

# AGENDA – Tuesday, February 20, 2018 7:00 p.m. City Council Meeting Long Beach City Hall

115 Bolstad Avenue West

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

Call to order And roll call Mayor Phillips, Council Member Linhart, Council Member McGuire,

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, February 5, 2018 City Council Meeting
- Payment Approval List for Warrant Registers 57555-57577 & 82726-82784 for \$138,112.71

# **BUSINESS**

- AB 18-12 Resolution 2018-01 Personnel Policies TAB B
- AB 18-13 Resolution 2018-03 Adopting the Long Beach Recreation and Open Space Plan- TAB C
- AB 18-14 Grant Agreement with WA State Department of Commerce- TAB D
- AB 18-15 Ordinance 950 Amending the Farmer's Market business license fees TAB E
- AB 18-16 Purchase Agreement with the US Fish and Wildlife Service for Riekkola Property TAB F
- AB 18-17 Federal Lands Access Program Match Agreement TAB G

# DEPARTMENT HEAD ORAL REPORTS

# CORRESPONDENCE AND WRITTEN REPORTS – TAB H

Parks Department Report for January 2018

# 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.

March 5, 2018, March 19, 2018 & April 2, 2018

# **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

# **February 5, 2018**

# 6:30 COUNCIL WORKSHOP

WS 18-03- 17th ST NW Street Vacation

WS 18-04- Agreement for Purchase of Lands - Riekkola Property

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

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

# ROLL CALL

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

# PUBLIC COMMENT

Leslie Brophy made a public comment regarding zoning.

# CONSENT AGENDA

Minutes, January 16, 2018 City Council Meeting

Payment Approval List for Warrant Registers 57611-57639 & 82856-82940 for \$253,280.45

C. Linhart made the motion to approve the Consent Agenda. C. Cline seconded the motion; 5 Ayes, motion passed.

# **BUSINESS**

AB 18-07- Agreement for Forest Management Plan – Proposed Biosolid Site

David Glasson, City Administrator, presented the Agenda Bill. The Department of Ecology made a site visit on January 16<sup>th</sup> and concluded that the proposed biosolids application site will require a forest management plan prior to DOE approval. The agreement provides an outline on what the Department of Ecology is requiring the city to complete.

C. Linhart made the motion to authorize the Mayor to enter into an agreement with Washington Forestry Consultants, Inc. to complete the forest management plan for the proposed biosolids site. C. Murry seconded the motion; 5 Ayes; motion passed.

# AB 18-08- Declaration of Surplus Property

David Glasson, City Administrator, presented the Agenda Bill. City staff wishes to declare the following equipment surplus, advertise, and take bids accordingly. The surplus equipment is as follows:

<u>Year</u>	Make & Model or description	Serial #/ Vin #	Minimum Bid
1990	Rosco Roller – MI8 QS	1914410516	\$300
2008	Ford F150- 4 door- 4X4	1FTRW14W68FB41917	\$1500
2004	Ford Crown Victoria – 4 door	2FAFP71W44X168190	\$400
	Husqvarna cut-off saw	272 K	\$30
	Stone Plate Compactor	SVR 2811	\$50

- C. Murry made the motion to authorize staff to advertise and receive bids on the above equipment.
- C. Linhart seconded the motion; 5 Ayes, motion passed.

# AB 18-09- JPCHA Update

David Glasson, City Administrator, presented the Agenda Bill. The Housing Authority will be providing an update on the project. They are also requesting the city reconsider the cost to purchase the vacated Right of Way. The current estimate is for 50% of the fair market price, estimated at \$28,000.

C. Murry made the motion to review the city position on the Right of Way value. C. Kemmer seconded the motion; 5 Ayes; motion passed.

# AB 18-10- Resolution 2018-02- Opposition to Offshore Oil and Gas Drilling

David Glasson, City Administrator, presented the Agenda Bill. This resolution expresses the city's opposition to offshore oil and gas drilled and exploration activities, including seismic airgun blasting. This resolution touches on the possible impacts offshore drilling could have on coastal communities and how detrimental those impacts could be.

C. Linhart made the motion to approve Resolution 2018-02 opposing offshore oil and gas drilling and exploration activities, including seismic airgun blasting. C. Murry seconded the motion; 4 Ayes; 1 Abstain (C. Cline), motion passed.

# AB 18-11- Page Freezer Subscription Agreement

David Glasson, City Administrator, presented the Agenda Bill. PageFreezer archives electronic documents including the City's website, Facebook pages and other documents/social media outlets if needed. This allows the city to have readily available documents to provide those requesting public records requests.

C. Linhart made the motion to authorize the Mayor to enter into an agreement with PageFreezer for electronic public records archival. C. Kline seconded the motion; 5 Ayes, motion passed.

# DEPARTMENT HEAD ORAL REPORTS

# CORRESPONDENCE AND WRITTEN REPORTS

- Thank You Card Shoeboxes of Joy
- Sales Tax & Lodging Tax Collections
- January Water & Waste Water Department Reports
- Long Beach Police January 2018 Report

# ADJOURNMENT

The Mayor adjourned the meeting at 7:38 p.m

	Mayor	
ATTEST:		
City Clerk	VALUE AND	



# Wallant Register

Check Periods: 2018 - February - First

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	
28943	Zuern, Donald	2/14/2018		\$299.24
57640	Bell, Helen S	2/5/2018		\$313.68
57641	Binion, Jacob	2/5/2018	2/5/2018	\$1,768.96
57642	Booi, Kristopher A	2/5/2018		\$1,857.35
<u>57643</u>	Cline, Kevin M	2/5/2018	2/5/2018	\$266.95
57644	Cox, Mallory E	2/5/2018	2/8/2018	\$73.83
57645	Gilbertson, Bradley K	2/5/2018	2/6/2018	\$1,591.33
<u>57646</u>	Goulter, John R.	2/5/2018	2/6/2018	\$2,269.49
57647	Huff, Timothy M.	2/5/2018	2/8/2018	\$1,604.66
57648	Kaino, Kris	2/5/2018		\$1,015.75
57649	Kemmer, Holli L	2/5/2018		\$266.95
<u>57650</u>	Kemmer, Larry L	2/5/2018	2/5/2018	\$1,303.03
<u>57651</u>	Linhart, Steven P	2/5/2018	2/5/2018	\$266.95
57652	Luethe, Paul J	2/5/2018	2/5/2018	\$1,546.16
<u>57653</u>	McGuire, Tina M	2/5/2018	2/6/2018	\$266.95
57654	Miller, Matt W	2/5/2018	2/6/2018	\$1,310.49
<u>57655</u>	Payroll Vendor	2/5/2018		Void
<u>57656</u>	Murry, Del R	2/5/2018	2/12/2018	\$266.95
<u>57657</u>	Padgett, Timothy J	2/5/2018		\$1,559.63
57658	Quittner, Jonathan H	2/5/2018	2/9/2018	\$971.13
<u>57659</u>	Williams, David L	2/5/2018	2/9/2018	\$339.78
<u>57660</u>	Wood, Matthew T	2/5/2018	2/6/2018	\$1,700.89
<u>57661</u>	Wright, Flint R	2/5/2018		\$2,669.55
<u>57662</u>	Zuern, Donald D.	2/5/2018	2/6/2018	\$2,224.48
57663	Mortenson, Tim	2/5/2018	2/6/2018	\$2,074.36
<u>57664</u>	AFLAC	2/5/2018		\$426.65
<u>57665</u>	Association of WA Cities	2/5/2018		\$28,835.80
<u>57666</u>	City of Long Beach - Fica	2/5/2018		\$12,448.86
<u>57667</u>	City of Long Beach - FWH	2/5/2018		\$7,681.20

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Council Gift Fund Dept of Labor & Industries Dept of Retirement Systems Dept of Retirement Systems Def Comp Massmutual Retirement Services Teamsters Local #58 Visa Kitzman, Mike Pacific County Auditor Visa Loyalty Days Wright, Flint Mortenson, Tim Parker, Michael Glasson, David Wright, Flint Mortenson Div. Beach Batteries Group USA, Corp. Als Group Group Interprises Cashmere Valley Bank CenturyLink City of Long Beach Coastal Community Action Program Davis, Lynn Dennis Company Department of Health Dept of Ecology Environmental Resource Associates Evergreen Septic Inc Evergreen Septic Pumping LLC Fastenal Industrial & Construction Ferguson Enterprises, Inc #3007 Fire Extinguisher Service Ctr Ford Electric Galls, LLC GaragesRUS Goodyear Tire & Rubber Co. Group Tour Media
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SUNSET AUTO PARTS, INC Tangly Cottage Garden Terex Services Total Battery & Auto U S Fire Equipment, LLC U.S. Cellular Usa Blue Book Vision Municipal Solutions Wadsworth Electric Wilcox & Flegel Oil Co.	Development Pacific County Health & Human Services PAPE MACHINERY PAPE MATERIAL HANDLING Peninsula Pharmacies Peninsula Sanitation Penoyar, Joel Penoyar, William Powell, Seiler & Co., P.S Sid's Iga Sirennet.com Snap-ON Tools Solutions Yes STAPLES ADVANTAGE State Auditor's Office	Account  National Fire Protection Asoc  Neopost USA Inc  North Central Laboratories  North Coast Truck Parts  Oman & Son Builders  Owen Equipment  Pacific Art & Office Supply  Pacific Co. Dept. of Community	Hach Company International Code Council, Inc. Iron Mountain Lawson Products, Inc. Long Beach Commercial Security MANSFIELD ALARM CO, INC Measure-Tech, Inc. Mike's Computer Repair LLC MONTAGE ENTERPRISES INC Mullins, Duane Municipal Emergency Services Depository
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2/16/2018 2/16/2018

**Grand Total** 

Total Check

\$594.00 \$4,125.00 \$211,588.77

\$211,588.77

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# TAB - B

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# CITY COUNCIL AGENDA BILL

**AB 18-12** 

Meeting Date: February 20, 2018

A	GENDA ITEM INFORMATION	
SUBJECT: Fireworks		Originator:
contract for Fourth of	Mayor	
	City Council	
July 2018	City Administrator	DG
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	Tourism and Events Coordinator	
<b>COST</b> : \$15,000	Water/Wastewater Supervisor	
<b>222.</b> \$10,000	Other:	

**SUMMARY STATEMENT:** Staff believes the city continues to have excellent service and a great show provided by Western Display Fireworks.

RECOMMENDED ACTION: Approve and authorize the Mayor to sign.



December 14, 2017

Dave Glasson City of Long Beach PO Box 310 Long Beach, WA 98631

Dear Dave,

Thank you for allowing Western Display Fireworks the opportunity to be a part of your upcoming celebration. It has been a pleasure working with you over the last several years and we are pleased to present our proposal for the 2018 Long Beach 4<sup>th</sup> of July fireworks display.

Please review the enclosed program and call us if you have any questions or if we can be of further assistance at this time. If the show is approved as written, please sign the enclosed Display Agreement and Purchase Order and return to Western by January 31<sup>st</sup> via fax or e-mail. This will allow us to then proceed with all other arrangements for your show.

We appreciate your business and look forward to providing another spectacular fireworks display for your event.

Sincerely,



edle Get





City of Long Beach Long Beach 4<sup>th</sup> of July July 4, 2018





Fireworks Display Proposal Summary City of Long Beach Long Beach 4th of July July 4, 2018

Your display proposal includes the following services to be provided by Western Display Fireworks, Ltd:

- Provide display liability insurance with sponsors and property owners listed as additional insured
  - o \$5,000,000 (per occurrence) general liability
- Prepare the Washington State Display permit application to be approved by the local fire authority
- Provide transportation by a properly licensed vehicle and a CDL hazmat driver for all pyrotechnics to the temporary storage area (city shops)
- Provide transportation of equipment to and from the display site
- Provide \$5,000,000 commercial auto insurance to cover transportation
- Supply all necessary labor to conduct the display including a state certified pyrotechnician, assistant and crew covered under worker's compensation insurance
- Supply all pyrotechnics as listed on the attached detailed proposal
  - Complimentary products have been included in your display for signing the 2016-2018 Multi-Year Contract Addendum. These items include (6) spectacular 24-100 count multi-shot boxes.
- Provide all necessary mortars and firing equipment required to pre-load and fire the display



# WESTERN DISPLAY FIREWORKS LTD SHOW SCRIPT

Long Beach, City of PO Box 310 Long Beach, WA 98631 Event Date: 7/4/2018 Proposal #: 18-5748 Show Name: Long Beach 4th of July

# **Quantity Description**

- 1 SHOW OPENER
- 1 2.5" (30 Shot) Fanned Lemon & Glitter Palm Core / Orange & Green Palm Core / Pink & Glitter Palm Core w/Tail
- 1 3" Finale Chain 10/6 (Ti Salute)
- 5 4" Orange Peony
- 3 5" Pink Peony
- 1 MAIN SHOW
- 1 FOUR INCH SHELLS
- 1 4" (36) Crown Assorted Shells-A w/Tail (18 Effects 2 ea)

Blue Chrys w/ Red Tail (2 ea)

Blue to White Strobe Peony w/ Silver Tail (2 ea)

Brocade Crown w/Strobe Pistil w/ Silver Tail (2 ea)

Crackling Willow w/ Green Tail (2 ea)

Diadem Chrys. to Strobing w/ Green Tail (2 ea)

Glittering Color w/ Blue Tail (2 ea)

Glittering White w/ Red Pistil w/ Silver Tail (2 ea)

Golden Peony w/ Crackling Pistil w/ Red Tail (2 ea)

Golden Wave to Green w/ Silver Tail (2 ea)

Green Chrys. w/ Crackling Core w/ Blue Tail (2ea)

Green Peony w/ Coconut Tree Pistil w/ Red Tail (2ea)

Purple Chrys. w/ Red Flower Core w/ Blue Tail (2 ea)

Purple to Golden Peony w/ Red Tail (2 ea)

Red Chrys. w/ Golden Palm Tree Core w/ Blue Tail (2 ea)

Silver Wave to Blue w/ Blue Tail (2 ea)

Variegated Willow w/ Green Strobe w/ Green Tail (2 ea)

White Twinkling Chrys w/ Blue Tail (2 ea)

Yellow Peony w/ Purple Pistil w/ Red Tail (2 ea)

- 1 4" (36) Sunny Assortment Package V25
  - 4" Yellow Peony (2ea)
  - 4" Red to Blue Peony w/ Tail (2ea)
  - 4" Blue to Silver Peony (2ea)
  - 4" Purple Dahlia (2ea)
  - 4" Lemon Dahlia (2ea)
  - 4" Orange Dahlia w/Silver Tail (2ea)
  - 4" Red Coconut (2ea)
  - 4" Yellow Chrysanthemum (2ea)
  - 4" Blue Chrysanthemum (2ea)
  - 4" Green Chrysanthemum (2ea)
  - 4" Purple Chrysanthemum (2ea)
  - 4" Blue Willow (2ea)
  - 4" Orange to Green Bees (2ea)
  - 4" Red to Silver Bees (2ea)
  - 4" Purple Coconut (2ea)
  - 4" Gold to Silver Diamond (2ea)
  - 4 " Orange Bee (2ea)
  - 4" Red Bee (2ea)

# WESTERN DISPLAY FIREWORKS LTD SHOW SCRIPT

### Proposal #: 18-5748

# **Quantity Description**

1 4" (36) Sunny Assortment Package C 2018 (2 Each)

Red Glitter w/Tail

Green to Silver Peony

Orange Glitter Tail w/Tail

Purple to Kamuro White Twinkling w/Tail

Purple to Silver Strobe

Purple Tail Peony w/Tail

Sky Blue Peony w/Tail

Golden Wave to Blue Chrysanthemum w/Silver Tail

Green Palm Tree

Silver to Popping Flower

Green to Gold Strobe w/Tail

Purple & Spangle

Super Yellow Glitter Trail w/Tail

Purple Saturn w Glitter Silver to Red Circle

Variegated Color w/Tail

Yellow Glitter

Red to Popping Flower

Orange Mag. Dahlia w/Silver Tail

1 4" (36) Sunny Meteor Assortment Package 2018

Red & Green Peony w/Silver Tail (2 ea)

Red & Twinkling Kamuro Ring w/Green Tail (2 ea)

Brocade to Red w/Red Tail (2 ea)

White Strobe Flitter & Blue w/Silver Tail (2 ea)

Red & Blue Peony to White Strobe w/Silver Tail (2 ea)

Green Glitter w/Green Tail (2 ea)

Charcoal Crackling Chrysanthemum & Red Pistil w/Red Tail (2 ea)

Variegated Color w/Silver Tail (2 ea)

Red Glitter w/Silver Palm w/Silver Tail (2 ea)

Orange to Popping Flower w/Silver Tail (2 ea)

Green Strobe Glitter & Blue w/Glitter Tail (2 ea)

Crackling Willow Flower w/Strobe Pistil & Glitter Tail (2 ea)

Gold Gamboge to Purple w/Gold Tail (2 ea)

Christmas Dahlia (Assorted Dahlia) w/Silver Tail (2 ea)

Lemon & Purple Dahlia w/Silver Tail (2 ea)

Red Peony w/Silver Palm & Silver Tail (2 ea)

Gold Gamboge to Yellow w/Silver Tail (2 ea)

Red Green Dahlia Ring w/Red Tail (2 ea)

- 2 4" Green to Blue to Silver Peony
- 2 4" Aqua Peony
- 2 4" Pink Peony
- 2 4" Red to Silver Strobe
- 2 4" Green to Silver Strobe
- 2 4" Orange to Silver Strobe
- 2 4" Red Chrysanthemum
- 2 4" Yellow Chrysanthemum
- 2 4" Green Chrysanthemum

# WESTERN DISPLAY FIREWORKS LTD SHOW SCRIPT

# Proposal #: 18-5748

# **Quantity Description**

- 2 4" Varigated Chrysanthemum
- 2 4" Purple Chrysanthemum
- 2 4" Silver Crossette
- 2 4" Red Crossette
- 2 4" Blue Crossette
- 2 4" Gold Strobe to Crackling Flower
- 2 4" Variegated Colors to Crackling Flower
- 2 4" Purple Chryanthemum to Crackling Flower
- 2 4" Silver Kamuro
- 2 4" Blue Peony w/ Silver Palm NO Tail
- 2 4" Gold Brocade Kamuro
- 2 4" Smiley Face
- 2 4" Red, Yellow, & Blue Swimming Stars
- 2 4" Red Strobe
- 2 4" Red & Blue & White w/Strobe Trail
- 2 4" Red Peony with WhisIte
- 2 4" Silver to Crackling
- 1 FIVE INCH SHELLS
- 1 5" (16) Crown Assorted Shells-A w/Tail (18 Effects 1 ea) Blue Chrys. w/ Thousand Flowers w/ Red Tail Blue Chrys. w/ Yellow Pistil w/ Green Tail Dragon Eggs w/ Coconut Tree Pistil w/ Blue Tail Glittering Silver to Red w/ Crackling Pistil w/ Green Tail Golden to Silver Chrys. w/ Blue Pistil w/ Silver Tail Golden Wave to Purple w/ Silver Ring Pistil w/ Red Tail Green Chrys. w/ Silver Crossette Core w/ Silver Tail Green Peony w/ Coconut Tree Pistil w/ Blue Tail Green to White Flashing Chrys w/ Silver Tail Half Purple & Half White Peony w/ Blue Tail Purple Chrys. w/ Red Pistil w/ Green Tail Purple to White Flashing Chrys w/ Blue Tail Red to Blue & Crackling Stars w/ Red Tail Red to Red Strobe Peony w/ Red Tail Red Wave to Small Color Flower w/ Blue Tail

Silver Chrys. w/ Red Pistil w/ Green Tail

Silver Wave to Blue to Red w/ Blue

Silver Glittering to Red to Blue Peony w/ Silver Tail

# WESTERN DISPLAY FIREWORKS LTD SHOW SCRIPT

# Proposal #: 18-5748

# **Quantity Description**

- 1 5" (18) Sunny Assortment Package V25 (1 Each)
  - 5" Red Peony
  - 5" Yellow Peony
  - 5" Orange Peony
  - 5" Blue Glitter
  - 5" Variegated Glitter
  - 5" Green Dahlia
  - 5" Purple Dahlia
  - 5" Red Crossette
  - 5" Orange Crossette
  - 5" White Chrysanthemum
  - 5" Purple to Super Gold Flitter
  - 5" Glitter Silver to Yellow Chrysanthemum
  - 5" Silver Wave to Blue Chrysanthemum
  - 5" Blue Chrysanthemum to Crackling Flower w/ Red Pistil
  - 5" Red to Popping Flower
  - 5" Green to Popping Flower
  - 5" Blue to Red Chrysanthemum
  - 5" 4 Color Change Chrysanthemum
- 2 5" Green to Blue to Silver Peony
- 2 5" Orange Peony
- 2 5" Aqua Peony 2 5" Varigated Chrysanthemum
- 1 5" White Twinkling Chrysanthemum
- 1 5" Half Red & Half Blue w/ Silver Glitter Pistil
- 1 5" Glitter Coconut
- 1 5" Silver to Variegated Crossette
- 1 5" Variegated Colors to Crackling Flower
- 1 5" 3 Color Change Chrysanthemum-Silver to Blue to Red Chrysanthemum
- 1 5" Green Twinkling Crown w/ Twinkling Crown Tail
- 1 5" Red Chrysanthemum w/ Silver Palm NO Tail
- 1 5" Jelly Fish
- 1 5" Red, Yellow, & Blue Swimming Stars
- 1 5" Half Aqua to Crackling Rain/Half Orange to Crackling Rain
- 1 5" Twilight Glitter w/ Multi Color Pistil
- 1 5" Brocade Double Ring w/ Blue & White Strobe Pistil
- 1 MID SHOW VOLLEY
- 1 2.5" (30 Shot) Fanned Glitter Coconut w/Glitter Tail

# WESTERN DISPLAY FIREWORKS LTD SHOW SCRIPT

# Proposal #: 18-5748

# **Quantity Description**

- 1 2.5" (30 Shot) Fanned Silver Palm Tree / Purple Strobe / Green Crackling Flower w/Silver Tail
- 1 2.5" (30 Shot) Fanned Red Shiny Peony / Blue Shiny Peony / Titanium Salute
- 1 3" (25 Shot) Blue & Spangle / Green & Spangle / Purple & Spangle w/Tourbillion Tail
- 1 3" (25 Shot) Fuchsia Magic Peony / Blue Crackling Spider / Purple & Glitter Palm Core w/Tourbillion Tails
- 1 GRAND FINALE 1
- 1 3" (24 Shot) Fanned Ruby Red Peony
- 1 3" (24 Shot) Fanned Sapphire Blue Peony
- 1 GRAND FINALE 2
- 1 2.5" (30 Shot) Fanned Red & Blue Magic Peony / Silver Palm Tree w/Tail
- 2 3" (25 Shot) Blue Magic Peony / Red Shiny Peony / Titanium Salute w/Tail
- 1 GRAND FINALE 3
- 2 3" (10) Crackling Coconut / Titanium Salute
- 2 4" (5) Red & Blue Crackling Tail Peony w/Crackling Tail
- 2 5" (3) Red Blue Silver Crackling Spider w/Whistle
- 1 MISC SUPPLIES
- 10 20 Minute Fusee w/ Handle
- 30 Match Fuse for Packing By the Foot
- 8 Safety Glasses
- 8 Earplugs
- 1 1" x 60yd Masking Tape Roll
- 2 Rubber Bands (Bag of 350)
- 2 Foil Small
- 2 Rubber Bands (Bag of 350)

# DISPLAY AGREEMENT AND PURCHASE ORDER

THIS AGREEMENT ("Agreement") is entered into on this	day of	2018 by
and between Western Display Fireworks, Ltd., an Oregon corporation	, whose address is set	t forth above,
("Western") and City of Long Beach, whose address is PO Box 310, I	ong Beach, WA 9863:	1 ("Sponsor").
Western and Sponsor are sometimes individually referred to as a "Party	" and collectively as the	e "Parties."

In consideration of the mutual terms and conditions set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

- 1. **Proposal.** Western agrees to supply, and Sponsor agrees to pay for, a fireworks display on the following designated date(s) and location: July 4, 2018 from the beach between Bolstad & Syd Snyder Dr, Long Beach, WA 98361, as detailed in Proposal #18-5748, which is attached hereto and incorporated herein by this reference, (the "Display") in accordance with the program approved by both Parties.
- 2. **Price and Payment Terms.** Total price of FIFTEEN THOUSAND DOLLARS AND NO/100 (\$15,000.00) is to be paid as follows: 25% of the total price, \$3,750.00 is due by MAY 1, 2018; the remaining balance of the price, \$11,250.00, is due in full on or before July 14, 2018. Interest will accrue at 1½% per month (an annual percentage rate of 18% per annum) on all unpaid amounts from the date on which the payment was due.
- 3. Western Duties. As part of the total price Western agrees to the following:
  - a. To supply all shells and other pyrotechnics listed on the Proposal;
  - b. Mortars, firing equipment and all other required materials necessary to perform its services hereunder:
  - c. Proper delivery, set-up, firing and presentation by pyrotechnic operator and crew covered under workers compensation insurance;
  - d. To remove all equipment and spent pyrotechnic devices and clean up debris from the immediate Display site. Sponsor acknowledges that additional debris may remain in the fallout zone after Western's responsibilities of Display site cleanup have been completed; and
  - e. To comply with all local and federal guidelines and obtain any necessary permits to perform the Display, unless otherwise notes in Sponsor duties.

