



City of Longview

Agenda

Parks and Recreation Board

Monday, March 20, 2023

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 meeting on Monday, March 20, 2023 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. CALL TO ORDER

2. FLAG SALUTE

3. ROLL CALL

4. APPROVAL OF MINUTES

23-000983 PRAB DRAFT Meeting Minutes 02.27.23

5. CHANGES TO THE AGENDA

6. CONSTITUENT COMMENTS (10 Minutes)

7. NEW BUSINESS

23-000988 A. Central Sandlot League Presentation (20 Minutes/Information Only)

8. OLD BUSINESS

23-000989 A. Alcohol at Lake Sacajawea (15 Minutes)

SUMMARY: On February 23, staff presented the Park and Recreation Advisory Board's recommendation to allow Lake Sacajawea Park as a permitted site allowing alcohol as

long as events and organizers followed the Alcohol In the Park Guidelines. Council directed staff to create a draft policy for Lake Sacajawea to include locations where alcohol would be permitted, any events, if any that should be excluded, how new events would be permitted, and what would prevent an applicant to be denied. Staff has provided a draft document for approval or to make recommended changes.

RECOMMENDATION: Motion to approve draft Alcohol at Lake Sacajawea Park Procedures.

STAFF CONTACT: Jennifer Wills, Parks & Recreation Director

23-000990 b. Update on Parks & Recreation Comprehensive Plan Progress (10 Minutes)

SUMMARY: Attached you will find the updated “to-do” list for the City of Longview Parks and Recreation Comprehensive Plan. A report of the progress, what is left to do, and what is needed from the Park and Recreation Advisory Board going forward will be discussed. Also attached, you will find the sections of the plan that are considered completed for your review.

RECOMMENDED ACTION: None; report and discussion only

STAFF CONTACT: Jennifer Wills, Parks & Recreation Director

9. REPORTS (10 Minutes)

23-000984 A. Council Liason Report (Verbal)

23-000985 B. Parks Division Monthly Report (Embedded)

23-000986 C. Recreation Division Monthly Report (Embedded)

23-000987 D. Directors Report (Verbal)

10. ADJOURNMENT



City of Longview

Minutes

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

Parks and Recreation Board

Monday, February 27, 2023

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. **CALL TO ORDER**

Chairperson Claire Pang called the meeting to order at 5:00 P.M.

2. **FLAG SALUTE**

3. **ROLL CALL**

Members Present: Board Member Rayleen Aguirre, Board Member Claire Pang, Board Member Oliver Black, Board Member Glenda Johnson

Members Absent: Jenny Oskey

Constituents Present: Spencer Boudreau

Council Members Present: Spencer Boudreau

Staff Present: Jennifer Wills, Melissa Harbour, Justin Brown

4. **APPROVAL OF MINUTES**

A motion was made by Board Member Glenda Johnson and seconded by Board Member Rayleen Aguirre to approve the minutes from 01.23.2023 with a correction to the previous minutes under APPOINTMENT OF CHAIR AND VICE CHAIR FOR ONE YEAR TERM. The motion should show as made by Board Member Jenny Oskey and seconded by Board Member Glenda Johnson rather than what was listed. The motion passed with the following vote:

Ayes: Board Members Rayleen Aguirre, Claire Pang, Oliver Black, Glenda Johnson

Nays: None

Abstain: None

Yes 4, No 0, Abstained 0

23-000922 PRAB DRAFT Meeting Minutes 01.23.2023

5. **CHANGES TO THE AGENDA**

A motion was made by Board Member Claire Pang and seconded by Board Member Glenda Johnson to move New Business ahead of Item 6.- Constituent Comments. The motion passed with the following vote:

Ayes: Board Members Rayleen Aguirre, Claire Pang, Oliver Black, Glenda Johnson

Nays: None

Abstain: None

Yes 4, No 0, Abstained 0

6. **CONSTITUENT COMMENTS**

Spencer Boudreau provided comments as a constituent.

7. **BOARD MEMBER COMMENTS**

Board Member Glenda Johnson provided comment.

Board Member Rayleen Aguirre provided comment.

8. **TREE BOARD COMMENTS**

N/A

9. **OLD BUSINESS**

N/A

10. **NEW BUSINESS**

23-000923 Neighborhood Park Grant Applications

The following individuals presented to speak on behalf of their applications; Jeanne Nortness, Rachelle Rogers, Lois Brady, Lauren Townsend & Charlene Granito.

A motion was made by Board Member Rayleen Aguirre and seconded by Board Member Oliver Black to recommend the approval of both applications for a total of \$8,589. The NPG for Altrusa must have Diking District approval by May 31, 2023. The motion passed with the following vote:

Ayes: Board Members Rayleen Aguirre, Claire Pang, Oliver Black, Glenda Johnson

Nays: None

Abstain: None

Yes 4, No 0, Abstained 0

11. **REPORTS**

23-000920 Parks Division Report February 2023

A Parks Division Report was embedded in the agenda.

23-000921 Recreation Division Report February 2023

A Recreation Division Report was embedded in the agenda.

Jennifer Wills provided a verbal Director's Report.

12. **ADJOURNMENT**

The meeting was adjourned at 05:54 P.M.

ALCOHOL PERMITTED LOCATIONS:

1. R.A. Long Park/Civic Circle
2. Lake Sacajawea: Site Specific
 1. Louisiana at Kessler
 2. Cottonwood Nook
 3. Peninsula
 4. Grotto

Any location outside of the permitted areas in the parks that are allowed to have alcohol would need to submit and be reviewed by the Parks and Recreation Advisory Board with final approval by the Director of Parks and Recreation. The intent of the locations at Lake Sacajawea is to keep the permitted sites away from playgrounds where children and families gather.

ALCOHOL PROHIBITED EVENTS AT LAKE SACAJAWEA:

1. Go 4th Festival – City Permitted Dates
2. Concerts at the Lake
3. Movie at the Lake

CONDITIONS FOR NEW EVENT WITH ALCOHOL AT PERMITTED LOCATIONS:

A special events permit issued by the City Manager or his/her designee (“responsible official”) must be obtained from the City to conduct, promote, or manage a special event. In deciding whether to approve, approve with conditions, or deny a permit, the City shall determine whether:

- A. The event, as proposed, can be shown to function safely following all guidelines within the alcohol in the parks policy;
- B. The diversion of police and fire resources to support the event will not deny reasonable police and fire protection to the city;
- C. The special event will not cause unreconcilable interference with previously approved and/or scheduled construction, maintenance or other activities;
- D. The special event is not one of the restricted events preventing alcohol;
- E. The location/route meets the criteria established in the alcohol in the parks policy.

- F. The City may include in a special event permit, among other provisions, reasonable terms or conditions as to the time, place and manner of the event; compliance with health and sanitary regulations, emergency services, and security. Additional permits may be required to meet the conditions established by the permit, and/or other city codes.
- G. In order to accommodate other concurrent events, the rights of abutting owners, and the needs of the public to use streets or parks, the conditions may include, but not be limited to, reasonable adjustments in the date, time, route or location of the proposed event; accommodations of pedestrian or vehicular traffic using the street; and limitations on the duration of the event.

PRIORITY OF SPECIAL EVENT PERMIT ISSUANCE:

Except for a special event sponsored by the city, priority shall be given for the issuance of a special event permit to local tax-exempt nonprofit organizations providing services to the citizens of the city. Dates will be reserved on a first-come, first-served basis not more than one year prior to the proposed date of the event. When on the same business day more than one applicant requests the same date and venue for their event, the following criteria will be applied in the following order:

- A. The event directly benefits a nonprofit organization serving Longview residents.
- B. The event and/or the event organizer have a demonstrated history of success in producing events in Longview.
- C. The event supports a city council initiative or city work program initiative.

Special event applicants may be granted permission to hold the same event for an additional two years on the same weekend at the same venue if “success” criteria have been met. The special event application process shall be followed each year. The success criteria are as follows:

- A. All previous special event fees have been paid in full.
- B. Previous special event successfully provided for public safety (event safety plans, traffic control apparatus and volunteers), health (first aid provisions and public health requirements), and sanitation (sufficient number of maintained restroom facilities, maintenance and disposal of event garbage/recycling).
- C. Previous special events properly cared for city facilities and equipment resulting in no damage.
- D. Previous special event applications were properly completed, submitted on time, and in the required format.

The Director of Parks and Recreation is authorized to deny a special event application or require modification of the date or venue of a special event if the proposed special event is deemed by the director to adversely impact a supportive event.

