



6:30 WORKSHOP

WS 21-09 Drone Policy – TAB A

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

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

PROCLAMATION – CHILDHOOD CANCER AWARENESS MONTH – TAB B

PUBLIC COMMENT

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

CONSENT AGENDA – TAB C

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

- Minutes, May 17, 2021 City Council Meeting and the May 20, 2021 Special Meeting
- Payment Approval List for Warrant Registers 60202-60230 & 88177-88253 for \$405,337.52

- **AB 21-30 – Ordinance 993 Adopting a Price for Compost Sales – TAB D**
- **AB 21-31 – Ordinance 994 4th ST NW ROW Vacation - TAB E**

**DEPARTMENT HEAD ORAL REPORTS
CORRESPONDENCE AND WRITTEN REPORTS – TAB F**

- **Sales Tax Collections**
- **Lodging Tax Collections**
- **Transportation Benefit District Collections**
- **ChargePoint Report**
- **Police Chief’s Report for May 2020**

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.
June 21, 2021, July 6, 2021 & July 19, 2021

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 21-09**

Meeting Date: June 7, 2021

AGENDA ITEM INFORMATION		
SUBJECT: Drone Policy	<i>Originator:</i>	
	Mayor	
	City Council	
	City Administrator	DG
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	AS
	Events Coordinator	
	Finance Director	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	Water/Wastewater Supervisor	
COST: N/A		
SUMMARY STATEMENT: Review and discuss the policy regarding the fire department's drone.		

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.

Unmanned Aircraft System (UAS)

Table of Contents

- I. Policy
- II. Definitions
- III. Protection of Civil Rights and Privacy
- IV. Examples of UAS Missions
- V. Organization
- VI. Operations
- VII. Personnel and Administrative Duties
- VIII. Maintenance
- IX. Mission Profiles and requests
- X. Mission Operations
- XI. Safety
- XII. Accident/mishap Reporting Procedures
- XIII. Equipment Storage
- XIV. Training and Currency
- XV. Documentation
- XVI. Data Processing/Records
- XVII. Blanket COA with Night time flying

I. Policy

- a. It is the policy of the Long Beach Fire Department to promote safe, efficient and lawful operation of Unmanned Aircraft Systems (UAS). Safe Operation above all else is the primary goal of every UAS operation regardless of the nature of the mission. It is also the policy of this Department to allow for the deployment of UAS for emergency use approved by the Fire Chief, or for training, testing and evaluation of the UAS by this Department.

II. Definitions

- a. **ASU:** Air Support Unit
- b. **UAS:** Unmanned Aircraft System which includes the Unmanned Aircraft (UA) Control System such Ground Control System (GCS), Control link (Specialized Data Link), and other related equipment.
- c. **FAA:** Federal Aviation Administration
- d. **FAR:** Federal Aviation Regulations
- e. **CFR:** Code of Federal Regulations
- f. **COA:** Certificate of Authorization or Waiver issued by the FAA
- g. **LBFD:** Long Beach Fire Department
- h. **NAS:** National Airspace System (created by the FAA to protect persons and property on the ground and create a safe and efficient airspace environment for aviation)
- i. **RPIC:** Remote Pilot-in-Command
- j. **SAR:** Search and Rescue
- k. **VFR:** Visual Flight Rules
- l. **CFI:** Certified Flight Instructor
- m. **VO:** Visual Observer

III. Protection of Civil Rights and Privacy

- a. UAS Supervisors, UAS pilots, and Observers/System Operators will insure the protection of civil rights and reasonable expectation of privacy are key components in any decision to deploy the UAS. UAS Supervisors, UAS pilots, and Observers/System Operators will minimize the extent that UAS operations intrude on the citizens of Pacific County.
 - i. During UAS missions the RPIC shall be aware of the direction of cameras or other electronic sensors, focusing on maintaining privacy of involved persons.
 - ii. Video and still images containing pertinent information relating to the purpose of the flight shall be maintained in compliance with State of Washington rules, and regulations relating to handling of evidentiary data if and when necessary.
 - 1. LBFD shall not conduct random surveillance or specific surveillance.

IV. Examples of UAS Missions

- a. **Disaster Response:** Provide Situational awareness and damage assessment to Emergency Management, Command Staff, City Maintenance crews, Environmental, and First Responders during natural and man-made disasters. The UAS can provide real time video, still photos, and other data of the disaster

area. If equipped, the UAS will also be able to transport necessary payloads to rescue efforts.

- b. **Search and Rescue:** Provide an additional tool for Search and Rescue (SAR) personnel to search for missing or vulnerable citizens.
- c. **HAZMAT response:** Provide aerial video during hazardous material spill response when chemicals, fumes, or smoke present a health hazard to first responders.
- d. **Surf Rescue:** To provide team members with an overhead view of the area. The UAS will also be able to transport necessary payload to assist in the rescue.
- e. **Mapping/Surveying:** Provide other City departments with a tool to provide mapping and surveying of city owned lands and structures and utilities. (Departmental assist with no criminal investigative intent.)
- f. **Major Crimes/Crash Scene Assistance:** Provide Overhead Video, still Photographs, and other data that will aid investigators in conducting detailed investigations. (Search Warrant if over areas of expected privacy.)
- g. **Active Shooter/Tactical Response:** Provide situational awareness and intelligence to law enforcement personnel responding to an active shooter or other tactical situation by giving “eyes on” in situations where movement of law enforcement or first responder personnel would otherwise prove difficult or significant risk of injury/death. (Search Warrant or Exigent Circumstance)
- h.
- i. Request for UAS flight missions outside the scope of the examples listed will be reviewed on a case by case basis for authorization.

V. Organization

- a. UAS Operated by the LBFD are considered “Public Aircraft Operations” By the Federal Aviation Administration.
- b. UAS Operations in the City of Long Beach fall under the Department or Office that is operating the UAS. All UAS operators will comply with FAA regulations while operating within the National Airspace System.
- c. UAS operation by LBFD can be regulated by FAA 14 CFR part 107, a public Certificate of Authorization (COA), or an emergency COA (e-COA) under special circumstances.
- d. The UAS program Team at a minimum is comprised of; Team Leader and a RPIC. Visual observers should be utilized when possible but not necessary for mission completion. The Team leader can be counted as one RPIC.

VI. Operations

- a. UAS operations will comply with either FAA COAs(if Previously approved by the FAA) or FAA CFR 14 part 107

- b. LBFD UAS operations will strictly adhere to applicable FAA regulations and City of Long Beach policy.
- c. The Remote Pilot in Command is responsible for the UAS operation. It shall be the responsibility of the RPIC to insure that the flight operations adhere to FAA regulations (specifically FAA CFR 14 part 107) COA, e-COA and any legal requirements if necessary.

VII. Personnel and Administrative Duties

a. Fire Chief

- i. Provides executive level oversight and management of the LBFD UAS program.
- ii. Responsible for communications and presentations with the Long Beach City Council and outside entities: such as public groups. Non-executive level presentations may be delegated to any other member of the program.
- iii. Responsible for the overall budget management to include but not limited to: acquisition costs, training costs, grant research, and equipment cost. (can be delegated)
- iv. Responsible for administrative management over all personnel assigned to the UAS program.

b. Team Leader

- i. Responsible for ensuring annual UAS program is reviewed and necessary changes/adjustments are implemented.
- ii. Responsible for budget purchasing requests to include but not limited to; training costs, equipment cost and administrative cost.
- iii. Responsible for record keeping to include but not limited to:
 - 1. Pilot Records to include copies of FAA Part 107 License excluding personal information
 - 2. Pilot Flight Times.
 - 3. Aircraft Log Times.
 - 4. Aircraft Maintenance Logs.
 - 5. Flight Mission Logs.
 - 6. Incident/Mishap Reports
- iv. Responsible for incident/mishap investigations unless a Team Leader is involved. Investigation will then be the responsibility of the Fire Chief.
- v. Schedule and maintain the minimum flight requirements for RPIC's.
- vi. Develop, submit, and maintain any Certificates of Authorizations (COA) or FAA Part 107 Waivers with the FAA.

- vii. Maintain point of contact with the FAA, federal, state, tribal, and local entities as to changes/updates to all UAS regulations, polices, and procedures.
- viii. Preferred to obtain, maintain, and possess a current FAA part 107 Remote Pilot License. A licensed pilot will requalify as dictated by FAA requirements.
- ix. Conduct and oversee all Remote Pilot in Command flight evaluations.
- x. Conduct and document regular interval checks of airframes and associated equipment. Equipment checks should never exceed 120 day time frames. May occur in shorter intervals.(may be delegated to other RPIC's)

c. Remote Pilot in Command (RPIC)

- i. Preferred to obtain, maintain, and possess a current FAA Part 107 Remote Pilot License. A licensed pilot will requalify as dictated by FAA requirements.
- ii. Can fly under the Blanket COA after passing the Department Self Certification for RPIC.
- iii. Meet and maintain both proficiency and currency on all systems authorized to operate.
- iv. Read and be familiar with the LBFD Policy.
- v. Complete and submit to the Team Leader all flight reports, pilot flight log times, and aircraft flight log times at the conclusion of missions within five working days.
- vi. Inspect and report any deficiencies of assigned UAS to the Team Leader.

d. Visual Observer (VO)

- i. Any Assigned personnel that has been trained by a certified pilot to assist with an in progress mission and is comfortable with his/her obligations

VIII. Maintenance

- a. All RPIC shall inspect their assigned mission systems to ensure they remain in a good state of order and operations. Any damage or system failure that risks mission operations or safety will ground the UAS until flight worthiness is evaluated/repaired.
- b. All damaged or system failures resulting in the grounding of an UAS will be reported to the Team Leader
- c. Maintenance will be conducted in accordance with manufacturer's recommendations.

