



City of Longview

Agenda

Parks and Recreation Board

Monday, March 23, 2026

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 23, 2026 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

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Meeting ID: 229 956 634 565

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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
2. FLAG SALUTE
3. ROLL CALL
4. APPROVAL OF MINUTES
26-00176 PRAB Draft Meeting Minutes 02.23.2026
5. CHANGES TO THE AGENDA
6. CONSTITUENT/BOARD MEMBER COMMENTS
7. OLD BUSINESS

8. NEW BUSINESS**26-00262 A. Recreation Division Annual Report 2025**

SUMMARY: Recreation Division staff will present their annual report, highlighting key programs, events, participation levels, and operational accomplishments from the past year. The presentation will provide an overview of services delivered to the community, including youth and adult programming, special events, and partnerships. Staff will also share notable trends, successes, and areas of growth within the division.

RECOMMENDED ACTION: This item is for information only. No action is required.

STAFF CONTACT: Justin Brown, Parks & Recreation Director

26-00267 B. Parks & Urban Forestry Division Annual Report 2025

SUMMARY: Parks & Urban Forestry Division staff will present their annual report, highlighting maintenance activities, capital improvement projects, and urban forestry efforts completed over the past year. The presentation will provide an overview of park system upkeep, facility improvements, and ongoing tree management programs, as well as notable accomplishments, challenges, and emerging priorities within the division.

RECOMMENDED ACTION: This item is for information only. No action is required.

STAFF CONTACT: Justin Brown, Parks & Recreation Director

26-00268 C. Amendment to the Lake Sacajawea H-C (PROS Plan) — Enhancement Addition Attachment

SUMMARY: Staff is requesting a recommendation to amend the Lake Sacajawea section of the Parks, Recreation, and Open Space (PROS) Plan to include additional enhancement language supporting the development of a performance and gathering shelter within the park. This amendment will ensure alignment with current and future community-driven improvement projects and maintain consistency with adopted planning documents.

RECOMMENDED ACTION: Recommend approval of the proposed amendment to the Lake Sacajawea Park H-C page within the PROS Plan.

STAFF CONTACT: Justin Brown, Parks & Recreation Director

9. REPORTS (10 Minutes)**26-00269 A. Parks Maintenance/Urban Forestry Division Report (Embedded)**

B. Recreation Division Report (Embedded)

C. Director's Report (Verbal)

10. ADJOURNMENT



City of Longview

Minutes

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

Parks and Recreation Board

Monday, February 23, 2026

5:00 PM

1. **CALL TO ORDER**

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

Members Absent: N/A

Constituents Present: Tyler Hogman, Nate Tanzmen, Nancy Reza, Mark Atkinson, Jennifer Jolly, Eric Wilson

Council Members Present: Chris Bryant

Staff Present: Justin Brown, Melissa Harbour, Erin Cranston

2. **FLAG SALUTE**

3. **ROLL CALL**

4. **APPROVAL OF MINUTES**

26-00117 PRAB Draft Minutes 01.26.2026

A motion was made by Board Member Johnson and seconded by Board Member Oskey to approve the minutes as written. The motion passed with the following vote: Ayes: Jenny Oskey, Oliver Black, Glenda Johnson, Steven Pond, Manon Kaufman/Nays: None/Yes 5, No 0

5. **CHANGES TO THE AGENDA**

A motion was made by Board Member Black and seconded by Board Member Oskey to strike New Business Item D. Lake Sacajawea Preservation Plan Update - Martin's Dock. The motion passed with the following vote: Ayes: Jenny Oskey, Oliver Black, Glenda Johnson, Steven Pond, Manon Kaufman/Nays: None/Yes 5, No 0.

6. **CONSTITUENT/BOARD MEMBER COMMENTS**

Glenda Johnson provided member comment.

7. **OLD BUSINESS**

N/A

8. **NEW BUSINESS**

26-00168 A. Neighborhood Heroes - Facility Usage

SUMMARY: Representatives from Neighborhood Heroes will present a proposal requesting formal

recognition as a partner organization with Parks & Recreation and use of designated space within the Elks Building outside of peak summer programming hours. Neighborhood Heroes is a structured, one-on-one mentorship program modeled after Big Brothers Big Sisters, focused on building character, healthy identity, and future leaders rooted in the community. The program emphasizes youth safety through background screening, mandatory reporting requirements, supervision standards, and liability coverage. The organization proposes to utilize space during non-conflict hours (primarily evenings and select times outside summer peak programming) to provide supervised mentorship programming that aligns with Parks & Recreation standards, policies, and scheduling requirements. The presentation will outline:

- Program structure and mentor screening processes
- Community need and supporting data
- Insurance and liability coverage
- Proposed timeline (2026–2027)
- Anticipated benefits to Parks & Recreation and the broader community
- Measurable outcomes and evaluation metrics

This item is for presentation and discussion. The Board may provide feedback and direction regarding potential partnership and facility use.