Any applicant who objects to the denial of a special event application or required modifications of the date or venue by the director of parks and community services may appeal in writing (including email) to the Parks and Recreation Advisory Board for a review of that decision. The Parks and Recreation Advisory Board will consider the appeal and either recommend affirming or reversing the denial or modification to the City Manager who has final determination of approval.

DENIAL OF SPECIAL EVENT

The Director of Parks and Recreation may deny a special event permit to an applicant who has not:

- A. Provided for the services of a sufficient number of trained and certified traffic controllers;
- B. Provided sufficient monitors for crowd control and safety two weeks prior to the event date;
- C. Provided sufficient safety, health, or sanitation equipment services, or facilities that are reasonably necessary to ensure that the special event will be conducted with due regard for safety;
- D. Provided sufficient off-site parking or shuttle service, or both, when required, to minimize any substantial adverse impacts on general parking and traffic circulation in the vicinity of the special event;
- E. Met all of the requirements for submitting an application for a special event permit;
- F. Conducted an authorized or exempted special event in accordance with law or the terms of the permit, or both;
- G. Provided an adequate first aid or emergency medical services plan based on special event risk factors;
- H. Obtained the approval of any other public agency within whose jurisdiction the special event or portion thereof will occur; or
- I. Paid all fees due from a previous special event.

The Director of Parks and Recreation may deny a special event permit if in the Director's opinion:

- A. The special event will create the imminent possibility of violent disorderly conduct likely to endanger public safety or to result in significant property damage;
- B. The special event will violate public health or safety laws;
- C. The special event fails to conform to the requirements of law or duly established city policy;
- D. The applicant demonstrates an inability or unwillingness to conduct a special event pursuant to the terms and conditions of this chapter.

DRAFT

2023 COMPREHENSIVE PLAN TO DO LIST:

SECTION #1 – INTRODUCTION TO PLANNING TO DO – Need to Schedule Dates

PUBLIC PARTICIPATION

- CITY STAFF STRATEGY SESSION: DEPARTMENT HEADS
- PUBLIC MEETINGS
 - BOARDS
 - COUNCIL
- COMMUNITY FORUM
 - COMMUNITY OPEN HOUSE #1
 - COMMUNITY OPEN HOUSE #2 (Select Date)

SECTION #2 – GOALS AND OBJECTIVES ✓ **Completed**

SECTION #3 – PLANNING AREA ✓ **Completed**

SECTION #4 – INVENTORY ✓ **Completed**

SECTION #4A – INVENTORY PAGES

- LAKE SACAJAWEA – LOUISIANA TO PEDESTRIAN BRIDGE PHOTOS (Weather)
- ELKS BUILDING – NEW PHOTO OUTSIDE (Weather)
- MINT VALLEY – MAINTENANCE SHOP – PHOTOS & DATA
- PARKS MAINTENANCE – PHOTOS & DATA (Weather)
- RECREATION OFFICE – PHOTO OF EXTERIOR & PHOTO (Weather)
- **TRAILS** – ALL TRAIL PAGES & DATA/PHOTOS (Weather)
- **UNDEVELOPED** – ALL PAGES & DATA/PHOTOS (Weather)

SECTION #5 – DEMAND ANALYSIS – Review Previous

- PARK AND FACILITY ACCOMPLISHMENTS
- RECREATION PROGRAM AND SERVICE ACCOMPLISHMENTS
- COMMUNITY SURVEY RESPONSE SUMMARY
- COMMUNITY OPEN HOUSE SUMMARY
- BOARD, COMMISSION, AND COUNCIL RECOMMENDATIONS (April Meeting)
- DEPARTMENT RECOMMENDATIONS
- ADDRESSING DEFICIENCIES

SECTION #6 – MAINTENANCE AND OPERATIONS

- UPDATE ALL YELLOW HIGHLIGHTED AND GAIN INPUT

2.0 GOALS & OBJECTIVES

The City of Longview's Parks and Recreation Department Mission: Create a healthy community by providing high quality park and recreation services to everyone.

2.1 OVERVIEW:

This 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 reach the department's ultimate goal- our mission.

2.2 PLANNING

#1 GOAL: To systematically and efficiently plan and design for the sustainability of the park and recreation needs for the citizens of Longview.

- PLAN-1) Work to reduce the impacts of developments and ensure provisions for open space by requiring all residential developments provide land for parks, trails, walkways, and open space through the land dedication ordinance.
- PLAN-2) When funding and ability to maintain additional land becomes available, pursue private dedication of land through a variety of methods to facilitate public access to parks, and provide a continuous system of parks, trails, and open space.
- PLAN-3) When possible, acquire any rail right-of-ways that are no longer in use to provide for multi-use trails designed for the exclusive use of non-motorized recreation and transportation.
- PLAN-4) Continue to pursue opportunities for the development and/or partnership for community recreation and sport facilities.
- PLAN-5) Support the City's efforts in creating a linkage system, which connects the park system, schools, and other important public facilities within the city and surrounding area (e.g., bicycle lanes and multi-use trails).
- PLAN-6) Focus planning efforts in portions of the city that are underserved, marginalized, experiencing rapid growth, or currently lack recreation services and involve citizens.
- PLAN-7) Partner with other city departments, governmental agencies, surrounding cities, and private organizations to coordinate park planning and land acquisition to maximize the benefits available from public lands for parks, trees, and recreational activities.

2.3 MANAGEMENT & OPERATIONS

#2 GOAL: Provide a quality park, recreation, urban forest, golf, open space, and trail system that is efficient to administer and cost effective to maintain.

- M/OP-1) Provide clear and direct leadership that supports and promotes the department core values and focuses on the department mission.
- M/OP-2) Offer staff training, acquire labor saving equipment, and develop effective strategies to streamline operations.
- M/OP-3) Focus on reducing risk to public and employees by using multi-faceted strategies that minimize economic and health risks.
- M/OP-4) Invest in preventative maintenance and timely upgrades/replacements to support the lifespan of park amenities and facilities.
- M/OP-5) Encourage staff to seek out alternative funding sources such as federal, state, and local grants as well as sponsorships and partnerships.

2.4 PARKS

#3 GOAL: Protect Longview's natural beauty and areas to recreate by sustaining and maintaining the system of parks, trails, amenities, and open space.

- PARK-1) Develop a capital improvement plan for parks and facilities that can be funded at a level that allows for a reasonable implementation schedule.
- PARK-2) Inventory and evaluate the current park restroom facilities, potential sites for additional restrooms, and then create and implement a restroom replacement and installation schedule.
- PARK-3) Implement the playground equipment replacement program to bring all equipment into compliance with safety and accessibility guidelines.
- PARK-4) Involve the community to review and update the upgrades to Cloney Park.
- PARK-5) Seek out support for funding opportunities to implement the Roy Morse Master Plan, a multifaceted approach for new upgraded synthetic sports fields to meet the higher level of demand and use including but not limited to grants, private donations, and partnerships for department, public, school district, non-profit, and private use.
- PARK-6) Identify and mitigate safety and security issues and maintain existing parks at current level of service standards that meet the public's desire for safety, cleanliness, and usefulness.

2.5 OPEN SPACES/CONSERVATION

#4 GOAL: Conserve Longview's history and character for future generations by providing open space as a balance to residential and commercial development.

- OPEN-1) Conserve existing public lands currently in a natural state through careful planning and cooperative agreements between appropriate government agencies and private enterprises.
- OPEN-2) Use appropriate acquisition methods to protect natural areas which are sensitive to urban development or represent a significant natural and visual asset.
- OPEN-3) Support local native species planting efforts to ensure the continued viability and diversity of indigenous plant communities in specific park properties and promote the use of plants naturally adapted to local conditions through identification of native, nuisance, and prohibited plants.
- OPEN-4) Encourage a significant percentage of public open space to be included when compatible in style, function, and funding as part of clustered residential and commercial development.

2.6 RECREATION

#5 GOAL: Provide high quality recreation programs throughout the community that are fun, educational, accessible, and safe for people of all ages and abilities.

- REC-1) Be the leader for healthy living in our community by creating physical activity and play opportunities for all.
- REC-2) Evaluate the needs and effectiveness of programs and activities through surveys and evaluation forms to identify community interests relating to programs, services, and opportunities.
- REC-3) Create a title and secondary sponsorship program to promote partnership with organizations or agencies that align with the department mission to provide large scale community events at a free or reasonable cost to the community.
- REC-4) Develop and implement effective marketing strategies to build awareness of programs, events, facilities, benefits of parks and recreation, and brand recognition to the community.
- REC-5) Research options for increased use of technology and online tools to help participants register easier and find information faster and more readily available.

