

AGENDA – Tuesday, January 22, 2019
6:30 p.m. Workshop
7:00 p.m. City Council Meeting
Long Beach City Hall
115 Bolstad Avenue West

6:30 WORKSHOP

WS 19-01 Bolstad Restrooms – TAB A

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

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

PUBLIC COMMENT

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

CONSENT AGENDA – TAB B

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, January 7, 2019 City Council Meeting
- Payment Approval List for Warrant Resisters 58328-58362 & 84584-84654 for \$524,008.34

BUSINESS

- AB 19-02 Bid Award for Biosolids Treatment Facility Dewatering Screw Press- TAB C
- AB 19-03 Fee Waiver for the Army Corps of Engineers Facility Rental TAB D

DEPARTMENT HEAD ORAL REPORTS CORRESPONDENCE AND WRITTEN REPORTS – TAB E

- Thank You Letter
- Wastewater Department Report for December 2018
- Water Department Report for December 2018
- What's Up with Weeds Workshop
- Port of Peninsula Grant Application

FUTURE CITY COUNCIL MEETING SCHEDULE

The Regular City Council meetings are held the 1st and 3rd Monday of each month at 7:00 PM and may be preceded by a workshop. February 4, 2019, February 19, 2019 & March 4, 2019

ADJOURNMENT

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

TAB - A



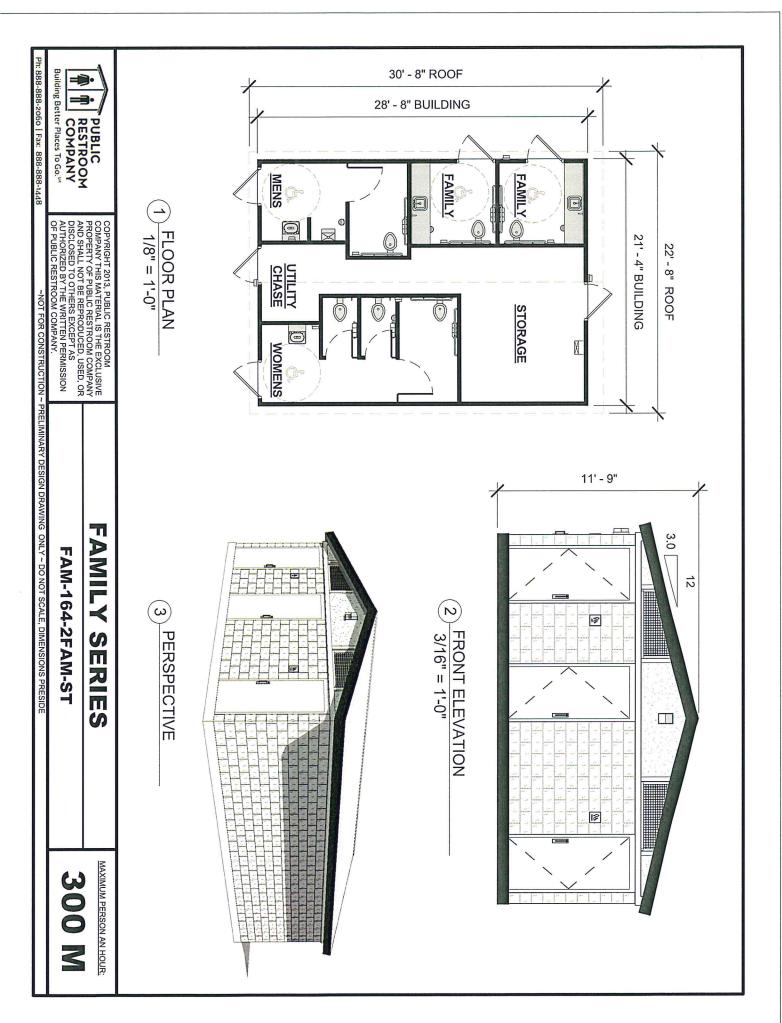
CITY COUNCIL **WORKSHOP BILL** WS 19-01

Meeting Date:

January 22, 2019

SUBJECT: Bolstad		Originator:
	Mayor	
Restrooms	City Council	
	City Administrator	DG
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	
	Events Coordinator	
	Finance Director	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
COST:	Water/Wastewater Supervisor	
3337.		
SUMMARY STATEMENT:	Status update on the Bolstad Restrooms	renovation.

