



City of Longview

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

Minutes - Final

Parks and Recreation Board

Monday, October 23, 2017

5:00 PM

Recreation Office, 2920 Douglas
Street, Longview, WA

REVISED MEETING DATE

1. Roll Call
2. Approval of Minutes

*5:00 PM Meeting called to order by Dianne Quast.
Board Members Present: Nick Seaver, Dianne Quast, Cameron Carson, Micah Shea
Staff Members Present: Jennifer Wills, Curt Nedved, Melissa Harbour
Board Members Absent: Austi Baudro
Community Members:
Ashley Davis, Jennifer DesArmo, Kurtis Kirk, Teri Weir, Andrea Bergquist, Eric
Bergquist & Nadine Haynes.*

[MN 17-0385](#)

P&R Board Minutes 09.18.17

Attachments: [P&R Minutes 09.18.17](#)

*A motion to approve the minutes for the meeting on September 18th was made by
Nick Seaver and seconded by Cameron Carson. The motion passed.*

3. Constituent Comments

N/A

Changes to the Agenda

*In order to accommodate the constituents in attendance, New Business items were
moved up in the agenda to prior to Constituent Comments.*

4. Board Member Comments

4A Rented Shelters - Transient Policy Notification ~ Austi Baudro

Director Jennifer Wills updated the board on a concern received from Austi Baudro regarding the process of rentals within the parks and the process of contacting the police when transients are occupying the area at the time of a private rental. Austi noticed an increase in the number of transients at the 17th & Nichols shelter during a recent event at the Lake. Currently a County Wide task force exists in hopes of addressing the needs of the increasing homeless population in our county. Director Wills and Curt Nedved, Park Maintenance provided feedback on current methods to ensure renters are fully satisfied and police are contacted regularly. Dianne Quast asked the board to consider requesting the engineering department provide an estimate for the cost to restore RA Long to the 1925 design per photographic history. The option was not provided during the joint meeting with Council and Historic Preservation Commission and should be considered an option if the goal is to restore the park to its historic beginnings.

5. Tree Board Comments**5A Kurtis Kirk – 1208 22nd Avenue Tree Concern**

Mr. Kirk attended the meeting to address the street tree in front of his mother's house and the safety concern it presents. He feels the tree is at risk of falling and if this happens it will be devastating and most likely fatal. He also asked if the city is liable if the tree comes down. The board responded that the City was not liable. Curt Nedved reported the tree has been inspected no less than 4 times in the recent past and deemed healthy upon each inspection by certified arborists. Director Wills indicated she would be introducing a policy this evening which may allow for an outside evaluation of City trees which had been deemed healthy, although at this time the policy in place does not allow for the removal of healthy trees that do not meet the removal criteria. Board member Micah Shea offered to reevaluate the reports and work with the Parks Division in the hopes of finding a solution for the homeowners concerns, if appropriate.

5B Nadine Haynes – 460 16th Avenue Tree Concern

Nadine Haynes attended the meeting and asked the board to consider the removal of the tree in front of her house due to the ongoing concerns related to the species of the tree (White Birch). The board agreed that this specific species falls within the guidelines of the Birch Tree Removal program. Ms. Haynes was educated on the program process and was advised on the first step to complete the form and submit to the Parks Department for consideration. A form will be mailed to Ms. Haynes.

5C Teri's Restaurant - 3225 Ocean Beach Hwy Tree Concern

Teri's addressed the board wanting a tree removed from in front of their business so that their sign would be more visible heading west on Ocean Beach Highway. The Parks Department let Teri's know that they did not originally plant the trees and the property owner adjacent to Teri's planted the trees without permission. Although located within the planting strip, the trees are not a part of the Urban Forestry plan nor are they managed by the City. The board recommended Teri Weir, the owner of Teri's contact the owner of Dairy Queen who originally planted the trees in order to work out a solution directly.

