

**CITY OF LANGLEY DRAFT COUNCIL AGENDA**  
**September 18, 2017 5:30 PM**

- 1. CALL TO ORDER**
  - a. Flag Salute
  - b. Roll Call
  
- 2. APPROVAL OF AGENDA**
  
- 3. CONSENT AGENDA (See below)**
  - a. Approval of council meeting minutes of 9-5-17 ..... 1-2
  - b. Approval of claims warrants Nos. \_ and EFTs in the amount of \$16,718.52.....3- 4
  - c. Approval of payroll warrants Nos. 36308-36328 (8/15/17) in the amount of \$46,558.74 and Nos. 36368-36392 (8/31/17) in the amount of \$86,592.53.....5-11
  - d. Confirmation Mayors appointment of JoAnn Quintana to Parks & Open Space Board
  
- 4. RECOGNITION/APPRECIATION**
  - a. Tim Leonard Lily and Barry Van Gerbig for Hurricane Harvey relief
  
- 5. COMMISSION AND BOARD REPORTS**

Historic Preservation Commission – semi-annual report  
Design Review Board - semi-annual report  
Parks and Open Space Board - semi-annual report
  
- 6. CITIZEN COMMENTS \***
  
- 7. UNFINISHED BUSINESS**
  - a. Sol Smart needed code amendments – Brigid Reynolds .....12
  
- 8. STAFF REPORTS**
  - a. Community Planning
  - b. Public Works
  - c. Police
  - d. Finance
  
- 9. MAYOR’S REPORT**
  
- 10. NEW BUSINESS**
  - a. Ordinance updates and corrections
  
- 11. COUNCIL REPORTS**
  
- 12. DISCUSSION ITEMS**
  
- 13. ADJOURNMENT**

**\*Citizen Comments:** We welcome comments on subjects of concern or interest that are not on the agenda. Please state your name and address so this can be recorded, and limit your comments to 5 minutes. Questions will be answered immediately if the answer is brief, and the information is available. Otherwise, answers will be provided as soon as possible. Thank you for participating! **If reasonable accommodation of a disability is needed please contact Debbie Mahler at (360) 221-4246 at least 48 hours prior to this meeting.**

## Langley City Council Meeting Minutes

September 5, 2017

Thomas Gill, Mayor Pro-tem called the meeting to order at 5:30 PM. Mayor Callison was out of town. Present were City Council Members Burt Beusch, Bruce Allen, Ursula Shoudy and Dominique Emerson. Also present were Stan Berryman, Public Works Director; Brigid Reynolds, Community Planning Director; Dave Marks, Chief of Police; and Debbie Mahler, Director of Finance/City Clerk. Pro-tem Gill led the flag salute.

**MOTION:** To approve the agenda as amended. Confirmation of two appointments to the PAB were added and authorization to extend the food truck permit to the end of the month. Motion – Allen, 2<sup>nd</sup> – Shoudy. Motion carried.

**MOTION:** To approve the consent agenda. Motion – Allen, 2<sup>nd</sup> – Shoudy. Motion was approved.

### CONSENT AGENDA

- a. Approval of Council meeting minutes of 8/21/17
- b. Approval of Claims warrants and EFTs in the amount of \$53,266.19
- c. Confirmation of the Mayor's appointment of Sommer Harris and Maralie Johnson to the Planning Advisory Board

### COMMISSION AND BOARD REPORTS

Langley Library Report - Vicky Welfare, Librarian reported that author Guy Burneko will give a presentation on Thursday the 7<sup>th</sup> on eco-social mindfulness for the shared Earth/human future. Monday's at 4 PM this month they will have a rug making class. Daniel Winkler shares his expertise about wild mushrooms on the 19<sup>th</sup> at 6:30 PM. To be held at Langley United Methodist Church Fellowship Hall, 301 Anthes Ave, Langley. Funded by the Friends of the Langley, Freeland, and Clinton Libraries. On the 25<sup>th</sup> Alex Wells will share his 2012 expedition to Antarctica. There will also be three programs on writing this month.

### CITIZEN COMMENTS

There were no comments from the audience at this time.

### UNFINISHED BUSINESS

**MOTION:** To approve the amended Fee Schedule Resolution No. 791. Motion – Allen, 2<sup>nd</sup> – Emerson, Motion carried unanimously.

### NEW BUSINESS

**MOTION:** To approve the special event permit request to hold a drive-in movie at the Machine Shop Parking Lot. Motion – Emerson, 2<sup>nd</sup> – Beusch. This is an

allowed use in the zoning and will not cause any noise or use amplification. The event is a benefit for Hurricane Harvey victims. Motion carried unanimously and any fee waived.

