CITY OF LANGLEY DRAFT COUNCIL AGENDA
February 5, 2018 5:30 PM

1. CALL TO ORDER
   a. Flag Salute
   b. Roll Call
   c. Mayor’s open comment regarding appearance of conflict of interest

2. APPROVAL OF AGENDA

3. CONSENT AGENDA
   The CONSENT AGENDA consists of routine items that normally do not require further Council discussion. A council member may ask questions about an item before the vote is taken, or request that an item be removed from the Consent Agenda and placed on the regular agenda for more detailed discussion. A single vote is taken to approve all items remaining on the Consent Agenda.
   a. Approval of council meeting minutes of 1/16/18, ..................................................1-4
   b. Approval of claims warrants Nos. 36977-36984 and EFTs in the amount of $65,955.36 .................................................................5-12
   c. Amplified music permit – The Machine Shop
   d. Confirmation of Bernita Sanstad to the Historic Preservation Commission.............13
   e. Approval of amendment to Upper Langley HOA (legal review passed) as conditionally approved pending legal review
   f. Mayor’s letter to Legislative reps regarding funding for parking in Mukilteo..............14

4. RECOGNITION/APPRECIATION
   a. Officer Charlie Liggett

5. COMMISSION AND BOARD REPORTS
   a. Langley Library Report
   b. Commissioner Helen Price Johnson – State of the County & Jackie Henderson, Board of Health – opiate outreach report

6. CITIZEN COMMENTS *

7. MAYOR’S REPORT

8. UNFINISHED BUSINESS
   a. Chamber Tourism funding for 2018
   b. Approval of Arts Master Plan..................................................................................15-26
   c. Authorization to negotiate a contract with the Seawall Park Sub-committee’s recommended designer for design services at Seawall Park

9. NEW BUSINESS
   a. Ordinance amending LMC 2.08 City Office Hours – 1st reading............................27
   b. Ordinance amending LMC 2.20 Civil Attorney – 1st reading.................................28-29
   c. Ordinance amending LMC 2.22 Prosecuting Attorney – 1st read..............................30-31

10. COUNCIL REPORTS

11. DISCUSSION ITEMS

12. 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
January 16, 2018

Mayor Callison called the meeting to order at 5:30 PM. Present were Council members Bruce Allen, Ursula Shoudy, Dominique Emerson, Christy Korrow and Peter Morton. Also present were Brigid Reynolds, Planning Director; Stan Berryman, Public Works Director; Dave Marks, Chief of Police; and Debbie Mahler, Finance Director/Clerk. Mayor Callison led the flag salute. The Mayor read his open statement regarding appearance of conflict of interest.

MOTION: To approve the agenda as amended. A Chamber tourism funding discussion was added under new business and discussion of scheduling a work session on bringing sewer to east Langley and a workshop on tourism funding and discussion of the process for appointment to commissions under new business. Motion - Allen, 2nd - Emerson. Motion carried.

MOTION: To approve the consent agenda. Motion - Emerson, 2nd - Morton. Motion was approved.

CONSENT AGENDA

a. Approval of council meeting minutes of 1-2-18
b. Approval of claims warrants Nos. 36922-36958 and EFT’s in the amount of $137,969.43
c. Approval of payroll warrants Nos. 36782-367802 (12/15/17) in the amount of $44,495.12 and Nos. 36842-36869 (12/31/17) in the amount of $93,698.75
d. Confirmation of the Mayor’s appointment of Mary Ann Mansfield and Ann Johnson to the Arts Commission
e. Confirmation of the Mayor’s appointment of Diane Divelbess as Chair of the Arts Commission
f. Confirmation of the Mayor’s appointment of Burt Beusch to the Planning Advisory Board
g. Liquor License renewals – Braeburn, Inn at Langley, Star Store, Portico

RECOGNITION/APPRICATION

Mayor Callison presented Frank Rose with a Mayor’s excellence award and thanked him for his service as Chairman of the Arts Commission from its inception three years ago. Frank resigned to concentrate on the Langley Public Arts Consortium.