# 4. Sponsor Duties.

- a. Sponsor shall comply with all duties as detailed under the Compliance with Laws/Sponsor Responsibilities portion of this Agreement.
- b. Sponsor to provide at least 3 monitors for security and crowd control during show setup, execution and cleanup: and
- c. Sponsor to provide backhoe and operator to dig trenches as directed by the pyrotechnician.
- 5. **Insurance.** Western agrees to provide, at its expense, commercial general liability insurance coverage in an amount not less than \$5,000,000. If requested in writing, Western shall provide Sponsor with a certificate of insurance within two weeks of the Display. All entities/individuals listed on the certificate of insurance will be deemed as additional insured pursuant to this Agreement.

6. Indemnification. Western agrees to indemnify, defend, and hold harmless the Sponsor, its agents and employees, and those entities/individuals listed on the certificate of insurance, from and against all claims, costs, judgments, damages and expenses, including reasonable attorney fees that directly arise from the performance of the fireworks to the extent that such are occasioned by an act or omission of Western, its agents and employees. Sponsor agrees to indemnify, defend, and hold harmless Western, its agents and employees from and against all claims, costs, judgments, damages and expenses, including reasonable attorney fees that arise from the performance of the fireworks to the extent that such are occasioned by any act or omission of Sponsor, its agents and employees. Each Party agrees to give the other Party prompt notice of any claims. Neither Party shall be responsible for consequential damages.

# 7. Compliance with Laws.

- a. Sponsor Responsibilities: SPONSOR agrees to perform their requirements in accordance with NFPA 1123 OUTDOOR DISPLAY OF FIREWORKS 2014 Edition (National Fire Protection Association) 8.1 General Requirements. The sponsor of the display shall make provisions for fire protection for the display. 8.1.1 The sponsor shall consult with the AHJ and the operator to determine the level of fire protection required. 8.1.2 The following shall apply to crowd control: (1) Monitors whose sole duty is the enforcement of crowd control shall be located around the display site and at other locations as determined by the sponsor. (2) The AHJ and the operator shall approve the provisions for crowd control. 8.1.2.1 Monitors shall be positioned around the display site to prevent spectators or any other unauthorized persons from entering the discharge site. 8.1.2.2 Where required by the AHJ, approved delineators or barriers shall be used to aid in crowd control. 8.1.2.3 Portions of the display site, other than the discharge site(s), shall be permitted to be open to the public prior to the display as long as the provisions of 4.2.2.2 are maintained. 8.1.2.4 Unescorted public access to the discharge site shall not be permitted where pyrotechnic materials are present during the period before the display. 8.1.2.5 The discharge site shall be restricted throughout the display and until the discharge site has been inspected after the display.
- b. Western's Responsibilities: Western shall secure and maintain any and all licenses, permits or certificates that may be required by any regulatory body having jurisdiction over the materials or performance of the services herein contemplated unless otherwise noted above in Sponsor duties. Western shall exercise full and complete authority over its personnel, shall comply with all workmen's compensation, employer's liability and other federal, state, county and municipal laws, ordinances, rules and regulations required of an employer performing such services, and shall make all reports and remit all withholdings or other deductions from the compensation paid its personnel as may be required by any federal, state, county or municipal law, ordinance, rule or regulation. Western is responsible to insure that all materials and services supplied under this Agreement comply with all laws, rules and regulations of the State and the federal government relating thereto.
- 8. Cancellation/Rescheduling by Sponsor. If the Display is cancelled by the Sponsor after receipt of this signed Agreement but prior to departure from Western's facility, Sponsor agrees to pay 25% of the total price (\$3,750.00) for restocking and costs incurred. If the Display is cancelled by the Sponsor after departure from Western's facility, Sponsor agrees to pay 50% of the total price (\$7,500.00). If the Display is cancelled by the Sponsor after the physical show setup is complete, Sponsor agrees to pay

100% of the total price (\$15,000.00). If the Sponsor elects to reschedule the Display for an alternate mutually agreeable date, Western agrees to facilitate this rescheduling and Sponsor agrees to reimburse Western for new permit and other additional costs associated with this change.

9. Safety / Weather Forced Cancellation. Western agrees that it shall be the responsibility of the pyrotechnic operator in charge, acting on Western's behalf or the Authority Having Jurisdiction, to cancel or delay the Display if in the operator's judgment circumstances beyond the control of either Party pose an extraordinary risk to the health and safety of any persons or property within the vicinity of the Display.

If the product has been damaged as an attempt to execute the Display and cannot be safely reused, 100% of the price is due and Western has no further obligation under this Agreement. If the product is intact and reusable, Western agrees to store the product and execute the Display on a mutually agreeable future date. Sponsor agrees to reimburse Western for reasonable costs associated with the rescheduling of the event.

- 10. Force Majeure. Sponsor assumes the risks of weather, strike, civil unrest, terrorism, military action, governmental action, and any other causes beyond the control of Western which may prevent the Display from being safely performed on the scheduled date, which may cause the cancellation of the event for which Sponsor has purchased the Display, or which may affect or damage such portion of the Display as must be replaced and exposed a necessary time before the Display.
- 11. **Product Performance.** Sponsor recognizes and acknowledges that due to the nature of fireworks, an industry accepted level of 3% of the product used in any display may not function as designed and this level of nonperformance is acceptable as full performance.
- 12. Limitation on Damages. In the event that Sponsor claims that Western has breached this Agreement or was negligent in performing its duties hereunder, Sponsor shall not be entitled to claim or recover monetary damages from Western beyond the amount that Sponsor has paid Western under this Agreement and shall not be entitled to a claim for or recover of consequential damages from Western, including, but not limited to, damages for lost income, business, or profits. Additionally, Western's liability for matters covered by the insurance set forth herein shall be limited to the limits of said insurance.
- 13. Time. Time is of the essence in this agreement. The Parties expressly recognize that in the performance of their respective obligations, each Party is relying on timely performance by the other Party and will schedule operations and incur obligations to third parties in reliance upon timely performances by the other Party and may sustain substantial losses by reason of any failure of timely performance.
- 14. Independent Contractor/No Joint Venture. The Parties agree that Western is an independent contractor, and is not an agent or employee of Sponsor for any purpose. It is further agreed that Western's employees shall be, and remain, the employees of Western and not of Sponsor. Nothing in this Agreement or the actions of Western or Sponsor shall be construed as forming a partnership or joint venture between Sponsor and Western.

- 15. Attorney Fees. In the event that either Party to this Agreement shall enforce any of the provisions hereof by any action at law or in equity, the unsuccessful Party to such litigation agrees to pay to the prevailing Party all costs and expenses, including reasonable attorney fees, incurred therein by the prevailing Party.
- 16. **Jurisdiction.** This Agreement shall be governed in all respects, whether as to validity, construction, capacity, performance or otherwise, by the laws of the State of Oregon applicable to contracts.
- 17. Severability. In the event a court of competent jurisdiction determines that any provision of this Agreement is in violation of any statute, law, rule, regulation, ordinance or public policy, then the provisions of this Agreement that violate such statue, law, rule, regulation, ordinance or public policy shall be stricken or modified to the extent that such provision no longer violates such statute, law, rule, regulation, ordinance or public policy. All provisions of this Agreement that do not violate any statute, law, rule, regulation, ordinance or public policy shall continue in full force and effect for all purposes. Furthermore, any court order striking or modifying any provision of this Agreement shall modify or strike the provision in as limited a manner as possible to give as much effect as possible to the intentions of the Parties to this Agreement.
- 18. **Survival.** The terms of paragraphs 5, 6, 12, 15, and 16 shall survive the cancellation or termination of this Agreement.
- 19. **Entire Agreement.** This Agreement sets forth the entire agreement and understanding between the Parties hereto respecting the matters within its scope and may be modified only in writing signed by both of the Parties hereto.

The pricing and product offered in the Proposal shall remain firm if this Agreement is mutually executed by both Parties on or before Janaury 31, 2018.

Sponsor	western Display Fireworks, Ltd.		
Ву:	By: <u>Heather J. Gobet</u>		
Its:	Its: President		

# TAB - C



# CITY COUNCIL AGENDA BILL

AB 18-13

Meeting Date: February 20, 2018

AG	SENDA ITEM INFORMATION	
SUBJECT: Resolution 2018-03 Approving the City of Long Beach Recreation and Open Space Plan	Mayor City Council City Administrator City Attorney City Clerk/Treasurer City Engineer Community Development Director Fire Chief Police Chief Streets/Parks/Drainage Supervisor Water/Wastewater Supervisor	DG
COST: N/A	Other:	

**SUMMARY STATEMENT:** This resolution approves the City of Long Beach Recreation and Open Space plan, allowing staff to submit the plan to the Washington State Recreation and Conservation Office. This allows the City to apply for grant money to improve trails, youth facilities and other various recreation projects. The City has held two public workshops and distributed over 200 surveys to gain public opinion. The Planning Commission has also reviewed and edited the plan prior to coming to Council for approval, please see their attached recommendation.

RECOMMENDED ACTION: Approve Resolution 2018-03 approving the City of Long Beach Recreation and Open Space Plan.

# **RESOLUTION NO. 2018-03**

# A RESOLUTION OF THE CITY OF LONG BEACH, WASHINGTON ADOPTING THE LONG BEACH RECREATION AND OPEN SPACE PLAN

WHEREAS, recreation is ideal for connecting people and building community, protecting natural resources, and offering places for quiet reflection and experiencing nature; and

WHEREAS, having a healthy system of parks, trails and natural areas contribute to economic development; and

WHEREAS, the Planning Commission developed the Plan through extensive community engagement; and

WHEREAS, adopting the Plan makes the City eligible for State grant funding for a six (6)-year timeframe; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LONG BEACH, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Council hereby adopts the Long Beach Recreation and Open Space Plan.

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

**Section 3.** This resolution, being an exercise of power specifically delegated to the city legislative body, is not subject to referendum and shall take effect five (5) days after passage by the City Council.

PASSED BY THE CITY COUNCIL OF THE CITY OF LONG BEACH, AND SIGNED IN AUTHENTIFICATION OF ITS PASSAGE THIS 20<sup>TH</sup> DAY OF FEBRUARY, 2018.

**ABSENT** 

**AYES** 

**NAYS** 

ATTEST:	Jerry Phillips, Mayo
Helen Bell, City Clerk	

# City of Long Beach Planning Commission

# MEMORANDUM

TO: Long Beach City Council

SUBJECT: Recommendation Regarding the Long Beach Recreation and Open Space Plan

**FROM:** Long Beach Planning Commission

Curtis Epping, Chair Thomas Werner Kathleen Graham John Nechvatal

William Stidham

DATE: February 13, 2018

# HONORABLE MAYOR AND MEMBERS OF THE COUNCIL:

On behalf of the Planning Commission, it is my privilege to forward our recommendation regarding the approval of the Long Beach Recreation and Open Space Plan. The findings made by the Commission are as follows:

- 1. Recreation is ideal for connecting people and building community, protecting natural resources, and offering places for quiet reflection and experiencing nature; The reclassification is warranted due to changed circumstances, specifically, the property has been obtained by the City and is and will continue to be used for public purposes.
- 2. Having a healthy system of parks, trails and natural areas contribute to economic development.
- 3. The Planning Commission developed the Plan through extensive community engagement.
- 4. Adopting the Plan makes the City eligible for State grant funding for a six (6)-year timeframe.

The Commission recommends the Council APPROVE the Long Beach Recreation and Open Space Plan and submit to the appropriate government agencies.

Sincerely,

Curtis Epping, Chair

### Recreation and Open Space Plan



City of Long Beach

February 2018

high quality recreation 

public access





open space

# Recreation and Open Space Plan City of Long Beach



#### Prepared by:

The City of Long Beach 115 Bolstad West PO Box 310 Long Beach, Washington 98631

#### Contact:

Ariel Smith
Director of Community
Development
360.642.4421
ASmith@longbeachwa.gov

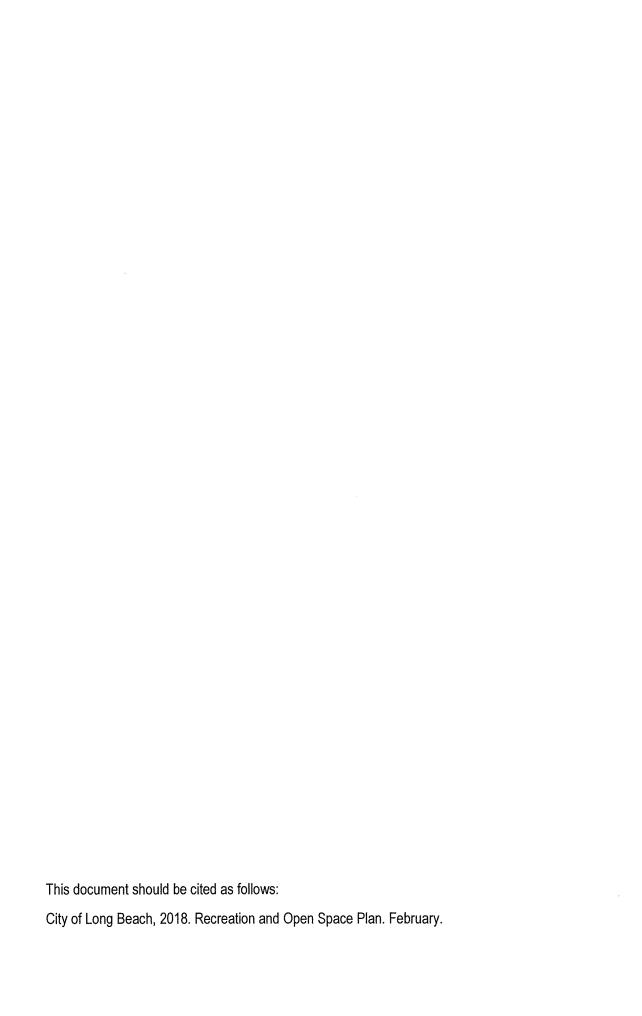


#### In consultation with:

Washington State Recreation and Conservation Office PO Box 40917 Olympia, Washington 98504-0917

#### Contact:

Ben Donatelle Outdoor Grants Manager 360.725.3932 ben.donatelle@rco.wa.gov



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### Acronyms & Abbreviations

The following acronyms and abbreviations appear in this document. The first appearance in the text is marked with the  $\Phi$  symbol.

ADA Americans with Disabilities Act

ALEA Aquatic Land Enhancement Account

B&O Business and Occupation Tax

CDBG Community Development Block Grant

CIP Capital Improvement Program

GMA (Washington State) Growth Management Act

LWCF Land and Water Conservation Fund

MHT mean high tide

OFM (Washington State) Office of Financial Management

RCFB Recreation and Conservation Funding Board

RCIP Recreational Capital Improvement Plan

RCO (Washington State) Recreation and Conservation Office

RCW Revised Code of Washington

ROW Right-of-way

REET Real Estate Excise Tax

RTP Recreational Trails Program

RV Recreational vehicle

SMP Shoreline Master Program

SR State Route

SRFB Salmon Recovery Funding Board

STP Surface Transportation Program

TDR Transfer of Development Rights

USCB United States Census Bureau

USFWS United States Fish & Wildlife Service

WADOT Washington State Department of Transportation

WUB Western Upland Boundary ("1889 Line" or "Government Meander Line")

WWRP Washington Wildlife and Recreation Program

YAF Youth Athletic Facilities

### Mission Statement

The mission of the Long Beach Parks and Recreation Department is to develop and maintain a sufficient quantity and variety of high-quality recreational amenities and to maintain sufficient open space to serve citizens of and visitors to the City of Long Beach.

### **Executive Summary**

Recreation is the purpose of Long Beach, the very reason for the City's existence. For generations people have come to Long Beach to seek therapeutic refreshment of body, mind, and spirit—in short, to have fun. For this reason, recreation is essential to Long Beach; in fact, it defines us. While the city has been aware of this for decades, it has yet to fully develop its recreational potential. There is much recreation to be had here, but there could be much more; and there could be far greater connectivity between recreational features, creating a system, a continuum of recreation rather than pleasant but isolated activities. This plan explores the potential for a truly great recreational system to exist in Long Beach and the surrounding area.

### E.1 Definition and Purposes of this Document

This document is a Recreation and Open Space Plan ("the Plan") for the City of Long Beach, Washington. The purposes of this plan are to document the quantity, location, quality, and condition of existing recreational assets within and adjacent to the City; to identify needed additional recreational amenities and resources for the next 20 years; to identify funding needs and sources; and to establish a six- (6-) year Capital Improvement Program (CIP\*) for short term acquisition, development, and maintenance. It is intended that in the future this Plan will serve as a component of the City's Growth Management Act (GMA\*) Comprehensive Plan, and it is prepared pursuant to Chapter 36.70A of the Revised Code of Washington (RCW\*).

In addition to meeting GMA planning requirements, this Plan also meets requirements of the State of Washington Recreation and Conservation Office (RCO). The RCO is a major funding source for recreational projects and has established specific planning requirements for fund recipients.

### E.2 Summary of Plan Contents

The contents of this plan reflect the sequential steps taken by the City to develop it: inventory, community input, assessment of demand and needs based on the inventory and community input, development of goals and implementing strategies to meet the identified needs, a recreational capital improvement plan (RCIP<sup>†</sup>) to prioritize and the needs in accordance with the stated goals and strategies, and a description of funding strategies to implement the RCIP.

#### E.2.1 Inventory

A complete inventory of in- and near-City recreational amenities and lands was conducted as part of this study. The inventory presented in this Plan informs the process of identifying recreational needs and prioritizing maintenance activities and projects.

#### E.2.2 Community Participation

Public input is a key component to the understanding of recreational needs and preparation of a meaningful Plan that reflects a diversity of views and interests. This Plan describes how the City engaged the public and how the public actively participated in the recreational planning process.

#### E.2.3 Demand and Need Analysis

This Plan evaluates the demand and need for investment in recreational amenities. The basis of this analysis is public input, the inventory of existing amenities, and prioritizing the identified needs.

#### E.2.4 Goals and Strategies

Based on public involvement and the Demand & Needs Analysis, this Plan includes recreational goals as well as strategies to implement each goal (as used in Long Beach, the word "strategy" is analogous to the word "objective").

#### E.2.5 Capital Improvements

Based on public input and the Demand & Needs Analysis, the Plan makes recommendations for conservation, maintenance, rehabilitation, and new construction of parks, trails, natural areas, and other amenities. The Plan also prioritizes these recommendation and present a six- (6-) year RCIP.

#### E.2.6 Funding Strategies

The Plan briefly describes potential sources of funding that could finance or partially finance improvements of the RCIP.

#### E.2.7 Plan Adoption

The Plan includes a description of the City's plan adoption process.

### 1. Inventory

This chapter describes current overall conditions in the City of Long Beach; more specifically, it provides details regarding the nature, location, and condition of existing recreational facilities. Additional information regarding this inventory can be found in Appendix A to this plan.

#### 1.1 Setting

#### 1.1.1 Governance/Geography

Long Beach is an incorporated municipal code city operating under a mayor-council form of government and located in Pacific County in the southwest corner of the State of Washington. The city encompasses approximately 1,082 acres, extends westward to the mean high tide (MHT\*) line, and enjoys 2.5 miles of unobstructed ocean beach and adjacent dunes. Nearby communities include the City of Ilwaco and unincorporated Seaview. The City is bisected by State Route (SR\*) 103, which trends north-south parallel to the shoreline.

#### 1.1.2 Economy

Long Beach has historically been a visitor-serving town with a tourism economy based on ocean recreation. Over time, the City and its businesses added non-shoreline recreational amenities, so now the town provides a robust suite of recreational opportunities from passive ocean/wildlife viewing to active sports, to amusements. The City estimates that 25% of its income is derived from recreation-based tourism. (City of Long Beach. D. Glasson, personal communication, February 2018)

#### 1.1.3 Demographics

The City's permanent population is 1,440 persons (Washington State Office of Financial Management (OFM\*), 2017) and has increased by 3.5% from 2010 to 2017, substantially lower than the State's growth of 8.7% for the same period (OFM, 2017). The Long Beach permanent population is 48.7% male and 51.3% female. The median age was 49.1 years in 2010 and 53.0 years in 2016 an increase of almost four (4) years. In 2016 43.3 % of the population was 60 years of age or older; this is an increase of 11.15 percentage points over 2010. The Long Beach citizenry is getting older, demonstrating substantial growth in the retirement-age population. There are 726 households in Long Beach, with an average household size of 1.86 and average family size of 2.54. Long Beach is predominantly Caucasian, with 0.1% Black, 0.8% Native American, 1.3% Asian, 0.2% Pacific Islander, 3.7% Other, and 2.5% two (2) or more races. (United States Census Bureau (USCB\*), 2010, 2016, 2016b, and 2016c)

In 2016 there were 1,679 housing units in Long Beach, more than the number of permanent residents. This is due in large part to the number of seasonal houses in Long Beach. Seasonal housing represents 42.1% of the housing stock, or 707 units. This speaks to the fact that Long Beach is a summer residence for many people, and as is typical for beach communities, summer residents come for an extended vacation and to recreate. In 2016 the median value of a housing unit was \$160,900. (USCB, 2016d)

During the summer, families and extended families live in Long Beach at their summer homes or are guests of permanent residents. In addition, visitors fill hotels/motels, bed & breakfasts, vacation rentals, and recreational vehicle (RV\*) parks. On any given day between July 1 and Labor Day, the permanent, seasonal, and visitor population totals approximately 8,500 to 9,000, not including times of high visitor volume, such as the 4<sup>th</sup> of July or during larger summer festivals. (City of Long Beach, 2012)

### 1.2 Definition of Planning Area

The planning area for this Plan is the entire City of Long Beach plus adjacent recreational facilities, plus any trails that connect the City to areas beyond its borders.

#### 1.3 Recreation and Open Space Inventory

There exists within the City of Long Beach 28.9 acres of land zoned Public; of this, 2.9 acres are used for recreational purposes. There are 12.5 acres of land zoned Parks & Recreation. There are 232.4 acres zoned Shoreline Conservancy, much of it open space owned and/or controlled by the City, the State, or private citizens. The City manages three (3) large and seven (7) pocket parks, two (2) main bike and joint use trails, two (2) equestrian beach access points, an ocean front boardwalk, a near-ocean pavilion, and two beach access roads.

The map set included as Appendix A to the Plan depicts these facilities.

#### 1.3.1 Existing Planning Area Recreational Facilities and Open Space

Descriptions of recreational facilities and open space and assessment of their condition and capacity are based on windshield and foot surveys as well as public input. Maintenance costs as well as additional input regarding facilities and spaces are based on interviews with City Park and Recreation Department and maintenance personnel.

#### Ocean Beach

Responsibility/location. The Pacific Ocean and its ocean beach are located immediately west of the City's jurisdiction, which extends west to MHW. The beach is under the control of the State of Washington. Much of the City's economy is based on visitors or summer residents who come to the City and the broader area to enjoy the beach.

Facilities. The beach supports many recreational opportunities, including and not limited to walking, contemplation, kite flying, wildlife viewing, biking, driving, clamming, fishing, kite surfing, horseback riding, etc. While possibly counter-intuitive, one recreational opportunity that is not suitable at the beach is swimming: there are strong riptides, undertows, and debris in the water, such as logs. Every year numerous people are rescued from the surf, and it seems nearly every year there is a drowning. The ocean beach includes the following:

- 2.5 miles of broad sandy beach, that can be as wide as 800 feet
- Wind/picnic shelters
- Numerous access points that traverse the dune
- Public art embedded in Bolstad Beach Approach sidewalk/trail
- Substantial near-beach parking at the Bolstad Beach Approach
- Comfort stations at the two (2) main beach approaches
- Access road extends Bolstad Approach westward
- Proximity to the Boardwalk and Discovery Trail

Accessibility. Accessibility to the beach is very good via vehicle, given the Bolstad Beach Approach extends past the dune toward the ocean. However, without specialized equipment, handicapped access across dry sand to hard pack sand is not possible. The City recently purchased two (2) beach wheelchairs, which are available to the public for day use. Access to the ocean beach from the nearest parallel roadway, Ocean Beach Boulevard is generally unsigned except at the formal beach approaches. There exists an opportunity to greatly improve pedestrian beach access through directional signage.

Capacity. The beach accommodates approximately 50,000 revelers during the 4<sup>th</sup> of July celebration. Several events utilize the beach, including the Sandsations Sand Castle contest, the Washington State International Kite festival, and several fun runs. All attract large crowds.

