



**CITY OF LANGLEY
COUNCIL MEETING AGENDA
Monday, September 21, 2026, 5:30 pm
Langley Library, 104 Second Street, Langley, WA 98260
And via Zoom:**

<https://us02web.zoom.us/j/85016739615?pwd=hmD9ouWjXMUdgXZ1j92U5TNdXAENA4.1>

Webinar ID: 850 1673 9615

Passcode: 378405

1. **CALL TO ORDER** ~ 2 minutes
 - a. Opening Words/Moment of Silence
 - b. Roll Call
2. **CONSENT AGENDA (The CONSENT AGENDA consists of routine items that normally do not require further Council discussion)** ~ 2 minutes
 - a. Approval of Payroll transactions and Vouchers: #45863 to #45867 for a total of \$77,126.28, and A/P transactions and Vouchers: #45900 to #45917 for a total of \$87,099.22, p. 3
 - b. Approval of Council Meeting Minutes of September 8, 2026, p. 13
 - c. Approval of Lisa Broughton to Cemetery Board, p. 15
 - d. Correction of Scrivener's error on Ordinance 1153, p. 17
 - e. Approval of real estate appraisal of post office property, p. 19
3. **APPROVAL OF AGENDA** ~ 2 minutes
4. **PUBLIC COMMENT PERIOD*** ~ 15 minutes
5. **STAFF REPORTS** ~ 20 minutes
 - a. Finance Director Kelly Beech, p. 20
 - b. Community Planning Director Meredith Penny, p. 21
 - c. Public Works Director Randi Perry, p. 25
 - d. Chief of Police Tavier Wasser, p. 27
 - e. Deputy Clerk Kristen Abraham, p. 29
6. **NEW BUSINESS**

Lodging Tax Tourism Promotion Award Funding Recommendations, p. 30
7. **DISCUSSION** ~ 15 minutes

Confirm Council Budget Workshop, Monday September 28, 2026 5:30pm
8. **COUNCIL ANNOUNCEMENTS** ~ 15 minutes
 - a. Councilmember Thomas Gill
 - b. Councilmember Dominique Emerson
 - c. Councilmember Chris Carlson
 - d. Councilmember Craig Cyr

e. Councilmember Savannah Erickson

9. **ADJOURN**

~Times are estimates.

*Public Comment: We welcome requests to comment on subjects that are not on the agenda or requests to comment on a particular agenda item at the time the item is being discussed. The purpose of a public comment is to allow the public to inform the Council of your views. We appreciate and welcome your comments, but please note that we will not be entering into dialogue at this time. Please limit your comments to no more than three minutes and address subjects, not individuals, in an orderly and courteous manner. Please state your name, the city in which you reside, and the subject of your comment.

If you wish to make a public comment at a City Council meeting and are attending from a remote location, please submit a request no later than 3:00 pm the day of the meeting using our [public comment request form](#). This form is not necessary for those attending in person.

Thank you for participating! If reasonable accommodation for a disability is needed, please contact us at (360) 221-4205 by 3:00 pm the day of the meeting.



City of Langley
Langley, Washington
PAYROLL & A/P VOUCHER APPROVAL
For
Council Meeting of September 8, 2026

Payroll transactions and Vouchers: #45863 to #45867 as attached; for a total of \$77,126.28

:

A/P transactions and Vouchers: #45900 to #45917 as attached; for a total of \$87,099.22.

STATE OF WASHINGTON)

) §

COUNTY OF ISLAND)

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Langley and that we are authorized to authenticate and certify to said claim.

Finance Director

Mayor

Finance & Personnel Commission Member

☐

Approved by Council

☐

Approved by Council with the following exceptions/instructions:

45895 – 45899 issued 9/16/2026 to Payroll Vendors. Approval will follow on October 5, 2026.

August 2026 Payroll (Second Run)		
Number	Name	Amount
45863	AFLAC WORLDWIDE HEADQTRS	\$62.52
45864	Chapter 13 Trustee	\$905.00
45865	DEPT OF LABOR & INDUST	\$1,328.98
45866	Health Care Authority	\$15,704.28
45867	National Fraternal Order of Police	\$84.00
ACH - DRS - 09.04.26	ACH - DEPT OF RETIREMENT	\$6,933.87
ACH - EAMS - 09.02.26	ACH - EMPLOYMENT SECURITY DEPT	\$106.68
ACH - EFTPS - 09.02.26	ACH - EFTPS	\$13,638.59
ACH - LTC -= 09.02.26	ACH - Employment Security Department LTC	\$252.86
ACH - PFML - 09.02.26	ACH - Employment Security Dept PFML	\$437.55
	Abraham, Kristen M	\$2,353.79
	Beech, Kelly M	\$2,529.98
	Carlson, Chris	\$45.48
	Cattand, Alexis	\$2,063.03
	Cyr, Craig	\$45.48
	Durr, Robert J	\$2,197.47
	Enter-Guzman, Rachel	\$1,847.88
	Erickson, Savannah	\$113.70
	Gill, Thomas	\$113.70
	Glover, Camden	\$1,026.99
	Grove, Timothy J	\$2,580.87
	Hamilton, Bryan E	\$2,303.57
	Horstman, Krista Kennedy N	\$419.39
	Liggitt, Charles E	\$2,521.36
	Marks, Joshua W	\$1,968.46
	McDivitt, Tara J	\$1,855.18
	Pace, Jeremiah J	\$2,872.65
	Penny, Meredith B	\$2,976.63
	Perry, Randi M	\$3,046.36
	Sewell, Clark	\$1,759.87
	Wasser, Tavier	\$3,030.11



Voucher Directory

Fiscal: : 2026 - September
Council Date: : 2026 - September - 21 - A/P

Vendor	Number	Reference	Account Number	Description	Amount
AAA Fire Protection Inc.					
	45900		2026 - September - 21 - A/P		
		12552896			
			Langley City Hall Service - Annual		
			001-000-000-518-30-41-00	Public Works - Professional Services Contracts	\$1,311.05
		Total 12552896			\$1,311.05
	Total 45900				\$1,311.05
Total AAA Fire Protection Inc.					\$1,311.05
Bay City Supply					
	45901		2026 - September - 21 - A/P		
		403707			
			001-000-000-518-90-31-00	Central Services - Supplies	\$43.77
			001-000-000-576-80-31-00	Park Facilities - Supplies	\$52.38
			105-000-000-557-30-30-01	Public Restrooms-R&M/Misc'l, Supplies.	\$366.37
			402-000-000-535-00-33-00	Sewer - Parts, Chemicals & Supplies	\$246.57
		Total 403707			\$709.09
		404364			
			Public Works Supplies		
			001-000-000-518-90-31-00	Central Services - Supplies	\$146.52
			001-000-000-576-80-31-00	Park Facilities - Supplies	\$52.30
			105-000-000-557-30-30-01	Public Restrooms-R&M/Misc'l, Supplies.	\$144.43
			401-000-000-534-00-33-00	Water - Parts, Chemicals & Supplies	\$35.08
			402-000-000-535-00-33-00	Sewer - Parts, Chemicals & Supplies	\$146.52
			403-000-000-531-00-33-00	Stormwater - Parts, Chemicals & Supplies	\$35.08
		Total 404364			\$559.93
	Total 45901				\$1,269.02
Total Bay City Supply					\$1,269.02
Eurofins Drinking Water and Wastewater West, LLC					
	45902		2026 - September - 21 - A/P		
		1100014430			
			Aug '26 S05-IOC		
			401-000-000-534-00-41-00	Water - Professional Services Contracts	\$325.00
		Total 1100014430			\$325.00

