



CITY OF LANGLEY

DRAFT COUNCIL AGENDA

Monday, August 5, 2024 @ 5:30 P.M.

City Hall

112 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** – 5 minutes
 - a. Opening Words
 - b. Moment of Silence
 - c. 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 Claim Warrants in the amount of \$173,972.47, p. 3
 - b. Approval of Manual Warrants in the amount of \$86,777.78 AND \$385.58, p. 28
 - c. Approval of Payroll Direct Deposit Runs (7/1/2024) in the amount of \$40,302.40 & (7/17/2024) in the amount of \$39,066.95, p. 30
 - d. Approval of Commission Meeting Minutes posted since previous Council Meeting
 - e. Approval of Council Meeting Minutes of 07/15/2024 and 07/22/2024, p. 32
 - f. Liquor license – No objection Savory, p. 37
 - g. Liquor license – No objection Little Big Fest, p. 41
 - h. Liquor license – No objection St. Huberts/Knights of Columbus, p. 42
 - i. Reappointment of Janet Ploof, Sandrajean Wainwright and Lisa Morgenroth (alternate) to Design Review Board, Kent Hanson to Parks and Open Space Commission
 - j. Appointment of Evan Hornig as alternate to Parks and Open Space Commission, p. 43
 - k. Buyback of Cemetery Plot B4-18-2, p. 45
 - l. City Council acknowledges receipt of DSR Commission communications and takes no further action at this time, p. 46
3. **APPROVAL OF AGENDA** – 3 minutes
4. **PUBLIC COMMENT PERIOD*** - 30 minutes

5. **PRESENTATION/GUEST SPEAKER/COMMISSION REPORTS** – 10 minutes

Noise Ordinance Exception for Little Big Fest, Keegan Harshman, p. 53

6. **MAYOR'S REPORT** – 10 minutes, p. 57

7. **ORDINANCES/RESOLUTIONS**

Second Reading of Short-Term Rental Ordinance 1115, Councilmember Cyr, 10 minutes, p. 58

Request for motion to adopt Ordinance 1115 amending the City's Short-Term Rentals (STR) Ordinance, chapter 5.40 Langley Municipal code.

8. **UNFINISHED BUSINESS**

Beech Business Services contract extension (2021-2022 Audit Support), 10 minutes, p. 63

9. **NEW BUSINESS**

Appointment of "for" and "against" statement writing committees for Public Safety Tax proposition, Mayor Horstman, 10 minutes, p. 75

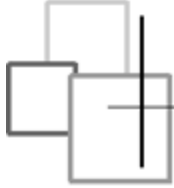
10. **COUNCIL ANNOUNCEMENTS** – 10 minutes

- a. Councilmember Rhonda Salerno
- b. Councilmember Chris Carlson
- c. Councilmember Craig Cyr
- d. Councilmember Gail Fleming

11. **ADJOURN**

***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, where you reside, and the subject of your comment.

Thank you for participating! **If reasonable accommodation for a disability is needed, please contact us at (360) 221-4246 at least 24 hours prior to this meeting.**



Voucher Directory

Fiscal: : 2024 - July
 Council Date: : 2024 - July - 2nd Council Meeting, 2024 - July - 1st Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
Airgas USA LLC	44253			2024 - July - 2nd Council Meeting	
		Invoice - 7/12/2024 - 5509310209			
		Cylinder rental			
			402-000-000-535-10-30-01	Supplies	\$31.02
				Cylinder rental	
		Total Invoice - 7/12/2024 - 5509310209			\$31.02
	Total 44253				\$31.02
Total Airgas USA LLC					\$31.02
Alpine Products, Inc - Aramsco	44227			2024 - July - 1st Council Meeting	
		Invoice - TM-224589			
		Traffic paint			
			101-000-000-542-64-30-01	Traffic Control Devices	\$6,252.94
				Traffic paint	
		Total Invoice - TM-224589			\$6,252.94
	Total 44227				\$6,252.94
Total Alpine Products, Inc - Aramsco					\$6,252.94
Arndt Property Management	44228			2024 - July - 1st Council Meeting	
		Invoice - Rental Agreement			
		Rental 06/27 meeting			
			001-000-110-558-70-41-00	Gma/comp Plan/expenses	\$162.50
				Rental	
		Total Invoice - Rental Agreement			\$162.50
	Total 44228				\$162.50
Total Arndt Property Management					\$162.50
AT&T Mobility FIRSTNET	44229			2024 - July - 1st Council Meeting	
		Invoice - 287291336274X06132024			
		Telephone			
			001-000-070-521-20-46-01	Utilities	\$344.96

Vendor	Number	Reference	Account Number	Description	Amount
				Telephone	
			Total Invoice - 287291336274X06132024		\$344.96
	Total 44229				\$344.96
Total AT&T Mobility FIRSTNET					\$344.96
AT&T Mobility FIRSTNET					
	44254				
				2024 - July - 2nd Council Meeting	
			Invoice - 287314814505X06272024		
			Telephone		
			001-000-010-513-10-46-01	Utilities Kennedy Hortsman's phone service	\$55.98
			001-000-100-518-30-46-01	Utilities-General Government Bryan Hamilton's phone service	\$46.20
			001-000-110-558-60-46-01	Utilities Meredith Penny's phone service	\$55.98
			001-000-150-576-80-41-02	Utilities Josh Marks' phone service	\$46.20
			101-000-000-543-10-47-00	Utilities Tim Grove's phone service	\$46.20
			401-000-000-534-10-46-01	Utilities-Water Dept. Jeremiah Pace's phone service	\$55.98
			402-000-000-535-10-46-01	Utilities-Sewer Dept. Rob Durr's phone service	\$46.20
			403-000-000-531-10-46-01	Utilities Randi Perry's phone service	\$46.20
			Total Invoice - 287314814505X06272024		\$398.94
	Total 44254				\$398.94
Total AT&T Mobility FIRSTNET					\$398.94
Bay City Supply					
	44230				
				2024 - July - 1st Council Meeting	
			Invoice - 360718		
			PW Supplies		
			001-000-100-518-30-30-01	Facilities Maint. Supplies PW Supplies	\$217.29
			001-000-150-576-80-30-01	Supplies PW Supplies	\$223.05
			105-000-000-557-30-30-01	Public Restrooms-R&M/Misc'l, Supplies. PW Supplies	\$40.86
			402-000-000-535-10-30-01	Supplies PW Supplies	\$198.41
			Total Invoice - 360718		\$679.61

CITY OF LANGLEY
COUNCIL MEETING PACKET
8/5/2024

Vendor	Number	Reference	Account Number	Description	Amount	
		Invoice - 360718A				
			Laundry bleach			
			402-000-000-535-10-30-01	Supplies	\$39.61	
				Laundry bleach		
		Total Invoice - 360718A			\$39.61	
	Total 44230				\$719.22	
	44255					
			2024 - July - 2nd Council Meeting			
		Invoice - 361734				
			Toilet paper/gloves/paper towel/aerosol/disinfectant			
			001-000-100-518-30-30-01	Facilities Maint. Supplies	\$262.56	
				Toilet paper/gloves/paper towel/aerosol/disinfectant		
			001-000-150-576-80-30-01	Supplies	\$45.45	
				Toilet paper/gloves/paper towel/aerosol/disinfectant		
			101-000-000-543-10-30-01	Supplies	\$42.75	
				Toilet paper/gloves/paper towel/aerosol/disinfectant		
			105-000-000-557-30-30-01	Public Restrooms-R&M/Misc'l, Supplies.	\$365.34	
				Toilet paper/gloves/paper towel/aerosol/disinfectant		
			401-000-000-534-10-30-01	Supplies	\$42.76	
				Toilet paper/gloves/paper towel/aerosol/disinfectant		
			402-000-000-535-10-30-01	Supplies	\$103.22	
				Toilet paper/gloves/paper towel/aerosol/disinfectant		
			403-000-000-531-10-30-01	Supplies	\$42.76	
				Toilet paper/gloves/paper towel/aerosol/disinfectant		
		Total Invoice - 361734			\$904.84	
	Total 44255				\$904.84	
Total Bay City Supply					\$1,624.06	
Beech Business Services, PLLC						
44231			2024 - July - 1st Council Meeting			
		Invoice - 1009				
			Professional services			
			001-000-030-514-20-40-04	Professional Services - Contract	\$1,500.00	
				Professional services		
		Total Invoice - 1009			\$1,500.00	
	Total 44231				\$1,500.00	
Total Beech Business Services, PLLC					\$1,500.00	
Compass Rose Planning						
44256			2024 - July - 2nd Council Meeting			
		Invoice - 1095				
			Planning support for Fairgrounds, Coles Valley			
			001-000-110-558-60-40-01	Professional Fees/Reimbursable - Permit Review	\$1,757.50	

CITY OF LANGLEY
COUNCIL MEETING PACKET
8/5/2024

Vendor	Number	Reference	Account Number	Description	Amount
				Planning support for Fairgrounds, Coles Valley	
		Total Invoice - 1095			\$1,757.50
	Total 44256				\$1,757.50
Total Compass Rose Planning					\$1,757.50

De Lage Landen Financial Services
44232

2024 - July - 1st Council Meeting

Invoice - 82765034

Printer/Copier monthly lease

	Printer/Copier monthly lease				
001-000-000-511-60-40-02	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$29.48
001-000-006-511-60-40-01	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$14.74
001-000-010-513-10-40-01	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$14.74
001-000-015-513-10-40-01	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$58.97
001-000-030-514-20-40-02	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$58.97
001-000-035-541-99-30-00	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$8.85
001-000-070-521-20-40-01	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$5.90
001-000-110-558-60-40-00	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$58.97
001-000-120-558-50-40-00	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$58.97
001-000-150-576-80-40-00	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$14.74
101-000-000-543-10-40-01	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$44.23
104-000-000-536-10-40-00	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$14.74
105-000-000-557-30-40-00	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$29.48
401-000-000-534-10-40-01	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$58.97
402-000-000-535-10-40-01	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$73.71
403-000-000-531-10-40-01	Printer/Copier monthly lease	Professional Services - ADMIN Shared Cost			\$29.50

Vendor	Number	Reference	Account Number	Description	Amount
				Printer/Copier monthly lease	
		Total Invoice - 82765034			\$589.70
	Total 44232				\$589.70
Total De Lage Landen Financial Services					\$589.70
Diamond Rentals & Sales					
44257				2024 - July - 2nd Council Meeting	
		Invoice - 1-632013-15			
		Portables			
		105-000-000-557-30-40-03		Contract Services (R&R, Chamber 1%, County)	\$180.00
		Portables			
		Total Invoice - 1-632013-15			\$180.00
	Total 44257				\$180.00
Total Diamond Rentals & Sales					\$180.00
Edge Analytical Labs					
44233				2024 - July - 1st Council Meeting	
		Invoice - 24-16363			
		Monthly nutrients			
		402-000-000-535-90-00-01		DOE Grant - PW-SWR WQPSNR-2021-LangCo-22310 Reimbursable Expenditures	\$394.00
		Monthly nutrients			
		Total Invoice - 24-16363			\$394.00
	Total 44233				\$394.00
44258				2024 - July - 2nd Council Meeting	
		Invoice - 24-17801			
		Monthly Nutrients #2			
		402-000-000-535-90-00-01		DOE Grant - PW-SWR WQPSNR-2021-LangCo-22310 Reimbursable Expenditures	\$259.00
		Monthly Nutrients #2			
		Total Invoice - 24-17801			\$259.00
	Total 44258				\$259.00
Total Edge Analytical Labs					\$653.00

Vendor	Number	Reference	Account Number	Description	Amount
Erwin Christopher Braden	44234			2024 - July - 1st Council Meeting	
		Invoice - Business License Refund			
			Business License Refund		
			001-000-030-321-99-00-00	Business Licenses/Permits	\$66.00
				Business License Refund	
		Total Invoice - Business License Refund			\$66.00
	Total 44234				\$66.00
Total Erwin Christopher Braden					\$66.00
Facet, Inc.	44235			2024 - July - 1st Council Meeting	
		Invoice - 0055479			
			Environmental services		
			001-000-150-576-80-40-07	Professional Services - Asset Management	\$190.00
				Environmental services	
			306-000-000-594-34-60-01	Capital Grant Expenditures	\$69,616.64
				Environmental services	
			405-000-000-594-34-60-06	CIP W-5 Edgecliff (Furman-Wilkinson) Main	\$4,476.88
				Environmental services	
			408-000-000-594-34-60-03	RR-8 W71-W70 (Al Anderson Rd) LIP 14	\$7,393.23
				Environmental services	
		Total Invoice - 0055479			\$81,676.75
	Total 44235				\$81,676.75
Total Facet, Inc.					\$81,676.75
Flow Plumbing LLC	44259			2024 - July - 2nd Council Meeting	
		Invoice - 7/8/2024 Business license refund			
			Business license refund		
			001-000-030-321-99-00-00	Business Licenses/Permits	\$66.00
				Business license refund	
		Total Invoice - 7/8/2024 Business license refund			\$66.00
	Total 44259				\$66.00
Total Flow Plumbing LLC					\$66.00
Grainger	44236			2024 - July - 1st Council Meeting	
		Invoice - 9163892491			
			Shackle padlock		
			401-000-000-534-80-31-01	Parts, Chemicals & Supplies	\$210.75
				Shackle padlock	
		Total Invoice - 9163892491			\$210.75
	Total 44236				\$210.75

