



# City of Longview

1525 Broadway  
Longview, WA 98632  
[www.ci.longview.wa.us](http://www.ci.longview.wa.us)

## Minutes - Final

### Parks and Recreation Board

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Monday, February 27, 2017

5:00 PM

Recreation Office, 2920 Douglas  
Street, Longview, WA

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#### 1. Roll Call

*5:06 PM Meeting called to order by Micah Shea.*

*Board Members Present: Nick Seaver, Austi Baudro, Micah Shea, Dianne Quast, Cameron Carson*

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

*Board Members Absent: N/A*

*Community Members: Ken Botero, Council Member*

#### 2. Approval of Minutes

*Nick Seaver made a motion to approve the minutes for 01/23/2017. Cameron Carson seconded the motion, motion carried.*

[MN 17-0367](#)

**Parks & Recreation Advisory Board Meeting Minutes 01.23.2017**

**Attachments:** [Parks and Rec Advisory Board Meeting Minutes 01.23.17.pdf](#)

#### 3. Constituent Comments

*N/A*

#### 4. Tree Board Comments

*N/A*

#### 5. Board Member Comments

*Dianne Quast reminded the board of the email send out asking members to complete the online training for open meetings. Cameron Carson thanked Dianne Quast for drafting and sending letter to the City Manager regarding Human Resources/Recreation concerns. Micah Shea enjoyed the Father/Daughter Ball and reported this to the group. Dianne Quast updated the members on a recent telephone call the Recreation Office received regarding rumors in the community related to cutting Parks and Recreation programs and funding. The rumor was unsubstantiated. Micah Shea inquired about the presence of a teen board member and asked that a new member be invited when possible.*

**6. Staff Reports**

*Parks Division Report:*

*N/A*

*Recreation Division Report:*

*Full-time position in recreation is open and accepting applications.*

*Parks & Recreation Director Report:*

*2016 Annual Report is complete and was provided to the board. Letters are being written in support of the representative for the 19th district in an effort to support the RA Long park improvements. Any additional letters not yet completed should be mailed to the legislator by the 16th of March at the latest.*

**7. Old Business****8. New Business****8A Designation of Park Land Recommendation**

*Charlotte Armstrong requests the Parks and Recreation Advisory Board consider recommending the current city right of way be designated as park land.*

*City Council asked the board to make a recommendation after review and the board clarified the opinion that the area is not a park, but rather a traffic island. The Homeowners Association can place the fountain in the area without the designation as a park however they are asking that it be designated as a park in order to obtain the funding from the Neighborhood Park Grant. Charlotte Armstrong discussed other projects including sidewalk funding at Vandercook Park and is disappointed that the City is not supporting this project.*

*Ken Botero questioned the reasoning behind the lack of support which was discussed. Board member comments included concerns that the area is not interactive, lacks irrigation as well as the current workload of the Parks Department and understaffing issues.*

*The Board will not be making a recommendation in favor of this designation as this area does not meet the board mission with regard to interaction and play. The proposal ends here for lack of a motion.*

[17-4730](#)

**Proposed Park Land on Kessler**

**Attachments:** [Proposed Park Land on Kessler.pdf](#)

**8B Neighborhood Park Grant Application Presentation**

[17-4737](#)

**2017 NPG Table of Applications Overview**

**Attachments:** [2017 Neighborhood Park Grant Overview.pdf](#)

[17-4732](#)**NPG Applicant 1 - OWSNA Concrete Fountain**

**Attachments:**     [OWSNAFountain2017NPGApplication.pdf](#)

*NPG Applicant 1 - OWSNA Concrete Fountain. Recommendation - N/A – not eligible as a park.*

[17-4733](#)**NPG Applicant 2 - LV Babe Ruth Roy Morse Field Improvements**

**Attachments:**     [RoyMorseLVSoftball2017NPGApplication.pdf](#)

*NPG Funding: \$5,200 Board Recommendation: Nick Seaver made a motion to approve as written contingent on the mower deck clarification on capital improvement, Micah Shea seconded. Motion carried.*

