



AGENDA –Monday, December 18, 2023

6:30 p.m. Workshop

7:00 p.m. City Council Meeting

In-Person and Zoom Webinar

Meeting ID: 829 2381 4826

Password: 123456

6:30 WORKSHOP

2023 Elected Officials Farewell

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

Call to order	Mayor Phillips, Council Member Svendsen, Council Member Phelps,
And roll call	Council Member Murry, Council Member Reddy & Council Member Coleman

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 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, December 4, 2023, Regular Meeting
- Payment Approval List for Warrant Registers –91834-91917 for \$223,001.10

- AB 23-66 – Ordinance 1030 Amending the 2023 Budget – TAB B
- AB 23-67 – State of Washington DNR Forest Land Response Agreement –TAB C
- AB 23-68 – MOU with Cosmopolis Police Department for Equipment Exchange – TAB D
- AB 23-69—TIB Agreement for 2nd ST NE Sidewalks – TAB E
- AB 23-70 – Washington State Patrol Interagency Agreement – TAB F

ORAL REPORTS

CORRESPONDENCE AND WRITTEN REPORTS

- 2024 Budget Message

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.
January 2, 2024, January 16, 2024 & February 5, 2024

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

December 4, 2023

5:00 COUNCIL WORKSHOP

Mayor Phillips, C. Svendsen, C. Reddy, and C. Coleman were in attendance. C. Phelps and C. Murry were both absent.

WS 23-22 Conflict of Interest

Jerry Phillips, Mayor, presented the workshop bill. The City Attorney, Joel Penoyer, held a workshop to review what constitutes a conflict of interest and provide an overview of council ethics.

There were no decisions or motions 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. Murry, C. Reddy, and C. Coleman were in attendance. C. Phelps was absent and excused.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Minutes, November 20, 2023, Regular Meeting

Payment Approval List for Warrant Registers – 91751-91832 for \$139,736.66

C. Svendsen made the motion to approve the Consent Agenda. C. Coleman seconded the motion; 4 Ayes; 1 Absent (C. Phelps), motion passed.

BUSINESS

AB 23-60 – Ordinance 1026: Amending the Pay Table for 2024

David Glasson, City Administrator, presented the agenda bill. The union members of the staff are contractually allowed a 5% salary increase effective January 1, 2024. This amendment reflects that increase for all city staff.

C. Svendsen made the motion to approve Ordinance 1026, amending the pay scale to include a 5% wage increase for 2023. C. Coleman seconded the motion; 4 Ayes; 1 Absent (C. Phelps), motion passed.

AB 23-61 – Ordinance 1027: Adopting the Final Budget for 2024 – PUBLIC HEARING

The Mayor opened the public hearing at 7:02 p.m.

David Glasson, City Administrator, presented the agenda bill. The purpose of the public meeting is to receive public comments on the proposed budget.

Karla Jensen, from the Mermaid Inn, Snow Peak, LBMA, EDC, and PCTB made a comment regarding the LBMA Visitor Center.

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

C. Murry made the motion to adopt Ordinance 1027, approving the 2024 proposed budget. C. Reddy seconded the motion; 4 Ayes; 1 Absent (C. Phelps), motion passed.

AB 23-62 – Ordinance 1028: Water and Sewer Connection Fees

David Glasson, City Administrator, presented the agenda bill. The council has discussed raising the utility connection fees to account for some of the revenue needed to keep up with repairs and maintenance to the city's infrastructure. This is displayed through Ordinance 1028, raising water and sewer connections from \$2,500 to \$5,500 each. This decision is supported by rate studies conducted by the city's engineers.

C. Svendsen made the motion to adopt Ordinance 1028. C. Coleman seconded the motion; 3 Ayes; 1 Nay (C. Murry); 1 Absent (C. Phelps), motion passed.

AB 23-63 – Ordinance 1029: 2024 Water and Sewer Fees

David Glasson, City Administrator, presented the agenda bill. This adopts the rate increases discussed during the budget workshops. Monthly residential rates for Water increase \$2.04; Sewer increases \$3.94; and Storm Water increases \$.15 for a total monthly increase of \$6.68 per month (including utility tax).

C. Coleman made the motion to adopt Ordinance 1029. C. Svendsen seconded the motion; 3 Ayes; 1 Nay (C. Murry); 1 Absent (C. Phelps), motion passed.

AB 23-64 – WCIA Delegate and Alternate

David Glasson, City Administrator, presented the agenda bill. As members of Washington Cities Insurance Authority, we are required to select a delegate and alternate to coordinate training, respond timely to claims and be a primary contact among other duties. With Brian's departure, the city must appoint a new delegate.

C. Svendsen made the motion to appoint David Glasson as the delegate and Ariel Smith, as the alternate delegate. C. Reddy seconded the motion; 4 Ayes; 1 Absent (C. Phelps), motion passed.

AB 23-65 – Bid Award for Surplus Items

David Glasson, City Administrator, presented the agenda bill. The city received one bid on the surplus items. Hill and Son Excavating bid \$4,895.00 on the 2002 F350 Dump Truck. There were no bidders on the 1996 utility trailer.

C. Reddy made the motion to approve the sales of surplus equipment to the highest bidder. C. Coleman seconded the motion; 4 Ayes; 1 Absent (C. Phelps), motion passed.

ORAL REPORTS

CORRESPONDENCE AND WRITTEN REPORTS

- ECY Initial Submittal SMP Amendment Confirmation
- Lodging Tax Collections
- Sales Tax Collections
- Transportation Benefit District Collections
- Police Chief's Report for November

ADJOURNMENT

Mayor Phillips adjourned the meeting at 7:16 p.m.