Vendor	Number	Reference	Account Number	Description	Amount
	44260			2024 - July - 2nd Council Meeting	
		Invoice - 9171030746			
			Pet waste bag, 8 oz, pk 20		
			001-000-150-576-80-30-01	Supplies	\$234.28
				Pet waste bag, 8 oz, pk 20	
		Total Invoice - 9171030746			\$234.28
	Total 44260				\$234.28
Total Grainger					\$445.03
Industria Investments, Inc. dba Matt's Import Haven					
	44237			2024 - July - 1st Council Meeting	
		Invoice - 56916			
			Vehicle Service		
			001-000-070-521-20-47-01	Vehicle Maintenance	\$445.20
				Vehicle Service	
		Total Invoice - 56916			\$445.20
	Total 44237				\$445.20
Total Industria Investments, Inc. dba Matt's Import Haven					\$445.20
Island County Treasurer - Prosecuting Attorney					
	44261			2024 - July - 2nd Council Meeting	
		Invoice - 4/01/2024 - 6/30/2024			
			Interlocal Agreement for Misdemeanor Prosecution Services		
			001-000-020-515-91-48-05	Prosecuting Atty Services	\$3,491.76
				Interlocal Agreement for Misdemeanor Prosecution Services	
		Total Invoice - 4/01/2024 - 6/30/2024			\$3,491.76
	Total 44261				\$3,491.76
Total Island County Treasurer - Prosecuting Attorney					\$3,491.76
Island County Treasurer (District Court)					
	44262			2024 - July - 2nd Council Meeting	
		Invoice - 2nd Quarter Joint Expenses			
			2nd Quarter Joint Expenses		
			001-000-020-512-50-48-05	Isl CO Dist Crt/lmc Services	\$7,703.47
				2nd Quarter Joint Expenses	
		Total Invoice - 2nd Quarter Joint Expenses			\$7,703.47
		Invoice - 2nd Quarter Joint Expenses - invoice #2			
			2nd Quarter Joint Expenses - invoice # 2		
			001-000-020-512-50-48-05	Isl CO Dist Crt/lmc Services	\$371.64
				2nd Quarter Joint Expenses - invoice # 2	
		Total Invoice - 2nd Quarter Joint Expenses - invoice #2			\$371.64
	Total 44262				\$8,075.11
Total Island County Treasurer (District Court)					\$8,075.11

Vendor	Number	Reference	Account Number	Description	Amount
Island Disposal Inc	44263			2024 - July - 2nd Council Meeting	
		Invoice - 8151782S144			
			20 Yd Ro Daily long haul, dump fee, 20 Yd roll off-monthly rent		
			001-000-100-518-30-46-01	Utilities-General Government	\$107.11
				20 Yd Ro Daily long haul, dump fee, 20 Yd roll off-monthly rent	
			001-000-150-576-80-46-04	Parks-Utilities/waste Disposal	\$150.47
				20 Yd Ro Daily long haul, dump fee, 20 Yd roll off-monthly rent	
			101-000-000-543-10-47-00	Utilities	\$48.69
				20 Yd Ro Daily long haul, dump fee, 20 Yd roll off-monthly rent	
			104-000-000-536-10-46-01	Utilities-Cemetery	\$38.94
				20 Yd Ro Daily long haul, dump fee, 20 Yd roll off-monthly rent	
			105-000-000-557-30-46-01	Utilities/VIC & R/R	\$433.81
				20 Yd Ro Daily long haul, dump fee, 20 Yd roll off-monthly rent	
			401-000-000-534-10-46-01	Utilities-Water Dept.	\$48.69
				20 Yd Ro Daily long haul, dump fee, 20 Yd roll off-monthly rent	
			402-000-000-535-10-46-01	Utilities-Sewer Dept.	\$97.38
				20 Yd Ro Daily long haul, dump fee, 20 Yd roll off-monthly rent	
			403-000-000-531-10-46-01	Utilities	\$48.69
				20 Yd Ro Daily long haul, dump fee, 20 Yd roll off-monthly rent	
		Total Invoice - 8151782S144			\$973.78
	Total 44263				\$973.78
Total Island Disposal Inc					\$973.78
Kimley-Horn and Associates, Inc.	44264			2024 - July - 2nd Council Meeting	
		Invoice - 28211550			
			Professional services		
			001-000-110-558-70-41-00	Gma/comp Plan/expenses	\$7,715.72
				Professional services	
		Total Invoice - 28211550			\$7,715.72
		Invoice - 28515102			
			Professional services		
			001-000-110-558-70-41-00	Gma/comp Plan/expenses	\$5,163.06
				Professional services	
		Total Invoice - 28515102			\$5,163.06
	Total 44264				\$12,878.78
Total Kimley-Horn and Associates, Inc.					\$12,878.78
Langley United Methodist	44265			2024 - July - 2nd Council Meeting	
		Invoice - August			
			Storage leae		
			001-000-025-518-50-40-01	Storage Space Rental	\$200.00

Vendor	Number	Reference	Account Number	Description	Amount
				Storage lease	
		Total Invoice - August			\$200.00
	Total 44265				\$200.00
Total Langley United Methodist					\$200.00
Les Schwab Tire Centers					
	44238			2024 - July - 1st Council Meeting	
		Invoice - 41300447964			
		Power Battery			
		001-000-150-576-80-47-02		Fleet Maintenance	\$236.08
				Power Battery	
		401-000-000-534-10-47-02		Vehicle Maintenance-Annual	\$236.09
				Power Battery	
		Total Invoice - 41300447964			\$472.17
	Total 44238				\$472.17
Total Les Schwab Tire Centers					\$472.17
NAPA Auto Parts					
	44266			2024 - July - 2nd Council Meeting	
		Invoice - 709534			
		Def fluid for trucks/roadside			
		001-000-150-576-80-40-04		Parks/open Space Maintenance & Improvements	\$41.04
				Def fluid for trucks/roadside	
		Total Invoice - 709534			\$41.04
	Total 44266				\$41.04
Total NAPA Auto Parts					\$41.04
North Central Laboratories					
	44267			2024 - July - 2nd Council Meeting	
		Invoice - 505554			
		Sewer plant supplies			
		402-000-000-535-10-40-04		Sewer Plant Testing	\$819.45
				Sewer plant supplies	
		Total Invoice - 505554			\$819.45
	Total 44267				\$819.45
Total North Central Laboratories					\$819.45

Vendor	Number	Reference	Account Number	Description	Amount
PACE Engineers, Inc.	44239			2024 - July - 1st Council Meeting	
		Invoice - 91978			
			Professional Services		
			001-000-110-558-60-40-01	Professional Fees/Reimbursable - Permit Review	\$121.50
				Professional Services	
			001-000-110-558-60-40-01	Professional Fees/Reimbursable - Permit Review	\$546.75
				Professional Services	
		Total Invoice - 91978			\$668.25
		Invoice - 91979			
			Professional Services		
			401-000-000-534-10-40-02	Engineering Services	\$850.50
				Professional Services	
		Total Invoice - 91979			\$850.50
		Invoice - 91980			
			Professional Services		
			101-000-000-595-65-60-04	Saratoga to DeBruyn	\$6,552.73
				Professional Services	
		Total Invoice - 91980			\$6,552.73
	Total 44239				\$8,071.48
Total PACE Engineers, Inc.					\$8,071.48
Pace, Jeremiah	44240			2024 - July - 1st Council Meeting	
		Invoice - Claim for expense			
			Ferry/meal		
			401-000-000-534-10-42-01	Training Travel/Meals/Lodging	\$40.40
				Ferry/lunch	
		Total Invoice - Claim for expense			\$40.40
	Total 44240				\$40.40
Total Pace, Jeremiah					\$40.40
Peak Sustainability Group	44241			2024 - July - 1st Council Meeting	
		Invoice - 1270			
			Climate Element		
			001-000-110-558-70-41-01	GMA/Comp Plan Climate Element Expenses	\$2,167.50
				Climate Element	
		Total Invoice - 1270			\$2,167.50
	Total 44241				\$2,167.50
44268				2024 - July - 2nd Council Meeting	
		Invoice - 1280			
			Climate Element		
			001-000-110-558-70-41-01	GMA/Comp Plan Climate Element Expenses	\$9,100.25

Vendor	Number	Reference	Account Number	Description	Amount
				Climate Element	
		Total Invoice - 1280			\$9,100.25
	Total 44268				\$9,100.25
Total Peak Sustainability Group					\$11,267.75
Puget Sound Energy					
44269					
				2024 - July - 2nd Council Meeting	
		Invoice - 0042 - 06/24/2024			
		Electricity			
		402-000-000-535-10-46-01		Utilities-Sewer Dept.	\$11.59
				Electricity	
		Total Invoice - 0042 - 06/24/2024			\$11.59
		Invoice - 0863 - 06/24/2024			
		Electricity			
		402-000-000-535-10-46-01		Utilities-Sewer Dept.	\$34.23
				Electricity	
		Total Invoice - 0863 - 06/24/2024			\$34.23
		Invoice - 0964 -06/21/2024			
		Electricity			
		105-000-000-557-30-46-01		Utilities/VIC & R/R	\$80.18
				Electricity	
		Total Invoice - 0964 -06/21/2024			\$80.18
		Invoice - 1532 - 06/24/2024			
		Electricity			
		101-000-000-542-63-46-01		Street Lighting Utilities	\$43.88
				Electricity	
		Total Invoice - 1532 - 06/24/2024			\$43.88
		Invoice - 1760 - 06/24/2024			
		Electricity			
		001-000-150-576-80-46-04		Parks-Utilities/waste Disposal	\$20.52
				Electricity	
		Total Invoice - 1760 - 06/24/2024			\$20.52
		Invoice - 2896 - 06/24/2024			
		Electricity			
		001-000-100-518-30-46-01		Utilities-General Government	\$295.28
				Electricity	
		Total Invoice - 2896 - 06/24/2024			\$295.28
		Invoice - 3304 - 06/24/2024			
		Electricity			
		402-000-000-535-10-46-01		Utilities-Sewer Dept.	\$395.13
				Electricity	
		Total Invoice - 3304 - 06/24/2024			\$395.13

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Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 3338 - 06/24/2024			
		Electricity			
			001-000-150-576-80-46-04	Parks-Utilities/waste Disposal	\$174.08
			Electricity		
		Total Invoice - 3338 - 06/24/2024			\$174.08
		Invoice - 3859 - 06/24/2024			
		Electricity			
			402-000-000-535-10-46-01	Utilities-Sewer Dept.	\$40.01
			Electricity		
		Total Invoice - 3859 - 06/24/2024			\$40.01
		Invoice - 5060 - 06/25/2024			
		Electricity			
			401-000-000-534-10-46-01	Utilities-Water Dept.	\$108.68
			Electricity		
		Total Invoice - 5060 - 06/25/2024			\$108.68
		Invoice - 6751 - 06/28/2024			
		Electricity			
			402-000-000-535-10-43-01	Sewer-Utilities/Waste Disposal	\$2,743.00
			Electricity		
		Total Invoice - 6751 - 06/28/2024			\$2,743.00
		Invoice - 7646 - 06/21/2024			
		Electricity			
			401-000-000-534-10-46-01	Utilities-Water Dept.	\$136.89
			Electricity		
		Total Invoice - 7646 - 06/21/2024			\$136.89
		Invoice - 8083 - 06/24/2024			
		Electricity			
			402-000-000-535-10-46-01	Utilities-Sewer Dept.	\$444.63
			Electricity		
		Total Invoice - 8083 - 06/24/2024			\$444.63
		Invoice - 8113 - 06/28/2024			
		Electricity			
			401-000-000-534-10-46-01	Utilities-Water Dept.	\$26.45
			Electricity		
		Total Invoice - 8113 - 06/28/2024			\$26.45
		Invoice - 8593 - 07/05/2024			
		Electricity			
			101-000-000-542-63-46-01	Street Lighting Utilities	\$31.82
			Electricity		
		Total Invoice - 8593 - 07/05/2024			\$31.82
		Invoice - 8745 -06/21/2024			
		Electricity			
			401-000-000-534-10-46-01	Utilities-Water Dept.	\$1,102.51
			Electricity		
		Total Invoice - 8745 -06/21/2024			\$1,102.51

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 8978 - 06/24/2024			
			Electricity		
			001-000-150-576-80-46-04	Parks-Utilities/waste Disposal	\$17.85
			Electricity		
		Total Invoice - 8978 - 06/24/2024			\$17.85
		Invoice - 9941 - 06/21/2024			
			Electricity		
			101-000-000-542-63-46-01	Street Lighting Utilities	\$18.12
			Electricity		
		Total Invoice - 9941 - 06/21/2024			\$18.12
	Total 44269				\$5,724.85
Total Puget Sound Energy					\$5,724.85
Queen City Heating & Cooling, LLC	44242			2024 - July - 1st Council Meeting	
		Invoice-Business License Refund			
			Business license refund		
			001-000-030-321-99-00-00	Business Licenses/Permits	\$66.00
			Business license refund		
		Total Invoice-Business License Refund			\$66.00
	Total 44242				\$66.00
Total Queen City Heating & Cooling, LLC					\$66.00
Quill Corporation	44243			2024 - July - 1st Council Meeting	
		Invoice - 38985409			
			Paper		
			001-000-000-511-60-40-02	Professional Services - ADMIN Shared Cost	\$5.30
			Paper		
			001-000-006-511-60-40-01	Professional Services - ADMIN Shared Cost	\$2.12
			Paper		
			001-000-010-513-10-40-01	Professional Services - ADMIN Shared Cost	\$8.48
			Paper		
			001-000-015-513-10-40-01	Professional Services - ADMIN Shared Cost	\$15.91
			Paper		
			001-000-025-518-90-30-02	Professional Services - Admin Shared Cost	\$5.30
			Paper		
			001-000-030-514-20-40-02	Professional Services - ADMIN Shared Cost	\$15.91
			Paper		
			001-000-035-541-99-30-00	Professional Services - ADMIN Shared Cost	\$5.30
			Paper		
			001-000-070-521-20-40-01	Professional Services - ADMIN Shared Cost	\$10.61
			Paper		
			001-000-110-558-60-40-00	Professional Services - ADMIN Shared Cost	\$21.21
			Paper		