2.7 GOLF COURSE OPERATIONS

#6 GOAL: Provide excellent customer service by sustaining the current conditions of the course and offerings while maintaining a realistic financial management plan that can facilitate long term success.

- GOLF-1) Manage golf playing surfaces for optimal performance and desired conditions through the maintenance of healthy and functional turf grass while maintaining a positive environmental impact.
- GOLF-2) Explore ways to broaden and deepen the involvement of the golfing public, men's and women's clubs, and the Mint Valley Golf Advisory Committee in operational decision making processes where possible.
- GOLF-3) Build upon and implement current Mint Valley Golf Course Marketing Plan to target the demographic gaps in golf participation in surrounding areas.
- GOLF-4) Instruct and offer programs that develop junior golfers from beginner to advanced while cultivating the social, physical, emotional, and mental development to aide in creating lifelong golfers.
- GOLF-5) Develop a plan for long-term fee structures by reviewing comparable golf course fees to ensure the course stays competitive within the market.
- GOLF-6) Complete a facility infrastructure inventory to evaluate and identify capital improvement projects and create a timeline to plan priority of needs for upgrade and replacement.

2.8 URBAN FOREST

#7 GOAL: Protect and maintain a healthy urban forest that supports the preferred future of canopy and understory planning.

- UF-1) Promote the street tree program through the planning process for new developments, and ensure the safety and well-being of existing tree inventory during construction projects.
- UF-2) Update the City of Longview Urban Forest Management Plan to protect trees and preserve their role in defining the city's character using current industry standards.
- UF-3) Continue practices that ensure ongoing Tree City USA and Tree City of the World designations are obtained annually.
- UF-4) Incorporate urban forestry practices into the City's Storm Water Management Plan.
- UF-5) Educate residents, public agencies, and the private sector in caring for the urban forest and deepening the community's connection to nature.

2.9 Trails

#8 GOAL: Create non-motorized trail network that provides for active recreation as well as links parks, schools, and community destinations throughout the city.

- TR-1) Develop a trail network that provides for both recreation and transportation opportunities that include on and off street routes making travel fun, safe, and enjoyable.
- TR-2) Incorporate a variety of trails into the network that include those designated as multi-use, interpretive, hiking or pedestrian only, ADA accessible, equestrian, and bicycle trails.
- TR-3) Support the city's pedestrian and bicycle plan throughout the city as an active mode of transportation by constructing new trails as a linkage between parks and giving access to other public destinations.
- TR-4) Partner with surrounding cities, private land owners, rails to trails, and diking district to provide opportunities for creating a connected community feel and allowing for longer distance trails.

2.10 PUBLIC ART

#9 GOAL: Support public art to enhance city infrastructure, create engaging space, strengthen community pride, commemorate history, and provide educational opportunities.

- ART-1) Encourage support of public art through donations, purchases, and partnerships with the arts and business communities.
- ART-2) Promote active participation and attendance of arts events by community residents.
- ART-3) Continue to actively partner with the Visual Arts Commission and the Longview Outdoor Gallery to provide high quality art in appropriate locations.
- ART-4) Support the arts by encouraging the display of public art in city parks, public spaces, and within and on city buildings to help commit to an aesthetically pleasing physical environment.
- ART-5) Actively seek out and engage with groups to aid in the support of upkeep and maintenance of public art.

2.11 PUBLIC INVOLVEMENT

#10 GOAL: Encourage public involvement throughout the parks and recreation service and operation planning process to meet the needs of the citizens and allow for a sense of ownership.

- PUB-1) Partner with the Longview Parks and Recreation Foundation that is dedicated to supporting, enhancing, and promoting park and recreation services to the community.
- PUB-2) Explore alternate means of contacting and communicating with citizens through a variety of outlets such as email, social networks, quarterly guide, public forums, city website, and print advertisement.
- PUB-3) Create a program to recruit, organize, and retain volunteers to assist the department on a variety of projects and programs that helps to operational costs as well as build ownership of the programs for the volunteers.
- PUB-4) Allow for workshop style meetings where community members and leaders in locations throughout the county can gather input on current park and recreation needs and priorities.

3.0 PLANNING AREA

3.1 DESCRIPTION OF THE PLANNING AREA

The city of Longview is located in the southwestern portion of Cowlitz County, Washington. It is situated at the confluence of the Cowlitz and Columbia rivers, approximately 70 miles east of the Pacific Ocean, 50 miles north of Portland, Oregon, and 150 miles south of Seattle, Washington. (Figure A) The Cowlitz River forms the city's eastern border flowing south between Longview and Kelso. The Columbia River forms part of Longview's southern border and separates Washington from Oregon. The river is spanned at Longview by the Lewis and Clark Bridge, which links the two states.

Longview is recognized by students of western American history as the first "planned city". Longview was incorporated in 1924 as a completely planned city where none had existed before. It was built according to a grand design, with private capital, and was guided carefully through each phase of early construction by its benefactor, Robert A. Long. The City consists of 21 neighborhoods (Figure B). Today, Longview is a thriving city with a very active Columbia River Port and strong links with Asia. Longview shares its location between Seattle and Portland with the city of Kelso, which is located directly east across the Cowlitz River. Longview remains the only planned city of its kind and is unlikely to be copied. Its future remains as challenging and exciting as its past.

Parks and recreation facilities and programs serve the residents of Longview as well as the surrounding area. Longview has the only municipal Recreation Division in Cowlitz County which lends itself as the go-to for programs and special events bringing residents and tourism from the surrounding area. The Recreation Division provides services for youth, adult, sports, special events, out of school, facility rentals, and specialized recreation program areas. The Parks and Urban Forestry Division maintains 18 parks and green space totaling over 645 acres and 14,000 trees that offer active and passive recreational opportunities to residents and preserves natural areas of the community. Facilities owned and operated by Longview include 3,600 feet of shoreline access, 48 acres of surface water, 12.5 miles of trails, 18 hole 72 par golf course, and 4 properties with unoccupied buildings used for city programs as well as rental facilities.