- d. Any change/update/replacement of hardware or operating software will require a test flight to ensure the following maneuvers are within the manufacturer's operations envelope which consist of:
 - i. Steady hover under 15 feet above ground level.
 - ii. Steady hover above 15 feet up to 400 feet above ground level.
 - iii. Controlled forward flight for a minimum of 2 minutes.
 - iv. Controlled rearward flight for a minimum of 30 seconds.
 - v. Controlled turning 360 degrees with stops at approximate 90 degree increments.
 - vi. Side slips demonstrating controlled movements.
 - vii. Verification of proper camera operations.
 - viii. Verification of camera tilt.
 - ix. Verification of camera zoom (if equipped)
 - x. Testing and verifying RTH (return to home) function.

IX. Mission Profiles and requests

a. Mission Generation/Request

- i. A mission request may be requested by many different organizations within and outside of the Lbfd. The following basic information is required for ALL request;
 - 1. Date of request.
 - 2. Date and time of requested flight.
 - 3. Purpose of requested flight.
 - 4. Organization requesting flight with authorizing supervisor information.
 - 5. Flight safety information of operations site to include: power lines, trees, water, buildings and any other information that would assist the RPIC in determining mission safety.
- ii. Any member of the UAS Team may receive flight request.
- iii. Any planned request should be received at least 72 hours prior to the flight to allow appropriate data collection and scheduling. Does not apply to exigent circumstances.

b. Non-exigent missions.

- i. A flight request should be submitted to either the Team Leader or Fire Chief.
- ii. Requests from outside government agencies must have an approving authority from the requesting organization.

- iii. The mission parameters should be reviewed for mission capability or necessity. Once approved, assigned to an available RPIC.
- iv. If the mission is not authorized, the requesting body is notified by either the Team leader or the Fire Chief.
- v. When a mission is authorized, the Team leader/Chief will be notified by email.

c. Exigent Mission Request within Pacific County (all public agencies)

- i. Any government organization within Pacific County may request a UAS flight via the Pacific County dispatch center.
- ii. The dispatcher will contact a Team Leader and inform them of the request.
- iii. The Team Leader is authorized to contact a RPIC, once exigency is established, to begin traveling towards area of operation.

X. Mission Operations

The following steps will be required on all UAS flights. It is to ensure consistency that is in accordance with FAA, Federal, State, County, and agency policy and safety.

a. Flight Authority:

- i. The RPIC shall have the final authority on flight operations. The RPIC can delay and/or cancel a flight mission either prior to flight or during flight. A higher level authority shall not order a RPIC to execute flight operations contrary to the safe, ethical, and legal considerations of mission termination. A RPIC who delays, terminates or cancels a mission with cause shall not be subject to sanctions by higher authority.
- ii. A RPIC who delays, terminates or cancels a mission without cause shall be subject to disciplinary actions up to and including termination.

b. Preflight Data Collection:

- i. Upon approval and assignment of a Flight mission, preflight data shall be collected to ensure there are no conflicts. Preflight data will include:
 - 1. Weather considerations including minimal visual requirement of three statute miles and 500 feet separation.
 - 2. National airspace considerations to include airspace and any actions/permissions/notifications to FAA control centers.
 - 3. Terrain and environmental considerations such as height restrictions, height hazards, wildlife/animal considerations.

4. Impact considerations to include noise, distractions (such as near busy roadways/highways), or disruption of private business or commerce.

c. Flight Operations:

- i. Landing/Take-off Area: The RPIC shall maintain a landing and take-off area that; is level and free of any debris and allows at a minimum of an 8 foot radius and approach/departure angle of 45 degrees. The area will be clear of any non-flight personnel for a minimum of 25 feet and no personnel shall be directly under the flight path.
- ii. Take-off Checklist: A take-off checklist will be utilized to ensure all aspects of UAS aircraft setting are properly set. The content of the checklist will be specific to the manufacturer, model and operating system. The checklist will also include steps for the physical inspection of the UAS airframe and associated equipment.

iii. In-Flight Operations

1. When applicable, the UAS should be flown in a smooth and consistent manner to prevent unnecessary airframe and prop stress damage.
2. Flights over thick wilderness, populated areas, and water (unless waterproof for Surf Rescue) should be avoided as much as possible. This is for risk mitigation should an in-flight failure occur.
3. Flights should remain as short as possible to limit in-flight failure possibilities/asset risk mitigation.
4. Constant situational awareness must be maintained.
5. If birds of prey are observed in the operating area, every effort to avoid confrontation is to be taken including early flight termination until the area is deemed safe for flight operations.
6. During flight operations, the RPIC should take steps to ensure that he/she is not distracted or interrupted while actively manipulating the controls.
7. FAA methodology of "see and avoid" should be used during flight operations.

iv. Post-Flight

1. At the conclusion of flight operations, the UAS will be inspected for any damage.
2. Consumables, such as batteries, will be checked for status and made flight ready as soon as reasonably possible.

3. All media storage devices if used for evidence will be removed and provided to the agency that requested the flight.

XI. Safety

- a. UAS flight operations will conform to all the safety standards set forth by the FAA, aircraft manufacturer and any other industry best practices.
- b. UAS operations will employ Crew Resource Management (CRM) techniques to enhance safe flight operations while mitigating risk. To include but not limited to
 - i. Weather conditions relative to the performance capability of the system
 - ii. Structures or other obstructions in the flight area
 - iii. Animal activity in the area (birds of prey)
- c. No crew member will participate in flight operations if determined by the RPIC that medical conditions would interfere or prevent safe operations.
- d. No UAS Team member shall act as RPIC or observer/system operator if within the preceding eight hours they had consumed any intoxicants OR present any residual effects of consuming intoxicants regardless of time frame.
- e. It is the goal of the LBFD UAS program to be committed to having a safe workplace. To reach these goals , we are committed to:
 - i. An accident free workplace, to include injury to persons and damage to property.
 - ii. Open reporting, in good faith, of all safety hazards without fear of reprisal.
 - iii. Support for safety training and awareness programs.
 - iv. Monitoring of UAS communities and industry standards for the best safety practices that could be incorporated into the organization.

XII. Accident/Mishap Reporting Procedures

- a. General purpose of this section is to demonstrate how mishap reporting will be handled during events that may occur during UAS flight operations, maintenance activities, and training events. This cannot address all incidents consequently, when determining the appropriate action to take, common sense must be used.
- b. **FAA required reporting:**
 - i. The RPIC of the small UAS is required to report an accident to the FAA within 10 days if it results in serious injury or greater to any person or any loss of consciousness, or if it causes damage to any property (other Than the UAS) in excess of \$500 to repair or replace the property (whichever is lower).

c. Long Beach Fire Department Reporting:

- i. Any incident involving a LBFD UAS will immediately be reporting to the Chief or Team Leader.
- ii. Any damage, in any amount, to any party will be reported.
- iii. The initial investigation will be conducted in the traditional manner of a vehicle collision and will require all parties' information and photographs.
- iv. Efforts will be made to retrieve the UAS.
- v. The UAS, if recovered, will be examined to include the "black box" data (if so equipped) to determine the cause of failure.
- vi. The involved RPIC will provide a UAS Damage Report Form and memo stating the actions prior to the incident.
- vii. The incident packet will be forwarded to the Chief. The Chief will distribute the packet to any further departments if needed. (Mayor, Administrator, Legal)
- viii. The involved UAS shall be grounded until a full, detailed inspection can be accomplished to ensure its's flight worthiness prior to returning to service.
- ix. If only propeller damage to the UAS is reported, only a memo to the UAS Team Leader will be required.

XIII. Equipment storage

- a. UAS equipment will be maintained in an orderly and organized fashion. LBFD UA's will be stored in a "flight ready" condition.
- b. All equipment will be maintained in a secure environment. At no time should equipment be left unattended/unsecured while in a field environment.
- c. All equipment should not be exposed to severe temperatures to include temperatures under 35 degree Fahrenheit or in excess of 90 degrees Fahrenheit for any significant periods of time in a storage environment. This will not apply during actual fields operations.

XIV. Training and Currency

- a. Only City owned or leased UAS will be used for the needs of the Fire Department. Use of personally owned UAS for LBFD needs are prohibited. (During a natural or manmade disaster community members volunteering shall fall under the direction of the RPIC)
- b. Current CFR 14 Part 107 qualified remote pilot or Pilots operating under the City COA may operate City owned or leased UAS.

c. Training requirements

- i. **Currency:** All active Pilots will log a pre-determined comprehensive flight course every 90 days. The minimum maneuvers required are those as

listed in Section VIII, subsection D. Mission times, specific flight training and specialized unit trainings can count towards the minimum flight requirements.

- ii. **Continuing Education:** All active pilots will attend, instruct, view, refresh or read related materials pertaining to UAS operations, Constitutional laws related to UAS operations, FAA Part 107 operations or any subject matter directly related to operations of a UAS in a government program. The minimum training/contact hours should be at least 1 hour per calendar quarter and documented on the UAS pilot training form.

XV. Documentation

a. UAS System Records(AKA: System Record):

- i. The following records/data will be maintained for each UAS system and managed by the Team Leader for the purpose of ensuring proper maintenance and care.
 - 1. Date of last flight
 - 2. Remote Pilot in Command.
 - 3. Case number.
 - 4. Current flight hours.
 - 5. Date of last inspection.
 - 6. Date of last firmware update.
 - 7. Annotations of any software or hardware repair, replacement or documented damage.
 - 8. FAA UAS registration.

b. Remote Pilot Records(AKA: Flight Log)

- i. The following records/data will be maintained for each active UAS pilot and managed by the Team Leader for the purpose of ensuring proper qualifications and currency.
 - 1. Flight entry for every flight.
 - 2. Date of FAA Part 107 Issuance.
 - 3. Expiration of FAA part 107.
 - 4. Copy of FAA part 107(Personal information redacted)
 - 5. Date of last Flight/Currency.
 - 6. Currency Flight hours.
 - 7. Date of UAS specific qualification.

c. Report Documentation: In order to maintain consistency, the following situations will require the associated documentation;

- i. Flight Requests: Refer to Section IX, Subsection A.
- ii. Non-Law Enforcement Agency:

1. After mission completion an agency assist report will be completed and attached to the flight request. The report will be maintained by the Team Leader.

iii. Law Enforcement Agency:

1. An agency assist report with the law enforcement agency case number will be associated with the case. Any additional reporting should be requested by the Law Enforcement Agency through the Chief or Team Leader on scene.