Mayor

City Clerk



Warrant Register

Check Periods: 2023 - Decemeber - 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
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Number	Name	Print Date	Clearing Date	Amount
91834	Miller, Matt	12/4/2023		\$370.75
91835	Nagy, Brandon	12/4/2023		\$207.00
91836	Melling, Casey	12/5/2023		\$962.97
91837	Tangly Cottage Garden	12/5/2023		\$1,786.95
91838	Smith, Ariel	12/5/2023		\$196.79
91839	Bank of The Pacific	12/5/2023		\$8,169.69
91840	Jacoby, Rich	12/6/2023		\$335.13
91841	Turner, Joe P.C.	12/6/2023		\$1,713.50
91842	Glasson, David	12/8/2023		\$135.90
91843	Nagy, Brandon	12/8/2023		\$134.64
91844	Department of Licensing - Firearms Section	12/4/2023		\$18.00
91845	Kemmer, Larry	12/4/2023		\$42.00
91846	Nagy, Brandon	12/4/2023		\$190.45
91847	Phillips, John	12/4/2023		\$167.48
91848	Clauser, Riley	12/13/2023		\$75.00
91849	Gaertan, Andrew	12/13/2023		\$15.00
91850	Glasson, David	12/13/2023		\$120.00
91851	Glasson, Katie	12/13/2023		\$60.00
91852	Holmes, Greg	12/13/2023		\$15.00
91853	Jacobson, Clark	12/13/2023		\$30.00
91854	Jewell, Kyle	12/13/2023		\$375.00
91855	Jewell, Zach	12/13/2023		\$180.00
91856	Lopez, Carlos	12/13/2023		\$30.00
91857	McNabb, Cahlin	12/13/2023		\$75.00
91858	Mendez, Jose	12/13/2023		\$795.00
91859	Mendez, Moises	12/13/2023		\$180.00
91860	Miller, Matt	12/13/2023		\$195.00
91861	Nagy, Brandon	12/13/2023		\$30.00
91862	Oglesby, Julia	12/13/2023		\$765.00

Number	Name	Print Date	Clearing Date	Amount
91863	Phillips, Dakota	12/13/2023		\$75.00
91864	Phillips, John	12/13/2023		\$465.00
91865	Raichl, Jennifer	12/13/2023		\$30.00
91866	Spitz, Katja	12/13/2023		\$325.00
91867	Starks, Tyler	12/13/2023		\$50.00
91868	Williams, David	12/13/2023		\$25.00
91869	Wright, Travis	12/13/2023		\$30.00
91870	Airgas USA LLC	12/14/2023		\$71.92
91871	Astoria Janitor & Paper Supply	12/14/2023		\$1,819.71
91872	Bell, Helen	12/14/2023		\$194.81
91873	BMC WELDING	12/14/2023		\$355.22
91874	Cascade Columbia Distribution CO	12/14/2023		\$5,077.97
91875	CenturyLink	12/14/2023		\$727.38
91876	Chinook Observer	12/14/2023		\$667.42
91877	Cintas	12/14/2023		\$63.46
91878	Columbia Pacific Fiber Arts Association	12/14/2023		\$4,000.00
91879	COLUMBIA PACIFIC HERITAGE MUSEUM	12/14/2023		\$2,000.00
91880	Columbia Steel & Welding Supply	12/14/2023		\$9.08
91881	Cottage Bakery	12/14/2023		\$90.00
91882	Day Wireless Systems	12/14/2023		\$19,303.76
91883	Dennis Company Ace (Westlake Hardware, Inc.) WA-133	12/14/2023		\$1,133.04
91884	Dept of Ecology	12/14/2023		\$66,842.90
91885	DMT Auto Parts, Inc	12/14/2023		\$385.02
91886	Englund Marine Supply	12/14/2023		\$302.28
91887	Evergreen Septic Inc	12/14/2023		\$380.00
91888	Flukinger, Ashley	12/14/2023		\$1,700.00
91889	Ford Electric	12/14/2023		\$55,673.30
91890	Gray, Karen	12/14/2023		\$15.00
91891	Iron Mountain	12/14/2023		\$180.11
91892	Kemmer, Larry	12/14/2023		\$317.29
91893	Lawson Products, Inc.	12/14/2023		\$116.38
91894	MANSFIELD ALARM CO, INC	12/14/2023		\$148.67
91895	Matco Tools	12/14/2023		\$226.16
91896	Mullins, Duane	12/14/2023		\$960.00
91897	Murray, Michael	12/14/2023		\$379.45
91898	Northwest Safety Clean	12/14/2023		\$188.93
91899	Oman & Son Builders	12/14/2023		\$310.24
91900	One Call Concepts, Inc.	12/14/2023		\$17.12
91901	Pacific County Emergency Management Agency	12/14/2023		\$4,249.00
91902	Pacific Solid Waste Disposal	12/14/2023		\$25.00
91903	PAPE MACHINERY	12/14/2023		\$482.13
91904	Peninsula Sanitation	12/14/2023		\$1,996.16
91905	Sea Western Fire	12/14/2023		\$4,023.35
91906	Sid's Market	12/14/2023		\$21.21

Execution Time: 5 second(s)

