



# City of Longview

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

## Agenda - Final

### Parks and Recreation Board

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Monday, October 17, 2016

5:00 PM

Recreation Office, 2920 Douglas  
Street, Longview, WA

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1. **Roll Call**

2. **Approval of Minutes**

[MN 16-0349](#) Parks & Recreation Advisory Board Meeting Minutes 08.15.2016

**Attachments:** [Parks and Recreation Advisory Board Minutes 08.15.2016.pdf](#)

3. **Changes to the Agenda**

4. **Constituent Comments**

5. **Board Member Comments**

6. **Tree Board Comments**

7. **Reports**

7A [16-4558](#) Parks Division Report Aug\_Sept 2016

**Attachments:** [Parks Maintenance Division Report Aug\\_Sep 2016.pdf](#)

7B [16-4559](#) Recreation Division Report Aug\_Sept 2016

**Attachments:** [Recreation Division Report Aug\\_Sep 2016.pdf](#)

7C **Director Report**

8. **Old Business**

8A **Neighborhood Park Grant - Shay Locomotive Lighting**

8B [16-4556](#) LONGVIEW PARKS AND RECREATION DEPARTMENT  
DONATION/GIFT/MEMORIAL ACCEPTANCE

**SUMMARY STATEMENT:**

Donations are important to the vitality of the City of Longview and its mission to preserve, enhance and strengthen the quality of life in the community. The City of Longview Parks and Recreation Department

welcomes and encourages donations from private individuals and entities that support the programs and services the Department and its Advisory Board provide to the public. City staff and Advisory Board members have worked to establish policies and procedures for considering proposals, accepting, and receiving gifts and donations along with applicable recognition requests.

**Attachments:** [Donation Acceptance Policy & Procedure](#)  
[Donation & Gift Guidelines](#)

**9. New Business**

**9A [16-4557](#) CIVIC CIRCLE BALLOT BOX REPLACEMENT**

**SUMMARY STATEMENT:**

The Cowlitz County Auditors Office has contacted the Parks and Recreation Department and the Historic Preservation Commission with a request to replace the current ballot box located in R.A. Long Park within the City's Civic Circle. The Auditors Office has replaced all ballot boxes within Cowlitz County that are located in public right of ways with an updated and more secure model. Attached are the Auditor's justifications for the new ballot box replacement, additional information for review, and pictures of the current and proposed box.

**RECOMMENDED ACTION:**

Motion to recommend staff work with the Cowlitz County Auditors Office to replace the current box with the updated and more secure model.

**Attachments:** [Justification for new ballot box](#)  
[Civic Circle Broadway Ballot Boxes](#)  
[Fort Knox Ballot Box to be installed at the Civic Circle](#)  
[Big red ballot box crashed](#)  
[Overstuffed Box](#)

**9B Library Grounds - Park Proposal Discussion**

**9C Commercial Use of Park Property Discussion**

**9. Adjournment**

*Next Meeting - November 21, 2016 @ 5:00 p.m.*