RECOMMENDED ACTION: Motion to recommend that the Parks & Recreation Department explore a partnership agreement with Neighborhood Heroes for facility use, subject to staff review, scheduling availability, and compliance with all City policies and risk management requirements.

STAFF CONTACT: Justin Brown, Parks & Recreation Director

A motion was made by Board Member Johnson and seconded by Board Member Kaufman to recommend that the Parks & Recreation Department explore a partnership agreement with Neighborhood Heroes for facility use, subject to staff review, scheduling availability, and compliance with all City policies and risk management requirements. The motion passed with the following vote: Ayes: Jenny Oskey, Oliver Black, Glenda Johnson, Steven Pond, Manon Kaufman/Nays: None/Yes 5, No 0.

26-00173 B. WSU Master Gardener - Lake Sacajawea Demo Garden Proposal

SUMMARY: Washington State University Extension Master Gardeners will present a proposal for a demonstration garden at Lake Sacajawea. The proposal outlines the purpose of the garden, proposed location, general design elements, and anticipated partnership involvement. The presentation will also address maintenance expectations, funding considerations, and how the project would be implemented if approved. The Board will have the opportunity to ask questions and provide direction on whether to move forward with the proposal.

RECOMMENDED ACTION:

Move to support the concept of the Lake Sacajawea Demonstration Garden and direct staff to continue project planning and coordination.

STAFF CONTACT: Justin Brown, Parks & Recreation Director

A motion was made by Board Member Pond and seconded by Board Member Johnson to support the concept of the Lake Sacajawea Demonstration Garden and direct staff to continue project planning and coordination. The motion passed with the following vote: Ayes: Jenny Oskey, Oliver Black, Glenda Johnson, Steven Pond, Manon Kaufman/Nays: None/Yes 5, No 0.

26-00170 C. Neighborhood Park Grant Applications

SUMMARY: The Longview Parks & Recreation Neighborhood Park Grant Program provides capital

improvement funding to support community-driven enhancements within the City's park system. The program is open to neighborhood groups, nonprofit organizations, community partners, and City-led initiatives seeking to improve park amenities, accessibility, and overall user experience. The City allocates \$25,000 annually for this program, with application cycles typically opening in January and June. If funds remain after external applications are reviewed, an additional internal cycle may be opened for City-led park improvements. At this meeting, the Advisory Board will review submitted applications and have the opportunity to discuss and make a recommendation to City Council to allocate available funding to selected projects. The Board's recommendations will help ensure grant dollars are directed toward projects that align with community needs, adopted plans, and the long-term vision for Longview's park system.

Applicants:

1. Longview Pickleball Club
2. Longview Youth Soccer Association
3. Longview Youth Baseball

RECOMMENDED ACTION:

Motion to allocate the available Neighborhood Park Grant funding to eligible applicants in amounts and proportions as determined by the Board.

STAFF CONTACT: Justin Brown, Parks & Recreation Director

A motion was made by Board Member Black and seconded by Board Member Johnson to recommend funding of Longview Youth Baseball NPG at \$17,914 and Longview Youth Soccer Grant at \$11,042. The motion passed with the following vote: Ayes: Jenny Oskey, Oliver Black, Glenda Johnson, Steven Pond, Manon Kaufman/Nays: None/Yes 5, No 0.

26-00171 D. Lake Sacajawea Preservation Plan Update - Martin's Dock

SUMMARY: Staff is initiating an update to the Lake Sacajawea Preservation Plan to ensure continued regulatory compliance and alignment with current community needs. The update will support evaluation of proposed improvements to Martin's Dock, including consideration of a performance shelter, while maintaining the historic and environmental integrity of the park. Staff will present the proposed scope and requested updates at this meeting and seek Board direction on how to proceed. Board members are encouraged to review the current plan in advance at: <https://www.mylongview.com/257/Park-Plans>. The specific recommended updates will be presented at the meeting and are not being distributed beforehand.