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Register

Page 2 of 3

Number	Name	Print Date	Clearing Date	Amount
91907	Solutions Yes	12/14/2023		\$262.35
91908	STAPLES BUSINESS CREDIT	12/14/2023		\$62.29
91909	State Auditor's Office	12/14/2023		\$11,400.90
91910	Sterling Codifiers/American Legal Publishing	12/14/2023		\$500.00
91911	Symbol Arts LLC	12/14/2023		\$1,231.80
91912	Veolia WTS Analytical Instrument, Inc	12/14/2023		\$6,348.55
91913	Visa	12/14/2023		\$6,140.20
91914	Vision Municipal Solutions	12/14/2023		\$93.99
91915	Wahkiakum West Internet	12/14/2023		\$595.00
91916	Wilcox & Flegel Oil Co.	12/14/2023		\$2,929.40
91917	Wirkkala Construction	12/14/2023		\$611.90
Total				\$223,001.10
Grand Total				\$223,001.10

TAB - B



**CITY COUNCIL
AGENDA BILL
AB 23-66**

Meeting Date: December 18, 2023

AGENDA ITEM INFORMATION

SUBJECT: Ordinance 1030– Amending the 2023 Budget	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: *The Ordinance presented amends the 2023 budget to include additional funds for the Current Expense, Streets and Stormwater Funds. The council approved some additional projects after the 2023 budget was originally passed which affected the expenditures in the current expense and streets fund. The stormwater fund had a repair project in 2022 get paid out in 2023.*

RECOMMENDED ACTION: *Approve Ordinance 1030 amending the 2023 budget.*

ORDINANCE No. 1030

AN ORDINANCE OF THE CITY OF LONG BEACH, WASHINGTON, AMENDING THE 2023 BUDGET BY AUTHORIZING ADDITIONAL EXPENDITURES

WHEREAS, due to additional projects added after the original budget was adopted, the current expense fund had extra costs as did the streets fund;

WHEREAS, due to some unexpected project costs and emergency repairs, the stormwater fund had additional expenditures;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LONG BEACH, WASHINGTON, that the 2023 Budget is hereby amended to allow the following total expenditures.

Passed this 19th day of December 2023.

AYES

NAYS

ABSENT

ABSTENTIONS

Jerry Phillips, Mayor

ATTEST:

Jessie Hermens, City Clerk

2023 BUDGET AMENDMENTS

Current Expense Fund	Total Expenditures & Non-Expenditures	\$ 2,637,844
Streets	Total Expenditures & Non-Expenditures	\$ 562,384
Stormwater Fund	Total Expenditures & Non-Expenditures	\$ 488,602

TAB - C



**CITY COUNCIL
AGENDA BILL
AB 23-67**

Meeting Date: December 18, 2023

AGENDA ITEM INFORMATION

SUBJECT: Washington State DNR Agreement for Forest Land Response	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	
	Other:	
COST: N/A		

SUMMARY STATEMENT: *Agreement acknowledging terms related to interagency forest fire response.*

RECOMMENDED ACTION: *Authorize the Mayor to execute the agreement with Washington State DNR for Forest Land Response.*



**DEPARTMENT OF
NATURAL RESOURCES**

PACIFIC CASCADE REGION
PO BOX 280
601 BOND RD
CASTLE ROCK, WA 98611

360-577-2025
DNR RE PACIFIC CASCADE
REGION@DNR.WA.GOV
WWW.DNR.WA.GOV

Dear Chief or Representative,

The Department of Natural Resources Pacific Cascade Region is currently in the process of updating FLRA and FDA templates. The process to update FLRA and FDA templates, may or may not, be completed during the 2023 season. As a partner in Wildland fire, Pacific Cascade Region would like to complete an amendment to the FLRA's and this would extend the expiration date of most FLRA's to: **11/30/2024**.

Enclosed, you will find the amendment document, which will need to be signed and sent to DNR Pacific Cascade Headquarters (address shown above). Once the signatures have been collected from the Fire District Representative and the Regional Manager for Pacific Cascade Region DNR, the document will be sent to the DNR Wildland Fire Division Contracts and Services to look for any discrepancies and to finalize the Amendment. Lastly, Copies of the finalized document will be distributed to the Fire District and Pacific Cascade Region.

Please let me know if you have any questions/concerns regarding this amendment or your current FLRA.

Thank you for your time, energy, and patience.

AIDAN PALM

Aidan Palm
Dispatch Coordinator
Pacific Cascade Region
Department of Natural Resources



WILDFIRE

STATE OF WASHINGTON
DEPARTMENT OF NATURAL RESOURCES (DNR)
FOREST LAND RESPONSE AGREEMENT
AMENDMENT NO. 1
TO
CONTRACT NO. 93-098188

PI: **221, 223, or 224**

Funding Source: **State**

Grant Funded: ☐ Yes ☒ No

OMWBE: ☐ Small Business ☐ Veteran Owned ☒ **not applicable**

Procurement method (Select one): ☒ **NC - EXEMPT IAA. See DES Policy DES-140-00 Section 9, Item 11.**

Agreement No **93-098188**. by and between the WA STATE DEPARTMENT OF NATURAL RESOURCES (DNR) and **Long Beach Volunteer Fire Department** is amended as follows:

Section, Term (of the specificized agreement number listed above), is here by amended as follows:

The term of this agreement is executed on original date listed in the original contract, any subsequent amendments, or the date of execution of the parties, whichever applies for the specific agreement listed, through November 30, 2024.

Reason for the change is:

Negotiations with statewide Fire Chief Representatives regarding a new Forest Land Response Agreement contract template and DNR are expecting to have new terms and conditions that are mutually agreed upon for effective interagency fire response prior to the 2024 Wildland Fire Year. The current FLRA is being extended until those negotiations can be applied.

By signature below, the Parties certify that the individuals listed in this document, as representatives of the Parties, are authorized to act in their respective areas for matters related to this instrument.

IN WITNESS WHEREOF, the parties hereby execute this Amendment.