Operation/maintenance. Operation and maintenance activities include setting up for and cleaning up after events as needed, picking up trash, and wind/picnic shelter repair as needed. Annual operations and maintenance costs for the ocean beach are approximately \$10,000. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### The Discovery Trail

Responsibility/location. Within its corporate limits and southward as far as Loop 100, the City of Long Beach operates and maintains about 6 miles of the Lewis & Clark Discovery Trail, which traverses the City's dunal area north-south. The northern trailhead is located in the right-of-way of 26<sup>th</sup> Street Northwest, approximately 700 feet west of SR-103; the southern trailhead is located at the Port of Ilwaco. The trail follows the route

of discoverers Meriwether Lewis and William Clark from the Columbia River to Long Beach, the northernmost point the Corps of Discovery reached.

Facilities. The 8.2-mile trail is a multi-modal bicycle/pedestrian facility. It is 10 feet wide and paved for its entire length. Within Long Beach, spurs connecting the Discovery Trail to other bicycle/pedestrian facilities are located at the Bolstad Beach Approach and at 17<sup>th</sup> Street Southwest. Adjacent to the trail are six (6) public art displays, three (3) located within the City. The northern trailhead has paved parking located at the parking lot of the Breakers Hotel; there are approximately 16 parking spaces.

The trail includes the following:

- 10-foot asphalt surface
- Public art
- Interpretive signage
- Benches
- Nearby parking at trailheads and several other access points
- Trail-embedded mosaic artwork in the Bolstad Beach Approach spur

- Two (2) nearby comfort stations, one (1) at each beach approach
- Parking
- A dog rest station on the Bolstad Beach Approach spur
- Trash receptacles

The City, Pacific County, and the U.S. Fish & Wildlife Service (USFWS\*) have engaged in discussions to plan how to connect the Willapa Wildlife Refuge on Willapa Bay to the ocean and to other federal facilities beyond, such as the Lewis & Clark Interpretive Center near Ilwaco, via the Discovery Trail. While planning is ongoing, current thinking is that extension of the trail from its north trailhead east to the wildlife refuge at Willapa Bay would be an efficient and pleasant route.

Condition/accessibility. Overall, the condition of the Discovery Trail is good to excellent. One section in the Seaview area is being eroded by wave action, and several times the City has repaired/shored-up this portion of the Trail. The City would like to reroute this section if the trail eastward away from wave action and eliminating associated long-term repair costs. Access to the Trail is excellent, with ADA compliant access at the trailhead, the two (2) main beach approaches, and at 17<sup>th</sup> Street Southwest.

Operation/maintenance. Operation and maintenance activities include daily cleaning of rest stations, weekly trash removal, and vegetation trimming/removal and repairs as needed. Annual operations and maintenance costs for the Discovery Trail are approximately \$10,000, not including major repairs. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### The Boardwalk

Responsibility/location. The Boardwalk is owned, operated and maintained entirely by the City of Long Beach. The Boardwalk is a 10-foot wide wooden elevated walkway that parallels the ocean and Discovery Trail between the City's two (2) main beach approaches: Bolstad Avenue West and Sid Snyder Drive West.

Facilities. The approximately 2,200 linear foot Boardwalk is a pedestrian elevated walkway made of broad wooden planking, as may be found on a pier. Each end of the walkway begins at ground level with a ramp that gradually brings the user up above the dune, providing panoramic views of the dunes, beach, and ocean. In addition five (5) sets of stairs can be accessed via dune trails. There is substantial street parking at both ends of the walkway, and a large unpaved parking lot near the Bolstad Beach Approach. There are three (3) "bump outs" or platforms, extending west that provide a place to rest and to review interpretive signage. The Boardwalk includes the following:

- 10-foot elevated wooden surface
- ADA compliant ramps
- Wooden railings
- Interpretive signage
- Water at each bump out
- 150 lights
- Five (5) fire boxes

- Benches/picnic tables
- Nearby parking
- Two (2) nearby comfort stations, one (1) at each beach approach
- Two (2) dog rest stations
- Drinking fountain
- Trash receptacles

Condition/accessibility. Built in 1990, and constantly exposed to the marine environment and encroaching sand, the wooden Boardwalk has deteriorated, and its condition is only fair poor. In the past, nails have backed out and been replaced by screws, and dune sand can encroach underneath the structure, right up to the planks and buries access stairs. In addition, the structure is simply reaching the end of its life. Access to the Boardwalk is excellent, with ADA compliant access at each of the two (2) main beach approaches.

Operation/maintenance. Operation and maintenance activities include daily cleaning of comfort stations, weekly trash removal, ongoing board attachment/replacement, ongoing sand removal, and other occasional repairs as needed. Annual operations and maintenance costs for the Boardwalk are approximately \$12,000, not including major repairs. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### **Culbertson Park**

Responsibility/location. Owned in part by the Ocean Beach School District and owned in part and operated and maintained entirely by the City of Long Beach, 12.7-acre Culbertson Park is located near downtown Long Beach and is bounded by the Long Beach Elementary School to the south, 2<sup>nd</sup> Street Northeast to the north, Washington Avenue South to the west, and city limits to the east. It was constructed in the 1940s.

Facilities. Culbertson Park is essentially a sports complex with some family park elements, and is used extensively for sports practices and softball tournaments. Because it is primarily for play and youth sports activities, pets are prohibited. Culbertson Park includes the following:

- Three (3) softball/baseball fields
- Dugouts at all three (3) fields
- Bleachers at all three (3) fields
- Casual soccer (portable goals used on baseball fields)
- Tennis court
- Tennis practice court
- Basketball court
- Concession stand
- Picnic shelter
- Restrooms
- Youth playground (tot lot)

- Three (3) barbecue pits
- About a dozen picnic tables
- A pond about 0.5 acre in surface area
- Paved parking lot with 18 spaces, one
   (1) American with Disabilities (ADA\*)
   accessible
- Casual parking along 2<sup>nd</sup> Street
  Northeast and on the east side of the
  park, about 60 to 64 spaces
- Fencing
- Irrigation
- Trash receptacles
- Signage

Condition/accessibility. The overall condition of Culbertson Park is good. Accessibility to the central and southern parts of the park is passable, but accessibility to the north side of the park where parking is casual and pavement does not exist is more problematic.

Capacity. Culbertson Park can accommodate as many as three (3) softball/baseball games at a time. Teams include about 15 members per team. Assuming six (6) teams at a time plus two (2) spectators per player equals 135 people, plus 40 people at the park's picnic and other sports/play facilities, the maximum use of this park is about 175 people at one time. While formal parking is limited, tournaments have not been a problem, since most players are visitors and park their cars at nearby hotels.

Operation/maintenance. Operation and maintenance activities include daily trash removal and restroom cleaning, weekly mowing and irrigating, monthly safety inspections, bimonthly turf and landscaping fertilization, annual pressure washing of the tot lot and bleachers, setting up for and cleaning up after tournaments as needed, and fence and facility repairs as needed. Annual operations and maintenance costs for Culbertson Park are approximately \$30,000. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### Stanley Field

Responsibility/location. Owned, operated, and maintained by the City of Long Beach, 2-acre Stanley Field is located north of downtown Long Beach and is bounded by the Long Beach Fire Department to the south, 9<sup>th</sup> Street Northeast to the north, Washington

Avenue North to the east, and undeveloped Oregon Avenue to the west. It was constructed in the 1970s, and with support of RCO was completely renovated in 2015-16.

Facilities. Stanley Field is a softball/baseball/soccer field that also serves as a neighborhood park. Since its rehabilitation, it is able of hosting tournaments. It includes the following:

- Softball/baseball field
- Casual soccer (portable goals used on baseball fields)
- Concession/storage building
- Restrooms
- Bleachers
- Dugouts
- Bullpens
- Batting cage

- Scoreboard
- Paved parking lot with 40 spaces, five
   (5) ADA accessible
- Six (6) picnic tables
- Trash receptacles
- Fencing
- Irrigation
- Signage

Condition/accessibility. The condition of Stanley Field is excellent. In 2015-16 the park was completely renovated, with all new facilities, sod, and drainage corrected. The park was also repurposed from strictly softball to softball/baseball/soccer. Accessibility is excellent, both for players and spectators.

Operation/maintenance. Operation and maintenance activities include daily trash removal and restroom cleaning, weekly mowing and irrigating, monthly safety inspections, bimonthly turf and landscaping fertilization, annual pressure washing of dugouts and bleachers, setting up for and cleaning up after tournaments as needed, and fence and facility repairs as needed. Annual operations and maintenance costs for Stanley Field are approximately \$10,000. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### Veterans' Field

Responsibility/location. Owned and operated and maintained entirely by the City of Long Beach, 0.7-acre Veterans' Field located in downtown Long Beach and is bounded by 3<sup>rd</sup> Street Southeast to the south, 2<sup>nd</sup> Street Southeast to the north, Washington Avenue South to the east, and the Long Beach Police Station and Funland Amusements to the west. It was constructed in 2010-11.

Facilities. Veterans Field is a visitor serving and neighborhood park. Its purpose is to build community and also provide a substantial downtown entertainment, passive recreation, and cultural venue. The park is used in the summer for entertainment and supports a regional farmers' market. Across the street to the south are three (3) public parking lots totaling about 160 spaces, and so there is substantial nearby parking even when a large

event takes place. Restrooms are located offsite about 100 feet to the west at the Long Beach Police Station. Veterans' Field includes the following:

- A substantial enclosed stage
- A military flag plaza
- A small Merchant Marine memorial
- A small storage building
- Picnic tables
- A pet water/rest station

- Irrigation
- 15 on-site parking spaces, two (2) of them ADA accessible
- Adjacent paved on-street parking
- Trash receptacles
- Signage

Condition/accessibility. The condition of Veterans' Field is excellent. Accessibility to the park is excellent, but because the park itself is grass, accessibility within the confines of the park could problematic for some.

Capacity. Veteran's Field can accommodate several hundred people at a time.

Operation/maintenance. Operation and maintenance activities include daily trash removal, weekly mowing and irrigating, bi-monthly turf and landscaping fertilization, annual building and plaza power washing, setting up for and cleaning up after events as needed, and facility repairs as needed. Annual operations and maintenance costs for Veterans' Field are approximately \$2,500. These can be expected to increase as the facility ages. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### Skateboard Park

Responsibility/location. Owned, operated, and maintained by the City of Long Beach, the approximately 0.2-acre and now defunct Skateboard Park was located west of downtown Long Beach in the cleared but undeveloped right-of-way of Shoreview Drive South, about 275 feet north of Sid Snyder Drive. It was relocated to this location from Culbertson Park in 2014. In 2017 the park was closed due to high maintenance costs related to vandalism.

Facilities. The Skateboard Park in its current condition is simply an asphalt area where skating, biking, or skateboarding could occur.

Condition/accessibility. The condition of the Skateboard Park was poor. The half pipes and ramps were made of plywood, rather than a more durable substance and have disintegrated. This, in combination with the park's exposure to the weather and vandalism and graffiti make maintenance an issue. City decision-makers have grappled with the choices of permanently shutting this park down or, conversely, replacing and possibly relocating this facility, creating a more durable and attractive public recreational amenity.

Operation/maintenance. Operation and maintenance activities no longer occur. Annual operations and maintenance costs for the Skateboard Park are now \$0. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### Pocket Parks

Responsibility/location. There are 7 small pocket parks in downtown Long Beach, each encompass one lot. Owned, operated, and maintained entirely by the City of Long Beach, three (3) northern pocket parks are located at the northwest, southwest, and southeast corners of the intersection of SR-103 with 3<sup>rd</sup> Street South; the four (4) southern pocket parks each occupy a corner of the intersection of SR-103 with 5<sup>th</sup> Street South. These parks were platted with the town, and have evolved over time.

Facilities. While the pocket parks are for use by anyone, they generally serve visitors as entertainment or interpretive venues, or as pedestrian rest areas. The pocket parks include the following:

Northern Parks. Northwest Corner

- Gazebo/grassy area
- Trash receptacle

Northern Parks, Southwest Corner

- Sea-themed statue garden
- Trash receptacle

Northern Parks, Southeast Corner

- Lewis & Clark plaza, including memorial bricks and interpretive panels
- Decorative light standards

Southern Parks, Northwest Corner

- Public art
- Grassy area/landscaping
- Benches
- Trash receptacle

Southern Parks, Southwest Corner

- Public art
- Grassy area/landscaping
- Restrooms
- Benches
- Trash receptacle

Southern Parks, Southeast Corner

- Fountain
- Plaza
- Memorial benches
- Trash receptacle

Southern Parks, Northeast Corner

- Grassy area
- Sculpture park
- Amusements: giant frying pan and squirting clam
- Benches
- Picnic tables
- Trash receptacle

Condition/accessibility. Overall, the condition of the downtown Pocket Parks is good. There is not identifying signage at most of these parks, since they do not have names. Because each fronts on public sidewalks, accessibility to the parks is excellent. For those parks with paved plazas or other paved areas connected to the sidewalks, internal access is also excellent. For the two northern parks where sidewalk access connects only to grass, accessibility may be problematic for some.

Capacity. Each park can accommodate about 40 people during an event, such as a parade.

Operation/maintenance. Operation and maintenance activities include daily trash removal and restroom cleaning, weekly mowing and irrigating, annual pressure washing of sidewalks and public art, annual oiling of non-painted carved wooden statues an paint touch-ups to others, fence and facility repairs as needed, and cleaning up after events as needed. Annual operations and maintenance costs for the downtown pocket parks are approximately \$15,000. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### The Depot

Responsibility/location. Owned, operated, and maintained by the City of Long Beach, the 0.4-acre Long Beach Train Depot ("The Depot") is an authentic historic train depot that hearkens back to the day when the Ilwaco Railway and Navigation Company operated a narrow gauge railroad—the Clamshell Railroad (aka the Irregular, Rambling and Never-Get-There Railroad)—from the Columbia Bar to Nahcotta, passing through downtown Long Beach. The Depot is located in downtown Long Beach and is bounded by the 3<sup>rd</sup> Street Northwest to the south, private property to the north, SR-103 to the east, and Ocean Beach Boulevard North to the west. It was constructed in the early 1900s and has been relocated several times.

Facilities. The Depot serves as a small venue for meetings, entertainment, or community events. A second building on site—the since-relocated World Kite Museum—is used by community nonprofit groups as their headquarters and meeting rooms. The site includes the following:

- The Depot building
- The Old Kite Museum building
- A grassy area along the highway
- Two (2) small historic monuments
- Flagpole
- Benches

- A small picnic area to the north
- Fencing
- Irrigation
- Two (2) on-site parking spaces
- Adjacent street parking
- Signage

Condition/accessibility. The condition of the Old Kite Museum building is poor and the condition of the Depot buildings is excellent. In 2011-12 the Old Kite Museum was re-

roofed and re-sided, but substantial internal issues were left unaddressed. In 2010-2011 the Depot buildings was completely renovated. The condition of the grounds is very good. Access to the Depot building is excellent. The Depot includes two (2) ADA-compliant ramps, one (1) to each access door; both ramps are accessible from paved sidewalks. There is an older ramp without a 60" landing to the front door to the Old Kite Museum building.

Operation/maintenance. Operation and maintenance activities include weekly mowing and irrigation, bi-weekly cleaning, bi-monthly landscaping and turf fertilization, annual power washing, setting up for and cleaning up after events as needed, fence and facility repairs as needed. Annual operations and maintenance costs for The Depot are approximately \$4,000. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### The Pavilion

Responsibility/location. Owned, operated, and maintained by the City of Long Beach, the Pavilion is a near-ocean structure that provides shelter from the elements and a place to rest, picnic, or have a small event. The Pavilion is located near the northwestern end of the Bolstad Beach Approach, just east of where the Discovery Trail crosses the approach.

Facilities. The Pavilion serves primarily as a beach visitor convenience. It is about 1,000 square feet in area, and comprises a concrete slab and decorative columns supporting the roof. The Pavilion includes the following:

• The structure

Water

Picnic tables

Wind screen

BBQ grills

Trash receptacle

Lighting

Condition/accessibility. Built in 2007 and constructed of weather-resistant materials, the condition of the Pavilion is good. Access to the Pavilion building is excellent – it is directly accessible from and built at the same level as the beach approach, and 2 ADA-compliant parking spaces are adjacent.

Operation/maintenance. Operation and maintenance activities include daily trash removal, annual pressure washing, and paint touch-ups or repairs a needed. Annual operations and maintenance costs for The Pavilion are approximately \$500. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### North-South Trail

Responsibility/location. The North-South Trail is operated by the City of Long Beach and maintained by the City and by the Washington State Department of Transportation (WADOT\*). This trail exists as a bicycle-only paved path located in the western portion of the SR-103 right-of-way (ROW\*), and separated from traffic by a painted line,

traversing north-south from 28<sup>th</sup> Street Northwest to 3<sup>rd</sup> Street Northwest. It then traverses east-west 1 block to the western ROW of Ocean Beach Boulevard North and traverses south. Between 2<sup>nd</sup> Street Northwest and Sid Snyder Drive West, the trail is a 12-foot wide multimodal pedestrian/bicycle asphalt trail, separated from traffic by an elevated curb. At Sid Snyder Drive, the trail trends east one block back to SR-103 (this short spur is unmarked), where it again is separated from traffic by striping and trends south to the southern city limit.

Facilities. The 2.25-mile trail is partially a bicycle only and partly a bicycle/pedestrian multimodal facility. It is 8- to 10-feet wide in the SR-103 ROW and between 10 and 12 feet wide in City ROWs. Discovery Trail spurs along the Bolstad Avenue West Beach Approach and at 17<sup>th</sup> Street Southwest connect this trail or nearly connect it to the Discovery Trail The trail includes the following:

Traffic separation striping and marking

• Trail-embedded mosaic art

Condition/accessibility. Overall, the condition of the North-South Trail is good. Access to the pedestrian portion of this trail is excellent, with ADA compliant access at street intersections.

Operation/maintenance. Operation and maintenance activities include annual restriping/marking and occasional graffiti removal. Annual operations and maintenance costs for the North-South Trail are approximately \$500. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### **Equestrian Trails**

Responsibility/location. The City owns, operates, and maintains two (2) equestrian trails in Long Beach. Horses can enter Long Beach from the east either north of downtown via 2<sup>nd</sup> Street North or south of downtown via Sid Snyder Drive. In both cases, horses use City streets until they pass west of Ocean Beach Boulevard. The northern trail trends north on Ocean Beach Boulevard North one (1) block, then west through the dune to the beach via the undeveloped 3<sup>rd</sup> Street Northwest ROW. The southern trail trends west to Shoreview Drive, trends 1 block south, then angles southwest through the dune to the beach.

Facilities. Both equestrian trails comprise City streets transitioning to relatively primitive dune trails. The trails include the following:

#### Directional signage.

Condition/accessibility. Overall, the condition of the equestrian trails is fair. They are "bare bones" facilities comprising city right-of-way, signage, and dune trails.

Operation/maintenance. Operation and maintenance activities include sign maintenance. Annual operations and maintenance costs for the equestrian trails are approximately \$500. (City of Long Beach. M. Kitzman, personal communication, January 2018)

#### Open Space

Responsibility/location. The main area of open space in Long Beach is the western primary dune and the deflation plain that lies between that dune to the west and the old primary dune to the east. These areas are controlled by the City, the State of Washington, or private citizens.

There are several undeveloped or relatively undeveloped City-controlled properties that have potential for recreational development. Relatively large blocks of land include the following (from south to north):

- About 30.8 acres located on the south side of the Bolstad Beach Approach, extending southward to the undeveloped ROW of 5<sup>th</sup> Street Southwest, and from the Western Upland Boundary (WUB<sup>†</sup>) to MHW. This site includes a comfort station, a large unpaved parking lot, and several dune trails that connect to the Boardwalk and the ocean beach beyond.
- About 26.6 acres located on the north side of the Bolstad Beach Approach, extending northward to the undeveloped ROW of 4<sup>th</sup> Street Northwest, and from the WUB to MHW. The northern equestrian trail bisects this parcel.
- About 73.5 acres located between 8<sup>th</sup> Street Northwest to the south, 14<sup>th</sup> Street Northwest to the north, the WUB to the east and MHW to the west. Two (2) well-defined beach access trials bisect this parcel.

In addition the City and/or the State of Washington own or control many parcels west of the WUB.

Facilities. The City and its citizens have made a concerted effort to conserve the primary dune. The City's Shoreline Master Program (SMP\*) strictly limits the type of development that can occur in the dunal area, and the City prohibits vehicles in the dune west of the Discovery Trail, with few exceptions.

Accessibility. Accessibility to the dune can be difficult. There are no paved east-west beach access trials through the dune except at the formal beach approaches. However, the Discovery Trail trends north-south through the dune for the entire length of the City, so with access to the Discovery Trail, access to the dune occurs. Any off trail access is not possible for many with physical disabilities.

Operation/maintenance. Operation and maintenance activities include occasional mowing of undeveloped ROWs through the dune, brush and vegetation control. Annual operations and maintenance costs for open space within Long Beach are approximately \$2,000. (City of Long Beach. M. Kitzman, personal communication, January 2018)

Long Beach Elementary and Pre-School

Responsibility/location. Owned, operated, and maintained entirely by the Ocean Beach School District, the 6.8-acre Long Beach Elementary School and Pre-school campus is located on Washington Avenue South between 4<sup>th</sup> Street Southeast to the north and 6<sup>th</sup>

Street Southeast to the south. It is located immediately south of Culbertson Park. The school was completely renovated in 2006.

Facilities. The campus includes several outdoor recreational elements. The area behind the school, currently a softball field, is slated for a tsunami vertical evacuation project. The Long Beach Elementary and Pre-school campus includes the following outdoor recreational amenities:

Softball field

• Separate tot lot (fenced in)

Youth playground

• A covered pavilion

Condition/accessibility. The condition of recreational amenities at Long Beach Elementary is mixed. The youth and tot lots are relatively new and in excellent condition. The softball field, while mowed, has given way to Culbertson Park as the location for softball. The bleachers are dilapidated, and the fence is failing, and so the condition is mixed – good for the field itself and poor for associated elements. Accessibility to the youth and tot lots is excellent, access to the ball field is via a large grassy field, so is more problematic.

Capacity. The Long Beach Elementary and Pre-school campus has no trouble accommodating its student body.

Operation/maintenance. Operation and maintenance activities include mowing and irrigating, fence repairs as needed, keeping ground cover bark in the youth lot.

Other Nearby Recreational Amenities

There are a number other recreational amenities that influence Long Beach.

Cape Disappointment State Park, owned and operated by Washington State Parks & Recreation is about 1,880 acres in area. The park offers 4 miles of ocean beach, 3 miles of Columbia River frontage, 2 lighthouses, an interpretive center and museum, 6.5 miles of hiking and bicycling trails, and 234 camping spaces plus cabins. A portion of the Discovery Trail runs through the park. Common activities include beachcombing, ship watching, wildlife watching, learning about cultural history, hiking, bicycling, and camping. There are picnic areas and benches. There are 2 volleyball courts, 3 baseball fields and an amphitheater, which hosts a summer concert series. Access is clear and parking is plentiful with handicapped parking at most sites. The condition of the park is excellent.

Another recreational amenity adjacent to Long Beach is the 50-acre, 9-hole Peninsula Golf Course, a public course owned and operated by Channel West Properties LLC. The course is locate immediately north of the city limits, and fronts on SR-103. The course includes a pro shop and restaurant.

The City of Long Beach is home to private visitor-serving recreation businesses, including a go-kart track; arcades; rides; horse rentals; bicycle, moped, beach trike, moped rentals, and surrey rentals; putt-putt golf, and kite stores.

#### 1.3.2 Map Set

A detailed set of maps graphically depicting existing and potential new recreational facilities in the City of Long Beach is Appendix A to this plan.

### 2. Community Involvement

Involvement of the public and community input were essential to the development of this plan. See Appendix B for information regarding the City's outreach efforts. See Appendix C for details regarding public input.

#### 2.1 Public Outreach Efforts

#### 2.1.1 Press Release/Advertising

The City of Long Beach prepared a press release informing the public of the Plan's development, and inviting the public to participate via a survey/questionnaire, a workshop, and/or an open house. In addition, on December 20, 2017, and January 3 and 17, 2018 the City published an advertisement in the Chinook Observer, a newspaper of general circulation, inviting the public to participate in a recreational survey/questionnaire, a workshop, and an open house.

#### 2.1.2 Survey/Questionnaire

The City developed a survey/questionnaire eliciting background information on the person completing the survey, as well as information on recreational habits and citizen opinions regarding existing and possible future Long Beach recreational amenities. The City received 34 responses to the survey/questionnaire, a return of about 17%. The survey instrument is included in Appendix B to this plan.

The survey was posted on the City's website, was advertised in the Chinook Observer, a press release was issued to the Observer about the survey, information about the survey appeared in utility bills, and the Long Beach Visitors' Bureau sent an "e-mail blast" to its substantial e-mail list asking for survey participation.

#### 2.1.3 Water Bill Insert

The City included an informational insert in the January water bill, describing the plan development process and inviting public input.