CITIZEN COMMENTS

John Norby stated his belief that the Mayor and Clerk did not give him full disclosure in his requests for documents of former Mayor McCarthy. Barbara Small a resident expressed her gratitude for the cooperative spirit and cooperation of the Planning Board and staff in the Comp Plan regulations process.
UNFINISHED BUSINESS

PAB recommendation on land use designations.

MOTION: To accept the PAB’s recommendation that the draft land use designation map (figureLU-10) be amended to not change the designation for the two properties at 2nd and DeBruyn from residential to commercial and they remain designated as residential. Motion - Morton, 2nd - Emerson. Motion carried unanimously.

MOTION: To accept the PAB’s recommendation that the two properties at 2nd and DeBruyn be rezoned from RS7200 to Mixed Residential (RM) as part of the development regulations and Comp Plan approval. Motion - Morton, 2nd - Allen. Motion carried with all in favor.

MOTION: To request the State Building Code Council consider Langley as a pilot city to adopt Appendix Q as part of its building code. Motion - Allen, 2nd - Emerson. Motion was approved unopposed.

Tiny Homes.

Chamber of Commerce request for additional tourism funding. Inge Morascini, Chamber Director revised segments of her request for additional tourism funding. Inge went through the list of requests and explained each program.

Setting workshop on tourism funding. A workshop to discuss the process and policies on tourism funding was set for Friday, January 26 at 9 AM.

STAFF REPORTS

Community Planning – Brigid Reynolds reported that volunteers are needed for a homeless count. The PAB public hearing on the Comp Plan is set for Jan 30th. The final draft of the Comp plan is on the website and Council has copies in print form. The Arts Commission is holding an Arts Forum at WICA next week. The commission approved a new arts master plan that will come to council on Feb 19th. Brigid is working on solar power codes.

Public Works – Stan Berryman reported First Street sidewalk project is out to bid. He has also put out a bid request to replace one pickup truck. The revised operations and maintenance plan for the treatment plant has been submitted to DOE for approval. It was done in house by staff. The crew cleaned storm drains and patched holes at Methodist Church/City parking lot.

Council meeting minutes 1-16-18
Police — Chief Marks reported the Seawall Park sea float scramble was a big success, although there were some safety concerns that he is meeting with Main Street about. The Chief noted that it is illegal to smoke within 25 feet of City Hall and asked that violations of that be reported to him.

Finance — Debbie Mahler reported that the City has through the 20th of January to pay expenses for 2017, so the year has not been closed out yet. She will provide year end revenue and expenditure reports after that time. The auditors have finished their time at the City, but are still working on the financial audit. It should be finished fairly soon. Debbie also explained that she has not had time to review the Tourism fund yet, but will have that analysis ready at the next meeting.

MAYOR’S REPORT

Mayor Callison reported that he had an opening conference with the Auditor’s office on January 3rd. He attended the Chamber of Commerce Member’s meeting on the 10th and also the Island District 1 meeting on affordable housing. Mayor Callison There was recently a complaint to the Health Department about people smoking right outside the door of City Hall. The County is looking for volunteers for the annual Point in Time homeless count. At the Feb 5th Council meeting, Commissioner Helen Price Johnson will be giving a state of the County and public health opium outreach report.

NEW BUSINESS

Councilwomen Emerson asked to set up workshop and then a community meeting to discuss sewer and stormwater improvements to east Langley and how it would benefit homeowners and how to finance it and add sidewalks. A first workshop was set for February 12th from 9 AM to 11 AM.

Appointments to Boards and Commissions process. Dominique Emerson asked that a bio of board candidates be given to Council before confirmation. Mayor Callison will include a bio from now on.