DISTRICT / DEPARTMENT

**STATE OF WASHINGTON
DEPARTMENT OF NATURAL
RESOURCES**

_____ Signature	_____ Date	_____ Signature	_____ Date
_____ Name		_____ Name	
_____ Title		_____ Title	
_____ Address		_____ Address	
_____ Telephone		_____ Telephone	

TAB - D



**CITY COUNCIL
AGENDA BILL
AB 23-68**

Meeting Date: December 18, 2023

AGENDA ITEM INFORMATION		
SUBJECT: MOU with Cosmopolis Police Department	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 agreement outlines the ability to exchange firearms training for vehicle assets.*

RECOMMENDED ACTION: *Authorize the Mayor to execute the MOU with the Cosmopolis Police Department.*

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into this ___ day of _____, 20__, by and between the Long Beach Police Department and the Cosmopolis Police Department (hereinafter collectively referred to as "the Parties"). In consideration of the mutual benefits to be derived, and the promises set forth herein, the Parties hereby agree:

WHEREAS, the Parties recognize the importance and mutual benefit of working in partnership to provide needed assets to the Cosmopolis Police Department in exchange for valuable training in firearms for the Long Beach Police Department; and

WHEREAS, the Parties wish to create a positive model to assist each other in protecting and serving the community; and

WHEREAS, in the interest of public safety, the Parties are able and desire to provide duly commissioned law enforcement officers pertinent training in firearms in exchange for vehicle assets in order to benefit the needs of both departments.

NOW, THEREFORE, the Parties agree as follows:

1. Scope of Performance:

Participation by the parties in delivering agreed upon assets in exchange for a significant value in training.

- a. The Long Beach Police Department hereby agrees to transfer to the Cosmopolis Police Department the ownership of one (1) 2011 Ford Crown Victoria with the following VIN, license plate numbers and mileage:

- i. 2FABP7BV8BX147019; License 51264D, 79,789 miles

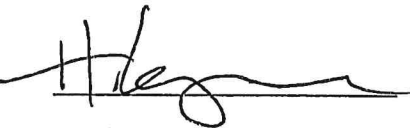
The vehicle is fully outfitted with emergency lights, siren, police radio, and prisoner cage. The vehicle is being provided as-is with no warranty and in good operable condition. Cosmopolis Police Department will be responsible for any transfer and licensing fees associated with the transfer of the vehicle to their department, as well as insurance.

- b. The Cosmopolis Police Department hereby agrees to provide 16-hours of certified Firearms training to Long Beach Police Department officers. The dates, timing and location of this training will be determined later as agreed between both parties but will be provided within a six-month period of the date this agreement is fully executed. In the event that the full 16 hours of training have not been provided by the end of the six-month period, this agreement will be fulfilled.

2. **Duty Status.** The Parties acknowledge that the firearms instructor assigned to training will do so on duty time.
3. **Liability.** Each Party shall be responsible and liable for the consequences of each Party's own act or failure to act regarding this agreement.

4. Entire Understanding. Nothing in this MOU is intended to expand, limit, or restrict the law enforcement authority of any Party, or preclude other law enforcement agreements. No modification or amendment to this MOU, including the addition of other Parties, shall be effective unless in writing and signed by an authorized representative of each Party. This MOU contains the entire understanding between the Parties and may not be enlarged, modified, or altered except in writing signed by a Chief and/or representative of each Party.

COSMOPOLIS POLICE DEPARTMENT

By: 
Heath Layman, Chief

LONG BEACH POLICE DEPARTMENT

By: _____
Flint Wright, Chief

TAB - E



**CITY COUNCIL
AGENDA BILL
AB 23-69**

Meeting Date: December 18, 2023

AGENDA ITEM INFORMATION		
SUBJECT: <i>TIB Agreement for 2nd ST NE Sidewalks</i>	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: \$336,300 Grant	Other:	

SUMMARY STATEMENT: *TIB has awarded the city \$ 336,300 to improve 2nd ST NE by adding sidewalks to the south side of the street.*

RECOMMENDED ACTION: *Authorize the Mayor to execute the Agreement with TIB for grant funds.*



Washington State Transportation Improvement Board

TIB Members

Chair
Mayor Glenn Johnson
City of Pullman

Vice Chair
Councilmember Sam Low
Snohomish County

Amy Asher
Mason Transit Authority

Aaron Butters, PE
HW Lochner Inc.

Susan Carter
Hopelink

Kent Cash, PE
Port of Vancouver

Barbara Chamberlain
WSDOT

Elizabeth Chamberlain
City of Walla Walla

Dongho Chang, PE
WSDOT

Scott Chesney
Spokane County

Vicky Clarke
Cascade Bicycle Club/Washington Bikes

Mike Dahlem, PE
City of Sumner

Commissioner Al French
Spokane County

Councilmember Hilda González
City of Granger

Commissioner Scott Hutsell
Lincoln County

Les Reardanz
Whatcom Transportation Authority

Peter Rogalsky, PE
City of Richland

Mayor Kim Roscoe
City of Fife

Maria Thomas
Office of Financial Management

Jennifer Walker
Thurston County

Jane Wall
County Road Administration Board

Ashley Probart
Executive Director

P.O. Box 40901
Olympia, WA 98504-0901
Phone: 360-586-1140
Fax: 360-586-1165
www.tib.wa.gov

December 1, 2023

Mr. David Glasson
City Administrator
City of Long Beach
Post Office Box 310
Long Beach, WA 98631-0310

Dear Mr. Glasson:

Congratulations! We are pleased to announce the selection of your project, 2nd Street NE Sidewalk, Washington Ave S to 600ft e/o Washington Ave S, TIB project number P-W-970(P01)-1.

TIB is awarding 95.0000% of approved eligible project costs with a maximum grant of \$336,300.