[17-5161](#)**Teri's Restaurant (3225 Ocean Beach Hwy) Tree Concern**

Attachments: [TerisRestaurantTreeLetter.pdf](#)

6. Reports**6A** [17-5150](#)**Park Maintenance Division Report Aug 2017**

Attachments: [Park Maintenance Division Report Aug 2017.pdf](#)

Curt Nedved, Park Division Manager provided an update on July 2017 ongoing and completed projects. A full report is embedded in agenda. The board asked that the department research the cost of contracted security companies to increase the presence of law enforcement at 17th & Nichols shelter. Vandalism and drug usage have reached alarming levels recently. The board also recommended the enforcement of camping regulations within parks. A possible non-profit solution to connect transients with resources was considered as well. Director Wills will report back to the board once research has been concluded.

6B [17-5143](#)**Park Maintenance Division Report Sept 2017**

Attachments: [Park Maintenance Division Report Sept 2017.pdf](#)

See Above

6C [17-5145](#)**Recreation Division Report Aug 2017**

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

A new Recreation Manager has been hired and will start on November 1, 2017. Director Wills also discussed the low numbers in attendance at Mint Valley After School which is currently at 5, total. Discussions have taken place as well as an upcoming open house in an effort to build the program. The site is new this year.

6D [17-5146](#)**Recreation Division Report Sept 2017**

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

See above

6E Director Report

Gerhart Park clean-up project has been scheduled. Multiple community groups have offered to assist with Swanson's Bark providing lunch. Safety check will start at 8:00 a.m.

7. Old Business**7A Athletic Facility Update**

Curt Nedved provided an update on research conducted on what the needs of the different leagues are and many of the requests are reasonable and attainable. The board would like the contracts refreshed and an update provided to council. Minor repairs and safety issues should also be documented. Parks and Recreation is also involved in the Task Force with the school district. A report will be provided next month to update the board on research and next steps.

7B Tree Removal Policy[17-5160](#)**Street Tree Removal Policy Draft Oct. 2017**

Attachments: [City Tree Removal Policy.pdf](#)

Director Wills provided an overview of the changes outlined in the policy which is embedded in the agenda and provided to the board members prior to the meeting. The board will review the policy and make recommendations next month.

7C [17-5147](#)**ADA Concern - Holden/Maple Street Tree**

Attachments: [ADA Tree Letter to L. Waldvogel NW Justice Project re Tree at 2405 Maple.pdf](#)

The board reviewed the letter and recommended following the guidance of legal counsel.

8. New Business**8A [17-5148](#)****Babe Ruth NPG Reallocation Request Oct 2017**

Attachments: [Babe Ruth NPG Reallocation Request Oct 2017.pdf](#)

The plan for grant fund usage has been revised due to damage during Go 4th bleacher usage and concrete damage. The attachment explains the full request for reallocation of funds. Andrea Bergquist attended to explain in further detail the justification for this request. The board clarified the items on the request that would qualify as a capital expense and allowable versus the supplies requested for maintenance. Nick Seaver made a motion which was seconded by Micah Shea to allow the reallocation when actual quotes are received by Director Wills. The motion passed.

8B [17-5149](#)**Harlies Angels Elks Memorial Basketball Court Request 2017**

Attachments: [Harlies Angels Elks Memorial Basketball Court Request 2017.pdf](#)

Jennifer DesArmo & Ashley Davis presented multiple requests regarding the installation of a basketball court within the fenced area of the Elks Memorial Park and affiliated directly with the Teen Center. The board discussed the concerns related the consideration of Lake Sacajawea being considered a historical park and therefore falls under different guidelines than other park areas. The board discussed the possibility of a recommendation from the board on a court once issues related to the size, grading and other permanent fixtures including fencing needed. The board agreed that the project concept has merit. A motion was made to recommend this concept to the Historic Preservation by Cameron Carson, seconded by Micah Shea. Motion passed.

9. Adjournment

The meeting was adjourned at 6:47 PM. Next meeting - November 20, 2017 @ 5:00 PM