



## AGENDA – Tuesday, September 3, 2019

**6:30 p.m. Workshop**

**7:00 p.m. City Council Meeting**  
Long Beach City Hall  
115 Bolstad Avenue West

### **6:30 WORKSHOP**

WS 19-22	67 <sup>th</sup> Place Waterline Improvements – TAB A
WS 19-23	5 <sup>th</sup> Street SE ROW – TAB B

### **7:00 p.m. CALL TO ORDER; PLEDGE OF ALLEGIANCE; AND ROLL CALL**

Call to order	Mayor Phillips, Council Member Linhart, Council Member McGuire,
And roll call	Council Member Murry, Council Member Cline & Council Member Kemmer.

### **PUBLIC COMMENT**

At this time, the Mayor will call for any comments from the public on any subject whether or not it is on the agenda for any item(s) the public may wish to bring forward and discuss. Preference will be given to those who must travel. **Please limit your comments to three minutes. The City Council does not take any action or make any decisions during public comment.** To request Council action during the Business portion of a Council meeting, contact the City Administrator at least one week in advance of a meeting.

### **CONSENT AGENDA – TAB C**

All matters, which are listed within the consent section of the agenda, have been distributed to each member of the Long Beach City Council for reading and study. Items listed are considered routine by the Council and will be enacted with one motion unless a Council Member specifically requests it to be removed from the Consent Agenda to be considered separately. Staff recommends approval of the following items:

- Minutes, August 19, 2019 City Council Meeting
- Payment Approval List for Warrant Resisters 58847-58893 & 85662-85723 for \$191,725.50

### **BUSINESS**

- **AB 19-66 – Grant Agreement for Records and Archive Management – TAB D**
- **AB 19-67 – Resolution 2019-09 Setting a Public Hearing Date – TAB E**
- **AB 19-68 – Curb, Gutter and Sidewalk Repair – TAB F**

### **DEPARTMENT HEAD ORAL REPORTS CORRESPONDENCE AND WRITTEN REPORTS – TAB G**

- **Thank You card from The South Pacific County Community Foundation**
- **Lodging Tax Collections**
- **Sales Tax Collections**
- **Transportation Benefit District Collections**
- **Beach Wheel Chairs at the Kite Festival**
- **RCO Funding Letter**

### **FUTURE CITY COUNCIL MEETING SCHEDULE**

The Regular City Council meetings are held the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at 7:00 PM and may be preceded by a workshop. September 16, 2019, October 7, 2019 & October 21, 2019

### **ADJOURNMENT**

American with Disabilities Act Notice: The City Council Meeting room is accessible to persons with disabilities. If you need assistance, contact the City Clerk at (360) 642-4421 or advise City Administrator at the meeting.

TAB - A

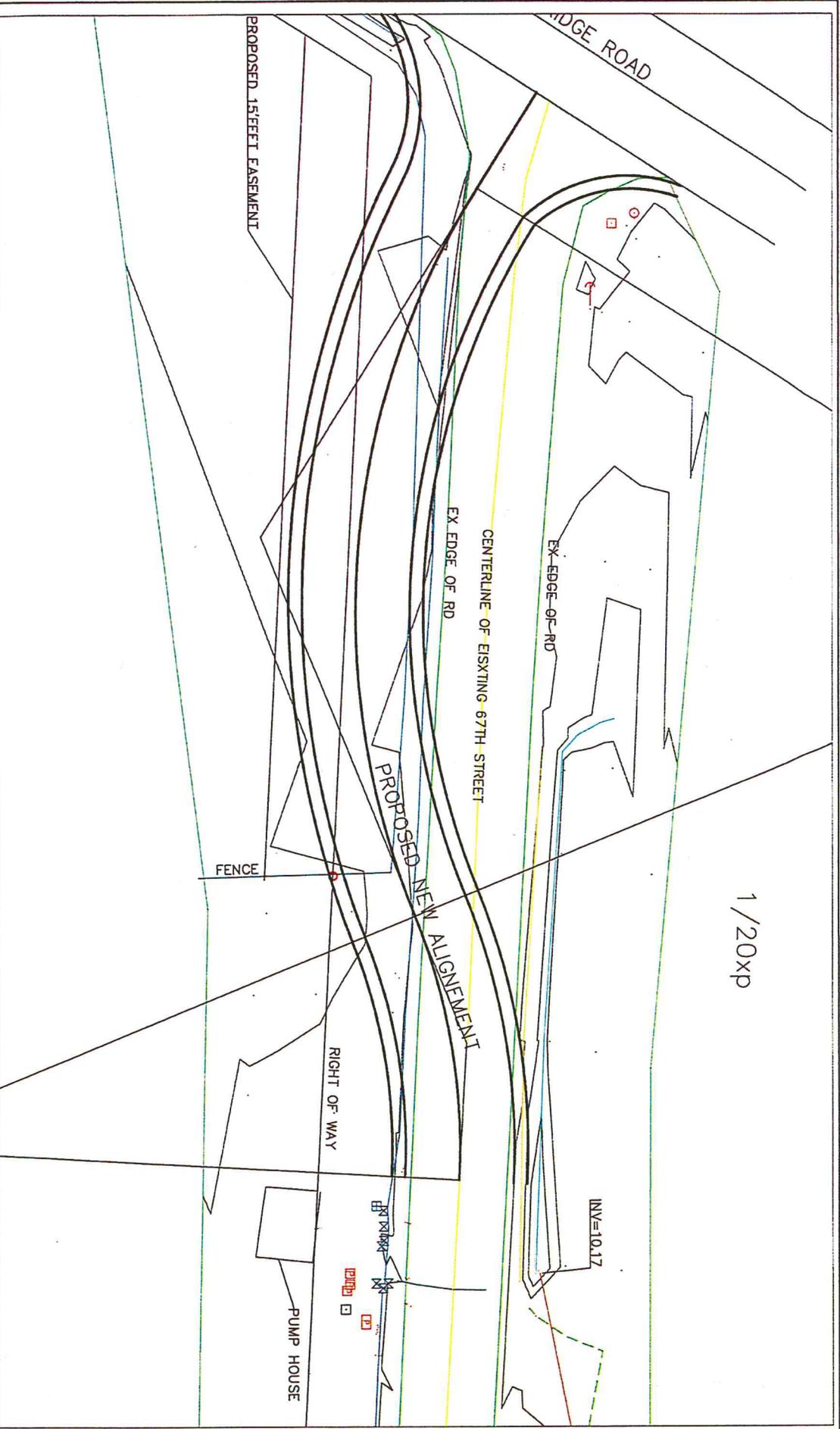


**CITY COUNCIL  
WORKSHOP BILL  
WS 19-22**

**Meeting Date: September 3, 2019**

<b>AGENDA ITEM INFORMATION</b>	
<b>SUBJECT: 67<sup>th</sup> Waterline Improvements</b>	<i>Originator:</i>
	Mayor
	City Council
	City Administrator
	Community Development Director
<p><b>SUMMARY STATEMENT:</b> Pacific County is currently making improvements to the intersection of 67<sup>th</sup> Place and Sandridge. Located under this intersection is the only water main that feeds town from the water plant. The AC line is near the intersection and could be affected by compaction, see the attached map. The County reached out to the city to see if we'd be interested in partnering with the County to replace this line to negate the fact that it could break under compaction. This line upsize to a 16" HDPE pipe is listed as a project in our Water Comprehensive Plan.</p> <ol style="list-style-type: none"> <li>1. The cost of the pipe upsizing and installation is \$54,000.</li> <li>2. The water fund has an ending fund balance of \$201,000 and there is \$200,000 in the reserve fund.</li> <li>3. The County is willing to partner with the City and bear a portion of the costs.</li> <li>4. The City will eventually need to replace this line per the Comprehensive Plan. If the city were to replace it later on, we would be responsible for the road repair. If we replace the pipe while the road is open the only cost to us is the waterline materials and labor.</li> </ol>	

Workshops are public meetings with the purpose of allowing the City Council to discuss topics. No formal decisions are made at workshops. While almost every meeting when most of the city council is present is considered a public meeting, that doesn't necessitate the Council allowing public comment. If the Mayor and Council request more information or clarification, they may seek input from the audience.



DESIGNED BY	DATE	PROJECT NO.	PROJECT NO.
DRAWN BY	DATE	PROJECT NO.	PROJECT NO.
CHECKED BY	DATE	PROJECT NO.	PROJECT NO.
DATE		PROJECT NO.	PROJECT NO.
SCALE 1"=20'		PROJECT NO.	PROJECT NO.
NOTES		PROJECT NO.	PROJECT NO.

		<b>PACIFIC COUNTY</b> DEPARTMENT OF PUBLIC WORKS 1000 10th Street Astoria, Oregon 97103 PHONE (503) 325-5111 FAX (503) 325-5177
<b>67TH STREET / SANDRIDGE ROAD INTERSECTION</b>		<b>PLANVIEW</b>
DRAWING FILE:		ROAD LOG NO.:
SHEET 1		of 1
1		1



**D-4 – Washington Avenue (2027)**

The City plans to replace approximately 7,100 LF of 4-inch water main with new 8-inch PVC water main along Washington Avenue from 35<sup>th</sup> Street to Sid Snyder Drive. The existing water main is 4-inch AC pipe which has reached the end of its useful life and is undersized to provide fire flows in the area. This project is anticipated to reduce distribution system leakage and will improve fire flows in the area.

**Estimated Project Cost: \$2,345,000**

**D-5 – V Place (2029)**

The City plans to replace approximately 3,100 LF of 4-inch water with new 8-inch PVC water main along V-place and 66<sup>th</sup> Place. The existing water main is 4-inch AC pipe which is undersized to provide fire flows in the area. Additionally, the main will be extended to loop 68<sup>th</sup> Place to Sid Snyder Drive. This project is anticipated to improve fire flows in the area.

**Estimated Project Cost: \$980,000**

**D-6 – 67<sup>th</sup> Place Transmission Main (2030-2039)**

The City plans to replace approximately 4,500 LF of 8-inch transmission main with 16-inch PVC transmission main. Presently, there are two parallel transmission lines, one 8-inch PVC and one 12-inch PVC which run from the storage reservoirs to the booster pump station. The new transmission main was sized to minimize head losses during maximum day plus fire flow conditions. This project will provide better redundancy for its transmission mains and will improve fire flows to the service area.