Before any work is permitted on this project, you must complete and email the following items to your TIB engineer:

- Verify the information on the attached Project Funding Status Form and, revise if necessary. Sign and email a copy.
- Submit the section of your adopted Six Year Transportation Improvement Plan listing this project;
- Sign and email one copy of the Fuel Tax Grant Distribution Agreement.

You may only incur reimbursable expenses after you receive approval from TIB.

In accordance with RCW 47.26.084, you must certify full funding by December 2, 2024 or the grant may be terminated. Grants may also be rescinded due to unreasonable project delay as described in WAC 479-05-211.

If you have questions, please contact Chris Langhoff, TIB Project Engineer, at ChrisL@TIB.wa.gov.

Sincerely,

Ashley Probart
Executive Director

Enclosures



Transportation Improvement Board

Project Funding Status Form

Agency Name: **LONG BEACH**
Project Name: **2nd Street NE Sidewalk**
Washington Ave S to 600ft e/o Washington Ave S

TIB Project Number: **P-W-970(P01)-1**

Verify the information below and revise if necessary.

Email to: Your TIB Engineer

PROJECT SCHEDULE

Target Dates		
Construction Approval	Contract Bid Award	Contract Completion

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
LONG BEACH	17,700	
WSDOT	0	
Federal Funds	0	
TOTAL LOCAL FUNDS	17,700	

Signatures are required from two different agency officials. Return the originally signed form to your TIB Engineer.

Mayor or Public Works Director

Signature

Date

Printed or Typed Name

Title

Financial Officer

Signature

Date

Printed or Typed Name

Title



City of Long Beach
P-W-970(P01)-1
2nd Street NE Sidewalk
Washington Ave S to 600ft e/o Washington Ave S

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Long Beach
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the 2nd Street NE Sidewalk, Washington Ave S to 600ft e/o Washington Ave S (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Long Beach, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

For the project specified above, TIB shall pay 95.0000 percent of approved eligible project costs up to the amount of \$336,300, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT's Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT's submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as



often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

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

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

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

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:



- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the maximum payable TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for all costs incurred in excess of the maximum amount payable by TIB. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the intended ratio between TIB funds and total project costs, as described in Section 1.0 of this Agreement.



12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.



15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT 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 Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, 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.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer

Date

Executive Director

Date

Print Name

Print Name

TAB — F



**CITY COUNCIL
AGENDA BILL
AB 23-70**

Meeting Date: December 18, 2023

AGENDA ITEM INFORMATION

SUBJECT: <i>Fire Mobilization Interagency Agreement with Washington State Patrol</i>	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	
	Other:	
COST: NA		

SUMMARY STATEMENT: *This agreement allows the city to request reimbursement for allowable fire agency costs incurred during an emergency situation as described in the mobilization plan.*

RECOMMENDED ACTION: *Authorize the Mayor to execute the Agreement with Washington State Patrol for Asset Mobilization.*

FIRE MOBILIZATION INTERAGENCY AGREEMENT
BETWEENSTATE OF WASHINGTON
WASHINGTON STATE PATROL

AND

LONG BEACH VOLUNTEER FIRE DEPARTMENT

This Interagency Agreement (Agreement), pursuant to RCW 43.43.960 through RCW 43.43.964 (State Fire Service Mobilization) and Chapter 39.34 RCW (Interlocal Cooperation Act), is made and entered into by and between the Washington State Patrol, hereinafter referred to as "WSP," and Long Beach Volunteer Fire Department, a statutorily authorized fire agency within the State of Washington, hereinafter referred to as "Fire Agency."

The purpose of this Agreement is to provide for the reimbursement of allowable Fire Agency costs incurred while its assets are mobilized in accordance with RCW 43.43.960 through RCW 43.43.964 and the Washington State Fire Services Resource Mobilization Plan (Mobilization Plan). The Mobilization Plan and any subsequent versions adopted pursuant to RCW 43.43.962 are incorporated herein by this reference and can be found at: <https://www.wsp.wa.gov/all-risk-mobilization/>

Therefore, it is mutually agreed that:

1. **Mobilization Plan.** The Mobilization Plan provides a process to quickly notify, assemble and deploy fire service personnel and equipment to any local fire jurisdiction in Washington State that has expended all local and mutual aid resources in attempting to manage, mitigate and control an emergency incident or situation for the protection of life and property. If the Fire Agency responds with its available assets to an incident mobilization, both parties shall comply with the procedures detailed in the Mobilization Plan.
2. **Period of Performance.** The period of performance of this Agreement begins on 1/01/2024 and ends on 1/01/2029 unless terminated sooner as provided herein.
3. **Billing Procedures.** WSP shall reimburse the Fire Agency upon the receipt of properly executed claim forms submitted by the Fire Agency according to the Mobilization Plan. Claims for payment submitted by the Fire Agency to WSP for costs due and payable under this Agreement shall be paid by WSP if received by WSP within 45 days from the end of each respective fire mobilization. The Fire Agency is required to be registered as a Statewide Payee prior to submitting a request for payment under this Contract. The Washington State Office of Financial Management (OFM) maintains the Statewide Payee Registration System; to obtain registration materials go to <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>
4. **Compliance with Civil Rights Laws.** During the period of performance for this Agreement, both parties shall comply with all federal and state nondiscrimination laws.
5. **Records Maintenance.** Both parties shall maintain books, records, documents and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. Both parties shall retain all books, records, documents, and other material relevant to this Agreement for six (6) years after expiration, and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.
6. **Agreement Management.** The work described herein shall be performed under the coordination of the parties' Contract Managers listed below, or their successors. They shall provide assistance and guidance to the other party necessary for the performance of this Agreement. The parties shall notify each other within ten (10) business days of a change in Contract Manager.