CITY OF LANGLEY
COUNCIL MEETING PACKET
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Vendor	Number	Reference	Account Number	Description	Amount
		1100014851			
			Cooler 1 Received 9/3/26		
			402-000-000-535-00-41-00	Sewer - Professional Services Contracts	\$308.00
		Total 1100014851			\$308.00
	Total 45902				\$633.00
Total Eurofins Drinking Water and Wastewater West, LLC					\$633.00
Facet, Inc.					
	45903			2026 - September - 21 - A/P	
		0075555			
			306-001-000-594-31-41-00	LIP #1 - RESERVE - STORMWATER	\$237.93
			306-001-000-594-35-41-00	LIP #1 - RESERVE - SEWER	\$237.93
			306-001-999-594-34-41-45	LIP #1 - PWB LOAN- WATER	\$237.93
			306-002-000-594-31-41-00	LIP #2 - RESERVE - STORMWATER	\$237.93
			306-002-000-594-35-41-00	LIP #2 - RESERVE - SEWER	\$237.93
			306-002-999-594-34-41-45	LIP #2 - PWB LOAN - WATER	\$237.93
			306-003-000-594-35-41-00	LIP #3 - RESERVE - SEWER	\$237.93
			306-004-000-594-31-41-00	LIP #4 - RESERVE - STORMWATER	\$14,751.66
			306-005-000-594-31-41-00	LIP #5 - RESERVE - STORMWATER	\$237.93
			306-006-000-594-35-41-00	LIP #6 - RESERVE - SEWER	\$475.86
			306-007-000-594-35-41-00	LIP #7 - RESERVE - SEWER	\$237.93
			306-008-000-594-35-41-00	LIP #8 - RESERVE - SEWER	\$237.93
			306-009-999-594-34-41-45	LIP #9 - PWB LOAN - WATER	\$475.86
			306-010-999-594-34-41-45	LIP #10 - PWB LOAN - WATER	\$237.93
			306-011-999-594-34-41-45	LIP #11 - PWB LOAN - WATER	\$237.93
			306-012-000-594-31-41-00	LIP #12 - RESERVE - STORMWATER	\$4,758.60
			306-013-000-594-34-41-00	LIP #13 - RESERVE - WATER	\$237.93
			306-014-000-594-35-41-00	LIP #14 - RESERVE - SEWER	\$237.93
		Total 0075555			\$23,793.00
		0075822			
			306-001-000-594-31-41-00	LIP #1 - RESERVE - STORMWATER	\$1,092.72
			306-001-000-594-35-41-00	LIP #1 - RESERVE - SEWER	\$30.43
			306-001-999-594-34-41-45	LIP #1 - PWB LOAN- WATER	\$34.25
			306-002-000-594-31-41-00	LIP #2 - RESERVE - STORMWATER	\$1,116.27
			306-002-000-594-35-41-00	LIP #2 - RESERVE - SEWER	\$52.88
			306-002-999-594-34-41-45	LIP #2 - PWB LOAN - WATER	\$28.48
			306-003-000-594-35-41-00	LIP #3 - RESERVE - SEWER	\$1,085.34
			306-004-000-594-31-41-00	LIP #4 - RESERVE - STORMWATER	\$10,701.66
			306-005-000-594-31-41-00	LIP #5 - RESERVE - STORMWATER	\$1,118.80
			306-006-000-594-35-41-00	LIP #6 - RESERVE - SEWER	\$27.07
			306-007-000-594-35-41-00	LIP #7 - RESERVE - SEWER	\$1,081.76
			306-008-000-594-35-41-00	LIP #8 - RESERVE - SEWER	\$1,082.00
			306-009-999-594-34-41-45	LIP #9 - PWB LOAN - WATER	\$50.98
			306-010-999-594-34-41-45	LIP #10 - PWB LOAN - WATER	\$37.32
			306-011-999-594-34-41-45	LIP #11 - PWB LOAN - WATER	\$22.27
			306-012-000-594-31-41-00	LIP #12 - RESERVE - STORMWATER	\$3,216.87

CITY OF LANGLEY
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Vendor	Number	Reference	Account Number	Description	Amount
			306-013-000-594-34-41-00	LIP #13 - RESERVE - WATER	\$68.69
			306-014-000-594-35-41-00	LIP #14 - RESERVE - SEWER	\$1,083.21
		Total 0075822			\$21,931.00
	Total 45903				\$45,724.00
Total Facet, Inc.					\$45,724.00
Freeland Country Store					
45904				2026 - September - 21 - A/P	
		631249/5			
			Loveland Crossbow 2.5 Gal		
			101-000-000-543-30-31-00	Roadways - Office & Operating	\$196.37
		Total 631249/5			\$196.37
	Total 45904				\$196.37
Total Freeland Country Store					\$196.37
Heritage Bank - Bank Fees					
EFT - Heritage - 09.30.26				2026 - September - 21 - A/P	
09.2026					
			001-000-000-514-20-41-01	Bank & Transaction Fees	\$35.00
				ACH Origination Maintenance	
			001-000-000-514-20-41-01	Bank & Transaction Fees	\$20.00
				ACH Positive Pay Maintenance	
			001-000-000-514-20-41-01	Bank & Transaction Fees	\$20.00
				Positive Pay Service Charge	
			001-000-000-514-20-41-01	Bank & Transaction Fees	\$35.00
				Heritage Direct	
		Total 09.2026			\$110.00
	Total EFT - Heritage - 09.30.26				\$110.00
Total Heritage Bank - Bank Fees					\$110.00
Invoice Cloud					
EFT - Invoice Cloud - 09.09.26				2026 - September - 21 - A/P	
384-2026_8					
			Service Period 08/01/26-08/31/26		
			001-000-000-514-20-41-00	Finance - Professional Services Contracts	\$126.20
		Total 384-2026_8			\$126.20
	Total EFT - Invoice Cloud - 09.09.26				\$126.20
Total Invoice Cloud					\$126.20