*Board Clarification/Comments: Clarification regarding mowing of the fields, mower deck and whether it would constitute a facility upgrade as a whole. It does qualify under the definition of Capital Improvements. Clarification regarding the tractor and ownership. The start date was questioned and weather is the reason for delay. The group will be able to go ahead with the project if only a portion of the funds are received by grant. The sidewalk is currently located in the park but does not fall under park maintenance. The concrete labor and materials will be done on donation/volunteer labor. Curt Nedved will inquire on sidewalk repair and maintenance.*

[17-4734](#)**NPG Applicant 3 - LV Pioneer Lions Picnic Shelter Improvements**

**Attachments:**     [LionsShelterImprovements2017NPGApplication.pdf](#)

*NPG Funding: \$8500.00 Board Recommendation: Nick Seaver made a motion to approve up to \$5,000, Cameron Carson seconded. Motion carried.*

*Board Clarification/Comments: The board asked for a minimum grant allocation. The Lion's asked that the grant match their funds of \$5000. The board clarified which funds would be eligible for reimbursement; actual costs vs. donated labor or materials. The Lion's indicated the understanding of that requirement. The bench would cost approximately \$3500 and would need to be included in the grant application. The concrete work will be \$11,000 and is the most expensive part of the project. Ultimately the grant would cover a portion of those costs as well. The club is currently working on concrete project donations. Curt Nedved asked for clarification around the gutter installation. The concrete design will include a slope which would allow for water run-off in to grass. The entire project will need to be approved by the Historical Society regardless of any grant funds awarded. The project start date will most likely need to be pushed out due to weather and approval constraints. Steelscape has agreed to donate the labor and materials to re-roof the bathroom in that area as well.*

[17-4735](#)**NPG Applicant 4 - HNA/Lion's Den, Archie Anderson Boxing Club**

**Attachments:**     [ArchieAndersonLionsDen2017NPGApplication.pdf](#)

*NPG Request: \$4,198 Board Recommendation: Austi Baudro made a motion to approve the application contingent upon proof the monies to fund the project have been procured by August 31, 2017, Micah Shea seconded. Motion carried.*

*Board Clarification/Comments: The board clarified the lack of cash on hand for the project. The board also asked for clarification of the ring being safely indoors and monitored to ensure there is no vandalism or theft. Attendance numbers are at 15 youth members in attendance regularly in the Summer of 2016. Currently the club is open 2 nights per week. The group reported 31 youth members on average to date. The board recommended the club reach out to local community businesses to obtain sponsorship for membership and funding as well. Current participant age is 7 and over. Tuesdays, 4 - 7 p.m. and Sunday's 4 - 7 p.m. Lion's Den is covered under HNA 501 C-3 umbrella. The club is ready to proceed as soon as sponsorship and donations begin.*

[17-4736](#)**NPG Applicant 5 - Cowlitz Cobras, Archie Anderson Field Improvements**

**Attachments:**     [ArchieAndersonCowlitzCobras2017NPGApplication.pdf](#)

*NPG Application: \$7,000 Board Recommendation: Nick Seaver made a motion to approve the application contingent upon proof the monies to fund the project have been procured by August 31, 2017, Cameron Carson seconded. Motion Carried*

*Board Clarification/Comments: The board asked for clarification on equipment costs. Joel Royce stated approximately \$14,000 will be needed for equipment and expenses. The ball field conditions were questioned with regard to the safety for their football practice. The group indicated they are prepared to fund the project in full prior to reimbursement of grant funds and also feels strongly about staying in the community and using Archie Anderson as their home base.*

**9. Adjournment**

*Meeting adjourned at 7:01 by Dianne Quast. Next meeting scheduled for March 20, 2017 @ 5:00 p.m.*