**Estimated Project Cost: \$2,023,000**

**MISCELLANEOUS PROJECTS**

The following projects are part of the City's WLCAP, intended to reduce distribution system leakage.

**M-1 – Service Meter Replacement (2018-2023)**

The Long Beach water system is already completely metered. However, many of the meters are approaching their useful life expectancy. As a result, the City is currently in the process of replacing all the existing service meters in the distribution system with radio read meters, which will be able to be read automatically by City staff. Replacement began in April 2018 and is anticipated to be complete by 2023. This will greatly improve the City's ability to track and account for water use as well as ensure accurate billing.

**Annual Cost: \$250,000**

TAB - B

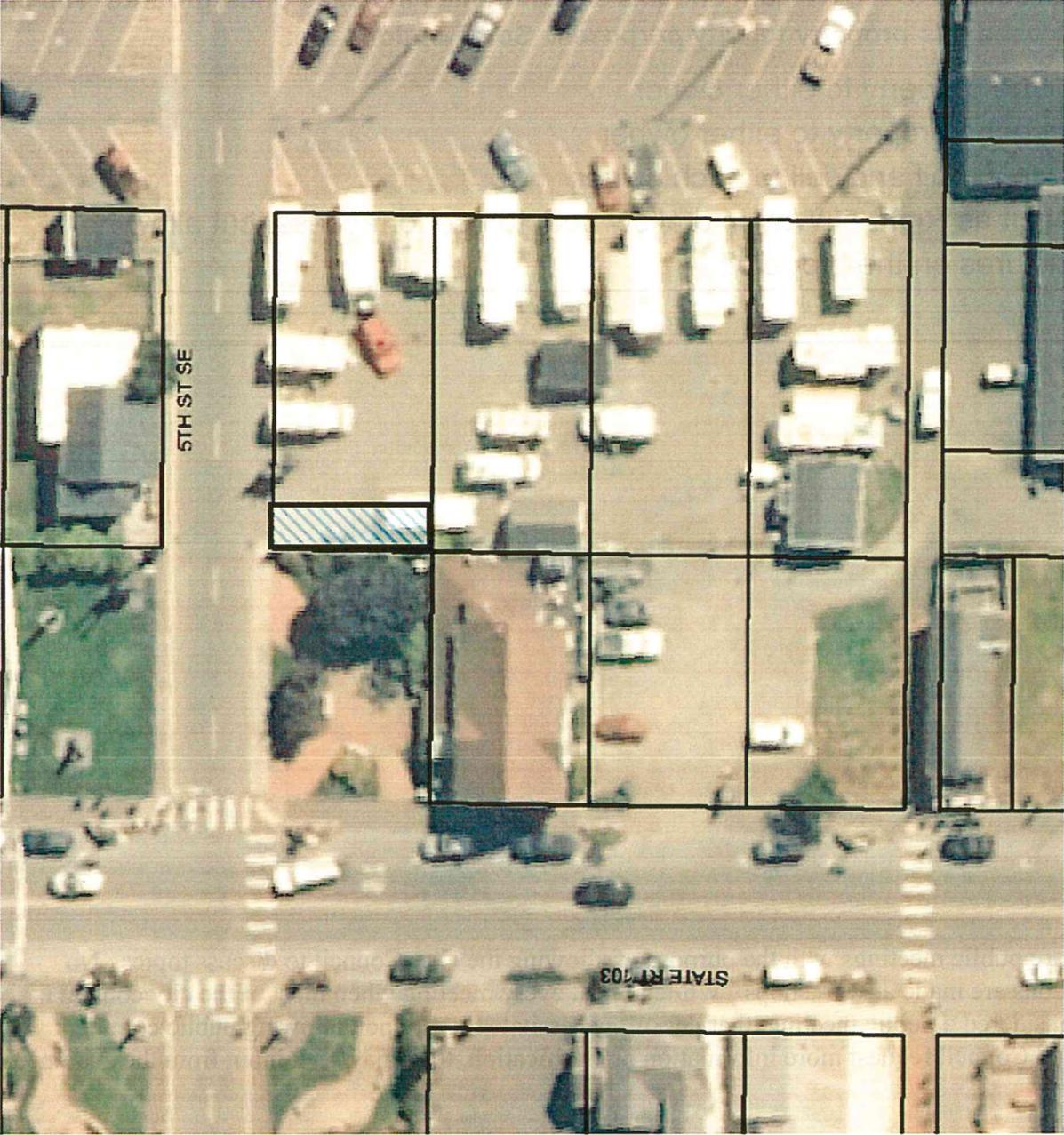


**CITY COUNCIL  
WORKSHOP BILL  
WS 19-23**

**Meeting Date: September 3, 2019**

<b>AGENDA ITEM INFORMATION</b>	
<b><i>SUBJECT: 5<sup>th</sup> Street South East property discussion.</i></b>	<i>Originator:</i>
	Mayor
	City Council
	City Administrator
	DG
	Community Development Director
<p><b>SUMMARY STATEMENT:</b> The adjoining property owners next to our mini park have expressed interest in leasing or purchasing property owned by the city. This property is adjacent and east of our current mini park and is about 10' wide by 45' long. It has been used as an access to the RV park and has sewer utilities installed underground. The city has never used this property for city purposes. Some options are:</p> <ol style="list-style-type: none"> <li>1. Sell the property to either owner</li> <li>2. Lease the property to either owner</li> <li>3. Divide in half and sell to each owner</li> <li>4. Treat it as Right of Way and allow both to use for access, but allow no structures on the property.</li> </ol>	

Workshops are public meetings with the purpose of allowing the City Council to discuss topics. No formal decisions are made at workshops. While almost every meeting when most of the city council is present is considered a public meeting, that doesn't necessitate the Council allowing public comment. If the Mayor and Council request more information or clarification, they may seek input from the audience.



City Owned per Surveyor



Workshops are public meetings with the purpose of allowing the City Council to discuss topics. No formal decisions are made at workshops. While almost every meeting when most of the city council is present is considered a public meeting, that doesn't necessitate the Council allowing public comment. If the Mayor and Council request more information or clarification, they may seek input from the audience.

## David Glasson

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**From:** Jonathan Quittner <[jon@quittnerlaw.com](mailto:jon@quittnerlaw.com)>  
**Sent:** Monday, August 19, 2019 4:22 PM  
**To:** David Glasson  
**Subject:** Re: Fw: tinkers lot 19 & 21-24 book 29 page 17 file 3182800

Regular meeting of the council? When?

Jon Quittner  
Attorney at Law  
104 Lake Street SE  
PO Box 748  
Ilwaco, WA 98624  
Phone (360) 642-3139  
Fax (360) 841-7174

On Mon, Aug 19, 2019 at 4:21 PM Jonathan Quittner <[jon@quittnerlaw.com](mailto:jon@quittnerlaw.com)> wrote:  
Thank you so much.

Jon Quittner  
Attorney at Law  
104 Lake Street SE  
PO Box 748  
Ilwaco, WA 98624  
Phone (360) 642-3139  
Fax (360) 841-7174

On Mon, Aug 19, 2019 at 4:20 PM David Glasson <[dglasson@longbeachwa.gov](mailto:dglasson@longbeachwa.gov)> wrote:

I will take it to the council for a decision.

**From:** Jonathan Quittner <[jon@quittnerlaw.com](mailto:jon@quittnerlaw.com)>  
**Sent:** Wednesday, August 14, 2019 2:15 PM  
**To:** David Glasson <[dglasson@longbeachwa.gov](mailto:dglasson@longbeachwa.gov)>  
**Subject:** Fwd: Fw: tinkers lot 19 & 21-24 book 29 page 17 file 3182800

Hi David --

My apologies for having been incommunicado of late on the issue of the strip of land behind the "park" north of Benson's.

Jeff Sterling, whose company surveyed the property, assures us that the strip in question belongs to the City. See his email attached here, as well as the relevant survey and the deed.

Since the neighbors are making a big show of blocking that area -- preventing my client from accepting deliveries in the rear of Benson's -- we would really like to move forward with leasing that strip. It will alleviate a lot of problems for everybody I think.

thanks and take care

Jon

Jon Quittner  
Attorney at Law  
104 Lake Street SE  
PO Box 748  
Ilwaco, WA 98624  
Phone (360) 642-3139  
Fax (360) 841-7174

----- Forwarded message -----

From: rich kraynak <[rkayniac@yahoo.com](mailto:rkayniac@yahoo.com)>  
Date: Sat, Aug 10, 2019 at 8:57 AM  
Subject: Fw: tinkers lot 19 & 21-24 book 29 page 17 file 3182800  
To: Jonathan Quittner <[jon@quittnerlaw.com](mailto:jon@quittnerlaw.com)>

[Sent from Yahoo Mail on Android](#)

----- Forwarded Message -----

From: "Jeff Sterling" <[sterlingsurveying@hotmail.com](mailto:sterlingsurveying@hotmail.com)>  
To: "rich kraynak" <[rkayniac@yahoo.com](mailto:rkayniac@yahoo.com)>

**Cc:**

**Sent:** Thu, Aug 8, 2019 at 4:34 PM

**Subject:** Re: tinkers lot 19 & 21-24 book 29 page 17 file 3182800

Rich,

I printed and scanned my own portion of ROS 29-17. It's spelled out pretty clearly in the wording above the detail on that drawing. "Vacated Second Ave Accruing to Lots 18 & 23 was sold with Lot 18" (The Green Highlighted portion of your drawing, the Red Hatched portion of mine)

West of Lot 24 belongs to the city.

Your Deed described on page 1 of Auditor's File Number 3112728 (I scanned that for you too) Says All of Lot 18 Including the portion of vacated Second Avenue Accruing to Said Lots 18 and 23.

Which means you own the entire vacated portion between Lots 18 and 23.

Hopefully this satisfies them.