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Vendor	Number	Reference	Account Number	Description	Amount
Island County Public Works	45905			2026 - September - 21 - A/P	
		26-220			
				Comprehensive Action Plan Developpment - Joint Effort	
			101-000-000-542-10-41-00	Roadways - Planning-Engineering	\$5,040.00
		Total 26-220			\$5,040.00
	Total 45905				\$5,040.00
Total Island County Public Works					\$5,040.00
Island County Treasurer	45906			2026 - September - 21 - A/P	
		2nd QtrJoint Expenses 2026			
				2nd Qtr Joint Expenses	
			001-000-000-512-52-41-00	Isl Co Dist Court - Municipal Services	\$8,616.34
				Joint Pyroll Expenses	
		Total 2nd QtrJoint Expenses 2026			\$8,616.34
		Voucher No: 2			
				2nd Qtr Rent 2026	
			001-000-000-512-52-45-00	Isl Co Dist Court - Rent	\$371.64
				Is.Co. Dist. Court Rent	
		Total Voucher No: 2			\$371.64
	Total 45906				\$8,987.98
Total Island County Treasurer					\$8,987.98
Island Disposal Inc	45907			2026 - September - 21 - A/P	
		9239245S144			
				Period 8/1/26-8/31/26	
			001-000-000-518-30-47-00	Public Works - Utilities	\$55.09
			001-000-000-576-80-47-00	Park Facilities - Utilities	\$220.35
			104-000-000-536-10-47-00	Cemetery - Utilities	\$45.91
			105-000-000-557-30-47-00	Tourism - Utilities - VIC & R/R	\$330.52
			401-000-000-534-00-47-00	Water - Utilities	\$55.09
			402-000-000-535-00-47-00	Sewer - Utilities	\$156.08
			403-000-000-531-00-47-00	Stormwater - Utilities	\$55.09
		Total 9239245S144			\$918.13
	Total 45907				\$918.13
Total Island Disposal Inc					\$918.13
North Central Laboratories	45908			2026 - September - 21 - A/P	
		540459			
				2022-2026 Sales Tax	
			401-000-000-534-00-31-00	Water - Office & Operating	\$37.92
			2022		

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Vendor	Number	Reference	Account Number	Description	Amount
			402-000-000-535-00-31-00 2022	Sewer - Office & Operating	\$387.00
			402-000-000-535-00-33-00 2026	Sewer - Parts, Chemicals & Supplies	\$86.61
			402-000-000-535-00-33-00 2025	Sewer - Parts, Chemicals & Supplies	\$191.02
			402-000-000-535-00-41-00 2024	Sewer - Professional Services Contracts	\$536.19
			402-000-000-535-00-41-00 2023	Sewer - Professional Services Contracts	\$626.21
			402-000-000-535-00-41-00 2025	Sewer - Professional Services Contracts	\$161.69
		Total 540459			\$2,026.64
	Total 45908				\$2,026.64
Total North Central Laboratories					\$2,026.64
PACE Engineers, Inc.					
45909				2026 - September - 21 - A/P	
		100760			
			Heron Park Habitat		
			001-000-000-558-60-48-00	Planning & Land Use - Reimbursable Fees	\$293.00
		Total 100760			\$293.00
		100761			
			Coles Valley Long Plat		
			001-000-000-558-60-48-00 7	Planning & Land Use - Reimbursable Fees	\$270.00
		Total 100761			\$270.00
		100762			
			On-Call Water Siupport		
			401-000-000-534-00-41-00	Water - Professional Services Contracts	\$146.50
		Total 100762			\$146.50
	Total 45909				\$709.50
Total PACE Engineers, Inc.					\$709.50
Puget Sound Energy					
45910				2026 - September - 21 - A/P	
		6751 - 08.31.26			
			4999 Coles Rd		
			402-000-000-535-00-47-00	Sewer - Utilities	\$3,955.17
		Total 6751 - 08.31.26			\$3,955.17
		8113 - 08.31.26			
			Coles Road Pump		
			401-000-000-534-00-47-00	Water - Utilities	\$25.95
		Total 8113 - 08.31.26			\$25.95

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Vendor	Number	Reference	Account Number	Description	Amount
		8593 - 09.01.26			
			Langley Smart Nodes		
			101-000-000-542-63-47-00	Street Lighting Utilities	\$555.84
		Total 8593 - 09.01.26			\$555.84
	Total 45910				\$4,536.96
Total Puget Sound Energy					\$4,536.96
Sebo's DO IT Center					
45911					
			2026 - September - 21 - A/P		
		A1821172			
			9V Battery		
			402-000-000-535-00-33-00	Sewer - Parts, Chemicals & Supplies	\$8.72
		Total A1821172			\$8.72
		A1823151			
			Windshield Wash		
			001-000-000-518-30-31-00	Public Works - Supplies	\$5.99
		Total A1823151			\$5.99
		B1457518			
			Maintenance Supplies		
			402-000-000-535-00-33-00	Sewer - Parts, Chemicals & Supplies	\$104.19
		Total B1457518			\$104.19
		B1457563			
			Muriatic Acid		
			402-000-000-535-00-33-00	Sewer - Parts, Chemicals & Supplies	\$14.82
		Total B1457563			\$14.82
	Total 45911				\$133.72
Total Sebo's DO IT Center					\$133.72
Sound Publishing Inc					
45912					
			2026 - September - 21 - A/P		
		SWR1036043			
			City Notice LMC 18.13		
			001-000-000-511-60-42-00	Legislative - Communication (Includes Postage & Advertising)	\$80.99
		Total SWR1036043			\$80.99
	Total 45912				\$80.99
Total Sound Publishing Inc					\$80.99

CITY OF LANGLEY
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Vendor	Number	Reference	Account Number	Description	Amount
Star Store Inc					
	45913			2026 - September - 21 - A/P	
		00362898			
			Sewer Supplies		
			402-000-000-535-00-33-00	Sewer - Parts, Chemicals & Supplies	\$211.77
		Total 00362898			\$211.77
	Total 45913				\$211.77
Total Star Store Inc					\$211.77
Town of Coupeville					
	45914			2026 - September - 21 - A/P	
		3189			
			August 2026 Building Official Services		
			001-000-000-558-50-41-01	Building Permits & Plan Review - Interlocal Agreements	\$3,244.08
				Building Official Services	
		Total 3189			\$3,244.08
	Total 45914				\$3,244.08
Total Town of Coupeville					\$3,244.08
Transient Vendor - Utility Refund					
	45915			2026 - September - 21 - A/P	
		3109.0 - Utility Refund		William Swint	
			Held back money at closing		
			401-000-000-343-40-00-00	Water Services	\$141.90
		Total 3109.0 - Utility Refund			\$141.90
	Total 45915				\$141.90
	45916			2026 - September - 21 - A/P	
		3116.0 - Utility Refund		Robert Kammerle	
			Held back money at closing		
			401-000-000-343-40-00-00	Water Services	\$124.00
		Total 3116.0 - Utility Refund			\$124.00
	Total 45916				\$124.00
Total Transient Vendor - Utility Refund					\$265.90
VISA					
	45917			2026 - September - 21 - A/P	
		3072 - Amazon - 3017026			
			Traffic Vests and Lights		
			001-000-000-521-74-31-00	Law Enforcement - Traffic Policing Supplies	\$494.16
		Total 3072 - Amazon - 3017026			\$494.16
		3072 - Amazon - 5978654			
			Jackery Portable Power Station		
			001-000-000-525-60-31-00	Disaster Preparedness - Supplies	\$544.41
		Total 3072 - Amazon - 5978654			\$544.41

