



AGENDA – Monday, April 6, 2020

7:00 p.m. City Council Meeting

Zoom Meeting

<https://zoom.us/j/261411543>

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

Call to order	Mayor Phillips, Council Member Svendsen, 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 A

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, March 16, 2020 City Council Meeting and from March 25, 2020 Special Council Meeting
- Payment Approval List for Warrant Resisters 59312-59341 & 86582-86667 for \$682,588.34

- **AB 20-33 – Resolution 2020-03 Amending City Council Procedures – TAB B**
- **AB 20-34 – Idaho Street Improvements Bid Award – TAB C**

PROCLAMATION – FAIR HOUSING MONTH – TAB D

DEPARTMENT HEAD ORAL REPORTS CORRESPONDENCE AND WRITTEN REPORTS – TAB E

- **Lodging Tax Collections**
- **Sales Tax Collections**
- **Transportation Benefit District Collections**
- **Parks, Streets and Stormwater Report for March**
- **Police Chief's Report for March**

FUTURE CITY COUNCIL MEETING SCHEDULE

The Regular City Council meetings are held the 1st and 3rd Monday of each month at 7:00 PM and may be preceded by a workshop.
April 20, 2020, May 4, 2020 & May 18, 2020

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

LONG BEACH CITY COUNCIL MEETING

March 16, 2020

6:30 COUNCIL WORKSHOP

C. Svendsen, C. McGuire, C. Cline, and C. Kemmer were all present and C. Murry was absent.

WS 20-08– Water and Wastewater Updates

-David Glasson, City Administrator presented updates to the biosolids plant and updates regarding the water filter replacement at the water plant.

No decisions or motions were made at this time.

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 Mayor Phillips, C. Svendsen, C. McGuire, C. Cline, and C. Kemmer were present and C. Murry was absent.

PUBLIC COMMENT

Brandon Cline from the Chinook Observer made a comment regarding restaurants and take-out during the COVID-19 pandemic.

CONSENT AGENDA

Minutes, March 2, 2020 City Council Meeting

Payment Approval List for Warrant Registers 59275-59311 & 86522-86581 for \$577,800.47

C. Svendsen made the motion to approve the Consent Agenda. C. McGuire seconded the motion; 4 Ayes, motion passed.

BUSINESS

AB 20-29– SUP 2020-01 Don Lee Fireworks

David Glasson, City Administrator, presented the Agenda Bill. Mr. Don Lee dba Fireworks Superstore requests a Special Use Permit to operate a fireworks store for the 4th of July and New Year's holidays. Mr. Lee has done this many time in the past and there haven't been any issues.

C. McGuire made the motion to approve SUP 2020-01 with the conditions identified by staff. C. Kemmer seconded the motion; 4 Ayes; 0 Nays motion passed.

AB 20-30– Agreement with Gray and Osborne for Development of the Stormwater Management Plan

LONG BEACH CITY COUNCIL SPECIAL MEETING

March 25, 2020

3:00 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 Mayor Phillips, C. Svendsen, C. McGuire, C. Kemmer, C. Murry were present, and C. Cline was absent.

PUBLIC COMMENT

None.

BUSINESS

AB 20-31– COVID-19 Emergency Amendment to Personnel Policies

David Glasson, City Administrator, presented the Agenda Bill. Expressing the need to amend the personnel policies to reflect the COVID-19 pandemic.

C. Svendsen made the motion to approve the COVID-19 amendment to the City of Long Beach Personnel Policies. C. Kemmer seconded the motion; 4 Ayes; 0 Nays, 1 Absent, motion passed.

AB 20-32– Ordinance 980 Emergency Billing Procedures

David Glasson, City Administrator, presented the Agenda Bill. Explaining that due to COVID-19 many utilities have waived the fees associated with late payments and shut-offs. The City is seeking the approval from Council to waive fees during the COVID-19 pandemic.

C. Kemmer made the motion to Ordinance 980 allowing for utility billing payment arrangements and suspension of “fees” due to the COVID-19 emergency. C. McGuire seconded the motion; 4 Ayes; 0 Nays, 1 Absent, motion passed.

ADJOURNMENT

Mayor Phillips adjourned the meeting at 3:18 p.m.

Mayor

ATTEST:

City Clerk



Warrant Register

Check Periods: 2020 - March - 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.

Council Member	Council Member	Council Member	Clerk/Treasurer
59312	Bell, Helen S	3/20/2020	3/26/2020
59313	Binion, Jacob	3/20/2020	3/20/2020
59315	Booi, Kristopher A	3/20/2020	3/23/2020
59316	Gilbertson, Bradley K	3/20/2020	3/23/2020
59317	Goulter, John R.	3/20/2020	3/24/2020
59318	Huff, Timothy M.	3/20/2020	3/25/2020
59319	Jewell, Kyle E	3/20/2020	3/23/2020
59320	Kemmer, Larry L	3/20/2020	3/20/2020
59321	Luethe, Paul J	3/20/2020	3/20/2020
59322	Miller, Matt W	3/20/2020	3/24/2020
59323	Mortenson, Tim	3/20/2020	3/23/2020
59324	Padgett, Timothy J	3/20/2020	3/23/2020
59325	Persell, Whitney J	3/20/2020	3/23/2020
59326	Skinner, Sue F	3/20/2020	3/23/2020
59327	Wood, Matthew T	3/20/2020	3/23/2020
59328	Wright, Flint R	3/20/2020	3/23/2020
59329	Zuern, Donald D.	3/20/2020	3/23/2020
59330	AFLAC	3/20/2020	
59331	City of LB Retirement Payback	3/20/2020	
59332	City of Long Beach - Fica	3/20/2020	
59333	City of Long Beach - FVH	3/20/2020	
59334	Dept of Labor & Industries	3/20/2020	
59335	Dept of Retirement Systems	3/20/2020	
59336	Dept of Retirement Systems Def Comp	3/20/2020	
59337	Discovery Benefits Inc.	3/20/2020	
59338	Employment Security Dept	3/20/2020	
59339	Massmutual Retirement Services	3/20/2020	
59340	Teamsters Local #58	3/20/2020	
59341	Association of WA Cities	3/20/2020	

Execution Time: 1 minute(s), 20 second(s)