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Vendor	Number	Reference	Account Number	Description	Amount
			001-000-120-558-50-40-00 Paper	Professional Services - ADMIN Shared Cost	\$21.21
			001-000-150-576-80-40-00 Paper	Professional Services - ADMIN Shared Cost	\$15.91
			101-000-000-543-10-40-01 Paper	Professional Services - ADMIN Shared Cost	\$21.21
			104-000-000-536-10-40-00 Paper	Professional Services - ADMIN Shared Cost	\$4.24
			105-000-000-557-30-40-00 Paper	Professional Services - ADMIN Shared Cost	\$4.24
			401-000-000-534-10-40-01 Paper	Professional Services - ADMIN Shared Cost	\$18.04
			402-000-000-535-10-40-01 Paper	Professional Services - ADMIN Shared Cost	\$21.21
			403-000-000-531-10-40-01 Paper	Professional Services - ADMIN Shared Cost	\$15.91
			Total Invoice - 38985409		\$212.11
			Invoice - 39133751		
			Supplies-Meredith		
			001-000-110-558-70-41-00 Supplies-Meredith	Gma/comp Plan/expenses	\$32.17
			Total Invoice - 39133751		\$32.17
			Invoice - 39134303		
			Supplies-Meredith		
			001-000-110-558-70-41-00 Supplies-Meredith	Gma/comp Plan/expenses	\$12.61
			Total Invoice - 39134303		\$12.61
			Total 44243		\$256.89
Total Quill Corporation					\$256.89
Sebo's DO IT Center					
44244					
			2024 - July - 1st Council Meeting		
			Invoice - A1603263		
			Husq Blade 21"		
			001-000-150-576-80-40-04 Husq Blade 21"	Parks/open Space Maintenance & Improvements	\$35.89
			Total Invoice - A1603263		\$35.89
			Invoice - A1603646		
			Nuts and bolts		
			402-000-000-535-10-47-01 Nuts and bolts	Repairs & Maintenance	\$10.86
			Total Invoice - A1603646		\$10.86
			Invoice - A1604751		
			Nuts and bolts		
			001-000-150-576-80-40-01 Nuts and bolts	Tree Cutting	\$10.77

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Vendor	Number	Reference	Account Number	Description	Amount
			402-000-000-535-10-47-01	Repairs & Maintenance	\$7.16
				Nuts and bolts	
		Total Invoice - A1604751			\$17.93
		Invoice - B1372378			
			Misc hardware		
			402-000-000-535-10-47-01	Repairs & Maintenance	\$3.58
				Misc hardware	
		Total Invoice - B1372378			\$3.58
	Total 44244				\$68.26
Total Sebo's DO IT Center					\$68.26
Seinergy LLC	44245				
				2024 - July - 1st Council Meeting	
		Invoice - 1276			
			Project Coordination		
			001-000-100-334-04-20-02	WA Dept of Comm Solar Plus Storage	\$10,280.00
				Project Coordination	
		Total Invoice - 1276			\$10,280.00
	Total 44245				\$10,280.00
Total Seinergy LLC					\$10,280.00
Sound Maintenance Services Inc	44270				
				2024 - July - 2nd Council Meeting	
		Invoice - 140396			
			Janitorial service		
			105-000-000-557-30-40-03	Contract Services (R&R, Chamber 1%, County)	\$1,998.00
				Janitorial service	
		Total Invoice - 140396			\$1,998.00
	Total 44270				\$1,998.00
Total Sound Maintenance Services Inc					\$1,998.00
Sound Publishing Inc	44246				
				2024 - July - 1st Council Meeting	
		Invoice - 8110111			
			Accounting clerk ad-2023 Balance		
			001-000-030-514-20-40-02	Professional Services - ADMIN Shared Cost	\$57.25
				Accounting clerk ad	
		Total Invoice - 8110111			\$57.25
	Total 44246				\$57.25
Total Sound Publishing Inc					\$57.25

Vendor	Number	Reference	Account Number	Description	Amount
South Whidbey School Dist. #206	44271			2024 - July - 2nd Council Meeting	
		Invoice - Langley-2024-10			
		Fuel			
		001-000-070-521-20-31-02		Fuel	\$728.34
				Fuel	
		001-000-150-576-80-31-02		Fuel	\$75.05
				Fuel	
		101-000-000-544-90-31-02		Fuel & Maintenance	\$75.05
				Fuel	
		104-000-000-536-10-32-01		Fuel	\$52.46
				Fuel	
		401-000-000-534-10-31-02		Fuel	\$85.01
				Fuel	
		402-000-000-535-10-31-02		Fuel	\$255.77
				Fuel	
		403-000-000-531-10-31-02		Fuel	\$107.60
				Fuel	
		Total Invoice - Langley-2024-10			\$1,379.28
	Total 44271				\$1,379.28
Total South Whidbey School Dist. #206					\$1,379.28
Town of Coupeville	44272			2024 - July - 2nd Council Meeting	
		Invoice - 1243			
		Shared time employee			
		001-000-120-558-50-40-02		Bldg. Official/inspections	\$2,544.00
				Shared time employee	
		Total Invoice - 1243			\$2,544.00
	Total 44272				\$2,544.00
Total Town of Coupeville					\$2,544.00
United Business Machines	44247			2024 - July - 1st Council Meeting	
		Invoice - INV519381			
		B/W-Color Prints			
		001-000-000-511-60-40-02		Professional Services - ADMIN Shared Cost	\$5.30
				B/W-Color Prints	
		001-000-006-511-60-40-01		Professional Services - ADMIN Shared Cost	\$2.65
				B/W-Color Prints	
		001-000-010-513-10-40-01		Professional Services - ADMIN Shared Cost	\$2.65
				B/W-Color Prints	
		001-000-015-513-10-40-01		Professional Services - ADMIN Shared Cost	\$10.60
				B/W-Color Prints	
		001-000-025-518-90-30-10		Professional Services - Contract - Grant Eligible	\$2.65
				B/W-Color Prints	

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Vendor	Number	Reference	Account Number	Description	Amount
			001-000-030-514-20-40-02	Professional Services - ADMIN Shared Cost	\$10.60
			B/W-Color Prints		
			001-000-035-541-99-30-00	Professional Services - ADMIN Shared Cost	\$1.59
			B/W-Color Prints		
			001-000-070-521-20-40-01	Professional Services - ADMIN Shared Cost	\$1.06
			B/W-Color Prints		
			001-000-110-558-60-40-00	Professional Services - ADMIN Shared Cost	\$10.60
			B/W-Color Prints		
			001-000-120-558-50-40-00	Professional Services - ADMIN Shared Cost	\$10.60
			B/W-Color Prints		
			001-000-150-576-80-40-00	Professional Services - ADMIN Shared Cost	\$2.65
			B/W-Color Prints		
			101-000-000-543-10-40-01	Professional Services - ADMIN Shared Cost	\$7.95
			B/W-Color Prints		
			104-000-000-536-10-40-00	Professional Services - ADMIN Shared Cost	\$2.65
			B/W-Color Prints		
			105-000-000-557-30-40-00	Professional Services - ADMIN Shared Cost	\$5.30
			B/W-Color Prints		
			401-000-000-534-10-40-01	Professional Services - ADMIN Shared Cost	\$10.60
			B/W-Color Prints		
			402-000-000-535-10-40-01	Professional Services - ADMIN Shared Cost	\$13.25
			B/W-Color Prints		
			403-000-000-531-10-40-01	Professional Services - ADMIN Shared Cost	\$5.33
			B/W-Color Prints		
			Total Invoice - INV519381		\$106.03
			Total 44247		\$106.03
			44273		
			2024 - July - 2nd Council Meeting		
			Invoice - INV517698		
			Copies		
			001-000-000-511-60-40-02	Professional Services - ADMIN Shared Cost	\$3.41
			001-000-006-511-60-40-01	Professional Services - ADMIN Shared Cost	\$1.70
			001-000-010-513-10-40-01	Professional Services - ADMIN Shared Cost	\$1.70
			001-000-015-513-10-40-01	Professional Services - ADMIN Shared Cost	\$6.81
			001-000-025-518-90-30-10	Professional Services - Contract - Grant Eligible	\$1.70
			001-000-030-514-20-40-02	Professional Services - ADMIN Shared Cost	\$6.81
			001-000-035-541-99-30-00	Professional Services - ADMIN Shared Cost	\$1.02
			001-000-070-521-20-40-01	Professional Services - ADMIN Shared Cost	\$0.68
			001-000-110-558-60-40-00	Professional Services - ADMIN Shared Cost	\$6.81
			001-000-120-558-50-40-00	Professional Services - ADMIN Shared Cost	\$6.81
			001-000-150-576-80-40-00	Professional Services - ADMIN Shared Cost	\$1.70
			101-000-000-543-10-40-01	Professional Services - ADMIN Shared Cost	\$5.11
			104-000-000-536-10-40-00	Professional Services - ADMIN Shared Cost	\$1.70
			105-000-000-557-30-40-00	Professional Services - ADMIN Shared Cost	\$3.41
			401-000-000-534-10-40-01	Professional Services - ADMIN Shared Cost	\$6.81
			402-000-000-535-10-40-01	Professional Services - ADMIN Shared Cost	\$8.52

Vendor	Number	Reference	Account Number	Description	Amount
			403-000-000-531-10-40-01	Professional Services - ADMIN Shared Cost	\$3.44
		Total Invoice - INV517698			\$68.14
	Total 44273				\$68.14
Total United Business Machines					\$174.17
UST GENERAL YARD WORK ATTN: Zacarias DeJesus Alvarez					
	44274			2024 - July - 2nd Council Meeting	
		Invoice - INV-1795			
			Mowing, trim, blowing		
			104-000-000-536-10-40-03	Contract Maintenance	\$1,196.80
			Mowing, trim, blowing		
		Total Invoice - INV-1795			\$1,196.80
	Total 44274				\$1,196.80
Total UST GENERAL YARD WORK ATTN: Zacarias DeJesus Alvarez					\$1,196.80
Utilities Underground					
	44275			2024 - July - 2nd Council Meeting	
		Invoice - 4060175			
			Excavation notifications for the month: 9		
			402-000-000-535-10-46-01	Utilities-Sewer Dept.	\$14.13
			Excavation notifications for the month: 9		
		Total Invoice - 4060175			\$14.13
	Total 44275				\$14.13
Total Utilities Underground					\$14.13
VISA					
	44279			2024 - July - 2nd Council Meeting	
		Invoice - 3072 - Wasser - June			
			Adobe/travel/Amazon		
			001-000-070-521-20-30-01	Supplies-Printing	\$260.99
			Adobe		
			001-000-070-521-20-32-03	Small Equipment Police	\$515.10
			Amazon		
			001-000-070-521-20-42-01	Travel Transportation/Meals/Lodging	\$32.60
			ferry		
			001-000-070-521-20-42-01	Travel Transportation/Meals/Lodging	\$13.30
			ferry		
		Total Invoice - 3072 - Wasser - June			\$821.99
		Invoice - 3732 - Horstman - June			
			Postage/Supplies/Business Cards/Zoom		
			001-000-000-511-60-40-02	Professional Services - ADMIN Shared Cost	\$1.36
			Postage		
			001-000-000-511-60-40-02	Professional Services - ADMIN Shared Cost	\$1.09
			Zoom		

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Vendor	Number	Reference	Account Number	Description	Amount
			001-000-006-511-60-40-01	Professional Services - ADMIN Shared Cost	\$10.86
			Zoom		
			001-000-006-511-60-40-01	Professional Services - ADMIN Shared Cost	\$0.68
			Postage		
			001-000-010-513-10-40-01	Professional Services - ADMIN Shared Cost	\$8.70
			Zoom		
			001-000-010-513-10-40-01	Professional Services - ADMIN Shared Cost	\$5.44
			Postage		
			001-000-015-513-10-40-01	Professional Services - ADMIN Shared Cost	\$10.20
			Postage		
			001-000-015-513-10-40-01	Professional Services - ADMIN Shared Cost	\$8.70
			Zoom		
			001-000-025-518-90-30-02	Professional Services - Admin Shared Cost	\$1.09
			Zoom		
			001-000-025-518-90-30-02	Professional Services - Admin Shared Cost	\$3.40
			Postage		
			001-000-030-514-20-30-01	Supplies	\$26.09
			Business cards		
			001-000-030-514-20-40-02	Professional Services - ADMIN Shared Cost	\$1.31
			Zoom		
			001-000-030-514-20-40-02	Professional Services - ADMIN Shared Cost	\$10.20
			Postage		
			001-000-035-541-99-30-00	Professional Services - ADMIN Shared Cost	\$20.00
			Passport fee-supplies		
			001-000-035-541-99-30-00	Professional Services - ADMIN Shared Cost	\$3.40
			Postage		
			001-000-070-521-20-40-01	Professional Services - ADMIN Shared Cost	\$4.08
			Postage		
			001-000-070-521-20-40-01	Professional Services - ADMIN Shared Cost	\$1.31
			Zoom		
			001-000-110-558-60-40-00	Professional Services - ADMIN Shared Cost	\$0.87
			Zoom		
			001-000-110-558-60-40-00	Professional Services - ADMIN Shared Cost	\$13.60
			Postage		
			001-000-120-558-50-40-00	Professional Services - ADMIN Shared Cost	\$13.60
			Postage		
			001-000-120-558-50-40-00	Professional Services - ADMIN Shared Cost	\$0.87
			Zoom		
			001-000-150-576-80-40-00	Professional Services - ADMIN Shared Cost	\$10.20
			Postage		
			001-000-150-576-80-40-00	Professional Services - ADMIN Shared Cost	\$0.87
			Zoom		
			101-000-000-543-10-40-01	Professional Services - ADMIN Shared Cost	\$13.60
			Postage		
			101-000-000-543-10-40-01	Professional Services - ADMIN Shared Cost	\$0.87
			Zoom		