Figure A

COWLITZ COUNTY, WA CITY OF LONGVIEW

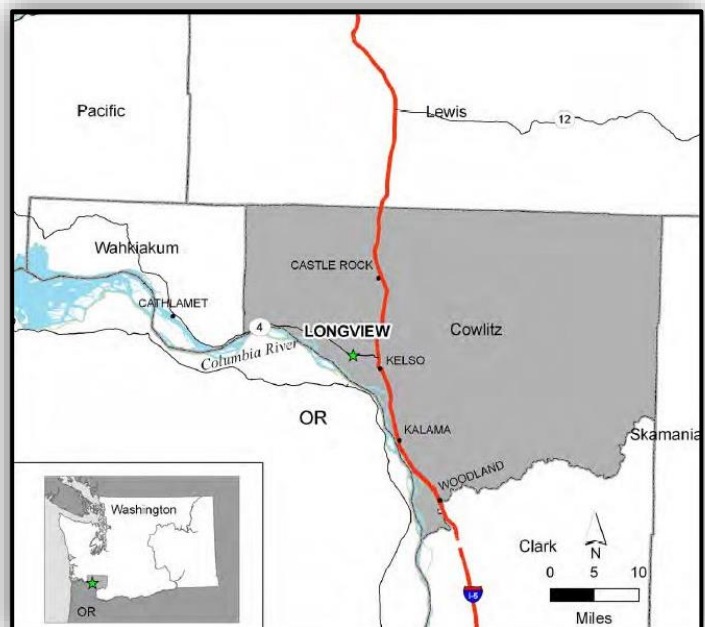
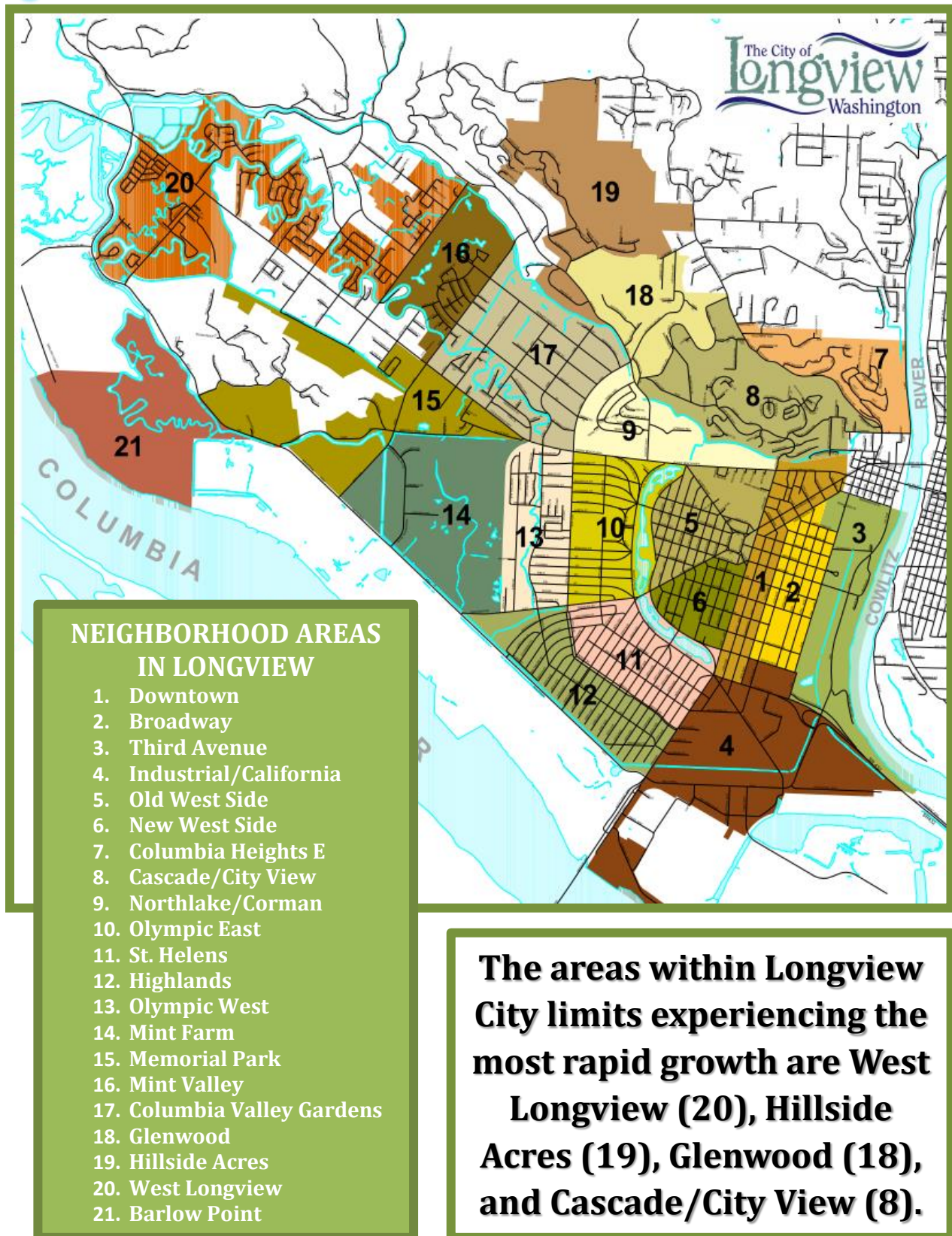


Figure B



3.2 POPULATION

The Park and Recreation Comprehensive Plan is an element of the City of Longview's Comprehensive plan. The Planning Area Boundary (PAB) includes the area within city limits and those areas surround the city limits that receive city services or services can readily be provided, or are likely candidates for annexation over the next twenty years.

This section of the plan compares the city's 1990, 2000, 2010, and 2020 population data by Census Tracts. The purpose is to provide an understanding of the population shift from 1990 to 2020, and to more accurately identify where the city's future community and neighborhood parks should be located.

As of the Census of 2020¹, there were 37,824 people in 15,912 households, and 9,013 families. The city is 14.48 square miles with a population density was 2,555 inhabitants per square mile. The racial makeup of the city in 2020 was White 77.9%, Hispanic or Latino 8.7%, African American 1.8%, Native American 1.3%, Asian/Pacific Islander 1.1%, and 9.2% from two or more races.

Of the 9,013 family households, 39.27% had children under the age of 18 living with them. 64% were married couples living together, 25% had a female householder with no partner present, 11% had a male householder with no partner present. 43.3% were non-family households. 36.9% of all households were made up of individuals living alone and 19.4% had someone living alone who was 65 years of age or older. The average household size was 2.32 and the average family size was 2.99.

The median age in the city was 39.4 years. 25% of residents were under the age of 19; 13% were between the ages of 19 and 29; 23% were from 30 to 49; 18% were from 50 to 64; and 21% were 65 years of age or older. The gender makeup of the city was 47.8% male and 52.1% female.

Key Facts - City of Longview

1990 Population ²	31,449
2000 Population ³	34,660
2010 Population ⁴	36,834
2020 Population ⁵	37,914
Approximate City Size ⁶	14.55 square miles
Overall Density ⁷	2,531 persons per square mile
Total Number of Housing Units ⁸	15,266
Average Persons Per Household ⁹	2.32
Median Household Income ¹⁰	\$48,028
Projected Population in year 2030 ¹¹	41,881

*See Figure C for population growth graph

¹ United States Census

² 1990 Census

³ 2000 Census

⁴ 2010 Census

⁵ 2020 Census

⁶ City of Longview Comprehensive Plan

⁷ 2020 Census

⁸ 2020 Census

⁹ 2020 Census

¹⁰ 2020 Census

¹¹ 1% annual increase as provided in Longview Comprehensive Plan 2-6

Year	Population	Growth	Increase
2020	37,914	1%	379
2021	38,293	1%	383
2022	38,676	1%	387
2023	39,063	1%	391
2024	39,453	1%	395
2025	39,848	1%	398
2026	40,246	1%	402
2027	40,649	1%	406
2028	41,055	1%	411
2029	41,466	1%	415
2030	41,881		

Figure C - CITY OF LONGVIEW POPULATION GROWTH CHART

3.3 CENSUS TRACTS & DATA

Cowlitz County Census Tract 21 – Downtown to 3rd Avenue

Years	1990	2000	2010	2020
Total Population	3,171	3,659	4,303	3,899
Percent Change	+2.62%	+15.39%	+17.6%	-10.36%

Cowlitz County Census Tract 9800 – Mint Farm & Industrial

Years	1990	2000	2010	2020
Total Population	710	864	509	571
Percent Change	-3.27%	+21.69%	-41.09%	+10.86%

Cowlitz County Census Tract 4 – Westside

Years	1990	2000	2010	2020
Total Population	3,734	3,705	3,612	3,996
Percent Change	-2.81%	-2.09%	-2.51%	+9.61%

Cowlitz County Census Tract 5.01 – St. Helens

Years	1990	2000	2010	2020
Total Population	2,987	2,810	2,826	2,902
Percent Change	-0.13%	-2.58%	+0.57%	+2.62%

Cowlitz County Census Tract 5.02 - Highlands

Years	1990	2000	2010	2020
Total Population	4,177	4,509	4,858	4,912
Percent Change	+1.19	+7.95%	+7.74%	+1.1%

Cowlitz County Census Tract 6.01 – Olympic West

Years	1990	2000	2010	2020
Total Population	3,750	3,782	3,867	3,871
Percent Change	+85.83%	+0.85%	+2.25%	.1%

Cowlitz County Census Tract 6.02 – Olympic East

Years	1990	2000	2010	2020
Total Population	3,351	3,083	3,017	3,144
Percent Change	+2.79%	-8%	-2.14	+4.04%

Cowlitz County Census Tract 7.03 & 7.05 & 7.06 – West Longview

Years	1990	2000	2010	2020
Total Population	3,271	5,618	8,630	9,041
Percent Change	+40.39%	+71.75%	+53.61	+4.55%

Cowlitz County Census Tract 7.02 – Mint Valley

Years	1990	2000	2010	2020
Total Population	3,087	2,984	3,079	3,160
Percent Change	+13.04%	-3.34%	+3.18%	+2.56%

Cowlitz County Census Tract 8 – Columbia Heights

Years	1990	2000	2010	2020
Total Population	3,261	3,637	6,727	7,144
Percent Change	-4.93%	+11.53%	+84.96%	+5.84+