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Register

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86582	Parker, Michael	3/13/2020	3/13/2020	\$61.60
86583	Mortenson, Tim	3/17/2020	3/23/2020	\$217.56
86584	Solutions Yes	3/19/2020	3/24/2020	\$6.36
86585	Weyerhaeuser NR Company	3/19/2020	3/26/2020	\$3,625.44
86586	K J Tree Service	3/19/2020	3/23/2020	\$945.87
86587	Archer, Jeff	3/19/2020	3/24/2020	\$110.76
86588	Bank of The Pacific	3/25/2020	3/25/2020	\$9,738.67
86589	CenturyLink	3/25/2020		\$1,580.86
86590	Charter Spectrum	3/25/2020		\$334.93
86591	Postmaster	3/25/2020		\$294.00
86592	Tangly Cottage Garden	3/25/2020		\$1,989.04
86593	Tapani, Inc	3/25/2020		\$11,327.25
86594	Postmaster	3/31/2020		\$528.50
86595	KEYBANK	3/31/2020		\$10,254.25
86596	Bayview Asphalt Inc.	4/2/2020		\$35,070.00
86597	A-1 Redi Mix	4/3/2020		\$984.42
86598	All Safe Mini Storage	4/3/2020		\$95.00
86599	Alpine Products Inc	4/3/2020		\$1,780.18
86600	ALS Group USA, Corp.	4/3/2020		\$147.00
86601	AlSCO-American Linen Div.	4/3/2020		\$164.31
86602	Argus Pacific, Inc.	4/3/2020		\$5,750.00
86603	Arts Auto Parts Inc.	4/3/2020		\$52.95
86604	Association of Washington Cities	4/3/2020		\$250.00
86605	Astoria Janitor & Paper Supply	4/3/2020		\$915.56
86606	Backflow Management Inc	4/3/2020		\$1,501.25
86607	Bailey's Saw Shop	4/3/2020		\$42.98
86608	BMC WELDING	4/3/2020		\$266.03
86609	Bogar, Robert	4/3/2020		\$1,450.00
86610	Bonney, Matt	4/3/2020		\$52.20
86611	BSK Associates	4/3/2020		\$764.00
86612	Cartomation, Inc	4/3/2020		\$500.00
86613	Ced - Consolidated	4/3/2020		\$64.98
86614	Chinook Observer	4/3/2020		\$275.73
86615	City of Long Beach	4/3/2020		\$3,095.84
86616	Columbia Ford, Inc.	4/3/2020		\$279.46
86617	Dave's General Handyman Service	4/3/2020		\$1,624.50
86618	Department of Retirement	4/3/2020		\$25.00
86619	Evergreen Septic Pumping LLC	4/3/2020		\$729.68
86620	Fastenal Company	4/3/2020		\$138.86
86621	Fire Extinguisher Service Ctr	4/3/2020		\$1,200.89
86622	Ford Electric	4/3/2020		\$3,039.77
86623	Galls, LLC	4/3/2020		\$232.84
86624	Glasson, David	4/3/2020		\$52.20
86625	GRAINGER	4/3/2020		\$205.56
86626	Gray & Osborne	4/3/2020		\$73,527.80
86627	Gray, Karen	4/3/2020		\$50.00

Execution Time: 1 minute(s), 20 second(s)

86628	Hach Company	4/3/2020	\$891.47
86629	Inland Electric, Inc	4/3/2020	\$132.20
86630	Iron Mountain	4/3/2020	\$267.51
86631	iSpyFire, Inc.	4/3/2020	\$540.50
86632	L.N. Curtis & Sons	4/3/2020	\$1,355.45
86633	Lawson Products, Inc.	4/3/2020	\$313.84
86634	Lay's Technologies	4/3/2020	\$60.00
86635	MAC TOOLS	4/3/2020	\$172.95
86636	Measure-Tech, Inc.	4/3/2020	\$611.01
86637	Municipal Emergency Services Depository Account	4/3/2020	\$183.17
86638	Oman & Son Builders	4/3/2020	\$4,340.77
86639	One Call Concepts, Inc.	4/3/2020	\$9.63
86640	Pacific County Sheriff's	4/3/2020	\$11,770.88
86641	PALL CORPORATION	4/3/2020	\$204,965.55
86642	Peninsula Sanitation	4/3/2020	\$2,722.21
86643	Peninsula Visitors Bureau	4/3/2020	\$16,666.66
86644	Powell, Seiler & Co., P.S	4/3/2020	\$635.00
86645	Public Utility District 2	4/3/2020	\$11,285.05
86646	Quill Corporation	4/3/2020	\$303.01
86647	REVOLVER SCREENING SYSTEMS	4/3/2020	\$104,609.25
86648	SDS Municipal Consulting LLC	4/3/2020	\$1,800.00
86649	Secretary of State	4/3/2020	\$64.33
86650	Sid's Iga	4/3/2020	\$60.23
86651	Snap-On Tools	4/3/2020	\$1,110.90
86652	Solutions Yes	4/3/2020	\$377.92
86653	Standard Insurance Co.	4/3/2020	\$2,710.72
86654	Suez WTS Analytical Instrument, Inc	4/3/2020	\$987.16
86655	Swanson Bark & Wood Products Inc.	4/3/2020	\$991.68
86656	Taft Plumbing	4/3/2020	\$1,861.44
86657	Tangly Cottage Garden	4/3/2020	\$86.48
86658	TIAA Bank	4/3/2020	\$249.28
86659	Trails End Recovery	4/3/2020	\$580.00
86660	Unit Process Company	4/3/2020	\$1,686.24
86661	Verizon Wireless	4/3/2020	\$872.39
86662	Vision Municipal Solutions	4/3/2020	\$5,460.88
86663	Washington Forestry Consultants, Inc.	4/3/2020	\$17,202.33
86664	Wex Bank	4/3/2020	\$3,000.00
86665	Weyerhaeuser NR Company	4/3/2020	\$1,377.67
86666	Wilcox & Flegel Oil Co.	4/3/2020	\$2,289.11
86667	Wirkkala Construction	4/3/2020	\$129.96
200325	Wex - Fuel	3/25/2020	\$544.67
Total		3/25/2020	\$682,588.34
Grand Total			\$682,588.34

TAB - B



**CITY COUNCIL
AGENDA BILL
AB 20-33**

Meeting Date: April 6, 2020

AGENDA ITEM INFORMATION

SUBJECT: Resolution
2020-03 Amending the
City Council Procedures

Originator:

Mayor

City Council

City Administrator

DG

City Attorney

City Clerk

City Engineer

Community Development Director

Fire Chief

Police Chief

Streets/Parks/Drainage Supervisor

COST:

Water/Wastewater Supervisor

Other: Tourism & Events Coordinator

SUMMARY STATEMENT: Due to COVID-19 there was a need to expand the number of allowed meetings attended via skype or zoom. This amendment grants that right during a emergency declaration.