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Vendor	Number	Reference	Account Number	Description	Amount
			104-000-000-536-10-40-00	Professional Services - ADMIN Shared Cost	\$2.72
			Postage		
			104-000-000-536-10-40-00	Professional Services - ADMIN Shared Cost	\$1.31
			Zoom		
			105-000-000-557-30-40-00	Professional Services - ADMIN Shared Cost	\$2.72
			Postage		
			105-000-000-557-30-40-00	Professional Services - ADMIN Shared Cost	\$2.18
			Zoom		
			401-000-000-534-10-40-01	Professional Services - ADMIN Shared Cost	\$1.31
			Zoom		
			401-000-000-534-10-40-01	Professional Services - ADMIN Shared Cost	\$13.60
			Postage		
			402-000-000-535-10-40-01	Professional Services - ADMIN Shared Cost	\$1.31
			Zoom		
			402-000-000-535-10-40-01	Professional Services - ADMIN Shared Cost	\$17.00
			Postage		
			403-000-000-531-10-40-01	Professional Services - ADMIN Shared Cost	\$0.87
			Zoom		
			403-000-000-531-10-40-01	Professional Services - ADMIN Shared Cost	\$10.20
			Postage		
			Total Invoice - 3732 - Horstman - June		\$225.61
			Invoice - 5839 - Perry - June		
			Training travel/meal/GateDepot/Adobe		
			001-000-000-511-60-40-02	Professional Services - ADMIN Shared Cost	\$0.54
			Adobe		
			001-000-006-511-60-40-01	Professional Services - ADMIN Shared Cost	\$5.44
			Adobe		
			001-000-010-513-10-40-01	Professional Services - ADMIN Shared Cost	\$4.35
			Adobe		
			001-000-015-513-10-40-01	Professional Services - ADMIN Shared Cost	\$4.35
			Adobe		
			001-000-025-518-90-30-02	Professional Services - Admin Shared Cost	\$0.53
			Adobe		
			001-000-030-514-20-40-02	Professional Services - ADMIN Shared Cost	\$0.65
			Adobe		
			001-000-070-521-20-40-01	Professional Services - ADMIN Shared Cost	\$0.65
			Adobe		
			001-000-110-558-60-40-00	Professional Services - ADMIN Shared Cost	\$0.44
			Adobe		
			001-000-120-558-50-40-00	Professional Services - ADMIN Shared Cost	\$0.44
			Adobe		
			001-000-150-576-80-40-00	Professional Services - ADMIN Shared Cost	\$0.44
			Adobe		
			101-000-000-543-10-40-01	Professional Services - ADMIN Shared Cost	\$0.44
			Adobe		

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Vendor	Number	Reference	Account Number	Description	Amount
			104-000-000-536-10-40-00 Adobe	Professional Services - ADMIN Shared Cost	\$0.65
			105-000-000-557-30-40-00 Adobe	Professional Services - ADMIN Shared Cost	\$1.09
			401-000-000-534-10-40-01 Adobe	Professional Services - ADMIN Shared Cost	\$0.65
			401-000-000-534-10-42-01 Meal	Training Travel/Meals/Lodging	\$13.56
			401-000-000-534-10-42-01 Training travel	Training Travel/Meals/Lodging	\$13.30
			401-000-000-534-10-42-01 Training travel	Training Travel/Meals/Lodging	\$13.30
			402-000-000-535-10-40-01 Adobe	Professional Services - ADMIN Shared Cost	\$0.65
			402-000-000-535-10-47-01 Gate Depot	Repairs & Maintenance	\$207.03
			403-000-000-531-10-40-01 Adobe	Professional Services - ADMIN Shared Cost	\$0.44
Total Invoice - 5839 - Perry - June					\$268.94
Invoice - 5847 - Penny - June					
Drewslist/Mailchimp/Feather & Fox print					
			001-000-000-511-60-40-02 Mailchimp	Professional Services - ADMIN Shared Cost	\$1.22
			001-000-006-511-60-40-01 Mailchimp	Professional Services - ADMIN Shared Cost	\$12.24
			001-000-010-513-10-40-01 Mailchimp	Professional Services - ADMIN Shared Cost	\$9.79
			001-000-015-513-10-40-01 Mailchimp	Professional Services - ADMIN Shared Cost	\$9.79
			001-000-025-518-90-30-02 Mailchimp	Professional Services - Admin Shared Cost	\$1.22
			001-000-030-514-20-40-02 Mailchimp	Professional Services - ADMIN Shared Cost	\$1.47
			001-000-070-521-20-40-01 Mailchimp	Professional Services - ADMIN Shared Cost	\$1.47
			001-000-110-558-60-40-00 Mailchimp	Professional Services - ADMIN Shared Cost	\$0.98
			001-000-110-558-70-41-00 Drewslist	Gma/comp Plan/expenses	\$25.00
			001-000-110-558-70-41-00 Banner and map	Gma/comp Plan/expenses	\$76.16
			001-000-120-558-50-40-00 Mailchimp	Professional Services - ADMIN Shared Cost	\$0.98
			001-000-150-576-80-40-00 Mailchimp	Professional Services - ADMIN Shared Cost	\$0.98

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Vendor	Number	Reference	Account Number	Description	Amount
			101-000-000-543-10-40-01	Professional Services - ADMIN Shared Cost	\$0.98
			Mailchimp		
			104-000-000-536-10-40-00	Professional Services - ADMIN Shared Cost	\$1.47
			Mailchimp		
			105-000-000-557-30-40-00	Professional Services - ADMIN Shared Cost	\$2.45
			Mailchimp		
			401-000-000-534-10-40-01	Professional Services - ADMIN Shared Cost	\$1.47
			Mailchimp		
			402-000-000-535-10-40-01	Professional Services - ADMIN Shared Cost	\$1.47
			Mailchimp		
			403-000-000-531-10-40-01	Professional Services - ADMIN Shared Cost	\$0.98
			Mailchimp		
			Total Invoice - 5847 - Penny - June		\$150.12
	Total 44279				\$1,466.66
Total VISA					\$1,466.66
Vision Municipal Solutions					
44276					
			2024 - July - 2nd Council Meeting		
			Invoice - 09-14629		
			Annual subscription		
			001-000-180-594-14-64-02	Vision / Software Maintenance	\$2,640.00
				Annual subscription	
			Total Invoice - 09-14629		\$2,640.00
	Total 44276				\$2,640.00
Total Vision Municipal Solutions					\$2,640.00
Wa. Assoc. of Sheriffs &					
44277					
			2024 - July - 2nd Council Meeting		
			Invoice - INV032021		
			Full conference registration		
			001-000-070-521-20-42-02	Training Registration Cost	\$400.00
				Full conference registration	
			Total Invoice - INV032021		\$400.00
	Total 44277				\$400.00
Total Wa. Assoc. of Sheriffs &					\$400.00
Whidbey Printers					
44248					
			2024 - July - 1st Council Meeting		
			Invoice - 52640		
			Window envelopes		
			001-000-000-511-60-40-02	Professional Services - ADMIN Shared Cost	\$12.24
				Window envelopes	
			001-000-006-511-60-40-01	Professional Services - ADMIN Shared Cost	\$4.90
				Window envelopes	
			001-000-010-513-10-40-01	Professional Services - ADMIN Shared Cost	\$19.59
				Window envelopes	

CITY OF LANGLEY
COUNCIL MEETING PACKET
8/5/2024

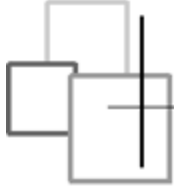
Vendor	Number	Reference	Account Number	Description	Amount
			001-000-015-513-10-40-01	Professional Services - ADMIN Shared Cost Window envelopes	\$36.73
			001-000-025-518-90-30-02	Professional Services - Admin Shared Cost Window envelopes	\$12.24
			001-000-030-514-20-40-02	Professional Services - ADMIN Shared Cost Window envelopes	\$36.73
			001-000-035-541-99-30-00	Professional Services - ADMIN Shared Cost Window envelopes	\$12.24
			001-000-070-521-20-40-01	Professional Services - ADMIN Shared Cost Window envelopes	\$24.49
			001-000-110-558-60-40-00	Professional Services - ADMIN Shared Cost Window envelopes	\$48.98
			001-000-120-558-50-40-00	Professional Services - ADMIN Shared Cost Window envelopes	\$48.98
			001-000-150-576-80-40-00	Professional Services - ADMIN Shared Cost Window envelopes	\$36.73
			101-000-000-543-10-40-01	Professional Services - ADMIN Shared Cost Window envelopes	\$48.98
			104-000-000-536-10-40-00	Professional Services - ADMIN Shared Cost Window envelopes	\$9.80
			105-000-000-557-30-40-00	Professional Services - ADMIN Shared Cost Window envelopes	\$9.80
			401-000-000-534-10-40-01	Professional Services - ADMIN Shared Cost Window envelopes	\$41.63
			402-000-000-535-10-40-01	Professional Services - ADMIN Shared Cost Window envelopes	\$48.98
			403-000-000-531-10-40-01	Professional Services - ADMIN Shared Cost Window envelopes	\$36.71
			Total Invoice - 52640		\$489.75
	Total 44248				\$489.75
Total Whidbey Printers					\$489.75
Whidbey Telecom					
	44278				
				2024 - July - 2nd Council Meeting	
			Invoice - 107701 - 07/01/2024		
			Phone service		
			001-000-100-518-30-46-01	Utilities-General Government	\$120.00
				Phone service	
			Total Invoice - 107701 - 07/01/2024		\$120.00
			Invoice - 117026 - 07/01/2024		
			Phone service		
			001-000-100-518-30-46-01	Utilities-General Government	\$946.20
				Phone service	
			Total Invoice - 117026 - 07/01/2024		\$946.20

CITY OF LANGLEY
COUNCIL MEETING PACKET
8/5/2024

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 117031 - 07/01/2024			
			Phone service		
			001-000-100-518-30-46-01	Utilities-General Government	\$44.55
			Phone service		
		Total Invoice - 117031 - 07/01/2024			\$44.55
		Invoice - 117032 - 07/01/2024			
			Phone service		
			001-000-070-521-20-46-01	Utilities	\$222.48
			Phone service		
		Total Invoice - 117032 - 07/01/2024			\$222.48
		Invoice - 117034 -07/01/2024			
			Phone service		
			401-000-000-534-10-46-01	Utilities-Water Dept.	\$52.53
			Phone service		
		Total Invoice - 117034 -07/01/2024			\$52.53
		Invoice - 117035 - 07/01/2024			
			Phone service		
			402-000-000-535-10-46-01	Utilities-Sewer Dept.	\$51.50
			Phone service		
		Total Invoice - 117035 - 07/01/2024			\$51.50
		Invoice - 117037 - 07/01/2024			
			Phone service		
			402-000-000-535-10-46-01	Utilities-Sewer Dept.	\$45.69
			Phone service		
		Total Invoice - 117037 - 07/01/2024			\$45.69
		Invoice - 118627 - 07/01/2024			
			Phone service		
			402-000-000-535-10-46-01	Utilities-Sewer Dept.	\$81.40
			Phone service		
		Total Invoice - 118627 - 07/01/2024			\$81.40
		Invoice - 178633 - 07/01/2024			
			Phone service		
			402-000-000-535-10-46-01	Utilities-Sewer Dept.	\$38.09
			Phone service		
		Total Invoice - 178633 - 07/01/2024			\$38.09
	Total 44278				\$1,602.44
Total Whidbey Telecom					\$1,602.44
Whidbey Weekly LLC					
44249					
		2024 - July - 1st Council Meeting			
		Invoice - 18338			
			Printing & postage		
			401-000-000-534-20-40-05	Water Conservation Program	\$1,088.67

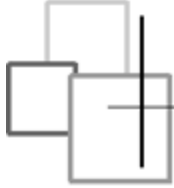
CITY OF LANGLEY
 COUNCIL MEETING PACKET
 8/5/2024

Vendor	Number	Reference	Account Number	Description	Amount
				Printing & postage	
		Total Invoice - 18338			\$1,088.67
	Total 44249				\$1,088.67
Total Whidbey Weekly LLC					\$1,088.67
Grand Total		Vendor Count	45		\$173,972.47



Payroll Register

Number	Name	Fiscal Description	Cleared	Amount
<u>44250</u>	Chapter 13 Trustee	2024 - July - July Manual	7/23/2024	\$875.00
<u>44252</u>	Health Care Authority	2024 - July - July Manual	7/23/2024	\$30,015.74
<u>44280</u>	Chapter 13 Trustee	2024 - July - July Manual	7/25/2024	\$875.00
<u>7.10.24 L & I EFT Q2-2024</u>	DEPT OF LABOR & INDUST	2024 - July - July Manual	7/11/2024	\$7,547.98
<u>7.11.24 EFT ESD Q2-2024</u>	EMPLOYMENT SECURITY DEPT	2024 - July - July Manual	7/11/2024	\$994.90
<u>7.18.24 EFTPS-IRS 7.1-</u> <u>7.15</u>	City of Langley	2024 - July - July Manual	7/18/2024	\$13,086.01
<u>7.2.24 EFTPS-IRS 6/16-</u> <u>6/30</u>	City of Langley	2024 - July - July Manual	7/8/2024	\$13,533.19
<u>7.22.24 DRS ACH 7.1-</u> <u>7.15</u>	DEPT OF RETIREMENT	2024 - July - July Manual	7/24/2024	\$7,951.72
<u>7.5.24 EFT DRS 6.16-6.30</u>	DEPT OF RETIREMENT	2024 - July - July Manual	7/8/2024	\$8,306.64
<u>7.9.24 ACH ESD-LTC Q2-</u> <u>24</u>	Employment Security Department LTC	2024 - July - July Manual		\$1,816.45
<u>7.9.24 ACH ESD-PFML</u> <u>Q2-2024</u>	Employment Security Dept PFML	2024 - July - July Manual		\$1,775.15
				\$86,777.78



Payroll Register

Number	Name	Fiscal Description	Cleared	Amount
<u>44251</u>	AFLAC WORLDWIDE HEADQTRS	2024 - July - 2nd Council Meeting		\$159.08
<u>44281</u>	National Fraternal Order of Police	2024 - July - 2nd Council Meeting	7/25/2024	\$226.50
				\$385.58