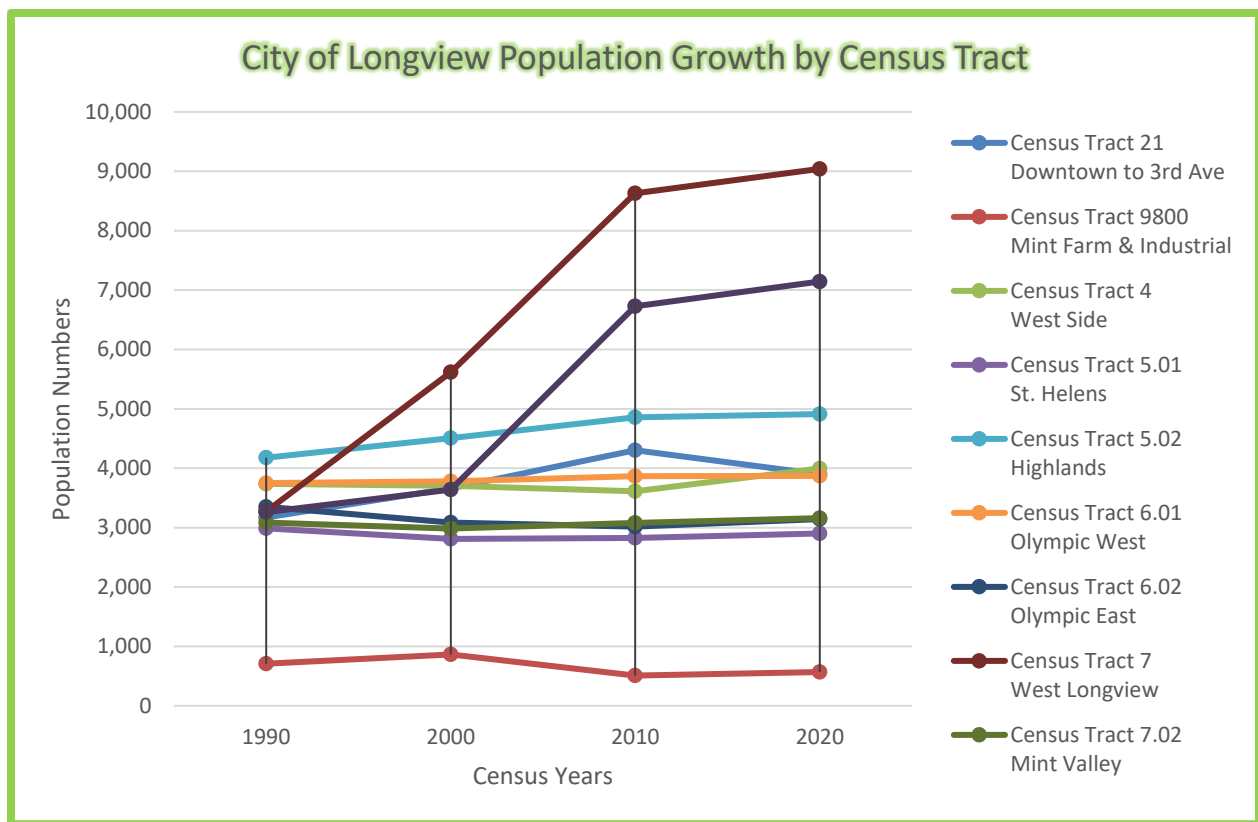
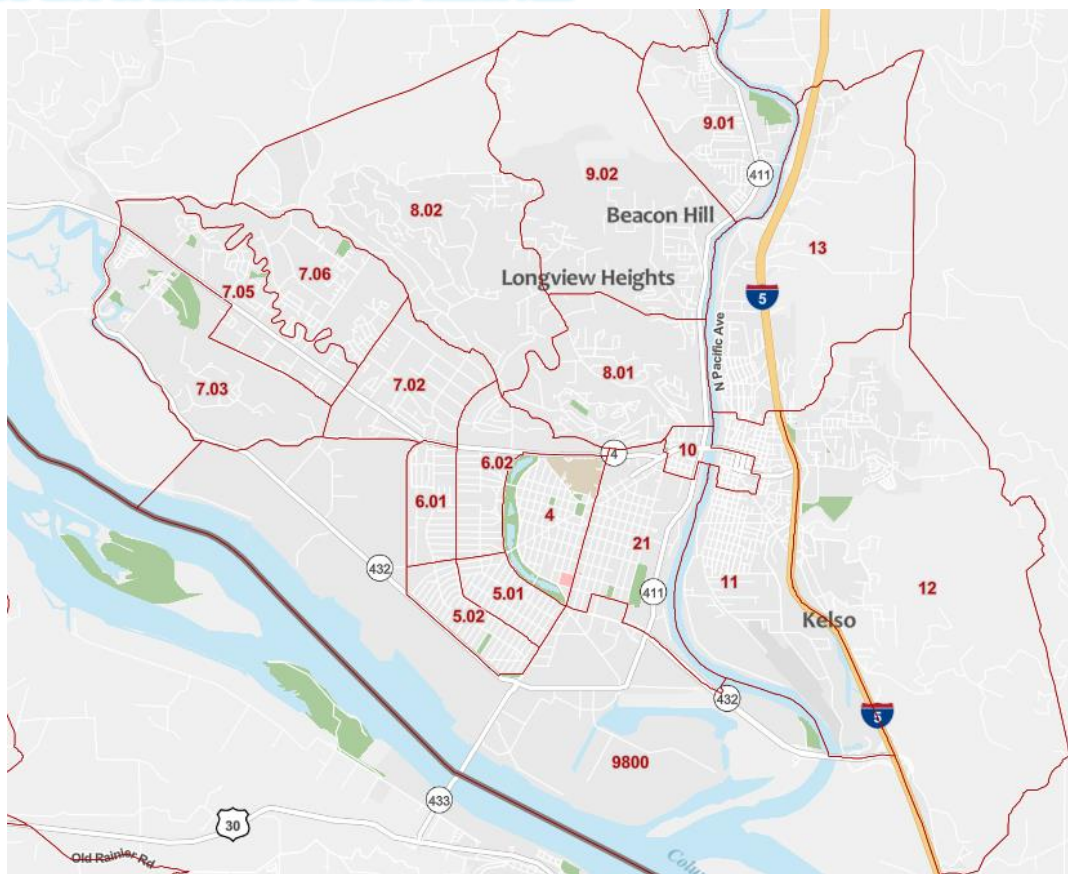


Figure D CITY OF LONGVIEW CENSUS TRACT MAP



4 CITY OF LONGVIEW LAND USE ¹²

Longview's planned layout and zoning developed in the 1930s provided for a separation of land uses in most areas of the City—residential neighborhoods separated from business areas—except Downtown, which contains traditional mixed uses characterized by retail on the ground floor and residential or office uses above. The resulting fine-grained development pattern is still visible today, particularly in the core of the City, where wide boulevards emanate spokelike from the Civic Center out to the stable historic neighborhoods with interconnected streets in a grid pattern. Recent development exhibits a more auto-oriented development, less pedestrian friendly pattern along the major commercial and industrial corridors in the city, such as Ocean Beach Highway, Washington Way, and Tennant Way. Likewise, new residential development has tended to include more cul-de-sacs and curvilinear streets. Critical areas such as steep hillsides and wetlands have dictated and will continue to dictate patterns of usage in newer areas of the City.

Longview continues to evolve—new areas develop and old areas need to be maintained or rehabilitated. Routine review of the Land Use Element enables Longview to monitor both the progress of meeting the Comprehensive Plan's objectives and evaluating the relevance of objectives to any emerging issues and needs in the community.

Longview's zoning ordinance (LMC Title 19), which implements the City's Comprehensive Plan, has been updated periodically since the 1930s when it was first developed; however, there has not been a major evaluation of its effectiveness and its ability to implement the policies in the Comprehensive Plan. Future revisions to the City's zoning map and code will be necessary to ensure consistency with this updated Comprehensive Plan.