Thanks

Jeff Sterling, PLS

Sterling Surveying LLC

P.O. Box 152

Raymond, Wa 98577

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**From:** rich kraynak <[rkrayniac@yahoo.com](mailto:rkrayniac@yahoo.com)>

**Sent:** Thursday, August 8, 2019 2:43 PM

**To:** [sterlingsurveying@hotmail.com](mailto:sterlingsurveying@hotmail.com) <[sterlingsurveying@hotmail.com](mailto:sterlingsurveying@hotmail.com)>

**Subject:** tinkers lot 19 & 21-24 book 29 page 17 file 3182800

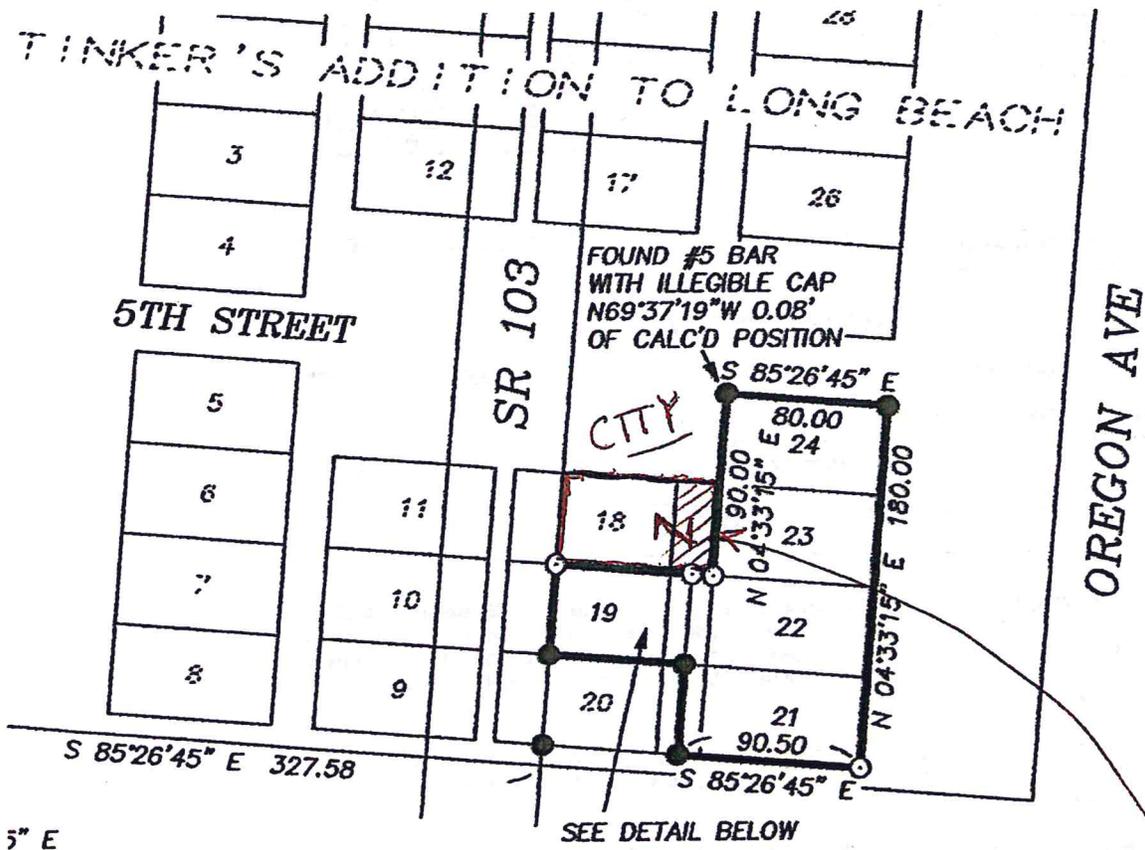
Good afternoon , I apologize for having to contact you again regarding this. Please look at the attached file and explain who owns the area east of lot 18,in between lot 18 an 23, shaded in a greenish highlight. also the area west of lot 24, in between the city park and the boundary of lot 24. I understand the highlighted area is not exact.

Thank you for all of your time regarding this! Also this email will be provided to the City of Long Beach for viewing as well.

Very Respectfully,

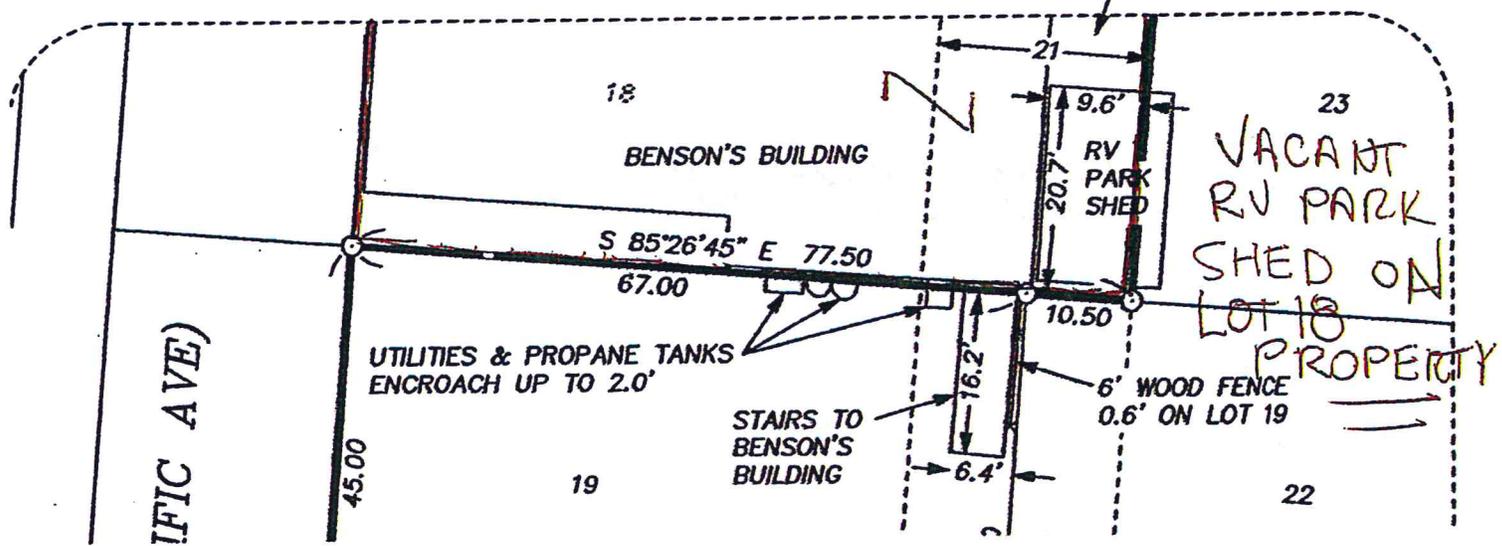
Rich

Sent from [Mail](#) for Windows 10



VACATED SECOND AVENUE ACCRUING TO LOTS 18 & 23 WAS SOLD WITH LOT 18

DETAIL  
SCALE 1" = 20'



1-2-43

**AFTER RECORDING MAIL TO:**

Eric Benson and Rhonda Benson  
3925 Rosewood St  
Longview, WA

THIS IS TO CERTIFY THAT TRANSACTION TAX IN THE SUM OF \$ <u>9180.00</u> HAS BEEN PAID ON THE WITHIN INSTRUMENT.	
Technology Fee \$	<u>5.00</u>
See Rec. No.	<u>1177712</u>
Date:	<u>6-12-08</u>
PACIFIC COUNTY TREASURER	

Filed for Record at Request of:  
First American Title Insurance Company

*Space above this line for Recordors use only*

**STATUTORY WARRANTY DEED**

File No: 4421-1241023 (JLW)

Date: June 03, 2008

Grantor(s): **Thomas B. Willingham and Debi Christensen**

Grantee(s): **Eric Benson and Rhonda Benson**

Abbreviated Legal: **PTN LOT 18, TINKER'S ADD. TO LONG BEACH, PACIFIC COUNTY**

Additional Legal on page: **n/a**

Assessor's Tax Parcel No(s): **73013000018 ; 85957010000**

**THE GRANTOR(S) Thomas B. Willingham, a single man and Debi Christensen, a single woman for and in consideration of Ten Dollars and other Good and Valuable Consideration, in hand paid, conveys, and warrants to Eric Benson and Rhonda Benson, husband and wife, the following described real estate, situated in the County of Pacific, State of Washington.**

**ALL OF LOT 18, OF TINKER'S ADDITION TO LONG BEACH, ACCORDING TO THE PLAT THEREOF ON FILE IN THE OFFICE OF THE AUDITOR OF PACIFIC COUNTY, WASHINGTON,**

**EXCEPTING FROM SAID LOT 18 THE RIGHT OF WAY FOR PACIFIC AVENUE AS NOW LOCATED AND CONSTRUCTED IN THE TOWN OF LONG BEACH, WASHINGTON, INCLUDING HOWEVER, THAT PORTION OF VACATED SECOND AVENUE IN SAID PLAT ACCRUING TO SAID LOTS 18 AND 23.**

Subject To: This conveyance is subject to covenants, conditions, restrictions and easements, if any, affecting title, which may appear in the public record, including those shown on any recorded plat or survey.

Page 1 of 2



**3112728**

Page: 1 of 2  
06/12/2008 03:08P  
Pacific Co, WA

FIRMTI

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43.00

LPB 10-05

TAB - C

## LONG BEACH CITY COUNCIL MEETING

August 19, 2019

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

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

### ROLL CALL

David Glasson, City Administrator, called roll with C. McGuire, C. Linhart, C. Kline (arrived @ 7:08), and C. Murry present. C. Kemmer was absent.

### PUBLIC COMMENT

No comments

### CONSENT AGENDA

Minutes, August 5, 2019 City Council Meeting

Payment Approval List for Warrant Registers 58804-58846 & 85609-85661 for \$302,012.35

**C. Linhart made the motion to approve the Consent Agenda. C. McGuire seconded the motion; 3 Ayes; 2 Absent, motion passed.**

### CHILDHOOD CANCER AWARENESS PROCLAMATION

Mayor Phillips proclaimed the month of September 2019 as Childhood Cancer Awareness Month.

