



City of Longview

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Minutes - Draft

Parks and Recreation Board

Monday, April 17, 2017

5:00 PM

Recreation Office, 2920 Douglas
Street, Longview, WA

1. Roll Call

*5:00 PM Meeting called to order by Dianne Quast.
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:
Bill Kasch, Phil Ranta, Paul Youmans, Ron Junker*

2. Approval of Minutes

[MN 17-0369](#)

Parks & Recreation Advisory Board Minutes 03.20.17

Attachments: [P&R Advisory Board Minutes Draft 03.20.17.pdf](#)

Nick Seaver made a motion to approve the minutes for 03/20/2017. Micah Shea seconded the motion, motion carried. Note – change location of meeting on minutes back to Recreation Office.

3. Changes to the Agenda

Dianne Quast, Chairperson recommended moving the following items after constituent comments: 9a. Interpretive Panel R.A. Long, 9b. Park Improvements - 7th Avenue Softball and 9c. Baily Park Water Tower

4. Constituent Comments

Bill Kasch reported on progress of the memorials to be placed at R.A. Long park and thanked the board for their support.

5. Tree Board Comments

Nick Seaver asked for an update on the across from Lake Sacajawea, owned by the Baker family previously presented at a board meeting. Curt Nedved indicated that investigation shows the tree to be healthy as reported at that time. The board discussed the Aphid pesticide decision recently made at Council and reiterated the current board policy around tree removal.

6. Board Member Comments

N/A

7. Reports**7a. [17-4820](#) Recreation Division Report March 2017**

Attachments: [Recreation Division Report March 2017.pdf](#)

Natalie Richie provided a short summary of the March 2017 report. Full report embedded in agenda. Additionally, Natalie discussed the recent open position filled internally by Lya Trammell. Additional openings include a part-time front office receptionist and a Recreation Specialist position recently vacated by Zac Wheeler. Interviews for the specialist position will take place Tuesday, May 9th. Arbor Day and Community Report Card were also discussed. The summer guide will be out on April 21st.

7b. [17-4766](#) Parks Division Report March 2017

Attachments: [Parks Division Board Report March 2017.pdf](#)

Curt Nedved provided a short summary of the March 2017 report. Full report embedded in agenda. Additionally, Curt highlighted a recent windstorm that did not result in property damage however did cause the loss of 11 trees. Arbor Day was a success regardless of inclement weather. New arborist is currently in CDL training. 253 hours of volunteer work reported in the 1st quarter of 2017.

7c. Directors Report

Jennifer Wills reported the following items: R.A. Long phase III approval from City Council and on the legislative budget. Shay Locomotive is set to receive the Heritage Grant which will fund benches and lights. Jennifer is also currently in the application stage for the Community Development Block Grants specifically for playgrounds and equipment at Kellogg Park and Archie Anderson. NPG Update The Boxing Club has received additional donations to be used toward their NPG project and additional monies have been secured by the Cowlitz Cobras who also have an outstanding NPG. The Pioneer Lions have completed the historic preservation review and have begun work on the project. The tree tags placed by the Parks Department around Lake Sacajawea are still in place. Collaboration between departments has been established and continues to move in a positive direction. The lake gates have been switched which allows for new storm water flow. Drop-off of homeless in city parks was a topic of discussion as well. Jennifer also discussed the Rails to Trails discussion to use the space as a roadway/street to release traffic pressure on Ocean Beach Hwy to Lowe's vs. using the space as a trail. Dianne Quast asked Jennifer to request a workshop date with council to discuss the rails project as well as other Parks & Recreation projects. She requested the County staff be invited to attend as well. Annual report to be given to City Council.

8. Old Business

8a. Cowlitz County Park Board – Comprehensive Plan

Paul Youmans and Ron Junker attended the meeting to present the updated draft of the Cowlitz County Comprehensive Plan and requested feedback and recommendations. A PowerPoint presentation was distributed to the board with in-depth explanations provided for proposed Parks and Recreation opportunities. Potential partnerships were also discussed at length. The County intends to avoid duplicating current City park services. Director Wills inquired about past partnerships between the City and County and a discussion ensued. Discussion also included Rails to Trails, tax dollar usage, rural county and Port of Kalama support. A flyer was distributed for the Community Report Card event and the board was asked to consider attending. A walking audit will be taking place for walkability as well.

8b. Update Park and Recreation Advisory Board By-Laws

Final recommendations for Youth Voting Member, Location, and Time. A motion was made to amend the bylaws to formally change to 5:00 p.m. at the Recreation Office, unless otherwise specified and to add a high-school aged voting member was made by Dianne Quast and seconded by Nick Seaver. The motion passed.

9. New Business**9a. Interpretive Panel R.A. Long Park**[17-4822](#)**Interpretive Panel R.A. Long Park**

Attachments: [Interpretive Panel R.A.Long Park.pdf](#)

Bill Kasch presented to the board to request permission to create an interpretive panel inside R.A. Long Park. Mr. Kasch submitted a detailed letter of the proposed panel, a quote for costs, and a drawing of the proposed information which will be listed on the panel itself. Nick Seaver made a motion to approve the concept of the panel. Austi Baudro seconded the motion. The motion carried. The board will consider the final design concept after additional review and in consideration of the way-finding project currently underway. Mr. Kasch will bring the proposal to the Historical Society and return to the board with additional information when appropriate.

9b. Park Improvements - 7th Avenue Softball

Phil Ranta from Longview Girls Softball attended the meeting to ask permission to install additional fencing and entrance gates for protection, security and to discourage trespassing and vandalism. A sketch was provided for additional clarification and depicted proposed fence location. Specific details include cyclone fencing which they hope to obtain through donations. The gates would be closed during non-business hours and would prohibit access to play areas when the park is closed. Mr. Ranta shared additional details of ongoing security concerns for consideration as well. A motion was made by Micah Shea to approve the plan as proposed. Austi Baudro seconded the motion. Discussion: Potential building & planning access issues and clarification on proper procedures regarding permitting, etc. The motion carried.

Mr. Ranta then shared concerns regarding the cost of procuring water for field irrigation. The current meter settings are being reevaluated at each park and 7th Avenue will be reviewed as part of that process.

9c. Baily Park Water Tower

John Axford from Public Works presented photographs of the existing pump station at Bailey Park originally built in 1954. A new site plan shows proposed construction of a new pump station which is certified and ready to be placed in to service. The old pump station will then be decommissioned and demolished.

8. Adjournment

Adjournment – 6:23 p.m.