COUNCIL REPORTS

Peter Morton stated that he wants clarity on when council members can attend public committees. He attended a PAB meeting and thought it was an exceptional meeting. He also attended an Arts Commission meeting and they have approved a new master plan and have an insurance request to bring to council on the 19th of February. Dominique also attended the PAB meeting, and went to a Seawall Park sub-committee meeting. Debbie Mahler will do some research on the issue and get back to Council. Dominique Emerson attended the Port meeting. The have a new Port president, Jack Eng. The reported that the South Whidbey Harbor is struggling in terms of income. The Port is looking at expanding the RV area and some of the buildings at the Fairgrounds. They are continuing to work with the tribes on the Mukilteo parking issue. Ursula Shoudy reported that she has resigned from the Chamber Board, but will continue as the Council liaison to Chamber. She also attended the Port meeting and found it very informative. The Chamber breakfast shared much information and discussed Mystery Weekend which takes place in February. The Chamber breakfast meetings take place on the second Wednesday of each month at Prima; you don’t have to be a member to attend. Bruce Allen reported the HUB has been very...
busy and is doing very well. Island Transit has restored Saturday service. The HUB is making an effort to control smoking at the bus stop across the street. Christy Korrow attended the homeowners meeting at the Highlands. She also attended the Seawall Park meeting, which was very well run. The selected a designer, not a design for Seawall park to recommend for Council approval. Mayor Callison passed out copies of the Counties Vision 2020 Community Health Improvement Plan. Peter Morton reported that he has been attending a series of meetings regarding climate change, held at several local churches.

The meeting was adjourned at 7 PM.

Respectfully submitted,

Debbie L. Mahler, Finance Director/City Clerk
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VOLUNTEER APPLICATION
CITY OF LANGLEY
112 Second St./PO Box 366 Langley, Washington 98260 (360) 221-4246

Member: Langley Historical Preservation Commission Date: 1/10/18

Position: Sanstad Bernita
Board/Department: Marie

Name: Last Sanstad First Bernita
Middle Marie

Street Address: 834 Furman Avenue
Home Phone: 360.221.7399

Mailing Address (if different): P.O. Box 155 - Langley 98260
bernitasanstad@gmail.com

Langley WA Email Address: 98260 360.

City: State: Zip: 360.

Are at least 18 years old? ☐ Yes ☐ No If not, please specify your age:

BACKGROUND:

Education: Human Svs Regt, U.W

Occupation(s): Retired medical clinic manager

Other Volunteer Positions: Volunteer gardener

Hobbies: Reading, walking, hanging out with friends

Other applicable experience: Placed in many group activities through life

SKILLS:

List Applicable Skills: Excellent communication skills & very effective team member

DESIRE:

Briefly describe why you are interested in volunteering:

For this position specifically: Teaching about our past history helps ensure Langley will continue to function as a vibrant & inclusive community for generations to come.

Signature: Bernita Sanstad Date: 1/10/18

Volunteer Application/Revised 01-22-04
February 1, 2018

To: Representative Norma Smith, 10th District
   Representative Dave Hayes, 10th District
   Senator Maralyn Chase, 32nd District

Subject: Funding for parking in Mukilteo

It is our understanding that the Tulalip Tribes, in a collaborative effort with the Port of South Whidbey, have committed land to provide additional parking near the new planned Mukilteo Multimodal terminal facility. We believe this is a rare and much needed opportunity to reduce congestion in waiting lines and promote visitors to Whidbey without additional car traffic.

Additionally, the reduction of car usage that would result in the City of Langley will be in support of the Sustainability Element of our Comprehensive plan and in alignment with Governor Inslee’s goal of reducing the carbon footprint in Washington State.

It is appropriate that the state of Washington provide funding for infrastructure that is so badly needed to help create a truly multimodal facility in Mukilteo.

We support this effort. We encourage the Legislature to seriously consider funding for the Port to build this project.

Sincerely,

Tim Callison
Mayor, City of Langley, Washington
City of Langley

Arts Commission
MASTER PLAN
& 6 Year Work Plan

Prepared by the Langley Arts Commission

Approved by the Langley Arts Commission 1/11/2018

Approved by Langley City Council XXXX 2018
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Introduction:
The Langley Arts Commission Master Plan is a focused plan of action as stated in Article II of the Commission's bylaws:

ARTICLE II: Purpose

The Langley Arts Commission advises the Mayor, City Council and City Staff regarding the city's public arts program and implementation of the city's one percent for the arts policy for capital projects. The commission shall advise the Mayor and City Council regarding the planning, design, solicitation and selection of artists and public art installations for the city. When requested by the Mayor or City Council the commission will also advise the city on any arts related issues such as promoting the arts in Langley, partnerships between the city and other arts organizations, the facilitation and management of arts related events and arts education.