RECOMMENDED ACTION: To approve resolution 2020-03 amending the City Council Procedures.

RESOLUTION NO. 2020-03
A RESOLUTION AMENDING THE COUNCIL RULES, AND APPROVING THE
CITY'S GOVERNANCE POLICIES

WHEREAS, the City recognizes the value of well conducted meetings and guidelines of conduct; and

WHEREAS, the City now wishes to establish Council Rules to ensure such conduct;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Long Beach that:

Section 1 AUTHORITY

- 1.1 The city adopts the classification of non-charter code city operating under the mayor-council plan of government as set forth in Revised Code of Washington chapter 35A.12, endowed with all the applicable rights, powers, privileges, duties and obligations of non-charter code cities as set forth in Revised Code of Washington chapter 35A.12 as the same now exists; including, but not by way of limitation, those set forth in Revised Code of Washington chapter 35A.11; and further including any and all supplements, amendments or other modifications of Revised Code of Washington title 35A which may hereafter be enacted. (1988 Code § 1.08.010) The Council, by resolution, may adopt rules consistent with state law, to govern its meetings.
- 1.2 The rules adopted in this resolution shall be in effect upon their adoption by the council and until such time as they are amended, added to, deleted or replaced in the manner prescribed by these rules.
- 1.3 These rules apply equally to the Mayor and Councilors.
- 1.4 These rules are to be observed in addition to and may not be contradictory to the current City Ordinances.

Section 2 THE MAYOR AND COUNCIL

- 2.1 The Mayor and Council (hereafter, Council) are the policy making body of the City.
- 2.2 Councilors have no authority when acting as individuals to make decisions and/or create policy for the City. This Authority resides solely with the majority vote of the Council while in a regular or special City Council meeting. City Council decisions which are not unanimous are still the official policy of the City.

Section 3 COUNCIL MEETINGS

- 3.1 Regular meetings of the Council will be held the first and third Monday of each month at 7:00 p.m. and at such other additional dates and times as the Council shall determine. Unless otherwise provided, regular meetings shall be held at the Long Beach City Hall.
- 3.2 At the first regular City Council meeting in January following the election, the City Council shall select a Mayor Pro Tempore who will fill in for the Mayor when absent. This includes Council Meetings, ceremonial functions the Mayor would attend, other functions calling for the attendance of the Mayor and the signing of documents in the absence of the mayor. No other duties or responsibilities of the Mayor will be performed by the Mayor Pro Tempore.
- 3.3 Time and date of the regular Council meetings may be changed for special circumstances, to facilitate work sessions or in order to have a quorum of Councilors at the meeting. Regular meeting notice requirements must be followed.
- 3.4 Special meetings of the Council may be called at any time by the mayor or any three (3) members of the council by written notice delivered to each member of the council, the city clerk and the city administrator at least twenty four (24) hours before the time specified for the proposed meeting.
- 3.5 An emergency meeting of the Council is a Special Meeting which can be called when less than 24 hours notice can be given. The minutes need to state the nature of the emergency. Emergency meetings may be held by consent of a majority of councilors. An attempt must be made to notify the public or the press of the need for this emergency meeting. Only the emergency matter(s) giving rise to the need for an emergency meeting may be considered.
- 3.6 Workshop or Training meetings of the Council may be held at the convenience of the Council at a time when as many as possible can attend. These meetings may be held for Council goal setting, new Councilor training, or longer workshops for planning programs or projects. The Council may decide if public input is allowed at a workshop, or it may be held without opportunity for public input.
- 3.7 Executive sessions may be held by the Council pursuant to Washington State laws. Staff members may be permitted to attend. The City Administrator is required to attend.
- 3.8 Open Meetings: All council meetings shall be open to the public except as permitted by Revised Code of Washington chapter 42.30. No ordinance or resolution shall be passed, or contract let or entered into, or bill for the payment of money allowed at any meeting not open to the public, nor at any public meeting the date of which is not fixed by ordinance, resolution, or rule, unless public notice of such meeting has been given by such notice to each local newspaper of general circulation, as provided in Revised Code of Washington 42.30.080 as now or hereafter amended. (2007 Code)

- 3.9 Councilors should inform the Mayor, City Administrator, or City Administrative Staff if unable to attend any Council meeting. The Mayor will inform the Council Mayor Pro Tempore if unable to attend any Council meeting.
- 3.10 Only a majority of the Council shall determine an absence is unexcused. The absence of a member of the Council shall be recorded in the minutes as either excused or unexcused. [RCW 35A.12.060](#), which applies to mayor-council code cities which provides: "...a council position shall become vacant if the councilmember fails to attend three consecutive regular meetings of the council without being excused by the council."
- 3.11 Councilmembers may call or skype in when not able to attend the regular meeting. Councilmembers intending to call or skype in must give the City Administrator advanced notice of at least one business day so that accommodations can be made. This option can only be exercised up to three times in a calendar year for each Councilmember. Under a Declaration of Emergency this can option can exceed three times per year.

Section 4 AGENDA AND ORDER OF BUSINESS

- 4.1 An agenda for each regular Council meeting shall be prepared by the City Administrator. The Mayor may direct that a specific item(s) be included on the agenda. The City Council at a regular City Council meeting may by majority vote, direct that a specific item(s) be place on the next regular council meeting agenda. The City Administrator should be given enough time to do necessary research or prepare necessary reports to address the agenda items. Agendas and informational material should be distributed to the Council at least three (3) calendar days prior to the meeting.

- 4.2 The normal order of business for a regular Council meeting shall be as follows:

Although the normal order of business for a regular Council meeting usually follows the format as presented below, the agenda may be modified in order to allow for a more efficient meeting and to allow the public to participate and be aware of the decision rendered without undue delay. For example, an Ordinance may be moved for action immediately after the public hearing is held, rather than waiting for it to come up as an action item under administration.