XVI. Data Processing/Records

- a. The Primary purpose of UAS missions are for Search and Rescue. Any incident requiring its use, determined by the Incident Commander, will be considered a secondary purpose..

i. Video and Imagery Processing:

1. Long Beach Fire Department.
 - a. Video and photographs will be stored unedited.
 - b. If still images requiring further analysis or “stitching” (the combination of multiple images to create a singular image) will be submitted to the Team Leader. A supplemental report shall be authored outlining the handling/processing. Unedited original still images will be maintained.
2. Law Enforcement agencies.
 - a. All video and still images taking for an outside agency will be given all original data to the requesting agency. Video and still images will not be retained by LBFD.

- ii. Monitoring, capturing, recording of UAS events will not occur on personal or non-departmental devices (i.e. phones, iPads, computers, etc.)

iii. Records:

1. Imagery data will be subject to retention per Washington State Law.

XVII. Blanket COA With Night time flying

a. Blanket Flight Operations Area Plan

- i. This blanket public safety COA limits LBFD to Day and Night UAS operations within the Contiguous United States during daytime Visual

Meteorological Conditions (VMC) conditions under the following limitations:

1. In Class G Airspace at or below 400 feet AGL; and
2. Will take place beyond the following distances from the airport reference point (ARP) of a public use airport, heliport, glider port, or water landing port listed in the Airport/Facility Directory, Alaska Supplement, or Pacific Chart Supplement of the U.S. Government Flight Information Publications.
 - a. 5 nautical miles (NM) from an airport having an operational control tower; or
 - b. 3 NM from an airport having a published instrument flight procedure, but not having an operational control tower; or
 - c. 2 NM from an airport not having a published instrument flight procedure or an operational control tower; or
 - d. 2 NM from a heliport.

For the purposes of this document, the User defined area is the City of Long Beach.

b. Airworthiness

- i. This section reserved

c. Night Operations Safety Case

i. Day Operations

1. UAS operations outside of Class A, B, C, D airspace, active restricted or warning areas designated for aviation use, or approved prohibited areas, will be conducted during daylight hours unless otherwise authorized.

ii. Night Operations

1. This will include a plan to stay below 400' AGL and above the highest known obstacle in the flight area. If the PIC cannot confirm hazards in the flight area, night operations will not be authorized.
 - a. Night operations will be considered if the UAV PIC provides a safety case and sufficient mitigation to avoid collision hazards at night.
 - b. UAS night operations are those operations that occur between the end of evening civil twilight and the beginning of morning civil twilight, as published in the American Air Almanac, converted to local time. (This is equal to approximately 30 minutes after sunset until 30

minutes before sunrise, except in Alaska.) External pilots and observers must be in place 30 minutes prior to night operations to ensure dark adaptation.

iii. Before Night Operations

1. **The PIC** must conduct three takeoffs (launch) and three landings (recovery) each, in the specific UAS at night, to a full stop in the previous 90 days.
2. **The Observer** requirement. A VO must be positioned to assist the PIC to exercise the see-and-avoid responsibilities required by scanning the area around the aircraft for potentially conflicting traffic and assisting the PIC with navigational awareness.
3. **Visual Observer (VO) must:**
 - a. Assist the PIC in not allowing the aircraft to operate beyond the Visual Line of Sight (VLOS) limit.
 - b. Be able to see the aircraft and the surrounding airspace sufficiently to assist the PIC with :
 - i. Determining the unmanned aircraft's (UA) proximity to all aviation activities and other hazards (e.g., terrain, weather, and structures);
 - ii. Exercising effective control of the UAV;
 - iii. Preventing the UAV from creating a collision hazard.
 - c. Inform the PIC before losing sufficient visual contact with the UAV or previously sighted collision hazard. This distance is predicated on the observer's normal vision.

iv. Additional Night operations Safety

1. WHITE FLASHING NAV LIGHT will be used during all "Night UAV Operations"
2. Additional Part 107.29 compliant LEDs groups, which consist of 4 cree LEDs housed in one unit, have been affixed to the top hull portion the UAS. Each of these LED groups exceed the 3SM visibility requirement and have the ability to strobe, flash, or provide continuous light. Each unit weighs approximately 10 grams, thus not interfering with the UAS flight dynamics.

d. Emergency Procedures

i. Personnel flying the UAS will first and foremost be trained that in any emergency situation, the safety of persons on the ground and in the air is number one. The following are emergency procedures and each will be documented with an emergency checklist for crew to review

1. Fire

a. UAS will be flown away from people and property until a safe landing location can be found. A fire extinguisher and first aid kit will be located at the mission site.

2. Loss of Link

a. Onboard system will execute lost link protocol by either landing immediately or returning to launch point and land.

3. Loss of Sight Lost

a. In the event that both crew members lose sight of the aircraft the pilot will initiate a Return-To-Home on the remote control. The Return-To-Home protocol is identical to the Loss of Link protocol. Once visual contact with the aircraft is re-established the pilot will take-back the aircraft using the remote control.

4. Loss of Engine

a. During an engine failure UAS flight cannot be maintained and the UAS will make an uncontrolled landing. An announcement will be made to all crew members of the loss of the flight of the aircraft and to watch for the landing site. One crew member will bring a fire extinguisher to the landing site in case of fire.

5. Unusual Attitude

a. Onboard stabilization gyros will be allowed to level aircraft before control is resumed by ground control.

ii. In the unlikely event of an emergency involving the aircraft and person on the ground, the flight crew (PIC and Observer) shall maintain a list of applicable numbers (EMS, Dispatch, ATC) for emergency contact. The flight crew will also be trained in CPR and first responder medical techniques.

e. Lost Communications Procedures

i. Loss of Communications between the Pilot in Command and Air Traffic Control If required, the PIC will communicate with ATC through use of two way radio communications or a cellular phone based on the agreement between ATC and the PIC. In the event the PIC is unable to establish communications, the PIC will immediately land the UA until

communications can be regained. In all cases, when during Loss of Communications there is concern for people or property in the air or on the ground the PIC will immediately land the aircraft.

- ii. Loss of Communications between the Observer and the Pilot in Command the PIC and Observer will be collocated during operations for this COA and communications will be through direct communication. However, if the observer and the PIC are not co-located where verbal communication is not possible, the following communication tools will be utilized....
 - 1. Hand held radio
 - 2. Voice actuated headsets
 - 3. Cellular phone
 - 4. Hand signals
 - a. May be used solely or in conjunction with the communication equipment.
- iii. If Communication is lost and cannot be re-established the UAS will immediately land

f. Lost Link Procedure

- i. Lost Link Procedures
 - 1. In the event of lost link, the UAs must initiate a flight maneuver that ensures landing of the Aircraft. Lost Link airborne operations shall be predictable and shall remain within the defined operating area filed in the NOTAM for that flight operation. In the event that the UAs could potentially enter controlled airspace, the PIC will immediately contact the appropriate ATC facility having jurisdiction over the controlled airspace to advise them of the UAS's last known altitude, speed, direction of flight and estimated flight time remaining and the Proponent's action to recover the UAS.
 - 2. The UAS is preconfigured / programmed in the event of a Lost Link condition to stop forward flight and attempt to regain link to the remote operated by the PIC. If the link is not re-established the UA is programmed to initiate a Return to Home maneuver. If link is not re-established the PIC will also initiate a manual Return to Home procedure by activation the Return to home function on the UAS's remote.
 - 3. If the link is reestablished the PIC will take control of the UAS and continue the operation or maneuver the UAS back to the

launch location if safe to do so. If link is intermittent the PIC will immediately land the UAS in a safe location.

4. Once the UA has returned to home or recovered, the UAS will be inspected for causes of the lost link condition and necessary repairs will be made prior to any future flights.
5. All lost link events will be documented along with any findings of causes of these lost link events.

ii. Lost Visual Line of Sight

1. If the VO loses sight of the UAS the VO must notify the PIC immediately. If the UAS is visually reacquired promptly, the mission may continue. If not, the PIC will immediately execute lost link procedures.

iii. Loss Communications

1. If communication is lost between the PIC and the VO(s), the PIC must execute the lost link procedures

TAB - B

Proclamation

Childhood Cancer Awareness Month

WHEREAS, each year in the United States more than 15,780 children from birth to 19 years old are diagnosed with cancer, equal to about 42 childhood cancer diagnoses each day; and

WHEREAS, approximately one in 285 children in the United States will be diagnosed with cancer before their twentieth birthday with this number increasing each year; and

WHEREAS, each year worldwide, there are more than 300,000 new childhood cancer diagnoses, equal to about every 3 minutes a family will hear the words ‘Your child has cancer’; and

WHEREAS, although the five-year survival rate for childhood cancers has reached 84 percent, nearly 1,500 American children under the age of nineteen still die each year from cancer, making it the leading killer of children by disease; and

WHEREAS, two thirds that do survive will face at least one chronic health condition later on in life – not limited, but including – heart, liver, lung damage, infertility, secondary cancers and growth deficits; and

WHEREAS, the causes of childhood cancer are largely unknown and more studies are needed to understand which treatments work best for children; and

WHEREAS, cancer treatment for children often must differ from traditional adult treatments to take into account children’s developmental needs and other factors – there are more types/variances of childhood cancers than adult cancers; and

WHEREAS, there are hundreds of children being treated for cancer in Washington State with locations at Seattle Children’s Hospital (Seattle), Mary Bridge Hospital (Tacoma) and Shriners Hospitals for Children (Spokane); and

WHEREAS, Washington is a caring state and community that supports children and families;

NOW, THEREFORE, I, Jerry Phillips, as Mayor of the City of Long Beach, Washington, do hereby proclaim September 2021 to be

Childhood Cancer Awareness Month

in Long Beach, and I encourage all people in our city to join me in this special observance.