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Vendor	Number	Reference	Account Number	Description	Amount
		3072 - Target Sports USA - 5368104			
		Speer Gold DOT Ammo			
		001-000-000-521-20-31-00		Law Enforcement - Supplies	\$616.09
		Total 3072 - Target Sports USA - 5368104			\$616.09
		3072 - WS Ferries - 09.09.26			
		Roundtrip Ferry to Training in Everett			
		001-000-000-521-40-43-00		Law Enforcement - Travel Transportation/Meals/Lodging	\$33.58
		Total 3072 - WS Ferries - 09.09.26			\$33.58
		3126 - Green River College - 253782			
		Fire Hydrant Essentials			
		401-000-000-534-00-49-00		Water - Training Registration Cost & Miscellaneous	\$430.00
		Total 3126 - Green River College - 253782			\$430.00
		3869 - USPS - 09.16.26			
		Stamps			
		001-000-000-518-90-42-00		Central Services - Communication	\$164.00
		Total 3869 - USPS - 09.16.26			\$164.00
	Total 45917				\$2,282.24
Total VISA					\$2,282.24
Washington State Department of Revenue					
	EFT - DOR - 09.21.26			2026 - September - 21 - A/P	
		Excise Tax 08.2026			
		August 2026 Excise Tax			
		401-000-000-534-00-40-10		Water - Excise Tax	\$6,775.19
		402-000-000-535-00-40-10		Sewer & Compost - Excise Tax	\$1,664.83
		402-000-000-535-00-40-15		Sewer & Yard Waste B&O Tax	\$114.59
		403-000-000-531-00-40-10		Stormwater - Excise Tax	\$737.06
		Total Excise Tax 08.2026			\$9,291.67
	Total EFT - DOR - 09.21.26				\$9,291.67
Total Washington State Department of Revenue					\$9,291.67
Grand Total		Vendor Count	20		\$87,099.22



**CITY OF LANGLEY
COUNCIL MEETING DRAFT AGENDA
Tuesday, September 8, 2026 @ 5:30 P.M.
LANGLEY LIBRARY
104 Second Street, Langley, WA 98260**

And via Zoom. Recording may be found at:

https://www.langleywa.org/government/city_council/agendas_minutes.php

Because of connection issues, the recording is in multiple parts

1. CALL TO ORDER/OPENING ITEMS Meeting called to order at 5:30 pm by Mayor Kennedy Horstman. Meeting was quorate.

- a. Opening Words/Moment of Silence
- b. Roll Call

City officials in attendance: Mayor Kennedy Horstman, Councilmember Thomas Gill, Councilmember Chris Carlson, Councilmember Craig Cyr, Councilmember Savannah Erickson

Absent: Councilmember Dominique Emerson

Staff in attendance: Meredith Penny, Director of Community Planning; Tavier Wasser, Chief of Police; Kristen Abraham, Deputy Clerk

2. CONSENT AGENDA (The CONSENT AGENDA consists of routine items that normally do not require further Council discussion) (timestamp pt. 2 0:0:27)

- a. Approval of Payroll transactions #45858 to #45862 in the amount of \$78,289.74, and A/P transactions and Vouchers #45868 to #45894 in the amount of \$142,202.62, p. 3
- b. Approval of Council meeting minutes of August 17, 31, 2026, p. 18
- c. No objection – liquor license renewals, p. 23

Motion made to adopt Consent Agenda as presented

Agenda as presented passed 4 – 0 (Emerson not present)

3. APPROVAL OF AGENDA (timestamp pt 2 0:00:43)

Motion made to adopt Agenda as presented

Agenda as presented passed 4 – 0 (Emerson not present)

4. PUBLIC COMMENT PERIOD no comments

5. MAYOR'S REPORT p. 24 (timestamp pt 2 0:01:12)

Thanked Langley Main Street for putting on the Langley Street Dance. They are also putting on the Soup Box Derby on September 12. She also thanked Representative Rick Larsen for visiting with Langley staff. The Public Works team has had to backfill cleaning of the restrooms

6. PUBLIC HEARINGS, ORDINANCES, RESOLUTIONS

- a. Ordinance - Amending Langley Municipal Code 2.52.050, Revising Cemetery Revenue Restrictions (2nd reading), p. 25 (timestamp pt 3 0:00:52)

Motion made to approve Ordinance amending Langley Municipal Code 2.52.050 as presented

Ordinance passed 4 – 0 (Emerson not present)

- b. Ordinance – Amending 2026 Budget (2nd reading), p. 27 (timestamp pt 3 0:01:21)

Motion made to approve Ordinance amending 2026 Budget as presented

Ordinance passed 4 – 0 (Emerson not present)

- c. Resolution – Adoption of Hazard Mitigation Plan, Director Meredith Penny, p. 30 (timestamp pt 3 0:02:17)

Motion made to approve Resolution adopting Island County Hazard Mitigation Plan

Council asked Director Penny follow-up questions. Approval of the plan is necessary as it allows Langley to qualify for potential FEMA funding.

Resolution passed 4 – 0 (Emerson not present)

- d. DISCUSSION (timestamp pt 4 0:01:11)

Review of draft visual preference survey as part of the City's Design Standards Update, Director Penny, p. 32

Cities and counties are required to apply objective, specific design standards. A survey will be launched at the end of the week.

- e. COUNCIL REPORTS (timestamp pt 4 0:17:06)

- f. Councilmember Thomas Gill will be the Council liaison for Langley Main Street. Also, this is the 60th anniversary of Star Trek's premiere.

- g. Councilmember Dominique Emerson

- h. Councilmember Chris Carlson. Tomorrow is the Chamber of Commerce meeting.

- i. Councilmember Craig Cyr asked the status of the road work on Sixth Street.

- j. Councilmember Savannah Erickson wished the children of our community a happy first day back in school.

7. ADJOURN Meeting adjourned by Mayor Horstman at 6:11 pm



CITY OF LANGLEY VOLUNTEER APPLICATION

112 Second St./PO Box 366 Langley, Washington 98260 (360) 221-4246

Thank you for your interest in volunteering for the City of Langley. Please complete the following application and submit to adminassist@langleywa.org. We will contact you if we have a position that is suitable.

Which position are you applying for?