Goals:
Formalize a six-year work plan to create a sustainable pathway to maintaining and enhancing Langley's visual art collection and performing arts heritage by:

A. Creating Place
   i. Provide a rich environment within the community to display art and stage live performances.
   ii. Provide Opportunity - showcase local and regional artistic talent through accessible public events.
   iii. Sponsor forums involving artists and the public in discourse and dialog.

B. Driving Economics
   Welcome and support arts oriented individuals, organizations, and businesses that attract the local populace and enhance tourism activities.

C. Building Legacy
   Support preservation of artistic and cultural objects, heritage sites and local arts events within the community.

D. Internet Presence
   Create an online kiosk for provide information about art activities in Langley.
LAC Strategy:
The LAC serves the community by:

- Building and supporting networks of individual artists and arts organizations;
- Developing public participation programming in visual and performing arts, literature, film and multimedia production; and
- Facilitating and assisting in the management of arts education opportunities.

Mission Statement:
The LAC seeks to cultivate, curate and support the arts in all their forms, providing the foundation for art to sustain Langley.
Langley Arts Commission Master Project Plan Outline

Current Focus Projects:

1) Create a partnership of businesses, artists, non-profits and government agencies through an arts consortium.
2) Continue replacement of the five temporary sculptures as scheduled and add a third sculpture pedestal on private property adjacent to Clyde Alley.
3) Host the biannual Whidbey Arts Forum
4) Work with the community partners to update the walking tour brochure.
5) Facilitate installation of murals within the City.
6) Participate and facilitate integration of art into Seawall Park and First Street entrance improvements.
7) Continue to inventory and document Langley public art.
8) Establish a maintenance program for public art for the City Public Works Department.
9) Establish an insurance program for temporary art on display.
10) Actively participate in the planning and execution of the Langley Arts and Recreation District Overlay.
11) Coordinate the construction of a new city pedestal.

Projects Under Consideration:

1) Support an Arts Alive day project within the City.
2) Support and promote performing arts, street performers and artists within the downtown core.
3) Support and promote literary arts
4) Support and promote filmmaking and media arts
5) Establish of a city plan/budget for the purchase of permanent art
6) Establish a Langley Art Museum/Library
7) Coordinate opportunities for arts education
Current Focus Project Overviews

1) Langley Area Arts Economic Growth Plan
The relationship of business, art, non-profits and government within the local economy is a strong and promising configuration for Langley’s economic future. Although Langley is wealthy in terms of resident artists and arts non-profits, it lacks a unified arts alliance with its resident and surrounding artists, creative industries, non-profits and government agencies.

Goals: Using the arts as an economic magnet and a cultural centerpiece of Langley, revise leadership that establishes the organizational framework for Langley area artists, creative industries non-profits and government agencies to work together.

Use the arts as an economic magnet and a cultural centerpiece of Langley.

Integrate arts programs and initiatives into economically successful and popular events, e.g. Djangofest, Mystery Weekend, Whidbey Island Fair, etc.

Provide leadership that establishes an organizational focal point for Langley area artists, creative industries non-profits and government agencies.

Objective: Develop a 6-year plan, annually reviewed and administered by the LAC board members that integrates arts programs and initiatives into economically successful and popular events.

Vision: A robust economy driven by artists and creative entrepreneurs working within our communities with energy and innovation.

Funding Requirements: $500 per year beginning in 2019.

2) Temporary Sculpture Replacement Project
The Commission is in its third year of installing sculpture within the City core. Currently there are 5 temporary sculptures on display, three on Second Street and two on Clyde Alley.

Objective: Through the call to artists competitive process the three Second Street sculptures will be replaced in July of 2018 and in Clyde Alley in December of 2019.

