699006833,,87633191752# US (San Jose)

The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.

1. **ROLL CALL**

2. **APPROVAL OF MINUTES**

22-000235 Parks & Recreation Advisory Board Draft Meeting Minutes - 03.21.2022

3. **CHANGES TO THE AGENDA**

4. **CONSTITUENT COMMENTS**

5. **BOARD MEMBER COMMENTS**

6. **TREE BOARD COMMENTS**

7. **REPORTS**

22-000236 Parks Division Report April 2022

22-000237 Recreation Division Report April 2022

22-000238 Parks & Recreation Directors Report - Verbal

8. **OLD BUSINESS**

9. **NEW BUSINESS**

22-000239 Cloney Park Pump Track Request Presentation

22-000240 Victoria Freeman Historic Sign Installation

22-000241 Partnership with Lower Columbia College for mural work at Cloney Skate Park

22-000243 Dog Park Locations

10. ADJOURNMENT

22-000244 Upcoming Agenda Topics



City of Longview

Minutes

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

Parks and Recreation Board

Monday, March 21, 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

Councilmembers Present: Spencer Boudreau

Constituents Present: N/A

Staff Present: Melissa Harbour, Joanna Martin, Justin Brown, Kris Swanson

2. **APPROVAL OF MINUTES**

22-000184 PRAB Draft Minutes 03.16.2022

A motion was made by Board Member Rayleen Aguirre, seconded by Board Member Jenny Oskey, to modify the minutes of 03.16.2022 to include the roll call. The motion carried by the following vote:

Ayes: Board Member Rayleen Aguirre, Board Member Jenny Oskey, Board Member Claire Pang, Board Member Michelle Rabideau, Board Member Glenda Johnson

Nays: None

A motion was made by Board Member Rayleen Aguirre, seconded by Board Member Jenny Oskey, to accept the minutes from 03.16.2022. The motion carried by the following vote:

Ayes: Board Member Rayleen Aguirre, Board Member Jenny Oskey, Board Member Claire Pang, Board Member Michelle Rabideau, Board Member Glenda Johnson

Nays: None

3. **CHANGES TO THE AGENDA**

N/A

4. **CONSTITUENT COMMENTS**

N/A

5. **BOARD MEMBER COMMENTS**

Board Member Michelle Rabideau requested clarification on public park access versus youth sports facility access.

6. **TREE BOARD COMMENTS**

N/A

7. **REPORTS**

22-000177 Parks Division Report March 2022

Joanna Martin, Park Maintenance Manager, provided a written report prior to the meeting. Discussion ensued.

22-000178 Recreation Division Report March 2022

Justin Brown, Recreation Manager, provided a written report prior to the meeting. Discussion ensued.

8. OLD BUSINESS

N/A

9. NEW BUSINESS

22-000182 Public Park Facility Access

Seeking a recommendation from the Parks and Recreation Advisory Board for a policy regarding access to public park facilities.

A motion was made by Board Member Glenda Johnson, seconded by Board Member Claire Pang, to recommend this board bring forward to council a discussion related to sports facility access to the public.

An amended motion was made by Glenda Johnson to allow public access to all youth sports fields during park open hours.

Rayleen Aguirre seconded the motion. The motion carried by the following vote:

Ayes: Board Member Rayleen Aguirre, Board Member Jenny Oskey, Board Member Claire Pang, Board Member Michelle Rabideau, Board Member Glenda Johnson

Nays: None

22-000183 Volunteer Opportunities

A. RFP for Cloney Park Selection Criteria Committee (1 or 2 Representatives, Tentative Date: Week of March 28th)

B. Accept and Speak on Behalf of the Arbor Day Proclamation (March 24th, 7 p.m. Council Meeting)

RFP - Cloney Park Selection - Board Members Michelle Rabideau volunteered to participate. Joanna Martin requested a volunteer for the Urban Forestry Canopy Study RFP Selection Committee. Glenda Johnson volunteered to participate.

Arbor Day - All board members will participate in the acceptance on behalf of the Arbor Day Proclamation with Board Member Rayleen Aguirre volunteering to take the lead on speaking during the acceptance.

10. ADJOURNMENT

The meeting was adjourned at 6:22 P.M.

The next meeting is scheduled for April 18, 2022 at 5:00 P.M.

