



City of Longview

Agenda

Parks and Recreation Board

Monday, March 18, 2024

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 March 18, 2024 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 online and/or via telephone.

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 229 956 634 565

Passcode: gSusnf

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Or call in (audio only)

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Phone Conference ID: 525 776 909#

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

24-00259

Microsoft Teams meeting

Join on your computer, mobile app or room device

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Meeting ID: 229 956 634 565

Passcode: gSusnf

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2. FLAG SALUTE

3. ROLL CALL

4. **APPROVAL OF MINUTES**

24-00260 PRAB Draft Meeting Minutes ~ January 22, 2024

5. **CHANGES TO THE AGENDA**

6. **CONSTITUENT/BOARD MEMBER COMMENTS**

7. **OLD BUSINESS**

8. **NEW BUSINESS**

24-00272 Mint Valley Golf Course Hole #5 Picnic Shelter

- A. Parks Division Monthly Report
- B. Recreation Division Monthly Report
- C. Directors Report (Verbal)

10. **ADJOURNMENT**



City of Longview

Minutes

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

Parks and Recreation Board

Monday, January 22, 2024

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. **CALL TO ORDER**

Melissa Harbour, Administrative Assistant called the meeting to order at 5:04 P.M.

2. **FLAG SALUTE**

3. **ELECTION OF CHAIR AND VICE CHAIR**

A motion was made by Board Member Black and seconded by Board Member Johnson to nominate Claire Pang as Chairperson. The motion passed with the following vote:

Ayes: Jenny Oskey, Claire Pang, Oliver Black, Glenda Johnson, Steven Pond

Nays: None

Abstain: None

Yes 5, No 0, Abstained 0

A motion was made by Board Member Pang and seconded by Board Member Johnson to nominate Jenny Oskey as Vice Chair Person. The motion failed with the following vote:

Ayes: None

Nays: Jenny Oskey, Claire Pang, Oliver Black, Glenda Johnson, Steven Pond

Abstain: None

Yes 0, No 5, Abstained 0

A motion was made by Board Member Oskey and seconded by Board Member Pang to nominate Oliver Black as Vice Chair Person. The motion passed with the following vote:

Ayes: Jenny Oskey, Claire Pang, Oliver Black, Glenda Johnson, Steven Pond

Nays: None

Abstain: None

Yes 5, No 0, Abstained 0

4. **ROLL CALL**

Members Present: Board Member Jenny Oskey, Board Member Claire Pang, Board Member Oliver Black, Board Member Glenda Johnson, Board Member Steven Pond

Members Absent: N/A

Constituents Present: Rayleen Aguirre, Mike Wallin

Council Members Present: Erik Halverson, Spencer Boudreau

Staff Present: Jennifer Wills, Melissa Harbour, Joanna Martin

5. **APPROVAL OF MINUTES**

24-0074 PRAB Draft Minutes 12.18.2023

A motion was made by Board Member Black and seconded by Board Member Oskey to approve the minutes as presented. The motion passed with the following vote:

Ayes: Jenny Oskey, Claire Pang, Oliver Black, Glenda Johnson

Nays: None

Abstain: Steven Pond

Yes 4, No 0, Abstained 1

6. CHANGES TO THE AGENDA

N/A

7. CONSTITUENT/BOARD MEMBER COMMENTS

N/A

8. OLD BUSINESS

N/A

9. NEW BUSINESS**24-0069 A. Code of Conduct Overview****24-0070 B. Rails to Trails**

A motion was made by Board Member Oskey and seconded by Board Member Black to recommend the acquisition of property for Rails to Trails to City Council. The motion passed with the following vote:

Ayes: Jenny Oskey, Claire Pang, Oliver Black, Glenda Johnson, Steven Pond

Nays: None

Abstain: None

Yes 5, No 0, Abstained 0

24-0071 C. Bylaw Review

Document to be revised to include the last revision date of August 14, 2014. Add a last reviewed date and show as January 2024.

10. REPORTS (10 Minutes)**24-0075 A. Parks Division Monthly Report**

A Parks Division Report was embedded in the agenda and discussed verbally.

24-0078 B. Recreation Division Monthly Report

A Recreation Division Report was embedded in the agenda.

24-0077 C. Directors Report (Verbal)

A Directors Report was provided verbally.

11. ADJOURNMENT

The meeting was adjourned at 05:58 PM.

Parks Maintenance & Urban Forestry Report

Parks Board February 26, 2023

Parks Maintenance

- Work orders completed
 - 39 in January
 - 42 in February
 - Parks staff spend a good deal of time working on Urban Forestry tasks during the winter like stump grinding and tree planting
- Vandalism
 - Cleaning small items of vandalism are part of the daily park cleaning route
 - Lake Sacajawea Park – Foot bridge
 - Vehicle jumped the curb and tried to drive across the foot bridge. Bridge did not sustain any structural damage and has been fixed.
 - Cloney Park – Skate Park
 - Vehicle jumped the curb and drove through the skate park fence. None of the skate elements were damaged. The fence has been repaired.
- Sharps collected
 - 0 in January
 - 3 in February at the 17th and Nichols restroom
- Project updates
 - Vandercook Park restroom installed on site February 14. Restroom was then connected, concrete work completed around it and locks changed. Anticipated opening March 18.
 - Cloney Park design contact in negotiation and scheduled to go to Council March 14 for approval.

Urban Forestry

- Work orders completed
 - 22 in January
 - 16 in February
- 61 open work orders
- Project updates
 - Stump grinding
 - 40 stumps were ground in January
 - Only 6 in February as stump grinder broke again and is back in the shop
 - 79 stumps waiting for grinding

- Tree planting
 - Our 2023-2024 tree planting efforts are complete
 - At least 145 trees were planted
 - Finalizing paperwork so that all efforts are track accurately