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



TAB - B

LONG BEACH CITY COUNCIL MEETING

January 7, 2019

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

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

ROLL CALL

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

PUBLIC COMMENT

Zoe Sowa, Mark McClain, Denise Rowlett, and Rachel McClain all commented on hoses vs. guns. Carla Curtis also commented on behalf of the LBMA.

CONSENT AGENDA

Minutes, December 13, 2018 City Council Meeting
Payment Approval List for Warrant Registers 58303-58327 & 84508-84583 for \$278,897.41
C. Linhart made the motion to approve the Consent Agenda. C. McGuire seconded the motion; 5 Ayes, motion passed.

BUSINESS

AB 19-01- Gray & Osborne Scope of Work for Sewer System Comprehensive Plan

David Glasson, City Administrator, presented the Agenda Bill. The City is mandated to update the Sewer System Comprehensive Plan every 20 years. The current one is dated May of 1999. Therefore, G&O has put together a scope of work to outline what the updated plan would look like. They are currently wrapping up the Water System Comprehensive Plan.

C. Linhart made the motion to authorize the Mayor to enter into an agreement with Gray & Osborne to update the Sewer System Comprehensive Plan. C. Murry seconded the motion; 5 Ayes, motion passed.

DEPARTMENT HEAD ORAL REPORTS

CORRESPONDENCE AND WRITTEN REPORTS

- Sales Tax Collections
- Lodging Tax Collections
- Water Department Report for November 2018
- Wastewater Department Report for 2018
- Washington State Department of Ecology Funding Fulfillment Letter
- Police Chief's Report for December 2018
- Report and Decision on Case No CUP 2018-05

ADJOURNMENT The Mayor adjourned the meeting at 7:43 p.m.		
ATTEST:	Mayor	
City Clerk	-	



Warrant Register

Check Periods: 2019 - January - 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.

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Bell, Helen S Binion, Jacob Booi, Kristopher A Cline, Kevin M Gilbertson, Bradley K Goulter, John R. Huff, Timothy M. Kaino, Kris Kemmer, Holli L Kemmer, Larry L Luethe, Paul J McGuire, Tina M Miller, Matt W Mortenson, Tim Murry, Del R Padgett, Timothy J Persell, Whitney J Quittner, Jonathan H Williams, David L Wood, Matthew T Wright, Flint R Zuern, Donald D. Association of WA Cities City of Long Beach - FWH Council Gift Fund Massmutual Retirement Services Teamsters Local #58 AFLAC	Council Member
1/4/2019 1/4/2019	Council Member
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\$426.65

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TAB - C



CITY COUNCIL AGENDA BILL AB 19-02

Meeting Date:

January 22, 2019

AG	SENDA ITEM INFORMATION	
SUBJECT: Screw Press		Originator:
	Mayor	
Bid Award	City Council	
	City Administrator	DG
	City Attorney	
	City Clerk/Treasurer	
	City Engineer	
	Community Development Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	Water/Wastewater Supervisor	
<i>COST</i> : \$400,493.40	Other:	

SUMMARY STATEMENT: The bid for the screw press closed on Wednesday, December 12^{th.} There was only one bidder and it is the engineer's recommendation to award that bid to FKC, the recommendation letter is included in the packet.

RECOMMENDED ACTION: Authorize the Mayor to accept the bid from FKC and purchase the Dewatering Screw Press as part of the Regional Biosolids Treatment Facility.



January 4, 2019

Mr. David Glasson City Administrator City of Long Beach P.O. Box 310 Long Beach, Washington 98631

SUBJECT:

REVIEW OF BIDS, REGIONAL BIOSOLIDS TREATMENT FACILITY DEWATERING SCREW PRESS PROCUREMENT CITY OF LONG BEACH, PACIFIC COUNTY, WASHINGTON

G&O #18522.00

Dear Mr. Glasson:

On December 12, 2018, the City of Long Beach received one bid for the Regional Biosolids Treatment Facility Dewatering Screw Press Procurement. The proposal was checked for correctness of extensions of the prices per unit and the total price. No corrections were made. The bidder and bid amount, including sales tax where applicable, is as follows:

1. FKC Company, Ltd. (Port Angeles, Washington).....\$400,493.40

The low responsive bidder, FKC Company, Ltd. of Port Angeles, Washington, is currently a Washington State registered and licensed contractor and appears to have the relevant qualifications and experience to successfully perform the work the project will require. To our knowledge, the low bidder has not claimed bid error and no formal bidding protests have been recorded. In accordance with RCW 39.04, we have verified the low bidder, FKC Company, Ltd. of Port Angeles, Washington, has met the responsibility criteria. The Mandatory Bidder Responsibility Checklist is attached for the City's file.