Parks Maintenance & Urban Forestry Report

Parks Board April 18, 2022

Parks Maintenance

- In March, 104 park maintenance work orders completed
 - Infrastructure maintenance
 - Playground inspect/repair
 - Restrooms/plumbing
 - Table/bench repair
 - Preventative maintenance
 - Cleanup/housekeeping
 - Weed control
 - Moss control
 - Trash collection/litter
 - Sports field maintenance at Roy Morse
 - Wildlife control
 - Equipment purchase/repair
 - Mowing
 - Top dressing
 - Bed maintenance
 - Drainage project
 - Administration tasks
 - Training
- Vandalism
 - No major vandalism repairs
 - Some minor graffiti cleanup accounted for within trash collection
- In February, 45 sharps collected
 - 38 Lake Sacajawea Park
 - 35 of which were in a bag together
 - 2 Victoria Freeman
 - 2 Highlands trail
 - 2 Cloney Park
 - 1 7th Avenue (playground)
- Staff development
 - Flaggers training
 - 4 new staff member
 - Cowlitz County Master Gardens

- Zoom trainings attended by various staff (free)
 - Soils and fertilizers
 - Container gardening
- Certified Playground Safety Inspector (WCIA reimburses registration cost if licensing test is passed)
 - Staff that completed course work at the end of last year passed his test and is now licensed
 - Now have 2 licensed inspectors on staff
- Japanese Island currently closed
 - There are 3 geese nests that are aggressively being watched over
 - Island will reopen after eggs hatch



Urban Forestry

- In March, 63 work orders completed
 - Storm damage
 - Crown cleaning
 - Crown elevation
 - Crown clearance
 - Crown thinning
 - Crown restoration/training
 - Fruit control application
 - Planting
 - Top dressing
 - Stump removal
 - Tree removal
- No callouts in March
- Outstanding work orders are now at 88
 - Was getting close to 300 January 2021

Recreation Division

Memo



**PARKS &
RECREATION**
CITY OF LONGVIEW

To: Jen Wills

From: Justin Brown

Date: April 12th, 2022

Re: March/April Report

MARCH/APRIL DIVISION HIGHLIGHTS

2022 Goals

I. Connect the Community

II. Quality Experience

III. Plan for the Future

- **Programs/Events:**

- Running of the Fools 5k/10k run had 65 participants
- Spring Break Camp was held April 4-8 and was sold out
- Spring Adult Basketball has started and will be able to use the gym at Mt Solo Middle School for the first time since early 2020
- Summer Camp locations have been selected. We will use Mark Morris for the first 4 weeks and Ascent Youth Activity Center for the last 5 weeks

Goals: I, II

- **Foundation:**

- Cinco de Mayo BINGO Fundraiser – Thursday, May 5th at 4:30pm. Will be held at the Longview American Legion
- Potential partnership with LCC to help fund repainting of the Skate Park

- **Marketing/Outreach:**

- Continued Facebook advertising as usual
- Using Handshake to advertise jobs for Summer Camp. Handshake partners with most of the Universities in Washington/Oregon/Idaho to host their job boards.
- Post cards will be mailed home to select residents letting them know Summer classes/programs will be available to browse/register May 2nd.

Goals: I, II, III

UPCOMING PROGRAMS:

ChaCha 1 Beginner: April 19th
ChaCha 2 Intermediate: April 19th
Night Club Two Step – Beyond Beginning: April 19th
Natural Health Class – Making Herbal Tinctures: April 21st
Ceramics: April 27th
Drawing – Botanical Art: April 30th
Pound Fitness: May 2nd
Bowling – Ages 5-8: May 3rd
One the Move: May 3rd
Adult Softball – Men's Lower: May 3rd
Adult Softball – Men's Upper: May 3rd
Circuit Training: May 3rd
Yoga – Totally Fit: May 3rd
Rhythms Line Dancing for Health: May 6th
Mom and Me Drawing: May 7th
Yoga – Totally Fit Restorative: May 7th
Ballet: May 10th
Creative Dance: May 10th
Horsemanship – Beginning: May 10th
Tia Chi & Qigong for Health - Beginner: May 10th
Tia Chi & Qigong for Health – Intermediate: May 10th
Tia Chi & Qigong for Health - Adaptive: May 10th
Banjo – 5 String Bluegrass: May 12th
Dance – Parent & Tot: May 12th
Guitar – Beginner: May 12th
Polite Kids: May 14th

UPCOMING EVENTS:

Kids Fish-In: April 30th (Sold Out)



City of Longview

Agenda Summary

Cloney Park Pump Track Request Presentation

SUMMARY STATEMENT:

Eric Bassier will present a request to install a pump track at Cloney Park at the current BMX track location.

RECOMMENDED ACTION:

Staff seeks a motion to recommend approval of project.