RECOMMENDED ACTION:

Motion to recommend that staff proceed with updating the Lake Sacajawea Preservation Plan as presented.

STAFF CONTACT: Justin Brown, Parks & Recreation Director

Item removed per changes to the agenda item.

9. REPORTS (10 Minutes)

- 26-00174 A. Parks Maintenance/Urban Forestry Division Report
 - B. Recreation Division Report
 - C. Director's Report (Verbal)
- Parks Division & Recreation Division Reports are embedded in the agenda.*

10. **ADJOURNMENT**

The meeting was adjourned at 06:55 PM.

Longview Recreation Annual Report 2025

A Playful Community is a Healthy
Community





Who We Are & What We Do

Mission:

Our mission is to build a healthy community by providing high-quality parks and recreation services for everyone.

Whom We Serve:

From toddlers to seniors, we serve youth, adults, families, and the community as a whole—creating opportunities to play, learn, connect, and thrive in safe and welcoming spaces.

A Glance at 2025:

This year, Longview Recreation continued to strengthen community connection through high-impact events, meaningful youth programming, and accessible activities that support health, belonging, and quality of life.

“Recreation creates memories, builds friendships, and strengthens communities.”



2025 at a Glance

Total Program Participants: 2,550 Registrations

Special Events Hosted: 15

Summer Camp Participation Numbers: 4,800

Out of School Attendance Numbers: 14,400

Total Amount in Sponsorships: ~ \$62,000

High Impact Community Events

"Bringing Longview Together"



Concerts at the Lake



Movie Series



Trick or Treat Trail



Extreme Machines

Races

“Every Step Builds a Healthier Longview.”

Shamrock Run: **52 Runners**

R2L 10K: **550 Runners**

Firecracker Run: **115 Runners**

Sunset Run: **56 Runners**

Pumpkin Pi Run: **48 Runners**

Turkey Trot: **800 Runners**



Summer Camps and Out of School Care



Summer Camps

- 3 Camp Locations
 - Camp Imagine, Pathfinders, and Happy Trails
- Total Number of Check Ins: 3,922
- Longview's three summer camps provide affordable, enriching experiences through STEM, arts and crafts, field trips, kayaking, and outdoor activities that promote learning, growth, and adventure for youth of all ages.

Out of School Care

- 4 Sites
 - Kessler, Northlake, Robert Grey, and CVG
- Total Check Ins: 14,405
- Before and after school programs in Longview provide safe, reliable care while supporting students' growth through STEM activities, arts and crafts, games, and homework help in a positive, engaging environment.

Family Programming

"Moments That Matter"



Mother Son Dance
Party



Father Daughter



Kids Fish In
Sponsored By:
Rotary



Breakfast with Santa

Community Gardens

3 Garden Locations Serving Longview Residents

- Victoria Freeman: 16 garden plots
- 30th Ave: 104 garden plots
- 32nd Ave: 21 garden plots
- Total: 141 garden plots across the community

Community gardens strengthen food access, encourage healthy living, and create welcoming spaces where neighbors connect, learn, and grow together.





Looking Ahead to 2026

Cloney Park Renovations

- Transforming Cloney Park into a fully inclusive park, ensuring access and play opportunities for all abilities.

Expanded Concert Series

- Growing from 6 to 8 summer concert nights, bringing even more music and community gatherings to Longview.

Expanded After-School Programming

- Adding a school site, with transportation to Kessler, will increase access for families.

Continued Program Growth

- Expanding recreation opportunities and strengthening our presence throughout the community.

Thank
You





**PARKS/UF
2025
HIGHLIGHTS**

A year of transition

A YEAR OF TRANSITION

- New City Manager
- New Director
- New Parks Manager
- New Crew Supervisor
- New Urban Forestry
- New equipment

REPAIRS TO EXISTING INFRASTRUCTURE

JAPANESE ISLAND APPROACH FENCING





ELKS MEMORIAL PLAYGROUND

Repair/replace damaged slide

Heavily used site

Kept feature safe/accessible to public

LAKE SACAJAWEA PATH RESURFACING





TENNANT WAY BIOSWALE REHABILITATION

100 slough sedge

200 common rush

150 green velvet boxwood bushes

ROY MORSE SOFTBALL LIGHTING



ROY MORSE SOFTBALL REPAIRS

- Aerate
- Seed
- Fertilize
- Top Dress
- Drag
- Low spots





NORTH END FOUNTAIN

Fountain motor failed, new pump acquired, fountain repaired/replaced.