Date

Jerry Phillips, Mayor

TAB - C

LONG BEACH CITY COUNCIL MEETING

(Remotely Held Meeting)

May 17, 2021

6:30 COUNCIL WORKSHOP

C. Svendsen, C. McGuire, C. Murry, and C. Cline were in attendance remotely. C. Kemmer was absent.

WS-21-07- LBMA Facility Rental Discussion

David Glasson, City Administrator, presented the workshop bill. The LBMA has provided additional documentation to the City for review. This workshop is an opportunity for the City Council and the LBMA to discuss the information presented.

- No decisions or motions were made at this time.

7:00 CALL TO ORDER

Mayor Phillips called the meeting to order.

ROLL CALL

David Glasson, City Administrator, called roll with Mayor Phillips, C. Svendsen, C. McGuire, C. Cline, and C. Murry in attendance remotely. C. Kemmer was absent.

PUBLIC COMMENT

No comments

CONSENT AGENDA

Minutes, May 3, 2021 City Council Meeting

Payment Approval List for Warrant Registers 60166-60201 & 88119-88176 for \$390,514.85

C. McGuire made the motion to approve the Consent Agenda. C. Svendsen seconded the motion; 4 Ayes; 1 Absent, motion passed.

BUSINESS

AB 21-25 – 4th ST NW ROW Vacation- Continuation of the PUBLIC HEARING

The Mayor opened the public hearing at 7:05 p.m.

Ariel Smith, Community Development Director, presented the Agenda Bill. The City has been approached by the property owner of 102 4th ST NW to vacate the northern portion of the 4th ST NW ROW that abuts his property. The Council has already gone to the property to assess the situation. The City is waiting on information from the applicant's surveyor to include in the ordinance. City Staff will present the ordinance during the June 7th meeting.

The Mayor closed the public hearing at 7:07 p.m.

AB 21-26 – Washington Ave South Improvements Bid Award

David Glasson, City Administrator, presented the Agenda Bill. There were three bids that were received on May 5, 2021 that met all the requirements. The lowest of the bidders was AES out of Longview, therefore the City Engineer's recommendation is to award the bid to them.

C. McGuire made the motion to authorize the Mayor to accept the bid from Advanced Excavating Specialist LLC for construction of the Washington Ave South Improvements. C. Svendsen seconded the motion; 4 Ayes; 1 Absent, motion passed.

AB 21-27 – Selection of AWC Delegates

David Glasson, City Administrator, presented the Agenda Bill. The AWC annual conference is virtual this year and AWC needs to know whom the city would like to be voting delegates.

C. Cline made the motion to authorize Mayor Phillips, C. Svendsen, and C. McGuire as the three voting delegates for the AWC conference. C. Murry seconded the motion; 4 Ayes; 1 Absent, motion passed.

DEPARTMENT HEAD ORAL REPORTS

CORRESPONDENCE AND WRITTEN REPORTS

- Water Department Report for April 2021
- Wastewater Department Report for April 2021
- Parks, Streets and Stormwater Report for April 2021
- Police Chief's Report for April 2021

ADJOURNMENT

Mayor Phillips adjourned the meeting at 7:17 p.m.

Mayor

City Clerk

LONG BEACH CITY COUNCIL SPECIAL MEETING

May 20, 2021

4:00 COUNCIL WORKSHOP

Mayor Phillips, C. Svendsen, C. McGuire, C. Murry, and C. Kemmer were all in attendance remotely. C. Cline was absent.

WS 21-08 – LBMA Facility Rental Discussion

David Glasson, City Administrator, facilitated the discussion of the Merchants Service Center, the City's financial contribution and the support from other organizations through an MOU.

No decisions or motions were made at this time.

4:07 p.m. CALL TO ORDER

Mayor Phillips called the meeting to order.

ROLL CALL

David Glasson, City Administrator, called roll with Mayor Phillips, C. Svendsen, C. McGuire, C. Murry, and C. Kemmer in attendance remotely. C. Cline was absent.

PUBLIC COMMENT

No Comments

BUSINESS

AB 21-28 – MOU with LBMA, EDC and PCTB for Merchants Service Center

David Glasson, City Administrator, presented the agenda bill. The MOU presented explains the objectives and responsibilities expected as a result of the Merchant Service Center located at the old police station.

C. Murry made the motion to authorize the Mayor to sign the presented MOU along with the LBMA, EDC and PCTB for merchant services. C. Svendsen seconded the motion; 4 Ayes; 1 Absent, motion passed.

AB 21-29 – Agreement with Long Beach Merchants Association for Facility Use

David Glasson, City Administrator, presented the agenda bill. The contract presented explains the City's expectations and fiscal contribution to the Visitor Center.

C. McGuire made the motion to authorize the Mayor to sign the presented contract with LBMA for the Visitors Center with the changes recommended by city staff. C. Murry seconded the motion; 4 Ayes; 1 Absent, motion passed.

C. Kemmer made a motion to reallocate \$20,000 in funds for the LBMA Visitors Center, previously awarded to the Merchants Association for festival expense. C. McGuire seconded the motion; 4 Ayes; 1 Absent, motion passed.

ADJOURNMENT

Mayor Phillips adjourned the meeting at 4:14 p.m.

Mayor

City Clerk



Warrant Register

Check Periods: 2021 - May - Second

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

Council Member	Council Member	Council Member	Clerk/Treasurer
60202	Bell, Helen S		5/20/2021
60203	Binion, Jacob M		5/20/2021
60204	Booi, Kristopher A		5/20/2021
60205	Goulter, John R		5/20/2021
60206	Hermens, Jessie R		5/20/2021
60207	Huff, Timothy M		5/20/2021
60208	Kemmer, Larry L		5/20/2021
60209	Luethe, Paul J		5/20/2021
60210	Moore, Vincent E		5/20/2021
60211	Morey, Roger T		5/20/2021
60212	Padgett, Timothy J		5/20/2021
60213	Skinner, Gary D		5/20/2021
60214	Wood, Matthew T		5/20/2021
60215	Wright, Flint R		5/20/2021
60216	Zuern, Donald D		5/20/2021
60217	AFLAC		5/20/2021
60218	Awc - ST & Life		5/20/2021
60219	City of LB Retirement Payback		5/20/2021
60220	City of Long Beach - Fica		5/20/2021
60221	City of Long Beach - FWH		5/20/2021
60222	Dept of Labor & Industries		5/20/2021
60223	Dept of Retirement Systems		5/20/2021
60224	Dept of Retirement Systems Def Comp		5/20/2021
60225	Dynamic Collectors, Inc.		5/20/2021
60226	Employment Security Dept		5/20/2021
60227	Massmutual Retirement Services		5/20/2021
60228	Teamsters Local #58		5/20/2021
60229	WEX Health, Inc.		5/20/2021
60230	Association of WA Cities		5/20/2021
			\$256.80
			\$1,976.70
			\$1,700.76
			\$1,778.53
			\$1,470.46
			\$1,710.23
			\$1,608.75
			\$1,901.84
			\$43.47
			\$455.15
			\$1,474.95
			\$808.58
			\$1,703.33
			\$2,934.82
			\$2,439.12
			\$536.44
			\$781.72
			\$50.77
			\$13,306.04
			\$9,135.27
			\$1,856.92
			\$16,459.21
			\$3,273.33
			\$202.25
			\$218.11
			\$525.00
			\$186.50
			\$125.00
			\$28,823.48

Execution Time: 6 second(s)

Printed by CLB1\HelenB on 6/4/2021 2:11:49 PM
Register

88177	Cutting, Jeff	5/13/2021	\$1,489.80
88178	CenturyLink	5/13/2021	\$1,406.96
88179	Bonney, Matt	5/19/2021	\$517.16
88180	Miller, Matt	5/19/2021	\$517.16
88181	Home Depot	5/24/2021	\$1,557.35
88182	Cutting, Jeff	5/26/2021	\$733.92
88184	BLEWETT, JOSH	5/17/2021	\$4,000.00
88185	Postmaster	5/17/2021	\$864.96
88186	Bank of The Pacific	5/28/2021	\$41,687.97
88187	OKIES THRIFTWAY	6/1/2021	\$179.75
88188	Meling, Casey	6/1/2021	\$1,567.57
88189	Meling, Casey	6/1/2021	\$30.00
88190	Coastal AG LLC	6/2/2021	\$1,212.96
88191	Cutting, Jeff	6/4/2021	\$539.97
88192	Active Enterprises, Inc.	6/4/2021	\$293.44
88193	All Safe Mini Storage	6/4/2021	\$120.00
88194	ALS Group USA, Corp.	6/4/2021	\$25.00
88195	AlSCO-American Linen Div.	6/4/2021	\$221.32
88196	Argus Pacific, Inc.	6/4/2021	\$2,550.00
88197	Arts Auto Parts Inc.	6/4/2021	\$89.98
88198	Astoria Janitor & Paper Supply	6/4/2021	\$1,633.20
88199	Backflow Management Inc	6/4/2021	\$1,506.25
88200	Bailey's Saw Shop	6/4/2021	\$10.82
88201	Beckwith & Kuffel	6/4/2021	\$1,442.22
88202	Bonney, Matt	6/4/2021	\$94.69
88203	BridgeTower OpCo, LLC	6/4/2021	\$139.40
88204	Brindlee Mountain	6/4/2021	\$4,980.99
88205	BSK Associates	6/4/2021	\$961.00
88206	Charter Spectrum	6/4/2021	\$474.93
88207	Chinook Observer	6/4/2021	\$439.00
88208	City of Long Beach	6/4/2021	\$3,278.57
88209	Daily Journal of Commerce-Seattle	6/4/2021	\$189.20
88210	Englund Marine Supply	6/4/2021	\$686.61
88211	Evergreen Rural Water of WA	6/4/2021	\$400.00
88212	Evergreen Septic Inc	6/4/2021	\$625.00
88213	Ford Electric	6/4/2021	\$427.09
88214	French Cat Studio	6/4/2021	\$150.00
88215	GRAINGER	6/4/2021	\$71.32
88216	Gray & Osborne	6/4/2021	\$14,990.27
88217	H. D. FOWLER	6/4/2021	\$933.98
88218	Hermens, Jessie	6/4/2021	\$22.18
88219	ICOM AMERICA INC	6/4/2021	\$196.40
88220	Interstate Battery	6/4/2021	\$86.59
88221	Kiwi Glass, Inc.	6/4/2021	\$5,058.69
88222	Lawson Products, Inc.	6/4/2021	\$390.35
88223	Long Beach Commercial Security	6/4/2021	\$1,959.44