STAFF CONTACT:

Jennifer Wills, Director of Parks & Recreation

Attachments:

1. Pump Track Presentation_v1_29MAR2022

Proposal to Build a **Pump Track** Next to Longview Skate Park

Longview Parks and Recreation Board

April 18th 2022

Prepared by Eric Bassier

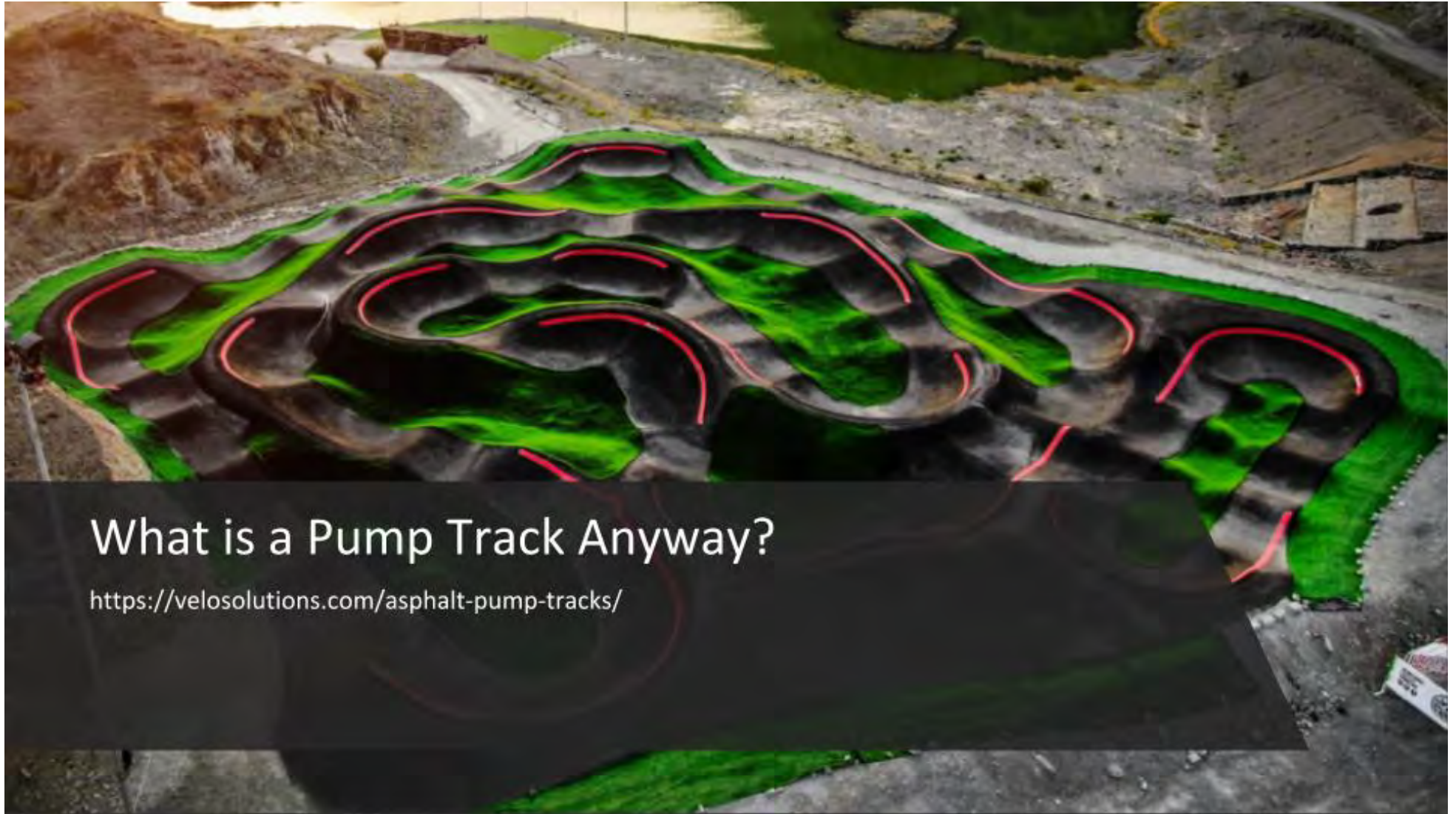
ebassier1@yahoo.com





Summary

- Proposing to build a bike “Pump Track” next to Longview Skate Park
- We’ll explain what a Pump Track is, and why it provides:
 - Fun for all ages
 - A great place for kids and teens to have fun outdoors
 - A way to build community
 - A way to bring tourist \$\$\$ into Longview
- We’ll outline the project steps, and the immediate next step, which is to raise ~\$9,000 to engage the design services of American Ramp Company
- We are asking for the approval of the Longview Parks and Rec Board to proceed



What is a Pump Track Anyway?

