



City of Longview

Agenda

Parks and Recreation Board

Monday, May 18, 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 May 18, 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

[Click here to join the meeting](#)

Meeting ID: 229 956 634 565

Passcode: gSusnf

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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
26-00431 Parks & Recreation Advisory Board Meeting Minutes - DRAFT
5. CHANGES TO THE AGENDA
6. CONSTITUENT/BOARD MEMBER COMMENTS
7. OLD BUSINESS

26-00432
E-Bike Signage & Website UPDATE ONLY

8. **NEW BUSINESS**

9. **REPORTS (10 Minutes)**

26-00433 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, March 23, 2026

5:00 PM

1. **CALL TO ORDER**

Chairperson Oliver Black called the meeting to order at 5:00 PM

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. Staff Present: Justin Brown, Melissa Harbour, Erin Cranston, Josh Allen, Peter Brickey

4. **APPROVAL OF MINUTES**

26-00176 PRAB Draft Meeting Minutes 02.23.2026

A motion was made by Board Member Pond and seconded by Board Member Johnson to accept the minutes as written. The motion passed with the following vote: Ayes: Jenny Oskey, Oliver Black, Glenda Johnson, Steven Pond, Manon Kaufman

5. **CHANGES TO THE AGENDA**

N/A

6. **CONSTITUENT/BOARD MEMBER COMMENTS**

Board member Steve Pond and Board member Glenda Johnson provided comments.

7. **OLD BUSINESS**

N/A

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

Erin Cranston, Recreation Manager provided a presentation on the department annual report from 2025.

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

Peter Brickey, Parks & Urban Forestry Supervisor, provided a presentation on the department's annual report from 2025.

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

A motion was made by Board Member Johnson and seconded by Board Member Black to recommend the addition of "Performance & Gathering Shelter" to the "Enhancements" section on the Lake Sacajawea Page (Hemlock Street to Washington Way) of the PROS Plan, to allow the process to move forward as appropriate. The motion passed with the following vote: Ayes: Jenny Oskey, Oliver Black, Glenda Johnson, Steven Pond, Manon Kaufman

9. REPORTS (10 Minutes)

**26-00269 A. Parks Maintenance/Urban Forestry Division Report (Embedded)
B. Recreation Division Report (Embedded)
C. Director's Report (Verbal)**

The Parks & Urban Forestry Division Report was embedded in the agenda.

The Recreation Division Report was embedded in the agenda.

The Director's Report was provided verbally.

10. ADJOURNMENT

The meeting was adjourned at 05:47 PM.



