

**MINUTES
CITY OF LANGLEY
PARKS AND OPEN SPACE COMMISSION
July 13, 2011**

Chair Nancy Rowan opened the meeting at 3:15 pm.

ATTENDANCE

Members Present: Nancy Rowan, Cathy Rooks, Gail Fleming, John Lawson, Tucker Stevens

Members Absent: None

Staff Present: Challis Stringer, Kathleen Landel, Jeff Arango

MINUTES

The Commission approved the minutes of the June 8, 2011 meeting was approved.

INTRODUCTION

Jeff Arango, the City's community planner, was introduced to the Commission. The Commission welcomed Jeff and expressed appreciation for coming to the meeting. He shared a bit about his background as a planning director in Vermont, and coming to Washington State a few years ago to get his Masters in Urban Planning & Design at UW. Since completing his degree he had been doing planning work as a consultant.

Jeff was asked to provide a summary on the Second Street design project and its relationship to the work of the Commission. He stated that they are starting the design phase of the project, with the design completed by the end of 2012. Jeff said that the design process will involve a lot of community and business input.

WORK PLAN UPDATES

Generation Park Improvements

Tucker Stevens and John Lawson reported that the Langley Community Club (LCC) will be setting a work party date to install the chips under the big swing. The LCC is still looking for \$500 to cover the cost of the bark. John asked for feedback on several chip material options. Challis Stringer said that she would provide the specifications that are recommended by the City's risk management pool. John requested assistance from the City to provide equipment to remove the sod. Challis replied that unfortunately the City doesn't own the right kind of equipment. The Commission brainstormed options for getting volunteers to assist in completing the project.

Viewing Sitting Areas

Challis reported that she received a determination from the Planning Department that the sitting area design does not need Design Review Board since the work is in the City right-of-way. The work will require 4 volunteers. The City can provide the bags of cement. The volunteers will need a couple of extra footing forms and a sunny day. Staff and the Commission will work to come up with volunteers.

Funding Brochure – logo design

Nancy Rowan handed out the student's draft design idea that the committee is working to finalize. The project was delayed because of the student's illness and finishing up his studies for graduation. Nancy said that the final design will be completed before the end of the summer.

Middle Langley Project

Challis Stringer will contact Kevin Lungren from the South Whidbey School District and Robin Clark from Whidbey Watershed Stewards again to find a time to meet at the site. She mentioned that the project has been put on the 6-Year Transportation Improvement Projects list which would make it eligible for federal funding. Challis said that there could be federal enhancement funds available for the project that is awarded competitively on a regional basis.

Challis noted that the recommended TIP plan, which is going for final Council approval on July 18th, also includes Noble Creek trail, Middle Langley trail, waterfront boardwalk and a general bike/pedestrian trail system. She said that federal grants cover 86.5% of the project.

Challis noted that once the Council approves the TIP, the Council will approach the Port of South Whidbey about putting the waterfront boardwalk on their TIP plan since this would make the project more competitive.

Work Parties

Cathy Waymire-Rooks reported that work parties were held in May, June and July and accomplished a lot to spruce up First Street and Second Street. Appreciation was expressed for Challis and her daughter, Chloe, for their work on the Second Street planters. Cathy noted that the volunteers got a lot accomplished, but are getting a bit burned out.

There will be one more work party in late September or early October. Kathleen Landel said that she would talk to the Mayor about having a volunteer appreciation at the beginning of one of the October Council meetings.

Cascade Walkway Project

Challis Stringer was asked about the status of trimming the vegetation along the Cascade Walkway. She reported that the bids for trimming have been received and the Planning Department is working on the Critical Areas Permit. She said that once the permit is in hand the work will be done.

LOS Assessment Tool

Kathleen Landel handed out a draft Level of Service Assessment Tool. She noted that there are four parts to the assessment and the draft includes the first two elements: Parks and Open Space. Kathleen said that she will have the last two elements; Trails and Maintenance, to review at the August Commission meeting. The Commissioners reviewed the draft tool and discussed several changes. They also reviewed and agreed with the proposed schedule and process for conducting the assessment. Kathleen will make revisions with the target to have the tool completed by the end of August.

ANNUAL REVIEW OF LANGLEY COMMUNITY GARDEN AGREEMENT

The Commission reviewed the packet provided by Kathleen Landel regarding the annual review with the Anderson Family.

MOTION was made by Tucker Stevens, and seconded by Nancy Rowan to approve a recommendation to Mayor Paul Samuelson to extend the MOU for an additional year to May 4, 2014. **The Motion passed unanimously.**

COMMISSIONER COMMENTS

Gail Fleming noted that it appeared that there were new owners of the property that includes the trail connection from Al Anderson Avenue to Maxwellton Road.

An update was requested on the idea to have a donation box at the Boy and Dog Park. Gail Fleming provided a summary of her discussion with the Boy and Dog sculptor, Georgia Gerber. Kathleen Landel read the May Commission minutes of the last discussion about this project. She noted that the idea of having this project as an arts-in-the schools project was discussed, and that she had volunteered to pursue this idea. Kathleen said she will make some contacts and report back to the Commission.

CITIZEN COMMENTS

None

ADJOURN

The meeting was adjourned at 5:12 pm.

The next regular meeting of the Parks and Open Space Commission will occur **Wednesday August 10, 2011 at 3:00 pm.** Kathleen Landel recorded the minutes for the meeting.