- Open Regular Meeting with Call to Order, Pledge of Allegiance and Roll Call
- Public Comments
- Consent Calendar
- Business
- Oral Reports
- Correspondence and Written Reports
- Future City Council Meeting Schedule

- Adjournment
- Note – If required, an Executive Session can be placed on the City Council Agenda, but must be done prior to the meeting.

The Chair may consider agenda items out of order as he/she deems necessary to facilitate the efficient management of the agenda. A Council Member may request the Chair consider the same action for an agenda item.

Section 5 PROCEDURE FOR COUNCIL MEETINGS

- 5.1 The current edition of Robert's Rules of Order Revised shall be used as a general guide for conduct of Council meetings, except in those cases where specific provisions contrary to Robert's rules shall be necessary and approved by the Council.
- 5.2 The City Council agrees to be clear and simple in its procedures and considerations of decisions before it. The Council shall avoid invoking the finer points of parliamentary rules to obscure issues and arouse audience suspicion at public meetings.
- 5.3 Council Meetings shall be chaired by the Mayor, if present, if not; the Council Mayor Pro Tempore shall serve as Chair. If neither the Mayor nor the Council Mayor Pro Tempore is present, the City Administrator shall call the meeting to order and those Council members present shall elect a Chair pro tem for that meeting. At any meeting, the Chair may appoint another member of the Council to serve as Chair for part or all of the meeting.
- 5.4 Every Councilor desiring to speak should first address the Chair, and await recognition to obtain the floor. No persons other than members of the Council and the person having the floor shall enter into any discussion, either directly or through a member of the Council without the permission of the Chair.
- 5.5 No motion shall be debated, except by the maker, until it has been seconded and announced by the Presiding Officer.
- 5.6 Members of the public desiring to address the Mayor and Council shall first be recognized by the Chair and then state their name and address for the record. Each person shall have up to three (3) minutes to present their comments. Groups with like comments should choose a spokesperson who will present their joint remarks.
- 5.7 Councilors should refer people with questions or complaints to the City Administrator, explaining that if they are not satisfied with the results of that meeting, they should ask to be put on a council meeting agenda or present their issue during the public input portion at a future council meeting.

- 5.8 City Councilors, with the approval of the Chair, may respond to a public comment during the public open comment period. If necessary, response to public comment may be referred to the City Administrator for response at a subsequent time.
- 5.9 Remarks by members of the public shall be limited to the question then under discussion. All remarks and questions shall be addressed to the Council as a whole and not to any individual Councilor. A member of the public wishing to address an item not otherwise listed on the agenda may do so only during Public Comment. Any remarks and questions regarding personnel or administration of the City shall be referred to the City Administrator by the Chair. The Chair may redirect other questions to a City Councilor or the City Administrator, as appropriate.
- 5.10 Every Councilor may address questions directly to the City Administrator, who may either answer the inquiry or designate a staff member to do so. Councilors are encouraged to present their questions to the City Administrator prior to the meeting when possible.
- 5.11 Prior to a vote, the Chair shall restate the motion or have the maker of the motion restate it to assure clarity of the issue.
- 5.12 When a quorum is present, a majority of the Council present and voting shall decide a motion. A Councilor who is present but abstains from voting is still counted in the quorum. A Councilor must be present to vote.
- 5.13 The passage of any ordinance, grant or revocation of franchise or license, and any resolution for the payment of money shall require the affirmative vote of at least a majority of the whole membership of the council.
- 5.14 Duty to Vote: Unless confronted with an actual conflict of interest or excused by a majority of the council, every member present when a question is taken, shall vote. For the purposes of this section, an abstention is counted as a vote.
- 5.15 Any Councilmember present who fails to vote without a valid disqualification or without having otherwise received the Council's permission to abstain shall be declared to have voted in the affirmative on the question.
- 5.16 Conflicts of Interest: In every case in which a Councilor is faced with an actual conflict of interest, the nature of the conflict must be disclosed during the public meeting and recorded in the minutes. If an actual conflict of interest exists, the Council member, after disclosing the nature of the conflict, shall remove him or herself from the Council table and refrain from participation in both the discussion and the vote on the issue.
- A. An actual conflict of interest is defined as any action, decision, or recommendation which will have a private pecuniary benefit on the Councilor or allow the Councilor to avoid a private pecuniary detriment.

This standard also applies to relatives of the Council or any business with which the Councilor or Councilor's relative is associated. (Chapter 42.23 RCW).

- B. "Remote Interests" (Chapter 42.23.040 RCW) "A municipal officer is not interested in a contract, within the meaning of RCW [42.23.030](#), if the officer has only a remote interest in the contract and the extent of the interest is disclosed to the governing body of the municipality of which the officer is an officer and noted in the official minutes or similar records of the municipality prior to the formation of the contract, and thereafter the governing body authorizes, approves, or ratifies the contract in good faith by a vote of its membership sufficient for the purpose without counting the vote or votes of the officer having the remote interest."

- 5.15 The vote on every motion shall be taken by a show of hands or roll call and entered in the meeting minutes. Any other questions before Council shall not require a recorded vote unless requested by any Council member. A member's explanation of their vote shall not be in order during a roll call.
- 5.16 A motion fails in the event of a tie vote. When the Mayor is present and presiding over the council meeting, if there is a tie in the votes of the council members with respect to issues other than the passage of any ordinance, grant, or revocation of a franchise or license, or any resolution for the payment of money, the Mayor may vote to break the tie.
- 5.17 A Councilor who votes on the prevailing side of a motion may move for reconsideration of any vote. This motion must occur during the meeting or at the very next scheduled Council meeting.

Section 6 DECORUM AND ORDER

- 6.1 The Chair shall preserve decorum and decide all points of Order, subject to appeal to the Council.
- 6.2 The Councilors shall help the Chair preserve decorum during Council meetings and shall not, by conversation or other action, delay or interrupt the proceedings or refuse to follow the directions of the Chair or these Council Rules. Councilors shall, when addressing staff or members of the public, confine themselves to questions or issues then under discussion, shall not engage in personal attack, shall not impugn the motives of any speaker, and shall at all times, while in session or otherwise, conduct themselves in a manner appropriate to the dignity of their office.
- 6.3 Members of the administrative staff, employees of the City and other Persons attending Council meetings shall observe the same rules of procedure, decorum, and good conduct applicable to the members of the Council.