<https://velosolutions.com/asphalt-pump-tracks/>

To explain a bit more, this 3 minute video shows the Pump Track in Leavenworth WA, and gives a sense of how a Pump Track is built.



If link above doesn't work: <https://www.youtube.com/watch?v=wPhxQRUoL-o>

Proposed Location for Pump Track Project



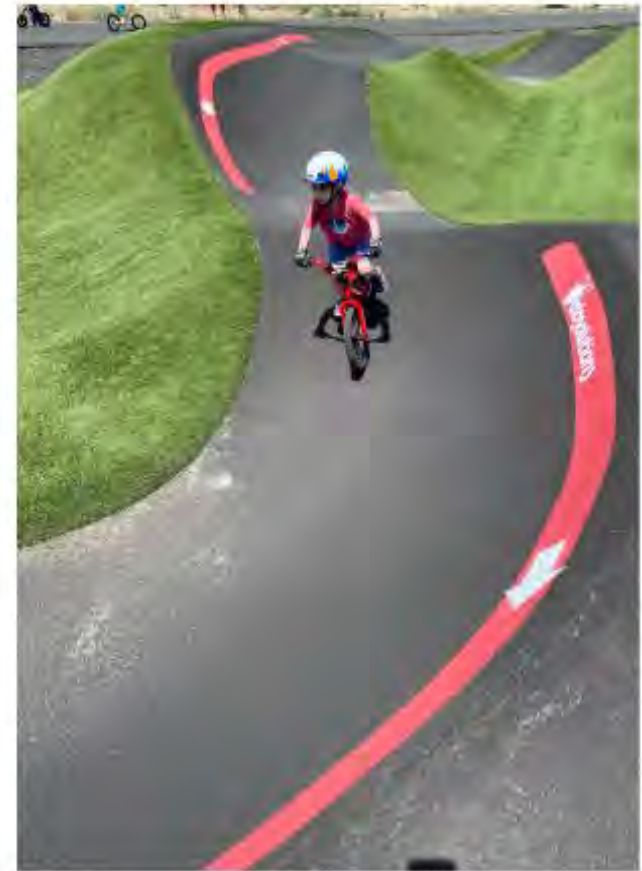
As an optional additional project, we would like to explore costs of building a new skate park as well.

Right now, this old dirt track is hardly ever used.

This space is ideal to create a
WORLD CLASS Pump Track.

Benefits of a Pump Track

- Outdoor fun for toddlers, young kids, teens, and adults who love to play
- Builds community
- Attracts young families to area
- Brings tourist \$ to area