Based on our evaluation, we recommend that the project be awarded to the lowest responsive, responsible bidder:

FKC Company, Ltd. 2708 West 18th Street Port Angeles, Washington 98363



Mr. David Glasson January 4, 2019 Page 2

Please contact us if you have any questions and/or require additional information.

Sincerely,

GRAY & OSBORNE, INC.

May Mouth
Nancy E. Lockett, P.E.

NEL/hh Encl.

TAB - D



CITY COUNCIL AGENDA BILL

AB 19-03

Meeting Date: January 22, 2019

AG	SENDA ITEM INFORMATION					
SUBJECT:	Originator:					
	Mayor					
Request to waive Train	City Council					
Depot rental fee for	City Administrator	DG				
United States Army	City Attorney					
Corps of Engineers	City Clerk					
,	City Engineer					
Training	Community Development Director					
	Finance Director					
	Fire Chief					
	Police Chief					
	Streets/Parks/Drainage Supervisor					
COST: N/A	Water/Wastewater Supervisor					
0007.107	Other:					

SUMMARY STATEMENT: The USACE has requested that the Council waive the rental fee for the Train Depot so that they can host a course regarding Army permits and processes. The date of the course is March 15, 2019. The course is free and available to those that have an interest in this process. Please see the attached request.

RECOMMENDED ACTION: Approve or Deny the request to waive all fees associated with the rental.



DEPARTMENT OF THE ARMY CORPS OF ENGINEERS, SEATTLE DISTRICT P.O. BOX 3755 SEATTLE, WASHINGTON 98124-3755

JAN - 2 2019

Regulatory Branch

Mayor Jerry Phillips and Council 115 Bolstad Avenue West P.O. Box 310 Long Beach, Washington 98631

Dear Mayor Phillips and Council,

The United States Army Corps of Engineers (Corps) is currently administering a Southwest Washington Outreach Program that conducts public educational events regarding Department of the Army permits and processes. The Corps would like to conduct an event in Long Beach. Due to the benefit of public service and information, this letter is a request to waive fees for the Long Beach Train Depot event space for Friday March 15, 2019, from 9am to 2pm.

The Corps' Southwest Washington Outreach Program will be conducting events on a county basis to foster and facilitate effective working relationships, as well as educate municipalities, private consultants, and the public on Department of the Army permits. These events serve to improve understanding of the permit process, identify and elaborate on the requirements of a complete permit application, provide a point of contact, and to give the opportunity for people engage in general discussion and ask questions about specific projects.

In the event this fee waiver request is not approved, please provide a response as early as possible so I can determine another location for this event. I appreciate your review of the matter and if you have any questions, please contact me at bethany.f.nickison@usace.army.mil or (206) 316-3165.

Sincerely,

Bethany Nekison, Project Manager United States Army Corps of Engineers

TAB - E



Dec. 30, 2018

City of Long Beach PO Box 795 Long Beach, WA 98631

Dear Councilmen,

Thank you very much for the grant of \$2500 to Pacific Coast Cranberry Research Foundation for next year's Cranberry Museum events. We appreciate your support during the Cranberrian Fair and throughout the year. Also, thanks to Regan Myers for working with us in helping to promote tourism in the area.

The Pacific Coast Cranberry Research Foundation is a tax-exempt organization that assures continued scientific research on cranberries, and provides public education through a cranberry museum and demonstration cranberry farm. The tax ID number is 91-1558971.

Thank you again for your generosity!

