

**MINUTES  
CITY OF LANGLEY  
PARKS AND OPEN SPACE COMMISSION  
October 12, 2011**

Chair Nancy Rowan opened the meeting at 3:10 pm.

**ATTENDANCE**

Members Present: Nancy Rowan, Cathy Rooks, Gail Fleming, Tucker Stevens  
Members Absent: John Lawson  
Staff Present: Challis Stringer, Kathleen Landel

**MINUTES**

The Commission approved the minutes of the September 14, 2011 meeting.

**LANGLEY COMMUNITY GARDEN INVOICES**

The Garden Association submitted invoices for reimbursement. Kathleen Landel noted that there had been a communication mix-up and a number of invoices this year had not been submitted to the Commission prior to being submitted to the Council. Nancy Rowan made a motion, and Tucker Stevens seconded, to recommend approval of the association invoices 2011-01 to 2011-03, and 2011-05 to 2011-16. Motion passed unanimously.

Kathleen suggested that since Challis Stringer is the staff lead to the Commission and has authority to approve expenses, that she take on the responsibility of approving the Garden Association invoices instead the Commission. Gail Fleming made a motion, and Cathy Rooks seconded, to have Challis Stringer approve the Garden Association invoices. Motion passed unanimously.

**LEVEL OF SERVICE ASSESSMENT**

The Commission reviewed and revised the complete assessment (Parks, Open Space, Trails, and Maintenance). Kathleen said she would make the changes and bring a final draft to the November meeting with a written summary. She noted that the Commission has asked to be on the Council agenda in January 2012 to present the LOS Assessment report.

**WORK PLAN UPDATES**

**Generation Park Improvements**

Tucker Stevens reported that project to install wood chips underneath the new big swing is completed. Challis Stringer announced that the City received a grant from the Association of Washington Cities risk management program to cover the cost of the wood chips.

The Commission reviewed and revised the rest of the Work Plan (attached).

### **CITY COUNCIL PRESENTATION**

The Commission discussed what they wanted to present to the Council at the Monday, November 7<sup>th</sup> meeting. It was noted that much of the Commission's work was accomplished through collaboration with other groups and organizations. Kathleen agreed to draft, and send to the Commission for review, a report that summarizes the accomplishments from the 2011 work plan, and the results of the LOS Assessment. Kathleen suggested that a PowerPoint presentation could be put together if Commissioners sent photos to her. Nancy Rowan agreed to present the report at the council meeting.

### **COMMISSIONER COMMENTS**

None

### **CITIZEN COMMENTS**

Jim Sundberg asked what time the bulb planting work party would be on Saturday. He was told that volunteers should meet at 10:00 AM in front of city hall.

### **ADJOURN**

The meeting was adjourned at 4:45 pm.

The next regular meeting of the Parks and Open Space Commission will occur **Wednesday, November 9<sup>th</sup>, 2011 at 3:00 pm.** Kathleen Landel recorded the minutes for the meeting.