Direct Deposit Activity

Name	Social Security #	Bank Name	Account Number	Type	Amount
Direct Deposit Run - 7/1/2024			7/3/2024		
Abraham, Kristen Miller					\$2,062.23
Bobis, Harolynne N					\$45.62
Carlson, Chris					\$114.05
Cattand, Alexis					\$1,799.92
Cyr, Craig					\$114.05
Durr, Robert J.					\$2,289.86
Fleming, Gail T					\$45.62
Grone, Wanda J					\$3,237.44
Grove, Timothy J.					\$2,503.23
Gubata, Allison C					\$1,721.83
Hamilton, Bryan E.					\$2,186.73
Hathaway, Nicholas G					\$2,295.46
Herzberg, Robert					\$561.13
Horstman, Krista Kennedy N					\$456.21
Liggitt, Charles E.					\$2,704.74
Marks, Joshua W.					\$1,704.01
McDivitt, Tara J					\$1,673.75
Pace, Jeremiah J.					\$1,636.87
Penny, Meredith B					\$2,903.10
Perry, Randi M.					\$2,946.73
Proffitt, Austin L					\$2,223.18
Salerno, Rhonda A					\$45.62
Uculmana, Eyleen Carolyn					\$1,856.22
Wasser, Tavier					\$3,174.80
					\$40,302.40
Direct Deposit Run - 7/16/2024			7/17/2024		
Abraham, Kristen Miller					\$1,876.90
Cattand, Alexis					\$1,970.59
Durr, Robert J.					\$2,302.76
Grone, Wanda J					\$3,237.44
Grove, Timothy J.					\$2,649.76
Gubata, Allison C					\$160.33
Hamilton, Bryan E.					\$2,230.79
Hathaway, Nicholas G					\$2,056.90

2024-08-02

CITY OF LANGLEY
COUNCIL MEETING PACKET
8/5/2024

Herzberg, Robert	\$684.69
Horstman, Krista Kennedy N	\$456.21
Liggitt, Charles E.	\$2,446.62
Marks, Joshua W.	\$2,025.66
McDivitt, Tara J	\$1,842.78
Pace, Jeremiah J.	\$1,741.35
Penny, Meredith B	\$2,903.10
Perry, Randi M.	\$2,946.73
Proffitt, Austin L	\$2,390.88
Uculmana, Eyleen Carolyn	\$1,968.66
Wasser, Tavier	\$3,174.80
	\$39,066.95
	\$79,369.35



CITY OF LANGLEY

DRAFT COUNCIL MINUTES

Monday, July 15, 2024, 5:30 pm

City Hall, 112 Second Street, Langley, WA 98260

And via Zoom. Recording may be found at:

<https://www.langleywa.org/GMT20240716-003020> Recording.m4a

1. CALL TO ORDER at 5:30 pm by Mayor Kennedy Horstman

- a. Opening words
- b. Moment of Silence
- c. Roll Call

City officials in attendance: Mayor Kennedy Horstman, Councilmember Harolynne Bobis, Councilmember Chris Carlson, Councilmember Craig Cyr, Councilmember Gail Fleming

Absent: Councilmember Rhonda Salerno

Staff in attendance: Wanda Grone, Director of Finance; Meredith Penny, Director of Community Planning; Randi Perry, Director of Public Works; Tavier Wasser, Chief of Police; Kristen Abraham, Interim Deputy Clerk

2. CONSENT AGENDA (The CONSENT AGENDA consists of routine items that normally do not require further Council discussion) **(0:03:30)**

- a. Approval of Commission Meeting Minutes posted since previous Council Meeting
- b. Minutes of 7/1/2024 Council Meetings
- c. Liquor License – No objection – Whidbey Children’s Theatre
- d. Interlocal Agreement – Island County (outfall work)
- e. Bench Donation to Generation Park

Motion to adopt Consent Agenda as presented

Motion: Councilmember Craig Cyr

2nd: Councilmember Harolynne Bobis

Motion passed unanimously (4-0)

3. APPROVAL OF AGENDA (0:03:54)

Motion to adopt Agenda as presented

Motion: Councilmember Craig Cyr

2nd: Councilmember Harolynne Bobis

Motion passed unanimously (Salerno absent)

4. PUBLIC COMMENT PERIOD (0:05:27)

- John Saunders spoke about Generations Place.
- Mike Gallion spoke about housing at the Fairgrounds.
- Kayley Costello, Library Manager, gave an update on the progress of the Langley Library renovations.

5. PRESENTATION/GUEST SPEAKER/COMMISSION REPORTS

- a. Langley Chamber of Commerce Quarterly Report, Nicole Whittington-Johnson (0:12:45)

A highlight reel of the June 6 drone show, “Langley Lights the Night,” was shown to the audience: <https://youtu.be/ujn4UoOcNWY?si=NCeI4zfcy5GthMZ5>. The report follows these minutes.

- b. Climate Element Presentation, Director Penny and Peak Sustainability Group (0:28:00)

Katie Cote of Peak Sustainability Group shared the Climate Element Presentation. While a few questions were answered, more time will be set aside for a discussion at the July 22 Special Meeting.

- c. Buildable Lands Analysis, Director Penny (0:59:00)

Director Penny shared the results of the Buildable Lands Analysis.

Jim Soules made a public comment about the cost of building housing.

Further discussion will be held at the July 22 Special Meeting.

6. ORDINANCES/RESOLUTIONS

- a. Cash Handling/Petty Cash Resolution, Mayor Horstman, Director Grone (1:20:10)

This policy was created as a response to an audit requirement. While the City had procedures to handle petty cash, it lacked a formalized written policy.

Motion to adopt Resolution 847 creating a Cash Handling/Petty Cash Funds Policy

Motion: Councilmember Craig Cyr

2nd: Councilmember Harolynne Bobis

Motion passed unanimously (4-0)

- b. Public Safety Tax Resolution, Councilmember Carlson (1:22:15)

Councilmember Carlson provided the background information for the reason behind this resolution. The proposed sales tax would be 0.1%. This would bring in approximately \$51,000,

which is about the same amount as the revenue shortage the City faces the first quarter of the calendar year.

Motion to approve Resolution 846 to submit a Public Safety Sales Tax proposition for the November 5, 2024 ballot

Motion: Councilmember Harolynne Bobis

2nd: Councilmember Craig Cyr

Discussion: The Council discussed some of the particulars of what passage of this resolution means.

Motion passed unanimously (4-0)

- c. First Reading of Short-Term Rental Ordinance, Councilmember Cyr (1:30:58)

Councilmember Cyr explained that this ordinance would reduce the number of short-term rental permits to 15 (from 30).

Motion to approve first reading Short-Term Rental Ordinance 1115

Motion: Councilmember Craig Cyr

2nd: Councilmember Harolynne Bobis

Discussion: The Council discussed the ordinance.

Motion passed unanimously (4-0)

7. **STAFF REPORTS (1:35:15)**

- a. Finance Director Wanda Grone
- b. Community Planning Director Meredith Penny
- c. Public Works Director Randi Perry
- d. Chief of Police Tavier Wasser

8. **MAYOR'S REPORT (1:56:40)**

The Mayor answered a question that was previously submitted by Councilmember Fleming about police vehicles.

9. **SPECIAL MEETING WORKSHOP/AGENDA TOPICS (1:59:21)**

- a. Climate Element Conversation
- b. Buildable Lands Analysis Conversation

Motion to approve the Special Meeting Workshop Agenda Topics

Motion: Councilmember Craig Cyr

2nd: Councilmember Harolynne Bobis

Motion passed unanimously (4-0)

10. **ADJOURN Meeting adjourned at 7:29 pm by Mayor Horstman**



CITY OF LANGLEY

DRAFT SPECIAL COUNCIL MEETING MINUTES

Monday, July 22, 2024, 3:30 pm

City Hall, 112 Second Street, Langley, WA 98260

Recording may be found at:

https://www.langleywa.org/GMT20240722-223114_Recording.m4a

Times in **red** indicate the location in the recording.

1. CALL TO ORDER at 3:31 pm by Mayor Kennedy Horstman

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

City officials in attendance: Mayor Kennedy Horstman, Councilmember Harolynne Bobis, Councilmember Chris Carlson, Councilmember Gail Fleming

Absent: Councilmember Rhonda Salerno, Councilmember Craig Cyr

Staff in attendance: Wanda Grone, Director of Finance; Meredith Penny, Director of Community Planning; Randi Perry, Director of Public Works; Tavier Wasser, Chief of Police; Kristen Abraham, Interim Deputy Clerk

2. PUBLIC COMMENT (0:02:30)

Mike Gallion invited members of the public to come to the Whidbey Island Fair July 25-28th.

3. DISCUSSION

- a. Climate Element Conversation, Director Penny, (0:05:35)

Kat Klass and David Roberts from Peak Sustainability asked Council a series of questions to help them address important issues the city is facing.

They plan to make a presentation on draft goals and policies in September or October.

- b. Buildable Lands Analysis Conversation, Director Penny, (0:55:15)

Director Penny led the conversation on the Buildable Lands Analysis report.

- c. Public Comments on both topics:

Holly Harlan asked what could be done to encourage housing on the 2nd floor of building downtown

Jim Soules spoke about the cost of building affordable housing from the perspective of a developer/builder.

Rose Hughes spoke about how Island Roots Housing's Generations Place would meet many of Langley's goals in the 2025 Comprehensive Plan.

4. COUNCIL REPORTS (1:28:15)

- a. Councilmember Harolynne Bobis
- b. Councilmember Chris Carlson
- c. Councilmember Gail Fleming

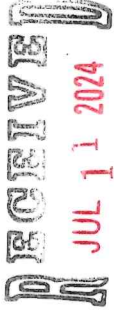
Councilmember Fleming gave a brief update on the most recent Planning Advisory Board, Historical Preservation Commission and the Parks and Open Space Commission meetings.

5. ADJOURN Meeting adjourned by Mayor Horstman at 5:00 pm



Washington State
Liquor and Cannabis Board
PO Box 43098
www.liq.wa.gov

Olympia WA 98504-3098, (360) 664-1600
Fax #: (360) 753-2710



BY:

July 06, 2024

Dear Local Authority:

RE: Liquor License Renewal Applications in Your Jurisdiction - Your Objection Opportunity

Enclosed please find a list of liquor-licensed premises in your jurisdiction whose liquor licenses will expire in about 90 days. This is your opportunity to object to these license renewal requests as authorized by RCW 66.24.010 (8).

1) Objection to License Renewal

To object to a liquor license renewal: fax or mail a letter to the Washington State Liquor and Cannabis Board (WS-LCB) Licensing Division. This letter must:

o Detail the reason(s) for your objection, including a statement of all the facts upon which your objection or objections are based. You may include attachments and supporting documents which contain or confirm the facts upon which your objections are based.

o Please note that whether a hearing will be granted or not is within the Board's discretion per RCW 66.24.010 (8)(d).

Your letter or fax of objection must be received by the Board's Licensing Division at least 30 days prior to the license expiration date. If you need additional time you must request that in writing. Please be aware, however, that it is within the Board's discretion to grant or deny any requests for extension of time to submit objections. Your request for extension will be granted or denied in writing. If objections are not timely received, they will not be considered as part of the renewal process.

A copy of your objection and any attachments and supporting materials will be made available to the licensee, therefore, it is the Local Authority's responsibility to redact any confidential or non-disclosable information (see RCW 42.56) prior to submission to the WSLCB.

2) Status of License While Objection Pending

During the time an objection to a renewal is pending, the permanent liquor license is placed on hold. However, temporary licenses are regularly issued to the licensee until a final decision is made by the Board.

3) Procedure Following Licensing Division Receipt of Objection

After we receive your objection, our licensing staff will prepare a report for review by the Licensing Director. The report will include your letter of objection, as well as any attachments and supporting documents you send. The Licensing Director will then decide to renew the liquor license, or to proceed with non-renewal.

4) Procedure if Board Does Not Renew License

If the Board decides not to renew a license, we will notify the licensee in writing, stating the reason for this decision. The licensee also has the right to request a hearing to contest non-renewal of their liquor license. RCW 66.24.010 (8)(d). If the licensee makes a timely request for a hearing, we will notify you.

The Board's Licensing Division will be required to present evidence at the hearing before an administrative law judge to support the non-renewal recommendation. You may present evidence in support of your objection or objections. The administrative law judge will consider all of the evidence and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

5) Procedure if Board Renews License Over Your Objection

If the Board decides to renew the license over your objection, you will be notified in writing. At that time, you may be given an opportunity to request a hearing. An opportunity for a hearing is offered at the Board's discretion. If a hearing is held, you will be responsible for presenting evidence before an Administrative Law Judge in support of your objection to license renewal. The Board's Licensing Division will present evidence in support of license renewal. The Licensee may also participate and present evidence if the licensee desires. The administrative law judge will consider all of the evidence, and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

For questions about this process, contact the WSLCB Licensing Division at (360) 664-1600 or email us at localauthority@sp.lcb.wa.gov.

Sincerely,

Rebecca Smith

Rebecca Smith, Director,
Licensing and Regulation Division

LIQ 864 07/10

C091080-2 WASHINGTON STATE LIQUOR AND CANNABIS BOARD DATE: 07/06/2024
LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF LANGLEY
(BY ZIP CODE) FOR EXPIRATION DATE OF 20241031

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. THIRD ACT, INC.	SAVORY A RESTAURANT 220 1ST ST UNIT 3 LANGLEY WA 98260 8801	431154	BEER/WINE REST - BEER/WINE



NOTICE OF LIQUOR LICENSE APPLICATION

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

License Division - P.O. Box 43098
Olympia, WA 98504-3098
Customer Service: (360) 664-1600
Fax: (360) 753-2710
Website: <http://lcb.wa.gov>

TO: MAYOR OF LANGLEY
RE: NEW APPLICATION

RETURN TO: localauthority@sp.lcb.wa.gov
DATE: 7/31/24

UBI: 605-580-329-001-0001

License: 431154 - 3D County: 15
Tradename: SAVORY A RESTAURANT

APPLICANTS:

FINESTERRE LLC

Loc Addr: 220 1ST ST UNIT 3
LANGLEY WA 98260-8801

JESTER, JOEL
1980-04-04

Mail Addr: 13328 127TH PL NE
KIRKLAND WA 98034-5416

Phone No.: 206-694-9048 JOEL JESTER

Privileges Applied For:

BEER/WINE REST - BEER/WINE
CATERING

As required by RCW 66.24.010(8), the Liquor and Cannabis Board is notifying you that the above has applied for a liquor license. You have 20 days from the date of this notice to give your input on this application. If we do not receive this notice back within 20 days, we will assume you have no objection to the issuance of the license. If you need additional time to respond, you must submit a written request for an extension of up to 20 days, with the reason(s) you need more time. If you **need information on SSN, contact our CHRI desk at (360) 664-1724.**

- | | YES | NO |
|---|--------------------------|--------------------------|
| 1. Do you approve of applicant? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Do you approve of location? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. If you disapprove and the Board contemplates issuing a license, do you wish to request an adjudicative hearing before final action is taken? | <input type="checkbox"/> | <input type="checkbox"/> |
| (See WAC 314-09-010 for information about this process) | | |
| 4. If you disapprove, per RCW 66.24.010(8) you MUST attach a letter to the Board detailing the reason(s) for the objection and a statement of all facts on which your objection(s) are based. | | |

DATE

SIGNATURE OF MAYOR,CITY MANAGER,COUNTY COMMISSIONERS OR DESIGNEE

WASHINGTON STATE LIQUOR AND CANNABIS BOARD - LICENSE SERVICES
1025 UNION AVE SE - P O Box 43075
Olympia WA 98504-3075
specialoccasions@lcb.wa.gov Fax: 360-753-2710

TO: MAYOR OF LANGLEY

JULY 31, 2024

SPECIAL OCCASION #: 090443

KNIGHTS OF COLUMBUS - ST HUBERT'S
804 3RD ST.
LANGLEY, WA 98260

DATE: SEPTEMBER 27, 2024

TIME: 4:30 PM TO 8:30 PM

PLACE: ST. HUBERT'S CATHOLIC CHURCH - 804 3RD ST., LANGLEY

CONTACT: CHARLES E CHILDS (DOB: 1.9.1950) 360-321-5513

SPECIAL OCCASION LICENSES

* __ Licenses to sell beer on a specified date for consumption at a specific place.

