



City of Longview

1525 Broadway
Longview, WA 98632
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Minutes - Draft

Parks and Recreation Board

Monday, January 23, 2017

5:00 PM

Recreation Office, 2920 Douglas
Street, Longview, WA

1. Roll Call

Board Members Present: Nick Seaver, Micah Shea, Dianne Quast & Cameron Carson

Staff Members Present: Jennifer Wills, Curt Nedved, Melissa Harbour, Natalie Richie

Board Members Absent: Austi Baudro

Constituent: Jarrett Skreen, Business Owner – Ashtown Brewery

2. Election of Chair and Vice Chair

Nick Seaver made a motion to retain Dianne Quast as Chair and Micah Shea as Vice Chair. Cameron Carson seconded the motion, motion carried.

3. Approval of Minutes

Nick Seaver made a motion to approve the minutes as presented. Cameron Carson seconded the motion, motion carried.

[MN 17-0361](#)

Parks and Recreation Advisory Board Minutes 11.28.2016

Attachments: [Parks and Recreation Advisory Board Minutes 11.28.2016.pdf](#)

4. Constituent Comments

N/A

5. Tree Board Comments

N/A

6. Reports

6A Board Member Reports

The Civic Circle tree lights and Holiday lights in general were highly regarded by the board. LED light shows will be relocated to an area with better visibility next year.

6B Parks Division Manager Report

A full report is embedded in the Agenda however the Parks Supervisor, Curt Nedved highlighted winter storm coverage, as well as on-going process improvement regarding collaboration with other departments for winter storm clean-up. This improved process should be in place prior to Winter 2017. Increased tree pruning was reported as well.

Additionally, Dianne Quast shared a recent discussion between herself and the Director regarding overtime and budgeting. She voiced a shared concern regarding the inability to budget/plan for overtime and the lack of flexibility due to union contractual obligations. The vandalism expenses were also of concern. The board asked if a budget enhancement is available for vandalism costs. Historically those funds were not granted when requested for this specific use.

[17-4690](#)**Parks Division Report Nov-Dec 2016**

Attachments: [Parks Division Report Nov-Dec 2016.pdf](#)

[17-4689](#)**Parks Division Report Year End 2016**

Attachments: [Parks Division Report Year End 2016.pdf](#)

[17-4692](#)**Parks Division 2016 TOTALS**

Attachments: [Parks Division 2016 TOTALS.pdf](#)

6C Recreation Division Manager Report

A full report is embedded in the Agenda and Recreation Manager Natalie Richie highlighted revenue comparisons for activities, garden, facility and park rental fees. 2016 showed a significant increase in contributions. Moving forward Natalie will provide the board with a dashboard style report which will compare 3 full years. The board asked that this be provided quarterly rather than monthly. Natalie will oblige. Mint Valley Afterschool Program and an additional Recreation Specialist for grant writing/sponsorship were approved by City Council in the most recent budget cycle.

[17-4688](#)**Recreation Division Report Year End 2016**

Attachments: [Recreation Division Report Year End 2016.pdf](#)

6D Directors Report

Jennifer Wills presented information on the current Urban Forestry Report revisions which discuss Facility upgrades, Parks division updates and the attempt to move from part-time to full-time hours for the Parks Administrative staff.

The board requested Jennifer Wills clarify the exact wording of the ordinance for Farmer's Market within Parks currently on the agenda for upcoming council approval. Jennifer Wills was awarded a \$2100 scholarship to attend the Municipal Forestry Institute training in California. The Arborist position was filled with a start date to be February 1st. An ADA Transition Plan is currently being created to bring the City in to compliance. The Parks Department is involved with this process.

6. Old Business

N/A

7. New Business**7A Aphids "A History" - Planning for the Future**

Curt Nedved recommended to the board to reinstate the use of imidacloprid on a case by case basis. After explaining to the board this history of aphids, his recommendation included that all public requests received for Aphid treatment be completed in total by the urban forestry crew, regardless of weather, watering or other factors based on data collected. The board discussed the different species of Aphids and providing residents with information on the chemicals used and instructions. Curt would like to provide the treatment to those who call as a way to implement the product as well as provide good customer service. There were some questions about the application of the pesticide. Curt shared that flags are placed at each site when treatment takes place. A motion to treat all requests on a case by case basis with imidacloprid spray was made by Micah Shea and seconded by Cameron Carson. Motion approved and passed.

[17-4693](#)

Aphids - A History of the Program

Attachments: [Aphids - A History of the Program.pdf](#)

7B Beer & Wine Discussion at Events and/or Parks

Jarrett Skreen, Owner of Ashtown Brewery attended the meeting to discuss potential opportunities to partner with the Parks and Recreation Department in an effort to allow craft beer at events. Mr. Skreen believes events such as beer gardens, live music, and offering craft beers at Recreation events will enable community members to stay local rather than travel to other areas. Alcohol is not currently allowed in Parks. These events would be controlled and monitored and would potentially allow children when appropriate. Other ideas presented for consideration would be allowing alcohol at the Concerts at the Lake and softball tournaments at Roy Morse. A discussion ensued regarding the cost for monitoring, vendors, appropriate events, special permits, etc. Mr. Skreen reported permits are easily procured online in a short period of time via the state website. A component of the discussion included a concern regarding how sponsors may view the integration of alcohol for events they may financially support. Specific trial events considered were Swim, Dash, Splash or Moonlight Golf/Run Events. Micah Shea made a motion in favor of the board continuing specific discussions on the potential of allowing alcohol at city events and directing staff to research additional information. Dianne Quast seconded the motion. Motion passed.

7C Mini Park/Quality of Life Grant

City Council has directed the Parks and Recreation Department to explore options to provide grant funding for projects that do not meet the minimum threshold of the Neighborhood Park Grant or that might be considered a maintenance project but are still be worthy of a grant and community involvement. This topic has the purpose of exploring options and to make a board recommendation for staff to move forward.

The board feels the monies for this type of grant would need to come from the general fund or a budget enhancement and recommends the current Neighborhood Park Grants stay focused on Parks specifically in order to stay clear on the purpose. A motion was made by Nick Seaver directing Jennifer Wills to return to the board with a proposed policy on mini-park improvements if new resources are available. Cameron Carson seconded the motion. Motion passed.

7D Neighborhood Park Grant Application

Victoria Freeman and 17th Avenue Park Slides – Nick Seaver made a motion to approve the NPG submitted by the Parks Department for playground equipment. Micah Shea seconded the motion. Motion passed. 2017 Neighborhood Park Grants are now open for submission.

[17-4691](#)

Parks NPG 2016 Remaining Funds

Attachments: [Parks NPG 2016 Remaining Funds.pdf](#)

7E Board Roles and Advocacy

Dianne Quast recommended the board members consider taking a more vocal role in communicating the benefits of Parks and Recreation to ensure the department is seen as essential to the quality of life to the citizens of Longview.

Concerns discussed include the Parks staff being asked to do work not within their scope of employment without budget reimbursement, Afterschool program linkage to student success, and Urban Forestry impact. Nick Seaver asked if other boards could potentially provide a template for how to successfully advocate. The board will be drafting a letter asking for action around the approved position for Recreation as a first step. Another idea was to potentially develop a calendar of items to advocate for at City Hall based on the schedule set for applicable discussions.

8. Adjournment

Meeting adjourned at 6:48 by Dianne Quast. Next meeting scheduled for March 20, 2017 @ 5:00 p.m.