**MOTION:** To approve a contract with C. Johnson Construction in the amount of \$307,944.93, the lowest bidder of (4) quotes. Motion – Beusch, 2<sup>nd</sup> – Emerson. Motion carried with all in favor.

*Planning and Building department application summary.* Planner, Brigid Reynolds gave a report summarizing building and planning department permits for the year. Permits to remodel both existing residences and businesses are way up this year and building of new residences is down slightly.

Joe Wierzbowski', owner of the Big W food truck requested an extension to his food truck permit through the end of September. His permit ends on Labor Day without Council approval.

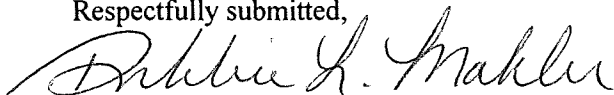
**MOTION:** To approve the extension, Motion - Emerson, 2<sup>nd</sup> – Allen. Motion carried without opposition.

## COUNCIL REPORTS

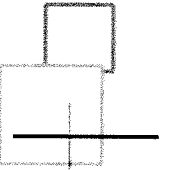
Dominique Emerson reported that she attended the Fairgrounds/Port meeting. The commercial kitchen addition is going out to bid, Mutiny Blues is currently baking there, and a wedding cake baker will use it also. The Port is very happy with water system fixes to the fairgrounds. They plan to hold a Haunted Fairgrounds event on October 28<sup>th</sup>. The Campgrounds is doing well. Burt Beusch reported the Cemetery Board meeting was cancelled and moved to later in the month.

The meeting was adjourned at 6:08 PM.

Respectfully submitted,



Debbie L. Mahler, Director of Finance/Clerk



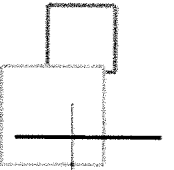
# Register

8-15-17

(3)

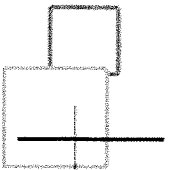
<u>36308</u>	Baldwin, Darlene	2017 - August - 8/7/17	\$1,118.66
<u>36309</u>	Berryman, Stan K.	2017 - August - 8/7/17	\$2,121.80
<u>36310</u>	Callison, Timothy J.	2017 - August - 8/7/17	\$1,566.85
<u>36311</u>	Durr, Robert J.	2017 - August - 8/7/17	\$1,661.02
<u>36312</u>	Grove, Timothy J.	2017 - August - 8/7/17	\$1,816.87
<u>36313</u>	Hamilton, Bryan E.	2017 - August - 8/7/17	\$1,202.96
<u>36314</u>	Herzberg, Robert	2017 - August - 8/7/17	\$349.12
<u>36315</u>	Knighton, Cheryl L.	2017 - August - 8/7/17	\$1,455.04
<u>36316</u>	Lauer Jr., Donald E.	2017 - August - 8/7/17	\$2,133.59
<u>36317</u>	Ligitt, Charles E.	2017 - August - 8/7/17	\$1,872.94
<u>36318</u>	Loch, Kelsey D.	2017 - August - 8/7/17	\$993.43
<u>36319</u>	Mahler, Debbie L.	2017 - August - 8/7/17	\$2,216.98
<u>36320</u>	Marks, David L.	2017 - August - 8/7/17	\$5,447.91
<u>36321</u>	Perry, Randi M.	2017 - August - 8/7/17	\$1,692.09
<u>36322</u>	Reynolds, Brigid M.	2017 - August - 8/7/17	\$1,841.63
<u>36323</u>	Shoudy, Mason O.	2017 - August - 8/7/17	\$1,587.32
<u>36324</u>	Wierzbowski, Joseph W.	2017 - August - 8/7/17	\$1,464.42
<u>36325</u>	CITY OF LANGLEY	2017 - August - 8/7/17	\$14,239.76
<u>36326</u>	SB&C LTD.	2017 - August - 8/7/17	\$633.32
<u>36327</u>	STATE TREASURER	2017 - August - 8/7/17	\$630.00
<u>36328</u>	WA State Support Registry	2017 - August - 8/7/17	\$513.03
			<b>\$46,558.74</b>