PARKS & RECREATION

CITY OF LONGVIEW



ENTERING BLIND CORNER



REDUCE SPEED



KEEP RIGHT

— SHARE COURTESY. BE SAFE. HAVE FUN. —





PARKS & RECREATION

CITY OF LONGVIEW



**SLOW
DOWN**

— SHARE COURTESY. BE SAFE. HAVE FUN. —





**PARKS &
RECREATION**
CITY OF LONGVIEW



ENJOY THE TRAIL



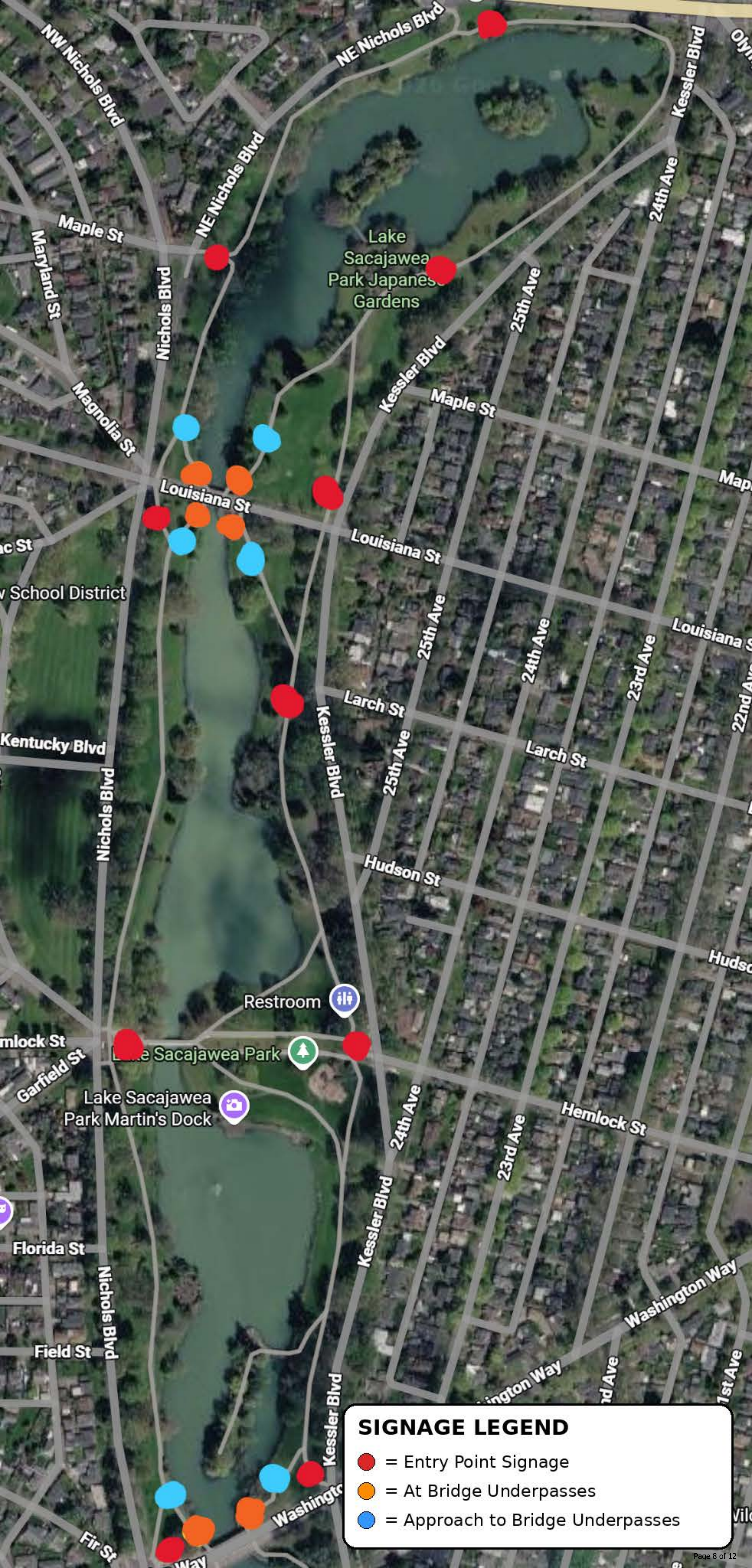
WATCH YOUR SPEED



**EXPECT WALKERS,
RUNNERS & RIDERS**

— SHARE COURTESY. BE SAFE. HAVE FUN. —



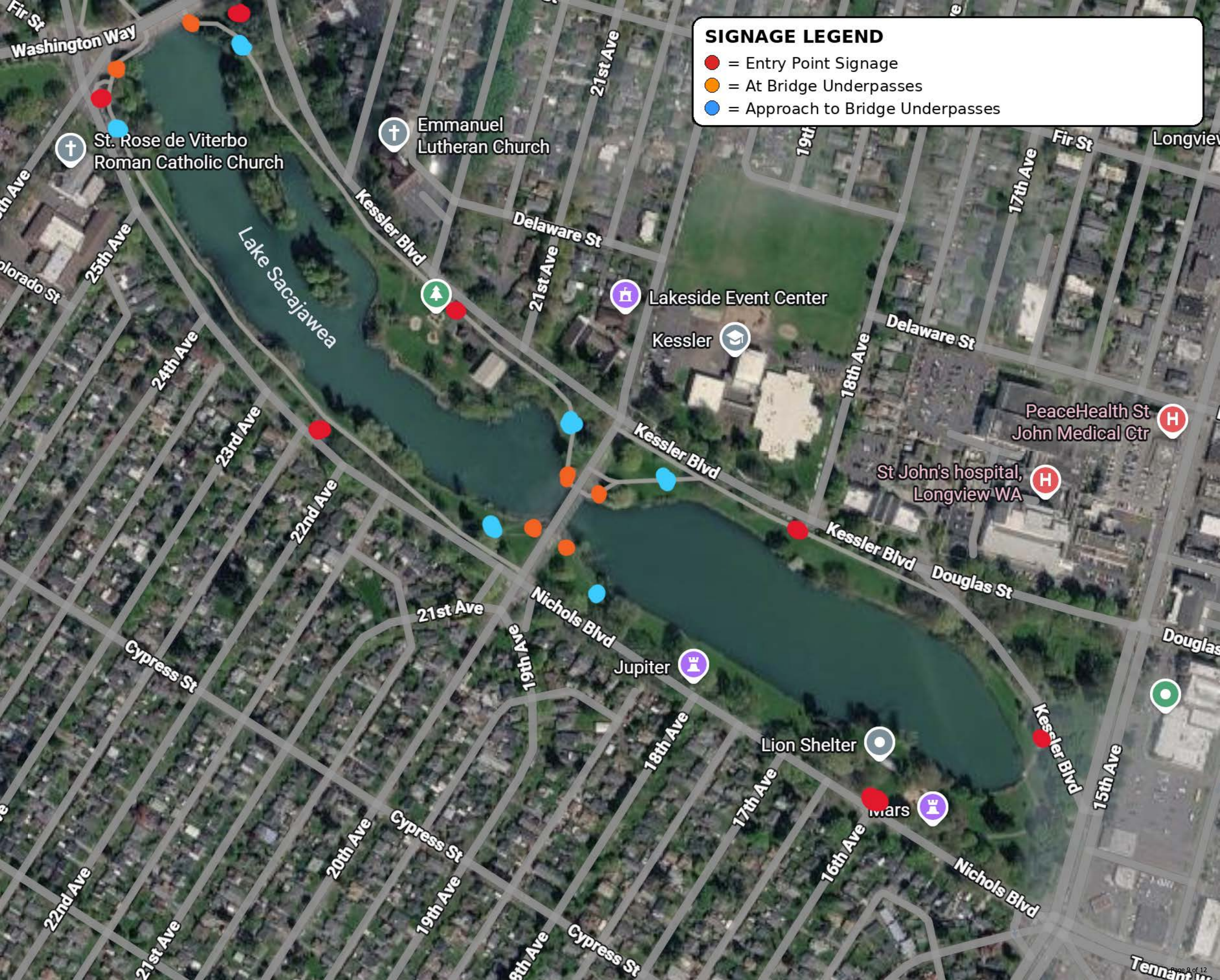


SIGNAGE LEGEND

- = Entry Point Signage
- = At Bridge Underpasses
- = Approach to Bridge Underpasses

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- = At Bridge Underpasses
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Recreation Division

Memo

To: Justin Brown
From: Erin Cranston
Date: May 14, 2026
Re: April/May Report

DIVISION HIGHLIGHTS

PRESENT

- Switched over our Registration Software from Community Pass to Civic Rec on May 1.
- Building Reservations for March and April
 - Paid Facility Rentals – 14 rentals; \$9,389
- Before and After School Attendance Numbers for March and April
 - Kessler - 305
 - CVG - 551
 - Robert Gray – 697 AM / 506 PM
 - Northlake – 265 AM / 635PM
- Event Wrap Up
 - Kids Fish In – Sold out, 385 Participants

FUTURE

- Upcoming Events:
 - R2L – Almost 500 Registered
 - Summer Camps – Registration is open for all camps
 - Firecracker Run

Parks Maintenance & Urban Forestry Report

Parks Board March 2026

PARKS:

GROUNDS:

- Hemlock plaza sidewalk lip project: 1,600 feet of sidewalk edge tripping hazard was addressed near the Hemlock bathrooms (parallel paths running East and West toward foot bridge). Additional topsoil, grass seed, and fertilizer were brought in, spread out, and tamped along all edges of paved walking path. Tripping hazard was neutralized.
- Commerce bioswale planting project: 534 plants ordered and delivered. These plants are approved for bioswale plant sites and will beautify our downtown space while simultaneously assisting our stormwater collection basins in filtering toxins out of our stormwater system.
- Noxious weed management: Poison Hemlock sites have been identified and appropriate measures for containment and eradication of this invasive weed have begun. Sites will continue to be monitored, and any additional growth will be addressed.