#### 2.1.4 Website

The City posted the survey/questionnaire on its website at <a href="http://www.longbeachwa.gov/wp-content/uploads/2017/12/Survey-2.pdf">http://www.longbeachwa.gov/wp-content/uploads/2017/12/Survey-2.pdf</a>.

#### 2.1.5 Workshop/Open House

The community workshop occurred on January 9<sup>th</sup>, 2018 at 4PM at Long Beach City Hall. The City explained the purpose of the Plan and the Plan development process. Citizens participated in a brief visioning exercise, and then provided recommendations regarding

desired new facilities, suggestions for maintenance, and ideas regarding interconnectivity of recreational facilities. For the dune and beach area, a similar visioning exercise was recently conducted as the City developed its SMP, and citizens were familiar with the process.

The community open house occurred on February 1 at 5PM at Long Beach City Hall. Those who helped facilitate the workshop and who compiled survey responses described the results of those community involvement efforts. This included the public's emphasis on existing recreational amenities they most commonly frequent, as well as the public's input regarding improvements to existing and development of new amenities.

#### 2.1.6 Interview of Department Head

The Long Beach Recreation Department Supervisor, Mr. Michael Kitzman, has more than 25 years of experience, and currently is responsible for operation and maintenance of all Long Beach recreational facilities. Mr. Kitzman has substantial knowledge of all Long Beach recreational facilities. He was interviewed to determine the condition of existing facilities, maintenance requirements and annual maintenance costs, rehabilitation/renovation needs, desired additions or modifications, and new facilities. Also, Mr. Kitzman provided his input regarding priorities.

The City Administrator and Community Development Director also participated in the development of the Plan.

### 3. Demand and Needs Analysis; Recommendations

The demand and needs analysis identifies, as information allows, current levels of facility use, the capacity of the current inventory, residence to resource distances, public satisfaction with existing recreational facilities, quality of access, anticipated change based on trends, and public and staff recommendations for new or improved facilities.

This analysis evaluated a variety of data and data sources, including the inventory, the survey/questionnaire, departmental interviews, and the public workshop and open house. The following summarizes this data and provides context for the recommendations made in the rest of this plan. More complete results and data details are located in Appendix C.

### 3.1 Survey Respondent Demography

Results of the survey are of course colored by who responded. In general, survey respondents were more than 50 years old, female, without children at home, reside in Long Beach and Seaview, and have lived here longer than 10 years.

### 3.2 Survey Respondent and Citizen Recreational Habits

The following recreational activities are the most participated in, with more than 40% of survey respondents saying they partake in these activities at least a few times a year:

- Walking/jogging
- Outdoor concerts, festivals, other events
- Nature/wildlife observation/photography
- Hiking/trail running
- Picnicking

- Camping
- Playground (visit/play)
- Road biking
- Fishing/crabbing from boat
- Swimming
- Kite flying
- Horseback riding

The following recreational activities are the least participated in, with less than 30% of survey respondents saying they partake in these activities at least a few times a year:

- Mountain biking
- Kayaking/canoeing/paddle boarding
- Baseball/softball
- Basketball/Murderball
- Volleyball
- Frisbee golf/Ultimate

- Sailing
- Tennis
- Fishing/crabbing from shore
- Soccer
- Skateboarding
- Football
- Surfing/windsurfing/kite surfing

While no youths completed a survey, it is important to note that year both Long Beach Elementary and Ilwaco High School sports teams practice daily, and some teams regularly use Long Beach parks for practice.

## 3.2 Use, Capacity, Distance, Satisfaction, Anticipated Change, Recommendations

The survey/questionnaire asked respondents their level of satisfaction with each recreation facility, with possible responses of

- 1. Excellent,
- 2. Very Good,
- 3. Satisfactory,
- 4. Not Very Good, or
- 5. Totally Inadequate.

These are the ratings reported in the discussion below.

#### 3.2.1 Ocean Beach

Use. The ocean beach is the primary reason people live in and recreationalists come to Long Beach. The 2.5 miles of ocean beach provides access to numerous recreational activities. 90% of survey respondents and citizens stated they used the ocean beach.

Capacity. The beach accommodates about 50,000 people on the 4<sup>th</sup> of July. This can occur because it is legal to drive and park on the beach, so parking is not a limiting factor.

Distance. The ocean beach is within 0.6 mile of all Long Breach residential properties and so is accessible by foot from any part of town, either via beach approaches or via numerous trails trending east-west through the dune.

Satisfaction. Survey respondents and citizens rated their level of satisfaction with the ocean beach as high. Of those using the ocean beach 23% rated their overall experience as excellent; 92% rated their experience as satisfactory or better. 8% rated their experience as not very good or totally inadequate. While satisfaction is fairly high, the public expressed a need for numerous improvements that could improve the beach experience.

Anticipated Change. Over the past decade, Long Beach has steadily increased its share of the coastal tourism market. In addition, as baby boomers retire, it is likely that some of the City's seasonal housing may convert to full-time retirement residences. If these trends continue, the beach will get more use, and more year-round use.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for the ocean beach include the following:

- Add more or more effective safety signage regarding hazardous water conditions (no swimming)
- Install directional/safety/raptor poles
- Add bike lockers and gear lockers near Pavilion
- Add a Pavilion at the Sid Snyder Beach Approach
- Maintain and advertise beach-accessible wheelchairs
- Improve beach access from Ocean Beach Boulevard via signage and mowing of undeveloped rights-of-way
- Rehabilitate/rebuild Bolstad Beach Approach restrooms
- Install beach volleyball facilities/ host a beach volleyball tournament
- Limit beach driving/increase patrols for speeders or those driving on clam beds
- Add security lighting and cameras
- Construct a child's spray park
- Increase near-beach and festival parking
- Provide free festival parking
- Rehabilitate the windbreaks
- Supply more trashcans
- Construct a pier

#### 3.2.2 The Discovery Trail

Use. The Discovery Trail is the single most utilized recreational facility in the area. 2.5 miles of its 8.2-mile length is located within Long Beach, and it links the City to other recreational opportunities to the south such as Bear's Hollow and Cape Disappointment. This Trail is well used by locals and visitors alike. 100% of survey respondents and citizens stated they used the Discovery Trail.

Capacity. The Discovery Trail can accommodate literally thousands of people at one time. However, safety requires that bicyclists travel single-file.

Distance. The Discovery Trail trends north-south the entire length of the City, and is a maximum of about 0.5 mile from the furthest residences. Therefore, it is accessible by foot from nearly anywhere in town.

Satisfaction. Survey respondents and citizens rated their level of satisfaction with the Discovery Trail as high. Of those using the Trail, 28% rated their overall experience as excellent; 93% rated their experience as satisfactory or better. 7% rated their experience as not very good or totally inadequate. In general, the public expressed overall improvements could be made to connectivity, sand removal, improved signage, and

control of motorized vehicles, and made numerous other suggestions for more specific improvements.

Anticipated Change. Demographic changes point to the aging of Long Beach, just as the rest of the country is aging. However, the senior population of Long Beach tends to use recreational facilities, such as the Discovery Trail. This trail is anticipated to receive substantial use through its lifetime.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for the Discovery Trail include the following:

- Connect to east-west Cross Peninsula Trail, connecting Willapa Wildlife Refuge with the Lewis and Clark Interpretive Center
- Improve signage remove cautionary signage from posts and put on trail surface
- Install ocean memorial (shipwrecks, lost at sea, rescuers)
- Repair/reroute trail near Beard's Hollow where ocean erosion occurs
- Add signage regarding presence of large mammals at south end of trail
- Add benches from Sid Snyder northward
- Address homeless population living near trail
- More public art and more interesting art
- Clean trailhead of sand
- Add trailhead lighting
- Extend trail northward
- Add viewing telescopes
- Build more east-west spurs
- Ban/limit motorized vehicles

- Add security lighting
- Mark centerline of trail
- Install tree ring interpretive display
- Add exercise stations
- Add emergency call boxes

#### 3.2.3 The Boardwalk

Use. The Boardwalk is a signature structure of Long Beach and a well-used recreational facility. It is located near and trends parallel the Discovery Trail for about 2,000 linear feet between the City's two main beach approaches. The Boardwalk is well used by locals and visitors alike. 97% of survey respondents and citizens stated they used the Boardwalk.

Capacity. The Boardwalk can accommodate up to 1,000 people at one time.

Distance. The Boardwalk is accessible by foot from nearly anywhere in town. It is easily accessed by downtown hotels.

Satisfaction. Survey respondents and citizens rated their level of satisfaction with the Boardwalk as high. Of those using the Boardwalk, 43% rated their overall experience as excellent; 95% rated their experience as satisfactory or better. 5% rated their experience as not very good or totally inadequate. In general, the public expressed improvements could be made to the structure overall, as well as to improving or expanding views.

Anticipated Change. Demographic changes point to the aging of Long Beach, just as the rest of the country is aging. However, the senior population of Long Beach tends to use recreational facilities, such as the Boardwalk. This facility is anticipated to receive substantial use through its lifetime.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for the Boardwalk Trail include the following:

- Completely rebuild
- Add observation platforms
- Add viewing scopes
- Clear sand from stairs and decking
- Add more ramps
- Increase parking
- Improve lighting
- Add a sound system
- Fix water fountain

#### 3.2.4 Culbertson Park

Use. This park is the most used sports field in Long Beach. Culbertson is also used by families picnicking as well as for casual pick-up games of basketball, baseball, soccer, and tennis. 63% of survey respondents and citizens stated they used Culbertson Park. During the baseball season, Culbertson Park is host to numerous multi-day tournaments. Approximately 10-15 baseball tournaments averaging 10-24 teams occur each summer. These tournaments bring new visitors to Long Beach, and so not only improve fitness, but are also a component of the City's recreation-based economy.

Capacity. The play and picnic facilities at Culbertson Park can accommodate 6 baseball teams and spectators plus an additional two (2) dozen or so individuals. This would be approximately 160-170 people. Parking would be the limiting factor. Because tournaments generally occur over several days, most participants park at their hotels a short distance away and walk to the field. In addition, there is currently substantial excess parking north across 2<sup>nd</sup> Street Northeast; however, the availability of that parking cannot be relied upon indefinitely.

Distance. Culbertson Park also serves as a community park, and is accessed via Washington Avenue, a neighborhood-serving street that provides excellent street access to the park. Located in the southern half of Long Beach, it is fairly accessible by foot from that part of town. However, it is about 1.8 miles from the furthest residential properties to the north.

Satisfaction. Survey respondents and citizens rated their level of satisfaction with Culbertson Park as modest. Of those using the park, 16% rated their overall experience as excellent; 87% rated their experience as satisfactory or better. 13% rated their experience as not very good or totally inadequate. In general, the public expressed improvements could be made to overall to on-site (internal) access, parking, and drainage, and also made numerous suggestions for more specific improvements and addition of specific recreational facilities.

Anticipated Change. Demographic changes point to the aging of Long Beach, just as the rest of the country is aging. However, the senior population of Long Beach tends to use recreational facilities, such as Culbertson Park. In addition, this park has historically been used for many tournaments, and that use is expected to continue and possibly increase. For these reasons, the City does not anticipate use of Culbertson Park to decrease due to demographic trends. Trends in turf type are moving toward synthetics. However, health concerns have arisen regarding synthetic turfs. In addition, Long Beach has always been a "real grass" town, and currently does not anticipate switching to artificial turf.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for Culbertson Park include the following:

- Correct drainage
- Ballfield improvements (irrigation, new turf, new dugouts and bleachers)
- Pave parking along 2<sup>nd</sup> Street Northeast, adding ADA-compliant spaces
- Add either more parking or a picnic area (or a combination) on the east side of the park between 2<sup>nd</sup> Street Northeast and the pond
- Add horseshoe pits
- Add a net backstop to Field No. 2
- Add more restrooms
- Ensure safety of tot lot equip
- Add pickleball
- Add badminton
- Add night lighting
- Include outfield buffers against homeruns

- Add a scoreboard
- Rehab basketball court
- Rehab tennis court
- Improve signage
- Improve internal ADA access
- Better tot lot equip
- Develop ADA compliant play areas

#### 3.2.5 Stanley Field

Use. This park has been traditionally used as a neighborhood park and the Little League Ball Field. Its recent complete rehabilitation and re-purposing makes it available for softball, baseball, soccer, and as a community park. 43% of survey respondents and

citizens stated they used Stanley Field. During the Little League season, Stanley Field hosts numerous local practices and games, and since its rehabilitation can host tournaments. With design help from RCO staff, recently rehabilitated Stanley field is completely ADA-accessible.

Capacity. The play facilities at Stanley Field can accommodate two (2) baseball or soccer teams and spectators plus an additional dozen or so individuals. This would be approximately 50-60 people. There is currently substantial parking along the north side of the field, including two (2) ADA-accessible spaces, and 3 additional accessible spaces along the south side.

Distance. Stanley field is located about six (6) blocks north of Culbertson Park, and is vehicle access is via Washington Avenue, a neighborhood-serving street. Located more centrally than Culbertson Park, it is fairly accessible by foot from that part of town. However, it is about 1.3 miles from the furthest residential properties to the north and south.

Satisfaction. Survey respondents and citizens rated their level of satisfaction with Stanley Field as very high. Of those using the Field, 47% rated their overall experience as excellent; 99% rated their experience as satisfactory or better. 1% rated their experience as not very good or totally inadequate. In general, the public expressed need for only a few operational and physical improvements to this facility.

Anticipated Change. Given the facility is new, no trend-based changes are anticipated during the planning horizon of 6 years.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for Stanley Field include the following:

- Night lighting
- Cover the bleachers
- Allow dogs

- Provide soccer goals
- Open restrooms daily

#### 3.2.6 Veterans' Field

Use. With its large stage and grassy area, this park is the center of downtown entertainment for both locals and visitors. From June to October it is the location of the City's Farmer's Market, several tourist-attracting events are located at Veterans' Field, and Halloween and Christmas events are located here as well. The large stage attracts musical talent and its audience, and the flag plaza, which is easily seen from nearby SR-103 also attracts visitors. This park is also sporadically used as a neighborhood park. 64% of survey respondents and citizens stated they used Veterans' Field. Veteran's Field is intended to create a festival atmosphere downtown, attracting visitors to the downtown business district.

Capacity. Veteran's Field can accommodate several hundred people at one time. There is adjacent street parking, including ADA-compliant spaces plus 3 substantial public parking lots located immediately south, also with ADA-compliant spaces.

Distance. Veterans' Field is accessed via Oregon Avenue South, a neighborhood-serving street that provides excellent street access to the park. Located in the southern half of Long Beach, it is fairly accessible by foot from central and southern parts of town. However, it is about 1.8 miles from the furthest residential properties to the north.

Satisfaction. Survey respondents and citizens rated their level of satisfaction with Veterans' Field as fairly high. Of those using the Field, 30% rated their overall experience as excellent; 85% rated their experience as satisfactory or better. 15% rated their experience as not very good or totally inadequate. In general, the public expressed improvements could be made to signage, parking, to visitor and vendor comfort, and to stage facilities.

Anticipated Change. Demographic changes point to the aging of Long Beach, just as the rest of the country is aging. The field is well-used by seniors, who enjoy the entertainment and who shop weekly at the Farmers' Market during the summer and fall. For these reasons, the City anticipates use of Veterans' Field to increase due to demographic trends.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for Veterans' Field include the following:

- Add a covered pavilion
- Add parking
- Add exterior lighting
- Provide covered seating
- Add signage along highway
- Increase stage use

- Remove dog facilities
- Host a croquet tournament
- Improve stage sound
- Improve stage lighting
- Add more picnic tables
- More vendors at farmers' market

#### 3.2.7 Skateboard Park

Use. This now defunct specialty park was generally used by local youth. The City has discussed the possibility of either doing away completely with this park or developing a more modern and robust skateboard park to address local need and to serve as an attraction for visitors. Survey respondents and citizens stated they used the Skateboard Park.

Capacity. The Skateboard Park can accommodate 10 or so skateboarders at one time.

Distance. The Skateboard Park is located in south central Long Beach and it is fairly accessible by foot, bicycle, or skateboard from that part of town. However, it is about 2.0 miles from the furthest residential properties to the north.

Satisfaction. Survey respondents and citizens rated their level of satisfaction with the Skateboard Park as low. Of those providing input on this park, 0% rated their overall experience as excellent or very good; 15% rated their experience as satisfactory. 85% rated their experience as not very good or totally inadequate. This is the only recreation facility that more survey respondents voted to remove than to replace/improve.

Anticipated Change. Due to problems with vandalism, the City closed the Skateboard Park in 2017. Skateboarding appears to have evolved from a trend a mainstream way of recreating, "skateboarding" including also BMX bikes, freestyle scooters, and inline skaters.

Numerous skateboard parks have been built in Washington in the past decade, and concrete is the trend in these newer parks.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for the Skateboard Park include the following:

- Get rid of it and don't replace
- Add lighting
- Build/fix a new, far better park
- Add signage

#### 3.2.8 Pocket Parks

Use. The pocket park located at the northwest corner of SR-103/3<sup>rd</sup> Street Southwest includes a gazebo that serves as a small-group entertainment venue, and the park located at the northeast corner of SR-103/5<sup>th</sup> Street Southeast is home to several visitor-attracting amusements (the World's Largest Frying Pan and a 20 foot tall razor clam that squirts water). For these reasons, these two parks actively attract people. The other parks serve as areas of respite to those seeking a moment's rest or quiet in bustling downtown Long Beach. All provide some green space and a place to sit. 74% of survey respondents and citizens stated they used the Pocket Parks.

Capacity. Each pocket park can accommodate about 50 people at one time. There is adjacent street parking, and public parking lots are located about one half block to the east.

Distance. The pocket parks all front on SR-103, and street access is excellent.

Satisfaction. Survey respondents and citizens rated their level of satisfaction with the pocket parks as high. Of those using these parks, 38% rated their overall experience as excellent; 96% rated their experience as satisfactory or better. 4% rated their experience as not very good or totally inadequate. In general, the public expressed improvements could be made to parking, entertainment, and fencing.

Anticipated Change. As Long Beach continues to gain coastal tourism market share, the City can expect these pocket parks will be even more used in the future.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for the Pocket Parks include the following:

Northern Parks, Northwest Corner

Northern Parks, Southwest Corner

- More entertainment
- Better quality music
- Add street magicians

Southern Parks. Northwest Corner

• Replace fencing

Southern Parks, Southwest Corner

• Replace fencing

None

Northern Parks, Southeast Corner

• None

Southern Parks. Southeast Corner

Add lighting

Southern Parks, Northeast Corner

• Increase use of squirting clam

#### 3.2.9 The Depot

Use. The Depot is used for smaller community events. In addition, during the summer the small grounds of the Depot are used much like a pocket park, for rest or quiet contemplation.

Capacity. The Depot building can accommodate about 40 people at one time.

Distance. The Deport is accessed via 3<sup>rd</sup> Street Northwest off of both SR-103 and Ocean Beach Boulevard North and street access is excellent. While it is a park, it is not used as a neighborhood park, so distance to residences is not as important as other parks in town.

Satisfaction. The public and city staff expressed improvements could be made to the interior of the buildings, especially the old Kite Museum, and minor improvements to the site.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for the Depot include the following:

New floors

- Improve signage
- Replace aging benches

#### 3.2.10 The Pavilion

Use. The Pavilion is used by beach visitors for shelter and for picnicking.

Capacity. The Pavilion can accommodate about 24 people at one time.

Distance. The Pavilion is accessed via the Bolstad Beach Approach and street access is excellent. It is located about 0.3 mile west of SR-103 and about 650 feet west of the near-beach parking lot off of Bolstad, and so is also easily accessed on foot.

Satisfaction. Neither the public nor professional staff did not expressed a need for improvements to this facility.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for the Pavilion include the following:

• None

#### 3.2.11 North-South Trail

Use. The North-South Trail is generally used by commuters traveling south toward downtown Long Beach or the beach approaches. This trail is well used by locals and some visitors as well.

Capacity. The North-South Trail can accommodate many people at one time. However, to ensure safety, bicyclists must travel single file.

Distance. The North-South trends north-south through northern and central Long Beach the entire length of the City, and is a maximum of about 0.3 mile from the furthest residences. Therefore, it is accessible by bicycle or foot from nearly anywhere in town.

Satisfaction. Survey respondents and citizens rated their level of satisfaction with the North-South as good. In general, the public expressed improvements could be made to signage and to creating a loop trail that is based on this trail.

Anticipated Change. Demographic changes point to the aging of Long Beach, just as the rest of the country is aging. However, the senior population of Long Beach tends to use recreational facilities, such as the North-South Trail. This trail is anticipated to receive substantial use through its lifetime.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for the North-South Trail include the following:

- Create a loop trail along SR-103 and Washington Avenue, with cross connectors at 25<sup>th</sup> or 26<sup>th</sup> Street North, Pioneer Road, 5<sup>th</sup> Street North, 7<sup>th</sup>Street South, and 17<sup>th</sup> Street South
- Place all signage on the paved portion of the trail itself
- Ensure all potions of the trail are marked/signed

#### 3.2.12 Equestrian Trails

Use. Depending on the time of year, the Equestrian Trails can be well-used. They provide a useful connection between horse facilities located to the east of town and the ocean beach. Used year-round, they are more frequently used in the summer months.

Capacity. The Equestrian Trails can accommodate numerous riders at one time.

Distance. The Equestrian Trails are is accessible by horse from the Red Barn Area east of town via either Sid Snyder Drive or 2<sup>nd</sup> Street Northeast. This is a distance of about 1.3 to 1.5 miles, depending on route.

Satisfaction. In general, the public expressed improvements could be made to ancillary facilities and signage.

Anticipated Change. The Long Beach Peninsula has a fairly high equestrian population. As events at the Red Barn Arena become better known in the Pacific Northwest, visiting equestrians have discovered this area and also discovered the enjoyment of riding on the ocean beach. The City anticipates usage of the Equestrian Trails will increase in the future, especially if improvements are made to them.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for the Equestrian Trails include the following:

• Clarify signage to ensure horses do not stray off of the trail; specifically, horses should not be allowed west of Shoreview Drive on Sid Snyder, and also should not be allowed south of 2<sup>nd</sup> Street North

Other equestrian improvements are suggested for the Open Space area, and appear in Section 3.2.13 of this Plan.

#### 3.2.13 Open Space

Use. The City has accreted about 2,000 feet since Washington achieved statehood in 1889. The western building setback line is the 1980 SCL, but development reaches that far west in only a few instances. Therefore, the largest area of open space located within city limits is the dune. For the most part, the primary dune remains in an undeveloped state. Of the three large tracts identified as open space under the City's control, only one has any formal development – the parking lot and comfort station located immediately south of the Bolstad Beach Approach. The remaining two parcels north of Bolstad Avenue are undeveloped.

Capacity. The undeveloped open space parcels comprise about 131 acres of land.

Distance. The northern parcel is 0.9 mile from the furthest residences north and the southern parcel is 0.8 mile from the furthest residences south.

Satisfaction. In general, the public expressed improvements could be made by providing new specialty facilities on these properties.

Anticipated Change. Over the past decade, Long Beach has steadily increased its share of the coastal tourism market. In addition, as baby boomers retire, it is likely that some of the City's seasonal housing may convert to full-time retirement residences. If these trends continue, dunal open space will get more use, and more year-round use.

Recommendations. Based on survey/questionnaire responses, other citizen input, and department interviews, recommendations for Long Beach open space include the following:

- Add a near-ocean equestrian facility at 3<sup>rd</sup> Street Northwest in the dune, including a horse trailer parking area, corral, water troughs, hitching posts
- Construct a neighborhood-style park on a portion of the larger northern open space parcel
- Construct a disc golf course
- Construct a dog park

## 4. Goals and Strategies

The Long Beach Comprehensive Plan (2009) includes a Parks, Open Space, and Recreation section that contains, among other things, a section on, Goals and Strategies. The goals and strategies in this Plan do not conflict with Comprehensive Plan goals and strategies, but may refine or augment them, based on more current information available when this plan was developed.

- Goal 1 Plan, construct, and maintain a high-quality, integrated, safe, and accessible system of parks, trails, and open space that serves residents and visitors of all ages, abilities, and interests.
  - Strategy 1.1 Identify opportunities for new neighborhood or multi-use parks to be located in north and south Long Beach. Target date: 2020.
  - Strategy 1.2 Continue the City's scheduled maintenance of its recreational facilities, and increase sand removal near the boardwalk as needed. Target date: present to 2024.
  - Strategy 1.3 Implement the RCIP in this plan to provide the desired recreational system. Target date: present to 2024.
  - Strategy1.4 In order to direct resources, City decision-makers should make a final decision whether or not a skateboard facility will be constructed in Long Beach. Target date: 2018.
  - Strategy 1.5 Look for opportunities to connect existing and future recreational amenities with one another via trails. Target date: present to 2024.
- Goal 2 Connect City trails to one another, to the ocean beach, to the Discovery Trail, and to points outside the City in order to create an integrated trails system.
  - Strategy 2.1 Connect the Discovery Trail to other City trails via spurs. Target date: 2022.
  - Strategy 2.2 Connect the Discovery Trail and North-South Trail to the proposed Cross-Peninsula Trail. Target date: 2024.
  - Strategy 2.3 Work with the County and other stakeholders to investigate the possibility of extending the Discovery Trail northward. Target date: present to 2024.
  - Strategy 2.4 Create the City Loop Trail by striping and in-pavement signage on existing streets. Target date: 2020.
- Goal 3 Improve beach accessibility.
  - Strategy 3.1 Identify pedestrian beach access points via distinctive signage along Ocean Beach Boulevard. Target date: 2020.