City Funding Requirement: to replace three sculptures on Second Street in 2018, $1000 stipend X 3 = $3000, $300 crane services, $30 plaque engraving X 3 = $120. Total: $3,420 to be funded by the City in 2018. $5,420 required in 2020 and 2022 and $6,500 in 2023.
3) Biannual Whidbey Arts Forum

The Langley Arts Commission hosts the Biannual Whidbey Arts Forum which is open to all interested artists, arts organizations, business leaders and community members. The Forum provides an opportunity for the Arts community to gather in an open format to share ideas and information, and to provide feedback to the LAC. The Langley Arts Commission coordinates the forum date, time, location and facilitator(s). LAC provides a progress report on its goals and projects to the attendees, and also provides art information updates to the City.

Goal: To provide a transparent, supportive setting for the development of cooperation and collaboration among members and groups in the arts community.

Objective: To provide information about process and progress of ongoing LAC projects, and to provide a platform for sharing ideas and information among artists/arts groups and community members in order to further the cultural enrichment and legacy of Langley and Whidbey Island.

Funding Requirements: If the site for the Arts Forum is donated, then a minimum of $500-$600 for publicity, visual aids, staffing and refreshments is required. If a facility is to be rented, then an additional $200 may be required.

Funding Source: To be split between the City of Langley or other hosting locations and the LAC.

4) Langley Public Arts Walking Tour Brochure

Hard-copy walking tour brochure: By working with the Langley Chamber of Commerce and the Langley Main Street Association, a hard copy walking tour brochure that includes information on all art on display in Langley and all local businesses that sell art and locally hand-crafted items.

Digital walking tour: There are a number of online websites that can be used to create one’s own walking tour app. Creating a digital walking tour would allow visitors to the city to download the app and take a walking tour using their phones. Accurate information will need to be compiled, as well as good quality photographs and video.

Goal: Complete the brochure and app before the 2018 tourism season begins.

Objective: To create an updated hard-copy brochure and a new digital walking tour app of all art and locations selling art and hand-crafted items in Langley.

Work with City to incorporate a connection to the digital arts walking tour element within the City’s wayfinding strategy.

Funding Requirements: Proposed Budget--$8,500
Design hard copy brochure--$3,000
Printing--$1,500
Design digital walking tour app--$2,000
Video for app--$2,000
$1500 required for next two years.
5) Mural Replacement and Installation
Currently there are two murals on display in Langley, one that appeared on the Langley Middle School Bus Barn and the one displayed in Clyde Alley on the Firehouse Wall. The display of these two murals has in a short period of time developed a greater community appreciation around the benefits and values of murals as public art.

Goal: Making the community more visually and artistically attractive through a vibrant and robust inventory of murals and street arts.

Objective: Installation of a removable mural on the east wall of the Langley Firehouse.


6) Seawall Park and First Street Entrance Improvements
Participate and take leadership role by facilitating the integration of art into all Seawall Park and on First Street entrance improvements. The LAC is prepared to require art related items for Seawall Park at the direction of the Parks and Open Space Committee.

Goal: Facilitating the integration of art into all Seawall Park and on 1st Street entrance improvements.

Objective: Develop a plan to require art related items for Seawall Park at the direction of the Parks and Open Space Committee

Funding Requirements: Acquisition of public art is reflected in the Langley Arts Master Plan 6-year budget for a total of $187,000.

7) Inventory and Document Langley Public Art
The City of Langley owns an extensive collection of public art installed in various locations throughout the City core. An inventory of public art conducted by the Langley Arts Commission has identified over 60 works of City owned art. The Arts Commission is in the process of developing a Public Art Property Schedule for City records and required reporting to the Washington State Insurance Authority.

Goal: Locate and record the sources of existing City associated art installations for use in a walking brochure and for maintenance and insurance purposes.

Objective: Maintain an up to date listing and condition of city owned or loaned art; and use this inventory to establish an insurance program for temporary art installations.

Funding Requirements: $300 in 2018 and $1000 annually in the out years.
8) **City Maintenance Program for Permanent Art on Display**

LAC is in the process of inventorying both City owned public art and privately-owned art that is displayed in the City core. Once the inventory of public art owned by the City is completed, it can provide official documentation to the City of Langley insurance agency and Public Works Department for ongoing maintenance.