<u>88224</u>					
<u>88225</u>	Lynn Peavey Company	6/4/2021		\$105.05	
<u>88226</u>	McVicker, Karen	6/4/2021		\$13.31	
<u>88227</u>	Momar, Inc.	6/4/2021		\$260.50	
<u>88228</u>	Northwest Safety Clean	6/4/2021		\$273.21	
<u>88229</u>	Oman & Son Builders	6/4/2021		\$2,673.34	
<u>88230</u>	One Call Concepts, Inc.	6/4/2021		\$16.05	
	Pacific Co. Dept. of Community	6/4/2021		\$396.56	
	Development				
<u>88231</u>	Pacific County Department of Public Works	6/4/2021		\$10,100.00	
<u>88232</u>	Pacific County Sheriffs	6/4/2021		\$152.50	
<u>88233</u>	PAPE MACHINERY	6/4/2021		\$167,362.18	
<u>88234</u>	Peninsula Sanitation	6/4/2021		\$1,775.64	
<u>88235</u>	Penoyar, William	6/4/2021		\$1,000.00	
<u>88236</u>	Petty Cash	6/4/2021		\$38.30	
<u>88237</u>	Postmaster	6/4/2021		\$300.00	
<u>88238</u>	Public Utility District 2	6/4/2021		\$11,380.98	
<u>88239</u>	Quill Corporation	6/4/2021		\$55.19	
<u>88240</u>	S & F Land Services	6/4/2021		\$2,103.75	
<u>88241</u>	Schwencke, Sarah	6/4/2021		\$125.00	
<u>88242</u>	Sid's Market	6/4/2021		\$99.58	
<u>88243</u>	Solutions Yes	6/4/2021		\$260.97	
<u>88244</u>	SUNSET AUTO PARTS, INC	6/4/2021		\$383.82	
<u>88245</u>	Usa Blue Book	6/4/2021		\$182.96	
<u>88246</u>	Valley Plumbing LLC	6/4/2021		\$12.99	
<u>88247</u>	Verizon Wireless	6/4/2021		\$865.48	
<u>88248</u>	Vision Municipal Solutions	6/4/2021		\$407.77	
<u>88249</u>	Wagoner, Megan	6/4/2021		\$341.14	
<u>88250</u>	Washington Cities Insurance Authority	6/4/2021		\$30.00	
<u>88251</u>	Wex Bank	6/4/2021		\$2,500.00	
<u>88252</u>	Wilcox & Flegel Oil Co.	6/4/2021		\$3,455.60	
<u>88253</u>	Zee Medical Service Co.	6/4/2021		\$168.66	
			Total	\$405,337.52	
			Check	\$405,337.52	
			Grand Total		

TAB - D



**CITY COUNCIL
AGENDA BILL
AB 21-30**

Meeting Date: June 7, 2021

AGENDA ITEM INFORMATION

SUBJECT: Ordinance 993 Setting a Rate for Compost Sales	Originator:	
	Mayor	
	City Council	
	City Administrator	DG
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	
	Finance Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	Water/Wastewater Supervisor	
COST: N/A	Other:	

SUMMARY STATEMENT: This ordinance sets the rate for sale of compost at \$25 per yard.

RECOMMENDED ACTION: Authorize the Mayor execute Ordinance 993 setting the rate for compost sales.

Ordinance Number 993

An Ordinance of the City of Long Beach amending miscellaneous water/sewer related fees and repealing all Ordinances in conflict.

BE IT ORDAINED by the Long Beach City Council as follows:

Section 1. Miscellaneous Fees.

- A. Checks returned to the city because of insufficient funds shall be charged an additional \$25.00
- B. Transfers of Water/Sewer accounts shall be charged \$20.00.
- C. Lien Filing Fee shall be \$100.00
- D. Lien Removal Fee shall be \$100.00
- E. Certified Letter Fee shall be \$20.00
- F. Duplicate Bill Fee shall be \$2.00

Section 2. Water Installation Fees.

Parts, Labor and Equipment:

- A. Labor is figured at \$45.00 per hour.
- B. Parts are sold at our cost.
- C. Backhoe is figured at \$75.00 per hour.

Hourly rate is figured as the time the labor and/or equipment is at the job site, rounded to the nearest 15 minutes.

Section 3. Compost Sales.

- A. Compost shall be sold for \$25.00 per yard.

Section 4. Repealing Conflicting Ordinances.

Any Ordinance in conflict with this Ordinance, to the extent of such conflict, is hereby repealed.

Section 5. Effective Date.

This Ordinance shall be in full force and effect five days from and after its passage, approval, and publication in the manner required by law.

PASSED this 7th day of June 2021

AYES NAYS ABSENT

ATTEST:

Jerry Phillips, Mayor

Jessie Hermens, Clerk

TAB - E



**CITY COUNCIL
AGENDA BILL
AB 21-31**

Meeting Date: June 7, 2021

AGENDA ITEM INFORMATION

SUBJECT: Ordinance No. 994 Case No VAC 2021-01 – Partial Vacation of 4th ST NW –	<i>Originator:</i>	
	Mayor	
	City Council	
	City Administrator	
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	AS
	Finance Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
COST: NA	Water/Wastewater Supervisor	
	Other:	

SUMMARY STATEMENT: During the Council, meeting on May 3rd and again on May 17th, staff presented the staff report reviewing the petitioners request to vacate the northern portion of the 4th ST NW ROW. Mr. Hrutfiord owns the property directly to the north of the ROW. The Council has discussed this topic during workshops and Council meetings. The proposed Ordinance vacates the 12.5' x 100' northern portion of 4th ST NW that abuts the Hrutfiord property. The Council can decide to charge up to 50% of market value. Dan Whealdon at Lighthouse Realty assessed this property at roughly \$10,530. Therefore, 50% would be \$5,265. Please see attached Ordinance and map.

RECOMMENDED ACTION: Approve/Deny Ordinance No. 994 vacating the northern portion of 4th ST NW that abuts Mr. Hrutfiord property, granting the property to Steve Hrutfiord for \$5,265.

ORDINANCE No. 994

AN ORDINANCE OF THE CITY OF LONG BEACH, PACIFIC COUNTY, WASHINGTON, PROVIDING FOR THE VACATION OF A PORTION OF 4th STREET NORTHWEST RIGHT-OF-WAY, AND REPEALING ANY ORDINANCES IN CONFLICT.

WHEREAS, RCW 35.79 allows for the vacation of city streets; and,

WHEREAS, the City of Long Beach has been requested to vacate a section of right-of-way; and,

WHEREAS, the City of Long Beach Unified Development Ordinance provides for a process by which owners of any real property abutting upon any street or alley may petition the City Council to make vacation of the right-of-way; and,

WHEREAS, the City Council adopts the following Findings of Fact:

1. **Petition.** The City Council finds the petition comprises the following:
 - 1.1 A letter from petitioner Hrutfiord received June 28, 2020.
 - 1.2 All other information contained in Case Files No. VAC 2021-01.
2. **Procedures.** The Council finds the following procedures were followed:
 - 2.1 On June 28, 2020 petition (Hrutfiord) was received by the City.
 - 2.2 City Council considered the vacation during an on-site workshop. The progress of this was postponed since WSDOT was coming to do curbs throughout the highway that abuts this property. The city wanted to make sure the vacation would not interfere with the WSDOT project and notified the petitioner.
 - 2.2 Soon after receipt of petitions, the Community Development Director consulted with City Department heads, Public Utility District No. 2 of Pacific County, and CenturyTel regarding this ROW. There were no conflicts reported.
 - 2.3 On April 5, 2021 the City Council approved Resolution 2021-03 setting the time and place for a public hearing on the matter.
 - 2.4 On or soon after April 6, 2021 the City posted notice of the hearing at the subject site, the Long Beach post office, the Long Beach police station, and Long Beach City Hall. The notice included a statement of the proposal and a description of the land proposed to be vacated. The notice also included instruction on how to submit comments on the proposal.
 - 2.5 On May 3, 2021 the Long Beach City Council opened and conducted a public hearing at or soon after 7 pm to take public comment on this matter. There were no comments made.

