



112 Second Street
P.O. Box 366
Langley, WA 98260
(360) 221-4246

City of Langley
PARKS & OPEN SPACE
SPECIAL MEETING
MINUTES
JULY 24, 2019
LANGLEY CITY HALL
112 2nd Street, Langley WA

ATTENDANCE

Board: Gail Fleming; Chair; Marianne Edain; Joann Quintana

Regrets: Shanti Loustaunou

Staff: Stan Berryman, Director of Public Works; Jill Needham, Planning Assistant; Debbie Mahler, City Clerk; Rose Hughes, Assistant Clerk

Council: Peter Morton

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

The minutes of July 10 2019 were approved as amended

4. Discussion Items:

- a. LAC coordination, budget, and CIP

The purpose of this special meeting was to consider options and possibilities for working in collaboration with the Langley Arts Commission in matters of budget and capital improvement.

Stan presented copies of the budget and the CIP.

Joann felt that the focus on capital improvement had eclipsed the potential for programming. She offered ideas for activities such as “community walks” to promote walking paths, a “park advocacy day” to assemble volunteers and refurbish certain parks, and an environmental education curriculum woven in. She expressed support for POS becoming involved in schools and reestablish parks as learning centers.

Joann felt that we should consider Jay Davenny’s designs to create small shelters in parks, linked thematically and physically.

Gail asked if Jill had heard back from either surveyor regarding estimates for Phil Simon’s property. Jill reported that Michael Loram had estimated a price in the neighborhood of \$15k.

Gail felt that POS’s priority should be the Outerloop Trail, while Joann would like POS to focus on grant eligibility creative place making, environmental education, and art in the parks.

Debbie mentioned the City’s Municipal Capital Reserve Fund and the many projects competing for funding. Any additions to the CIP need cost estimates and specific funding sources to be included. However, both Debbie and Rose noted that the city’s revenues have gone flat in the past few years, so funds must be allocated wisely.

Rose asked if the replacement/repair of the Seawall Park handrails, posts, and steps had been rolled over from last year’s CIP. She was concerned that deferring these repairs would allow them to deteriorate into a hazardous condition. Debbie confirmed that the capital reserve fund may be used for matches for grants. Joann pointed out that POS and LAC dovetail at Seawall Park, which could lead to grant requests in various categories. Overall, Stan agreed that the promenade needs to be the first priority. In order to get outside funding in the form of grants, Peter and Gail proposed contracting with a grant writer and capture their expertise.

Rose pointed out that we need an articulated set of principles on which to base planning decisions. She agreed to provide a matrix of such principles.

Joann presented her ideas for a “Cascade Walkway” and proposed adding it to the POS wish list. She proposes integrating art and low vegetation along Cascade Avenue to visually connect downtown with the Arts District. In order to include it on the CIP a cost estimate will be needed.

Joann mentioned that the existing lights at Seawall Park are on all night and causing light pollution in an area where light sensitive marine life is present. She suggested replacing the lights with a motion activated variety to reduce light pollution and save money. Stan agreed to research the replacement, which may be straightforward and cost effective.

Peter suggested that POS ask Council for a single item, such as replacing the posts, and then make a joint request with LAC for a grant writer, using Rose’s structure request system.

Rose mentioned that the Parks operations actual cost is usually well below the project cost.

Gail asked for an estimate of the Middle Earth Boardwalk restoration and the arbitrarily set the cost at \$10k. Rose noted that the land belongs to the school district and currently houses several non-profits. She suggested shifting the focus to programming and utilizing existing assets, but we would need the school district's permission before proceeding on any plans.

Joann wished to direct focus to the larger vision for both POS and LAC. She would like to solicit more information from a grant writer and use Rose's principle matrix to direct them.

Debbie reminded the commission that budgets run for more than one year, and what is not funded one year can be requested the next.

Overall it was agreed upon that incorporating art into Seawall Park repairs and finding grants for artistic elements at Seawall Park should be explored.

5. New Business

There was no new business.

6. Citizen comments

There were no citizen comments.

7. Announcements

There were no announcements.

8. Adjourn

The meeting was adjourned at 5:15 PM.

9. Next Regular Meeting:

The next meeting is scheduled for August 14, 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.