Sincerely,
Malculy McPhail

Malcolm McPhail Director/Treasurer

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December 2018
Wastewater Dept.
Call Outs - 1
                  ( West Clarifier, flow meter malfunction. )
Meetings - 1
                  ( Supplier K&L.)
Safety Meetings - 1
                          ( All Program Review. )
Plant Management - Monthly DMR's / Paperwork Review / Emails / Ordering Supplies / Engineers.
Samples – Daily Tests / Twice Weekly Testing (BODs, TSSs, and Fecals.)
Customer Service - 1 (State Farm Building Backup / Jetted Main Line.)
Locates - 2
                                         Emergency Locates - 0
Hauling Sludge - 10 Loads
Lift Station Checking - Daily Action. (inspection / cleaning transducers)
Lift Station Wash down - 2
                                         Plant Wash Down - 2
Samples to Lab - 2 (Monthly, Ammonia.)
Pump / Blower Maint. - 2 (Greased / Belts / Filters / Tubing / Oil Change.)
Sink Hole Investigation - 0
Main Repairs - 0
Equipment Cleanup - 0
Headworks Debris Removal – 4 Barrels
                                            Decanting Digester - 30,900 Gal..
Training -
             John G – Took and passed WDM 1 Certification.
Treatment Plant Numbers – 7.4 Million Gallons. (Approx. 238,000 Gal / Day )
Other Activities -
Changed tubing on samplers, cleaned sample carboys.
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City of Long Beach Activities Report

Replaced East Clarifier Motor.

Removed old electrical panels at Breakers & 15th s stations.

Repaired Flow Meter West Clarifier.

Wellness Survey.

Backed Up Main Computer.

Monthly Fire Extinguishers.

Design for Composting Plant Review & Changes.

Office Organization & Clean Up.

Jetted Main Line On 18th st & Oregon.

Set Forms for New Breakers Panel.

Hauling Sand New Compost Site.

Cutting Storm Damage Trees Old Sludge Site.

Graveled around Main Lift Station.

Sewer Plan Review 28th st nw.

City of Long Beach Activities Report December 2018 Water Dept. Call Outs - 0 Meetings - 5 (2) Staff / G&O Comp Plan / (1) Evergreen Rural Water / Contractor. (All Program Review.) Safety Meetings - 1 Plant Management - Paperwork / Time Cards / Monthly DOH Report / Monthly DMR's. / Monthly Report / Bills / Log Book / Called Locates / Ordered Parts / Billing New Services / Plan Checking / Budgets. Customer Service - 3 Locates - 7 (County DPW 32th st.) Emergency Locates – 1 Re-reads - 8 Meter Reinstall - 1 Install New Meters - 0 Valve Investigation - 5 New Service Investigations – 2 Valve Can Raising - 0 New Service Prep - 0 Meter Removal - 0 Meter Repairs - 3 Hydrant Maint. - 0 Emergency Shut Offs – 0 Shut Off's - 6 Turn On's - 4 Res. Checking - 2 Res. Maint. -0 (30th & L, 32nd & L.) Leak Repairs - 2 Leak Investigations - 2 Equipment Cleanup - 4 System Samples - Weekly entire system.

Samples to Lab - 2

Training -

Treatment Plant Numbers - 11,638,000 Gallons. (Approx, 375,000 Gal. / Day)

Other Activities -

Reading Meters. (Seaview.)

Meter Box Delivery.

Wellness Survey.

Training on New Piercing Tool.

Training on New Vac Trailer.

Exercising Valves.

Graveled Road Cuts.

Digging Out Falls on Beach.

Shop Yard Cleanup.

Shop Cleanup.

Paint Cleanup Fish Alley.

Reviewing Development Standards.

Ordered Safety Gear.

Reviewed Water Comp Plan.

Brushing Digester Area.

WHATS UP WITH WEEDS?

Learn to identify and control the most threatening noxious weeds in your community. Enjoy some refreshments while you watch an educational presentation, followed by a Q & A session, all about WEEDS!

Pacific County Noxious Weet Council Board



Post Office Box 310 115 Bolstad Avenue West Long Beach, WA 98631 Telephone 360-642-4421 FAX 360-642-8841 administrator@longbeachwa.gov

January 15, 2019

Jay Personius Port of Peninsula 3311 275th Street Ocean Park, WA 98640

Dear Jay,

Please find attached to this email two requests for funding from the city of Long Beach. We have requested help funding a recreational amenities and infrastructure that makes existing and future festivals possible. Thank you for the opportunity to apply.

If I can be of further assistance, please contact me.

Sincerely,

David Glasson City Administrator To: Port of Peninsula

RE: Beach Shelter Project

The City of Long Beach hosts thousands of visitors each year. The main draws for Long Beach are the beach, Discovery Trail and the Long Beach Boardwalk. One of the things Long Beach offers that other towns don't are wood beach shelters which give more access to the beach on the windy days. They have a square deck with triangular walls on the windy side to provide protection and a more enjoyable time. Each shelter has a bench, picnic table and BBQ. The City has four of these on the beach, mostly near the Bolstad approach. As more development has occurred near the Sid Snyder Drive approach, we have found we have a need for an additional four shelters. Due to the increased amount of foot traffic near the Sid Snyder approach, these additional shelters will keep people on the beach longer, giving them a safe and comfortable place to enjoy the natural beauty of the Peninsula.