### BUSINESS

#### **AB 19-63– RCO Grant Agreement for Culbertson Park**

David Glasson, City Administrator, presented the Agenda Bill. The city submitted a YAF (Youth Athletic Facilities) small grant application in April of 2018. The city was notified in June of 2019 that we were awarded the full \$75,000 for improvements to Culbertson park. The improvements include an ADA pathway from the North side of the park to the South side, resurfacing of basketball and tennis courts to include pickleball and ADA accessible dugouts. The city must accept the grant to receive the funds and needs Council approval to do so.

**C. Linhart made the motion to authorize the Mayor to accept this grant award. C. Murry seconded the motion; 3 Ayes; 2 Absent, motion passed.**

#### **AB 19-64– Intergovernmental Agreement with Pacific County**

David Glasson, City Administrator, presented the Agenda Bill. The city receives funds from Pacific County on an annual basis; these funds are tied to streets project that occurred in the County. The number varies based on the project costs. This contract sets a certain amount that the city will receive annually. For budget purposes this agreement benefits both the County and the City.

**C. Linhart made the motion to authorize the Mayor to execute the agreement with Pacific County for the disbursement of MVFT. C. Murry seconded the motion; 3 Ayes, 2 Absent, motion passed.**

**AB 19-65– TIB Application Washington Ave South**

David Glasson, City Administrator, presented the Agenda Bill. Staff has been working with different funders to put together a complete package to fund the water line replacement, stormwater management and street reconstruction on Washington Ave S. TIB can award up to \$400,000 in grant money for projects like this. The match is only 5% but since the scale of the project is so large, city staff is trying to combine major funding sources to make the project impact as minimal as possible to rate payers.

**C. Linhart made the motion to authorize the Mayor to sign the application. C. Murry seconded the motion; 3 Ayes; 2 Absent, motion passed.**

**DEPARTMENT HEAD ORAL REPORTS**

**CORRESPONDENCE AND WRITTEN REPORTS**

- Police Chief's Report for July 2019
- Wastewater Department Report for July 2019
- Water Department Report for July 2019
- Parks, Streets and Stormwater Report for July 2019

**ADJOURNMENT**

The Mayor adjourned the meeting at 7:15 p.m.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



# Warrant Register

Check Periods: 2019 - August - Second

I, THE UNDERSIGNED DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF LONG BEACH, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

Number	Name	Post Date	Posting Date	Amount
58847	Bell, Helen S	8/20/2019		\$303.08
58848	Binion, Jacob	8/20/2019		\$1,687.53
58849	Booi, Kristopher A	8/20/2019		\$1,989.13
58850	Cox, Mallory E	8/20/2019		\$522.98
58851	Eastham, Miranda L	8/20/2019		\$1,676.35
58852	Gilbertson, Bradley K	8/20/2019		\$1,622.69
58853	Goulter, John R.	8/20/2019		\$1,807.97
58854	Huff, Timothy M.	8/20/2019		\$1,636.08
58855	Jewell, Kyle E	8/20/2019		\$1,078.57
58856	Kemmer, Larry L	8/20/2019		\$1,495.81
58857	Lueth, Paul J	8/20/2019		\$2,028.67
58858	Miller, Matt W	8/20/2019		\$1,518.82
58859	Mortenson, Tim	8/20/2019		\$1,766.42
58860	Padgett, Timothy J	8/20/2019		\$1,591.11
58861	Persell, Whitney J	8/20/2019		\$1,135.27
58862	Warner, Ralph D.	8/20/2019		\$1,059.76
58863	Wood, Matthew T	8/20/2019		\$1,601.92
58864	Wright, Flint R	8/20/2019		\$2,813.65
58865	AFLAC	8/20/2019		\$481.57
58866	City of Long Beach - Fica	8/20/2019		\$13,118.48
58867	City of Long Beach - FWH	8/20/2019		\$8,613.29
58868	Dept of Labor & Industries	8/20/2019		\$2,148.13
58869	Dept of Retirement Systems	8/20/2019		\$15,759.20
58870	Dept of Retirement Systems Def Comp	8/20/2019		\$3,206.50
58871	Discovery Benefits Inc.	8/20/2019		\$250.00
58872	Employment Security Dept	8/20/2019		\$218.28
58873	Massmutual Retirement Services	8/20/2019		\$675.00
58874	Teamsters Local #58	8/20/2019		\$178.50
58893	Zuern, Donald D.	8/20/2019		\$2,269.83

Council Member      Council Member      Council Member      Clerk/Treasurer

Execution Time: 1 minute(s), 40 second(s)

Printed by CLB1\HelenB on 8/30/2019 11:24:03 AM  
Register

85662	Solutions Yes	8/20/2019	\$293.86
85663	Caldwell, Tye	8/26/2019	\$334.36
85664	Gouler, John	8/26/2019	\$165.00
85665	Zuern, Donald	8/26/2019	\$334.36
85666	Industrial Hearing Service, Inc.	8/26/2019	\$625.00
85667	Booi, Kris	8/28/2019	\$66.00
85668	Castaneda, Eizie Kaylene	8/30/2019	\$978.50
85669	D'Angelo, Paul	8/30/2019	\$1,149.50
85670	Foram, Tristian	8/30/2019	\$674.50
85671	Macrowski, Patrisha	8/30/2019	\$570.00
85672	Scheller, Daniel	8/30/2019	\$1,149.50
85673	Scheller, Dianne	8/30/2019	\$1,149.50
85674	Sedberry, Elizabeth	8/30/2019	\$1,149.50
85675	Postmaster	8/30/2019	\$311.00
85676	A-1 Redi Mix	8/30/2019	\$954.79
85677	All Safe Mini Storage	8/30/2019	\$95.00
85678	American Legion Band	8/30/2019	\$150.00
85679	Arts Auto Parts Inc.	8/30/2019	\$583.48
85680	Astoria Janitor & Paper Supply	8/30/2019	\$1,014.76
85681	Backflow Management Inc	8/30/2019	\$1,505.00
85682	Beachdog.com Inc.	8/30/2019	\$425.00
85683	Bonney, Matt	8/30/2019	\$77.06
85684	Charter Communications	8/30/2019	\$334.93
85685	Christofferson, Rachel	8/30/2019	\$800.00
85686	CRUISE MASTER PRISMS	8/30/2019	\$101.20
85687	Day Wireless Systems	8/30/2019	\$28.05
85688	Dept of Labor & Industries	8/30/2019	\$18.69
85689	Evergreen Septic Pumping LLC	8/30/2019	\$18.69
85690	Fastenal Company	8/30/2019	\$84.61
85691	Gaynor Engineering Associates	8/30/2019	\$2,750.00
85692	Gray & Osborne	8/30/2019	\$72,712.41
85693	Hach Company	8/30/2019	\$72.81
85694	Inland Electric, Inc	8/30/2019	\$675.90
85695	Julie Tennis, LLC	8/30/2019	\$150.00
85696	L.N. Curtis & Sons	8/30/2019	\$64.07
85697	Long Beach Commercial Security	8/30/2019	\$97.49
85698	Masons Supply Co.	8/30/2019	\$248.69
85699	Materials Testing & Inspection	8/30/2019	\$216.25
85700	Mettler-Toledo, Inc.	8/30/2019	\$36.49
85701	Momar, Inc.	8/30/2019	\$454.85
85702	National Hose Testing Specialties, Inc.	8/30/2019	\$2,334.02
85703	Northwest Motor Service	8/30/2019	\$1,264.23
85704	Pacific County Auditor	8/30/2019	\$39.00
85705	Petek, Thomas C. Ph.D.	8/30/2019	\$300.00
85706	Power Systems West	8/30/2019	\$4,494.02
85707	Prestegard, Ray	8/30/2019	\$200.00

Execution Time: 1 minute(s), 40 second(s)

Printed by CLB1\HelenB on 8/30/2019 11:24:03 AM  
Register

Account Number	Description	Posting Date	Amount
85708	Public Utility District 2	8/30/2019	\$32.54
85709	Rosewood Entertainment	8/30/2019	\$200.00
85710	Sea Western Fire	8/30/2019	\$2,173.15
85711	Suez WTS Analytical Instrument, Inc	8/30/2019	\$673.14
85712	TIAA Bank	8/30/2019	\$227.97
85713	TireHub	8/30/2019	\$213.59
85714	Tse, Brian P	8/30/2019	\$100.00
85715	Unum Life Insurance	8/30/2019	\$39.90
85716	Usa Blue Book	8/30/2019	\$452.62
85717	Verizon Wireless	8/30/2019	\$786.98
85718	Vision Municipal Solutions	8/30/2019	\$650.00
85719	Ward, Catherine	8/30/2019	\$505.00
85720	Wex Bank	8/30/2019	\$3,000.00
85721	Wilcox & Flegel Oil Co.	8/30/2019	\$1,866.62
85722	WILLAPA PAPER SERVICE	8/30/2019	\$420.00
85723	Wirkkala Construction	8/30/2019	\$3,558.28
	<b>Total</b>		<b>\$191,725.50</b>
	<b>Grand Total</b>		<b>\$191,725.50</b>

TAB - D



**CITY COUNCIL  
AGENDA BILL  
AB 19-66**

**Meeting Date: September 3, 2019**

<b>AGENDA ITEM INFORMATION</b>		
<b>SUBJECT: Secretary of State Grant Agreement</b>	<i>Originator:</i>	
	Mayor	
	City Council	
	City Administrator	
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	AS
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	<b>COST: Award \$9,747</b>	Water/Wastewater Supervisor
Other:		
<b>SUMMARY STATEMENT:</b> The city submitted a grant application to the Washington State Office of Secretary of State for local government grant. This grant allows for temp staff and materials to organize and clean our file rooms.		
<b>RECOMMENDED ACTION:</b> <i>Authorize the Mayor to accept this grant award.</i>		

**GRANT AGREEMENT  
BETWEEN  
THE STATE OF WASHINGTON,  
OFFICE OF THE SECRETARY OF STATE,  
ARCHIVES AND RECORDS MANAGEMENT DIVISION,  
AND  
CITY OF LONG BEACH**

This Grant Agreement (this "Agreement") is entered into between the state of Washington, Office of the Secretary of State, Division of Archives and Records Management (hereinafter referred to as "OSOS"), and **City of Long Beach** (hereinafter referred to as "Grantee").