# Register



PR 8-31-17

36368	Baldwin, Darlene	2017 - August - 8/21/17	\$1,220.50
36369	Berryman, Stan K.	2017 - August - 8/21/17	\$2,121.80
36370	Callison, Timothy J.	2017 - August - 8/21/17	\$1,566.85
36371	Durr, Robert J.	2017 - August - 8/21/17	\$1,940.73
36372	Grove, Timothy J.	2017 - August - 8/21/17	\$1,982.66
36373	Hamilton, Bryan E.	2017 - August - 8/21/17	\$1,250.32
36374	Herzberg, Robert	2017 - August - 8/21/17	\$349.12
36375	Knighon, Cheryl L.	2017 - August - 8/21/17	\$1,598.49
36376	Lauer Jr., Donald E.	2017 - August - 8/21/17	\$2,822.17
36377	Liggett, Charles E.	2017 - August - 8/21/17	\$2,007.40
36378	Loch, Kelsey D	2017 - August - 8/21/17	\$817.63
36379	Mahler, Debbie L.	2017 - August - 8/21/17	\$2,216.98
36380	Marks, David L.	2017 - August - 8/21/17	\$5,447.91
36381	Perry, Randi M.	2017 - August - 8/21/17	\$1,901.16
36382	Reynolds, Bridgid M.	2017 - August - 8/21/17	\$1,841.63
36383	Shoudy, Mason O.	2017 - August - 8/21/17	\$1,979.24
36384	Wierzbowski, Joseph W.	2017 - August - 8/21/17	\$1,588.18
36385	AFLAC WORLDWIDE HEADQTRS	2017 - August - 8/21/17	\$252.12
36386	CITY OF LANGLEY	2017 - August - 8/21/17	\$15,350.20
36387	DEPT OF RETIREMENT	2017 - August - 8/21/17	\$14,203.91
36388	Health Care Authority	2017 - August - 8/21/17	\$22,160.68
36389	National Fraternal Order of Police	2017 - August - 8/21/17	\$211.50
36390	SB&C LTD.	2017 - August - 8/21/17	\$633.32
36391	STATE TREASURER	2017 - August - 8/21/17	\$615.00
36392	WA State Support Registry	2017 - August - 8/21/17	\$513.03
			<b>\$86,592.53</b>



# Voucher Directory

Airgas USA LLC

0

9947694960

402-000-000-535-80-31-00

Supplies

Total 9947694960

\$14.95  
\$14.95  
\$14.95

Total Airgas USA LLC  
Allen, Bruce

0

9-17

001-000-000-511-60-10-00

Council Services

Total 9-17

\$50.00  
\$50.00  
\$50.00

Total Allen, Bruce  
AT&T Mobility

0

Invoice - 9/13/2017 11:09:00 AM

101-000-000-543-50-47-00

Utilities-Streets (incl Phone)

\$103.59

401-000-000-534-80-47-00

Utilities-Water Dept.

\$103.59

402-000-000-535-80-47-00

Utilities-Sewer Dept.

\$103.59

403-000-000-531-30-38-00

Utilities

\$103.58

Total Invoice - 9/13/2017 11:09:00 AM

\$414.35

Total AT&T Mobility  
Beusch, Burt

0

8-2017

001-000-000-511-60-10-00

Council Services

\$50.00

Total 8-2017

\$50.00  
\$50.00  
\$50.00

Total Beusch, Burt

0

Chamber of Commerce	0		2017 - September - 9/18/17		
		2016-1443			
			001-000-050-518-50-34-01	Association Dues	\$199.00
		Total 2016-1443			\$199.00
Total Chamber of Commerce Correct Equipment, Inc.	Total 0		2017 - September - 9/18/17		\$199.00
		35905			
		Total 35905	401-000-000-534-80-31-00	Parts, Chemicals & Supplies	\$971.86
Total Correct Equipment, Inc. Emerson, Dominique	Total 0		2017 - September - 9/18/17		\$971.86
		8 - 17			
		Total 8 - 17	001-000-000-511-60-10-00	Council Services	\$50.00
Total Emerson, Dominique Fio Analytics	Total 0		2017 - September - 9/18/17		\$50.00
		29017			
		Total 29017	001-000-110-558-60-41-00	Planner-Consultant/prof Serv's	\$1,050.00
Total Fio Analytics GHL Enterprises	Total 0		2017 - September - 9/18/17		\$1,050.00
		1132			
		Total 1132	001-000-180-518-86-41-01	Computers/r&m	\$52.65
Total GHL Enterprises Gill, Thomas	Total 0		2017 - September - 9/18/17		\$52.65
		Aug 17			
		Total Aug 17	001-000-000-511-60-10-00	Council Services	\$50.00
Total Gill, Thomas	Total 0				\$50.00