- Strategy 3.2 Mow undeveloped rights-of-way as beach access trails. Target date: 2020.
- Strategy 3.3 Advertise the availability of beach wheelchairs, working with local hoteliers and the Long Beach Peninsula Visitors Bureau. Target date: 2018.
- Goal 4 Conserve and develop open space to accomplish environmental resource protection, such as water quality and habitat, as well as meet recreational needs.
  - Strategy 4.1 Continue to protect the City's dunal area, and to protect views to and from the ocean beach, pursuant to the City's Shoreline Master Program. Target date: present to 2024.
  - Strategy 4.2 Where recreational development is planned in open space areas, design must minimize effects to natural resources and processes, and environmental interpretation will be included in design. Target date: present to 2024.
- Goal 5 Promote strong partnerships with public, private, and non-profit organizations to support the City's recreational system.
  - Strategy 5.1 Establish a reliable and sustainable revenue stream or in-kind services for capital projects. Seek funding for new facilities and improvements to existing facilities through a variety of sources, which may include but are not limited to:
  - Business
  - Donations
  - Foundation grants
  - Government grants
  - Lodging tax
  - Business & Occupation (B&O<sup>†</sup>) tax
  - Volunteers

- Capital reserves
- Real estate excise tax
- Levies
- Partnerships
- Exactions
- Non-acquisition conservation programs
- Strategy 5.2 Continue to work with Pacific County and with the USFWS to develop the Cross Peninsula (Beach to Bay) Trail. Actively participate in planning, design, and construction efforts. Target date: present to 2024.
- Goal 6 Require demonstration of long term economic sustainability and accessibility in the planning, design, and operation/maintenance of City recreational facilities.
  - Strategy 6.1 Projects for new facilities or for rehabilitation of existing facilities must intuitively or demonstratively improve the long-term economic and social health of the City of Long Beach. Target date: present to 2024.

Strategy 6.2 Projects for new facilities or for rehabilitation of existing facilities, or festivals/public entertainment venues must to the extent practicable meet or exceed ADA requirements for accessibility. Long Beach should strive to be the most accessible Washington coastal community. Target date: present to 2024.

## 5. Funding Strategies

A number of direct funding or in-kind sources exist that could support construction or operation/maintenance of recreational facilities or open space. This section describes potential funding sources for acquiring, developing and operating/maintaining parks, trails, open space, and recreational programs.

## 5.1 City Funds and City-Collected Taxes

The City of Long Beach collects several taxes and has several funds that do and could serve as funding for recreational improvements.

#### 5.1.1 General Fund

The General Fund is the City's primary source of operating revenue. Most of this revenue comes from taxes levied on property, the sale of merchandise, and utility fees. A limited number of recreation-related fees are charged, such as Depot rental, but those fees accrue to the general fund.

#### 5.1.2 Business and Operational (B&O) Tax

B&O tax is a business tax assessed on gross sales. Currently, the rate is 0.2%.

#### 5.1.3 Lodging Tax

Lodging tax is assessed on transient or itinerant lodging, such as hotels, motels, vacation rentals, and RV parks. The current rate is 5.9%.

### 5.1.4 Real Estate Excise Tax (REET\*)

REET is a tax on all real estate sales and is levied against the full value of the property. The City is allowed under the statutes to levy 1.0% in addition to the State of Washington tax. These funds can only be used for projects identified in the Capital Facilities Plan Element of the City's Comprehensive Plan.

### 5.2 In-Kind Sources

The donation of labor, land, merchandise, or cash by service agencies, religious groups, youth groups, private groups or individuals is a popular way to acquire land, complete projects, and/or raise money for specific projects. One common example of soliciting such support is going through a service club, such as the Elks, Kiwanis, Lions, or Rotary clubs to fund picnic or playground improvements. Nearby Ilwaco High School has senior projects whereby a student's talent could contribute to projects. Also there are active Boy and Girl Scouts in the area, who often undertake volunteer projects. Historically, the

Long Beach citizenry has been involved in supporting city projects via volunteering and donations.

## 5.3 Exchange or Sale of Property

The City owns several parcels of land with development value, and one or more could be traded for private land more suitable for park use. The City may also acquire property for parks by allowing the transfer of development rights from potential parks property to another, and then acquiring the parks land. Alternatively, City property could be sold to purchase park/trail property or develop park facilities.

## 5.4 Joint Public/Private Partnerships

The City could enter into a working agreement with a private corporation to help fund, build and/or operate a public facility. Three typical incentives a public agency can offer a private partner are free land to place a recreation facility, certain tax advantages, and access to the facility. The public agency may have to give up certain responsibilities or some control to achieve public facilities at a lower cost.

## 5.5 Public or Non-Profit Partnerships

The City could develop partnerships with other jurisdictions, agencies or non-profit organizations to implement projects identified in the plan. The City is currently engaged in such an arrangement with Pacific County and the USFWS to develop the Cross Peninsula Trail. In the past, the City partnered with the Army to develop the Discovery Trail. For acquisition, private land trusts, such as the Trust for Public Land, Inc. and the Nature Conservancy will acquire and hold land for eventual acquisition by a public agency.

## 5.6 Shared Facilities

In some situations other services provided in the city, or in private utilities, may be able to share the cost of improvements that would benefit the recreation and open space system. One example is utility corridors; in many cases land used for sanitary sewer, water or power lines may make an excellent trail corridor. In this situation, the utility may pay to develop a service road that can also serve as a trail.

## 5.7 Grant Programs

Beyond the City's own resources, the largest funding source for park and recreation projects is grants from the State of Washington Recreation and Conservation Office (RCO). The RCO is responsible for administering a wide variety of public funds and provides technical assistance and policy development in addition to preparing statewide plans on trails, boating facilities, habitat preservation and off-road vehicles. Below are

brief descriptions of major RCO programs as well as those of other relevant granting agencies. Most grant programs require a portion of the project cost to be provided by a local partner as match funding. In most cases granting agencies will not fund more than 75 % of a project's cost. These programs also require training, tracking and other staff attention throughout the year to maximize success.

#### 5.7.1 RCO Land and Water Conservation Fund (LWCF\*)

This is a federal grant program that receives its money from offshore oil leases. The money is distributed through the National Park Service and is administered locally by the RCO. The funds can be used for acquisition and development of outdoor facilities and require a 50 percent match.

#### 5.7.2 RCO Washington Wildlife and Recreation Program (WWRP\*)

This program is administered by the RCO. There are two accounts under this program: 1) Habitat Conservation; and 2) Outdoor Recreation. Projects eligible under this program include acquisition and development of parks, water access sites, trails, critical wildlife habitat, natural areas and urban wildlife habitat. Applicants must provide a minimum of a 50 percent non-RCO match. Local park projects have maximum requests of \$300,000 for development and \$500,000 for acquisition costs. There are no maximum request levels in the following categories: urban wildlife habitat, trails, and water access.

#### 5.7.3 Youth Athletic Facilities (YAF\*)

The YAF grant program provides funding for new, improved and better maintained outdoor athletic facilities serving youth and communities. This program was established by State Statute (RCW 79A.25.800-830) as part of the State Referendum 48, which provided funding for the Seattle Seahawks Stadium. The program is administered by RCO and applicants must provide matching funds of at least 50 percent. Grant amounts vary by use from a minimum of \$5,000 for maintaining existing facilities to a maximum of \$150,000 for developing new facilities. The YAF program funded in part the rehabilitation/repurposing of Stanley Field.

### 5.7.4 RCO Aquatic Land Enhancement Account (ALEA\*)

The ALEA program is administered by RCO and supports purchase, improvement or protection of and access to aquatic lands for public purposes. Grant applications are reviewed once every two years for this program. Applicants must provide a minimum of a 50% match.

### 5.7.5 RCO Salmon Recovery Funding Board (SRFB\*)

These grants are awarded by the SRFB, from state and federal sources, to protect and restore salmon habitat. The Board funds projects that protect existing, high quality

habitats for salmon and that restore degraded habitat to increase overall habitat health and biological productivity. The Board also awards grants for feasibility assessments to determine future projects and for other salmon related activities. Projects may include the actual habitat used by salmon and the land and water that support ecosystem functions and processes important to salmon. The program funds acquisition, restoration, design and non-capital projects with no project limit. Local agencies are required to match 15% of grant funds. The local granting organization is the Lower Columbia Fish Recovery Board.

#### 5.7.6 RCO Recreational Trails Program (RTP\*)

The RTP, funded by federal gas taxes and administered by RCO, provides funds to rehabilitate and maintain recreational trails and facilities. These grants support a backcountry experience, which means the trail's physical setting, not its distance from a city or road, should be predominately natural. Under limited circumstances, new "linking" trails, relocations, and education proposals are also eligible. The maximum grant amount is \$75,000 per project and a 20% match from grantees is required.

#### 5.7.7 Community Development Block Grants (CDBG\*)

These grants from the Federal Department of Housing and Urban Development are available for a wide variety of projects. Most are used for projects in lower income areas of the community because of funding rules. Grants can cover up to 100% of project costs.

### 5.7.8 Surface Transportation Program (STP\*)

Washington has received considerable revenue for trail-related projects from this source. Projects eligible for STP funding includes (federal-aid non-National Highway System [NHS]) highway and bridge construction and repair; transit capital projects; bicycle, pedestrian, and recreational trails; construction of ferry boats and terminals. The Washington Department of Transportation (WSDOT) administers the funding through Pacific County. Currently, the county gets \$300,000 per year for projects.

#### 5.7.9 Transportation Alternatives Program

Projects eligible for funding under this federal grant program include on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and improved mobility, community improvement activities, and environmental remediation, recreational trail program projects, and federally-funded safe routes to school projects. This program is locally administered by the Cowlitz-Wahkiakum Council of Governments that runs grant rounds every three years.

#### 5.7.10 U.S. Fish and Wildlife Service (USFWS)

USFWS may provide technical assistance and administer funding for projects related to water quality improvement through debris and habitat/vegetation management, watershed management and stream bank erosion, and sediment deposition projects. Their Coastal Wetland and North American Wetlands Conservation Act (NAWCA\*) grant programs also provide wildlife habitat acquisition and restoration funding focused on wetlands. Due to complexity of these programs, partnering with an experienced partner is recommended

#### 5.7.11 National Park Service

The National Park Service Rivers, Trails, and Conservation Assistance program supports community-led natural resource conservation and outdoor recreation projects through technical assistance. Conservation and recreation planning professionals partner with community groups, nonprofits, tribes, and state and local governments design trails and parks, conserve and improve access to rivers, protect special places, and create recreation opportunities. They can help define project vision and goals; inventory and map community resources; identify and analyze key issues and opportunities; engage collaborative partners and stakeholders; design community outreach and participation strategies; develop concept plans for trails, parks, and natural areas; set priorities and build consensus; identify funding sources; and develop a sustainable organizational framework to support the project. Applications for assistance are due annually in August.

#### 5.7.12 Private Grants and Foundations

Private corporations and foundations provide money for a wide range of projects, targeted to the organizations' mission. Some foundations do not provide grants to governments, but will often grant to partner organizations. The City is currently working with the South Pacific County Community Foundation to develop a fund that could help finance infrastructure, including recreational facilities.

### 5.8 Future Funding Opportunities

If the City of Long Beach chooses to pursue them in the future, there are several other potential funding sources commonly used by cities to fund parks, trails and natural areas.

#### 5.8.1 Park Impact Fees

Park Impact Fees are fees imposed on new development to pay for capital projects required to accommodate the impacts of development on the City's infrastructure.

#### 5.8.2 Exactions

Costs of necessary public improvements are passed onto designated landowners through the development agreement process.

#### 5.8.3 Park and Recreation Service Area

A type of special tax district that can levy regular property tax up to \$0.60 / 1,000 property value. It is authorized under RCW36.68.400.620, when voter approved by special levy.

## 6. Recreational Capital Improvement Program

Projects and actions that represent new facilities or needed rehabilitation or maintenance recommended either by citizens or by City staff are described in Section 3 of this Plan. Recommended maintenance activities have been referred to the City's Recreation Department for consideration and possible implementation. Table 6.1 comprises an RCIP that reflects the rating and ranking of recommendations for new or rehabilitated facilities; rating and ranking was by City recreational staff and decision-makers, based on their knowledge of the facilities and of City financial resources. The projects or rehabilitation efforts in Table 6.1 are those the City believes can be accomplished within the RCIP's six (6) -year timeline. The table also includes estimates of schedule, cost, and financing sources. It should be noted that these estimates are preliminary, and are likely to change over time as the details of the projects or actions are better understood.

Table 6.2 comprises the recommendations for new or rehabilitated facilities that fall outside the City's 6-year timeline for RCIP implementation, or that would otherwise be addressed or are already funded. Those that fall outside the RCIP timeline may be accomplished in the future.

	Program
lable 6.1	Recreational Capital Improvement

Rec	Recreational Capital Improvement Program	nt Program	
Project Name	Schedule (start/finish)	Estimated Cost (\$1,000)   Sources of Financing	inancing
Ocean Beach			
Install beach safety signage	2018/2020	1-1.5   GF, LT, B&O, G	9
Replace Bolstad restrooms	2018/2019	225-300 GF, LT, B&O, G	9
Install dune directional/safety/raptor poles	2019/2020	15-20   GF, LT, B&O, I	ا' <u>و</u>
Install beach pedestrian access signage	2020/2021	5-8 LT, G	
Splash park	2022/2023	150-200 RCO	
Discovery Trail			
Discovery Trail center line and thermal markings	2019/2020	20-26 GF	
Beards Hollow reroute and trail repair	2019/2020	75-100 GF, LT, G	
Install tree ring monument	2018/2019	8-1.5   GF, LT	
Construct ocean memorial	2023/2024	30-40   LT, G	
Coordinate with County/USFWS on Cross-Peninsula Trail	2018/2024	20-25 GF, I	
Boardwalk			
Boardwalk rebuild	2021/2024	800-1,050   GF, LT, B&O, I	J, G
Culbertson Park			
Culbertson sport field upgrade (scoreboard, dugouts, etc.)	2020/2021	40-52   GF, LT, I, G	
Horseshoe pits	2019/2020	4-5   LT, I, G	
Parking improvements, including ADA-accessible parking	2020/2022	50-70	
ADA-accessible playground equipment	2020/2021	8-10   GF, I, G	
Resurface basketball and tennis courts	2021/2022	15-20 GF, B&O	
Veterans' Field			
Install covered pavilion	2022/2023	50-65   GF, B&O, LT	
Install highway signage	2018/2019	2-3   GF, B&O, LT,	
Pocket Parks			
Fencing and lighting improvements	2020/2021	8-10   GF, B&O, LT	
Rehabilitate 5th Street restrooms	2023/2024	40-52 GF, B&O, LT	
Replace clam carving	2023/2024	8-10   GF, I, G	
Rehabilitate 3rd Street restrooms	2024/2024	25-35   GF, B&O, LT	
Open Space			
Near-ocean horse facility	2023/2024	25-35   GF, LT, I, G	

Key: GF = General Fund LT = Lodging Tax G = Grant B&O = Business and Occupational Tax I = In-kind

Recreation and Open Space Plan, City of Long Beach

Table 6.2
Projects Already Funded, Handled Outside the RCIP, or for Future Consideration

Projects Aiready Funded, Handled Outside the RCIP,	Potential Sources of Financing
Ocean Beach	Fotential Sources of Financing
	LCE LT BLO C
Install bike lockers at beach approaches	GF, LT, B&O, G
Install gear lockers at beach approaches	GF, LT, I, G
Construct a pavilion at Sid Snyder Beach Approach	GF, LT, G
Construct an ocean pier	LT, G
Construct a beach volleyball facility	GF, LT, I
Provide security cameras	GF, LT, B&O, G
Provide additional/improve permanent and festival parking	GF, LT, G
Discovery Trail	OC IT LO
Extend northward	GF, LT, I, G
Construct Cross-Peninsula Trail	GF, LT, I, G
Construct more east-west spurs	GF, LT, I, G
Install more public art	LT, I, G
Install large mammal warning signs at south end	GF, G
Trailhead and trail lighting	GF, LT, I, G
Construct exercise stations	GF, LT, I, G
Install emergency phone boxes	LT, I, G
Boardwalk	
Add observation platforms	GF, LT, I, G
Add viewing telescopes	GF, LT, I, G
Improve lighting	GF, LT, I, G
Add more ramps	GF, LT, I, G
Increase nearby parking	GF, LT, I, G
Culbertson Park	
Add pickleball	GF, B&O, LT, I G
Improve signage	GF, LT, B&O, I
Create a picnic area or more parking near pond	GF, LT, B&O, G
Add net backstop to Field No. 2	GF, LT, B&O
Add badminton	GF, LT, B&O, I
Add night lighting	GF, LT, B&O
Install outfield warning tracks	GF, LT, B&O, I
Install better tot lot equipment	GF, LT, B&O, I, G
Stanley Field	
Add night lighting	GF, LT, B&O
Cover the bleachers	GF, LT
Provide soccer goals	GF, LT, B&O, I
Veterans' Field	950
Remove dog facilities	GF
Improve stage lighting	GF, LT, B&O, G
Improve stage sound system	GF, LT, B&O, G
Provide covered seating	GF, LT, B&O
Add more picnic tables	GF, LT, B&O

9				navionales establicas establicas de la composition della compositi
STATE	Key:	GF = General Fund	LT = Lodging Tax	G = Grant
Contrate and a land		B&O = Business and Occupational Tax	I = In-kind	

## 7. Plan Adoption

This Recreation and Open Space Plan was presented to the Long Beach Planning Commission at its regularly-scheduled meeting of February 13, 2018. The Planning Commission voted to recommend approval of the Plan to the Long Beach City Council. The Plan was presented for adoption to the Long Beach City Council at its regularly scheduled meeting of February 20, 2018. The Council adopted the Plan via Resolution No. 2018-03, included as Appendix D of this Plan.

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## 8. References

Ilwaco, City of, 2014. Pa	rks Trails & Natural Areas Plan. January.
, 2017b. Pop April 1, 2017. Ap	ulation Change and Rank for Cities and Towns, April 1, 2010 to ril.
United States Census But S0101.	reau, 2010 and 2016. American Community Survey. Table
	erican Community Survey Demographic and Housing Estimates r Estimates. Table DP05.
, 2016c. Prof Summary File 1.	file of General Population and Housing Characteristics. Census Table DP-1.
	erican Community Survey Selected Housing Characteristics, 5-012-2016. Table DP04.
Washington State Office and Counties. Ap.	of Financial Management, 2017. Population of Cities, Towns, ril.

## 9. Acknowledgements

Mayor

Jerry Phillips

City Council

Kevin Cline Holli Kemmer

Steven Linhart Tina McGuire Del Murry

City Lead

Ariel Smith, Director of Community Development

Planning

Commission

Curtis Epping
Kathleen Graham

John Nechvatal

William "Bill" Stidham

Thomas Werner

Consultant

Gayle Borchard

Thanks

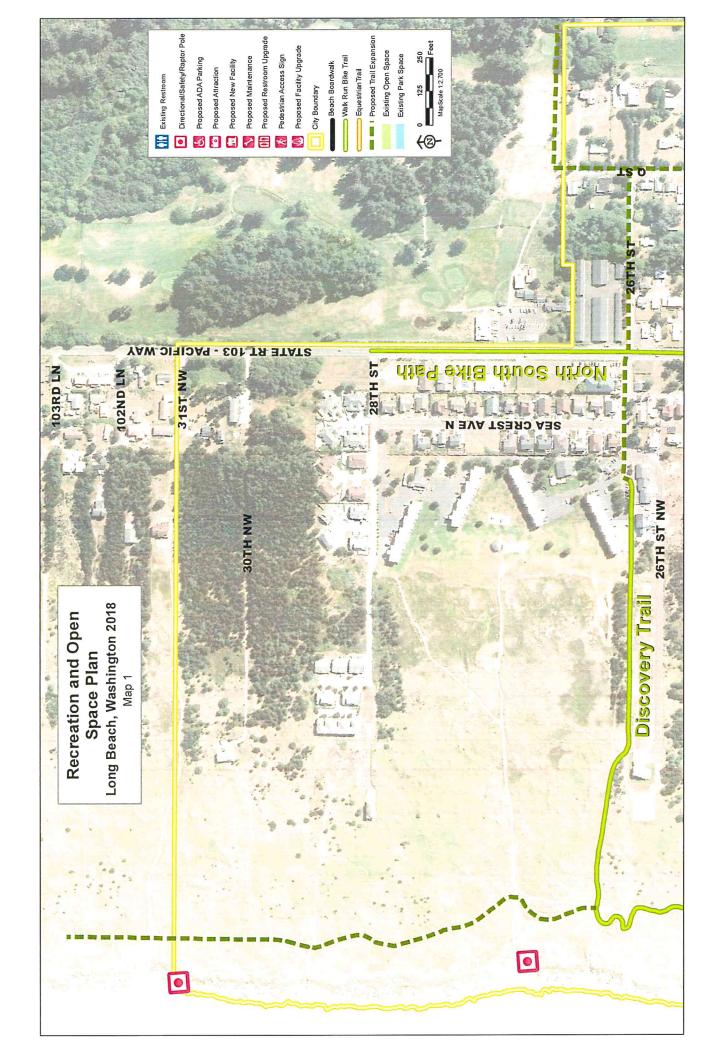
Special thanks to those who took the time and made the effort to participate in the City of Long Beach's recreation planning process. We

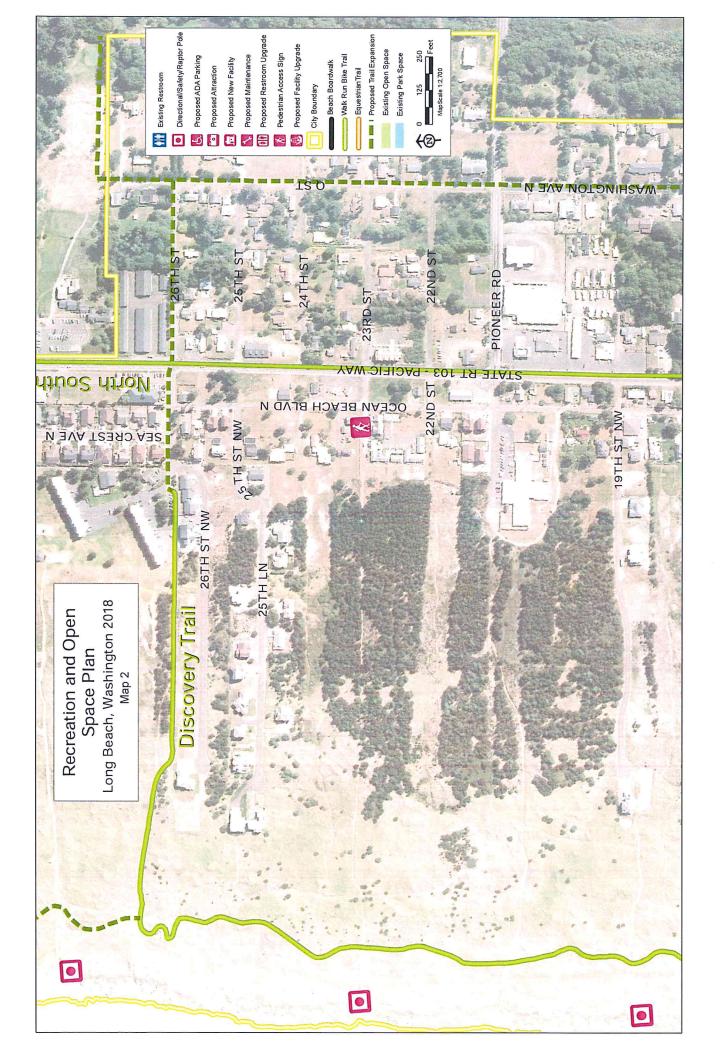
hope you find your input reflected in this Plan.