**RECITALS**

WHEREAS, a local government grants program was authorized and funded by Chapter 303, State of Washington Laws of 2017; and

WHEREAS, the purpose of this program is to help local governments use technology to improve their records retention, management and disclosure of public records processes, as authorized under RCW 40.14.026, through the Archives and Records Management Division's Local Records Grant Program (hereinafter referred to as the "Program"); and

WHEREAS, the Program was established to provide funds to local entities to accomplish the Program's purposes; and

WHEREAS, by virtue of a competitive process, Grantee was conditionally identified for award of the Grant Amount (as hereinafter defined); and

WHEREAS, OSOS and Grantee desire to set forth in detail the terms and conditions governing the award and disbursement of the Grant Amount.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, or attached and incorporated and made a part hereof, OSOS and Grantee mutually agree as follows:

**1. STATEMENT OF WORK**

Grantee will provide services and staff, and otherwise do all things necessary for or incidental to the performance of the work. Grantee will perform the work as described in the Award Determination attached hereto as Exhibit A and incorporated herein by this reference.

Grantee will document expenditures made during the project period, and will submit its reimbursement requests (i.e., proof of payment, together with invoice(s) for expenses incurred) via email to [recordsmanagement@sos.wa.gov](mailto:recordsmanagement@sos.wa.gov).

Upon completion of the project work, Grantee shall participate in a survey conducted by OSOS.

**2. PERIOD OF PERFORMANCE**

Subject to the other provisions of this Agreement, the period of performance of this Agreement shall commence on date of execution and be completed no later than **May 29, 2020**, unless terminated sooner as provided herein. **All project work and survey requirements must be completed, and all reimbursement requests must be received, by no later than May 29, 2020.**

**3. PAYMENT**

No grant funds will be disbursed in advance to Grantee. All grant funds will be held by OSOS. In consideration for the work conducted as described in Exhibit A, and Grantee's compliance with the other terms and conditions of this Agreement, Grantee shall submit invoices and proof of payment for completed work to

[recordsmanagement@sos.wa.gov](mailto:recordsmanagement@sos.wa.gov) for processing by OSOS. Subject to the other provisions of this Agreement, this grant is not to exceed the amount of **\$9747.00** (the "Grant Amount") as set forth on Exhibit A. Costs incurred prior to the effective date of this Agreement shall be disallowed. Should Grantee incur costs prior to the effective date of this Agreement, it does so at its own risk. WAC 434-670-020.

Payment for approved and completed work will be made by warrant or account transfer by OSOS within 30 calendar days of a satisfactorily completed reimbursement request and Grantee's compliance with all other terms and conditions of this Agreement. "Satisfactorily completed" is defined as having all the information required for processing by OSOS Financial Services. In addition to a Federal Tax ID number, Grantee must provide OSOS a Statewide Vendor Number (SWV#). Payment cannot be made without these numbers on file. **The Contract number G-6589 and Statewide Vendor number must be referenced on each reimbursement request in order for the claim to be processed.** Should questions arise during the processing of invoices, send inquiries to [payables@sos.wa.gov](mailto:payables@sos.wa.gov).

#### **4. RECORDS MAINTENANCE AND MONITORING PROJECTS FOR PROGRAM AND FISCAL COMPLIANCE**

Specific accounting requirements for the Program include but are not limited to:

- All changes to the approved project (project scope, budget, personnel), must be requested in writing to, and approved by, the State Archivist.
- Imaging completed as a result of this grant must meet the Washington State Standards for Production and Use of Microfilm.
- Grant work must be monitored in progress. OSOS staff may visit the work site for review at any time during the project.
- Grantee is responsible to adhere to its own applicable purchasing policies and requirements.
- Grantee must participate in a survey conducted by OSOS following completion of the project work.

#### **5. GRANT MANAGEMENT**

The Project Manager for each of the parties identified below shall be the contact person for communications regarding the performance of this Agreement:

##### **Ariel Smith**

City of Long Beach  
PO Box 310  
Long Beach, Washington 98631  
Phone: 360-642-4421  
E-mail: [asmith@longbeachwa.gov](mailto:asmith@longbeachwa.gov)

##### **Russell Wood**

Office of the Secretary of State  
Washington State Archives  
1129 Washington St. SE  
Post Office Box 40238  
Olympia, Washington 98504-0238  
Phone: 360-586-4901  
E-mail address: [recordsmanagement@sos.wa.gov](mailto:recordsmanagement@sos.wa.gov)

#### **6. INDEPENDENT CAPACITY**

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party. Each party to this Agreement shall be responsible for its own acts and/or omissions and those of its officers, employees and agents.

**7. EXCEPTIONAL CIRCUMSTANCES**

In the event of exceptional circumstances as determined by OSOS in its sole discretion, the funds available for the work to be performed under this Agreement may be increased by an amount not to exceed 10% of the original Grant Amount, and the period of performance may be extended by up to 30 days beyond the original period of performance stated in this Agreement. The parties agree that such an increase in available funds or extension of time due to exceptional circumstances shall not require a formal amendment to this Agreement, but instead may be effectuated by OSOS after notice to Grantee.

**8. TERMINATION**

Either party may terminate this Agreement upon 30 days' prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**9. TERMINATION FOR CAUSE**

If for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If the failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

The rights and remedies of OSOS provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement. Except as otherwise provided in this Agreement, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Secretary of State. Nothing in this Agreement shall be construed to limit the parties' choice of a mutually acceptable Alternate Dispute Resolution (ADR) method in addition to the dispute resolution procedure outlined above.

**10. GOVERNANCE**

In the event of any inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- A. Applicable state and federal statutes and rules; and
- B. This Agreement and any and all attached exhibits

**11. GOVERNING LAW**

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

**IN WITNESS WHEREOF**, the parties have executed this Agreement.

**CITY OF LONG BEACH**

**OFFICE OF THE SECRETARY OF STATE**

\_\_\_\_\_

\_\_\_\_\_

Authorized Signatory \_\_\_\_\_ Date \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date

APPROVED AS TO FORM

Attorney General's Office

**EXHIBIT A**

**AWARD DETERMINATION  
CITY OF LONG BEACH**

The following table illustrates the grant budget as proposed by your agency - with the items that were funded, and the items that were awarded with conditions.

Budget Item	Amount Requested	Amount Funded	Stipulations/Conditions
Temporary Staff, Supplies, Destruction Services	\$9,747	\$9,747	<p><i>Temporary staff, Washington State Archives records boxes, all-metal shelving, and records destruction services required to inventory and organize the agency's paper/analog records, and to disposition any paper/analog records that have met minimum required retention period.</i></p> <p><i>Upon approval from Washington State Archives, Agency may reallocate funding to cover:</i></p> <ul style="list-style-type: none"> <li>• <i>File cabinets</i></li> <li>• <i>Increased hours for existing part-time staff</i></li> <li>• <i>Other supplies necessary for project</i></li> </ul> <p><i>Funds will not be used for any ineligible expenses, including but not limited to:</i></p> <ul style="list-style-type: none"> <li>• <i>Existing FTE hours</i></li> <li>• <i>Overtime hours (any time exceeding 40 hours per week)</i></li> <li>• <i>Any staff time spent:</i> <ul style="list-style-type: none"> <li>○ <i>scanning/digitizing records</i></li> <li>○ <i>organizing digital records</i></li> <li>○ <i>responding to public records requests</i></li> </ul> </li> <li>• <i>Capital improvements</i></li> <li>• <i>Non-Washington State Archives records boxes</i></li> <li>• <i>Unapproved shelving</i></li> </ul> <p style="text-align: right;"><i>To be completed by May 31, 2020</i></p>
<b>TOTAL</b>		<b>\$9,747</b>	Not to exceed amount listed.

TAB - E



**CITY COUNCIL  
AGENDA BILL  
AB 19-67**

**Meeting Date: September 3, 2019**

**AGENDA ITEM INFORMATION**

<b>SUBJECT: Resolution 2019-09 - Set Public Hearing Date to Receive Public Comment Regarding Partial ROW Vacation of 11<sup>th</sup> &amp; 12<sup>th</sup> ST NE (Case No. VAC 2019- 02)</b>	<i>Originator:</i>	
	Mayor	
	City Council	
	City Administrator	
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	AS
	Finance Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	Water/Wastewater Supervisor	
Other:		
<b>COST: N/A</b>		

**SUMMARY STATEMENT:** Property owner Don Green is requesting to vacate the north portion of 11<sup>th</sup> St NE and south portion of 12<sup>th</sup> St NE that abuts his property. The petition was received on July 24, 2019. Mr. Green hopes to use those portions to house camp fires, parking and landscaping for his guests. Not all utilities have been located as that is part of the next step once the Resolution is passed.

Pursuant to **11-6C-2 and RCW 35.79.10**, when an adequate vacation petition is received, Council shall by resolution set a date when the petition will be heard and decided upon. The hearing may be no more than sixty (60) days nor less than twenty (20) days after the date of such resolution passage. Resolution 2019-09 accomplishes this, setting a hearing date of October 7, 2019.

Staff intends to deliver a detailed staff report on this matter at the next Council meeting on September 16, 2019.

**RECOMMENDED ACTION: Pass Resolution 2019-09.**

## RESOLUTION 2019-09

### A RESOLUTION OF THE CITY OF LONG BEACH, WASHINGTON SETTING THE TIME AND PLACE FOR A PUBLIC HEARING FOR CONSIDERING A PARTIAL STREET VACATION OF 11<sup>th</sup> & 12<sup>th</sup> STREET NORTHEAST

**WHEREAS**, Don Green has filed a petition for the partial vacation of 11<sup>th</sup> and 12th Street Northeast to combine with his adjoining parcel; and,

**WHEREAS**, RCW 35.79 requires passage of a resolution setting the time and place for a public hearing to consider vacation of a public street and the posting of public notices, such public hearing to be scheduled not less than twenty (20) nor more than sixty (60) days from passage of said resolution;

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE LONG BEACH CITY COUNCIL** that a public hearing shall be held in the Council Chambers at Long Beach City Hall for the purpose of considering the partial street right-of-way vacation of the following areas:

- 26 feet by 200 feet from the north side of 11<sup>th</sup> Street Northeast; and
- 40 feet by 200 feet from the south side of 12<sup>th</sup> Street Northeast; and

Said hearing shall be held on October 7, 2019 at 7:00 PM or shortly thereafter in the Long Beach City Council chambers.