Granger

0

2017 - September - 9/18/17

9537646557

001-000-150-576-80-48-00

Langley Park Maintenance

\$230.14

Total 0

Total Granger

0

2017 - September - 9/18/17

1709-001855

001-000-100-518-20-40-00

City Facilities Maintenance

\$30.36

Total 0

Total Hanson's Bldg. Supply

0

2017 - September - 9/18/17

August 2017

633-000-000-586-12-00-03

Co. Crime Victims/Court

\$9.97

Total 0

Total Island County Treasurer

0

2017 - September - 9/18/17

Invoice - 9/11/2017 4:36:27 PM

001-000-050-518-50-47-00

Utilities-General Government

\$15.03

001-000-150-576-80-47-00

Parks-Utilities/waste Disposal

\$97.68

101-000-000-543-50-47-00

Utilities-Streets (Incl Phone)

\$7.51

401-000-000-534-80-47-00

Utilities-Water Dept.

\$15.03

402-000-000-535-80-47-00

Utilities-Sewer Dept.

\$15.03

ID

Total Invoice - 9/11/2017 4:36:27 PM

\$150.28

Total Island Disposal Inc

Kenyon Disend PLLC

0

2017 - September - 9/18/17

185931

001-000-040-515-30-41-00

Attorney - Civil/admin

\$3,219.50

Total 185931

Total Kenyon Disend PLLC

Total 0

\$3,219.50



18

Langley Whale Ctr/Orca Network

0

2017 - September - 9/18/17

2017 final

105-000-000-557-30-49-04

Whale Museum

\$2,500.00

Total 2017 final

\$2,500.00

Total 0  
Total Langley Whale Ctr/Orca Network  
Les Schwab Tire Centers

0

2017 - September - 9/18/17

41300198468

001-000-070-521-20-32-00

Fuel & Maintenance

\$51.32

Total 41300198468

\$51.32

Total 0  
Total Les Schwab Tire Centers  
NCL of Wisconsin, Inc.

0

2017 - September - 9/18/17

394805

402-000-000-535-80-31-00

Supplies

\$143.29

Total 394805

\$143.29

Total 0  
Total NCL of Wisconsin, Inc.  
OMWBE

0

2017 - September - 9/18/17

30312766

001-000-050-518-50-34-01

Association Dues

\$100.00

Total 30312766

\$100.00

Total 0  
Total OMWBE  
Pitney Bowes Global Finan Serv LLC

0

2017 - September - 9/18/17

3304353853

001-000-030-518-90-42-00

Postage Machine Expenses

\$173.75

Total 3304353853

\$173.75

Total 0  
Total Pitney Bowes Global Finan Serv LLC  
Puguet Sound Energy

0

2017 - September - 9/18/17

September 5, 2017

001-000-050-518-50-47-00

Utilities-General Government  
PSE

\$1,480.57

Total September 5, 2017

\$1,480.57

Total 0  
Total Puget Sound Energy

0

\$1,480.57

5

Quill Corporation  
0

2017 - September - 9/18/17

9564156	001-000-050-518-50-34-00	Office Supplies/&m	\$47.08
	402-000-000-535-80-31-00	Supplies	\$87.65
<b>Total 9564156</b>			<b>\$134.73</b>

Total Quill Corporation  
S.W. School Dist. #206  
0

2017 - September - 9/18/17

<b>LANGLEY2017-Final</b>			
	101-000-000-544-90-32-00	Fuel & Maintenance	\$133.60
		SWSD	
	401-000-000-534-00-43-00	Fuel & Maintenance	\$133.60
		SWSD	
	402-000-000-535-50-43-00	Fuel & Maintenance	\$133.60
		SWSD	
	403-000-000-531-30-33-00	Fuel and Maintenance	\$133.59
		SWSD	
<b>Total LANGLEY2017-Final</b>			<b>\$534.39</b>

Total S.W. School Dist. #206  
Sebo's DO IT Center  
0

2017 - September - 9/18/17

A860919	001-000-070-521-20-32-00	Fuel & Maintenance	\$2.49
<b>Total A860919</b>			<b>\$2.49</b>

Total Sebo's DO IT Center  
Shoudy, Ursula  
0

2017 - September - 9/18/17

8-17	001-000-000-511-60-10-00	Council Services	\$50.00
<b>Total 8-17</b>			<b>\$50.00</b>

