



City of Longview

Minutes

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

Parks and Recreation Board

Monday, July 21, 2025

5:00 PM

Recreation Office,
2920 Douglas Street, Longview WA

1. **CALL TO ORDER**

Chair Oliver called the meeting to order at 5:01 p.m.

2. **FLAG SALUTE**

3. **ROLL CALL**

Members Present: Board Member Jenny Oskey, Board Member Oliver Black, Board Member Glenda Johnson, Board Member Steven Pond, Board Member Manon Kaufman

Members Absent:

Constituents Present: N/A

Council Members Present: Maryalice Wallis

Staff Present: Justin Brown, Melissa Harbour

4. **APPROVAL OF MINUTES**

25-00689 PRAB DRAFT Minutes 06.16.2025

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

Ayes: Jenny Oskey, Oliver Black, Glenda Johnson, Manon Kaufman

Nays: None

Abstain: Steven Pond

Yes 4, No 0, Abstained 1

5. **CHANGES TO THE AGENDA**

6. **CONSTITUENT/BOARD MEMBER COMMENTS**

Board Member Glenda Johnson asked for an update on a previous agenda item which was provided by Director Justin Brown.

7. **OLD BUSINESS**

N/A

8. **NEW BUSINESS**

- 25-00691 A. Parks & Recreation Advisory Board Meeting Format**
SUMMARY: Review and consider modifying the format of future board meetings based on board discussion
RECOMMENDED ACTION: Motion to adopt a revised meeting format per board discussion
STAFF CONTACT: Justin Brown, Parks & Recreation Director
No action needed. Discussion only. No changes at this time.
- 25-00692 B. Facility Use Contract Requirements**
SUMMARY: Consider requiring all sports leagues requesting field use contracts to have affiliation with a national governing body for oversight and insurance compliance.
RECOMMENDED ACTION: Seeking a motion to require national affiliation and insurance verification as a condition for facility use contracts.
STAFF CONTACT: Justin Brown, Parks & Recreation Director
Original Motion:
*A motion was made by Board Member Johnson and seconded by Board Member Oskey to to require national affiliation and insurance verification as a condition for facility use contracts. The motion passed with the following vote:
Yes 5, No 0, Abstained 0*
Amendment:
An amendment to the motion was made by Board Member Black and seconded by Board Member Kaufman to add "or one that has been in existence for at least 10 years" so that the motion would read: "To require national affiliation or one that has been in existence for at least 10 years, and insurance verification as a condition for facility use contracts." Following discussion, the amendment failed unanimously.
- 25-00693 C. Electric Bikes in Parks – Regulatory Clarification**
SUMMARY: Review current park use regulations under Longview Municipal Code (LMC) Chapter 13.01 as they relate to the use of electric bikes (e-bikes) and similar motor-assisted vehicles in public parks. Discuss the need for clearer definitions and permitted use areas.
Link #1 [LMC CHAPTER 13.01](#) Link #2 [PARK REGULATIONS](#)
RECOMMEND ACTION: Seeking a motion to direct staff to draft an update to Longview Municipal Code Chapter 13.01 to clarify regulations related to electric bike (e-bike) use in city parks.
STAFF CONTACT: Justin Brown, Parks & Recreation Director
Discussion ensued, however no action was taken. Staff will review and return with additional input and guidance.

9. **REPORTS**

- 25-00694 A. Directors Report (Verbal)

10. **ADJOURNMENT**

The meeting was adjourned at 06:25 PM. The next meeting scheduled for August 18, 2025.