The required notice shall be placed at on the subject property—which is Assessor’s parcel No. 73011040001, 73011040003, and 73011040004, bounded by Oregon Ave North and Pacific Hwy N and at Long Beach City Hall, the United States Post Office in Long Beach, and the Long Beach Police Department.

Passed this 3<sup>rd</sup> day of September 2019.

Ayes            Nays            Absent            Abstentions

---

Jerry Phillips, Mayor

Attest:

---

Helen Bell, City Clerk

**City of Long Beach**  
**Notice of Petition and of Public Hearing**  
**To Consider Partial Vacation of 11<sup>th</sup> and 12<sup>th</sup> Street Northeast**

**VACATION OF A PORTION OF 11<sup>TH</sup> & 12<sup>TH</sup> STREET NORTHEAST; CASE NO. VAC 2019-02.** Notice is hereby given that Don Green, filed a petition with the City of Long Beach on July 24, 2019 requesting the City vacate a portion of the right-of-way of 11<sup>th</sup> Street Northeast and 12<sup>th</sup> Street Northeast. The petition seeks vacation of the northern 26 feet of 11<sup>th</sup> Street Northeast from the southwestern property corner of parcel No. 73011040001 to the southeastern property corner of parcel No. 73011040004 approximately 200 feet, encompassing an area of approximately 5,200 square feet in the RC –Residential Commercial zone. The petition also seeks to vacate the southern 40 feet of 12<sup>th</sup> Street Northeast from the northwest property corner of parcel No. 73011040003 to the northeastern property corner of parcel No. 73011040004 approximately 200 feet, encompassing an area of approximately 8,000 square feet in the RC – Residential Commercial zone. **The subject property is located on Block 40, lots 1-8, Plat of Tinkers Third Addition, of Long Beach, Pacific County, Washington.**

The Long Beach City Council passed Resolution 2019-09 fixing the time, date, and location of a Public Hearing on this application as **7:00 pm or soon thereafter on Monday, October 7, 2019 in the City Council Chambers at Long Beach City Hall, 115 Bolstad Street West, Long Beach WA 98631.**

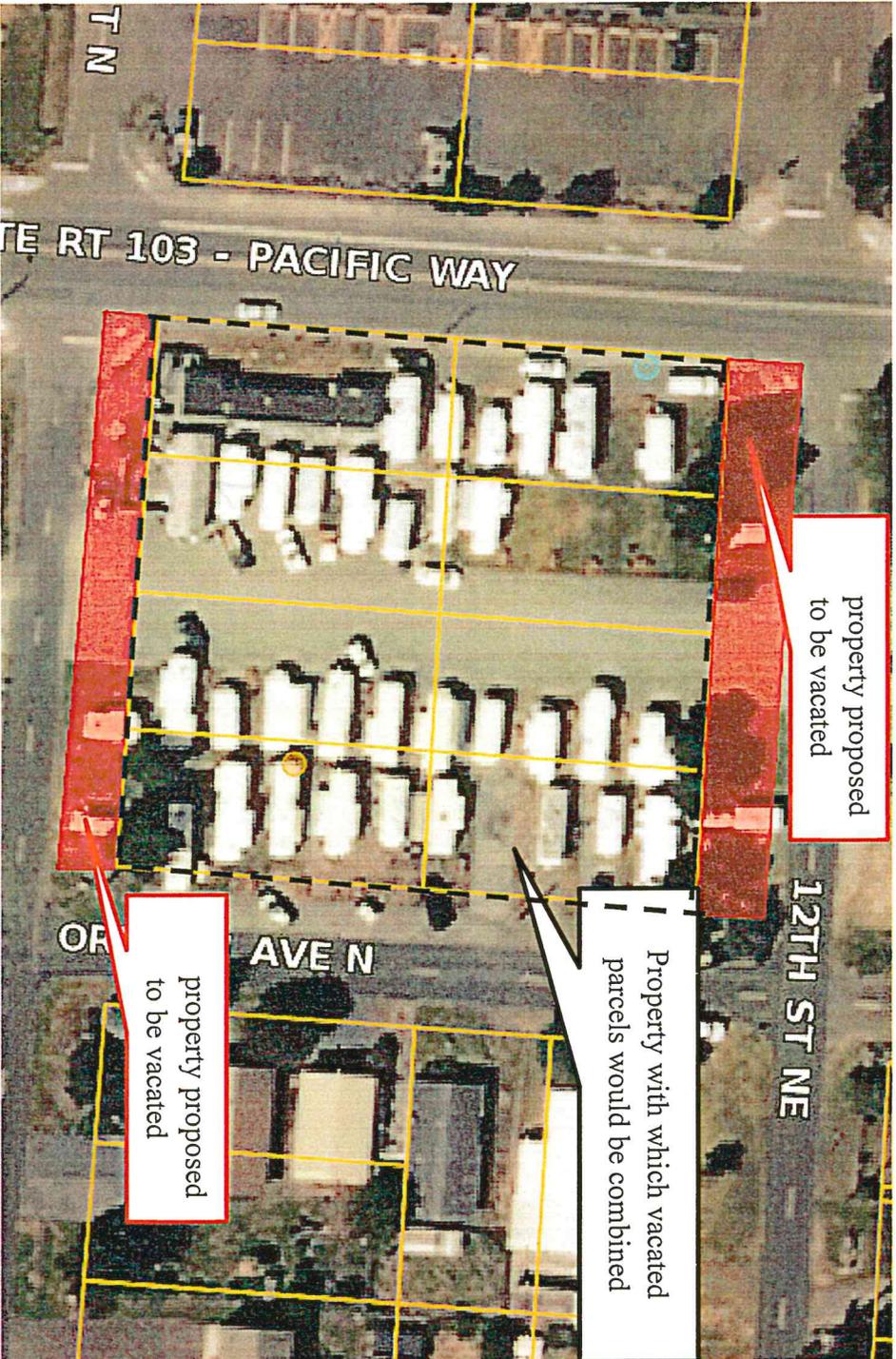
Any person interested in this request may speak for or against the request at the public hearing or submit written comments prior to the public hearing. **Written comments should be addressed to: Ariel Smith, Community Development Director, P.O. Box 310, Long Beach, WA 98631. Written comments must be received by the end of the public hearing.**

The Meeting Room is ADA accessible. For those planning to attend who have special accessibility requirements, please contact the City of Long Beach by phone, 360-642-4421 or at the address below at least ten (10) days in advance.

Responsible Official:	Ariel Smith
Position/Title:	Director, Community Development
Phone:	(360) 642-4421
Address:	P.O. Box 310 Long Beach, WA 98631
Notice Date:	September 4, 2019

From The sandCastle RV park. To The City  
of Long Beach. I would Like to Buy The  
Rightaway From Oregon 11<sup>th</sup> St to Pacific  
ave 11<sup>th</sup> St. And also The Rightaway From  
12<sup>th</sup> St of Oregon to 12<sup>th</sup> St of Pacific ave.  
The Rightaway on 11<sup>th</sup> St is 200 Feet 4 inches Long  
and 26 Feet wide. The Rightaway on  
12<sup>th</sup> St is 200 Feet 4 inches Long and 40 Feet wide

Thank you Don Green  
7-1-2019



property proposed to be vacated

Property with which vacated parcels would be combined

property proposed to be vacated

Case No. VAC 2019-02; Location Map

Don Green

Partially vacate 11<sup>th</sup> & 12<sup>th</sup> Street NE; combine with property at 1100 Pacific Ave N



# APPLICATION FOR DESIGN REVIEW

Return to Long Beach City Hall, 115 Bolstad Avenue West, PO Box 310, Long Beach, WA 98631

### APPLICANT INFORMATION

Name Don Green  
Mailing Address 1100 Pacific Ave N  
Long Beach WA 98631

Telephone 360 642-2174  
Fax \_\_\_\_\_  
E-mail Don@Sandcasterv.com

### PROPERTY OWNER INFORMATION (if different)

Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_  
Fax \_\_\_\_\_  
E-mail \_\_\_\_\_

### PROJECT INFORMATION

Site Address \_\_\_\_\_ Zoning \_\_\_\_\_

Cross Street(s) \_\_\_\_\_

### PROJECT TYPE (Check one in each column)

- |   |  |
|---|--|
| <input type="checkbox"/> Single Family Residential            | <input type="checkbox"/> New Construction            |
| <input type="checkbox"/> Multi-Family Residential             | <input type="checkbox"/> Addition                    |
| <input type="checkbox"/> Commercial                           | <input type="checkbox"/> Alteration                  |
| <input checked="" type="checkbox"/> Fence/Accessory Structure | <input type="checkbox"/> Amendment to prior approval |

### PROJECT DESCRIPTION

### CHECKLIST

Provide 1) a completed application; 2) a site plan, 3) a landscape plan, 4) drawings showing each elevation. Drawings must be to scale and on standard-sized sheets. If larger than 11" x 17", 8 sets of drawings must be submitted. The following information must be shown on the plans and also described here. Where possible, provide samples of materials and colors.