Contract Manager for LONG BEACH VOLUNTEER FIRE DEPARTMENT:	Contract Manager for the WASHINGTON STATE PATROL:
Chief Kyle Jewell PO Box 310 Long Beach, WA 98631 360-642-2900 kjewell@longbeachwa.gov	Brian Briscoe State Deputy Fire Marshal PO Box 42642 Olympia WA 98504-2642 (360) 596-3925 Brian.Briscoe@wsp.wa.gov

7. Hold Harmless. Each party shall defend, protect and hold harmless the other party from and against all claims, suits and/or actions arising from any negligent or intentional act or omission of that party's employees, agents, and/or authorized subcontractor(s) while performing under this Agreement.

8. Agreement Alterations and Amendments. This Agreement 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.

9. Termination. Either party may terminate this Agreement upon thirty (30) calendar days' written notification to the other party. If this Agreement is so terminated, the terminating party shall be liable only for performance in accordance with the terms of this Agreement for performance prior to the effective date of termination.

10. Appeals of Denied Claims. In the event that WSP denies payment of claim(s) submitted by the Fire Agency under this Agreement, the Fire Agency may appeal the denial according to the Mobilization Plan. The process contained in the Mobilization Plan is the sole administrative recourse available to the Fire Agency for the appeal of denied claims.

11. Order of Precedence. In the event of any inconsistency in the terms of this Agreement, the inconsistency shall be resolved by giving precedence in the following order:

1. Applicable federal and state statutes and regulations;
2. Terms and Conditions contained in this Agreement
3. Any other provisions of the Agreement, whether incorporated by reference or otherwise.

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

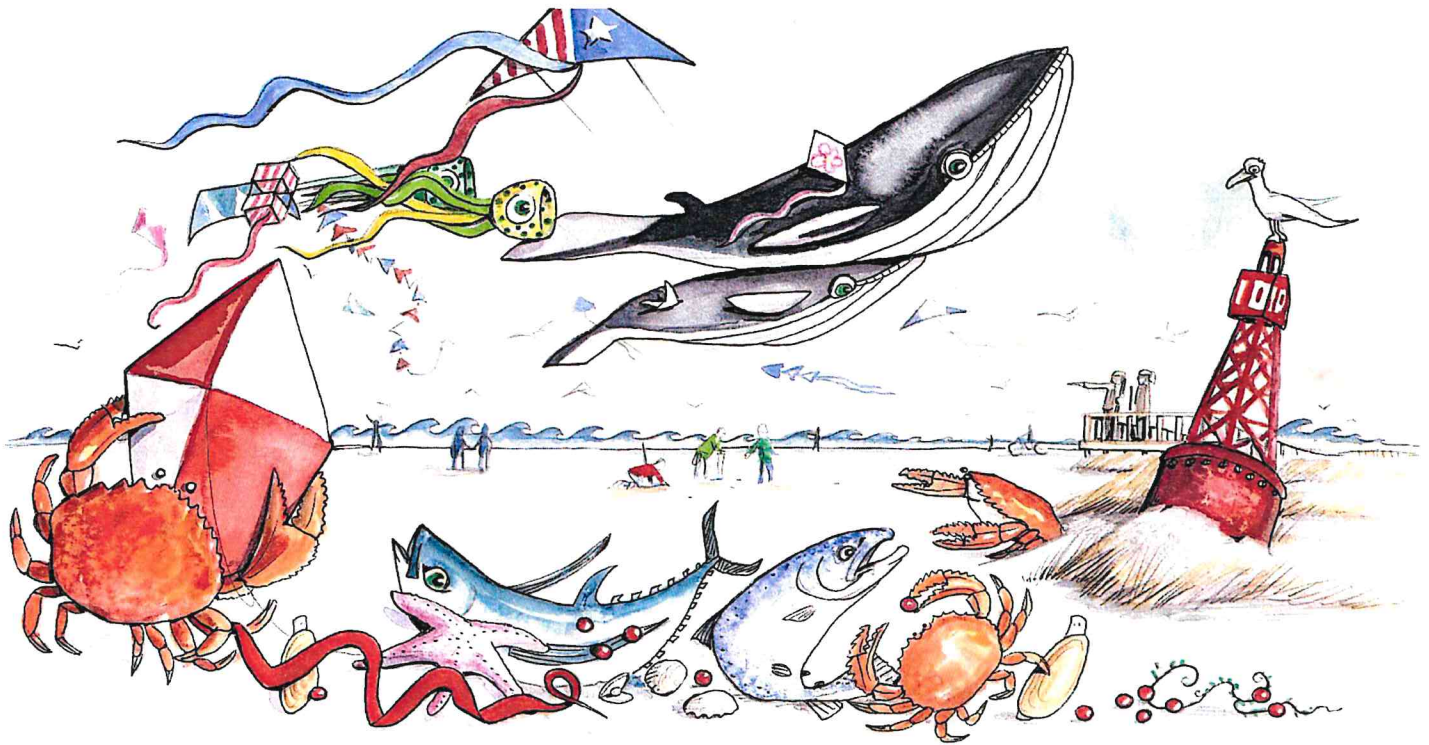
IN WITNESS WHEREOF, the parties have executed this Agreement.