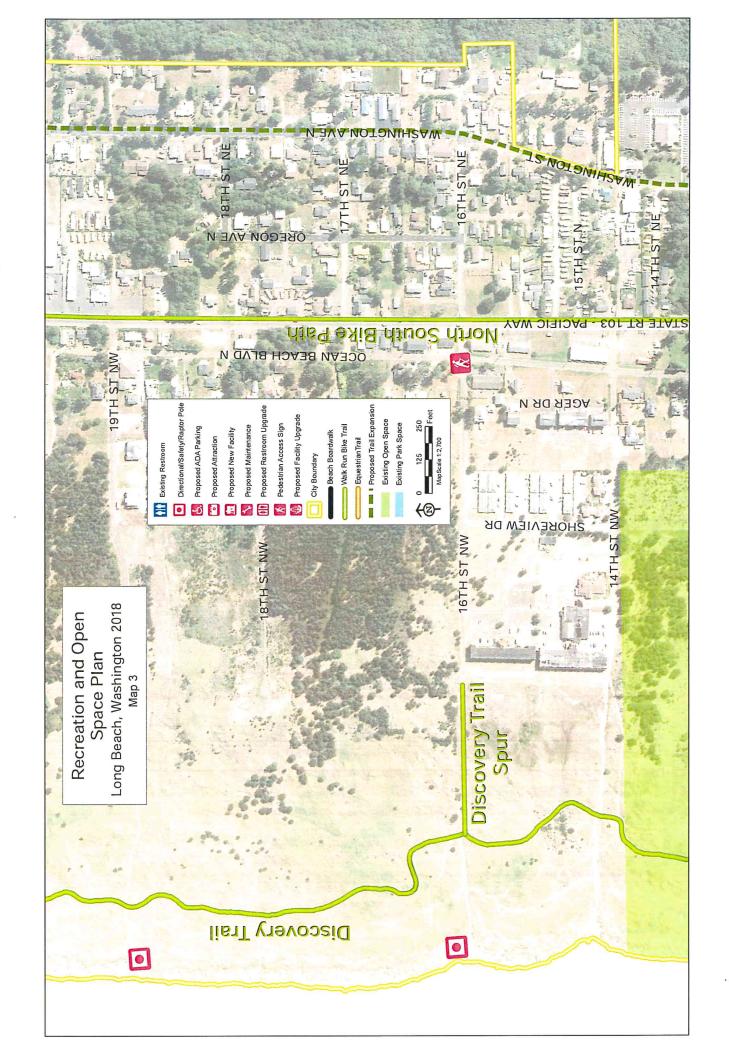
Thanks also to those who have gone before us in the recreational planning process. We reviewed a number of similar plans, and in developing this

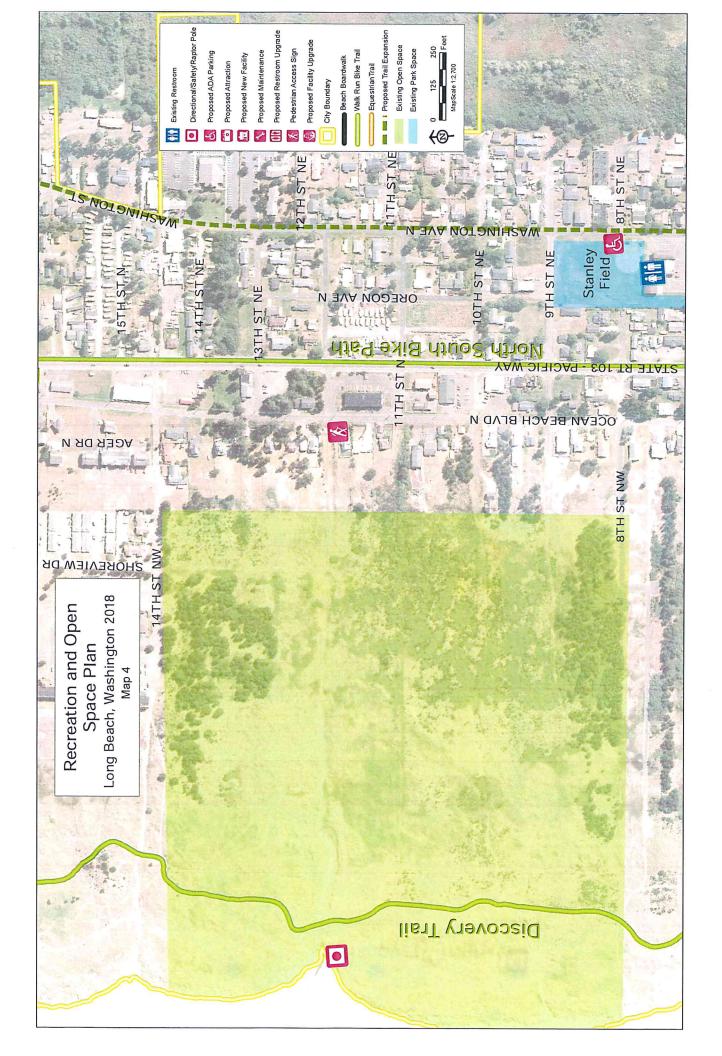
plan have used ideas and methods developed by others.

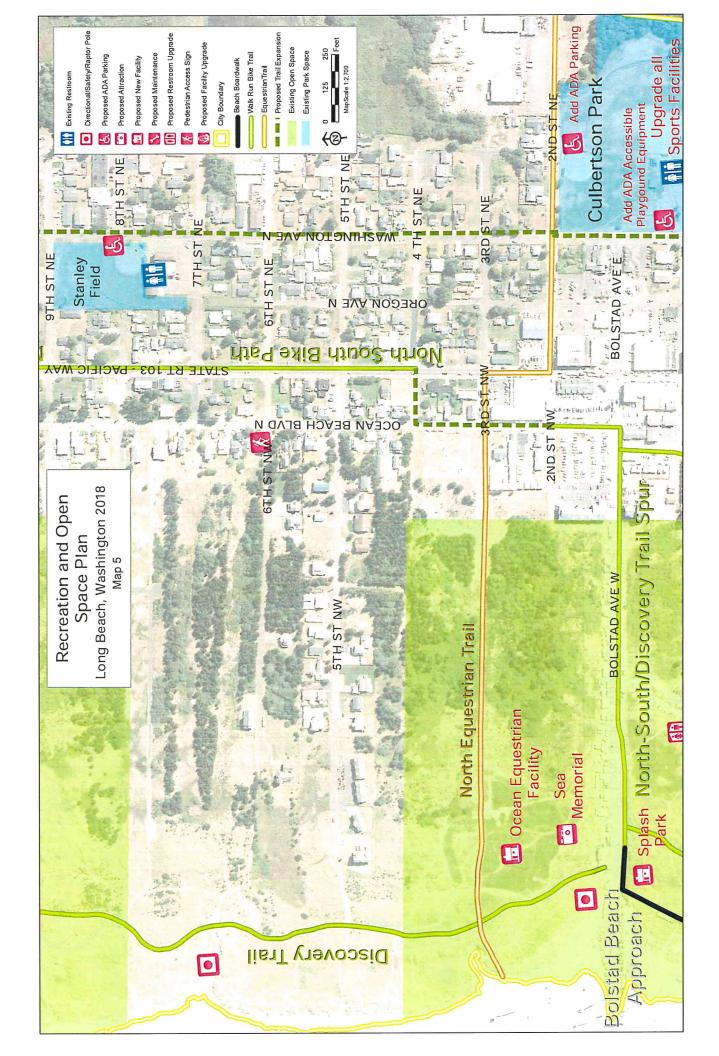
APPENDIX A: Map Set

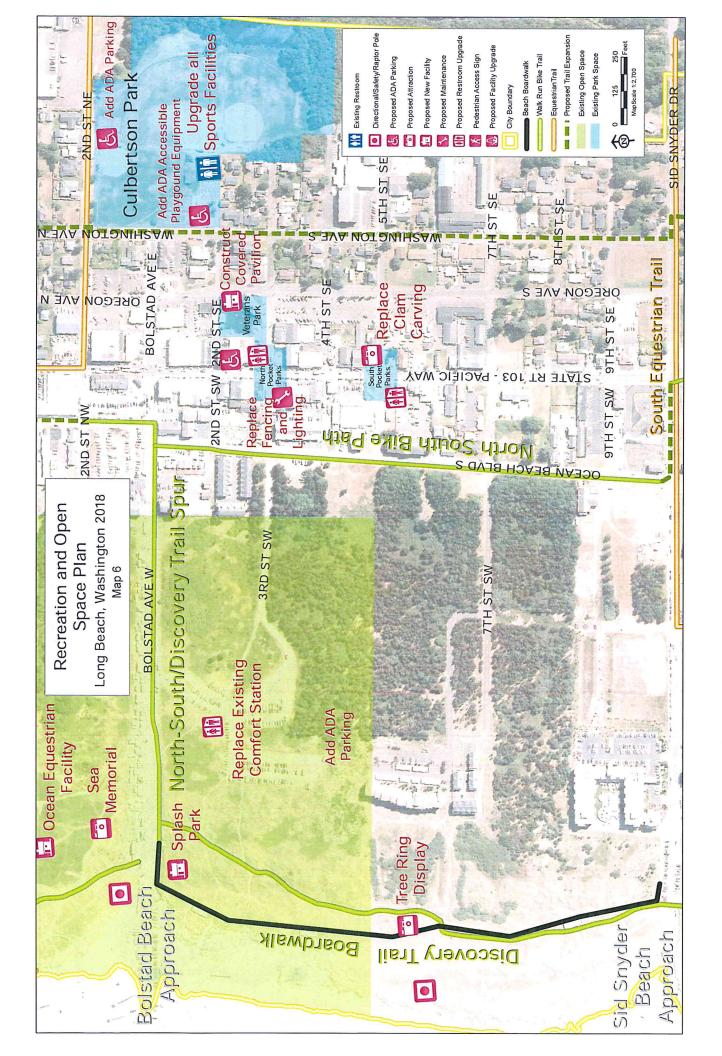


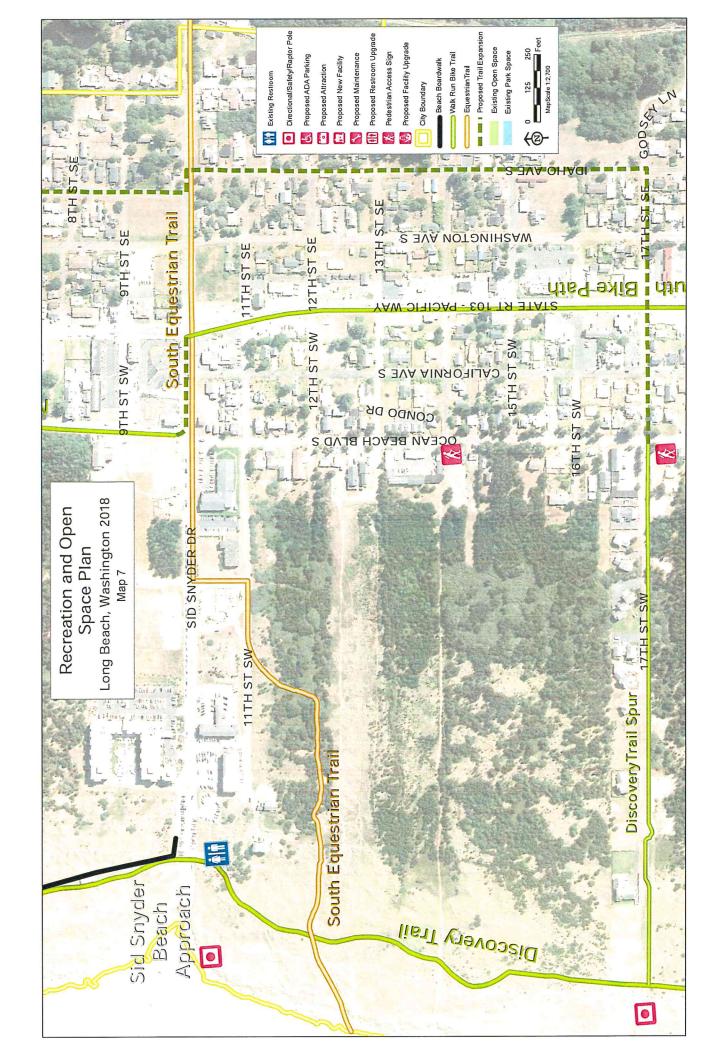


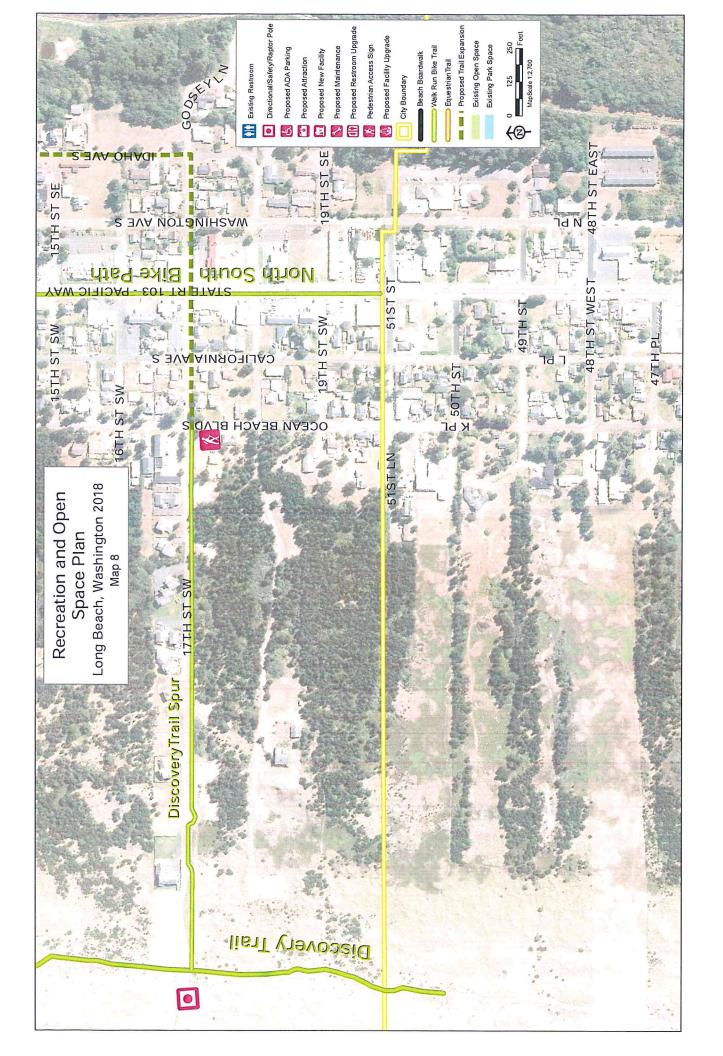












## APPENDIX B: Community Outreach Efforts

Press Release
Advertisement
Recreation Survey/Questionnaire
Attendee List for January 9, 2018 Public Workshop
Attendee list for February 1, 2018 Public Open House

Contact: Ariel Smith Tel: 360.642.4421

Email: asconting long basedon magn

Website: http://www.longbeachwa.gov/

FOR IMMEDIATE RELEASE

### Long Beach Seeks Citizen Input Regarding Recreation

The City of Long Beach is developing a Recreation and Open Space Plan, and intends to adopt it no later than March 1, 2018. The City is seeking community input about how and where citizens recreate in Long Beach. The City also wants to know what citizens think of existing recreation facilities and what new recreational facilities they would like to see in Long Beach.

This Plan will identify needs, prioritize those needs, and present a 6-year capital improvement program to address them. Such a plan is helpful to demonstrate planning and forethought to sources of grant funding.

Citizens are encouraged to participate and provide the City their thoughts in a number of ways. First, there is a survey on the City's website at https://www.nongheach.wagov/yep-

February 1, 2018. Second, there will be two meetings held at Long Beach City Hall, a workshop to take public input on Tuesday, January 9 at 4 pm, and a follow-up open house to present findings on Tuesday, February 1 at 5 pm. Finally, citizens can provide input at regularly-scheduled Planning Commission or City Council meetings prior to February 13.

According to Long Beach Community Director Ariel Smith, the City appreciates the public's effort to participate in this plan, and values community input.

Published in the Chinook Observer, a newspaper of general circulation, on December 20, 2017 and on January 17 and 31, 2018. Also posted at Long Beach City Hall and the Long Bach US Post Office in December 2017 and January/February 2018.

# LONG BEACH RECREATION & OPEN SPACE PLAN TELL US WHAT YOU THINK!

The first of the Community of the second of

The particle of the particle at the Help Entire Asset Clock operation at the curvey.

We need your completed survey no later than <u>Lebruary 1, 2018</u>, You can also tell us what you lidn's at two workshops, which will happen at Long Beach City Hall from <u>4-6 ten on Jameny 9th, 2018</u> and from <u>5-6 one on February 1, 2018.</u>

## City of Long Beach Recreation Survey

Please answer all questions you are comfortable answering. The more information you provide, the better job we can do for you. Thanks for your time end effort.

Please return the survey to:

City of Long Beach Recreation Survey Department of Community Development 115 Bolstad West, PO Box 310 Long Beach, WA 98631

- I. A little bit about you (please circle your answer)
- 1. What is your age?

0-19 years

40-49 years

20-29 years

50-59 years

30-39 years

60+ years

2. What is your gender?

Male

Female

3. Do you have any children under 18 living

with you?

Yes

No

4. Where do you reside?

Ilwaco

Seaview

Long Beach

Chinook

Oysterville

Surfside

Ocean Park

Klipsan

Seattle metro

Portland metro

Vancouver

Longview

Other\_\_\_\_

5. How long have you lived there?

Less than a year

1-5 years

6-10 years

11-20 years

21+ years

II.	How you	play (please	check the	correct boxes	;)
-----	---------	--------------	-----------	---------------	----

<ol><li>How frequently do you participate in the following activities</li></ol>	6.	How frequ	uently do y	you particip	pate in the	following	activities
---	----	-----------	-------------	--------------	-------------	-----------	------------

	Daily	Weekly	Monthly	Few times a year	Never
Nature/wildlife observation/photography					Pro-Pro-Pro-Pro-Pro-Pro-Pro-Pro-Pro-Pro-
Outdoor concerts, festivals, other events					
Walking/jogging					
Hiking/trail running					
Road biking					
Mountain biking					
Kayaking/canoeing/paddle boarding					
Sailing					
Kite flying					
Surfing/windsurfing/kite surfing					
Fishing/crabbing from boat					
Fishing/crabbing from shore				9	
Tennis					
Baseball/softball					
Basketball/Murderball					
Skateboarding					
Football					
Soccer					
Volleyball	,				
Frisbee golf/Ultimate					
Playground (visit/play)					
Swimming					
Camping					
Horseback riding					
Picnicking		and the state of t			
Other:					

<u> </u>	31.
6a.	From the recreational activities listed above, or any others, what are the top 3 activities in Long Beach you would like to see improvements for?
1)	2)
3)	

III. V	Where and	how much	you	play	(please	check the	correct l	ooxes)
--------	-----------	----------	-----	------	---------	-----------	-----------	--------

<ol> <li>How frequently do you or a member of your household use the following recreational facilities</li> </ol>	7.	How frequently do you or a member of	your household use the following	recreational facilities?
---	----	--------------------------------------	----------------------------------	--------------------------

	Daily	Weekly	Monthly	Few times a year	Never
Ocean Beach					
Discovery Trail					
The Boardwalk					
Culbertson Park					
Stanley Field					
Veteran's Field					······································
Skateboard Park					***************************************
Downtown Pocket Parks					
Cape Disappointment State Park					
Other:					

- IV. What you think of area recreation facilities, and how you think they can be made better.
- 8. Rate your satisfaction with the Ocean Beach:

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate
Overall experience					
Parking					e <sup>se</sup>
Restrooms					
Beach approach					
Wind breaks					
Pavilion					
Safety					
Accessibility					
Other:					

8a.	Your suggestions to improve or develop the Ocean Beach:
······	

9.	Rate you	r satisfaction	with the	Discovery	/ Trail
----	----------	----------------	----------	-----------	---------

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate
Overall experience	C on the state of				
Parking	The state of the s				
Signage					
Trail					
Public art					
Connections to other trails					
Safety					
Accessibility	an equa				
Other:					

Ja.	rour suggestions to improve or develop the Discovery Trail:
	the regionalis to improve or develop the bloodyery fruit.
	•

## 10. Rate your satisfaction with the Boardwalk:

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate
Overall experience					
Ocean views					
Directional signage					
Interpretive signage					
Ocean/dune views					
Accessibility					
Other:					

Tua.	Your suggestions to improve or develop the Boardwalk:	

	Excellent	Very good	Satisfactory	Not very good	Totally inadequat
Overall experience			Ī		
Parking					
Signage					
Restrooms					
Baseball fields					
Soccer fields					
Basketball court					
Tennis courts					
Tennis practice court					
Tot lot					
Snack shack					
Picnic area					
Accessibility					
Other:					
1a. Your suggestions to in	nprove or develo	p Culbertson F	Park:		

12	Rate	your:	satisfaction	with	Stanley	Field
----	------	-------	--------------	------	---------	-------

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate
Overall experience					
Parking					
Signage					
Restrooms					
Baseball fields	0.77				
Batting cages					
Soccer fields					
Snack shack					
Accessibility					
Other:					

12a.	Your suggestions to improve or develop Stanley Field:

# 13. Rate your satisfaction with Veteran's Field:

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate
Overall experience					
Parking		Andrija i programa			
Signage					
Restrooms					
Flag plaza					
Stage					
Seating/picnic areas					

Dog facilities			1		
Dog facilities					
Entertainment					
Farmer's market					
Accessibility					
Other:					
13a Your suggestions to in	nprove or deve	elop Veteran's I	Field:		
14. Rate your satisfaction v	vith Skateboar	d Park:			
	Excellent	Very good	Satisfactory	Not very good	Totally inadequate
Overall experience					
Skoto ourface					
Skate surface					1
Parking					
Parking					
Parking Signage					
Parking Signage Restrooms					
Parking Signage Restrooms Hours of operation					
Parking Signage Restrooms Hours of operation Accessibility	prove or develo	op the Skatebo	ard Park:		

15.	Rate	your satisfaction	with the	downtown	Docket	Dorke:
15.	rale '	your saustaction	with the	aowntown	Pocket	Parks:

***************************************		Excellent	Very good	Satisfactory	Not very good	Totally inadequate
Ov	erall experience			10 mg/s		
Pa	rking					
Siç	jnage					
Pu	blic art					
Ga	zebo					
Sq	uirting clam					
Gia	int frying pan					
Lev	wis & Clark Plaza					
Ent	tertainment					
Acc	cessibility		1			1
Oth	ier:	improve or deve	lop the downto	wn Pocket Parks:		
Oth	ier:	improve or deve	lop the downto	wn Pocket Parks:		
Oth	er:Your suggestions to			wn Pocket Parks:		
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Oth	er:Your suggestions to	t you think is mo	ost important.			rcle the most
<b>O</b> th	Your suggestions to  Almost done: What	t you think is mo	ost important.		ng Beach? (Ci	rcle the most
	Your suggestions to  Almost done: What  What recreation oppoimportant two):	t <b>you think is mo</b>	ost important.	nave in or near Lor	ng Beach? (Ci g nature	rcle the most

Other:

17.	Additional comments or recommendations you may have:
***************************************	
Thank	vou!

Jan a, 2018 - Public Workshop

Name

Aviel Siluth

Tina mobile KATE Cox Janes Sagre

Kelly Rygp Beverly amolds CITY OF LONG BEACH
CHY OF LONG BEACH
C. ty of Long Beach
K. Cox Consulting,
For FREDC

Lead To Results LLC
for REP C

leadto Resulfs, LLC Kelly. rup e leadtoresulfs.

bevoarnokly@ leadforesults.com

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the sure color space

Acoxconsoltinge grail con

# FEB 1, 2018 - PUBLIE OPEN HOUSE CITY OF LOWA BEACH RESPECTION 4 Open Space PLAN

NAME	Phone	Email
GARLE BREMAPO	360,580,61050	into empleyedas -
JIM SAJCE	360-875-9330	saycej@pacificedc.og
KATE COX	503-369-772	O keoxeonsoltinge gnail.com
David Glasson	360 692 4421	dglasson@logbadova.gov
Holli Kemmer	53440-9900 h	Kenumanalongbeachiua
Scott RAUDENIS	be	Eachdonis - Gmail. com
Marianne Johnson	n 503-789=3495 v	nhj091954 Qgmail.com

APPENDIX C: Community Input

Survey/Questionnaire Results

#### 1. What is your age? 0-19 years

0-19 years	0	0%
20-29 years	1	3%
30-39 years	4	12%
40-49 years	6	18%
50-59 years	7	21%
60+ years	16	47%
n=	34	

#### 2. What is your gender?

Male	12	35%
Female	22	65%
n=	34	

#### 3. Do you have any children under 18 living with you?

Yes	9	26%
No	25	74%
n=	34	

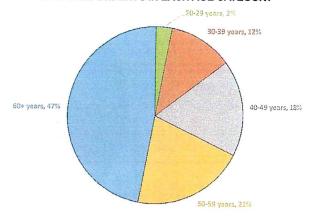
#### 4. Where do you reside?

llwaco	3	9%
Long Beach	18	53%
Ocean Park	2	6%
Seaview	7	21%
Klipsan	3	9%
Longview	1	3%
n=	34	

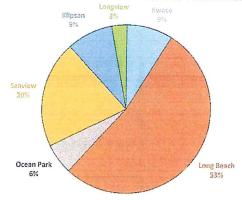
#### 5. How long have you lived there?