**SITE PLAN:** drawn at 1" = 10' or 20'; include a north arrow

Lot Coverage (total %, all buildings and impervious surfaces) \_\_\_\_\_  
Setbacks: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side(s) \_\_\_\_\_

**ELEVATION DRAWINGS:** drawn at 1/8" or 1/4" = 1'

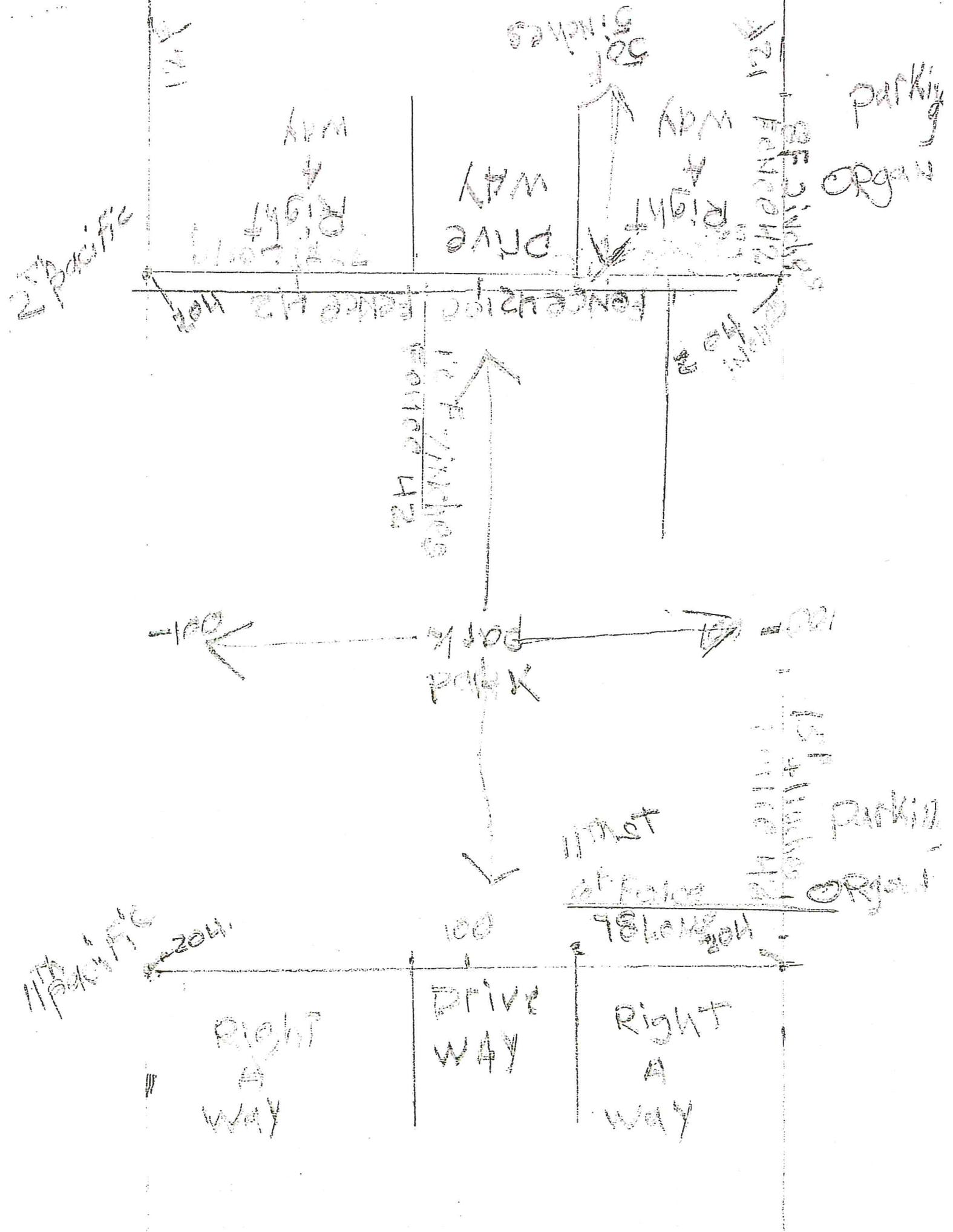
Building Height \_\_\_\_\_ Roof Pitch \_\_\_\_\_  
Type of Roof Covering \_\_\_\_\_ Type of Siding \_\_\_\_\_  
Type of Windows \_\_\_\_\_ Type of Doors \_\_\_\_\_  
Type of Fences Wood Fences  
Proposed Color(s) and Finish \_\_\_\_\_  
Proposed Trim Color(s) \_\_\_\_\_

**LANDSCAPE PLAN:** may be included on the site plan

Location and Type of Groundcover \_\_\_\_\_  
Location, Type and Quantity of Shrubs and Trees \_\_\_\_\_

APPLICANT SIGNATURE Donald Green DATE \_\_\_\_\_  
OWNER SIGNATURE Donald Green DATE 5-6-19

Office Use Only Received by \_\_\_\_\_ Date \_\_\_\_\_ Project No. \_\_\_\_\_



4-2-19

To David Glasson The Conversation we had over The Phone. I was To send you a Letter asking The City of Long Beach if I Can Buy The Rightaway on 1100 st North off of Pacific ave Across where The new apartments are going up. There is a 30 Feet Rightaway when you Pull into The RV Park, it is on The Right side of The Driveway, 81 Feet Long By 30 Feet Wide. This is The area That I want To buy From The City of Long Beach.

Thank you Donald Green  
SAND Castle RV park.

TAB - F



**CITY COUNCIL  
AGENDA BILL  
AB 19-68**

**Meeting Date: September 3, 2019**

<b>AGENDA ITEM INFORMATION</b>		
<b>SUBJECT:</b> <i>Small Works Bid Award – Curb, Gutter and Sidewalk on Pacific between 11<sup>th</sup> &amp; 12<sup>th</sup> North</i>	<i>Originator:</i>	
	Mayor	
	City Council	
	City Administrator	DG
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	
	Finance Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
<b>COST:</b> \$5,040 +/-	Water/Wastewater Supervisor	
	Other:	
<p><b>SUMMARY STATEMENT:</b> The culvert pipe has been repaired, and the project is prepped for the concrete work. Parks, Streets and Drainage supervisor Mike Kitzman contacted 4 contractors off the small works roster to get prices to install Curb, Gutter and the sidewalk. Three of the four contractors were too busy, the fourth was Nichols Masonry for labor only. The labor costs are estimated at 3 people x 3 8 hour days @ prevailing wage for \$5,040. This project will also use about 7 yards of concrete @ \$130 per yard. The city will purchase the concrete directly from the supplier.</p>		
<p><b>RECOMMENDED ACTION:</b> <i>Approve Nichols Masonry to replace the Curb, Gutter and Sidewalk between 11<sup>th</sup> and 12<sup>th</sup> Pacific North.</i></p>		

TAB - G



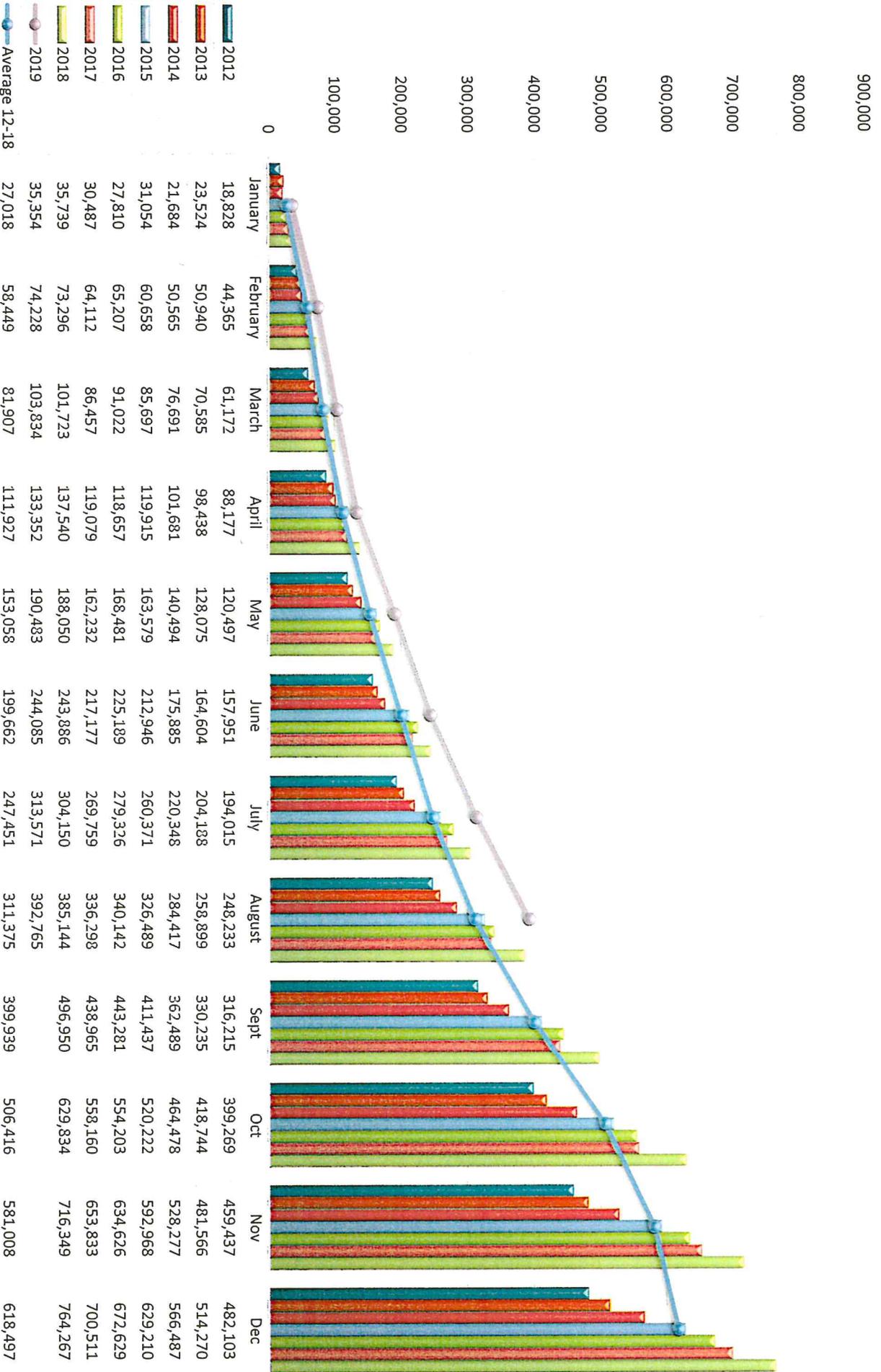
8-24-19  
SOUTH PACIFIC COUNTY  
COMMUNITY FOUNDATION