WELCOME TO LONGVIEW WATERFALL



NEW INFRASTRUCTURE & EQUIPMENT

WINDEMERE PARK SHELTER





NEW PARKS HEAVY EQUIPMENT

CEDAR SPLIT RAIL FENCING AT LAKE



ARCHIE ANDERSON SUN SAIL





LAKE SACAJAWEA PARK

Park H - C (Hemlock Street to Washington Way)

LOCATION	BETWEEN HEMLOCK & WASHINGTON WAY
ACREAGE	127 ACRES (Total Park)
PARK TYPES	CLASS III - NEIGHBORHOOD PASSIVE CLASS IV - COMMUNITY PARK CLASS V - REGIONAL PARK
SERVICE AREA	2 MILES TO ½ HOUR DRIVE

DESCRIPTION

The park encompasses a total of 127 acres. The area from Hemlock Plaza to the Washington Way bridge in the middle of the lake encompasses is the heart of the park. Many community events are held within this area. This area includes open play space, lighted gravel trail, Hemlock Plaza playground, Martin Dock, Lion's Island, fishing docks, perennial garden, bronze sculptures, picnic sites, flagpole, boating hand launch, restroom facility, and lake concessionaire location.

MANAGEMENT & PARTNERSHIPS:

• MANAGEMENT:

- City of Longview Recreation Division coordinates special events
 - Fun Runs, Concerts, Movies, Kids Fish-In Event

MAINTENANCE:

• LEVEL: BASIC, ENHANCED, AND SPECIALIZED

- Aquatic health management
- Restrooms
- Special Event Support

UPDATES SINCE LAST COMPREHENSIVE PLAN:

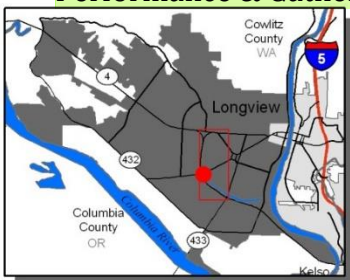
- New restrooms and sidewalks (2022)
- Log arch replacement (2022)

REQUIREMENTS AND NEEDS:

- Mature tree removal
- Path drainage and erosion control
- Aquatic weed management
- Martin Dock repair/replacement
- Irrigation repair

ENHANCEMENTS

- Lion's Island shelter replacement
- Upgrades to fishing piers
- Performance & Gathering Shelter



PLAYGROUND

- 2010 - INSTALLED
- 2040 - REPLACEMENT



Parks Maintenance & Urban Forestry Report

Parks Board March 2026

Parks Maintenance

- **Tree Planting:** We have completed planting all 189 trees. This is a significant accomplishment, especially as we installed larger caliper trees than in previous years.
- **Stump Grinding:** We are nearing completion of the 2025 stump list, with only a few remaining. Staff are also revisiting prior lists to identify and address stumps that may not have been captured in the work order system.
- **Staffing:** Shane Gestson has been transferred from Golf to Parks to fill Peter's vacant position.
- **Sharps Removal:**
 - Vandercook Park – 1 incident (2/17)
 - South end of Lake Sacajawea – 1 incident (3/5)

Urban Forestry

- **Sennebogen Training:** Training was successful. Two operators were identified as primary and backup (one from Parks, one from Urban Forestry). During training, crews removed approximately 5.5 elm trees over two days.
 - **Recruitment:** Applications are currently under review for the Urban Forestry Technician II/III position.
 - **Lead Arborist Position:** Staff are developing a job description for the Lead Arborist role.
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Recreation Division

Memo

To: Justin Brown
From: Erin Cranston
Date: March 19, 2026
Re: February / March Report

DIVISION HIGHLIGHTS

Present

- Building Reservations for February 2026
 - Paid Facility Rentals – 7 rentals; \$3,784
- Before and After School Attendance Numbers for February
 - Kessler - 157
 - CVG - 267
 - Robert Gray – 311 AM / 242 PM
 - Northlake – 124 AM / 292 PM
- Event Wrap Up
 - Shamrock Day Run - 34

Future

- Upcoming Events:
 - Kids Fish In Sponsored by Rotary - 281 registered