



City of Longview

1525 Broadway
Longview, WA 98632
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Minutes - Draft

Parks and Recreation Board

Wednesday, May 30, 2018

5:00 PM

Recreation Office, 2920 Douglas
Street, Longview, WA

Revised Date/Time

1. Roll Call

Meeting called to order by Cameron Carson at 5:02 p.m. Present: Spencer Boudreau, Cameron Carson, Rayleen Aguirre. Absent: Austi Baudro. Staff: Jennifer Wills, Curt Nedved, Justin Brown, Melissa Harbour

2. Approval of Minutes

A motion to approve the minutes from 04.03.18 was made by Spencer Boudreau, seconded by Cameron Carson. Motion passed.

[MN 18-0397](#)

P&R Board Meeting Minutes 04.03.18

Attachments: [P&R Advisory Meeting 04.03.18 SpecialMinutes.pdf](#)

3. Constituent Comments

N/A

4. Board Member Comments

7A of Old Business was moved to the top of agenda as well as 8A of New Business. Spencer Boudreau asked for an update in the theft of the sundial, and Cameron Carson asked for an update on the review of board member applications. Updates were provided. Council Member Steve Moon, provided an update on recent Board Member application review processes with new members potentially arriving within the next two months. Curt Nedved asked that the youth board application be reviewed as well and Steve Moon agreed to discuss with council members.

5. Tree Board Comments

Spencer Boudreau inquired about the potential removal of multiple trees surrounding R.A. Long Park Plaza as a result of impending construction. Curt Nedved clarified that no trees are planned for removal due construction in this area as they do not meet the tree removal criteria. Elevation of limbs will occur to help aid in being able to see from one part of the park to the other. Steve Moon inquired about the timeframe of maintenance for low-hanging branches along sidewalks and roadways. Curt Nedved explained the process of how citizens and staff can make requests for service and welcomed any reports on problematic branches.

6. Reports**6a [18-5453](#) Parks Division Report April 2018**

Attachments: [Parks Division Report April 2018.pdf](#)

Curt Nedved, Parks Manager provided a full report of Parks Division activities for April 2018 while highlighting projects such as the recent completed tree inventory and mapping, successes with the restroom open/close signage recently installed, vandalism costs, homeless camp removal, sharps collections, and other various maintenance projects.

6b [18-5454](#) Recreation Division Report April 2018

Attachments: [Recreation Division Report April 2018.pdf](#)

Justin Brown, Recreation Manager provided a full report of Recreation Division activities for April 2018 while highlighting upcoming events and programs including summer programming and the awarding of the No Child Left Inside grant of \$27,000. Justin also discussed the Northface Grant application and will report out on updates as appropriate.

6c Director's Report

Jennifer Wills, Director of Parks & Recreation provided a report on the following topics;

A. Archie Anderson Master Plan upcoming community involvement participation and additional grant funding for items as appropriate within the Master Plan.

B. The recent closing of RFP process for the planning of the Athletic Facility Complex Master Plan

C. Playground replacement at Kellogg Park which has been designed and is on the schedule for installation after the July 4th holiday.

D. Archie Anderson playground replacement should be installed later in the fall.

E. Harlie's Hoops permit application for the basketball court at Lake Sacajawea has been approved by council after a determination of "no significant impact" to the shoreline which means no additional mitigation is needed, and has moved to the next phase.

F. A new Recreation Department Logo was created and shared with the board.

7. Old Business**7a FOUNTAIN DEDICATION AT SOUTH END OF LAKE SACAJAWEA**

Bill Kasch attended the meeting to ask the board to approve the recommendation of placing a fountain at Lake Sacajawea Park in honor of Ernie and Arleen Kuntz. Ongoing maintenance is approximately \$4200 per year in electricity alone. Director Wills distributed the Kuntz policy to the board and discussed the funding options as they relate to the ongoing RA Long Park. Cameron Carson made a motion to postpone the approval and/or funding of a fountain until final bids for the RA Long park improvement have been received by. Seconded by Rayleen Aguirre. Motion passed, 2 to 1.

7b PARK LAND DEDICATION

Park Land Dedication – Tabled for next agenda

7c ADDITIONAL DOG PARK LOCATIONS

A motion was made to recommend option 2B – John Null Location B by Spencer Boudreau and seconded by Rayleen Aguirre which was then withdrawn. Roy Morse was declined at this time due to the impending Master Plan Update. Additional locations such as Archie Anderson, Mark Hoehne, and Windermere were discussed as possible locations. Rayleen made a motion to ask for additional park recommendations which was seconded by Cameron Carson. Motion passed.

[18-5455](#)

Maps for Suggested Dog Parks

Attachments: [Maps for Suggested Dog Parks.pdf](#)

7d ADJUSTMENT OF DATE/TIME FOR BOARD MEETINGS

Adjustment of Date/Time for Board Meetings – Tabled for next agenda

8. New Business**8a INTERPRETIVE PANELS FOR R.A. LONG PARK**

Arleen Hubble presented the panels that have been purchased by the 23 Club for the installment at R.A. Long Park. Rayleen Aguirre made a motion to approve placement of panels in park. Spencer Boudreau seconded the motion. Motion passed, unanimously. Curt Nedved asked that installment take place post R.A. Long Park improvement project which was agreed upon by the 23 Club representative. If the park improvement project is delayed past the 2018 schedule the panels will be placed without waiting for completion.

8b ALCOHOL IN THE PARKS POLICY

Spencer Boudreau moved to approve the draft alcohol policy as submitted. Cameron Carson seconded the motion. The original motion was withdrawn. A new motion was made by Spencer Boudreau to approve the draft with the additional wording that all applicants would pass through park board for discussion and recommendation prior to approval. Cameron Carson seconded the motion. Motion carried.

[18-5456](#)

Draft - Guidelines for Serving Alcohol

Attachments: [Draft - Guidelines for Serving Alcohol.pdf](#)

8c Harlie's Hoops Logo

Jennifer Wills discussed the current draft logo for Harlie's Hoops which the board members had no issue with at this time.

9. Adjournment

Meeting adjourned at 6:11 p.m. by Cameron Carson. Next meeting scheduled for June 18th at 5:00 p.m.