- 6.4 Any person who makes personal, impertinent, slanderous or unauthorized remarks or who becomes boisterous while addressing the Council or attending a Council meeting may be removed from the room, after fair warning, if the Chair so directs without a majority vote of the Council present. In case the Chair should fail to act, any member of the Council may obtain the floor and move to require enforcement of this rule; upon affirmative vote of the majority of the Council present, the person or persons shall be removed as if the Chair so directed. Stamping of the feet, whistles, yells and clapping are similarly not permitted. Such persons may be barred from further audience before the Council and, in aggravated cases; an appropriate complaint shall be issued by the Chair to prosecute this person or persons.
- 6.5 If a meeting is disrupted by members of the audience, the Chair may order that the Council Chamber be cleared and a recess called until order is restored.
- 6.6

Section 7 CODE OF ETHICS

- 7.1 Councilors shall comply with all applicable provisions of the State of Washington's Government Ethics Laws.
- 7.2 Councilors are encouraged to conduct themselves so as to bring credit upon the City as a whole, and to set an example of good ethical conduct for all citizens of the community. Councilors should constantly bear in mind these responsibilities to the entire electorate, and refrain from actions benefiting any individual or special interest group at the expense of the City as a whole. Councilors should likewise do everything in their power to insure impartial application of the law to all citizens, and equal treatment of each citizen before the law, without regard to race, national origin, sex, age, social station, or economic position.
- 7.3 If the Mayor or Councilor represents the City before another public body, governmental agency, community organization or with the media, the Mayor or Councilor should always present the majority position of the Council. Personal opinions and comments may be expressed only if it includes clarification that these statements do not represent the position of the City Council. Communication of personal opinions and comments should not be accompanied with a statement of the author's status as a member of the Council.

Section 8 COUNCIL RELATIONS WITH CITY STAFF

- 8.1 Orientation of New Members - It is important for the members of the City Council to gain an understanding of the full range of services and programs provided by the City. As new members join the City Council, the City Administrator and City Clerk will host an orientation program that provides an opportunity for members to tour municipal facilities and meet with key staff. Another training opportunity for new members is the Association of

Washington Cities-sponsored newly elected official orientation. At any time, if there are facilities or programs about which you would like more information, arrangements will be made to increase your awareness of these operations.

- 8.2 There will be mutual respect from both Councilors and staff of their respective roles and responsibilities when and if expressing criticism in a public meeting.
- 8.3 The Council sets city policies and goals. The staff implements and administers the policies and goals.
- 8.4 During a City Council meeting, all requests for information go directly to the Mayor, Chair or City Administrator. At other times, if the request for information would entail an effort that would require time to be spent in researching and/or preparing a response, the request goes directly to the Mayor or City Administrator. The Mayor will ask the City Administrator to direct them to other staff, the City Attorney or deal with them him/herself as appropriate. Questions or complaints regarding staff go directly to the Mayor or City Administrator.
- 8.5 The City Councilors may seek information from staff members regarding the operation of their department, but will not attempt to change or interfere with the operation or practice of any city department or personnel except by directing their concerns to the Mayor or City Administrator.

Section 9 COMMITTEES

- 9.1 The mayor with consent of the council may establish by resolution ad hoc or standing committees to perform specified investigatory or advisory functions. Any authority granted to such committees shall be clearly delegated in the resolution creating the committee.
- 9.2 A Citizens Committee may be appointed for the length of time necessary to accomplish their mission. The appropriate number of appointees may be determined at the time of appointment.
- 9.3 The Mayor may remove a member from any city committee or commission prior to the expiration of the term of office. Reasons for removal may include, but are not limited to: missing three consecutive regular meetings of the committee or commission, disruptive or inappropriate behavior prior to, during, or after committee or commission meetings which prohibit the advisory body from completing its business in a timely manner, or not acting in the best interest of the citizens or city.
- 9.4 Members of the Council shall not attempt to lobby or influence board, committee, task force or commission members on any items under their consideration. It is important for City advisory bodies to make objective

recommendations to the Council on items before them. Councilors that attempt to influence board, committee, citizen committee or commission members on an item may prejudice or hinder their role in reviewing the recommendation as a member of the Council.

- 9.5 Council Committee meetings, when directed by the Council, may be called by the Chairman, or by any two members. A majority of the members of a Committee shall constitute a quorum to do business.
- 9.6 All meetings of any City Boards, Commissions, Task Forces, or Council Committees shall be subject to and comply with the Washington Public Meetings Laws.

Section 10 CONFIDENTIALITY

- 10.1 Councilors must keep in complete confidence all written materials and verbal information provided to them in confidence or learned in executive session, to ensure that the City's position is not compromised. No mention of confidential information read or heard should be made to anyone other than other Councilors, the City Administrator, or City Attorney.
- 10.2 If the Council, in executive session, provides opinions or information to staff on proposed terms and conditions for any type of negotiation whether it be related to property acquisition or disposal, a proposed, pending or likely claim or litigation, and/or employee negotiations, all contact with the other parties shall be made by the designated staff representative handling the negotiations or litigation. A Councilor shall not have any contact or discussion with the other party, or the representatives involved with the issue, nor communicate any discussion conducted in executive session.
- 10.3 All public statements, information, or press releases on confidential matters will be handled by the Council Spokesperson or designated staff.

Section 11 SUSPENSION OR AMENDMENT OF COUNCIL RULES

- 11.1 Any provision of these rules not governed by State law or the City Charter may be temporarily suspended by a majority vote of the Council.
- 11.2 Amendments, deletions or additions to these Council Rules shall be by Resolution approved by the City Council.

Section 12 SEVERABILITY

The Councilors agree that if any term or provision of the rules is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall

be construed and enforced as if the rules did not contain the particular term or provision held to be invalid.

Adopted this 6th Day of April, 2020.

AYES

NAYS

ABSENT

Jerry Phillips, Mayor

ATTEST:

Sue Ellyson, City Clerk

TAB - C



**CITY COUNCIL
AGENDA BILL
AB 20-34**

Meeting Date: April 6, 2020

AGENDA ITEM INFORMATION

SUBJECT: Bid to Pave Idaho	Originator:	
	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	
	Water/Wastewater Supervisor	
COST: \$145,337.47	Other:	

SUMMARY STATEMENT: Last year Pacific County prepared Idaho Ave to be paved. The city has received two quotes and is recommending the least expensive.