* __ License to sell wine on a specific date for consumption at a specific place.

* __ Beer/Wine/Spirits in unopened bottle or package in limited quantity for **off** premise consumption.

* __ Spirituous liquor by the individual glass for consumption at a specific place.

If return of this notice is not received in this office within 20 days from the above date, we will assume you have no objections to the issuance of the license. If additional time is required please advise.

- | | | |
|--|-----------|----------|
| 1. Do you approve of applicant? | YES _____ | NO _____ |
| 2. Do you approve of location? | YES _____ | NO _____ |
| 3. If you disapprove and the Board contemplates issuing a license, do you want a hearing before final action is taken? | YES _____ | NO _____ |

<u>OPTIONAL CHECK LIST</u>	<u>EXPLANATION</u>	YES _____	NO _____
LAW ENFORCEMENT	_____	YES _____	NO _____
HEALTH & SANITATION	_____	YES _____	NO _____
FIRE, BUILDING, ZONING	_____	YES _____	NO _____
OTHER:	_____	YES _____	NO _____

If you have indicated disapproval of the applicant, location or both, please submit a statement of all facts upon which such objections are based.

DATE SIGNATURE OF MAYOR, CITY MANAGER, COUNTY COMMISSIONERS OR DESIGNEE



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:	Parks and Open Space
Position (i.e., chair, member, alternate, other):	Alternate

Last Name:	First Name:	MI:
Hornig	Charles	Evan
Street Address:	[REDACTED]	
City:	Langley	Zip: 98260
Mailing Address (if different than above):		
Street:	[REDACTED]	
City:	[REDACTED]	Zip: [REDACTED]
Email:	[REDACTED]@[REDACTED].com	Phone: [REDACTED]-[REDACTED]-[REDACTED]

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

I'm a lover of the outdoors, and since 2017, the outdoors in and around Langley. I especially like walks on the trails of South Whidbey.
 I'd like to help protect our natural surroundings. And to allow more access to our outdoors, with limited impacts.
 Listening in on June's POS Committee hearing, I was impressed at the scope and depth of its members knowledge.

BACKGROUND

Education:	B.S. in biology, Antioch College, Ohio; M.S. in aquatic entomology, Univ. of Idaho
Occupation(s):	Retired 2010 as stream quality biologist for U.S. EPA and U.S Geological Survey
Volunteer Work:	Because of my weak legs and back, I no longer help with field activities. I am on the board as treasurer for the Highlands of Langley Neighborhood Association.
Hobbies:	walking, travelling, reading, writing
Other applicable experience:	My job mostly involved conducting and teaching for State and other agencies on the use of stream bottom invertebrates for biological assessments of wadeable streams. Also, design, direction, and reporting results of field studies.



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:

Statistics, basic mathematics/accounting. Use of spreadsheets and some mapping and ecological software. Field, laboratory, and analysis of ecological methods.

Are you at least 18 years of age? Yes <input checked="" type="radio"/> No <input type="radio"/>	If not 18 years or older, please provide your age: <input type="text"/>
---	---

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 <input checked="" type="checkbox"/>	Tues <input checked="" type="checkbox"/>	Wed <input checked="" type="checkbox"/>	Thurs <input checked="" type="checkbox"/>	Fri <input checked="" type="checkbox"/>	Sat <input checked="" type="checkbox"/>	Sun <input checked="" type="checkbox"/>
-------	---	--	---	---	---	---	---

Hours:	Morning <input checked="" type="checkbox"/>	Afternoon <input checked="" type="checkbox"/>	Evening <input checked="" type="checkbox"/>
--------	---	---	---

If there are specific times you are available, please list them here:	<input type="text"/>
---	----------------------

Signature: C. Evan Hornig <small>Digitally signed by C. Evan Hornig DN: cn=C. Evan Hornig Date: 2024.06.17 06:20:38 -07'00'</small>	Date: 6/17/24
--	------------------



City of Langley

To: Langley City Council
From: Langley Woodman Cemetery Commission
Meeting Date: August 5, 2024
Subject: Request to buy back Cemetery plot B4-18-2

Description of Communication to Council:

The commission has approved the buyback of plot B4-18-2.

Council Action Request:

The Cemetery Commission would like the Council to approve a motion to authorize the Cemetery Commission's buy back of plot B4-18-2.

Council Response Request:

Email to: cemetery@langleywa.org

Timeline for Action: ASAP

Financial Implications: \$1000 minus deductions

Draft Advisory Memo: Sustainable Procurement Policy

From: Dismantling Systemic Racism Commission (DSR)
To: Langley City Council
Re: Sustainable Procurement Policy
Date: April 10, 2024

During both community and Council deliberations on the DSR's Draft Resolution on the Emergency in Gaza, the DSR was repeatedly asked whether that emergency really had anything to do with racism, and thus with dismantling systemic racism.

Angela Davis, renowned public intellectual, political activist, university professor, and author, defined the four commitments necessary for dismantling systemic racism. It is a classic statement of the intersectional nature of any work on behalf of social justice, and provides a guiding framework for the attached Sustainable Procurement Policy.

... We must:

- Stand up against hetero-patriarchy;
- Say no to economic exploitation;

... We must not:

- Exclude any community that suffers from the effects of racism, specifically Asian Americans, Arab Americans and Palestinian Americans;
- Struggle for human freedom without recognizing that we are all animals and that we must stand in support of our non-human co-inhabitants of this planet.

Angela Davis, speaking at The Shabazz Center,
Remembering Malcolm X, February 21, 2021

The draft Sustainable Procurement Policy that accompanies this Advisory Memo is drawn from those of the cities of Seattle, WA and Portland, OR. Provisions have variously been selected and/or amended so as to apply to Langley.

City of Langley Sustainable Procurement Policy

I. Purpose

This Sustainable Procurement Policy recognizes that:

1. the products and services the City purchases have inherent social, health, environmental, and economic impacts;
2. the social, health, environmental, and economic impacts of products and services occur throughout their life cycle and throughout the associated supply chains;
3. the City can leverage its purchasing to reduce adverse impacts throughout product or service life cycles and influence positive change within markets and communities, locally and globally; and
4. by understanding and taking responsibility for the full life cycle impacts and costs of goods and services associated with City purchases, the City reduces risk, practices fiscal responsibility, reduces adverse social and environmental impacts, and contributes to sustainable development in general.

As such, the City is committed to understanding and taking appropriate responsibility for the impacts of its purchasing by:

1. establishing this Sustainable Procurement Policy to guide purchasing decisions at the City;
2. integrating sustainable procurement best practices established by this Sustainable Procurement Policy and subsequent sustainable procurement resources into the City's procurement processes and decision making; and
3. maintaining a Sustainable Procurement Program adequate to support City purchasing decisions and to facilitate stakeholder collaboration, compliance, and continuous improvement.

II. Policy

All City employees shall utilize the City's sustainable procurement guiding principles and follow sustainable procurement best practices, as applicable to their roles and

responsibilities and/or to a specific project. They shall do so for all their decisions, including those pertaining to:

- planning and designing projects,
- developing project and operations budgets,
- developing asset management plans,
- writing product and service specifications or standards,
- selecting materials,
- making purchasing or supplier decisions, and
- developing and managing City contracts and price agreements

In doing so, City employees shall strive to be leaders in sustainable procurement and reduce adverse social, human health, and environmental impacts associated with City purchases while maintaining fiscal health, both in the short and long-term.

III. Guiding Principles

1. *Everything is Connected.* All life depends on healthy natural systems. Humanity depends on vibrant and fair social systems. Our purchasing decisions impact these systems on all levels. We eliminate participation in systems of violence, including the carceral system and the military industrial complex. We promote fair trade and raise awareness of the need for greater justice in world trade through procurement practices.
2. *Conserve.* Reuse first. Buy only what we need second. We maximize the use of raw materials from sustainably managed sources and buy locally where possible; reduce energy consumption and use renewable energy when possible; use organic or low pesticide production methods wherever possible; wherever possible, we select vendors who use recycled or easily biodegradable materials for packing and goods. We acknowledge real limits of natural resources.
3. *Think in 3D.* We consider all 3 dimensions—environmental, social, economic—when evaluating options. We look for hidden costs to people and planet not included in the price. We are concerned with the well-being of marginalized small producers, and do not maximize profits at their expense. We protect cultural identity and traditional skills.
4. *Take a Life Cycle Perspective.* All purchases have impacts over the life of the product or service. Whenever possible, we ensure a fair price is mutually agreed to by all involved through dialogue and participation, providing fair pay to the producers

that can also be sustained by the market. We think about long-term costs to people, planet, and the City.

5. *Provide Fair Opportunities.* We ensure economically disadvantaged producers and suppliers, whether these are independent family businesses, associations or cooperatives, have a full and fair chance to compete. We promote transparency in decision making and actively mitigate bias.
6. *Ensure Health and Safety.* We take precautions. We avoid toxins that recirculate in air, water, soils and materials to harm people, plants, and animals. We do our best to ensure suppliers adhere to the UN Convention on the Rights of the Child, and national/local laws on employment of children; we ensure there is no forced labor and that any involvement of children in production is always disclosed and monitored.
7. *Uphold Transparency and Accountability.* We reinforce responsibility and ethical behavior throughout our supply chain, upstream and downstream. We maximize communication that is open at all levels of the supply chain, and transparent management and commercial relations. We are accountable to all stakeholders and appropriately involve employees, members of the public, and producers in decision-making processes.
8. *Support Innovation.* We increase demand and build market capacity for sustainable solutions. We provide safe and healthy working conditions for all, working hours and conditions that comply with national, local and ILO conventions; we raise awareness of health and safety issues to improve practices. We change the status quo for the better.
9. *Full Integration.* We utilize 3D thinking in all planning, purchasing, and contract management practices. We respect the equal interests of all stakeholders regardless of race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, HIV/Aids status, education, or age.
10. *Lead the Way.* We seek continuous improvement and collaborate with other agencies to make a positive difference. Together, many small actions add up to big change.

IV. Sustainable Procurement Best Practices

This Policy recognizes that the City currently (FY2024) has limited staff capacity to research and implement independent best practices. The City will thus use research-based platforms including BDSmovement.net and boycott.com to align purchases as much as possible with the City's commitment to environmental, social, and economic justice.

As the City's capacity expands, it will update this Sustainable Procurement Policy to incorporate new applicable initiatives, best practices, tools, capabilities and processes, and to remove outdated references.

As soon as it becomes possible, the City will appoint someone to serve as a Chief Procurement Officer and others as Sustainable Procurement Program staff. Together, the team will develop sustainable procurement practices that prioritize the Principles listed above and that focus on:

1. Environmental stewardship factors, such as:
 - Pollutant releases and toxins; reducing greenhouse gases (GHGs); preventing or otherwise reducing exposures to Substances of (Very) High Concern (SVHCs, SHCs); environmental justice
 - Waste prevention, reusability, recyclability, compostability; local sourcing
 - Energy consumption, energy efficiency, use of renewable energy; planetary boundaries and the depletion of natural resources
2. Social equity factors, such as:
 - Supplier diversity; Micro-, Small-, Women- and minority-owned business (WMBE) opportunity and participation; governance representation and practices
 - Safe and fair labor practices and ethical behavior throughout the supply chain; refusal of suppliers to use workforce prison labor
 - Nonprocurement from suppliers of military and law enforcement equipment, surveillance equipment, or systems of control
3. Fiscal responsibility factors, such as:
 - Use reduction; the purchase of only necessary products; product performance, durability and repairability; leveraging buying power
 - Cost (dollar and non-dollar); capital costs, operational costs and end-of-life management; long-term financial market changes
 - Impact on staff time and labor; research, educational, and monitoring/reporting requirements; operational and maintenance requirements

The Sustainable Procurement Program shall at that time also develop guidance for City employees to help maximize fiscally responsible "high value, high impact" actions. They will develop Key Performance Indicators, Sustainable Procurement Metrics, and processes for reporting to City departments, the Mayor and Council, and the Langley community as a whole.

The Sustainable Procurement Program may be updated in between policy revisions as part of a continuous maintenance process which will itself be defined at that time.



CITY OF LANGLEY

Commission Correspondence Form to City Council

To: Langley City Council Members

From: DSR Commission

Date: 6/18/2024

Topic: Land Acknowledgment

Number of pages (*Including this one*): 2

Description of Communication to Council: We are writing to ask that you review and enhance your standard land acknowledgment to make it more relevant and meaningful.

Council Action Request: Please review the questions and the suggested actions on page two and then include one or two of the suggestions each time a land acknowledgement is given.