Current land use distribution in the City of Longview is as follows:

- Single Family Residential | 30%
- Multi-Family Residential | 3%
- Commercial | 4%
- Industrial | 23%
- Public Land | 14%
- Farm/Forest Land | 3%
- Vacant Land | 23%

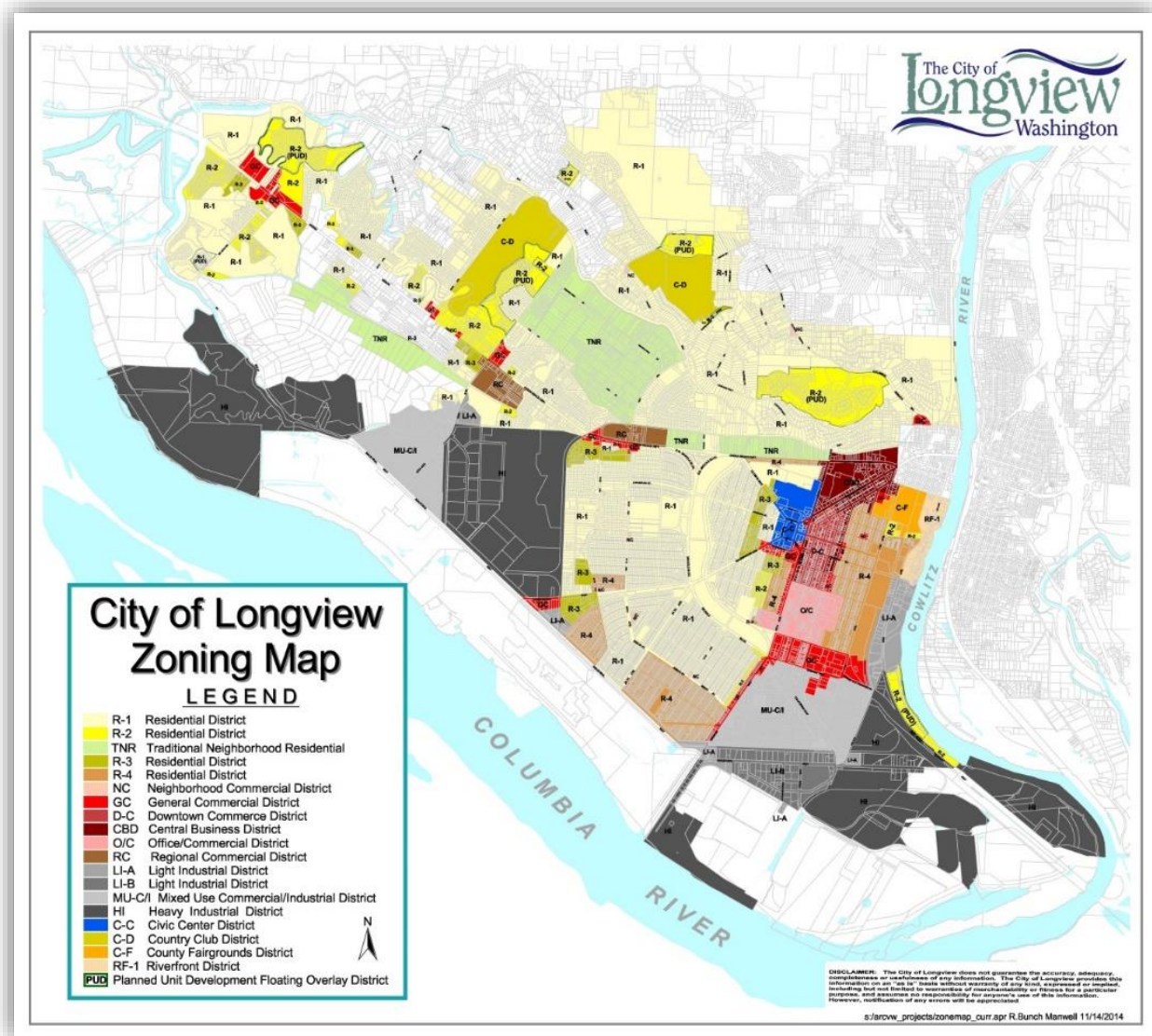
See Figure E for the full map of City of Longview Zoning. Approximately 49% of the vacant land in the city is zoned industrial; 48% is zoned residential; and 2% is commercially zoned.

Longview has a number of assets that make it a livable community. The City's history and heritage, location along the Columbia and Cowlitz rivers, City parks and open space areas, existing amenities such as the Columbia Theater, excellent schools, and its presence as a regional hub are all aspects that community members extol. However, the notion of enhancing the community's livability was also identified as vital to the City's economic health and well-being over the next 20 years. Improving community safety, diversifying the economy, enhancing the image of Longview, protecting natural resources, and maintaining attractive locations to live, work, and recreate were all identified as key to Longview's prosperity.

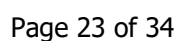
¹² City of Longview Comprehensive Plan

Figure E

CITY OF LONGVIEW ZONING MAP



The City of Longview park and recreation sites include neighborhood parks that provide play space within single neighborhoods, community parks where citizens from around the community can gather to recreate and enjoy the outdoors, and special use areas and facilities to provide for recreation programs and as revenue generating rental facilities. Below is a map of the City of Longview Parks and Facilities (Figure F).



4.0 FACILITIES INVENTORY

4.1 PARK LEVEL OF SERVICE STANDARDS (LOS)

Based on current parks and recreation “level of service” (LOS) standards (Figure D), Longview currently has a deficiency of neighborhood parkland, community parkland, and trail mileage, which will continue to increase as population growth occurs. See the table below. Geographically, West Longview and the northern area in the hills tend to be underserved by neighborhood parks. In the future, Longview should pursue acquisition of undeveloped parcels in areas where development is likely to occur in order to protect natural areas and environmentally sensitive sites and serve as the location for future parks and recreation facilities.

Figure D

PARK LEVEL OF SERVICE				
Class	Level of Service	Existing Demand (2020) 37,914	Projected Demand (2030) >41,881*	Current Supply
I (Play Lot)	No numerical standard	-	-	1.2 acres
II (Neighborhood Park)	7 acres/1,000 population	265 acres	293 acres	262 acres
III (Passive Area)	No numerical standard	-	-	164 acres
IV (Community Park)	3 acres/1,000 population	113 acres	125 acres	269 acres
V (Regional Park)	No numerical standard	-	-	409 acres
VI (Special Use Facilities)	No numerical standard	-	-	-
VII (Trails)	1 mile/1,000 population	37 miles	41 miles	12 miles
* Based on annual increase rate of 1% stated in the City of Longview Comprehensive Plan 2-6				

PARK LEVEL OF SERVICE STANDARDS					
Grade*	A (<10%)	B (11 - 20%)	C (21-30%)	D (31-40%)	F (>41%)
*Grade is percent difference between existing and demand					
Class	Deficiency (2020/2030)			Current/Future Grade	
I (Neighborhood Play Lot)	-			-	
II (Neighborhood Park)	3 acres/31 acres			A /B	
III (Neighborhood Passive Area)	-			-	
IV (Community Park)	0 acres /0 acres			A / A	
V (Regional Park)	-			-	
VI (Special Use Facilities)	-			-	
VII (Trails)	25 miles /29 miles			F / F	

4.2 CLASSIFICATION OF RECREATIONAL AREAS AND PARKS

The most commonly used measurement to classify parks is by:

- The **SIZE** of the park.
- The **CHARACTERISTICS** of the park.
- The **GENERAL USE** of the park.
- The **USER SERVICE AREA** of the park.

These factors are all interrelated and largely determine the recreational capabilities of the park site. Standards for these four elements have been developed from current practices in park system development.

PARK CLASSIFICATIONS FOR THE LONGVIEW PARKS AND RECREATION DEPARTMENT

CLASS I:	NEIGHBORHOOD PLAYLOT
CLASS II:	NEIGHBORHOOD PARK
CLASS III:	NEIGHBORHOOD PASSIVE AREA
CLASS IV:	COMMUNITY PARK
CLASS V:	REGIONAL PARK
CLASS VI:	SPECIAL USE FACILITIES
CLASS VII:	TRAILS

Each of the City of Longview Parks is classified I - VII. It should be noted that many parks will occur in combinations due to their amenities and overlap services. For instance, neighborhood playground facilities will often be found within a community park. These facilities must then be recognized as not only serving as part of the community park, but also as forming user service areas for a neighborhood playground. Hence, a larger community or regional park will often be shown as also serving the city on a neighborhood level as a playground or passive recreation area.

A brief summary of each class of park is presented which includes size of park, characteristics, then general use, and the needs analysis for the type of classification. After each description of classification, a list of existing facilities will be named and described.

A: CLASS I - NEIGHBORHOOD PLAY LOT

Size:	One acre or less
Characteristics:	Play apparatus, paved multi-use area, small open area for group games and informal play, benches, and landscaping
General Use:	Active recreation area for preschool and lower elementary age children during school hours, weekends, and summertime
Service Area:	¼ mile or less (3 - 4 blocks) from park perimeter
Needs Analysis:	Because of their limited-service capacity, the acquisition of additional playlots is not recommended. The emphasis should be placed on acquiring sufficient land to develop additional neighborhood parks.

