



City of Longview

Minutes

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

Parks and Recreation Board

Wednesday, June 22, 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

Council Members Present: Spencer Boudreau

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

2. **APPROVAL OF MINUTES**

22-000408 PRAB Draft Meeting Minutes - 05.16.2022

A motion was made by Board Member Claire Pang, seconded by Board Member Jenny Oskey, to approve the draft meeting minutes from 05.16.2022. The motion carried by the following vote:

Ayes: All (with the exception of Michelle Rabideau who arrived post motion/vote)

Nays: None

3. **CHANGES TO THE AGENDA**

A motion was made by Board Member Claire Pang, seconded by Board Member Glenda Johnson, to move agenda items 22-000413 and 22-000415 directly after Item 3, Changes to the Agenda. The motion carried by the following vote:

Ayes: All (with the exception of Michelle Rabideau who arrived post motion/vote)

Nays: None

4. **CONSTITUENT COMMENTS**

Spencer Boudreau provided a comment.

5. **BOARD MEMBER COMMENTS**

22-000409 Board Member Glenda Johnson submitted comments via email in her absence from the meeting. Her comments are as follows:

1. Neighbors and I have seen evidence of beaver activity on Lake Sacajawea—seen in the north- west section. What is our wildlife policy?
2. Dave and I went to the Bingo party fundraiser by the Park Foundation board. Introduced myself to the Vice-chair and expressed an interest in being a liaison. She took my name and email so we will see where this leads.
3. I am looking to start seeking Park Champions for each of the parks. These folk could be extra eyes and hands and would build park pride.

4. I am also ready to start planning for Fall bulb planting. Would like to have a framework in place for seeking bulb donations/helpers during Go 4th Celebrations

6. **TREE BOARD COMMENTS**

N/A

7. **REPORTS**

22-000410 Parks Division Report June 2022

22-000411 Recreation Division Report June 2022

22-000412 Directors Report June 2022 (Verbal)

Verbal report provided by director.

8. **OLD BUSINESS**

22-000413 Library Story Walk

SUMMARY:The Longview Library would like to install two permanent story walks at Archie Anderson and Roy Morse Park. Staff will present their findings from their previous temporary story walk at Lake Sacajawea and discuss what a permanent installation will look like.

RECOMMENDED ACTION:

Motion to recommend Archie Anderson Park for a permanent story walk

A motion was made by Board Member Glenda Johnson, seconded by Board Member Michelle Rabideau, to recommend Archie Anderson Park for a permanent story walk. The motion carried by the following vote:

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

Nays: Board Member Rayleen Aguirre

22-000414 Victoria Freeman Signage

SUMMARY:The family of Victoria Freeman would like to donate and install signage that provides the history and background of Victoria Freeman at the park that is named after her. Attached is the final draft of the sign for your review and recommendation.

RECOMMENDED ACTION:

Motion to recommend Victoria Freeman sign for installation at the park.

A motion was made by Board Member Michelle Rabideau, seconded by Board Member Rayleen Aguirre, to recommend Victoria Freeman sign for installation at the park. The motion carried by the following vote:

Ayes: All

Nays: None

9. **NEW BUSINESS**

22-000415 Neighborhood Park Grant Application Review

SUMMARY STATEMENT: The Neighborhood Park Grant Program is a capital program

(budgeted in the capital projects fund) initiated by the City Council as a means of giving community groups the opportunity to improve and invest in their parks, and the city the ability to stretch its capital funds. Annually since 1997, the Parks and Recreation Advisory Board has evaluated applications from neighborhood and community groups, sports organizations, service clubs, and individuals wishing to invest in a project within the park system. The board's recommendations are then presented to the council for final approval. Over the past 25 years, the annual allocation of \$25,000 has been used to fund a wide variety of projects. (See the attached list of past sponsors and their projects.) Along with whatever city funds are approved, project applicants are required to contribute a matching amount in cash and/or the value of paid labor and materials; in other words they contribute out of pocket expenses for projects on at least a 1:1 ratio, and sometimes much more. Applicants must complete their projects in entirety and then submit for reimbursement for out of pocket expenses up to 50% of the total cost of the project. Project applications are evaluated on the basis of community need, community impact (who will benefit from a project), extent of facility usage or availability during the year, project life span and cost-benefit, future maintenance requirements, readiness to proceed, partnering, enhancement of safety and security, and other factors.

RECOMMENDED ACTION:

Seeking a motion for funding.

The Neighborhood Park Grant application from Mint Valley Racquet Complex was rescinded prior to the time of the meeting.

A motion was made by Board Member Glenda Johnson, seconded by Board Member Claire Pang, to fund the project submitted by the Longview Public Library for a Neighborhood Park Grant of \$620.00.

The motion carried by the following vote:

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

Nays: Board Member Rayleen Aguirre

22-000416 LONGVIEW URBAN FOREST CANOPY ASSESSMENT

SUMMARY STATEMENT:The City of Longview received a grant from the Department of Natural Resources to conduct an Urban Forest Tree Canopy Assessment. The purpose of the assessment was to map out the current canopy, identify possible planting locations, review the tree canopy changes from 2011 to 2019, and analyze how the canopy is distributed throughout the City and its watersheds, land use areas, neighborhoods, census boundaries, and right of way. The document and council presentation provides the results of the assessment and will enable the City to make educated planning and management decisions for the future.

RECOMMENDED ACTION:

No action at this time.

22-000417 CLONEY PARK PLAYGROUND INCLUSIVE DESIGN

SUMMARY STATEMENT:The purpose of this project was to develop a universally accessible (UA) inclusive playground concept at Cloney Park, one of Longview's 17 parks. The proposed playground will replace an existing and outdated playground that was installed in 1997. The new playground design will be 'barrier free' and feature areas of play offering unique play features with a nod to Longview's timber industry that includes nature-based and garden/landscape experiences for both children and adults utilizing all UA principles. The City contracted with Nakano Associates from Seattle, Washington, to professionally design the playground concept. The concept is still in draft form.

RECOMMENDED ACTION:

Looking for feedback on design and then bring back for final recommendation.

22-000418 COMPREHENSIVE PLAN GOALS FOR DIVISIONS

SUMMARY STATEMENT: The Parks and Recreation Comprehensive Plan includes goals and objectives that are intended to guide the planning and decision-making process to ensure that parks and recreation services meet the needs of the community now and in the future. The goals set forth in this document are based upon citizen input and overall analysis of the parks and recreation system. The goals within this document stem from the 2016 update of the comprehensive plan and have been added to and refined with the help of the community, boards, and city staff. The objectives state how the department endeavors to achieve these goals and ultimately ensure that actions taken by the department going forward align with its mission. The recommendations throughout the comprehensive plan serve as measurable action steps to meet the needs of the community, its stakeholders, and help achieve the department's ultimate goal- our mission.

RECOMMENDED ACTION:

Feedback on goals and objectives and final recommendation.

10. ADJOURNMENT

The meeting was adjourned at 7:11 P.M.