**LONG BEACH CITY COUNCIL MEETING**

**February 6, 2017**

**6:00 COUNCIL WORSHOP**

WS 17-02 Utility Account Ownership Discussion

WS 17-03 Revenue Sources

**7:00 CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL**

Mayor Phillips called the meeting to order and asked for the Pledge of Allegiance and roll call.

**ROLL CALL**

David Glasson, City Administrator, called roll with C. Linhart, C. Hanson, C. Murry, and C. Kemmer all present.

**PUBLIC COMMENT**

No public comments.

**CONSENT AGENDA**

Minutes, January 23, 2017 City Council Meeting

Payment Approval List for Warrant Registers 56843-56865 & 81039-81098 for $156,362.34

**C. Linhart made the motion to approve the Consent Agenda. C. Hanson seconded the motion. 4 Ayes, motion passed.**

**EXECUTIVE SESSION: Current or Pending Litigation RCW 42.30.110(1)(i)**

**BUSINESS**

AB 17-04- Agreement for Legal Services

David Glasson, City Administrator, presented the Agenda Bill. The former city attorney had to step down due to a newly elected position. City staff and the Mayor held interviews and is recommending Darcey Eilers from Porter Foster Rorick for the position of city attorney. Darcey has worked with the city in the past on multiple occasions and has a fundamental understanding of the area and the city code.

**C. Linhart made the motion to authorize the Mayor to enter into this agreement for legal services. C. Hanson seconded the motion. 3 Ayes, 1 Nay, motion passed.**

AB 17-05- Resolution 2017-01 Adopting Financial Policies

Ariel Smith, Community Development Director, presented the Agenda Bill. The proposed financial policy sets financial goals, outlines general policies, revenue policies, expenditure policies, operating budget policies, capital management policies, general accounting policies, debt policies, cash management/investment policies and reserve policies. Policies such as these were recommended by the Washington State Auditor’s Office and were approved by MRSC.

**C. Hanson made the motion to approve Resolution 2017-01 adopting financial policies for the City of Long Beach. C. Linhart seconded the motion. 4 Ayes, motion passed.**

AB 17-06- Resolution 2017-02 Establishing a Fixed Assets and Inventory Policy

Ariel Smith, Community Development Director, presented the Agenda Bill. The proposed fixed assets and inventory policy outlines how fixed assets should be managed by department representing accountability on each level. This policy also mandates an internal annual inventory audit, again requiring each department to be responsible for equipment assigned their respective areas. This again is recommended by the SAO.

**C. Linhart made the motion to approve Resolution 2017-03 establishing a Fixed Assets and Inventory Policy for the City of Long Beach. C. Hanson seconded the motion. 4 Ayes, motion passed.**

AB 17-07- Resolution 2017-03 Adopting an Investment Policy

Ariel Smith, Community Development Director, presented the Agenda Bill. The proposed investment policy outlines what investments could be made, who can authorize them, whit it would be appropriate to make such an investment, guidelines to make an investment, reporting the investment and other relation information. This policy is important to have in place as a time may come when the city might have excess funds and the ideal way to allocate them would be an investment of some sort.

**C. Linhart made the motion to approve Resolution 2017-03 adopting an Investment Policy for the City of Long Beach. C. Hanson seconded the motion. 4 Ayes, motion passed.**

AB 17-08- Agreement for Government Relations Services

Jerry Phillips, Mayor, and David Glasson, City Administrator, presented the Agenda Bill. Mayor Phillips has been working the legislature in his capacity as Mayor and representative to the Association of Washington Cities to educate state elected officials of the funding issues small cities face. He has been in contact with Sarah Davenport-Smith regarding lobbying services during this session. Included are her qualifications and proposed agreement.

**C. Murry made the motion to authorize the Mayor to enter into this agreement for government relations services. C. Kemmer seconded the motion. 4 Ayes, motion passed.**

AB 17-09- Agreement for Architectural Services – Restrooms on Bolstad West

David Glasson, City Administrator, presented the Agenda Bill. Erik Fagerland (EFA) has provided the City with a bid for architectural services to redesign the restrooms at Bolstad West. This agreement includes design development and the production of construction bid documents. This project was budgeted for in the 2017 budget.

**C. Murry made the motion to authorize the Mayor to enter into this agreement for architectural services with EFA for the restrooms at Bolstad West. C. Linhart seconded the motion. 4 Ayes, motion passed.**

**DEPARTMENT HEAD ORAL REPORTS**

**CORRESPONDENCE AND WRITTEN REPORTS**

* Sales and Lodging Tax Reports
* AWC Public Records Act eLearning Opportunity
* SummerFest Schedule of Events 2017
* 2017 January Staff Report – Tourism and Events Department
* Washington Tourism Alliance – January Newsletter
* Police Monthly Report for January
* Public Works Report for January – Streets, Parks and Stormwater
* Water Department Report for January
* Wastewater Department Report for January

**ADJOURNMENT**

The Mayor adjourned the meeting at 7:28 p.m.

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Mayor

ATTEST:

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City Clerk