Council Response Request Please ask the council's DSR representative to report back to the DSR what the response is from the council, if and what actions will be taken.

Timeline for Action: ASAP

Financial Implications: Staff time to discuss, research, and implement, otherwise none

Land acknowledgements have become standard in many progressive circles but they risk becoming rote and performative which can be seen as offensive and even harmful.

Listening to Indigenous voices (<https://nativegov.org/resources/a-guide-to-indigenous-land-acknowledgment/>) we agree that it is worth asking the following questions before reading a land acknowledgment:

1) Consider what the goal is. What do you want listeners to think about or do after hearing the acknowledgment?

2) What are your aspirations regarding the inclusion of land acknowledgments?

3) How are you leaving Indigenous people in a stronger, more empowered place because of this land acknowledgment?

One way to make a land acknowledgment more relevant and meaningful is to supplement the basic text with something unique each time it is read. Your answers to the questions above can help direct your choices in this regard. We offer some ideas of supplemental actions below.

The DSR Commission suggests including one or more of the following (or come up with others) with each land acknowledgment, changing what is included each time so that again, the land acknowledgement is made relevant and meaningful:

- Include significant Indigenous place names and Indigenous pronunciations.
- Name when, what, and how land in Langley and S Whidbey was taken from the Indigenous peoples and name the people. (Giving historical context)
- Name specific contributions of indigenous peoples of S Whidbey, past and present.
- Announce actions and events that people can take or attend, to support Indigenous people or groups. (Native Connections Initiative is a local resource for information for current actions and events: Email us to join our list, nciwhidbey@gmail.com, to receive newsletters and links to meetings. <https://uucwi.org/whidbey-native-connections-initiative/>)

FAIR GROUNDS SPECIAL EVENT PERMIT APPLICATION – (\$110)

Name of Applicant/Organization Little BIG Fest
Contact Person Keegan Harshman Email address Info@bluesoundmusic.com
Business Phone [REDACTED] Home Phone _____ Cell _____
Mailing address [REDACTED]
City Langley State WA Zip 98260
On Site Person in Charge Contact Keegan Harshman
Other Authorized Individuals Priscilla Lowery, David Stern

Summary of proposed event:

- a) Type of activity planned (describe event)
3 day music and arts festival featuring live music, food vendors, art vendors, beer garden, etc
- b) Date of event: Aug 16-18, 2024 Hours of operation See page 4
- c) Set up Date/time: 8/13/24 12pm
- d) Dismantling date/time: 8/23/24 12pm
- e) Number of Staff/Volunteers on behalf of applicant: Approx 75
- f) Estimated number of participants: 150 Estimated number of guests: 1000/day
- g) Number of vehicles or other special equipment: Maybe a couple golf carts for staff
- h) Parking contained within Fair Grounds: YES NO (circle one) If No, provide parking plan:
Reserved Community Center baseball field for parking
- i) Traffic or crowd control requirements:
N/A
- j) Street closures required: YES NO (circle one) Location: _____
- k) Will participants pay a fee or make donations: YES NO (circle one)
- l) Alcoholic Beverages being served: YES NO (circle one) If yes, Banquet Permit required from the Department of Health. Is this done: YES NO
- m) Amplified music YES NO (circle one) Fire/EMS and Police will be notified but not
- n) Safety and security measured required: _____ required on site
- o) Safety and security provided by applicant: We will provide Security and first aid tent
- p) Special effects (e.g. explosives, pyrotechnics, aircraft, etc.) N/A
- q) Animals being used: N/A
- r) Other features or structure required: N/A
- s) Electric power, water, garbage and sewer requirements: N/A
- t) Portable restrooms provided by applicant: YES NO If yes, where will they be placed and is there written permission from the Port of South Whidbey? Number of units and placement will be discussed with the port of south whidbey

u) Any special equipment to be used that constitutes a hazard due to fuel, noise or movement? YES **NO** (circle one) If yes, describe: _____

Insurance: Insurance shall be required in connection with the insurance of a permit for a special: \$1,000,000 commercial general liability insurance per occurrence combined single limits, \$2,000,000 aggregate unless waived by the City of Langley. The Clerk-Treasurer is authorized and directed to require written proof of such insurance prior to permit issuance. The insurance policy shall be written for a period of not less than twenty-four (24) hours following the completion of the event, and shall contain a provision prohibiting cancellation of the policy, except upon thirty (30) days written notice to the City of Langley.

Public Liability Insurance Company: *Insurance policy is in process - we will send the following info asap!
Policy number: _____ Agent: _____
Expiration Date: _____ Amount: _____

PARTICIPANTS: Any event that attracts 1,000 or more persons shall:

HOLD HARMLESS: The applicant agrees to defend, indemnify and hold the City of Langley, its agents, employees and officials, while acting within the scope of their duties, harmless from any and all claims, suits, demands and judgements including the attorney's fees and other costs of their defense, for public or private nuisance, inverse condemnation, personal injuries, property damage or death arising out of, occurring during or a result of activities or appliances of the applicant, his employees or otherwise, except for the sole negligence of the City. The applicant further agrees with all provisions of pertinent laws, City Ordinances, rule and regulations. This permit may be revoked at any time.


Signed this 13 day of July, 2024.



Signature of Applicant or Agent

Approved Authorization: _____ Date: _____

The proposed event request has been reviewed by the Port of South Whidbey and recommends the permit be issued.

Approved Authorization:  Date: 7/16/24

Print Name/Title: DAVID STERN Marketing & Events Manager

The Building Official must approve all occupancies.

Approved Authorization: _____ Date: _____

Print Name/Title: _____

HOURS OF OPERATION REQUEST:

We are requesting the same noise ordinance extension as last year (2023). We understand amplified music can be an annoyance to some, and in respect to that our plan would be to have OUTDOOR music end at 10pm and have a final band play INSIDE the Pole Barn from 10pm-11:59, bringing the noise pollution down to a minimum. The final band would be scheduled til 11:30 but some leeway for an encore is ideal.

PROPOSED SCHEDULE:

8/16/2024 3:00pm-11:59pm
8/17/2024 11:00am-11:59pm
8/18/2024 10:00am-11:59pm



City of Langley

To: Langley City Council
From: Kennedy Horstman, Mayor
Meeting Date: August 5, 2024
Subject: Mayor's Report 07/10/24 – 08/01/24

Financial/Budget/Audit

- Director Grone and Kelly Beech submitted the 2021 audit misstatement corrections and work is proceeding on the 2022 corrections, but additional funding is required. A request for \$1,400 in additional funding is part of the August 5 City Council agenda.
- Submitted condition and remedy statements addressing exceeding appropriated funds without authorization associated with a 2021 Audit Budget Compliance issue.
- Put adjusted budget into effect with staff & shared detail with FPLC.

Revenue/Funding Related

- Compiled Public Safety Sales Tax Ballot submission materials in collaboration with Kristin Abraham, Deputy Clerk and City Attorney
- Initiated grant extension request for Island County RCED LIP funding

Constituent Engagement/Support

- Met with residents interested in collaboration on Salmon stream recovery
- Connected resident with City services related to parking, right of way permits and legal tree trimming
- Followed up on constituent concerns regarding parking, garbage pick-up and tree trimming
- Worked with City Attorney to draft a real estate related resolution for Council consideration

Other activities include but are not limited to:

- Whidbey Island Area Fair Coordination:
 - o Coordination Meeting (Port of South Whidbey, Fair Association representation and City)
 - o Public Safety Table Talk Exercise (Fire/EMS/Sheriff & Langley Police Department)
- Langley Lights the Night After Action Meeting
- EDC Board Meeting, Whidbey Camano Tourism Board Meeting, LMSA meeting regarding rehabilitation credits (with City Hall in mind).
- Support re: Coles Valley project regarding permit timeline completion concerns
- LTAC 2024 "startup" effort to define and document overall process, engage members and schedule LTAC activities

ORDINANCE 1115

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LANGLEY, WASHINGTON, AMENDING THE CITY'S SHORT-TERM RENTALS (STR) ORDINANCE, CHAPTER 5.40 LANGLEY MUNICIPAL CODE (LMC); PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, LMC Chapter 5.40 contains regulations for short-term rentals; and

WHEREAS, unregulated short-term rentals introduce the possibility for adverse consequences including a reduction in affordable housing and the commercialization of residential neighborhoods; and

WHEREAS, removal of residential units from the long-term housing market contributes to low vacancy rates; and

WHEREAS, the conversion of long-term housing units to short-term rentals could result in the loss of housing for Langley residents and workers; and

WHEREAS, limiting the number of non-hosted short-term rental properties operating in the City is in the public interest to conserve limited housing resources and protect Langley's community character; and

WHEREAS, short-term rentals provide a benefit to the City by expanding the number and type of lodging facilities and will provide increased lodging tax revenue to the City; and

WHEREAS, the City Council finds that lodging uses are important to the local economy and appropriate under certain conditions but that the rights of property owners to use their property for economic benefits should be balanced with the rights of property owners to enjoy the comfort and repose of residential neighborhoods; and

WHEREAS, the City Council finds that the short-term rental uses that fail to follow the City's permitting standards may place them at an unfair advantage to legitimate lodging uses; and

WHEREAS, the City Council finds it appropriate to review and update development regulations from time to time to ensure that such regulations are

understandable, consistent with current Federal and State law and the current and future circumstances of the City, and enforceable; and

WHEREAS, the City has a current annual limit of 30 type IV short-term rental licenses (non hosted, whole home) and 50 accessory dwelling units (ADU), attached or detached, used for short-term rentals in order to preserve Langley's community character and to minimize the potential adverse impacts of this use in residential neighborhoods; and

WHEREAS, since adoption of LMC 5.40, the City has never had more than 15 Type IV short-term rentals or 30 short-term rentals in accessory dwelling units and for the reasons outlined above, finds it beneficial to reduce the limits.

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

Section 1. Findings. The above recitals are hereby adopted in support of the zoning amendments set forth herein.

Section 2. LMC Chapter 5.40, Amended. Langley Municipal Code Chapter 5.40 "Short-Term Rental License," is hereby amended to limit the number of Type IV short-term rental licenses to be issued in one year to ~~30~~ **15** and limit the maximum number of accessory dwelling units, attached or detached, used as short-term rentals to ~~50~~ **30**, all as set forth in Exhibit A attached hereto and incorporated by this reference as if fully set forth herein. The remainder of LMC 5.40 shall remain in full force and effect as currently adopted or hereafter amended.

Section 3. 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 4. 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 5. 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 ___ DAY OF _____, 2024.**

CITY OF LANGLEY

Krista “Kennedy” Horstman, Mayor

State of Washington
County of Island

This record was acknowledged before me on _____ by Tara McDivitt.

Notary Public, State of Washington

Published: _____

EXHIBIT A
Amendments to LMC Chapter 5.40 Short-Term Rental License

Chapter 5.40
SHORT-TERM RENTAL LICENSE

Sections:

- 5.40.010 Purpose.**
- 5.40.020 Short-term rental – Definitions.**
- 5.40.030 Short-term rental – License required.**
- 5.40.040 Short-term rental – License application issuance and renewals.**
- 5.40.050 Suspension or revocation of license – Criteria and appeal.**
- 5.40.060 Violation – Penalty.**

5.40.010 Purpose.

The purpose of this chapter is to establish a licensing system for all short-term rentals (“STR”) and to provide criteria to limit the number of Type IV short-term rentals in the City.

...

5.40.030 Short-term rental – License required.

- A. No person, firm or corporation shall advertise or operate a short-term rental within the city without having first obtained a short-term rental license from the City.
- B. Licenses shall be issued to the owner or STR operator, shall not be transferable except by inheritance and do not run with the land except as otherwise permitted in this code.
- C. The number of Type IV short-term rental licenses to be issued in one year is limited to ~~30~~ **15**.
- D. Short-term rental license fees shall be established by City Council by resolution.
- E. For Type IV STR, only one short-term rental license shall be issued per owner.
- F. The maximum number of accessory dwelling units (ADU), attached or detached, used as short-term rentals shall be limited to ~~50~~ **30**.
- G. Short-term rental licenses shall expire on December 31st of the year for which they are issued.
- H. A Langley business license is required for both the owner and manager of a short-term rental in addition to the short-term rental license.

...

5.40.060 Violation – Penalty.

- A. Any person who advertises or operates a short-term rental without a valid short-term rental license or who fails to comply with any other provision of this chapter or a condition of license approval shall be deemed to be in violation of this chapter for each day during which the business is so engaged in or carried on. Any person who fails or refuses to pay a fee required under this chapter, or any part thereof, on or before the due date shall be deemed to be operating a business without having obtained a license.

B. Any person found to have violated any provision of this chapter shall be subject to a civil penalty not to exceed \$500.00 per violation and/or suspension or revocation of an issued short-term rental license. Each day of violation shall be considered a separate offense.

C. Failure to obtain or maintain a currently valid license and operating a short-term rental within the city shall constitute a public nuisance pursuant to Chapter 8.12. Any remedy provided by this code with respect to a public nuisance is in addition to other remedies provided under this chapter or as may be allowed by law.



City of Langley

Mayor/Acting Administrator

To: Langley City Council
From: Kennedy Horstman, Mayor
Meeting: August 5, 2024 Regular Council Meeting
Subject: Extend - Prof Services Contract: 2020-2021 Audit Misstatement Correction Support

Introduction/Summary

In May of this year City Council authorized a \$5,019.14 contract award to Beech Business Services (BBS) in support of 2021/2022 audit misstatement corrections. At the time the authorization to proceed was requested I noted:

The intent is to address the full scope of work with this funding. However, as it is challenging to estimate the complete level of effort without engaging in the work itself, additional funding may be required. If further funding is required, I will submit a follow-on funding request to City Council for authorization.

Over the past several months, BBS has done an outstanding job untangling legacy 2021 fiscal staff processes and Vision software settings to deliver the 2021 corrections. This challenging work consumed 85% of the contract funding. While this work was a worthy investment as we anticipate that it will significantly simplify the 2022 work, additional funding is required to complete the 2022 corrections. Based on BBS's estimate to fully complete the work, I am requesting that the Council authorize an additional \$1400. The original contract and the draft extension addendum following this memo.