Commission/Board/Department:	Cemetery
Position (i.e., chair, member, alternate, other):	Member

Last Name:		First Name:		MI:	
Broughton		Lisa			
Street Address:					
City:	Langley	Zip:	98260		
Mailing Address (if different than above):					
Street:					
City:	Langley	Zip:	98260		
Email:				Phone:	

Please briefly describe why you are interested in volunteering for the City of Langley:

I live in the Highlands community within walking distance to the cemetery where I love to feel peace among the trees. I would like to contribute to the cemetery's upkeep and long term viability by working alongside other board members in a collaborative way by promoting policies the cemetery's longevity

BACKGROUND

Education:	BS in Natural Resources from Colorado State University
Occupation(s):	Retired having worked in parks, adventure travel and nutrition
Volunteer Work:	Friends of Whidbey State Parks - spring park readiness (tree limb and campsite cleanup), WSU extension beach litter cleanup

SEPTEMBER 21, 2026

Hobbies:	Hiking, gardening, quilting, traveling
Other applicable experience:	

Name: Commission:



VOLUNTEER APPLICATION CITY OF LANGLEY

112 Second St./PO Box 366 Langley, Washington 98260 (360) 221-4246

SKILLS

Please list any applicable skills you have for the position:

Are you at least 18 years of age? ☒ Yes ☐ No	If not 18 years or older, please provide your age:
---	--

Most commission meetings are held Monday – Friday and may be held either during regular business hours or in the evenings. Please indicate your availability below:

Days:	Mon ☒	Tues ☒	Wed ☒	Thurs ☒	Fri ☒	Sat ☒	Sun ☒
-------	---	--	---	---	---	---	---

Hours:	Morning ☒	Afternoon ☒	Evening ☒
If there are specific times you are available, please list them here:	I am available morning, afternoon and evenings all days unless I have a doctor's appointment		

Signature: Lisa Broughton	Date: 7/29/2026

Volunteer_Application_Form(2023)



City of Langley

To: The Langley City Council

From: Kristen Abraham, Deputy Clerk

Meeting Date: September 21, 2026

Subject: Error on ordinance 1153

A scrivener's error was made on ordinance 1153 that was submitted for your approval at the September 8th Council meeting.

The correct amount should have been "Twenty percent" instead of "eighty percent" as was presented below. This was confirmed by the Cemetery Board.

2.52.050 Cemetery improvement fund.

~~One hundred~~ Eighty percent of the proceeds received from the sale of green burial spaces, traditional graves, and ash garden use fees shall be set aside into a permanent fund to be known as the "cemetery fund" and held as assigned fund balance, and shall be used for no purposes other than those approved by ordinance or resolution of the city council. This purpose shall be limited to cemetery maintenance and improvement which should include, but not be limited to, the acquisition of additional land for cemetery use.

Attached is the corrected, signed ordinance.

ORDINANCE 1153

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LANGLEY, WASHINGTON, AMENDING LANGLEY
MUNICIPAL CODE 2.52.050 TO REVISE CEMETERY FUND
COMMITMENT AND USE**

WHEREAS, the City recognizes changes in cemetery fund revenue and required uses;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LANGLEY, WASHINGTON,
DOES HEREBY ORDAIN AS FOLLOWS:**

Section 1. LMC Section 2.52.050, Amended. Langley Municipal Code Section 2.52.050
"Cemetery improvement fund," is hereby amended as set forth below.

2.52.050 Cemetery improvement fund.

~~One hundred~~ Twenty percent of the proceeds received from the sale of green burial spaces, traditional graves, and ash garden use fees shall be set aside into a permanent fund to be known as the "cemetery fund" and held as assigned fund balance, and shall be used for no purposes other than those approved by ordinance or resolution of the city council. This purpose shall be limited to cemetery maintenance and improvement which should include, but not be limited to, the acquisition of additional land for cemetery use.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Codification of Amendments. The City Council authorizes the City Clerk to correct any non-substantive errors herein, codify the amendments, and publish the amended code.

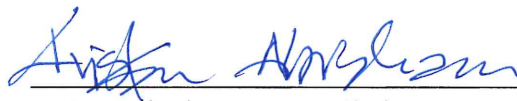
Section 4. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five days from the date of publication.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF LANGLEY, WASHINGTON, AT A REGULAR
MEETING THEREOF, THIS 8TH DAY OF SEPTEMBER, 2026.**

Authenticated



Krista "Kennedy" Horstman, Mayor



Kristen Abraham, Deputy Clerk



To: Langley City Council
From: Kennedy Horstman, Mayor
Mtg Date: September 21, 2026
Subject: Real Estate Appraisal Expense

Introduction/Summary:

The City owns the land that the Langley post office occupies. The building was developed and is owned by CJC Investments, LLC., who leases the land from the City. The land lease expires in 2028. An appraisal is required to set the value of the lease if the City opts to extend it. We requested quotes from three appraisers recommended by Heritage Bank and selected the least expensive quote, from Kidder Matthew at \$6,000 for an appraisal of both the value of the land and the value of the building.

Number of pages (including this one): 1

Council Action Request:

Confirm “no objection” to moving forward with the expense of \$6,000 to secure an appraisal of the land value and of the building value.

Timeline for Action: Sep 21, 2026 regular council meeting

Financial Implications: \$6,000

Staff Time Implications:

I will provide whatever coordination is required between the post office and the appraiser.

List All Attachments: N/A



City of Langley

To: Langley City Council
From: Finance Director Beech
Meeting Date: September 21, 2026
Subject: August Staff Report

I am honored to report that I have been selected to serve on the Government Finance Officers Association's Small Government Forum as an Advisory Board Member. GFOA has more than 25,000 members from the United States and Canada. These members represent cities, counties, towns, school districts, state, provincial, the federal government, and other special districts. The 10-member Small Government Forum Advisory Committee provides insights and perspectives on the challenges and opportunities present in small governments. They offer networking recommendations, as well as areas of interest unique to small jurisdictions. They provide guidance on topics related to small governments, contribute to in-person and virtual networking events, research, training, and professional development. My first meeting is on September 18th.

Monthly Reconciliation & Financial Reporting:

- There is nothing out of the ordinary or exceptional to report about the August reconciliation of the General Ledger with our bank accounts. The report is available in Dropbox, and has been reviewed by Bobbie McCoy, the Mayor, and Fiscal Clerk, Rachel Enter-Guzman.

Average Tasks for the month:

- Staff processed 418 payments in July, including 278 utility payments.
- Staff processed 34 Business License Endorsements.
- Staff sent out 4 invoices for reimbursable costs in August, all 4 were delinquent notices.

Follow-up on Last Month's Report & Other Items:

- Directors are hard at work providing estimates for the 2027 Budget. Their estimates are due back to this office by September 25th, and I am required to provide a draft preliminary budget to the Mayor by October 1st.
- We have published an FAQ regarding the proposed levy lift. As we receive questions, they will be added to the FAQ page. This is an informational page and not intended to encourage or discourage votes in either direction. [Levy Lid Lift FAQ Page](#)
- I am currently working on an analysis of our payment processing fees and soliciting quotes from agencies who can provide the same services. We have not reviewed our relationship with InvoiceCloud for a number of years, and this may be an area where we can secure some savings for those residents and utility customers that choose to pay their utility bill electronically.

Here are some things that we are working on in September:

- 2027 Preliminary Draft Budget (due to Mayor on Oct.1)
- Payment Processing Vendor Analysis
- I am still working on the following items mentioned in my last report:
 - Create an official Non-Sufficient Funds Policy regarding "repeat offenders" who issue bad checks for City payment – Council (resolution)



City of Langley

Planning Department

To: The Langley City Council

From: Meredith Penny, Community Planning Director

Meeting Date: September 21, 2026

Subject: Update on Work Plan Items and Active Permit Applications

Ongoing Projects

*More documents and information on any of the below projects can be found here:

https://www.langleywa.org/departments/community_planning_building/yearly_work_plan/index.php

1. **Flood Damage Prevention Ordinance - COMPLETE**

The Washington State Department of Ecology's Regional Floodplain Manager identified needed updates to the City's Flood Damage Prevention Ordinance to maintain consistency with the State Model Ordinance and federal floodplain regulations. Continued participation in the National Flood Insurance Program (NFIP) depends on compliance.

