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**City of Langley**  
**PARKS & OPEN SPACE**  
**MINUTES**  
**MAY 8, 2019**  
**LANGLEY CITY HALL**  
112 2<sup>nd</sup> Street, Langley WA

**ATTENDANCE**

Board: Gail Fleming, chair; Joan Quintana, Marianne Edain recording

Regrets: Shanti Loustaunou

Staff: Jill Needham, Planning Assistant; Stan Berryman, Director of Public Works

Council: Peter Morton, council liaison

Public: Trilby Coolidge; Guy Burneko; Bill Swint; Diane Lutz; Evan Hornig; Frank Shirbaum

**1. Call to Order**

The meeting was called to order at 3:00 PM

**2. Approve agenda**

The agenda was approved.

**3. Approve minutes of April 4, 2019**

The minutes of April 10 were approved as amended. Under the item "Seawall Park" in the 2<sup>nd</sup> sentence the word "proposed" was amended to read "suggested."

**4. Discussion Items:**

a. Highlands PUD Tract B.

Representatives of the Highlands homeowners' association were present and submitted a document explaining their concerns and their proposed solution. They requested that the designation of Tract B be revised from "park" to "utility." Since the developer failed to provide a sufficient stormwater

management system, the park is now being used a detention pond. The responsibility is in the process of being transferred from the developer to the HOA. They contend that they are responsible for the maintenance of the park and that it imposes an enormous insurance liability. They would like to neither the maintenance nor the insurance responsibility. POS felt as though they needed to be more informed on the matter, though it was suggested that the Highlands trail system could perhaps be designated as the required park. It was suggested that POS consult with the city attorney on the questions of liability and insurance. Diane Lantz agreed to provide the plat document which records that the city owns and what the HOA is expected to maintain. Frank Shirbaum proposed that Highview Road, a private road with a public access easement to Tract B, be left unmaintained if the purpose of access, a park on Tract B, does not materialize.

Peter Morton summarized the questions he would discuss with Council:

- Can the plat be modified to change Tract B from “park” to “open space” designation?
- Can the road be abandoned by the city?
- Who would maintain Tract B?

The developer and his attorney and representative were reported to be not available and unresponsive. The HOA has not formally accepted the new plat.

#### b. Outer Loop Trail Update

Jill met with Ross Chapin, who advocated having the trail cross a corner of Nancy Nordhoff’s property. It is becoming time to formally reply to Phil Simon about his proposed trail corridor, which was deemed unsuitable as it would run through the wetlands. Gail proposed arranging a meeting with Phil Simon with support from Mayor Tim and Ross Chapin. Ross Chapin is working with the developers of the Coles Rd site and a trail from the site into town would be extremely beneficial. Jill will schedule a meeting to include all relevant City departments, Ross Chapin, Kent Hansen, and Gail.

#### c. Seawall Park Update

##### i. ADA Access

Joann attended the County’s ADA meeting, which consisted mostly of public service representatives from Island County, Coupeville, and Oak Harbor. They visited Seawall Park and were intrigued but daunted by the expense of the undertaking. They encourage Langley to speak with tourism promoters and to push for ADA tourism. Chris Salomone agreed to speak with county commissioners about access and tourism funds. He

is working on writing a grant proposal but needs accurate cost estimates. So far he has received one very rough estimate. Joann reported that she found a company in Poulsbo and would request an estimate.

ii. Wishing Whale

Joann reported donations are being accepted from founding donors. So far the Langley Arts Fund has raised enough funding for Georgia Gerber to begin the undertaking. The gray whale will be 12' long and sited in front of the Whale Bell. Each founding donor will be recognized on a plaque. The intent is to increase access between the downtown area and the waterfront.

iii. Totem Poles

Jill reports that the totem poles at Seawall Park have been repainted.

d. Grants

i. Capital Improvement Plan (CIP) for RCO eligibility.

Stan says POS needs to develop a comprehensive CIP which would include relevant projects. This would involve a review of the trails vision plan for the inclusion of the various elements mentioned there.

ii. Goosefoot

Jill reported that POS cannot apply for the Goosefoot funding without the project being listed in the CIP, which it currently is not. She pointed that \$15k, the Goosefoot maximum, is not enough to build, plumb, and maintain a toilet facility.

Discussion turned to the possibility of renting a porta-potty long term. POS agreed to recommend to Council that the City submit a grant application to Goosefoot in order to fund the long term rental of a porta potty.

## 5. New Business

Marianne presented on the City's acceptance of critical area tracts, usually wetlands from developers. She contends such acceptance presents a liability to the city and a benefit for the developer. The City needs to have a clear set of criteria for accepting such lands, including a management plan and funds for maintenance. Marianne agreed to do more work on the subject and present at the next meeting.

## 6. Citizen comments

There were no citizen comments.

**7. Announcements**

There were no announcements

**8. Adjourn**

The meeting was adjourned at 5:10 PM

**9. Next Regular Meeting:**

The next meeting is scheduled for June 12, 2019.

## **Guiding Principles for Citizen Committees and Boards.**

- All advisory board and committee meetings are to be conducted in public session and noticed in accordance with state law, unless otherwise advised by the city attorney.
- Individual committee members and the collective group will be fair, impartial, and respectful of the public, staff, and each other.
- Committee members will respect the limitations of their individual and collective authority. The role of the committee is to advise the city council and/or staff. Please keep in mind that committee appointment does not empower you to make final decisions, unless authorized by state law or the group's enabling ordinance, or to supervise staff.
- Members will strive to appreciate differences in approach and point of view, whether from each other, the community, the city council, or staff.
- Each member will participate in the group's discussions and work assignments without dominating the discussion or activity of the committee.
- The committee chair will ensure that all members have a fair, balanced, and respectful opportunity to share their knowledge and perspectives.
- The committee will attempt to reach consensus on issues. If consensus is not possible, strong differing opinions, such as "minority" opinions, should be recorded and acknowledged in the committee's report to the city council.
- There should be "no surprises" from the committee, either in the nature of the work being undertaken by the committee or the method and timing for conveyance of recommendations to the city council. The staff liaison fulfills an important role in assisting the committee in this regard.

When presenting recommendations to the Council, it is essential that advisory group members keep the following in mind:

- all recommendations should be in written form;
- all ideas should be expressed in clear and concise language;
- proposed solutions should be viable and cost-effective;
- recommendations should identify the reasons for the changes suggested;
- the advice should reflect a consensus of a majority of the group members.