Number of pages (including this one): 12

Council Action Request:

I move to authorize an additional \$1,400 to the Beech Business Services contract to cover the cost of completing the 2022 audit misstatement corrections.

Timeline for Action: August 5, 2024 Regular Council Meeting

Financial Implications: \$1,400 additional for contracted professional services

Staff Time Implications: N/A

List all Attachments: Original contract, Addendum 1 Draft

CONTRACT FOR SERVICES
CITY OF LANGLEY AND Beech Business Services

THIS CONTRACT FOR SERVICES (“Agreement”) is entered into this 22 day of May, 2024, by and between the City of Langley, a municipal corporation of the State of Washington (“City”), and Beech Business Services, a Washington PLLC, (“Contractor”), in consideration of the mutual benefits and conditions contained herein.

WHEREAS, the City has determined the need to have certain services performed for its citizens; and

WHEREAS, the City desires to have the Contractor perform such services pursuant to certain terms and conditions;

NOW, THEREFORE, the parties hereby agree as follows:

1. **Scope of Services**. Contractor shall perform those services described on **Exhibit A** attached hereto, which is incorporated by this reference as if fully set forth. In performing such services, Contractor shall at all times comply with all federal, state, and local statutes, rules, and ordinances applicable to the performance of such services and the handling of any funds used in connection therewith. To the extent that any term or provision of this Agreement conflicts with any term or provision of **Exhibit A** or any other exhibit hereto, the terms of this Agreement shall control.
2. **Compensation and Method of Payment**. Contractor will invoice the City at the rates set forth in Exhibit A. Contractor shall be paid a total amount not to exceed five thousand nineteen and 14/100 Dollars (\$5,019.14) without written modification of this Agreement signed by the City. The City shall pay Contractor for services rendered under this Agreement within ten (10) days after City Council voucher approval. Contractor agrees to complete and return the attached **Exhibit B** (Taxpayer Identification Number) to the City prior to or along with the first invoice.
3. **Duration of Agreement**. This Agreement shall be in full force and effect for a period commencing May 20, 2024, and ending October 31, 2024, unless earlier terminated in accordance with Section 9 herein or extended by written amendment in accordance with Section 12 herein.
4. **Independent Contractor**. The City and Contractor agree that Contractor is an independent contractor with respect to the services provided pursuant to this Agreement. Nothing in this Agreement shall be considered to create an employer-employee relationship between the parties hereto. Neither Contractor nor any of Contractor’s employees shall be entitled, by virtue of the services provided under this Agreement, to any benefits afforded to City employees. The City shall not be responsible for paying, withholding, or otherwise deducting any customary state or federal payroll deductions, including but not limited to FICA, FUTA,

state industrial insurance, state workers' compensation, or for otherwise assuming the duties of an employer with respect to Contractor or Contractor's employees.

5. **Indemnification**. Contractor shall indemnify, defend, and hold harmless the City, its officers, officials, employees and volunteers from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of Contractor in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

6. **Insurance**. Contractor shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Contractor, its agents, representatives, or employees. Contractor's maintenance of insurance as required by this Agreement shall not be construed to limit Contractor's liability to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

A. **Scope of Required Insurance**. Contractor shall maintain insurance of the types and coverage described below:

1. **Automobile liability insurance**, with a minimum combined single limit for bodily injury and property damage of \$100,000 per accident, covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
2. **Professional general liability insurance**, written with limits no less than \$1,000,000 each occurrence, \$1,000,000 general aggregate, which shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, stop gap liability, personal injury and advertising injury. The City shall be named as an additional insured under Contractor's Professional General Liability insurance policy with respect to the work performed for the City, using an additional insured endorsement at least as broad as ISO CG 20 26.
3. **Workers' compensation coverage** as required by the Industrial Insurance laws of the State of Washington.

- B. Additional Insurance Provisions. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII. Contractor's automobile liability and commercial general liability insurance policies are to contain, or be endorsed to contain, that they shall be primary insurance as respects the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of Contractor's insurance and shall not contribute with it. Contractor shall provide the City with written notice of any policy cancellation within two (2) business days of Contractor's receipt of such notice.
- C. Certificates of Insurance. Within fifteen (15) days of the execution of this Agreement, Contractor shall deliver original certificates and a copy of amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance coverage required by this Section 6.
- D. Failure to Maintain Insurance. Contractor's failure to maintain insurance as required shall constitute a material breach of this Agreement, upon which the City may, after giving five (5) business days' notice to the Contractor to correct the breach, immediately terminate this Agreement or, at its sole discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due Contractor from the City.
- E. Full Availability of Contractor Limits. If Contractor maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and excess or umbrella liability maintained by Contractor, irrespective of whether such limits maintained by Contractor are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by Contractor.

7. Taxes, Licenses and Permits.

- A. Contractor shall procure and maintain a City business license in accordance with applicable City code prior to beginning work under this Agreement. Contractor assumes responsibility for and ensures that all contractors, subcontractors and suppliers shall also obtain a City business license.
- B. Contractor acknowledges that it is responsible for the payment of all charges and taxes applicable to the services performed under this Agreement, including taxes and fees assessed pursuant to applicable City code, and Contractor agrees to comply with all applicable laws regarding the reporting of income and maintenance of records, and with all other requirements and obligations imposed pursuant to applicable law. If the City does not receive, or is assessed, made liable, or responsible in any manner for such charges or taxes, Contractor shall reimburse and hold the City harmless from such costs, including attorneys' fees. Contractor shall also require all contractors, subcontractors and suppliers to pay all charges and taxes in accordance with this Section 7.

- C. In the event Contractor fails to pay any taxes, assessments, penalties, or fees imposed by the City or any other governmental body, then Contractor authorizes the City to deduct and withhold and/or pay over to the appropriate governmental body those unpaid amounts upon demand by the governmental body. This provision shall, at a minimum, apply to taxes and fees imposed by City ordinance. Any such payments shall be deducted from the Contractor's total compensation.
8. **Audits and Inspections.** The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review, or audit by law during the term of this Agreement. The City shall have the right to conduct an audit of Contractor's financial statement and condition and to a copy of the results of any such audit or other examination performed by or on behalf of Contractor.
9. **Termination.** This Agreement may be terminated by the City at any time upon seven (7) days' written notice; provided, that if Contractor's insurance coverage is canceled for any reason, the City shall have the right to terminate this Agreement as provided in Subsection 6(D) herein.
10. **Discrimination Prohibited.** Contractor shall comply with all Equal Employment Opportunity regulations and shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Contractor on the basis of race, color, religion, creed, sex, age, national origin, marital status or the presence of any sensory, mental or physical handicap.
11. **Assignment and Subcontract.** Contractor shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City.
12. **Entire Agreement; Modification.** This Agreement contains the entire agreement between the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind any of the parties hereto. Proposed changes which are mutually agreed upon shall be incorporated by written amendments or addenda signed by both parties.
13. **Notices.** Notices required hereunder shall be delivered via first class U.S. mail to the addresses below:
- To the City of Langley: Krista "Kennedy" Horstman, Mayor
City of Langley
P.O. Box 366
Langley, WA 98260
- To Contractor: Kelly Beech, Principal
Beech Business Services
186 Fort Casey Road
Coupeville, WA 98239
14. **Applicable Law; Venue; Attorneys' Fees.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit,

arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be properly and exclusively in Island County, Washington. The prevailing party in any such action shall be entitled to its costs of suit, including attorneys' fees and expert witness fees.

15. Prevailing Wages. Check one (1) option below:

Option 1.

This Agreement is subject to the requirements of Chapter 39.12 RCW relating to prevailing wages. No worker, laborer or mechanic employed in the performance of any part of this Agreement shall be paid less than the prevailing rate of wage as determined by the Industrial Statistician of the Department of Labor and Industries for the State of Washington. The schedule of prevailing wage rates for this Agreement is set forth at <https://lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-rates/> and by this reference is made a part of this Agreement as though fully set forth herein.

Prior to making any payment under this Agreement, the City must receive an approved copy of the "Statement of Intent to Pay Prevailing Wages" from the Department of Labor and Industries. It is Contractor's responsibility to obtain and file the Statement. Contractor shall be responsible for all filing fees. Each invoice shall include a signed statement that prevailing wages have been paid by Contractor and all subcontractors. Following the final acceptance of services rendered, Contractor shall submit an "Affidavit of Wages Paid" which must be certified by the Industrial Statistician of the Department of Labor and Industries.

In case any dispute arises as to what are the prevailing rates of wages for work of a similar nature and such dispute cannot be adjusted by the parties of interest, including labor and management representatives, the matter shall be referred for arbitration to the Director of the Department of Labor and Industries of the State and his/her decision therein shall be final and conclusive and binding on all parties involved in the dispute as provided for by RCW 39.12.060.

Option 2.

This Agreement is exempt from the requirements of Chapter 39.12 RCW because the services specified hereunder will be performed by:

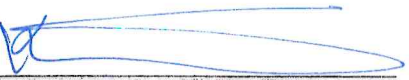
- (1) a sole owner or the spouse of a sole owner; or
- (2) a partner who owns at least thirty percent of a partnership; or
- (3) the president, vice president and treasurer of a corporation if each one owns at least thirty percent of the corporation; or
- (4) other. Specify: _____.

Option 3.

This Agreement is not subject to the requirements of Chapter 39.12 RCW relating to prevailing wages.


BY THEIR SIGNATURES BELOW, the authorized agents of the parties enter into this Agreement as of the day and year first written above.

CITY OF LANGLEY

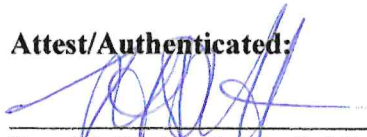
By: 

Krista "Kennedy" Horstman, Mayor

CONTRACTOR

By: 

Kelly Beech, Principal
Beech Business Services

Attest/Authenticated:


Tara McDivitt, Notary Public

**EXHIBIT A:
 SCOPE OF SERVICES & FEE SCHEDULE**

Contractor shall furnish and perform services including, but not limited to, the description of work and indicated below:

Investigation and correction of material misstatements resulting from the Washington State Auditor’s Office (SAO) 2021-2022 audit in the form of digital files containing:

- Detailed record of all corrections that need to be made to BARS information in Vision, with
- supporting SAO guidance/updates/BARS Cash Manual Reference.
- Detailed notes of each misstatement and corrections that were made.
- Copies of corrected 2021-2022 Annual Financial Reports, including copies of documents
- referenced in the Notes to the Financial and those supporting data represented in the reports.

FEE SCHEDULE

The City shall compensate Contractor for the services specified herein in the following amount(s):

Phase	Description	Location	Estimated Hours	Total Cost
1	Gather back-up documentation (reports, statements, prior filing information, etc.)	On-site	8.00	\$ 400.00
2	Correct Schedule 01, Document Corrections, Provide Vision Recommendations	Remote & On-site	24.00	\$ 1,200.00
3	Correct Schedule 09, Document Corrections, Provide Vision Recommendations	Remote	8.00	\$ 400.00
	Weekly Update Meeting	TBD	1.00	\$ 50.00
4	Correct Notes to Financial, Document Corrections	Remote	8.00	\$ 400.00
5	Gather back-up documentation (reports, statements, prior filing information, etc.)	On-site	8.00	\$ 400.00
6	Correct Schedule 01, Document Corrections, Provide Vision Recommendations	Remote & On-site	24.00	\$ 1,200.00
7	Correct Schedule 09, Document Corrections, Provide Vision Recommendations	Remote	8.00	\$ 400.00
	Weekly Update Meeting	TBD	1.00	\$ 50.00
8	Correct Notes to Financial, Document Corrections	Remote	8.00	\$ 400.00
	Final Meeting	TBD	1.00	\$ 50.00
Estimated Mileage			Miles	Rate
1	Required trip		25.80	\$ 17.29
2	Required trip		25.80	\$ 17.29
5	Negotiable - May be able to work remotely		25.80	\$ 17.29
6	Negotiable - May be able to work remotely		25.80	\$ 17.29
Total Project Estimate				\$5,019.14

ADDENDUM 1

CONTRACT FOR SERVICES

CITY OF LANGLEY AND BEECH BUSINESS SERVICES

August 5, 2024

FOR THE CONTRACT FOR SERVICES (“Agreement”) entered into on the 22nd day of May, 2024, by and between the City of Langley, a municipal corporation of the State of Washington (“City”), and Beech Business Services, a Washington Sole Proprietor (“Contractor”), in consideration of the mutual benefits and conditions contained a contract signed on that day, the City and the Contractor mutually agree to extending the contract budget to include an additional \$1,400 to cover costs associated with the completion of the original scope of work.

CITY OF LANGLEY

CONTRACTOR

By: _____

Krista “Kennedy” Horstman, Mayor

By: _____

Kelly Beech, Principal Beech Business Services

Attest/Authenticated:

Tara McDivitt



City of Langley

To: Langley City Council
From: Kennedy Horstman, Mayor
Mtg: August 5, 2024 Regular City Council Meeting
Subject: Appointment Public Safety Sales Tax Ballot Measure For/Against Statement Committees

Summary:

On July 15, 2024, the Langley City Council adopted an ordinance requesting the Island County Auditor include on the ballot, in the November 5, 2024 election, a proposition to the qualified voters of the City to approve or reject a sales and use tax established in [RCW 82.14.450](#) to support criminal justice and law enforcement.

Ballot measures require the City to solicit resident participation in drafting for and against statements to be included in the Voter's Pamphlet. The City has solicited participation and requests the City Council to formally appoint Chris Carlson to the for-statement committee.

The City has not been successful in identifying a resident to draft the against statement.

Council Action Request:

In support of the November 5, 2024 Public Safety Sales Tax ballot measure, I move that the City Council authorize the appointment of:

- Chris Carlson and Barbara Seitle to the "for statement" writing committee

Timeline for Action: Appointment in the August 5, 2024 City Council meeting.

Financial Implications:

Failure to appoint pro/con committees may invalidate the November 2024 ballot measure and prevent a potential ~\$50K general fund revenue source in 2024 and beyond.

Staff Time Implications: N/A

List all Attachments: N/A