Total Shoudy, Ursula  
State Treasurer  
0

2017 - September - 9/18/17

<b>August 2017</b>			
	633-000-000-586-12-00-00	Court Remittances/State	\$639.71
		Crt Fees	
	633-000-000-586-97-00-00	JIS Account/Court	\$67.18

Crt fees

Total August 2017

Total 0 \$706.89  
Total State Treasurer \$706.89  
U.S. Bank N.A. - Custody 0 \$706.89

8/1-8/31

2017 - September - 9/18/17

001-000-030-514-20-49-00 Miscellaneous \$24.00  
bank fee \$24.00

Total 8/1-8/31

Total 0 \$24.00  
Total U.S. Bank N.A. - Custody \$24.00  
United Business Machines 0 \$24.00

INV350106

2017 - September - 9/18/17

001-000-050-518-90-50-34 Copier/printer Lease (Inc R&m) \$237.10  
Total INV350106 \$237.10

Total 0 \$237.10  
Total United Business Machines \$237.10  
Utilities Underground 0 \$237.10

7080155

2017 - September - 9/18/17

401-000-000-534-80-47-00 Utilities-Water Dept. \$35.42  
Total 7080155 \$35.42

Total 0 \$35.42  
Total Utilities Underground \$35.42  
VISA 0 \$35.42

24435657229801030743114

2017 - September - 9/18/17

001-000-070-521-20-31-00 Supplies-Printing \$147.79  
Marks \$147.79

Total 24435657229801030743114 \$147.79  
24492157217637379664700 \$187.46

001-000-070-521-20-31-00 Supplies-Printing \$187.46  
Marks \$187.46

Total 0 \$187.46  
Total VISA \$335.25  
\$335.25

Vision Municipal Solutions

0

2017 - September - 9/18/17

09-5622

001-000-180-594-18-60-00

Computers/equipment/furniture

\$1,988.67

Total 09-5622

\$1,988.67

Total Vision Municipal Solutions

Total 0

\$1,988.67

Whidbey Telecom

0

2017 - September - 9/18/17

Sept 1, 2017

001-000-050-518-50-40-00

Telephone/Internet

\$1,047.15

WT

001-000-070-521-20-42-00

Telephone

\$259.54

WT

001-000-110-558-60-47-00

Telephone

\$72.03

WT

Total Sept 1, 2017

\$1,378.72

Total Whidbey Telecom

Total 0

\$1,378.72

Zacarias DeJesus

0

2017 - September - 9/18/17

8-17-17

104-000-000-536-50-48-00

Contract Maintenance

\$228.27

Total 8-17-17

\$228.27

Total Zacarias DeJesus

Total 0

\$228.27

Grand Total

Vendor Count

33

\$16,647.92



To: Council  
From: Reynolds, Director of Community Planning  
Date: 12 September 2017

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### **Purpose**

To consider Code amendments to reduce barriers for the installation of small solar PV systems.

### **Background/Discussion**

In February 2017 the City agreed to participate in Sol Smart, a national designation program that recognizes communities that reduce barriers to solar energy development. Since then staff have been working with an advisor from Spark Northwest to review our Code and processes to identify what amendments are necessary for Langley. These proposed amendments include:

- Adopting an expedited building permit checklist for small scale (less than 15 kW) systems such that systems proposed to be installed consistent with the check list would not require a building permit.
- Amending the building permit fees for systems larger than 15 kW based on those systems that don't comply with the checklist on either a flat fee assessment or based on the value of the system less the panels.
- Amending the Code:
  - Allow solar energy systems by right as an accessory use in any zone
  - Not require applications for solar energy systems to be reviewed by the DRB
  - Exclude roof mounted solar energy systems from the maximum building height calculation provided they are less than a certain height.
  - Exclude ground mounted systems from impervious cover calculations
  - Permit ground mounted systems in setbacks

The proposed amendments are consistent with both the current (2013) Comprehensive Plan Utility Element Objective 2 and policy a) and the draft Comprehensive Plan Goals UCF-8 and H-6 as well as policies UCF-8.1, LU-12.4, H-6.3, S-8.4 and S-9.4.

The details of these proposed amendments will be outlined in the final ordinance and will come before the PAB. These amendments are proposed at this time so we can earn our Sol Smart designation before the end of October when our program support will end. Should we gain this designation the City would be the most northerly jurisdiction in the country to achieve it.

The PAB reviewed this staff report and recommended to Council that staff proceed with drafting an ordinance to reduce barriers for the installation of small solar PV systems.

### **Recommendation**

Council directs staff to proceed with drafting an ordinance and once completed to hold a public hearing.