Status: Passed by City Council on April 20, 2026. Ecology has updated the City's Community Assistance Contact in the shared FEMA database and saved the signed ordinance to the City's file with Ecology.

2. **Design Review and Sign Code**

In July 2023, the Washington State Legislature passed ESHB 1293, requiring jurisdictions to apply only clear and objective design standards to the exterior of new development and to update regulations within six months of adopting their Comprehensive Plan. In 2015, the U.S. Supreme Court's decision in *Reed v. Town of Gilbert* held that sign codes may not regulate signs based on message content. Staff propose updating the City's building design standards and sign regulations to comply with these requirements.

Status: The Community Planning Department has published a visual preference survey to help inform the drafting of new design standards. The survey can be completed online at <https://bit.ly/langleydesign> and will remain open through September 28. A student intern will also be assisting the City with conducting additional outreach to stakeholder groups during the time the survey is open.

3. **Tree Ordinance**

Following a series of unpermitted tree removals, the City updated its civil penalties ordinance to better address violations; Council adopted the revisions on January 2, 2024. Since then, tree service providers have identified areas needing clarification, and staff and the Parks and Open Space Commission have identified additional substantive updates to the City's tree protection standards. Students from Western Washington University's Urban Planning and Sustainable Development program assisted with drafting revisions through their Land Use Regulations and Technical Writing course.

Status: The students provided their final draft of the ordinance to staff who will review, edit, and bring a draft back to the Parks and Open Spaces Commission and the Planning Advisory Board in Q1/Q2 2027.

4. **Energize Langley - COMPLETE**

With funding from the Washington State Department of Commerce, the City launched Energize Langley to evaluate potential sites for resilient microgrids—solar and battery systems capable of operating during grid outages. Fifteen sites received desktop studies, three of which were selected for full evaluation: the Whidbey Island Fairgrounds, the South Whidbey Community Center, and St. Hubert Catholic Church.

Status: The City's engineering team have provided the final feasibility studies for all three sites, and this grant has been closed out. The reports can be found on the City's [website](#).

5. Port of South Whidbey Zoning Code Amendment

In 2023, the Port of South Whidbey applied to amend the Fairgrounds Overlay to allow housing as a permitted use. The application was paused at the Port's request to allow discussions with the School District regarding boundary lines and has recently been reactivated.

Status: Staff anticipate having capacity to begin drafting the necessary code amendments in Q4.

6. Department of Health Source Water Protection Grant - COMPLETE

The City received a \$36,000 grant from the Washington State Department of Health (DOH) and contributed \$20,660 in Climate Element implementation funds to begin developing a numerical groundwater flow model of the aquifers that supply its drinking water. The model will improve understanding of recharge areas and inform land use planning. The project began in March 2025, and Phase I data collection was completed in June 2025.

Status: Terraphase has finalized their Phase I report, a recording of their presentation is available on the City's [website](#). Staff are aware of additional funding available through DOH and intend to apply to support Phase 2 of model development.

7. Island County Hazard Mitigation Plan – COMPLETE pending FEMA review

In September 2025, Island County initiated its Hazard Mitigation Plan (HMP) update and invited local jurisdictions to participate. Because the City did not participate in the prior update, it is not currently covered by an active HMP. Staff are participating in the current process including identifying critical facilities, conducting a capability assessment, ranking the hazard risks, and developing a list of mitigation actions.

Status: At their July 6, 2026 meeting, City Council directed staff to submit Langley's Annex to the County for inclusion in the countywide plan. At their September 8, 2026 meeting, City Council adopted Resolution No. 879 approving the Island County Multi-Jurisdictional Hazard Mitigation Plan subject to any minor edits needed following FEMA review.

8. Inclusionary Zoning Implementation Policy

On December 1, 2025, City Council adopted amendments to the Multifamily Infill Form-Based Code Overlay requiring developers who use the overlay to provide 15 percent of units as affordable housing. Projects with six or fewer units may pay a fee in lieu. Council also adopted a six-month moratorium to allow staff to draft an implementation policy addressing fee calculations, affordability monitoring, and fee administration. At their April 6 meeting, City Council directed staff to prepare an ordinance that exempts moderate-income housing from the inclusionary zoning requirement.

Status: After seeking input from local housing experts and developers, staff presented the draft implementation policy and a draft ordinance exempting moderate-income housing from the inclusionary zoning requirements of LMC 18.13 to the Planning Advisory Board on July 1 and to Council on August 3. Staff sent the drafts for legal and Department of Commerce review and have published them for a public comment period which concludes on September 21, 2026.

9. 6th Street Edge Lane Road/Restriping

As part of completing the Langley Infrastructure Project (LIP), the City plans to reconfigure 6th Street as an edge lane road by removing the centerline and adding advisory shoulders for pedestrians and bicyclists. The narrower travel lane encourages slower vehicle speeds, with drivers using the shoulders to pass when clear. Outreach and education will be needed before and during implementation, with Planning supporting Public Works in this effort.

Status: Staff held a community meeting on this new striping plan on March 24, 2026. A recording of the meeting is available on the City's [website](#) and the page has also been updated with [frequently asked questions](#).

Land Use Permit Applications

*More documents and information on any of the below projects can be found here:

https://www.langleywa.org/departments/community_planning_building/public_notices.php

1. Shoreline Exemption Permit – Harbor Maintenance – 228 Wharf St

On August 5, 2026, staff received a shoreline exemption permit application for regular and ongoing maintenance at the South Whidbey Harbor. To include: cleaning boat ramps; pressure washing; seasonal launching and retrieval of boarding floats; occasional emergency repair of floats; replacing connections and hardware; pumping seawater from the breakwater; and maintaining parking areas, walkways, utilities, dock rollers, rub-rails, and landscaping. Shoreline exemptions require a 14-day public comment period and final decision by City staff.

Status: a public comment period was advertised from September 19-28.

2. Critical Areas Permit – Accessory Structure –840 3rd St - R33034-095-0600

On June 23, 2026, staff received a critical areas permit to construct a detached accessory structure and garage addition by reducing the 200-foot riparian protection area for Saratoga Creek by 25 percent, to 150 feet, pursuant to LMC 16.20.070.O.1. 105 square feet of mitigation is proposed to account for 100 square feet of impact. A 14-day public comment period was advertised from July 11-27. The applicants adjusted their request to a reduction of only 7.5 percent.

Status: Staff approved the buffer reduction on August 21, 2026.

3. Pre-application – Convenience Store and Gas Station – 249 Cascade Ave - R33034-090-3620, R33034-100-3600

On April 27, 2026, staff received a request for a pre-application conference for a potential convenience store and gas station at 249 Cascade Ave. Gas stations (defined as a service station per LMC 18.04.010) require a conditional use permit and decision by the City's Hearing Examiner.