2	6%
4	12%
4	12%
12	35%
12	35%
34	
	4 4 12 12

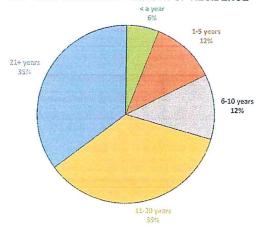
#### % OF RESPONDENTS IN EACH AGE CATEGORY



#### % OF RESPONDENTS BY PLACE OF RESIDENCE



#### % OF RESPONDENTS BY LENGTH OF RESIDENCE

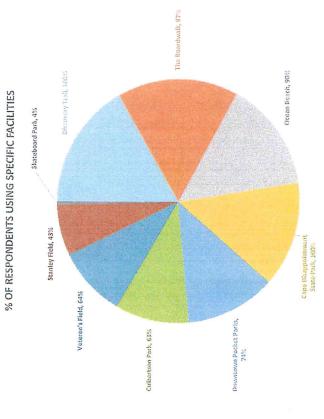


Nature/wildlife observation/photography, 77% Outdoor contents, festivals, other events, 91% % OF RESPONDENTS BY RECREATIONAL ACTIVITIES ACTIVITIES IN WHICH 40% OR MORE OF RESPONDENTS PARTICIPATE Picnicking, 74% Horseback riding, 44% Camping, 69% Kite flying, 50% Pinyground (visit/play), 65% Swimming, 55% Fishing/crabbing from boat, 52% Road biking, 50% % participate Few times a Monthly Other activities mentiond: drone flying, golfing. Outdoor concerts, festivals, other events Nature/wildlife observation/photography Kayaking/canoeing/paddle boarding Surfing/windsurfing/kite surfing Fishing/crabbing from shore Fishing/crabbing from boat Playground (visiUplay) Basketball/Murderball Frisbee golf/Ultimate Hiking/trail running Walking/jogging Horseback riding Baseball/softball Mountain biking Skateboarding Road biking Picnicking Camping Volleyball Kite flying Football Sailing Tennis Soccer

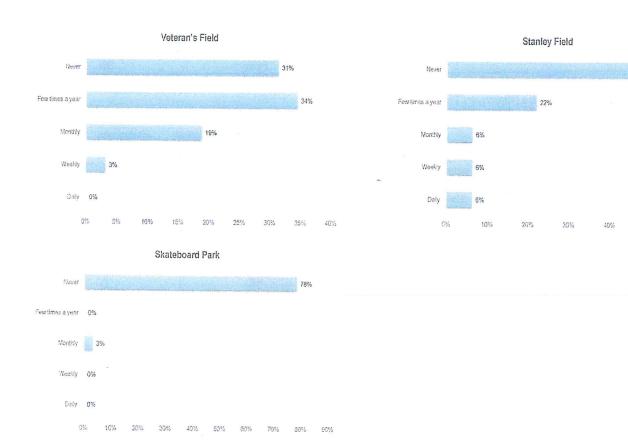
6. How frequently do you participate in the following activities?

7. How frequently do you or a member of your household use the following recreational facilities?

			CONTINUE INTO THE CONTINUE IN	Tool Inches				
			_	Few times a				
	Daily	Weekly	Monthly	year	Never	ii.	n-Never=	esn %
Discovery Trail	5	=	8	80	0	32	32	100%
The Boardwalk	5	10	10	9	-	32	31	97%
Ocean Beach	9	Ξ	7	4	က	31	28	%06
Cape Disappointment State Park	0	-	6	17	0	27	27	100%
Downtown Pocket Parks	0	-	9	16	89	31	23	74%
Culbertson Park	2	S	-	=	E	30	19	63%
Veteran's Field	0	<u>-</u>	9	=	10	28	18	64%
Stanley Field	2	2	2	7	17	30	13	43%
Skateboard Park	0	0	-	0	25	27	-	4%
Other: Dog park	-	0	0	0	0	-	-	100%
Other: golf course	0	0	0	-	0	-	-	100%
=""	21	42	20	81	75	269		







## 8. Rate your satisfaction with the Ocean Beach:

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate	n=
Overall experience	9	15	6	0	0	30
Parking	9	8	9	3	1	30
Restrooms	5	8	_ 11	5	0	29
Beach approach	6	13	10	2	0	31
Wind breaks	5	8	10	5	0	28
Pavilion	7	10	12	0	0	29
Safety	6	11	12	2	0	31
Accessibility	6	11	10	1	0	28
Other:	0	0	0	0	0	0
n=	53	84	80	18	1	236
	22%		92%		8%	

# 9. Rate your satisfaction with the Discovery Trail:

					Totally	
	Excellent	Very good	Satisfactory	Not very good	inadequate	n=
Overall experience	16	14	4	0	0	34
Parking	6	15	9	2	0	32
Signage	10	8	11	5	0	34
Trail	12	14	8	0	0	34
Public art	10	12	8	2	0	32
Connections to other trails	4	6	11	4	1	26
Safety	5	14	10	4	0	33
Accessibility	8	13	10	1	0	32
Other:	0	0	0	0	0	0
n=	71	96	71	18	1	257
	28%		93%		7%	

# 10. Rate your satisfaction with the Boardwalk:

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate	n=
Overall experience	14	16	3	0	0	33
Ocean views	17	14	1	2	0	34
Directional signage	10	13	6	2	0	31
Interpretive signage	10	15	5	1	0	31
Ocean/dune views	17	11	4	2	0	34
Accessibility	16	12	3	2	0	33
Other: Maintenance	0	0	1	0	0	1
n=	84	81	23	9	0	197
	43%		95%		5%	

## 11. Rate your satisfaction with Culbertson Park:

		Excellent	Very good	Satisfactory	Not very good	Totally inadequate	n=
Overall experience		4	9	8	0	0	21
Parking		3	7	7	6	0	23
Signage		3	5	7	5	0	20
Restrooms		3	9	8	1	1	22
Baseball fields		4	7	9	1	0	21
Soccer fields		2	5	6	4	1	18
Basketball court		2	5	8	3	0	18
Tennis courts		2	5	8	3	0	18
Tennis practice court		2	5	7	3	0	17
Tot lot		4	7	10	0	0	21
Snack shack		4	7	7	2	0	20
Picnic area	1	4	8	7	1	0	20
Accessibility		4	8	5	3	0	20
Other:	n=	41	87	97	32	2	259
		16%		87%		13%	

### 12. Rate your satisfaction with Stanley Field:

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate	n=
Overall experience	9	6	4	0	0	19
Parking	8	8	6	0	0	22
Signage	8	7	6	0	0	21
Restrooms	7	3	8	1	0	19
Baseball fields	10	6	3	0	0	19
Batting cages	11	4	3	0	0	18
Soccer fields	8	6	4	0	0	18
Snack shack	11	4	5	0	0	20
Accessibility	10	5	4	0	0	19
Other:	0	0	0	0	0	0
n=	82	49	43	1	0	175
	47%		99%	***************************************	1%	

#### 13. Rate your satisfaction with Veteran's Field:

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate	n=
Overall experience	12	14	4	0	0	30
Parking	8	6	8	8	0	30
Signage	8	6	10	5	0	29
Restrooms	8	4	9	5	1	27
Flag plaza	13	13	4	0	0	30
Stage	13	10	7	0	0	30
Seating/picnic areas	8	9	9	2	0	28
Dog facilities	4	5	8	6	4	27
Entertainment	5	10	11	6	0	32
Farmer's market	10	9	9	7	0	35
Accessibility	9	8	8	5	1	31
Other:	0	0	0	0	0	0
n=	98	94	87	44	6	329
	30%		85%		15%	

# 14. Rate your satisfaction with Skateboard Park:

		Excellent	Very good	Satisfactory	Not very good	Totally inadequate	n=
Overall experience		0	0	2	3	7	12
Skate surface		0	0	2	1	7	10
Parking		0	0	1	2	7	10
Signage		0	0	2	2	7	11
Restrooms		0	0	1	1	8	10
Hours of operation		0	0	2	1	7	10
Accessibility		0	0	1	2	7	10
Other:		0	0	0	0	0	0
	n=	0	0	11	12	50	73
		0%		15%		85%	4.8

# 15. Rate your satisfaction with the downtown Pocket Parks:

	Excellent	Very good	Satisfactory	Not very good	Totally inadequate	n=
Overall experience	12	10	5	1	0	28
Parking	6	7	8	8	0	29
Signage	8	7	13	0	0	28
Public art	4	9	10	0	0	23
Gazebo	12	9	8	0	0	29
Squirting clam	13	9	6	0	. 0	28
Giant frying pan	14	10	2	0	0	26
Lewis & Clark Plaza	13	9	4	0	0	26
Entertainment	10	9	9	2	0	30
Accessibility	12	6	8	0	0	26
Other:	0	0	0	0	0	0
n:	104	85	73	11	0	273
	38%		96%		4%	

# 16. What recreation opportunities are most important to have in or near Long Beach?

Play for children	15	22%
Social gatherings, neighborhood events	15	22%
Exercise fitness, walking	14	20%
Experiencing nature	14	20%
Learning opportunities	5	7%
Playing sports	6	9%
n=	69	

APPENDIX D: Adopting Resolution

Resolution No. 2018-03

#### RESOLUTION NO. 2018-03

# A RESOLUTION OF THE CITY OF LONG BEACH, WASHINGTON ADOPTING THE LONG BEACH RECREATION AND OPEN SPACE PLAN

WHEREAS, recreation is ideal for connecting people and building community, protecting natural resources, and offering places for quiet reflection and experiencing nature; and

WHEREAS, having a healthy system of parks, trails and natural areas contribute to economic development; and

WHEREAS, the Planning Commission developed the Plan through extensive community engagement; and

WHEREAS, adopting the Plan makes the City eligible for State grant funding for a six (6)-year timeframe; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LONG BEACH, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Council hereby adopts the Long Beach Recreation and Open Space Plan.

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

**Section 3.** This resolution, being an exercise of power specifically delegated to the city legislative body, is not subject to referendum and shall take effect five (5) days after passage by the City Council.

PASSED BY THE CITY COUNCIL OF THE CITY OF LONG BEACH, AND SIGNED IN AUTHENTIFICATION OF ITS PASSAGE THIS 19<sup>TH</sup> DAY OF FEBRUARY, 2018.

**ABSENT** 

AYES

NAYS

ATTEST:	Jerry Phillips, Mayo
Helen Bell, City Clerk	

# TAB - D



# CITY COUNCIL AGENDA BILL AB 18-14

**Meeting Date:** 

February 20, 2018

AGENDA ITEM INFORMATION				
SUBJECT:	Originator:			
	Mayor			
Grant Agreement with	City Council			
the WA State Department	City Administrator	DG		
of Commerce	City Attorney			
	City Clerk			
	City Engineer			
	Community Development Director			
	Finance Director			
	Fire Chief			
	Police Chief			
	Streets/Parks/Drainage Supervisor			
COST: \$5,000 Grant Monies	Water/Wastewater Supervisor			
2221. \$5,555 Grant World	Other:			

SUMMARY STATEMENT: This grant is for the organization and planning of the Comprehensive Plan update that will be completed by June of 2020. The City must submit a work plan to the Department of Commerce by June of 2019 outlining the necessary work to be completed in order to be compliant for the 2020 update.

RECOMMENDED ACTION: Authorize the Mayor to enter into a grant agreement with the Washington State Department of Commerce.

		·



## **Interagency Agreement with**

City of Long Beach

through

Washington State Department of Commerce Local Government Division Growth Management Services

For

Growth Management Act Update Grant

Start date:

Date of Execution

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Attachment A, Scope of Work

Attachment B, Budget

#### **FACE SHEET**

Contract Number: 18-63210-069

#### Washington State Department of Commerce Local Government Division Growth Management Services Growth Management Act – Update Grant

1. Contractor		2. Contractor Fina	ancial Representat	ive		
City of Long Beach PO Box 310 Long Beach, WA 98631		Helen Bell Clerk/Treasurer 360.642.4421				
3. Contractor Representati	ve	4. COMMERCE I	Representative			
Ariel Smith Community Development Director 360.642.4421 asmith@longbeachwa.gov		Matt Ojennus Senior Planner 360.725.4047 matthew.ojennus@commerce.wa.gov PO Box 42525 Olympia, WA 98504-2				
5. Contract Amount	6. Funding Source		7. Start Date		8. End Date	
\$5,000	Federal: State: Other	: N/A:	Date of Execution	ı	June 30, 2019	
9. Federal Funds (as applic	rable) Federal Agency:		CFDA Nui	nber		
N/A	N/A		N/A			
10. Tax ID #	11. SWV #	12. UBI #		13. DU	JNS#	
N/A	SWV0018431-00			N/A	N/A	
Assistance with land use planning work, which will contribute towards final completion of the review, and if needed, revision of the comprehensive plan and/or development regulations, required under the Growth Management Act, RCW 36.70A.130.  COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and attachments and have executed this Contract on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract are governed by this Contract and the following other documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" — Scope of Work and Attachment "B" —					nd accept the terms ear referenced above. r documents	
Budget. FOR CONTRACTOR		FOR COMMERCE				
Jerry Phillips, Mayor City of Long Beach  Date		Mark K. Barkley, Assistant Director Local Government Division  Date				
		APPROVED AS T BY ASSISTANT A APPROVAL ON I	ATTORNEY GEN	ERAL		

#### 1. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

#### 2. COMPENSATION

COMMERCE shall pay an amount not to exceed **five thousand dollars (\$5,000)** for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work (Attachment A). Contractor's compensation for services rendered shall be based on Schedule set forth in the Budget (Attachment B).

#### 3. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Contractor upon satisfactory acceptance of each deliverable and receipt of properly completed invoices.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number 18-63210-069. COMMERCE will provide the Contractor with the invoice and instructions for completion.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

Section 2, Advance Payments Prohibited, of the General Terms and Conditions attached hereto, does not apply to this Contract and is hereby deleted in its entirety.

COMMERCE may pay Contractor for costs incurred prior to the start date of this Agreement, if such costs would have been allowable if incurred on or after July 1, 2017. Such costs must be limited to the completion of tasks and deliverables outlined in the Scope of Work (Attachment A).

#### **Duplication of Billed Costs**

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

#### **Disallowed Costs**

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

#### 4. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Grant performed by subcontractors and the portion of Grant funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

#### 5. INSURANCE

The Contractor shall provide insurance coverage as set out in this section. The intent of the required insurance is to protect COMMERCE should there be any claims, suits, actions, costs, damages or expenses arising from any loss, or negligent or intentional act or omission of the Contractor or Subcontractor, or agents of either, while performing under the terms of this Agreement.

The insurance required shall be issued by an insurance company authorized to do business within the state of Washington. Except for Professional Liability or Errors and Omissions Insurance, the insurance shall name the state of Washington, its agents, officers, and employees as additional insureds under the insurance policy. All policies shall be primary to any other valid and collectable insurance. The Contractor shall instruct the insurers to give COMMERCE thirty (30) calendar days advance notice of any insurance cancellation, non-renewal or modification.

The Contractor shall submit to COMMERCE within fifteen (15) calendar days of the Agreement start date, a certificate of insurance which outlines the coverage and limits defined in this insurance section. During the term of the Agreement, the Contractor shall submit renewal certificates not less than thirty (30) calendar days prior to expiration of each policy required under this section.

The Contractor shall provide insurance coverage that shall be maintained in full force and effect during the term of this Agreement, as follows:

Commercial General Liability Insurance Policy. Provide a Commercial General Liability Insurance Policy, including contractual liability, written on an occurrence basis, in adequate quantity to protect against legal liability arising out of Agreement activity but no less than \$1,000,000 per occurrence. Additionally, the Contractor is responsible for ensuring that any Subcontractors provide adequate insurance coverage for the activities arising out of subcontracts.

#### Government Contractors that Participate in a Self-Insurance Program

Self-Insured/Liability Pool or Self-Insured Risk Management Program – With prior approval from COMMERCE, the Contractor may provide the coverage above under a self-insured/liability pool or self-insured risk management program. In order to obtain permission from COMMERCE, the Contractor shall provide: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pool financial reports must comply with Generally Accepted Accounting Principles (GAAP) and adhere to accounting standards promulgated by: 1) Governmental Accounting Standards Board (GASB), 2) Financial Accounting Standards Board (FASB), and 3) the Washington State Auditor's annual instructions for financial reporting. Contractors participating in joint risk pools shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. The state of Washington, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

Contractor shall provide annually to COMMERCE a summary of coverages and a letter of self-insurance, evidencing continued coverage under Contractor's self-insured/liability pool or self-insured risk management program. Such annual summary of coverage and letter of self-insurance will be provided on the anniversary of the start date of this Agreement.

#### 6. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- · Special Terms and Conditions
- General Terms and Conditions
- Attachment A Scope of Work
- Attachment B Budget

#### 1. **DEFINITIONS**

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Department of Commerce.
- C. "Contract" or "Agreement" means the entire written agreement between COMMERCE and the Contractor, including any Exhibits, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- **D.** "Contractor" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.
- F. "State" shall mean the state of Washington.
- **G.** "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

#### 2. ADVANCE PAYMENTS PROHIBITED

No payments in advance of or in anticipation of goods or services to be provided under this Contract shall be made by COMMERCE.

#### 3. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

#### 4. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

# 5. AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, also referred to as the "ADA" 28 CFR Part 35

The Contractor must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

#### 6. ASSIGNMENT

Neither this Contract, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

#### 7. ATTORNEYS' FEES

Unless expressly permitted under another provision of the Contract, in the event of litigation or other action brought to enforce Contract terms, each party agrees to bear its own attorneys' fees and costs.

#### 8. CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

- A. "Confidential Information" as used in this section includes:
  - All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;

- All material produced by the Contractor that is designated as "confidential" by COMMERCE; and
- 3. All personal information in the possession of the Contractor that may not be disclosed under state or federal law. "Personal information" includes but is not limited to information related to a person's name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver's license number and other identifying numbers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.
- C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

#### 9. CONFLICT OF INTEREST

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the COMMERCE may, in its sole discretion, by written notice to the CONTRACTOR terminate this contract if it is found after due notice and examination by COMMERCE that there is a violation of the Ethics in Public Service Act, Chapters 42.52 RCW and 42.23 RCW; or any similar statute involving the CONTRACTOR in the procurement of, or performance under this contract.

Specific restrictions apply to contracting with current or former state employees pursuant to chapter 42.52 of the Revised Code of Washington. The CONTRACTOR and their subcontractor(s) must identify any person employed in any capacity by the state of Washington that worked with the COMMERCE program executing this Contract, including but not limited to formulating or drafting the legislation, participating in grant procurement planning and execution, awarding grants, and monitoring grants, during the 24 month period preceding the start date of this Grant. Identify the individual by name, the agency previously or currently employed by, job title or position held, and separation date. If it is determined by COMMERCE that a conflict of interest exists, the CONTRACTOR may be disqualified from further consideration for the award of a Grant.

In the event this contract is terminated as provided above, COMMERCE shall be entitled to pursue the same remedies against the CONTRACTOR as it could pursue in the event of a breach of the contract by the CONTRACTOR. The rights and remedies of COMMERCE provided for in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law. The existence of facts upon which COMMERCE makes any determination under this clause shall be an issue and may be reviewed as provided in the "Disputes" clause of this contract.

#### 10. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and

interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

#### 11. DISPUTES

Except as otherwise provided in this Contract, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Director of COMMERCE, who may designate a neutral person to decide the dispute.

The request for a dispute hearing must:

- be in writing;
- state the disputed issues;
- state the relative positions of the parties;
- · state the Contractor's name, address, and Contract number; and
- be mailed to the Director and the other party's (respondent's) Contract Representative within three (3) working days after the parties agree that they cannot resolve the dispute.

The respondent shall send a written answer to the requestor's statement to both the Director or the Director's designee and the requestor within five (5) working days.

The Director or designee shall review the written statements and reply in writing to both parties within ten (10) working days. The Director or designee may extend this period if necessary by notifying the parties.

The decision shall not be admissible in any succeeding judicial or quasi-judicial proceeding.

The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

Nothing in this Contract shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution (ADR) method in addition to the dispute hearing procedure outlined above.

#### 12. DUPLICATE PAYMENT

COMMERCE shall not pay the Contractor, if the Contractor has charged or will charge the State of Washington or any other party under any other contract or agreement, for the same services or expenses.

#### 13. GOVERNING LAW AND VENUE

This Contract 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.

#### 14. INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the state of Washington, COMMERCE, agencies of the state and all officials, agents and employees of the state, from and against, all claims for injuries or death arising out of or resulting from the performance of the contract. "Claim" as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or the destruction of tangible property including loss of use resulting therefrom.

The Contractor's obligation to indemnify, defend, and hold harmless includes any claim by Contractor's agents, employees, representatives, or any subcontractor or its employees.

The Contractor expressly agrees to indemnify, defend, and hold harmless the State for any claim arising out of or incident to the Contractor's or any Subcontractor's performance or failure to perform the contract. The Contractor's obligation to indemnify, defend, and hold harmless the State shall not be eliminated or reduced by any actual or alleged concurrent negligence of State or its agents, agencies, employees and officials.

The Contractor waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the state and its agencies, officers, agents or employees.

#### 15. INDEPENDENT CAPACITY OF THE CONTRACTOR

The parties intend that an independent contractor relationship will be created by this Contract. The Contractor and its employees or agents performing under this Contract are not employees or agents of the state of Washington or COMMERCE. The Contractor will not hold itself out as or claim to be an officer or employee of COMMERCE or of the state of Washington by reason hereof, nor will the Contractor make any claim of right, privilege or benefit which would accrue to such officer or employee under law. Conduct and control of the work will be solely with the Contractor.

#### 16. INDUSTRIAL INSURANCE COVERAGE

The Contractor shall comply with all applicable provisions of Title 51 RCW, Industrial Insurance. If the Contractor fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, COMMERCE may collect from the Contractor the full amount payable to the Industrial Insurance Accident Fund. COMMERCE may deduct the amount owed by the Contractor to the accident fund from the amount payable to the Contractor by COMMERCE under this Contract, and transmit the deducted amount to the Department of Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the Contractor.

#### **17. LAWS**

The Contractor shall comply with all applicable laws, ordinances, codes, regulations and policies of local, state, and federal governments, as now or hereafter amended.

#### 18. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

#### 19. LIMITATION OF AUTHORITY

Only the Authorized Representative or the Authorized Representative's delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Contract. Furthermore, any alteration,

amendment, modification, or waiver or any clause or condition of this contract is not effective or binding unless made in writing and signed by the Agent

#### 20. NONCOMPLIANCE WITH NONDISCRIMINATION LAWS

During the performance of this Contract, the Contractor shall comply with all federal, state, and local nondiscrimination laws, regulations and policies. In the event of the Contractor's non-compliance or refusal to comply with any nondiscrimination law, regulation or policy, this Contract may be rescinded, canceled or terminated in whole or in part, and the Contractor may be declared ineligible for further contracts with COMMERCE. The Contractor shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein.

#### 21. PAY EQUITY

The Contractor agrees to ensure that "similarly employed" individuals in its workforce are compensated as equals, consistent with the following:

- Employees are "similarly employed" if the individuals work for the same employer, the
  performance of the job requires comparable skill, effort, and responsibility, and the jobs are
  performed under similar working conditions. Job titles alone are not determinative of whether
  employees are similarly employed;
- b. Contractor may allow differentials in compensation for its workers if the differentials are based in good faith and on any of the following:
  - (i) A seniority system; a merit system; a system that measures earnings by quantity or quality of production; a bona fide job-related factor or factors; or a bona fide regional difference in compensation levels.
  - (ii) A bona fide job-related factor or factors may include, but not be limited to, education, training, or experience that is: Consistent with business necessity; not based on or derived from a gender-based differential; and accounts for the entire differential.
  - (iii) A bona fide regional difference in compensation level must be: Consistent with business necessity; not based on or derived from a gender-based differential; and account for the entire differential.

This Contract may be terminated by the Department, if the Department or the Department of Enterprise services determines that the Contractor is not in compliance with this provision.

#### 22. POLITICAL ACTIVITIES

Political activity of Contractor employees and officers are limited by the State Campaign Finances and Lobbying provisions of Chapter 42.17A RCW and the Federal Hatch Act, 5 USC 1501 - 1508.

No funds may be used for working for or against ballot measures or for or against the candidacy of any person for public office.

#### 23. PUBLICITY

The Contractor agrees not to publish or use any advertising or publicity materials in which the state of Washington or COMMERCE's name is mentioned, or language used from which the connection with the state of Washington's or COMMERCE's name may reasonably be inferred or implied, without the prior written consent of COMMERCE.

#### 24. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

#### 25. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

#### 26. RIGHT OF INSPECTION

The Contractor shall provide right of access to its facilities to COMMERCE, or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this contract.

#### 27. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

#### 28. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

#### 29. SITE SECURITY

While on COMMERCE premises, the Contractor, its agents, employees, or subcontractors shall conform in all respects with physical, fire or other security policies or regulations.

#### 30. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

# GENERAL TERMS AND CONDITIONS INTERAGENCY AGREEMENT STATE FUNDS

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

## 31. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

# 32. TAXES

All payments accrued on account of payroll taxes, unemployment contributions, the Contractor's income or gross receipts, any other taxes, insurance or expenses for the Contractor or its staff shall be the sole responsibility of the Contractor.