- 2.6 The Council decided to continue the hearing to the May 17, 2021 meeting. Again, there were no comments made and the Council decided to close the hearing. This ordinance will be presented at the June 7, 2021 meeting as the city was waiting for information from the applicant.
3. **Proposal.** The City Council finds the following regarding the proposed project:
 - 3.1 The petitioners request and City staff recommend that Council vacate approximately 12.5' by 100 feet of the north side of the ROW of 4th Street NW (approximately 1,170 square feet), with transfer of title to the petitioners and all rights thereto.
 - 3.2 The petitioners shall pay for all costs associated with this proposal, including, and not limited to noticing fees and appraisal costs.
 - 3.3 The petitioner shall pay the City a maximum of 50% of the appraised value of the subject property.
4. **Property characteristics.** The City Council finds the following regarding the subject property:
 - 4.1 Northern twelve and a half feet (12.5') of the right-of-way of 4th Street Northwest, from the southwestern property corner of parcel No. 73011012302 to the southeastern property corner of said parcel approximately 100 feet; Block 12, S ½ of Lots 2 & 3, Plat of Tinkers Second North Addition, according to the Plat thereof on file in the office of the Auditor in Volume D-1 of Plats, Page 45, of Pacific County, Washington
 - 4.2 Characteristics of the property to which the vacated land would become part are as follows:
 - 4.2.1 One parcel that it 50' X 100'.
 - 4.2.2 The lot is developed with a single-family residence on it.
 - 4.2.4 The parcel is essentially flat.
 - 4.2.5 The parcel has city utilities.
5. **Subject property land use and zoning.** The City Council finds the following regarding the land use and zoning of the property proposed for vacation:
 - 5.1 The subject property is located adjacent to the RC –Residential Commercial zone pursuant to the City's zoning regulations.
 - 5.2 The subject property is located adjacent to property designated RC—Residential Commercial on the future land use map of the Long Beach Comprehensive Plan.
 - 5.3 The current land use of the subject property is single-family residential used as a vacation rental.

6. **Surrounding property land use and zoning.** The City Council finds the following regarding the land use and zoning of surrounding property:

AREA	LAND USE PLAN	ZONING	EXISTING CONDITIONS
NORTH	Residential-Commercial	RC	Residence
SOUTH	Residential Commercial	RC	Residence
EAST	Residential Commercial	RC	Commercial
WEST	Residential Commercial	RC	Residence

7. **Services.** The City Council finds the following regarding services and utilities available to serve the proposed project:

- 7.1 Water is available from the City of Long Beach.
- 7.2 Sewer is available from the City of Long Beach.
- 7.3 Transportation: Existing from 4th St NW
- 7.4 Public Education is provided by the Ocean Beach School District.
- 7.5 Electricity is available from Pacific County PUD No. 2.
- 7.6 Solid Waste is available from Peninsula Sanitation, and service is already provided.
- 7.7 Police and Fire are provided by the City of Long Beach Police and City of Long Beach Fire Departments.
- 7.8 Medical and Emergency Facilities are provided by the City of Long Beach EMS, Medix Ambulance Service, and Ocean Beach Hospital District No. 3.

8. **City Staff and PUD Input.** The City Council finds the following regarding staff and PUD input:

- 8.1 City staff did not identify any conflicts regarding City services or utilities that cannot be rectified.
- 8.2 The PUD did not identify any conflicts regarding PUD services or utilities that cannot be rectified.
- 8.3 Contact with CenturyTel was made, and staff did not hear back. A locate indicated that this vacation would not impact their services.

9. **City's Comprehensive Plan.** The City Council finds the proposed project complies with

the following relevant portion of the City's Comprehensive Plan:

9.1 Land Use Goal 3-9.

10. **City's Unified Development Regulations.** The City Council finds the proposal complies with the following relevant portions of the City's Unified Development regulations:

10.1 11-6C-1(A), (C): Petition by owner.

10.2 11-6C-2: Setting date for hearing.

10.3 11-6C-3: Notice of hearing.

10.4 11-6C-4: Hearing; ordinance of vacation.

10.5 11-6C-6: Title to vacated street or alley.

10.6 11-6C-7: Zoning of vacated street or alley.

WHEREAS, the City Council has adopted Resolution 2021-03 setting the time and place for the public hearing to determine the vacation request; and,

WHEREAS, the City has provided the required notification and publication of the public hearing; and,

WHEREAS, the subject portion of 4th Street Northwest has been part of a dedicated City right-of-way for a period of twenty-five years or more; and,

WHEREAS, the abutting property owner will pay the City of Long Beach up to ½ the fair market value as provided for in RCW 35.79.030 and the City's Unified Development Code at 11-6C-4(A): Payment of Fair Market Value;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LONG BEACH DO ORDAIN AS FOLLOWS:

Section 1. Right-of-Way Vacated

The following described right-of-way, northern twelve and a half feet (12.5') of the right-of-way of 4th Street Northwest, from the southwestern property corner of parcel No. 73011012302 to the southeastern property corner of said parcel approximately 100 feet; Block 12, S ½ of Lots 2 & 3, Plat of Tinkers Second North Addition, according to the Plat thereof on file in the office of the Auditor in Volume D-1 of Plats, Page 45, of Pacific County, Washington is hereby vacated and ownership shall be transferred to the abutting property owner, Steve Hrutfiord. The area to be vacated comprises approximately 1,170 square feet. The legal description for the vacated right-of-way is:

Beginning at the southeast corner of Block 12 in the plat of Tinkers Second North Addition to Long Beach;

thence South 04°23'39" West, along the southerly extension of the east line of said Block 12, a distance

of 3.00 feet;

thence North 85°30'15" West 4.30 feet;

thence South 45°50'00" East 12.65 feet to a point that is 12.50 feet south of, when measured at right

angles to, the south line of said Block 12;

thence North 85°30'15" West, parallel to said south line, a distance of 87.34 feet;

thence North 04°23'29" East 12.5 feet to the southwest corner of Lot 2 in said Block 12;

thence South 85°30'15" East 100.02 feet to the **Point of Beginning**.

Containing 1,170 square feet, more or less.

Subject to Easements and Restrictions of Record.

Bearings based on survey filed in Book 15, Page 39, Survey Records of Pacific County, Washington

Section 2. Severability Clause.

If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance, or the application of the provision to other persons or circumstances is not affected.

Section 3. Repeal of conflicting ordinances

All existing Ordinances are hereby repealed insofar as they may conflict with this ordinance.

Section 4. Effective Date.

This Ordinance shall be in full force and effect five days from and after its passage, approval, and publication in the manner required by law only when the following conditions have been met:

1. The petitioner shall pay for all costs associated with this partial right-of-way vacation.
2. The petitioner shall cause to have a market-value appraisal made of the subject property at petitioner's expense or agree to a recent valuation of the property via a real estate professional.
3. The petitioner shall pay the City of Long Beach up to 50% of the market value of the subject property.

Passed this 7th day of June 2021.

AYES

NAYS

ABSENT

ABSTENTIONS

Jerry Phillips, Mayor

ATTEST:

Jessie Hermens, City Clerk

LEGAL DESCRIPTION
PROPOSED STREET VACATION

A portion of North 4th Street (shown as Fourth Street on the plats of Tinkers North Addition to Long Beach and Tinkers Second North Addition to Long Beach) in the City of Long Beach, Pacific County, Washington, more particularly described as follows:

Beginning at the southeast corner of Block 12 in the plat of Tinkers Second North Addition to Long Beach; thence South 04°23'39" West, along the southerly extension of the east line of said Block 12, a distance of 3.00 feet;

thence North 85°30'15" West 4.30 feet;

thence South 45°50'00" East 12.65 feet to a point that is 12.50 feet south of, when measured at right angles to, the south line of said Block 12;

thence North 85°30'15" West, parallel to said south line, a distance of 87.34 feet;

thence North 04°23'29" East 12.5 feet to the southwest corner of Lot 2 in said Block 12;

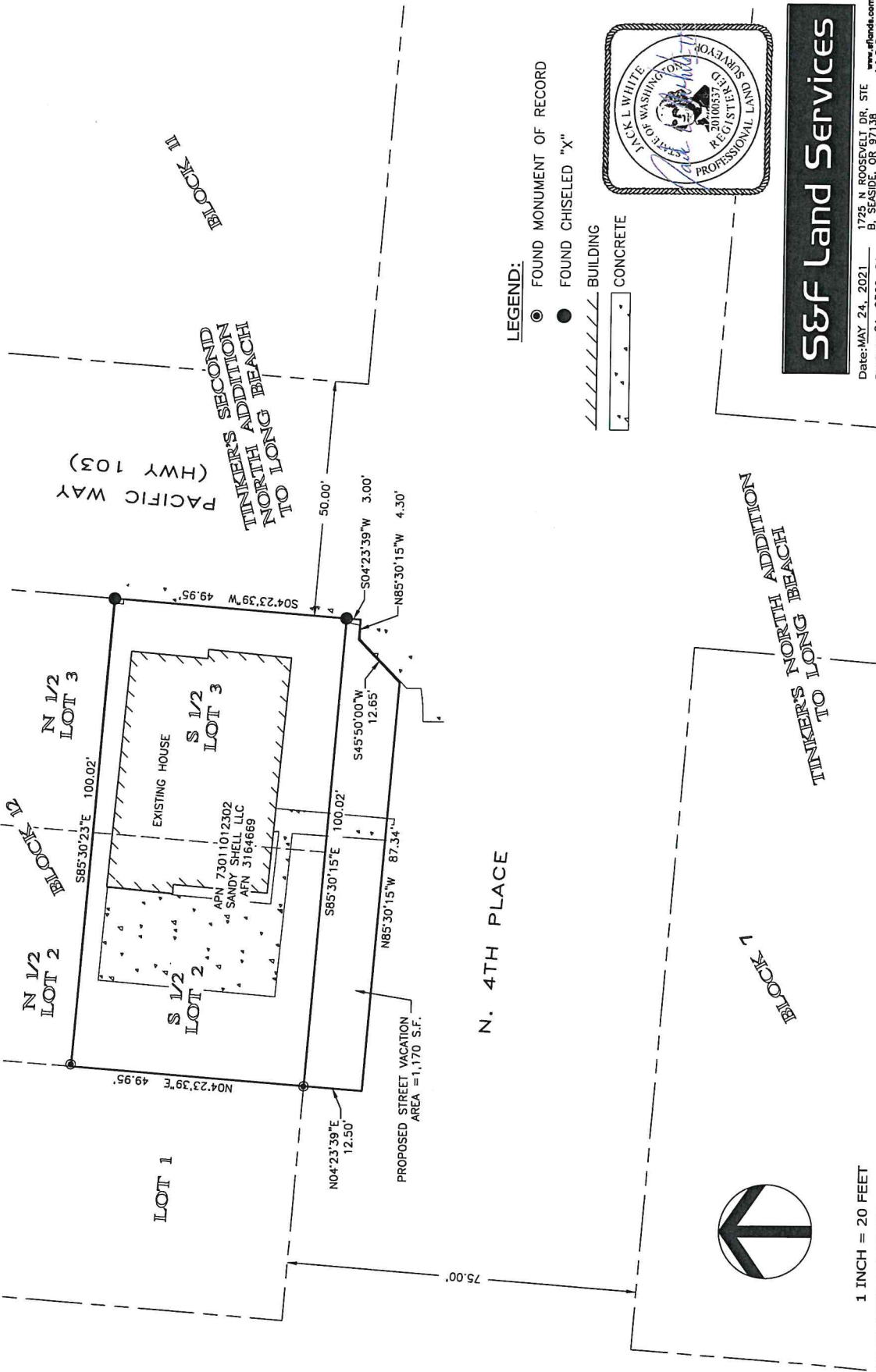
thence South 85°30'15" East 100.02 feet to the **Point of Beginning**.