CLASS I - EXISTING NEIGHBORHOOD PLAYLOTS

PARK NAME	ACRES	AMENITIES	SERVICE LEVEL
BAILEY PARK	0.76	Playground, basketball court, picnic shelter, play area, benches, and picnic tables.	Basic
KELLOGG PARK	.44	Playground, benches, and picnic table	Basic

B: CLASS II - NEIGHBORHOOD PARK

Size: Two to fifteen acres (desirable size - 7+ acres) May also be larger if it services an area with dense residential population

Characteristics: Playground apparatus, ball fields, multi-purpose game courts, tennis courts, picnic areas, a shelter or recreation building, and a restroom

General Use: All ages

Service Area: ¼ to ½ mile radius from the perimeter

Needs Analysis:

Current Supply: 12 neighborhood parks totaling 262 acres

Standard Required: 7 acres per 1,000 population = 265 acres
(based on a population of 37,914)

Current Deficiency: 3 acres

Future Need: 7 acres per 1,000 population = 293 acres
(based on a 2030 population projection > 41,881)

Future Deficiency: 31 acres

CLASS II - EXISTING NEIGHBORHOOD PARKS

PARK NAME	ACRES	AMENITIES	SERVICE LEVEL
7 th AVE PARK	29.8	Playground, softball fields, soccer fields, picnic shelter, benches, concession buildings, restrooms, and open play area.	Basic
ALTRUSA PARK	6	Playground, basketball court, picnic shelter, benches, and nature trail	Basic
ARCHIE ANDERSON PARK	6.5	Inclusive playground, lighted basketball court, story walk, baseball field, picnic tables, restroom, out building, parking lot, and police satellite station.	Basic & Enhanced
CLONEY PARK	5.6	Playground, skate park and bowl, BMX track, picnic shelter, walking path, benches, and open play area	Basic & Specialized
JOHN NULL PARK	11	Playground, baseball fields, concession stand, batting cage, lighted tennis courts, picnic tables, open play area, parking lot, and restrooms	Basic & Enhanced
LAKE SACAJAWEA PARK	127	Playgrounds, covered basketball court, walking path, fishing docks, arboretum, Japanese garden, picnic shelter, rental areas, open natural areas, Audubon birding highway, planting beds, educational signs, restrooms, benches, and access to Lake Sacajawea	Basic, Enhanced, & Specialized
MARK HOEHNE	5.06	Playground, grass area, benches, and picnic shelter	Basic
ROTARY PARK	1.41	Playground, tennis courts, picnic shelter, and benches	Basic
ROY MORSE PARK	60	Playground, ballfields, disc golf course, soccer fields, concession buildings, batting cages, picnic tables, horseshoe pits, maintenance building, parking lots, restrooms, tree nursery, and benches	Basic, Enhanced, & Specialized
VANDERCOOK PARK	2.95	Playground, tennis courts, shuffleboard, picnic tables, benches, open play space, and walking path	Basic & Enhanced
VICTORIA FREEMAN	3.13	Playground, community garden, open play space, picnic shelters, basketball court, and benches	Basic & Enhanced
WINDEMERE PARK	3.7	Playground, open play area, picnic shelter, parking lot, and benches	Basic

C: CLASS III - NEIGHBORHOOD PASSIVE AND PRESERVATION AREA

Size: May range from less than an acre to over a hundred acres depending on the area intended to serve

Characteristics: Could consist of wooded areas with hiking and nature trails; preservation and wetlands areas; diverse or unique natural resources such as lakes, streams, marshes, flora, fauna, and topography; gardens; open grass areas for informal uses; picnic facilities with shelters; and viewing areas with benches

General Use: All ages, but often more heavily by adults

Service Area: ½ to 2 miles.

Needs Analysis: Every effort should be made to protect natural area from the effects of development.

CLASS III - EXISTING NEIGHBORHOOD PASSIVE AND PRESERVATION AREAS

PARK NAME	ACRES	AMENITIES	SERVICE LEVEL
ALTRUSA PARK	6	Playground, basketball court, picnic shelter, benches, and nature trail	Basic
3 rd AVE PARK	2.3	Open grass natural area – undeveloped	Basic
GERHART GARDENS	14	Swing set, boat launches, parking lots, picnic tables, portable restrooms, open play area, off leash dog park, and Cowlitz River access	Basic & Enhanced
LAKE SACAJAWEA PARK	127	Playgrounds, covered basketball court, walking path, fishing docks, arboretum, Japanese garden, picnic shelter and sites, rental areas, open natural areas, Audubon birding highway, planting beds, educational signs, restrooms, benches, and access to Lake Sacajawea	Basic, Enhanced, & Specialized
R.A. LONG PARK	5.5	Manicured historic site, walking paths, picnic tables, historic plaques and monuments, concrete plaza, gazebo, and benches	Basic & Enhanced
REGENCY PARK	7.8	Open grass natural area – undeveloped	Basic

D: CLASS IV - COMMUNITY PARK

Size: 16+ acres (desirable size - 25+ acres) may include smaller parks that provide for multi-use amenities and activities not offered elsewhere within the neighborhood or city

Characteristics: Playground equipment, athletic fields, tennis or multi-use courts, swimming pool, picnic areas, community center, restrooms, parking lot and trails

General Use: Active recreational use by all ages

Service Area: 1 to 2 mile radius as defined by physical boundaries

Needs Analysis:

Current Supply: 11 community parks totaling 269 acres

Standard Required: 3 acres/1,000 population = 113 acres
(based on a population of 37,914)

Current Deficiency: 0 acres

Future Need: 3 acres/1,000 population = 120 acres
(based on a 2030 population projection > 41,881)

Future Deficiency: 0 acres

CLASS IV - EXISTING COMMUNITY PARKS

PARK NAME	ACRES	AMENITIES	SERVICE LEVEL
7 th AVE PARK	29.8	Playground, softball fields, soccer fields, picnic shelter, benches, concession buildings, restrooms, and open play area	Basic
ARCHIE ANDERSON PARK	6.5	Inclusive playground, lighted basketball court, story walk, baseball field, picnic tables, restroom, out building, parking lot, and police satellite station	Basic & Enhanced
CLONEY PARK	5.6	Playground, skate park, skate bowl, BMX bike track, picnic shelter, walking path, benches, and open area	Basic & Specialized
GERHART GARDENS	16.10	Swing set, boat launches, parking lots, picnic tables, portable restrooms, open play area, off leash dog park, and Cowlitz River access	Basic & Enhanced
JOHN NULL PARK	11	Playground, baseball fields, concession stand, batting cage, lighted tennis courts, picnic tables, open play area, parking lot, and restrooms	Basic & Enhanced
LAKE SACAJAWEA PARK	127	Playgrounds, covered basketball court, walking path, fishing docks, arboretum, Japanese garden, picnic shelter and sites, rental areas, open natural areas, Audubon birding highway, educational signs, restrooms, benches, and access to Lake Sacajawea	Basic, Enhanced, & Specialized
R.A. LONG PARK	5.5	Manicured historic site, walking paths, picnic tables, historic plaques and monuments, concrete plaza, gazebo, and benches	Basic & Enhanced
ROTARY PARK	1.41	Playground, tennis courts, picnic shelter, and benches	Basic
ROY MORSE PARK	60	Playground, ballfields, disc golf, concession buildings, batting cages, picnic tables, maintenance building, parking lots, restrooms, tree nursery, and benches	Basic, Enhanced, & Specialized
VANDERCOOK PARK	2.95	Playground, tennis courts, shuffleboard, picnic tables, benches, open play space, and walking path	Basic & Enhanced
VICTORIA FREEMAN PARK	3.13	Playground, community garden, open play space, picnic shelters, basketball court, and benches	Basic & Enhanced

E: CLASS V - REGIONAL PARK/FACILITY

Size:	Dependent upon the focus of the park and the requirements of activity(s)
Characteristics:	Natural wooded areas for hiking, day camps, nature study, etc. A lake or river shoreline for swimming, fishing and boat launch facilities. Sports complexes, multi-purpose community center, aquatics park, golf course, arboretum, camping facilities, amphitheater, playground equipment, picnic areas with shelters and parking
General Use:	All ages.
Service Area:	½ hour driving time to reach the facility
Needs Analysis:	The community should determine what facilities are deficient and what they are willing to support through taxes, user fees, grants and donations.