The estimated cost for materials only to build a new shelter is just under \$8,000. We estimate that it would take about 160 hours to <u>for the city crew</u> to build each one at roughly \$6,000 in labor. The grand total for each would be just under \$14,000. The shelters are moved up to parking area near the beach approach in the winter months to preserve the structures. The city crew continually maintains them as well.

The last one was built in 2011 and has held up very well.



To: Port of Peninsula

RE: Sound System

The City of Long Beach is the keeper of infrastructure for most of the events that are held in the city. We have everything from traffic cones and temporary fencing to backhoes and beach cleaners. Occasionally, the bigger ticket items need replacing, and some of those same items are used by our utility departments. In rare instances, there are some items that are specifically tourist related. One of these items is the sound system we use for all our outdoor events. Roughly every 8 years, the city needs to replace the sound system. This is typically a system with over 800 watts of power that plays music or voice through 8 speakers. The city will need to replace our sound system by 2020, mostly due to the harsh environment in which it operates. The city performs annual maintenance on the system, but fine sand always gets deep into the electronic components.

The city's lodging tax budget is tasked with expenses related to marketing and festivals. The fund continues to grow both in revenue and expenses. The city has a contract with the Pacific County Tourism Bureau, and 34% of what the city receives is spent with them for marketing. The remaining 66% pays for everything tourism related, such as labor to clean restrooms and Boardwalk repair and maintenance. During the tenure of Mayor Phillips, we have been reviewing and reassessing the expenditures for lodging tax funds with the intent to prioritize expenditures based on potential return. As the primary funding for the repair of the Long Beach Boardwalk, the priority changed to save more for the expected \$700,000 rebuild of the Boardwalk and fund less expenditures related to festivals and equipment. This has left festivals and other equipment needs feeling the pinch as we continue to support expenditures for the marketing of the Peninsula.

The city has received a quote from our usual equipment supplier, Rose City Sound, for a replacement. The cost is similar to previous sound system purchases at \$16,462.78. This system is used for events that potentially bring more than 250,000 people to the Peninsula and would be hard to live without. Please consider funding the replacement of the sound system.

4811 SE 16th Ave Portland Oregon 97202

Date	Estimate #
1/15/2019	366

City of Long Beach David Glasson PO BOX 310 Long Beach Wa 98631

P.O. No.	Tems	Rep	Project
	Net 15	EI	

City of Longbeach Dave Glasson 115 Bolstad Ave W Long Beach, WA 98631

(tem	Description 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Üly	Rate	loal
P4228	RCF Passive IP55 400W 8 ohm 2-way - 2x8" w/1.4"	8.00	1,168.70	9,349.60
nx8004	neo comp. Ashly Audio-Power Amplifier 4 x 800 Watts @ 2 Ohms	1.00	2,153.25	2,153.25
21449	K&M 2 Speaker Stand Package w/Carry Bag	4.00	148.50	594.00
195/8	K&M speaker mounting adapter	8.00	27.09	216.72
AH-ZED-16FX	10 Mono Mic/Line, 2 Stereo, USB w/FX	1.00	736.24	736.24
AH-ZED18/RK19	Rackmount kit for ZED 18 and ZED 16FX	1.00	54.97	54.97
507922	Sennheiser-Wireless Lavalier/vocal combo set. Includes (1) SKM 100 G4-S handheld with mute switch, (1) e 835 mic capsule (cardioid, dynamic), (1) SK 100 G4 bodypack, (1) ME 2-II lavalier microphone	2.00	999.00	1,998.00
SNN124-200	(omnidirectional, condenser), (1) EM 100 G4 rackmount receiver, (1) GA3 rack kit, (1) RJ10 linking cable and (1) mic clip, frequency range: A1 (470 - 516 MHz)	2.00	350.00	700.00
SNN124-200 SNN124-50	CBI-12 AWG 4 wire speaker cable-200' CBI 12 AWG 4 wire speaker cable	6.00	110.00	660.00

Total

\$16,462.78