Containing 1,170 square feet, more or less.

Subject to Easements and Restrictions of Record.

Bearings based on survey filed in Book 15, Page 39, Survey Records of Pacific County, Washington.

EXHIBIT SKETCH
OF PROPOSED STREET VACATION



LEGEND:
 ● FOUND MONUMENT OF RECORD
 ● FOUND CHISELED "X"
 // BUILDING
 □ CONCRETE



S&F Land Services

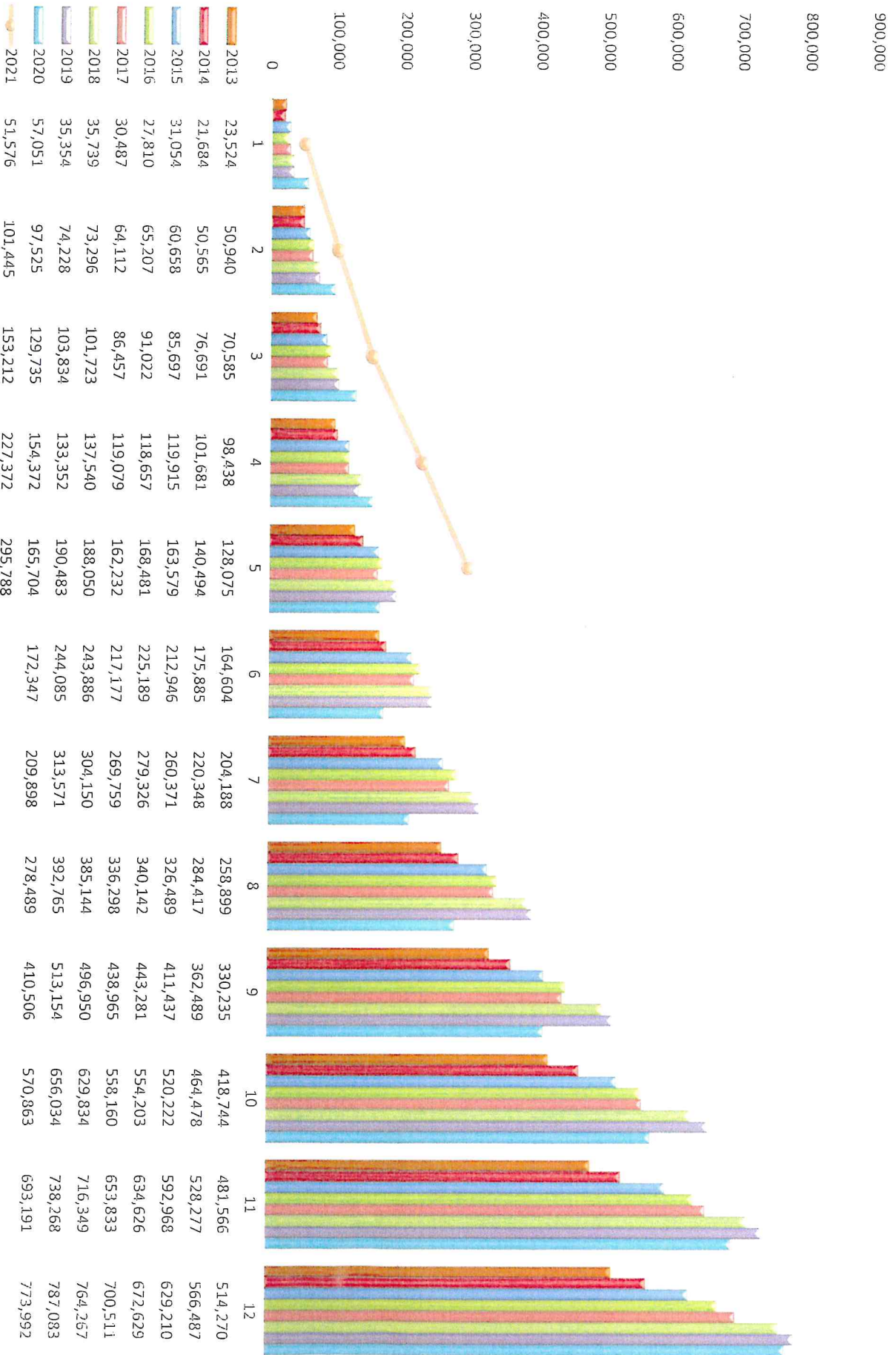
Date: MAY 24, 2021
 1795 N. ROBERT DR., STE B, SEASIDE, OR 97138
 (503) 738-3425
 www.sandflands.com
 info@sandflands.com
 Proj No: 21-G360-01