RECOMMENDED ACTION: Authorize Mayor Phillips to accept the bid from Naselle Rock & Asphalt Co.

PROPOSAL FOR IDAHO AVENUE IMPROVEMENT PROJECT 2020

FROM: LAKESEDE INDUSTRIES
(Name of Company)

PROPOSALS DUE: March 20, 2020 by 3:00PM

LOCATION: Idaho Avenue, Long Beach, WA

DELIVER BIDS TO: The City of Long Beach
115 Bolstad Ave W, Long Beach, WA 98631

PROPOSAL INSTRUCTIONS

1. All bids submitted shall use this proposal form, signed and dated by a company representative.
2. Unit prices for all items, all extensions, and total amount of bid should be shown.
3. The unit costs will include labor, equipment, hauling and disposing of all materials.
4. The unit prices include all Washington State and Local Retail Sales Taxes.

Item	Quantities	Description	Unit Cost	Total Bid Amount
1	1	Mobilization	1 L.S.	\$ 8,730 ⁰⁰
2	4,334	Removing Temporary Pavement Marking	.01 L.F.	\$ 43.34
3	80	Crushed Surfacing Top Course (Including Driveway)	100 ⁰⁰ Ton	\$ 8,000 ⁰⁰
4	2	Asphalt CSS-1	780 ⁰⁰ Ton	\$ 1560 ⁰⁰
5	500	Planing Bituminous Pavement	18 ⁵⁰ S.Y.	\$ 9,250 ⁰⁰
6	580	HMA for Preleveling Cl. 1/2 In. PG 64-22	97 ⁰⁰ Ton	\$ 56,260 ⁰⁰
7	580	HMA Cl. 1/2 In. PG 64-22	97 ⁰⁰ Ton	\$ 56,260 ⁰⁰
8	6,501	Paint Line	.75 L.F.	\$ 4,875.75
9	4,334	Temporary Pavement Marking	.12 L.F.	\$ 520.08
10	1	Construction Signs Class A	1 L.S.	\$ 2,000 ⁰⁰
		TOTAL BID		\$ 147,499.17

Acknowledged Receipt of Add'd # & # NONE Signed [Signature] Date 3.20.20
Signature of Agent

The undersigned hereby certifies that they have examined and thoroughly understand the specifications, work, and contract terms embraced in this proposal, and the method by which payment will be made for said work, and hereby propose to undertake and complete the work embraced in this "Proposal".

[Signature] 3.20.20
Signature of Agent and Date

360 - 423 - 6882
Telephone Number

PO Box 576
Mailing Address
LONGVIEW, WA 98632
City, State, Zip

360 - 423 - 1969
Fax Number
601 - 106 - 847
Contractor UBI Number

RX Date/Time

03/20/2020 14:32

P.001

Mar. 20. 2020 2:44PM

No. 0633 P. 1

PROPOSAL FOR IDAHO AVENUE IMPROVEMENT PROJECT 2020

FROM: Naselle Rock & Asphalt Co.
(Name of Company)

PROPOSALS DUE: March 20, 2020 by 3:00PM

RECEIVED

LOCATION: Idaho Avenue, Long Beach, WA

MAR 20 2020

DELIVER BIDS TO: The City of Long Beach
115 Bolstad Ave W, Long Beach, WA 98631

CITY OF LONG BEACH

PROPOSAL INSTRUCTIONS

1. All bids submitted shall use this proposal form, signed and dated by a company representative.
2. Unit prices for all items, all extensions, and total amount of bid should be shown.
3. The unit costs will include labor, equipment, hauling and disposing of all materials.
4. The unit prices include all Washington State and Local Retail Sales Taxes.

Item	Quantities	Description	Unit Cost	Total Bid Amount
1	1	Mobilization	L.S. [#] 17300.00	\$ 17,300.00
2	4,334	Removing Temporary Pavement Marking	L.F. [#] .38	\$ 1,646.92
3	80	Crushed Surfacing Top Course (Including Driveway)	Ton [#] 85.65	\$ 6,852.00
4	2	Asphalt CSS-1	Ton [#] 1385.	\$ 2,770.00
5	500	Planing Bituminous Pavement	S.Y. [#] 16.85	\$ 8,425.00
6	580	HMA for Preleveling Cl. 1/2 In. PG 64-22	Ton [#] 86.84	\$ 50,367.20
7	580	HMA Cl. 1/2 In. PG 64-22	Ton [#] 86.84	\$ 50,367.20
8	6,501	Paint Line	L.F. [#] .75	\$ 4,875.75
9	4,334	Temporary Pavement Marking	L.F. [#] .10	\$ 433.40
10	1	Construction Signs Class A	L.S. [#] 2300	\$ 2,300.00
TOTAL BID			\$	145,337.47

Acknowledged Receipt of Add'd # & #

Signed

Aimee B. Smith

Date 3-20-2020

Signature of Agent

The undersigned hereby certifies that they have examined and thoroughly understand the specifications, work, and contract terms embraced in this proposal, and the method by which payment will be made for said work, and hereby propose to undertake and complete the work embraced in this "Proposal".

Aimee B. Smith

Signature of Agent and Date

3-20-2020

360-484-3443

Telephone Number

P.O. Box 5

Mailing Address

Naselle, WA 98638

City, State, Zip

360-484-7102

Fax Number

601-359-620

Contractor UBI Number

TAB - D

PROCLAMATION – FAIR HOUSING MONTH

WHEREAS, On April 11, 1968 the Fair Housing Act was enacted into law, recognizing that no American should have the right to purchase or rent shelter of choice abridged because of race, color, religion, sex, handicap, familial status, national origin, sexual orientation, or gender identity. .