- **Goal:** Care and maintain public art installations.
- **Objective:** Complete inventory and provide official documentation to the Public Works Department for maintenance.
- **Funding Requirements:** $500

9) **Insurance Program for Temporary Art Installations**

The LAC will work with the City of Langley’s insurance agent to insure temporary public art installations acquired through the LAC call to artists program.

- **Goal:** To insure temporary public art installations.
- **Objective:** To work with the City of Langley to provide insurance for temporary art installations acquired through the LAC Call to Artists program.

10) **Participate in the Planning of an Arts & Recreation Overlay District**

The LAC will be an active participant in the planning and execution of the Langley Arts and Recreation Overlay District. The LAC will work with the City of Langley Planning Department, South Whidbey School District and other stakeholders in the projects and programs that fall within the LAC mission.

11) **New City Pedestal Construction**

There are some excellent sculpture sites within the City core that can enhance the existing temporary art currently displayed on City property. Potential pedestal sites: Cascade and Second Street on the library corner, corner of Cascade and Wharf, Clyde Alley and within the Rain Garden on Second Street.

- **Goal:** Preparation for the installation of three new sculptures within the City core in 2018 and three additional pieces beyond the downtown core in 2019.
- **Objective:** Installation of three pedestal sites within the City Core in 2018.
- **City funding required to construct standard City designed pedestal** $600 each x 3 = $1800
- **Total:** $1800
Projects Under Consideration

1) Arts Alive Day
This event was conducted in Langley in 2014 with a great degree of success. This event provides an opportunity for local artists to demonstrate their art form throughout the City. It was well received by community members and Langley business owners.

Goal: Provide an opportunity for local artists to demonstrate their art forms throughout the city.

Objective: To support any organization or group that decides to produce an Arts Alive Day within Langley.

2) Support Performing Arts Within the Downtown Core
In its three years of operation most LAC projects have been directed at the visual arts. Local non-profits have kept a steady stream of performing arts for public entertainment.

Goal: To support proposals and performing arts events that fall within the mission of LAC.

3) Support and Promote Literary Arts

Goal: To support local non-profits to enhance and promote literary arts.

Objective: Integrate literary arts into LAC supported events and programs.

4) Support and Promote Filmmaking and Media Arts

Goal: Support local artists and groups in their efforts to enhance and promote filmmaking.

Objective: Integrate filming and media arts into LAC supported events and programs.

5) Establish a City Public Art Purchase Plan
Cities throughout Washington State that invested heavily in displaying 3-dimensional art find that community members and visitors in many instances do not want to part with work displayed on a limited basis. This goes back to the communities that identify with art in terms of place, pride and cultural heritage.

Goal: Establish an art purchase plan that can respond to community wishes for permanent display of a specific work of art.

Objective: To have funding in place to purchase up to two works of art in the next 6 years.
Funding Desired: $60,000 held in escrow and or pledged.

Funding Source: This project will require a consortium strategy that identifies multiple sources to reach this funding level.

6) Langley Art Museum and Art Library
There is no place on the island where examples of the work of our local artists can be housed and the history of it be preserved. It is hoped that at some time in the not too distant future the City of Langley might build or acquire a suitable building and be able to fund the staffing and maintenance of it. Art museums have put the cities of La Conner, Edmonds, Bremerton, Everett and others on the map. Co-existing with this is the hope for an Art Library - a comfortable place where people can drop in and peruse art books given to the library from book collections of local artists.

Goal: To establish an Art Museum and Library in Langley.

Objective: To acquire property to build or remodel an existing structure suitable for an Art Museum to house and exhibit local and regional art and provide space for an Arts Library.

Funding Requirements: In the next few years it is expected that LAC and LPAC will conduct a feasibility study to determine if our communities need or want such a facility.

7) Arts Education Opportunities
A multi-faceted provision with many ideas to be introduced by and for both the public and arts professionals.

Goal: Establish a program of continuing educational opportunities in the arts.

Objective: Promote an Arts lecture series of local and regional experts in the fields of visual, performing, literary, and multi-media arts. Identify lecture categories of interest and expert speaker/practitioners.

Objective: Support an educational component of Arts Alive Day through hands-on activities that relate to individual artist demonstrations.

Objective: Facilitate a listing of art classes available to the public within the South Whidbey community through the City of Langley website.

