

**MINUTES
CITY OF LANGLEY
PARKS AND OPEN SPACE COMMISSION
December 14, 2011**

Chair Nancy Rowan opened the meeting at 3:17 pm.

ATTENDANCE

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

MINUTES

The commission approved the minutes of the November 14, 2011.

QR CODES

Nancy Rowan discussed what a QR code is, and how it would benefit having it placed on material or trailhead signs. It is basically a little bar code you can scan with a smart phone. If the commission placed it on printed materials or trailhead signs it would take the individual to a website that would have a variety of information on it about Parks, Open Space, and Trails. Kathleen Landel suggested the possibility of hiring an Americore worker to create it. Nancy agreed it was something to keep in mind as we move forward. Kathleen let the commissioners know the website would need to be updated before we can link a QR code to it.

LEVEL OF SERVICE ASSESSMENT

The commission reviewed the revised LOS Assessment and a draft executive summary, and made suggested changes. Kathleen Landel will make the necessary changes before leaving, and Challis Stringer will email out a copy to all commissioners and bring a final draft to the January meeting with a revised executive summary based on the commission's comments. The commission discussed presenting the LOS Assessment to the city council at their January 17th meeting.

2011 WORK PLAN UPDATES

The commission reviewed and discussed the status of several items on the 2011 Work Plan, and what to move onto the 2012 Work Plan from 2011.

Fund Development Committee Lead Identified

The commission acknowledged this had morphed into the logo design project and the donation box project.

Hold March Work Party

The commission completed this task with volunteers who planted over 400 primroses and cleaned up various flower beds around the city.

Generation Park Improvements

The commission completed this task with help from the Langley Community Club and volunteers to dig out the space, haul away the material, and spread the chips. The public works department applied for and received an AWC RMSA grant to pay for the wood chips.

View Sitting Areas Improvements

The commission agreed to move this into the 2012 Work Plan and assigned Tucker Stevens as the lead.

Funding – Logo Design

Nancy Rowan has been trying to connect with Gene Koffkin to receive the revised logo from him. She hopes to have the logo by the January 17 council meeting.

Middle Langley Project Development

The commission moved this into the 2012 Work Plan.

Hold Work Parties in the 2nd Quarter

The commission held work parties in May and June, and with the help of volunteers, they cleaned up various flower beds for the summer season.

Commission Involvement in Shoreline Master Program update

John Lawson is the representative on the advisory committee for the shoreline master program. He will continue in this capacity in 2012. John gave an update on what was presented during the last meeting. He noted the city, if funding is available, will do a survey of Seawall Park in 2012 to get a clear picture of what the city boundaries are at Seawall Park. He also discussed the possibility of the redevelopment of Drake's Landing and the possibility of a funicular being tied in with the project.

Cascade Walkway Project

Challis Stringer announced the city received funding from the Transportation Improvement Board (TIB) to grind off an inch overlay that had failed on Cascade between 2nd and 4th and re-pave. The city would like to install the stormwater pipe at the time of this project to get it ready to tie into for the 2nd Street project, however this is dependant on funding and the availability of Island County to do the work with the overlay project, or another contractor to install right before the paving work is done. The city sees the possibility of doing the bulb out parks at this time. John Lawson asked if there could be irrigation to the bulb outs that are installed. Challis explained that this would not be available, due to cost and practicality. Challis would like to see a type of bulb out that could capture the stormwater to help water the area. Kathleen wondered if this could be incorporated into the current design. Challis stated if it was going to capture stormwater it would have to be designed according to stormwater flows, which the current design is not detailed enough for. The commission would like to see the bulb outs done with either the re-paving of Cascade, or tied into the design phase of the 2nd Street project, so it can be designed to capture stormwater. The commissioners agreed to move this onto the 2012 Work Plan.

Develop LOS Assessment Tool

The Commission developed a LOS Assessment tool, and two committees were assigned to complete the assessment. The assessment was completed, and the Commissioners are planning on sharing it with the City Council at the January 17, 2012 meeting.

Hold Work Parties in the 3rd Quarter

The commission held work parties in July, twice in October, and one in November. Volunteers raised money, purchased and planted over 5,000 bulbs. The commission thanked Cathy Rooks for all of her time and energy devoted to the project. Cathy had her own individual work parties beyond the 4 that were held in the latter part of the year.

Entrance Signs

Challis brought in a detail of what the structure holding the signs will look like. She is waiting for the design for the sign itself. She will bring that to the commission when she receives it. John Lawson asked what the timeline was on the project. Challis hopes that it is in March, however John thought it would be good to have done by Mystery Weekend. John asked if the signs will be illuminated. Challis explained that there are street lights near the ones to be placed on Saratoga Road and Camano Avenue; however she was unsure about the 3rd Street entrance. The commission discussed the possibility of solar powered lights, and Cathy suggested that could be added at any time.

Complete LOS Assessment

The commission had further revisions to the assessment, and it will be brought back to their January meeting to finalize before the January 17 council meeting.

Develop 2012 Work Plan

The commission had moved the development of the 2012 Work Plan to this meeting where there were more commission members present.

2012 WORK PLAN

The commission began to develop their 2012 Work Plan. The commission requested Larry Kwarsick and Jeff Arango to attend the next meeting in January to discuss, from the mayor's chair and the planning department, what they would like to see as the commissioner's goals for the 2012 year.

The commissioners agreed to put the following on the 2012 Work Plan: the donation sculpture, the logo design, to update the 2011 Parks Wishlist, the Cascade walkway pocket parks, the entrance signs, to develop a fundraising plan, to develop the community garden policies, to install the two benches for the view sitting areas improvements, the middle Langley project development, to continue with the involvement in the shoreline master program update, to complete the LOS Assessment for 2012, and develop 2013 Work Plan.

COMMISSIONER COMMENTS

Nancy Rowan thanked Kathleen Landel for all that has done for the commission. Kathleen has been with the commission from the very beginning and her work has been invaluable. The commissioners each thanked Kathleen for her service.

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 **January 11, 2012 at 3:00 pm**. Challis Stringer recorded the minutes for the meeting.