WHEREAS, the year 2020 marks the 52nd anniversary of this monumental civil rights Act of Congress; and

WHEREAS, the State of Washington is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all; and

WHEREAS, equality of opportunity for all is a fundamental policy of this nation and our state; and

WHEREAS, the location that people live has a direct impact on the quality of their health, education, and access to economic opportunities; and

WHEREAS, Discriminatory housing practices create racial and economic segregation in communities that can lead to disparate outcomes in overall quality of life; and

WHEREAS, the Washington State Legislature believes that access to fair housing laws have made our communities stronger and more vibrant in Washington State; and

WHEREAS, we are committed to programs that will help educate the public about the right to equal housing in the State of Washington; and

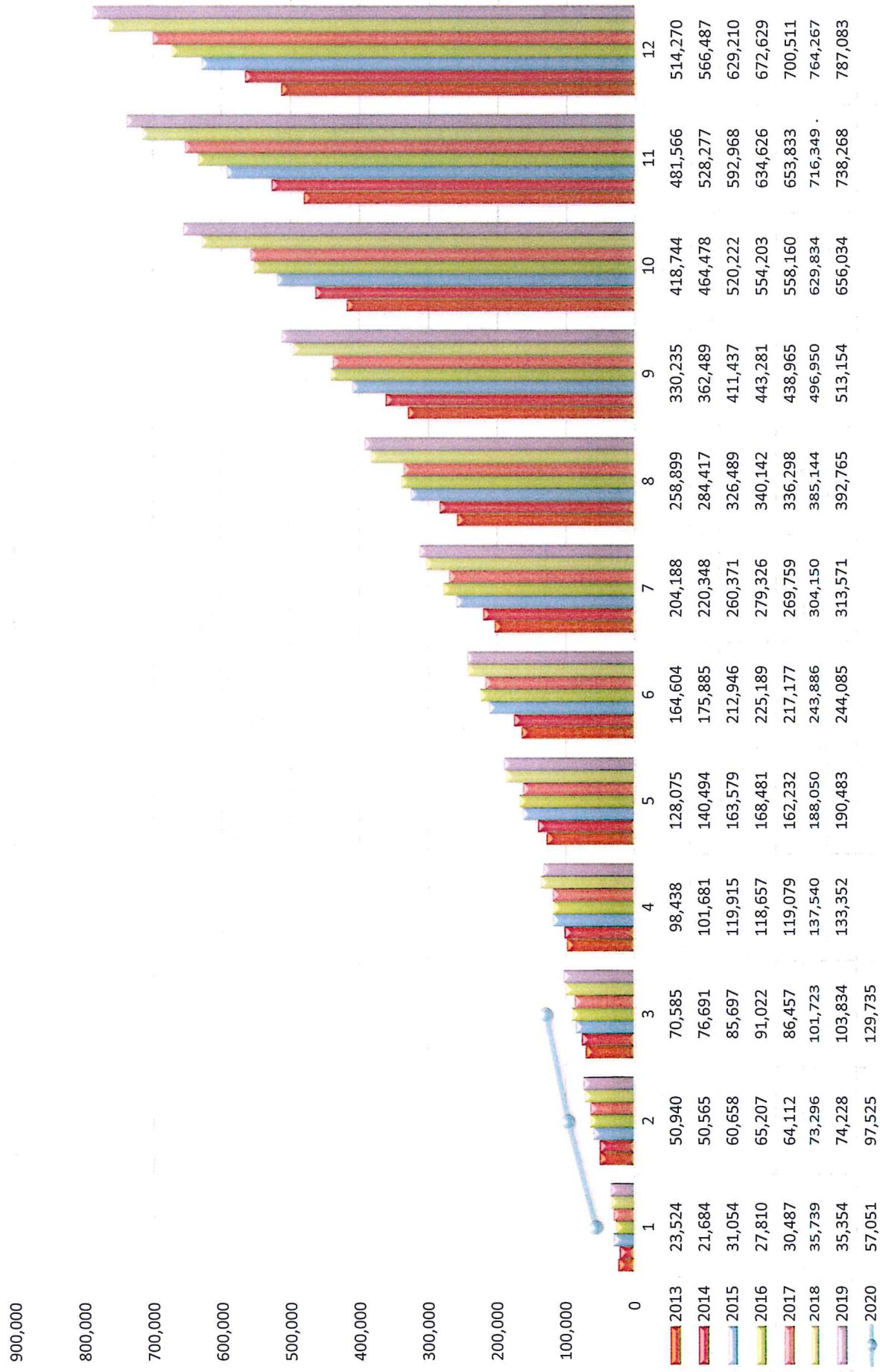
WHEREAS, we are committed to promoting housing choices and fostering inclusive communities free from housing discrimination

NOW THEREFORE, BE IT RESOLVED, that the City of Long Beach celebrate April 11, 2020 as the Fair Housing Act Appreciation Day and thank the many people in our communities who aspire to open the doors of opportunity of housing to all people free from any discrimination.