Status: The pre-application meeting was held May 21, 2026.

4. Building Permit – Tiny Home Development – Camano Ave – R32903-529-4370

On December 8, 2025, staff received a building permit application for six tiny homes at Camano Avenue and Edgecliff Drive. The proposal requires a land use permit, which was not included.

Status: Staff notified the applicants and paused building permit review pending clarification of the development pathway and required land use approvals.

5. Site Plan Review – Heron Park – SPR-25-001 – 3rd St – S8526-00-0000A-0

On October 29, 2025, an application was submitted for seven dwelling units in three structures under the Multifamily Infill code. The proposal requires Type I site plan review, a critical areas permit, and a boundary line adjustment. The units are proposed as affordable homeownership. The critical areas permit will require a public hearing and decision by the City's hearing examiner.

Status: The application was deemed complete and noticed for a 30-day public comment period from March 14 – April 13, 2026. Staff have received all necessary information for the permit and are currently preparing a staff report and recommendation for the City Hearing Examiner. Notice of the public hearing will be made available through posting onsite, in the local paper, on the City's website, on the City's bulletin boards, through the City's email list, and through mailings to adjacent property owners.

6. Site Plan Review – Multifamily Infill Cottages – SPR-24-001 – 215 6th Street

On September 24, 2024, an application was submitted for seven cottages on a property with two existing units under the Multifamily Infill code. The proposal requires a Type I site plan review and unit lot subdivision for the proposed condominiums. Staff issued a review letter noting that widening the driveway could affect an onsite wetland. The applicants submitted additional information on April 17 to address this issue.

Status: Staff found the additional information insufficient and are awaiting revisions.

7. **Preliminary Long Plat – Coles Valley – PLP-25-001 and CA-25-002 – Coles Rd – R32904-194-4850**

- November 2024: Owners withdrew their Planned Unit Development (PUD) application.
- July 22, 2025: New application submitted for a preliminary long plat.
- Difference: The submitted application for a preliminary long plat is limited to single-family residential subdivision, unlike a mixed-use/multifamily PUD.
- August 5, 2025: Application deemed complete.
- August 9 - September 8, 2025: Public comment period.
- September 9, 2025: Staff issued a review letter requesting additional/corrected information.
- June 5, 2026: Applicants submitted additional information
- June 17, 2026: Staff issued a review letter requesting additional/corrected information.

Once the required information is submitted and deemed sufficient:

1. Staff prepare a recommendation
2. A public hearing is scheduled and noticed (email list, bulletin boards, newspaper, onsite posting, website).
3. The Hearing Examiner conducts the hearing and issues a decision.

The parcel is also subject to a 2005 annexation agreement; amendments to that agreement were addressed separately by City Council and approved on July 20, 2026. A copy of the final, executed, and recorded land use agreement can be found on the [Coles Valley page](#) of the City's website.

Status: The review is paused pending resubmittal.



City of Langley

MEMORANDUM

To: Langley City Council and Mayor Horstman
From: Randi Perry, Public Works Director
Re: Staff Report
Meeting Date: September 21, 2026

This memo provides the council with an overview of Public Works activity from 8/15/2026 – 9/17/26.

GENERAL:

- New City Hall Flag - **COMPLETE**
- Quarterly Sewer Jetting – **COMPLETE**
- Sewer Jetting machine maintenance (oil, plugs and pressure pump) - **COMPLETE**
- LIP – Tree watering – There are no signs of decline – **ONGOING** through September
- Truck Starter failure (replaced in house) – **COMPLETE**
- Mowing and Vegetation Management - **ONGOING**
- 98% of the fog line painting complete - **UNDERWAY**
- Installed Edgecliff Road (southside at Noble Creek) reflectors. Northside installation - **UPCOMING**
- Pothole repair – Fourth Street & Coles Road - **COMPLETE**
- Water Meter upgrade/replacement- Ordered and received. Installation – **UNDERWAY**
 - o Island View, Furman, Decker, and Edgecliff – **COMPLETE**
 - o Fourth and Sixth Street - **UPCOMING**
- Park Bench Donation coordination- working with 4 potential donors – **ONGOING**
- Budget Work

Public Works Advisory Commission:

- September meeting – ordinance change discussion to include road cutting restrictions and cutting fees took place. Additional information will be provided and discussed in October. PWAC is working to identify grant funding to support and accelerate the water meter upgrade project.
- October – Utility connection discussion for ADU's, Cottage Housing, and Accessory Structures - **UPCOMING**

PROJECTS:

Nutrient Optimization Improvement (Wastewater Treatment Plant) – Grant- CLOSED OUT

- DO probe and Nutrient Analyzer, PLC Controls and computer updates- **COMPLETE**
 - o Start-up- **COMPLETE**

Bluff Management Plan – Implementation

- Boy and Dog Stair Assessment – Public Works to pressure wash (COMPLETE), replace damage and worn boards – **UNDERWAY**, Staining - **UPCOMING**
- RCO Grant Application Coordination with Director Penny
- Infrastructure Assistance Coordinating Council Conference (10/19-22)
 - o Tech Team Application– First Street Bluff Stabilization and Recreation Improvement - **SUBMITTED**

City Hall – preparation for Solar Phase 2

- Roof replacement 2026 – Grant received – Permit/Bid package Preparation - **UNDERWAY**
 - o Structural Engineering Quotes – **UNDER REVIEW**

Source Water Protection Grant – Phase 2

- DOH has grant funding for Phase 2 – Model development, calibration, and Well Head Protection Area delineation. Application – **UPCOMING**

Langley Infrastructure Project

95% (EWS) work complete - required expenses not accounted for in budget, reimbursable work, .5% tax increase, arbitrage.

- No pay request for August (Project Month-17)
- Attend weekly construction meetings.
- Facilitation/coordination with community.

All Projects - EWS has until OCTOBER 29th per CONTRACT for work completion

- Clean up, Restoration and Final- **UNDERWAY**
- LIP Punch List– **Corrective work - UNDERWAY**
 - o 313 items identified for correction, 135 have been addressed
- Pathway Deficiencies identified
 - o Asphalt core samples taken – **PENDING RESULTS & CORRECTIVE ACTION PLAN**
 - o Horsetail coming through trail ... - **PENDING CORRECTIVE ACTION PLAN**
- Furman Drainage and Pavement issues Identified – **UNDERWAY**
- 6th Street Pavement/Drainage issues identified – **UNDERWAY**
 - o 6th Street – will be restored as Edge Lane Road per Transportation Element -ONGOING
 - Revise stripping plan available online
https://langleywa.org/departments/public_works/infrastructure_projects/index.php#outer-1004
 - Permanent Signage installation will be coordinated with stripping (tentatively scheduled October 2. Subject to change due to completion of the above)