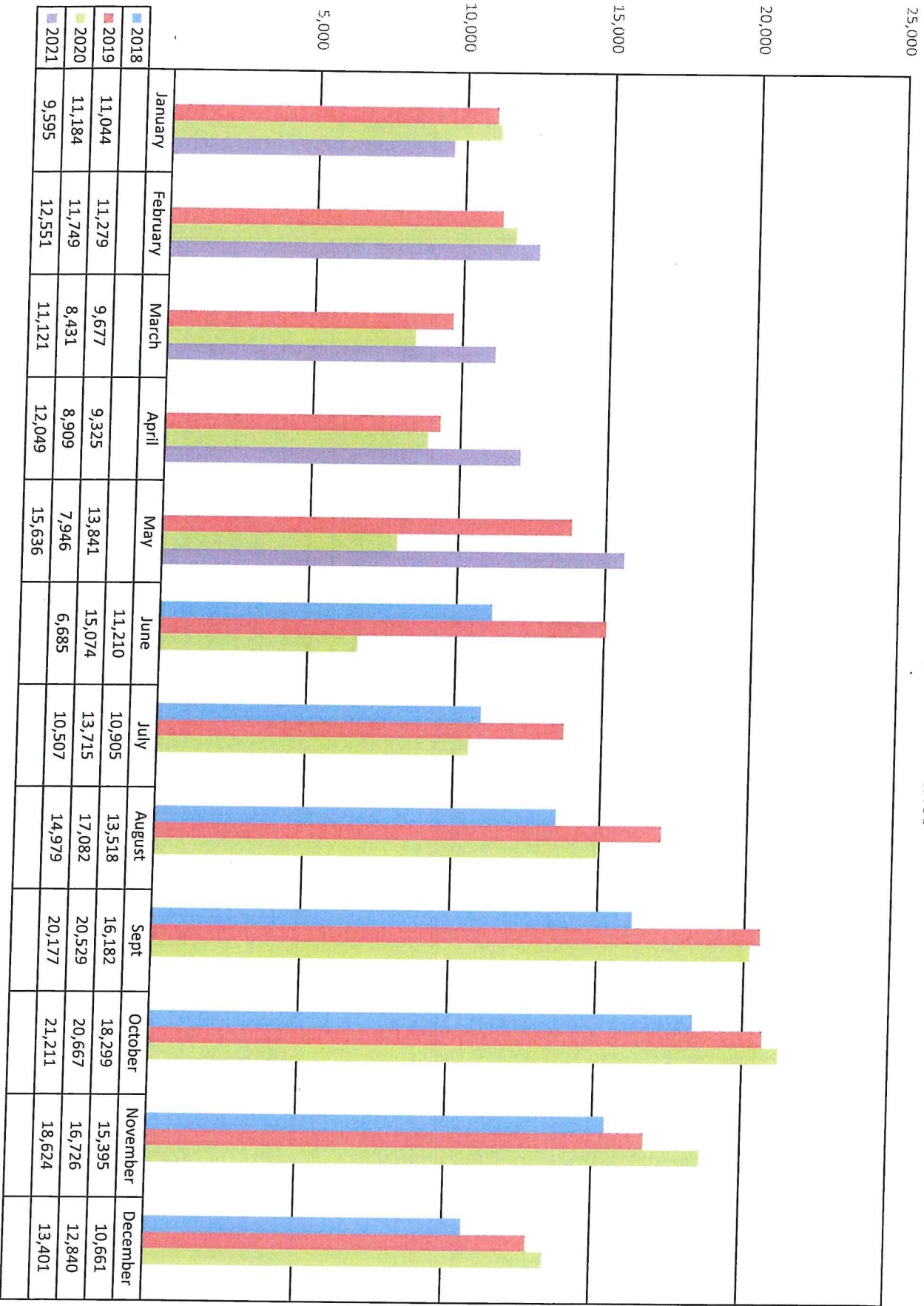
1 INCH = 20 FEET

TAB - F

Lodging Tax Collections



Transportation Benefit District



Assure Station Metrics Monthly Reporting

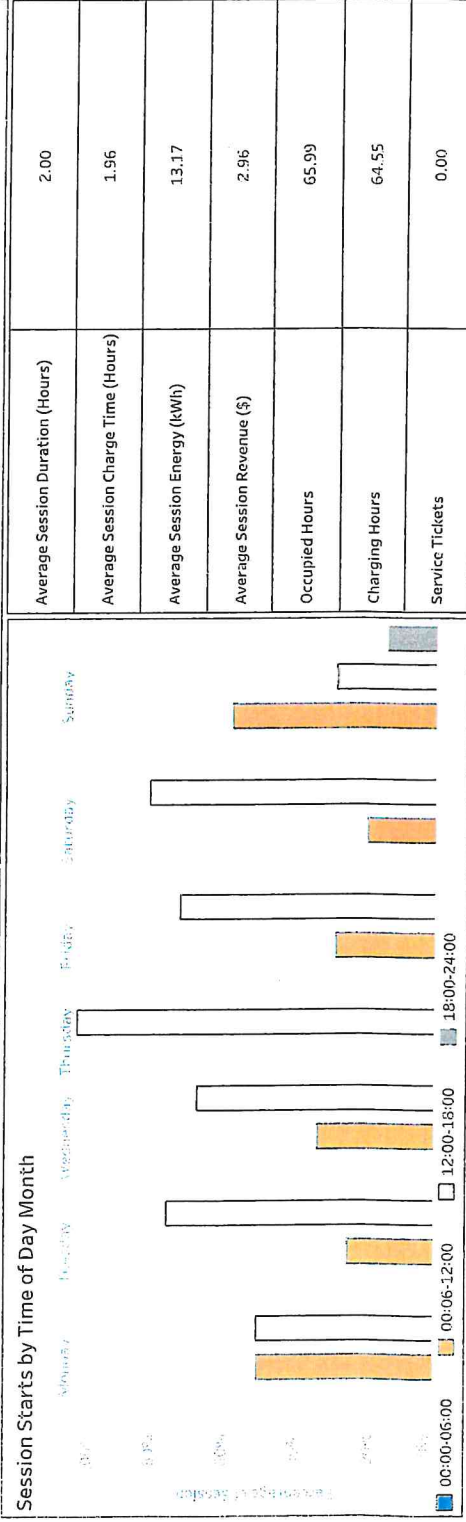
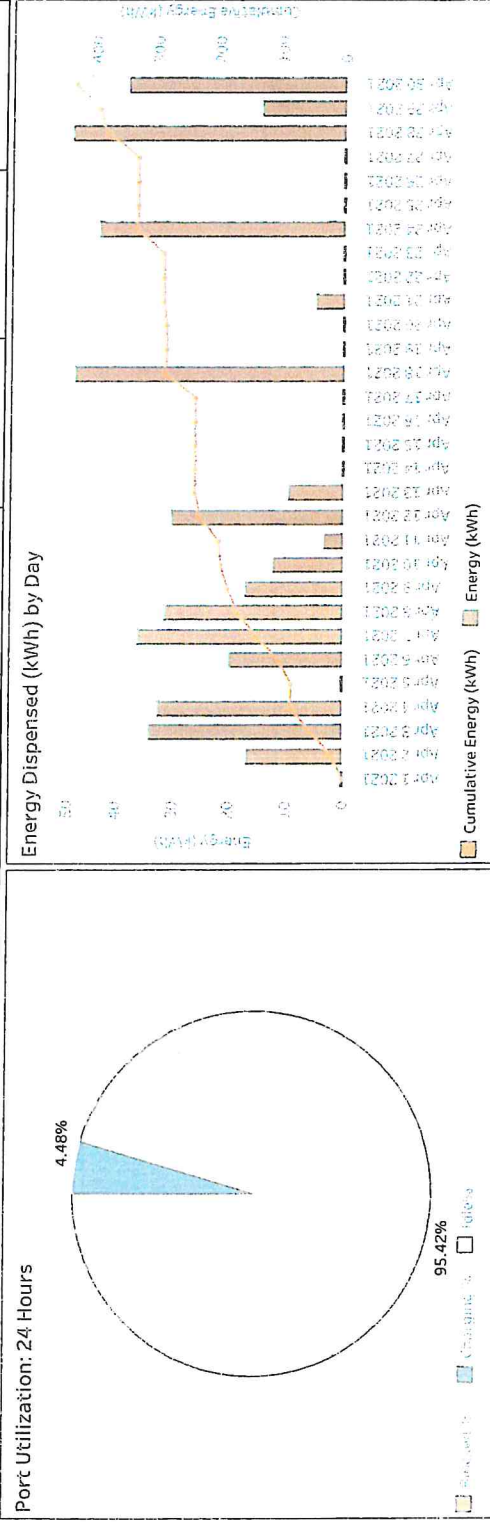
Company ID: 16233
 Court Level: 341

Organization Name: AB
 Month End Date: 4/30/2021

Long Beach - Monthly Report - April 2021



Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Chargepoint Response SLA	Session Count
2	1	98	434	182	55	24	100.00%	33



Long Beach Police

P.O. Box 795
Long Beach, WA 98631

lbpdchief@centurytel.net

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

06-01-21

Page 1 of 2

To: Mayor Phillips and Long Beach City Council

From: Chief Flint R. Wright

Ref.: Monthly Report for May 2021

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

Long Beach

523 Total Incidents
Aid Call Assists: 2
Alarms: 5
Animal Complaints: 7
Assaults: 9
Assists: 115
(Includes 8 PCSO, 3 WSP And 5 Other Agency Assists Outside City Boundaries)
Burglaries: 4
Disturbance: 32
Drug Inv.: 6
Fire Call Assists: 4
Follow Up: 82
Found/Lost Property: 8
Harassment: 10
Malicious Mischief: 2
MIP – Alcohol: 0
MIP – Tobacco: 7
Missing Persons: 0
Prowler: 2
Runaway: 0
Security Checks: 116
Suspicious: 22
Thefts: 9
Traffic Accidents: 5
Traffic Complaints: 12
Traffic Tickets: 8
Traffic Warnings: 25
Trespass: 15
Warrant Contacts: 5
Welfare Checks: 11

Ilwaco (Includes 26 Calls At Port)

242 Total Incidents
Aid Call Assists: 0
Alarms: 4
Animal Complaints: 10
Assaults: 1
Assists: 23
Burglaries: 0
Disturbance: 7
Drug Inv.: 1
Fire Call Assists: 1
Follow Up: 36
Found/Lost Property: 0
Harassment: 3
Malicious Mischief: 2
MIP – Alcohol: 0
MIP – Tobacco: 0
Missing Persons: 0
Prowler: 0
Runaway: 2
Security Checks: 103
Suspicious: 11
Thefts: 5
Traffic Accidents: 1
Traffic Complaints: 6
Traffic Tickets: 2
Traffic Warnings: 8
Trespass: 4
Warrant Contacts: 3
Welfare Checks: 9

I attended training on May 10th. The course title was, "Response Tactics for Critical Incidents and In-Progress Crimes". The training dealt with the latest tactics for dealing with critical incidents as well as the latest case law in dealing with those types of incidents.

Officer Jeff Cutting attended training on May 11th and 12th. The course title for May 11th was, "Unmasking Hidden Facial Expressions". The class taught the officers how to recognize the "7 universal emotions found in micro-facial expressions and subtle facial expressions". The benefits of this training included improving interview skills, enhancing officer safety, increasing the ability to recognize truthfulness and enhancing communication with the public. The training was based on the research of a Doctor Paul Ekman.

The class on May 12th was titled, "Body Language for Law Enforcement". The class dealt with understanding non-verbal communication. The class gave the attendees the ability to know what messages may be conveyed by different body movements. This training also was a benefit for enhanced officer safety and improving interviewing skills.

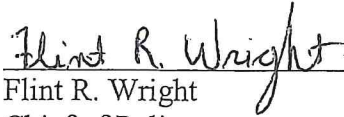
Officer Cutting also attended training May 17th-21st in California. This week long training was put on by a company named "Cellebrite". After this training Officer Cutting was recognized as a "Cellebrite Certified Operator". This training dealt with being able to extract data in a forensically sound manner from cell phones and computers to obtain digital evidence.

The other half of the training, trained Jeff to be a "Cellebrite Certified Physical Analyst". That training dealt with focusing on the analysis of evidence obtained from cell phones and computers and also taught advanced search techniques for retrieving deleted data and database contents. All of this training, as well as travel expenses, was paid for from Pacific County Drug Task Force funds.

On the 25th we moved over to the new building. We are all very grateful for the new building and I want to thank Mayor Philipps for securing the funding and I want to thank Deputy Chief Casey Meling for all his hard work on the new building.

Memorial Day weekend, May 28th-31st went well. There were a lot of people down and they were well behaved. Most of the calls we dealt with were involving local citizens.

On Memorial Day I attended the Memorial Day service at the Ilwaco cemetery and at the Black Lake memorial. Mayor Phillips attended with me. The department provided traffic control for the service at Black Lake.


Flint R. Wright
Chief of Police