- Roy Morse field rolling: Imperfections in softball fields at Roy Morse are being addressed. This was a joint project between Rec, Parks Maintenance, and the Streets department (they let us borrow their double drum roller for the fields). Multiple fields were completed; additional work is still being scheduled.

INFRASTRUCTURE:

- Victoria Freeman raised bed planters: Beds were in danger of collapsing due to pressure from soil settling. Beds were reinforced to address compromised structural integrity and extend the window of use for these assets.
- Playground bark chips: Process of filling playground spaces with playground chips has begun. Chip volume was low due to heavy use and decomposition of existing material. All playgrounds are inspected regularly, and chip levels are kept within approved limits.
- Elks Dock Repair: 300 feet of dock rail near the Elks War Memorial building is scheduled for replacement due to rot and decay. Materials have been purchased and are awaiting installation. Anchoring system has been redesigned to accelerate

installation and increase strength. Overall style of rail system continues to match the design of existing infrastructure.

- Irrigation: Irrigation systems for parks, gardens, and city facilities have been activated and any repairs needed are being made.

SUMMER STAFFING: 4 seasonal parks workers have been hired and will assist with projects throughout the month (hand mow route, painting, grounds projects, event support, etc.).

EVENTS:

- Arbor day: Partnered with Longview Rotary Club to have Giant Sequoia planted and dedication plaque installed.
- Lake Sacajawea Fishing Derby: 20x20 canopy erection, event fencing installation, shoreline cleanup, and debris removal all completed prior to event.
- R2L 10K: Route has been previewed, and maintenance tasks are being assigned.

URBAN FORESTRY:

STAFFING: New employee, Spencer Fix, has been hired as an UF Tech III. He will be assisting in the management of Dutch Elm Disease via tree injections.

SENNEBOGEN: Continuing to schedule projects involving the Sennebogen to meet the goals of the Elm replacement schedule. Root grafts are being severed via stump grinding after trees have been removed.

DUTCH ELM DISEASE: Dutch Elm beetle pheromone traps have been installed to slow/reduce the spread of beetles.

SUMMER WATERING PROGRAM: 304 trees have been added to our watering program for the summer of 2026. Goal is for each tree to receive 20-25 gallons of water every 2-3 days for the first two summers following their planting. This will help the trees establish and thrive in their new locations.