Long Beach Volunteer Fire Department		WASHINGTON STATE PATROL	
Signature	Date	Signature	Date
Print Name and Title		For: John R. Batiste, Chief	

APPROVED AS TO FORM BY THE OFFICE OF THE ATTORNEY GENERAL 2/5/2008

TAB — G

2024 BUDGET MESSAGE



DECEMBER 2023

City of Long Beach

Jerry Phillips, Mayor

City Council: Sue Svendsen, George Coleman, Del Murry, Patrick Reddy, & Larry Phelps



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A Message from the Mayor

The year 2023 was an exciting one for the City of Long Beach. There were many projects that occurred throughout the year, making Long Beach a great place to be.

Sales and Lodging tax continue to come in at or near record numbers. Clamming dates were announced during the summer and continue to draw a crowd to local beaches. The year 2023 provided a planning year for the city; with multiple large projects on the horizon the city has mapped out and prepared for a busy 2024.

The sinking funds project the city with a comfortable cash margin and provide match dollars for state and federal grant money. In 2024 the much needed and anticipated boardwalk repairs are expected to occur and cost nearly \$3.4 million dollars.

The overall debt level for the city after 2023 will push \$10.1 million.

We have fantastic City employees doing an overall superior job. The city personnel roster stands at 35, plus a City Attorney, a City Prosecutor, a City Judge, five Council Members, and the mayor.

Long Beach is a tremendous city to visit, live and work in. We have so many natural wonders that make us the greatest destination spot in the state. As this year closes and I end my term in public service, 10 years on council and 8 years as Mayor, I would like to thank the citizens of Long Beach. It has been a pleasure and honor to serve you and I wish Sue Svendsen, Mayor-elect the best of luck and success. Please stay safe and healthy in the coming year.

Mayor Jerry Phillips

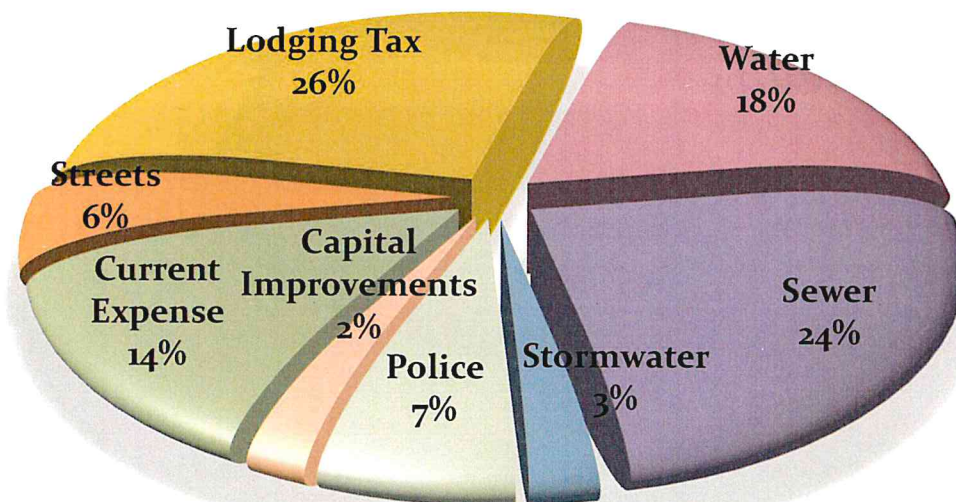
Introduction

During 2024 the city will upgrade some of its facilities. The boardwalk reconstruction project will also occur in 2024. The city was awarded \$2.48 million dollars in federal assistance to complete the boardwalk project. The city also plans to upgrade five liftstations within the sewer collection system.

Mayor Phillips is constantly looking for ways to improve the City of Long Beach and gain funding sources for the Current Expense fund, which is always in need. He continues to be diligent with code enforcement and cleaning up the city. In 2023 the city hired, for the first time, a full-time code enforcement officer. This position is responsible for all of the vacation rental inspections, business inspections and the enforcement of the city code. There have been large strides made within the last year and the city plans to continue his work dedicated to the beautification of Long Beach.

All funds have a dedicated sinking fund and have for a few years. These funds were created by the Mayor and Council to ensure that the city can purchase capital expenditures and replace equipment as needed. These funds are valuable when the city is awarded a federal or state grant and matching funds are required.

