



City of Longview

Agenda

Parks and Recreation Board

Monday, October 21, 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 October 21, 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

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 213-631-2692,,525776909#](#) United States, Los Angeles

[+1 347-973-4395,,525776909#](#) United States, New York City

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. HYBRID MEETING

24-00996 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 October 21, 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.

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2. **CALL TO ORDER**

3. **FLAG SALUTE**

4. **ROLL CALL**

5. **APPROVAL OF MINUTES**

24-00997 PRAB Draft Meeting Minutes - 08.19.2024

6. **CHANGES TO THE AGENDA**

7. **CONSTITUENT/BOARD MEMBER COMMENTS**

8. **OLD BUSINESS**

9. **NEW BUSINESS**

24-001000 LIGHT OF LONGVIEW DONATION

SUMMARY:

The Library Grounds were designated as part of our park system after the sculpture "The Light of Longview" was approved, installed, and dedicated. The City Council will be accepting the donation at their meeting on October 24th. The department wanted to bring it before the Parks and Recreation Advisory Board, which would have been customary had it been treated as a regular park amenity donation.

RECOMMENDED ACTION:

Motion to recommend accepting the "Light of Longview" donation to City Council

STAFF CONTACT:

Jennifer Wills, Parks & Recreation Director

24-001001 PARK RULES SIGN DONATION

SUMMARY:

Jeff Wilson would like to donate to the City of Longview Parks and Recreation Department signage to place throughout the park system that highlights the rules set out in Longview Municipal Code 13 pertaining to parks. Mr. Wilson has provided a sample of what he would like to donate and place throughout the park system. The Parks and Recreation Advisory Board is tasked with reviewing and recommending to staff the acceptance of the donation.

RECOMMENDED ACTION:

Motion to recommend accepting the "Park Rules Sign" donation

STAFF CONTACT:

Jennifer Wills, Parks & Recreation Director

10. **REPORTS (10 Minutes)**

1. Parks/UF Division Report (Verbal)
2. Recreation Division Report (Verbal)
3. Director's Report
 - a. Budget Reduction Review
 - b. Grant Update - Cloney Park
 - c. Red Ribbon Week – RA Long Park

11. **ADJOURN**



City of Longview

Minutes

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

Parks and Recreation Board

Monday, August 19, 2024

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. CALL TO ORDER

24-00770 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 August 19, 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

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Phone Conference ID: 525 776 909#

2. FLAG SALUTE

3. ROLL CALL

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

Members Absent: Steven Pond

Constituents Present: N/A

Council Members Present: Spencer Boudreau

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

4. APPROVAL OF MINUTES

A motion was made by Board Member Johnson and seconded by Board Member Black to approve the minutes with a correction to the approval of the minutes which should show Oliver abstained from the vote. The motion passed with the following vote:

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

Nays: None

*Abstain: None
Yes 4, No 0, Abstained 0*

24-00771 PRAB DRAFT Meeting Minutes - 07.29.2024

5. CHANGES TO THE AGENDA

N/A

6. CONSTITUENT/BOARD MEMBER COMMENTS

*Board Member Johnson provided comment.
Board Chair Pang provided comment.*

7. OLD BUSINESS

N/A

8. NEW BUSINESS

**24-00773 SUMMARY: Neighborhood Park Grant Application - Steve Pond Memorial Shelter
RECOMMENDED ACTION: Seeking a motion to recommend the application submitted to City Council.**

STAFF CONTACT: Jennifer Wills, Parks & Recreation Director

A motion was made by Board Member Black and seconded by Board Member Johnson to recommend the grant application for \$20,000. The motion passed with the following vote:

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

Nays: None

Abstain: None

Yes 4, No 0, Abstained 0

24-00772 SUMMARY: Proposal to include the Library Grounds and Monticello Convention Site as part of R.A. Long Park. This addition will increase our Class III Passive Area acreage by 3.75 acres, bringing the total to 168 acres. No changes to maintenance or costs are involved, but the designation will extend the application of Longview Municipal Code rules and regulations for parks to these areas.

RECOMMENDED ACTION: Seeking a recommendation from the Park and Recreation Advisory Board to the City Council to approve the update to the PROS plan.

STAFF CONTACT: Jennifer Wills, Parks & Recreation Director

A motion was made by Board Member Black and seconded by Board Member Oskey to recommend the update to the PROS plan. The motion passed with the following vote:

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

Nays: None

Abstain: None

Yes 4, No 0, Abstained 0

**24-00774 A. Parks Division Monthly Report
B. Recreation Division Monthly Report
C. Directors Report (Verbal)**

Parks and Recreation Division Reports were embedded in the agenda.