City of Long Beach,

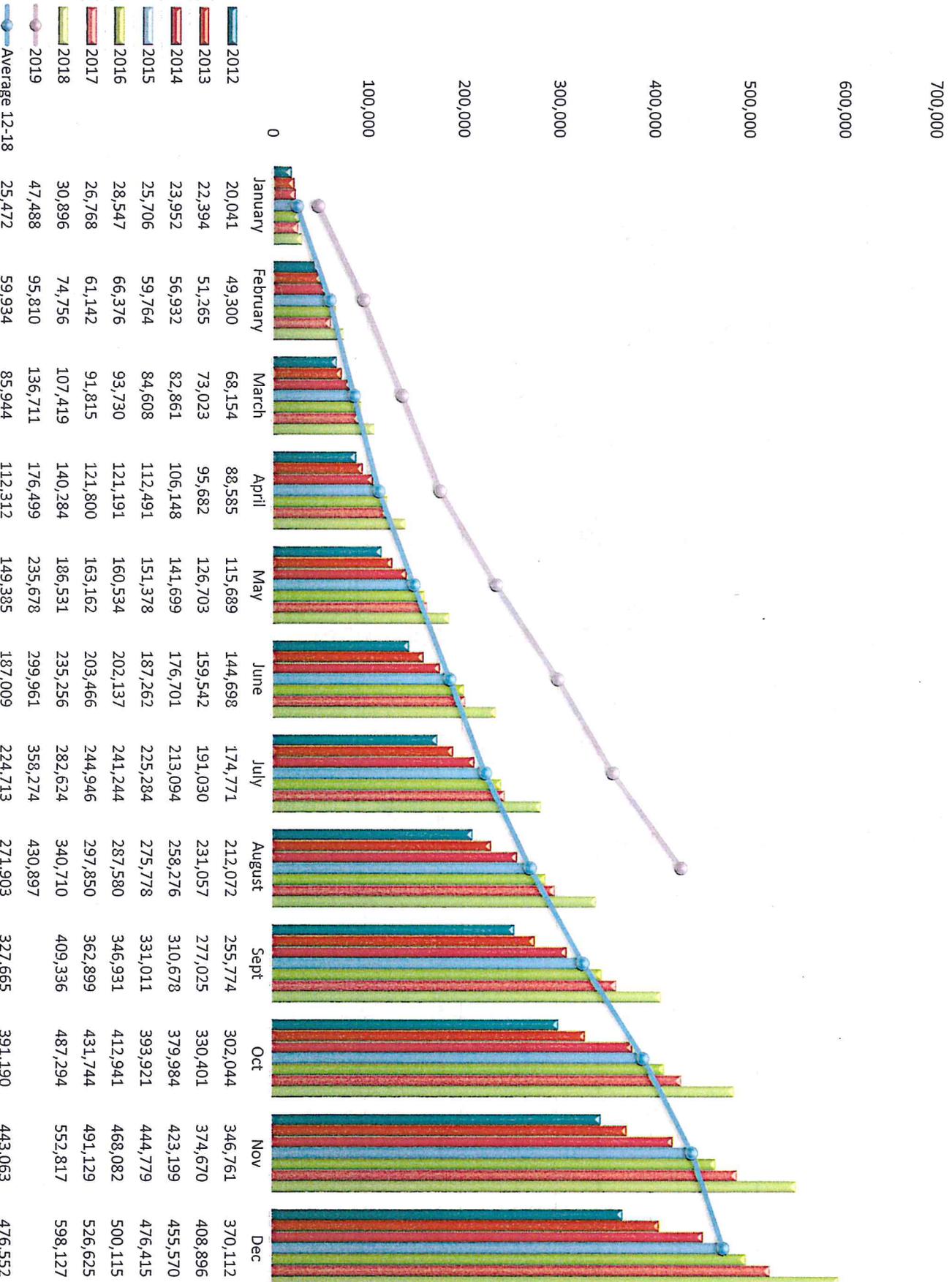
Thank you for participating  
in our 2019 Grants Catalogue.  
We value the work you  
do in our community  
and look forward to  
working with you to make  
our next catalogue even  
more effective.

Pacific Community Foundation Board

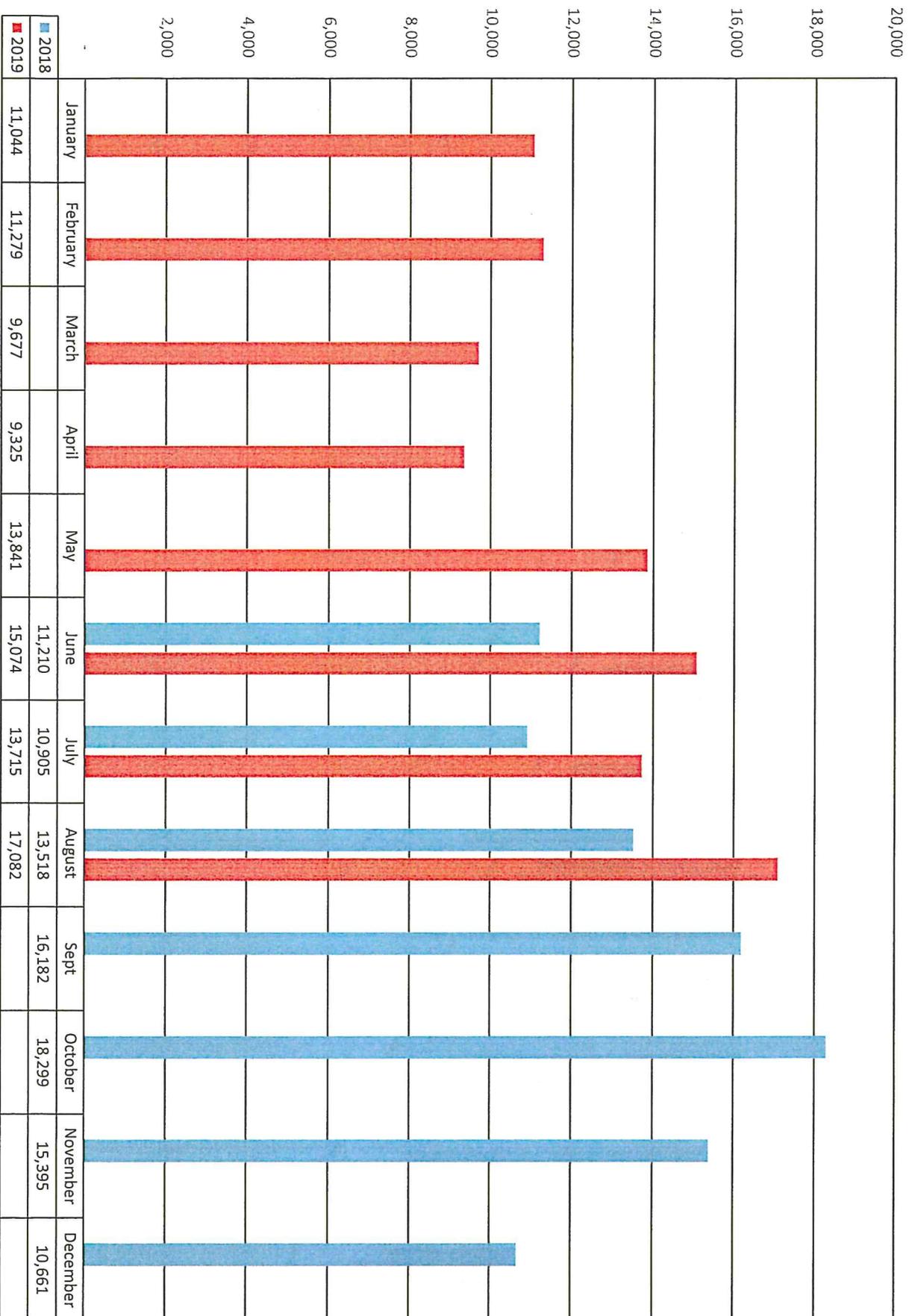
# Lodgings Tax Collections



# Sales Tax Collections



### Transportation Benefit District



## David Glasson

---

**From:** Jane Holeman <jane@holeman.us>  
**Sent:** Wednesday, August 28, 2019 2:29 PM  
**To:** Ragan Myers  
**Cc:** Ariel Smith; David Glasson; Holli Kemmer; Mike Kitzman  
**Subject:** Re: Beach Wheelchairs are being taken to Chautauqua today by Mike K.

The chairs were very popular at the beach! They were used a lot  
Kane

Sent from my iPhone

On Aug 28, 2019, at 9:49 AM, Ragan Myers <[rmyers@longbeachwa.gov](mailto:rmyers@longbeachwa.gov)> wrote:

Just an FYI! Thank you in advance!

**Ragan Myers, CTP**  
**Tourism & Events Coordinator**  
**Long Beach Package Travel**  
**PO Box 310**  
**City of Long Beach, WA.**  
[rmyers@longbeachwa.gov](mailto:rmyers@longbeachwa.gov)  
[www.longbeachpackagetravel.com](http://www.longbeachpackagetravel.com)  
**360-642-1227 Direct Line**  
**503-791-7437 Cell**  
[www.Facebook.com/LBPackageTravel](http://www.Facebook.com/LBPackageTravel)

## Ariel Smith

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**From:** rory.calhoun@rco.wa.gov  
**Sent:** Friday, August 30, 2019 10:39 AM  
**To:** Ariel Smith  
**Cc:** David Glasson; rory.calhoun@rco.wa.gov  
**Subject:** Project 18-1921 is Active

Natural Resources Building  
P.O. Box 40917  
Olympia, WA 98504-0917

1111 Washington St. S.E.  
Olympia, WA 98501



(360) 902-3000  
E-mail: [info@rco.wa.gov](mailto:info@rco.wa.gov)  
Web site: [www.rco.wa.gov](http://www.rco.wa.gov)

STATE OF WASHINGTON  
RECREATION AND CONSERVATION OFFICE

Ariel Smith  
City of Long Beach

RE: Culbertson Park Renovations , RCO #18-1921,

Thank you for returning your RCO grant funded project agreement for signature. Your agreement has been signed by RCO management and your project has been made active.

A signed copy is being mailed to you for your files.

If you have questions or need other assistance, please give us a call.

Sincerely,

Rory Calhoun  
RCO Grants Manager

Recreation and Conservation Funding Board • Salmon Recovery Funding Board  
Washington Invasive Species Council • Governor's Salmon Recovery Office  
Habitat and Recreation Lands Coordinating Group