Objective: Support an interactive, educational event to occur during the restoration of the Story Pole at the Fairgrounds.
## Appendix A – LAC Master Plan Budget Overview

### LANGLEY PUBLIC ART MASTER PLAN

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<th>Project Description</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
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CITY OF LANGLEY, WASHINGTON
ORDINANCE NO. ___

AN ORDINANCE OF THE CITY OF LANGLEY, WASHINGTON
Amending Ordinance Nos. 363, 625, 843 and 933 and the
Langley Municipal Code Chapter 2.08 Entitled, City Office Hours

WHEREAS, the City Council find it is necessary and essential to keep the Municipal Code
updated and to clarify current policy;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LANGLEY,
WASHINGTON, DO ORDAIN as follows:

Section 1. The Langley Municipal Code, Chapter 2.08 is hereby amended to read as
follows:

Chapter 2.08
City Office Hours

Sections:

2.08.010 Designated.

Section 2.08.010 Designated.
The city Hall offices shall be open for the transaction of business from Monday through Thursday from
nine AM to five PM and closed on Fridays from nine AM to 1 PM except for days designated as legal

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be
invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall
not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 3. Effective Date. This Ordinance will be in full force and effect five days after publication of an
approved summary thereof consisting of the title.

PASSED by the City Council and APPROVED by the Mayor on the ____ , day of _________, 2018.

ATTEST

MAYOR

Debbie Mahler, Finance Director/Clerk

Tim Callison, Mayor

APPROVED AS TO FORM:

Michael Kenyon, City Attorney

Published: _______________
CITY OF LANGLEY, WASHINGTON
ORDINANCE NO. ___

AN ORDINANCE OF THE CITY OF LANGLEY, WASHINGTON
Amending Ordinance Nos. 398, 538 and 580 and the
Langley Municipal Code Chapter 2.20 Entitled, Civil Attorney

WHEREAS, the City Council find it is necessary and essential to keep the Municipal Code
updated and to clarify current policy;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LANGLEY,
WASHINGTON, DO ORDAI$ as follows:

Section 1. The Langley Municipal Code, Chapter 2.20 is hereby amended to read as
follows:

Chapter 2.20
Civil Attorney

Sections:
2.20.010 Office created.
2.20.020 Appointment-Confirmation.
2.20.030 Supervision.
2.20.040 Qualifications.
2.20.050 Compensation.
2.20.060 Duties.
2.20.070 Prosecution of criminal matters.
2.20.080 Civil litigation.

Section 2.20.010 Office created.
The office of civil attorney of the city, hereinafter referred to as "civil
attorney." (Ord. 398, 1983)

Section 2.20.020 Appointment-Confirmation.
The civil attorney shall be appointed by the mayor, subject to confirmation by the city council as
prescribed in Chapter 2.12 of this code. (Ord. 398, 1983)

Section 2.20.030 Supervision.
The mayor shall have general supervision over the city attorney. (Ord. 398, 1983)

Section 2.20.040 Qualifications.
The civil attorney shall be admitted to practice law in the state, and shall be a member in good standing
of the Washington State Bar Association. (Ord. 398, 1983)

Section 2.20.050 Compensation.
A. The compensation for the office of the civil attorney shall be a monthly fee, hereinafter referred to
as the "retainer," to be paid once per month. The minimum retainer shall be one thousand dollars per month.

B. The actual monthly payment shall be determined by submission of a bill to the mayor for his/her
approval and recommendation to the city council. The retainer may be changed from time to time by
appropriate action of the city council. (Ord. 580, 1990; Ord. 538, 1989; Ord. 398, 1983)
Section 2.20.060 Duties.

For and in consideration of the compensation to be paid to the civil attorney, he/she shall:

A. Attend all public meetings, hearings and workshops of the city council, and public hearings and meetings of the planning advisory board and the design review board, as may be requested by the mayor:

B. Prepare all contracts, deeds and other legal instruments and documents of every kind and nature which may be necessary or appropriate in connection with any of the lawful purposes or functions of the city, as may be requested by the mayor:

C. Except as otherwise expressly provided in this chapter, advise the mayor, city council and other city officials on all legal matters affecting the city, as may be requested by the mayor:

D. Prepare ordinances and resolutions for the city; and

E. Perform such additional acts as may be incidental to, or necessary for the performance of, the duties set forth in this chapter. (Ord. 538, 1989: Ord. 398, 1983)

Section 2.20.070 Prosecution of criminal matters.