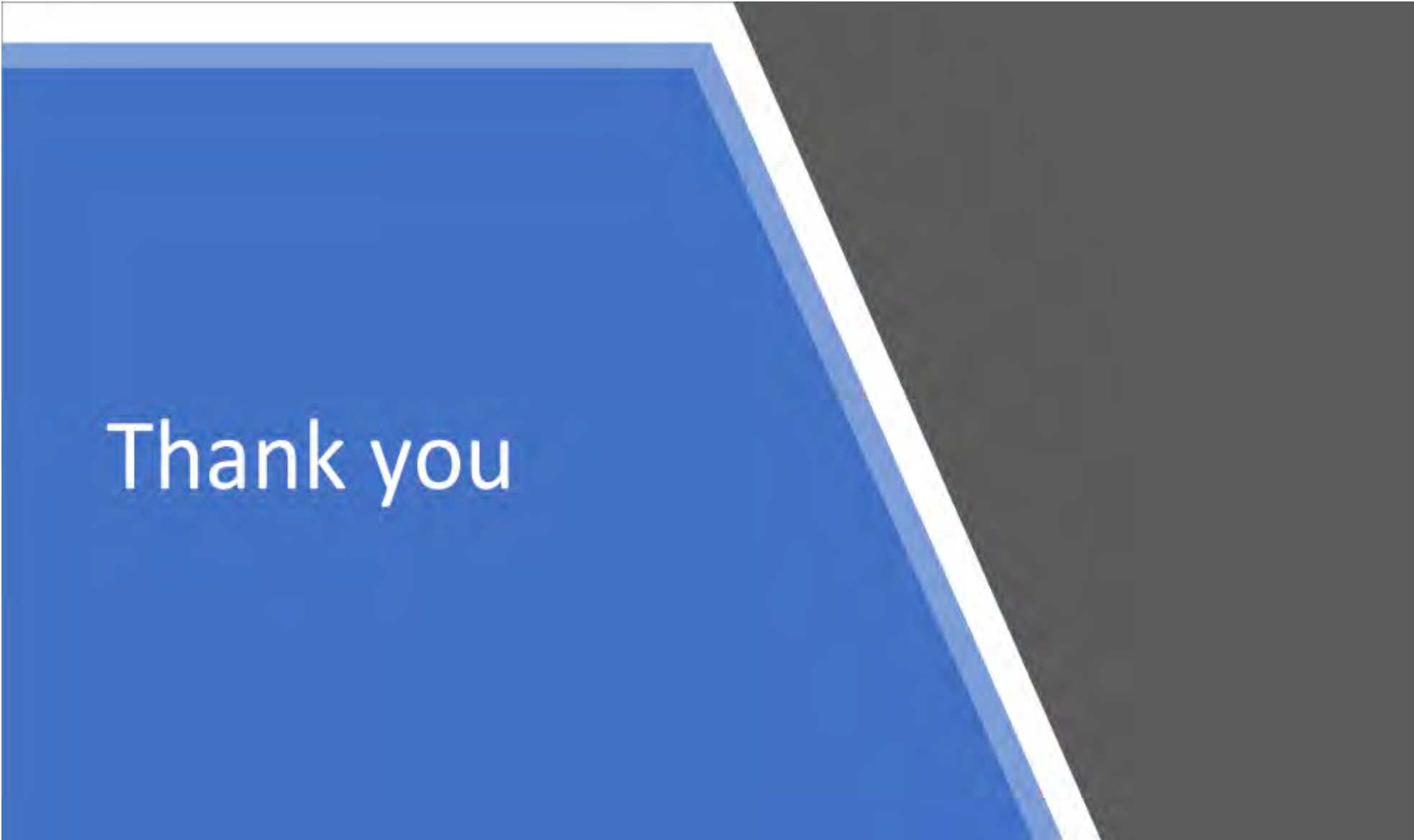
My son Beau riding the pump track in Redmond Oregon when he was 4 years old.

How do we Get a Pump Track Built?

- American Ramp Company builds these pump tracks throughout the USA.
<https://americanrampcompany.com/>
- Projects in the PNW include Leavenworth WA, Redmond OR, and current projects in Seattle area and Bend.
- **Step 1:** Get Design Services Started. \$7,500 + \$1,500 incidentals
- **Step 2:** American Ramp Company visits the park, and produces designs; budgetary estimate to build a pump track \$500K to \$1M
- **Step 3:** Once design phase complete, begin fundraising effort
- **Step 4:** Build Pump Track, usually only a 5-6 week construction project
- **Step 5:** Endless fun for Longview!

Next Steps

- We would like approval from the board to proceed
- I am in contact with American Ramp Company already
- Raise initial \$9,000 for Design Services by end of June
- American Ramp Company to complete design options this summer
- Begin fundraising this year, goal is to get the necessary funds and get this thing built by summer of 2023!



Thank you



City of Longview

Agenda Summary

Victoria Freeman Historic Sign Installation

SUMMARY STATEMENT:

Victoria Freeman's family would like to install a sign telling the history/story of Victoria Freeman's life. The sign will look similar to those at R.A. Long Park, the Shay Locomotive, and the (once installed) sign at the Arches at Lake Sacajawea.

RECOMMENDED ACTION:

Staff seeks a motion to recommend approval of project.

STAFF CONTACT:

Jennifer Wills, Director of Parks & Recreation

Attachments: None



City of Longview

Agenda Summary

Partnership with Lower Columbia College for mural work at Cloney Skate Park

SUMMARY STATEMENT:

Jennie Castle will present on an art mural partnership project between the City and LCC's art class for the installation of murals at Cloney Skate Park.

RECOMMENDED ACTION:

Staff seeks a motion to recommend approval of project.

STAFF CONTACT:

Jennifer Wills, Director of Parks & Recreation

Attachments: None



City of Longview

Agenda Summary

Dog Park Locations

SUMMARY STATEMENT:

Discussion and priority placement of dog park locations.

RECOMMENDED ACTION:

Staff seeks a recommendation on location priorities.

STAFF CONTACT:

Jennifer Wills, Director Parks and Recreation

Attachments: None



City of Longview

Agenda Summary

Upcoming Agenda Topics

1. Revamp of Neighborhood Park Grant Process
2. Time Table for Comprehensive Plan Update

Attachments: None