CLASS V - EXISTING REGIONAL PARKS/FACILITIES

PARK NAME	ACRES	AMENITIES	SERVICE LEVEL
7 th AVE PARK	29.8	Playground, softball fields, soccer fields, picnic shelter, benches, concession buildings, restrooms, and open play area.	Basic
ARCHIE ANDERSON PARK	6.5	Inclusive playground, lighted basketball court, story walk, baseball field, picnic tables, restroom, out building, parking lot, and the Archie Anderson Park building.	Basic & Enhanced
CLONEY PARK	5.6	Playground, skate park, skate bowl, BMX bike track, picnic shelter, walking path, benches, and open play area	Basic & Specialized
GERHART GARDENS	16.1	Swing set, boat launches, parking lots, picnic tables, portable restrooms, open play area, off leash dog park, and Cowlitz River access	Basic & Enhanced
JOHN NULL PARK	11	Playground, baseball fields, concession stand, batting cage, lighted tennis courts, picnic tables, open play area, parking lot, and restrooms	Basic & Enhanced
LAKE SACAJAWEA PARK	127	Playgrounds, covered basketball court, walking path, fishing docks, arboretum, Japanese garden, picnic shelter and sites, rental areas, open natural areas, Audubon birding highway, planting beds, educational signs, restrooms, benches, and access to Lake Sacajawea	Basic, Enhanced, & Specialized
MINT VALLEY COMPLEX	147	18 hole golf course, six (6) hole par 3 course, driving range, pro shop, restaurant, cart storage building and maintenance buildings; restrooms, racquet complex with 4 tennis courts, 4 racquetball/walleyball courts and a fitness center; and parking.	Basic, Enhanced, & Specialized
ROY MORSE PARK	60	Playground, softball and baseball fields, disc golf course, soccer fields, concession buildings, batting cages, picnic tables, horseshoe pits, maintenance building, parking lots, restrooms, forest grove, tree nursery, and benches	Basic, Enhanced, & Specialized
VANDERCOOK PARK	2.6	Playground, tennis courts, shuffleboard, picnic tables, benches, open play space, and walking path	Basic & Enhanced

F: CLASS VI - SPECIAL USE FACILITIES

Special use facilities may be developed separately or as a part of a larger park development. They usually contain unique features set up to serve a special group or function.

CLASS VI - EXISTING SPECIAL USE FACILITIES

ELKS MEMORIAL BUILDING

This building is located in Lake Sacajawea Park and includes two activity rooms that house a computer lab, game room, as well as a rock wall. A teen drop-in center, the Boulevard, operates out of the facility.

MCCLELLAND ARTS CENTER

This building is located in Victoria Freeman Park and includes a large programming space, small meeting room, galley kitchen, office and parking. Recreation programs, art exhibits, special events and other rentals take place at the facility.

MINT VALLEY GOLF COURSE, RACQUET COMPLEX AND FITNESS CENTER

A 147 acre site providing an 18 hole regulation golf course, six (6) hole par 3 course, driving range, pro shop, restaurant, cart storage building and maintenance buildings; racquet complex with 4 tennis courts, 4 racquetball/walleyball courts and a fitness center; and parking.

SENIOR CITIZEN CENTER

This building is located in downtown Longview and includes a large meeting room, lounge, two small meeting rooms, a kitchen, offices and limited parking.

RECREATION AND PARKS ADMINISTRATION BUILDINGS

These buildings are located in Cloney Park and house the administrative and programming staff offices and the maintenance equipment garage. In addition, some recreation programs are held at this site.

WOMAN'S CLUB BUILDING

This building is located on 21st Avenue in a residential area, across Kessler Boulevard from Lake Sacajawea. The building is used for general recreation programs and rentals. It has one large and one small meeting room, fireplace, kitchen, stage, storage, and parking lot.

COMMUNITY GARDENS

A 4 acre site used for irrigated community gardens. There are 125 year-round garden plots, 21 plots that are 10ft x 40ft, and 104 plots that are 20ft x 40ft. There is a garden committee that works closely with the city to ensure success and to work with the gardeners. The gardens have been at capacity in recent years since working with the committee.

G: CLASS VII - TRAILS

Size: Length of trails will vary depending on geographical restriction, location, or users served.

Characteristics: A path constructed of varying types of materials (gravel, cement, asphalt, etc) that enables access to multiple users to connect to nature and community points and inspire healthy activity.

General Use: Exercise, recreation, and transportation for all ages.

Service Area: ½ hour driving time to reach trailhead

Needs Analysis:

Standard: 1 mile/1,000 population

Current Supply: 12 miles

Standard required: 1 mile/1,000 population = 37 miles
(based on a population of 37,914)

Current Deficiency: 25 miles

Future Need: 1 mile/1,000 population = 41 miles
(based on a 2030 population projection > 41,881)

Future Deficiency: 29 miles

CLASS VII - EXISTING TRAILS

TRAIL NAME	MILES	LOCATION	SURFACE TYPE
ALTRUSA NATURE TRAIL	1.5	Altrusa Park/Mt Solo Housing Phases	Gravel
CLONEY TRAIL	.6	Cloney Park	Asphalt & Gravel
HIGHLANDS TRAIL	1.3	Archie Anderson Park/Industrial Way	Asphalt
LAKE SACAJAWEA TRAIL	3.6	Lake Sacajawea Park	Gravel
PACIFIC WAY TRAIL	2.6	Pacific Way/Dike Slough	Gravel
R.A. LONG TRAIL	.96	R.A Long Park	Cement
VANDERCOOK TRAIL	.52	Vandercook Park	Asphalt

Parks Maintenance & Urban Forestry Report

Parks Board March 20, 2023

General Updates

- Process of streamlining Lucity, our work order tracking system, to make is easier/faster for staff to use, remove unnecessary/duplicate items and increase our ability to pull information for reporting purposes faster that provide more detail.

Parks Maintenance

- Parks Maintenance Supervisor position filled
 - Directly supervising Parks Maintenance staff
 - Kevin LaFurge started 3/16
- 45 work orders closed in February :Vandalism repair, infrastructure and path maintenance, weed control, wildlife control, security maintenance, parts/supplies, equipment purchase/repair, irrigation repair, bed maintenance, administrative tasks, meeting
- Vandalism
 - Smaller items of vandalism like cleaning up tagging or picking up litter are tasks included in the regular route while staff are on the daily trash route
 - 1 work order in February - 4 hours fixing broken locks at Roy Morse Park
- Sharps: 3 collected in February at 17th and Nichols bathroom
- Training: Jason completed Resource Management School which includes attending 2 one-week trainings and completing a maintenance management plan that is graded

Urban Forestry

- 26 work orders closed in January : Storm damage, crown cleaning, crown elevation, crown clearance, crown thinning, brush removal, planting, tree removal, site inspections
- 36 open work orders
- Certifications: Kevin and Kyle completed International Society of Arboriculture (ISA) certification for Tree Risk Assessment Qualification (TRAQ)
 - ISA offers TRAQ as an instructor-led credential that demonstrates professional knowledge in tree risk assessment through participation in a training course and passing its accompanying exam. The TRAQ program offers tree care professionals the opportunity to expand their knowledge of the fundamentals of tree risk assessment by learning a standardized, systematic process for assessing tree risk and providing information to tree owners and risk managers for making informed decisions that will promote the safety of people and property and enhance tree benefits, health, and longevity.

Recreation Division



Memo

To: Jen Wills

From: Justin Brown

Date: March 15th, 2023

Re: February/March Report

DIVISION HIGHLIGHTS

2023 Goals

I. Connect the Community

II. Quality Experience

III. Plan for the Future

- **Programs/Events:**

- R2L registration has opened, currently 342 registered (3/15). Registration will be taken through April 7th. www.r2lbridgerun.com
- New Youth Coordinator has been hired, Shelly Aldrich started March 1st!
- Adult Softball registration is open for Spring and Summer leagues.
- 2nd round of interviews has been conducted for our Sports Specialist position. Hope to have a selection soon with a start date of April 1st.

Goals: I, II

- **Foundation:**

- Adult Prom sold out in late January. The event attracted 260 participants.
- Still recruiting members to the board.
- Fiesta Bingo is happening on May 3rd. 2nd Annual fundraiser of the year.

Goals: I, II, III

- **Marketing/Outreach:**

- Continued Facebook and Mail Chimp outreach.
- Summer Brochure first edits have been completed. Scheduled for completion by April 20th.
- Press Releases are going out weekly to radio and newspaper. Covering all classes and special events.
- Have been updating Facebook posts to highlight staff and low registration classes.

Goals: I, II, III

- **Sponsorship/Grants**

- Soliciting sponsor from local business for R2L Bridge Run and Summer Events.
 - Westrock, Riverwoods Chiropractic, Port of Longview, and Peace Health are all onboard for R2L at this time.
- Spending time researching new possibilities for grants. Exploring state and national options.

Goals: I, III