Sewer Comprehensive Plan

- RFP development – UNDERWAY – No Progress

Public Works Coordination – Private Development – Active

- Douglas lane – Water service application – PENDING
- 606 1st Street – Side Sewer Application – ISSUED & Precon - COMPLETE
- Habitat Project– 3rd Street – round 2 - Comments provided - PENDING response
- 720 Sandy Point – Sewer Connection Application – ROW EASEMENT PENDING
- 832 Furman – Sewer Connection – COMPLETE
 - o 720 Furman ADU - water, sewer, ROW, Access – Construction UNDERWAY
- Coles Valley – PENDING RESUBMITTAL
- 881 Cork Lane – Preapplication Meeting – PENDING APPLICATION
- PSE ROW permit review – Multiple locations – PUBLIC WORK REVIEW COMPLETE
- 429 Edgecliff – Water and Sewer Connection Application - ISSUED
- 808 Woodsong – Water and Sewer Connection Application – ISSUED
- 840 3rd Street – Accessory Structure w/plumbing – Application – UNDER REVIEW

Emergency Response/ Trouble Calls

- Water leak repair - Tompkins Road
- Water leak repair (city service side) - Camano



LANGLEY POLICE DEPARTMENT

112 Second Street, PO Box 366
Langley, WA 98260
360.221.4433
Chief of Police: Tavier Wasser
www.langleywa.org



To: Mayor & Council

Reference: Monthly Progress report (Jun - Aug 2026)

A short list of projects worked, created, participated in, completed, or projected. This does not reflect the entire workload or projects that the Langley Police Department have or are currently conducting.

Due to staffing levels projects are expected to be delayed.

If any of these topics require additional information, please reach out to me.

New Topics:

1. Officer Wellness
 - a. Press Release
 - b. Officer Wellness Survey's Completed
2. Chief Wasser attended MGT-461 FEMA training (Evacuation Planning Strategies & Solutions)
 - a. Free FEMA training
3. Met with Rep Rick Larsen to discuss City Issues and Aspirations
4. IT Upgrade
 - a. Email Change - .GOV
 - i. Email address consolidation
 - b. Microsoft upgrade – Microsoft 365 Features
 - c. Records storage allocation
 - d. Calendar migration
5. ICOM Board Meeting resulted in a decrease to 15% user's fee
6. Chief Wasser attended a Community Event (Barbershop) as a guest speaker
 - a. Justice involved people building relationships with Law Enforcement
7. Chief Wasser attended CADA's Community Conversation
 - a. Discussion on issues and resources within Island County future and current
8. CoL/SWFE Collaborative meeting to address City and SWFE relationship
9. Special Events
 - a. Langley Street Dance
 - b. Soap Box Derby
 - c. South Whidbey CERT Training Event



LANGLEY POLICE DEPARTMENT

112 Second Street, PO Box 366
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Chief of Police: Tavier Wasser
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Continuous Events/Meetings:

10. Routine monthly meetings

- a. Opioid Prevention Committee
- b. Recovery Navigation Program & Work group
- c. Island County Community Treatment Team
- d. SW C.A.R.E.S Coalition
- e. TraCS/Sector Replacement
- f. StreetVision
- g. PIO Workgroup
- h. SubLawTac



City of Langley

To: The Langley City Council

From: Kristen Abraham, Deputy Clerk

Meeting Date: September 21, 2026

Subject: Staff Report

- IT Modernization:
 - All emails – including for council and commission members have been set up.
 - We encountered some major problems with file transfers. Most files have been transferred but we are still having issues with transferring archived email files and files from external hard drives. We are continuing to work on the problem.
 - Next steps – transition the City’s website to langleywa.gov, telephony, utilizing work efficiency apps in SharePoint. No completion dates have been determined.
- Lodging Tax Tourism Promotion:

The Mayor’s ad hoc committee members - Deana Duncan (Whidbey Island Center for the Arts), Lori Ferrario (Langley Motel), Allison Gubata (Langley Main Street), Basil Hassoun (Planning Advisory Board member and pursuing degree in Tourism Management) met on September 16th to review applications to receive lodging tax tourism funds. Recommendations are included in this meeting’s packet.
- Surplus items giveaway:

On Friday, September 18th, we held a “garage sale” giving away some of our old furniture and office supplies. LMC 3.80.045 - Property worth \$1,000 or less, states, “If the property is not needed by the city and the estimated value is \$1,000 or less, the clerk-treasurer may dispose of the property in any manner deemed to be in the city's best interests, as defined in Section 3.80.080, without reporting the matter to city council. (Ord. 823, 2002).” It was determined that the cumulative worth of all the items had a value less than \$1,000, so we offered the items to the public for free.
- The Civil Service Commission met on September 10th. There were no pressing items other than the commission is still in need of another member to replace Thomas Gill, who has volunteered to stay on until a replacement can be found.
- Ongoing – responding to public records requests, general records management, ordinance and policy drafting.



City of Langley

To: Langley City Council
From: Deputy Clerk Kristen Abraham
Date: September 21, 2026
Topic: Lodging Tax Tourism Promotion Funding Recommendations

Introduction\Background:

The City of Langley imposes a lodging tax assessed on the sale or charge made for furnishings of lodging according to RCW 67.28.180 and RCW 67.28.181. All applications are submitted to a review panel who recommend to the legislative authority of the city or county how excise taxes on lodging should be allocated to support tourism, which in turn generates revenue. According to Washington Statute, funds awarded under this process may be used for the following:

- A. Tourism marketing;
- B. The marketing and operations of special events and festivals designed to attract tourists;
- C. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C Sec. 501(c)(3) and 26 U.S.C Sec. 501(c)(6) of the internal revenue code of 1986 amended.

An ad hoc committee, consisting of one representative from a business required to collect lodging taxes, two members who are persons involved in activities authorized to be funded by revenue received by those taxes, and one member involved in tourism related studies, convened on September 16th to review applications received for Lodging Tax Tourism Promotion funding. Committee members whose organization submitted an application recused themselves from reviewing those applications.

The total available for rewards this year is \$56,532.00 (based on 25% of the amount collected in 2025, for explanation, see p. 7 of the [2026 Operating Budget](#)). The City received 9 applications requesting a total of \$120,000.00. Funding amounts were determined by the strength of the application and the overall impact of the funding. Recommended funding amounts:

AMOUNT AVAILABLE: \$56,532.00			
Organization/Project	Type of Facility/Activity	Score	Suggested Award Amount
Island Shakespeare Festival	2027 Marketing campaign	134.25	\$8,000.00
Langley Chamber of Commerce	Mystery Weekend 2027	132.50	\$4,000.00
Langley Main Street Association	Winter Illuminations & Streetscape Enhancement Project	114.67	\$3,000.00
LittleBIGFest	LittleBIGFest Four Seasons Music & Arts Series	135.25	\$8,479.00
ORCA Network - Whale Center	Langley Whale Center/Welcome the Whales	119.75	\$8,000.00
South Whidbey Center for Cultural Heritage	Continuing Operations	107.25	\$3,000.00

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Whidbey Island Center for the Arts	Next Steps!	149.33	\$14,853.00
Whidbey Island Dance Theater	Celebration of Dance Destination Weekend	127.50	\$4,000.00
Whidbey Island Fair	Whidbey Island Fair	124.25	\$3,200.00
Totals			\$56,532.00

Requested Action: Approve designated amounts for the distribution of lodging tax tourism promotion funds.