A Director's Report was provided verbally at the meeting.

10. ADJOURNMENT

The meeting was adjourned at 05:50 PM.

CITY OF LONGVIEW
DONATION AND GIFT ACCEPTANCE AGREEMENT

This Donation and Gift Acceptance Agreement dated the _____ day of _____, 20____.

Between:

JH Kelly
("Donor") a Limited Liability Corporation
And
City of Longview
("The City") a Washington municipal corporation.

For the donation of a lighted sculpture called "Light of Longview" ("donation") located on property owned by the City at Parcel Number 10156, 1600 Louisiana Street in Longview, Washington within the Library Grounds.

1. INTENT

The Donor wishes to support the mission of City of Longview by providing the donation on City owned real property described above to be utilized by all citizens within the library grounds.

2. CITY ACCEPTANCE:

Once the donation is accepted on City property it will be deemed as donated to the City and the City will take ownership and control of the donated property. The City is in no way obligated to replace the improvement if it is vandalized, deteriorated, irreparably damaged, or destroyed.

3. MEMORIAL

The City reserves the right to limit the verbiage on plaques that accompany donations. Donor will consult with the City on proposed wording on any such plaque prior to its creation. The signage or plaque for Donor recognition is the responsibility of the Donor to purchase and City staff will be responsible for installation. The Donor will supply and the City will install a plaque in agreement with the City of Longview Donation, Gift, and Memorial Policy.

The City commits to use its best efforts to have the Donation named "Light of Longview". It is mutually agreed and understood that the naming of City park amenities is controlled by LMC 13.05, and is initially made by the Parks and Recreation Board of the City of Longview, subject to City Council approval.

4. MAINTENANCE AND REMOVAL

Donated park elements, and/or their associated donation acknowledgements, become City property and will be maintained accordingly by the Longview Parks and Recreation staff for the expected life cycle of the donation, under the administrative direction of the Parks Manager. The responsibility of the Parks Division for maintenance or replacement of the donation shall be treated as equal to the responsibility for maintenance and replacement of other City property.

The City reserves the right to remove donations when (a) they interfere with the site safety, maintenance, or construction activities, (b) become unsightly due to vandalism or lack of maintenance and repair, or (c) if the law changes such that the monument, donation, plaque, or message would be treated solely as the speech of a private person rather than the governmental speech of the City. The City will notify the Donors, heirs, or alternate contact of any action related to the disposition of the donation. In certain situations, such as safety or emergency, the notification may be made after the action is taken. In the event a memorial is to be discontinued, a concerted effort will be made to return the plaque to the Donor or heirs at no charge. However, removal and disposal of the donated basketball court shall be the City's sole responsibility.

5. FUTURE RESPONSIBILITY OF DONOR

When the donation meets the intended life cycle or becomes damaged or destroyed, the City will make a reasonable effort to contact the Donor at 360-575-3153 or aott@jhkelly.com. In advance of the expiration of a memorial or notification of damage or destruction, Donors will be contacted first to allow for renewal or replacement at their own expense. If a Donor, heir, or alternate is unable to be reached after six (6) months after initial attempted contact, the location, gift, memorial, or donation may be opened to allow for an additional or new Donor. In the event a memorial is to be discontinued, the plaque commemorating the donation will be offered to the Donor or heirs at no charge.

6. MISCELLANEOUS

This Agreement is between the Donor and the City, and cannot be assigned by the Donor without prior written consent of the City. This Agreement may be amended by mutual consent, in writing, by the City and the Donor. The City of Longview Parks and Recreation Donation Gift and Memorial Policy applies to this Agreement and the Donation hereby provided.

7. RELATIONSHIP OF THE PARTIES

The Donor understands that the reputation of the City cannot be associated with any immoral or unethical activities, unlawful activities, or that do not align with the department mission, policies, park property restrictions, and park master plans. The City sincerely appreciates and acknowledges the commitment of Harlie's Angels to parks and recreation.

DATED this _____ day of _____, 20 ____.

DONOR

Signature:

Printed Name/Title:

Organization:

CITY OF LONGVIEW REPRESENTATIVE

Signature:

Printed Name/Title:

City Attorney

City Clerk:



Welcome

- No Smoking LMC 13.01.063
- No Littering LMC 7.32.040
- No Off Leash Animals LMC 13.01.120
- No Camping LMC 7.29.010

Enjoy *your* Park