# 33. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

# 34. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

# 35. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

# GENERAL TERMS AND CONDITIONS INTERAGENCY AGREEMENT STATE FUNDS

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- 1. Stop work under the contract on the date, and to the extent specified, in the notice;
- 2. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- 4. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- 5. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- 6. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- 7. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which the Authorized Representative has or may acquire an interest.

# 36. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.
- C. If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract
  - All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

# 37. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

# Scope of Work

<u>Purpose</u>: To provide the Contractor with grant assistance for the review and update of the comprehensive plan and development regulations to meet the mandated update requirements of the Growth Management Act (GMA), RCW 36.70A.130.

**Task 1:** Complete a work plan and schedule for GMA periodic review and update planning work to be finished by June 30, 2019.

<u>Deliverable</u>: Written work plan summarizing the work scheduled for meeting the statutory deadline to review and, if needed, revise the comprehensive plan and development regulations under RCW 36.70A.130(5). At a minimum, this work plan will summarize the following:

- 1. A summary of the work that will be completed toward the GMA periodic review and update requirement under RCW 36.70A.130(5). This summary will include, but is not limited to:
  - a. The remaining steps needed for review of the comprehensive plan for consistency with state law;
  - b. The remaining steps needed for review of the development regulations for consistency with state law;
  - c. The remaining steps for review of the development regulations for consistency with the comprehensive plan.
- 2. A timeline showing the work to be completed by June 30, 2019, under this contract; and
- 3. If applicable, a summary of work that will remain to be completed for the comprehensive plan and development regulations after June 30, 2020, including a schedule for completion of the entire update process.
- 4. <u>Completion of the Commerce / GMA Periodic Update checklist (applicable sections).</u>
- 5. <u>If applicable, a written declaration or notification from the Contractor outlining whether it will be taking the 2-year deadline extension to complete the update work by June 30, 2020.</u>

<u>Progress Reports</u>: Due quarterly: April 30, 2018; June 30, 2018, September 30, 2018; December 31, 2018; March 31, 2019; and June 30, 2019, or until final deliverables are complete.

**Task 2:** Complete the work scheduled and summarized under Task 1, related to the required review and update of the comprehensive plan and development regulations, including the critical areas regulations.

<u>Deliverable</u>: Submit the final draft comprehensive plan and/or development regulations work products that were scheduled and summarized under Task 1, which apply towards the GMA periodic review and update requirement.

Closeout Report: Final progress report and summary of work completed.

**<u>Due Date</u>**: June 30, 2019

# Budget

Task Description	Task Cost
Work Plan deliverables.	\$4,500
Final draft amendment(s) completing the GMA review and update process.	\$500
Total Grant Award	\$5,000

# TAB - E



# CITY COUNCIL AGENDA BILL

AB 18-15

Meeting Date:

February 20, 2018

AGENDA ITEM INFORMATION		
SUBJECT: Ordinance		Originator:
	Mayor	
950, adjusting farmer's	City Council	
market business license	City Administrator	DG
fees	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	
	Finance Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
COST: N/A	Water/Wastewater Supervisor	
	Other:	
SUMMARY STATEMENT: This ordinance reflects a business licenses price		

RECOMMENDED ACTION: Adopt Ordinance 950.

increase due to costs of goods and entertainment costs rising.

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# ORDINANCE No. 950

# AN ORDINANCE OF THE CITY OF LONG BEACH, WASHINGTON TO AMEND A PORTION OF CITY OF LONG BEACH CODE, TITLE 4 BUSINESS AND LICENSE REGULATIONS; CHAPTER 1, SECTION 4-1-3, SUB-SECTION F.

Whereas, there is a need to modify the business license fee for the addition of a City sponsored farmer's market, and

Whereas, the City of Long Beach wishes to make a fee that attracts the fullest suite of the best vendors, and

Whereas, the City of Long Beach believes these vendors are not taking money out of the area, but are rather vendors who have invested in the region and will continue to invest for generations to come,

Now THEREFORE, be it ordained by the City Council of the City of Long Beach, Washington, to AMENDED the business license fee as follows:

# Section 1. Business License fees amended with additions:

## 4-1-3: BUSINESS LICENSE FEES:

- A. Permanently Located Businesses: The annual business fee for operating any business at one location shall be one hundred twenty-five dollars (\$125.00).
- B. Delivery Services: Delivery services shall be fifty dollars (\$50.00) annually.

# C. Itinerant Vendors:

- 1. Itinerant vendor's fee shall be two hundred fifty dollars (\$250.00) per festival or special event approved by the city council; or fifty dollars (\$50.00) each day.
- 2. The itinerant vendor business license fee shall be ten dollars (\$10.00) per day for all groups during the off-season for special events approved by the city council.
- D. Not For Profit Groups: For groups identified in subsection <u>4-1-4A</u> of this chapter, the itinerant vendors fee shall be ten dollars (\$10.00) per day, with the exception of the International Kite Festival, during which the fee shall be as described in subsection C of this section.

E. Monthly Rentals: The fee for monthly rentals, commercial or residential, shall be as follows:

1 unit	\$ 20 .00
2 - 5 units	40 .00
6 units and up	100 .00

F. City sponsored Farmer's Market business license fee is one hundred and fifty dollars (\$150) per year or twenty dollars (\$20) per day paid directly to the City of Long Beach.

# . Section 2. Effective Date

<u>Effective Date</u>. This Ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

# Section 3. Adoption Date

ADOPTED by the City Council of the City of Long Beach, Pacific County, Washington at a regular open public meeting held the 20<sup>th</sup> day of February, 2018.

AYES	NAYS	ABSENT	ABSTENTIONS
Jerry Phillips,	Mayor		
ATTEST:			
Helen Bell, Ci	ty Clerk		

# TAB-F



# CITY COUNCIL AGENDA BILL

AB 18-16

**Meeting Date:** 

February 20, 2018

AGENDA ITEM INFORMATION		
SUBJECT: Agreement for Purchase of Lands – Riekkola Property	Mayor City Council City Administrator City Attorney City Clerk/Treasurer City Engineer Community Development Director Events Coordinator Fire Chief Police Chief Streets/Parks/Drainage Supervisor	Originator:  DG
<b>COST</b> : Payment of \$33,400	Water/Wastewater Supervisor	

**SUMMARY STATEMENT**: The US Fish and Wildlife Service has approached the City to purchase the lands within the Willapa National Wildlife Refuge consisting of 16.7 acres. See attached maps and documentation.

RECOMMENDED ACTION: Authorize the Mayor to sign the purchase agreement.



# United States Department of the Interior



# FISH AND WILDLIFE SERVICE 911 NE 11<sup>th</sup> Avenue Portland, Oregon 97232-4181

In Reply Refer To: FWS/NWRS/LNDS

DEC 0 8 2017

LA- Washington Willapa National Wildlife Refuge CITY OF LONG BEACH (7)

City of Long Beach Attn: David Glasson P.O. Box 310 Long Beach, WA 98631

Dear Mr. David Glasson:

As you requested, the U. S. Fish and Wildlife Service (FWS) obtained a fair market value appraisal (FMV) and corresponding FMV "just compensation" amount for your consideration. This FMV is the basis for the FWS Agreement to purchase your property consisting of approximately 16.7 acres located within the boundary of Willapa National Wildlife Refuge (Willapa NWR). Below is a brief description of documents we have enclosed related to the proposed acquisition:

- 1. <u>Statement of Just Compensation</u> This statement sets out the basis of our offer. The total amount of our offer is \$33,400.00.
- 2. <u>Agreement for the Purchase of Lands (Agreement)</u> Enclosed is an original and copy of the Agreement. If you find it acceptable, please date the Agreement as provided on Page 1, sign on **Page 4** as your names appear, and return the signed original Agreement to me. The copy is for your files.
- 3. <u>Landowner's Certificate</u> This certificate pertains to any knowledge you might have regarding contaminants or unrecorded rights. Please read, sign, date, and return the original to me.
- 4. <u>Relocation Assistance Information</u> A brochure can be found at the following website: https://www.fhwa.dot.gov/real\_estate/publications/rights/yourrights.pdf. This brochure describes the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act (Public Law 91-646). This is the act that authorizes us to pay eligible costs incidental to the transfer of title and eligible costs associated with moving personal property. The regulations for the Public Law 91-646 can be found at: https://www.gpo.gov/fdsys/pkg/FR-2005-01-04/pdf/05-6.pdf.

5. <u>Title Commitment</u> – This is a copy of the Commitment for Title Insurance, issued by Pacific County Title Company as an Agency for Old Republic National Title Insurance Company. This is being attached for your reference and as reference to the legal description for the property.

Please review the enclosed material. If you have any questions or want additional information, please feel free to call me on our toll free line at 1-800-662-8933 or my direct line at 503-231-6213. Thank you again for your continuing cooperation.

Sincerely,

Charles Parrott Realty Specialist

Enclosures

cc w/o enclosure: Project Leader, Willapa NWR

# UNITED STATES DEPARTMENT OF THE INTERIOR U.S. FISH AND WILDLIFE SERVICE

# AGREEMENT FOR THE PURCHASE OF LANDS

THIS AGREEMENT, made and entered into this	day of	, 20	, by and
between City of Long Beach, a municipal corporation	on, hereinafter sty	led the vendor, for	itself, its
heirs, executors, administrators, successors, and assi	igns, and the UNI	TED STATES OF	,
AMERICA acting by and through the Secretary of t	he Interior or his a	authorized represe	ntative,

### WITNESS TO:

1. In consideration of One Dollar (\$1.00) in hand paid by the United States, the receipt of which is hereby acknowledged, the vendor agrees to sell to the United States certain lands upon the terms and conditions hereinafter set forth, and for the price of \$33,400.00 total for all of the lands and other interests, which lands shall include all tenements, hereditaments, together with all water and other rights, easements, and appurtenances thereunto belonging, owned by them, situate and lying in the County of Pacific, State of Washington, containing 16.68 acres, more or less, and described as follows:

Parcels 1, 2 and 3 as legally described in Exhibit "A", attached herein, all in Section 12, Township 10 North, Range 11 West, W.M., Pacific County, Washington;

2. The vendor agrees that it has full right, power, and authority to convey, and that it will convey to the United States the fee simple title thereto clear, free and unencumbered, except subject to the following easements or reservations:

## All easements and reservations of record.

- 3. The vendor further agrees not to do, or suffer others to do, any act by which the value or title to said lands may be diminished or encumbered. It is further agreed that any loss or damage occurring prior to the vesting of satisfactory title in the United States of America by reason of the unauthorized cutting or removal of products there from, or because of fire, shall be borne by the vendor; and that, in the event any such loss or damage occurs, the United States may refuse, without liability, to accept conveyance of said lands, or it may elect to accept conveyance upon an equitable adjustment of the purchase price.
- 4. The vendor further agrees that during the period covered by this instrument, officers and accredited agents of the United States shall have at all proper times the unrestricted right and

LA - Washington Willapa NWR City of Long Beach (7,R) privilege to enter upon said lands for all proper and lawful purposes, including examination of said lands and the resources upon them.

- 5. The vendor will execute and deliver into escrow upon demand of the proper officials and agents of the United States, and without payment or the tender of the purchase price, a good and sufficient general warranty deed conveying to the United States safe title to said lands, improvements, and other interests of such character as to be satisfactory to the Attorney General of the United States, and said deed shall provide that the use, occupation, and operation of the rights-of-way, easements, and reservations retained therein, shall be subordinate to and subject to such rules and regulations as may be prescribed by the Secretary of the Interior governing the use, occupation, protection and administration of areas under and in compliance with the Fish and Wildlife Act of 1956 (16 U.S.C. 742a-742j), as amended.
- 6. In consideration whereof the United States of America agrees that it will purchase all of said lands, improvements, and other interests at the price of \$33,400.00 total, the final acreage to be ascertained by a survey to be made at the option and expense of the United States after reasonable notice to the vendor, and according to standard methods and procedures, or by recourse to the records of the Bureau of Land Management, or by both; and it further agrees that, after the preparation, execution, delivery, and recordation of the deed at no cost to the vendor, and after the Attorney General shall have approved the title thus vested in the United States, it will cause to be paid to the vendor the purchase price by an electronic funds transfer that will be sent directly to an escrow account to be disbursed by Pacific County Title Company in South Bend, Washington, or other contracted escrow agent, who has the authority to act as an authorized agent of the United States Government for the purposes of closing this transaction. The expenses of the vendor for recording fees, revenue stamps, transfer taxes, and similar expenses incidental to the conveyance of its property; and any amount paid as a penalty cost for prepayment of any pre-existing recorded mortgage entered into in good faith, encumbering such real property; as well as the pro rata share of the prepaid real property taxes allocable to the period subsequent to the vesting of title in the United States, or the effective date of possession of such real property by the same, whichever is earlier; shall be subject to reimbursement as provided in Section 303 of the Act of January 2, 1971, (P.L. 91-646). Full possession and use of the premises shall pass to the United States as of the date payment is made to the vendor subject only to the reservations stated in section 2 above.
- 7. It is understood and agreed that if the Secretary of the Interior determines that the title to said lands or any part thereof should be acquired by the United States by judicial proceedings, either to procure a safe title, or when it is in the public interest, to take immediate possession, or for any other reason, then the compensation to be claimed by the owners and the award to be made for said lands in said proceedings shall be upon the basis of the purchase price herein provided.

- 8. It is mutually agreed that an abstract, certificate of title, or other evidence of title to the property herein contracted to be sold, satisfactory to the Attorney General, will be obtained by the United States at its expense.
- 9. It is mutually understood and agreed that this contract shall not be assigned in whole or in part without the consent in writing of the United States.
- 10. It is further mutually agreed that no Member of or Delegate to Congress, or Resident Commissioner, shall be admitted to any share or part of this contract or agreement, or to any benefit to arise thereupon. Nothing, however, herein contained shall be construed to extend to any incorporated company, where such contract or agreement is made for the general benefit of such incorporation or company.
- 11. It shall be the obligation of the vendor to pay, through the calendar year, all taxes outstanding as liens at the date title vests of record in the United States, whether or not such taxes and assessments are then due and payable.
- 12. It is mutually understood and agreed that notice of acceptance of this agreement shall be mailed to the vendor at the following address:

City of Long Beach Attn: David Glasson P.O. Box 310 Long Beach, WA 98631

and shall be effective upon the date of mailing and shall be binding upon the vendor, except as such obligations may be affected by the provisions of paragraph 6 hereof.

IN WITNESS WHEREOF, the vendor has hereunto signed his name and affixed his seal on the day first above written, with the understanding that this agreement for purchase cannot be executed by the Secretary of the Interior or his authorized representative until after it is reported to him for his consideration, and therefore the vendor for and in consideration of the \$1.00 herein above acknowledged as received, have and do hereby grant unto the United States of America by and through the Secretary of the Interior or his authorized representative, or any other officer or agency of the United States authorized to purchase said lands, the option and right to enter into this Agreement for Purchase within Nine (9) months from the execution thereof by the vendor, and to purchase said lands as herein provided.

# CITY OF LONG BEACH, A MUNICIPAL CORPORATION

By: Nam Its:	e:
resentative has executed this ag of, 20 A subject to:  An approved, final, Pr	(Secretary), acting by and through the Secretary's authorized represent on behalf of the United States of America this day acceptance of this Agreement by the Fish and Wildlife Service is re-Acquisition Contaminant Survey documenting the land to all condition acceptable to the U.S. Fish and Wildlife Service
	IE UNITED STATES OF AMERICA
Ву	: Senior Realty Officer

LA - Washington Willapa NWR City of Long Beach (7.R) U.S. FISH AND WILDLIFE SERVICE

# Exhibit A The City of Long Beach Tract (7,R)

The following described tract is located approximately 3 miles northeast of the city of Long Beach in unincorporated Pacific County, Washington, and is all of that tract conveyed to the Town of Long Beach from Archie Riekkola by Statutory Warranty Deed dated September 5, 1978 and recorded September 12, 1978 in Book 7809 Page 305, records of said Pacific County:

# Parcel 1

That portion of Government Lot 3, section 12 Township 10 North Range 11 West of the Willamette Meridian, Pacific County, Washington described as follows:

Beginning at the northeast corner of said Lot 3;

thence, North 88°02'58" West 329.34 feet to a 1-1/4 inch iron pipe set by the U.S. Fish and Wildlife Service on an angle point in the easterly boundary of that parcel conveyed to the United States of America by that Judgement Fixing Just Compensation in Civil Case No. 2442 in the U.S. District Court for the Western District of Washington dated August 24, 1960;

thence, along the easterly boundary of said United States tract North 88°02'58" West 329.34 feet to a 1-1/4 inch iron pipe set by the U.S. Fish and Wildlife Service on an angle point in said easterly boundary;

thence, along said easterly boundary, South 00°45'00" West 445.10 feet to the centerline of an existing access road;

thence, along the centerline of said access road the following eight courses:

South 76°58'04" East 16.59 feet;	North 72°11'56" East 170.56 feet;
North 62°38'56" East 101.72 feet;	South 87°46'19" East 48.00 feet;
South 69°19'36" East 52.29 feet;	South 72°39'33" East 66.18 feet;
South 77°31'36" East 67.71 feet;	and North 86°04'26" East 164.58 feet to the
	east line of said Lot 3;

thence, along the east line of said Lot 3, North 00°45'00" East 370.94 feet to the point of beginning.

## Parcel 2

That portion of the south 520 feet of Government Lot 2, section 12, Township 10 North, Range 11 West of the Willamette Meridian, Pacific County, Washington, lying east of the following

LA - Washington Willapa NWR City of Long Beach (7,R) described line:

Beginning at a point on the north line of said Lot 2 from which the northeast corner bears South 88°13' East 328.68 feet (record 4.98 chains), said point being on the easterly boundary of that parcel conveyed to the United States of America by that Judgement Fixing Just Compensation in Civil Case No. 2442 in the U.S. District Court for the Western District of Washington dated August 24, 1960;

thence, along the easterly boundary of said United States tract, South 00°42' West 1330.56 feet (record 20.16 chains) to the South line of said Lot 2, from which point the Southeast corner of said Lot bears South 88° 03' East 330.00 feet (record 5.00 chains), and there terminating.

# Parcel 3

That portion of the E1/2SW1/4 section 12 Township 10 North Range 11 West of the Willamette Meridian, Pacific County, Washington described as follows:

Beginning at the northwest corner of the SE1/4SW1/4 said section 12;

thence, along the west line of said SE1/4SW1/4, South 00°45'00" West 247.50 feet;

thence South 89°15'06" East 181.50 feet;

thence North 60°45'00" East 957.00;

thence North 00°45'05" East 102.96 feet;

thence South 81°15'01" West 1024.33 feet to the west line of the NE1/4SW1/4 of said section 12;

thence, along the west line of said NE1/4SW1/4, South 00°45'00" West 164.90 feet to the Point of Beginning.

The above-described three parcels aggregate 16.70 acres, more or less

TOGETHER WITH the Grantor's right of access over the existing road running along the south boundary of above-described Parcel 1.

LA - Washington Willapa NWR City of Long Beach (7.R)



# TAB - G



# CITY COUNCIL AGENDA BILL

**AB 18-17** 

Meeting Date: February 20, 2018

AG	ENDA ITEM INFORMATION	
SUBJECT: Federal Lands		Originator:
Access Program Match	Mayor	
	City Council	
Agreement	City Administrator	DG
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	Tourism and Events Coordinator	
COST: \$2 250	Water/Wastewater Supervisor	
Ψ2,200	Other:	
<b>COST</b> : \$2,250	Water/Wastewater Supervisor	

**SUMMARY STATEMENT:** The city is working with US Fish and Wildlife to design the "Cross Peninsula" trail that would start at Discovery Trail and end at the Bay. This agreement keeps the project moving.

RECOMMENDED ACTION: Approve and authorize the Mayor to sign.

**US Department of Transportation Federal Highway Administration** 

# Federal Lands Access Program Western Federal Lands Highway Division, FHWA **Match Agreement**

610 E. Fifth Street Vancouver, WA 98661

**State:** Washington

Project Number/Name: WA PACIFIC 2016(1), Willapa NWR Bicycle/Pedestrian Trail

## Parties to this Agreement:

U.S. Department of Transportation Federal Highway Administration Western Federal Lands Highway Division, FHWA and City of Long Beach

# **Purpose of Agreement:**

The purpose of this agreement is to document the intent of City of Long Beach to meet its match requirement for the subject project as authorized under 23 USC 201(b)(7)(B).

With this agreement, Western Federal Lands Highway Division, FHWA authorizes this project as eligible for federal participation. The purpose of this project is to prepare a planning study to create a bicycle/ pedestrian path connecting Willapa National Wildlife Refuge to Lewis and Clark National Historic Park and vehicle turn lane(s) from Sandridge Road to 95th Street to allow safe access to the planned Refuge Visitor Center. This agreement does not commit the parties to complete the project, but, rather sets forth the respective responsibilities as the project proceeds. Any subsequent decisions to complete final design and to construct the project will depend on authorizing legislation, NEPA analysis, availability of appropriations, and matching funds at the time of obligation.

The authority for FHWA to enter into this agreement is under Title 23 U.S.C. Section 204.

### **Funding:**

The Federal Lands Access Program (FLAP) under Fixing America's Surface Transportation Act (FAST Act) authorizes FHWA to provide funding for specific projects. The Program Decision Committee (PDC), consisting of FHWA, the State of Washington, and an organization representing the local agencies of the state, is designated to jointly decide upon projects funded in the state. The PDC has selected this project for programming the under the Washington State Federal Lands Access Program.

All FLAP expenditures associated with this project after execution of this match agreement will need to be matched by a Non- Federal source, by other Federal funds other than those made available under Titles 23 and 49 of the United States Code, or by funds made available under 23 U.S.C. 202 and 203. The matching requirement under the FAST Act will be met by City of Long Beach and other agencies that have committed to the project in subsequent agreements. The forms of match shall be those consistent with the 'Federal-Aid Guidance Non-Federal Matching Requirements' and as approved by FHWA. In the state of Washington, the match rate is 13.5 % of the total project cost.

This project is authorized to use a Tapered Match. Under this approach, the non-Federal match is imposed over the entire project rather than individual progress payments. The terms and form of the Match will be documented in the project Memorandum of Agreement (MOA) in coordination with the Pacific County, City of Long Beach, and Pacific Region, US Fish and Wildlife Service to be executed at a later date. The final Match will be determined based on actual expenditures at the conclusion of project work. Matching cash funds in FHWA receipt may need to be supplemented, or returned, once actual expenditures are determined.

**US Department of Transportation Federal Highway Administration** 

# Federal Lands Access Program Western Federal Lands Highway Division, FHWA **Match Agreement**

610 E. Fifth Street Vancouver, WA 98661

Federal Lands Access Program funds are administered by FHWA and are subject to annual appropriations from Congress. This document does not commit FHWA to advance the project or provide funds for the project, but provides the required matching funds if FHWA expends funds to advance the project.

The following agencies have agreed to contribute the amounts shown which will reduce the federal share by the same amount.

### **Agency Contributions:**

Agency	Percentage of Match	Total Match as a
		Percentage (%)
Pacific County	27%	3.61%
City of Long Beach	55%	7.41%
Pacific Region, US FWS	18%	2.47%
		13.50%

City of Long Beach is ONLY responsible for their respective match as shown above. The required local match listed in the FLAP application was \$ 30,000. The value of the match will be confirmed during the development of the Project Memorandum of Agreement.

### Modification:

Approved By:

City of Long Beach

This agreement is expected to be replaced and superseded by the execution of a project Memorandum of Agreement.

This Agreement shall be effective as of the date of the last signature:

U.S. Department of Transportation Federal Highway Administration Western Federal Lands Highway Division, FHWA

City of Long Beach	
Approved By:	

Date

# TAB - H

# Parks - Streets - Storm Water Jan Monthly Report

Monthly
Safety Meetings

**Bi-Monthly** Staff Meetings

**Mondays** 

Street Sweeping

Backpack Blowing of sidewalks and brick parks Boardwalk and dune trail Maintenance

**Thursdays** 

Daily

Restroom maintenance Garbage maintenance

# Festivals / Events /set up and tear down

Clam Digging Beach clean up

- 1. Mowing the right of ways with the tractor with the 12ft boom
- 2. Taking down all the Christmas decorations
- 3. Storm clean up
- 4. Sign inventory and maintenance
- 5. Repairing Sid Synder restrooms
- 6. Cleaned shop

- 7. Fixed 3 street lights
- 8. Cold patch
- 9. Cleared logs and sand from in front of storm water out falls
- 10. Cleaned all the sand and logs off Sid synder approach
- 11. Cut out and painted new restroom sign for the Sid synder restrooms
- 12. Graveled shoulders at 10<sup>th and</sup>11th and no wash
- 13.Cleared brush at 24th no and pacific Hwy line of site issue
- !4. Installed 60ft of 8inch drain pipe at Culbertson field 2