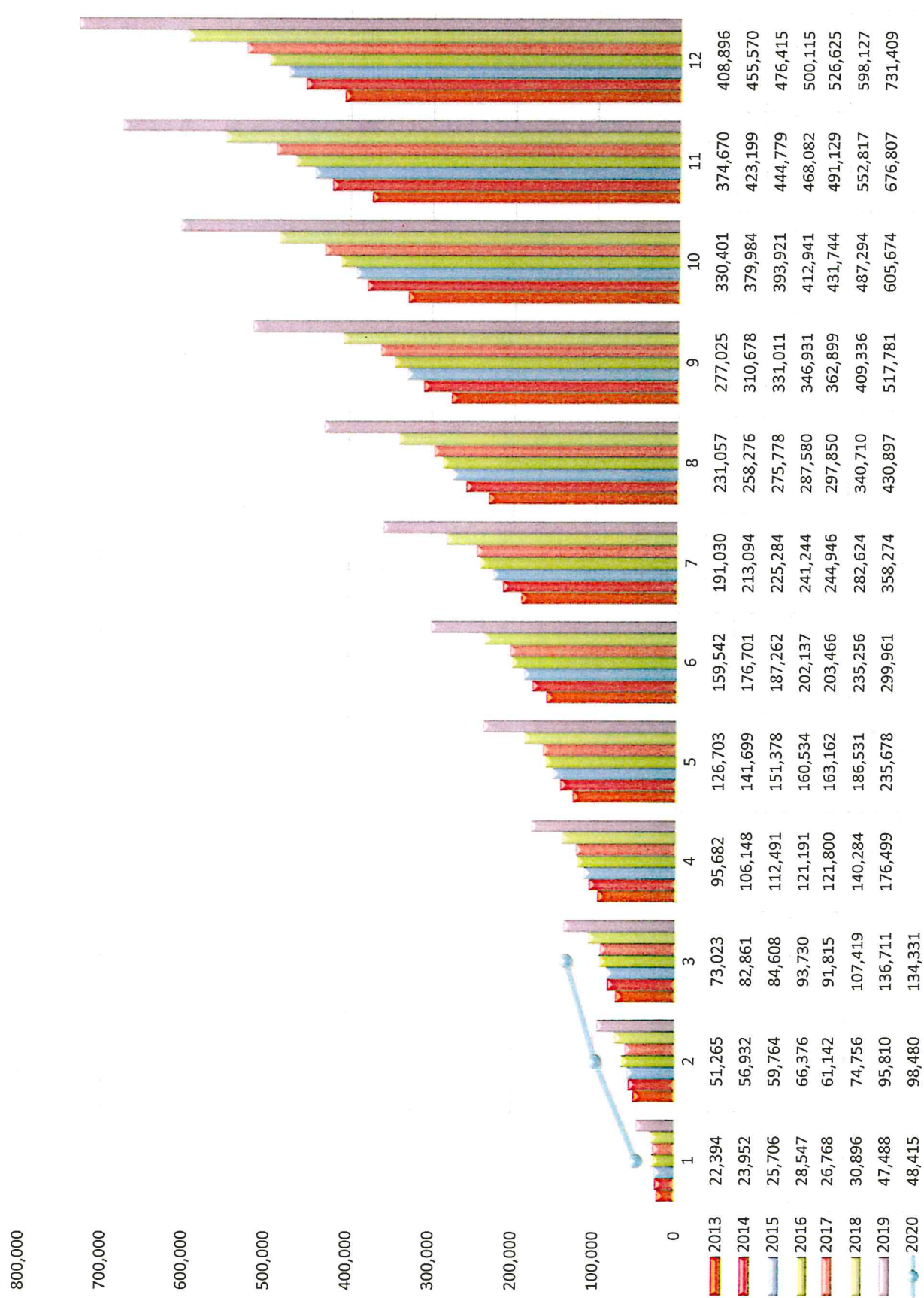
Jerry Phillips, Mayor

TAB - E

Lodging Tax Collections



Sales Tax Collections



[illegible][illegible]

Parks Streets Stormwater March Report

Monthly

Safety meetings

Bi-Monthly

Staff meetings

Thursdays

Boardwalk Discovery trail

Fridays

Street sweeping

Daily

Restroom and garbage maintenance

Festivals/Events/Set up and tear down

1. Pressure washing planters sidewalks brick walkways
2. Put up the flags and banners around town
3. Sidewalk and curb repair
4. Cold patch pothole maintenance
5. Replaced all the chains and seats on the swing set at the playground
6. Installed the Inclusive swing seat and rev spinner at the playground
7. Added more wood fiber chips around the playground
9. Installed the new scoreboard at field 1 Culbertson Park
10. Hanging new cedar fence boards at the 5th street mini park
11. Brushing right of ways with boom mower
12. Disinfected utility trucks and maintenance shop

Long Beach Police

P.O. Box 795
Long Beach, WA 98631

lbpdchief@centurytel.net

Phone 360-642-2911
Fax 360-642-5273

04-01-20

Page 1 of 2

To: Mayor Phillips and Long Beach City Council

From: Chief Flint R. Wright

Ref.: Monthly Report for March 2020

During the month of March the Long Beach Police Department handled the following cases and calls:

Long Beach

551 Total Incidents

Aid Call Assists: 4

Alarms: 13

Animal Complaints: 7

Assaults: 3

Assists: 72

(Includes 9 PCSO, 0 WSP And 0 Other Agency Assists Outside City Boundaries)

Burglaries: 1

Disturbance: 18

Drug Inv.: 2

Fire Call Assists: 4

Follow Up: 102

Found/Lost Property: 5

Harassment: 10

Malicious Mischief: 2

MIP – Alcohol: 0

MIP – Tobacco: 0

Missing Persons: 1

Prowler: 1

Runaway: 0

Security Checks: 181

Suspicious: 28

Thefts: 7

Traffic Accidents: 2

Traffic Complaints: 25

Traffic Tickets: 6

Traffic Warnings: 37

Trespass: 2

Warrant Contacts: 5

Welfare Checks: 13

Ilwaco (Includes 14 Calls At Port)

198 Total Incidents

Aid Call Assists: 0

Alarms: 3

Animal Complaints: 1

Assaults: 2

Assists: 26

Burglaries: 0

Disturbance: 9

Drug Inv.: 4

Fire Call Assists: 2

Follow Up: 72

Found/Lost Property: 1

Harassment: 3

Malicious Mischief: 0

MIP – Alcohol: 0

MIP – Tobacco: 0

Missing Persons: 0

Prowler: 0

Runaway: 0

Security Checks: 21

Suspicious: 16

Thefts: 6

Traffic Accidents: 1

Traffic Complaints: 3

Traffic Tickets: 2

Traffic Warnings: 10

Trespass: 5

Warrant Contacts: 4

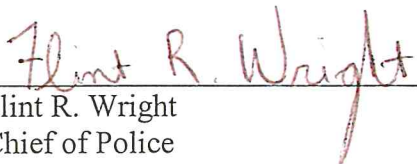
Welfare Checks: 7

Deputy Chief Casey Meling and Officer Eric Cowsert attended training on the 10th. The class was titled, "Stop the Bleed". It dealt with combat first aid for officers during active shooting situations or any other violent situation where an officer might have to give first aid to a victim of a violent attack before EMS can arrive.

Officer Miranda Estrada successfully completed the 720 hour Criminal Justice Training Commission "Basic Law Enforcement Academy" on March 16th. Miranda kind of got ripped off as her class was the first class in Washington State History to not be given a graduation ceremony. This was due to the virus scare. I am proud of her. She is an asset to the department. We are planning on doing something special for her once things get back to normal.

Officer Tim Mortenson started as the "School Resource Officer" on March 30th. The school decided to bring him on even though school is out. The superintendent told me that they have projects for him to do so Tim started.

As for our response during this crises we are doing the following: The office is closed. The officers are handling many calls by phone if possible and we are taking all the precautions we can when on calls. We are limiting traffic stops. So far everyone is doing fine.



Flint R. Wright
Chief of Police