The civil attorney shall not be responsible for the prosecution or other handling of criminal matters by the city. (Ord. 398, 1983)

Section 2.20.080 Civil litigation.

The duties compensated by the retainer shall not include representation of the city in connection with any civil litigation or administrative proceedings. Such representation shall be provided on a case by case basis by such attorney(s) as may be designated by appropriate action of the mayor and city council AWC RMSA, with the terms of compensation for such representation to be established in each case by contractual arrangement. (Ord. 398, 1983)

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 3. Effective Date. This Ordinance will be in full force and effect five days after publication of an approved summary thereof consisting of the title.

PASSED by the City Council and APPROVED by the Mayor on the _____ day of __________, 2018.

ATTEST

MAYOR

Debbie Mahler, Finance Director/Clerk
Tim Callison, Mayor

APPROVED AS TO FORM:

Michael Kenyon, City Attorney

Published: __________________________
CITY OF LANGLEY, WASHINGTON
ORDINANCE NO. ___

AN ORDINANCE OF THE CITY OF LANGLEY, WASHINGTON
Amending Ordinance Nos. 539, and 598 and the
Langley Municipal Code Chapter 2.22 Entitled, Prosecuting Attorney

WHEREAS, the City Council find it is necessary and essential to keep the Municipal Code
updated and to clarify current policy;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LANGLEY,
WASHINGTON, DO ORDAIN as follows:

Section 1. The Langley Municipal Code, Chapter 2.08 is hereby amended to read as
follows:

Chapter 2.22
Prosecuting Attorney

Sections:
2.22.010 Office created.
2.22.020 Appointment and confirmation.
2.22.030 Qualifications.
2.22.040 Duties.
2.22.050 Supervision.
2.22.060 Compensation.

Section 2.22.010 Office created.
There is created and established the office of prosecuting attorney of the city, hereinafter referred to as the "prosecuting attorney." (Ord. 539, 1989) Prosecution services for misdemeanor and gross misdemeanors shall be provided to the City of Langley by the Island County Prosecuting Attorney.

Section 2.22.020 Appointment and confirmation:
The prosecuting attorney shall be appointed by the mayor, subject to confirmation by the city council as prescribed in Chapter 2.12 of this code. (Ord. 539, 1989)

Section 2.22.030 Qualifications.
The prosecuting attorney shall be admitted to practice law in the state, and shall be a member in good standing of the Washington State Bar Association. (Ord. 539, 1989)

Section 2.22.040 Duties.
The Island County prosecuting attorney shall be responsible for the prosecution or other handling of all criminal matters by the city. (Ord. 539, 1989)

Section 2.22.050 Supervision.
The mayor shall have general supervision over the prosecuting attorney. (Ord. 539, 1989)

Section 2.22.060 Compensation.
A. The compensation for the office of prosecuting attorney shall be a monthly fee, hereinafter referred to as the "retainer," to be paid once per month. The minimum retainer shall be seven hundred fifty dollars per month. The maximum retainer shall be one thousand five hundred dollars per month. Compensation for prosecution services shall be per case as specified in an Interlocal Agreement between the City of Langley and Island County.

B. The actual monthly payment shall be determined by submission of a bill to the mayor for his approval and recommendation to the city council. The retainer may be changed from time to time by appropriate action of the city council. (Ord. 598, 1991: Ord. 539, 1989)

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 3. Effective Date. This Ordinance will be in full force and effect five days after publication of an approved summary thereof consisting of the title.

PASSED by the City Council and APPROVED by the Mayor on the _____, day of __________, 2018.

ATTEST

MAYOR

Debbie Mahler, Finance Director/Clerk

Tim Callison, Mayor

APPROVED AS TO FORM:

Michael Kenyon, City Attorney

Published: ____________________