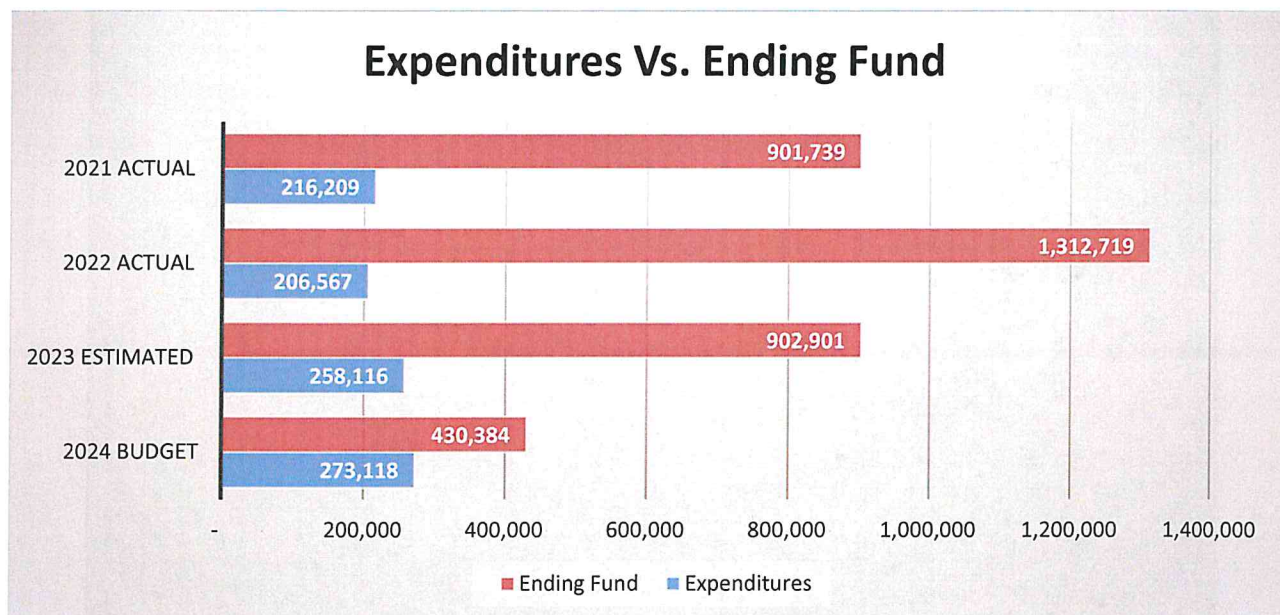
2024 City of Long Beach Budget



Current Expense Fund

This fund is vital to the City operations. Most tax revenues go to this fund, including 70% of property tax, sales tax, and all other business taxes. This makes up roughly \$1.9 million in revenue projected for 2024. 2023 sales tax revenues ended higher than projected at \$925,000.

The largest expense is the transfer to the Law Enforcement fund, which is roughly \$855,000. This fund holds all the Legislative, Finance, Administration, Building, Planning, Fire and Parks expenses. The mayor has been very diligent when it comes to code enforcement, so there is additional money set aside for that within the building sub-fund. The city maintains numerous pocket parks, Culbertson Park and Stanley Field. The beginning balance for 2024 is projected to be \$902,901, ending the year with \$430,384. This includes another \$100,000 contribution to the Current Expense Sinking Fund. The Sinking Fund, which is there for emergencies or capital equipment purchases, will have a balance of \$920,000 at the end of 2024.



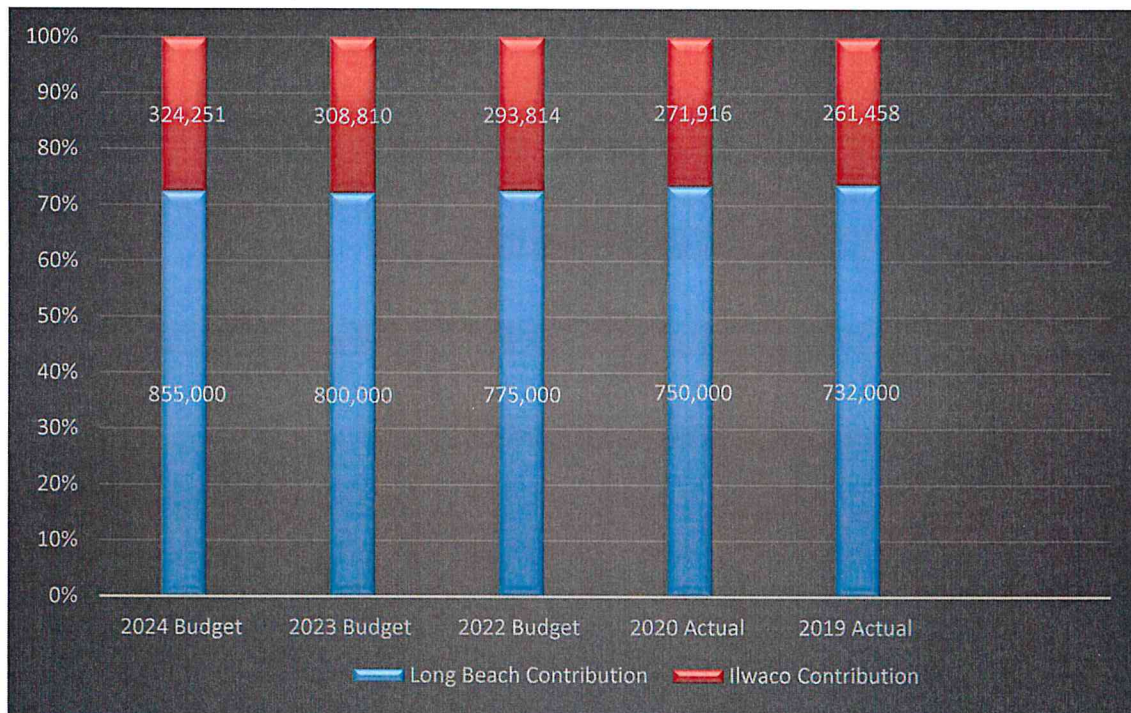
Capital Projects Fund

The revenues from this fund are based on real estate sales within the city limits. This money must be spent on capital expenditures. In 2024 this money will be dedicated in part to assisting with the cost of some street improvements. The beginning fund

balance for 2024 is estimated to be \$142,562, and the ending fund balance at \$137,562.

Law Enforcement

Most of the revenue in this fund comes from a transfer from the Current Expense fund (\$855,000). Other revenue sources include the City of Ilwaco contribution of \$324,251. The fund supports all the law enforcement that covers both Long Beach and Ilwaco. Law Enforcement staff consists of six officers, the Chief, Deputy Chief, and Administrative Assistant. A large addition to this fund is the Drug Task Force, Pacific County was awarded money from the state legislature to fund a drug task force in 2023. Long Beach contributes an officer to the team and the police department is reimbursed for these expenses. This money helps pay for staff and equipment related to fighting drug trafficking. The mayor was instrumental in securing these funds, which are highly competitive. This fund begins 2024 with \$1,309 and ends with \$3,313.



Street Fund

Most revenues generated in this fund come from the property tax split, where 70% goes to the Current Expense fund and the other 30% goes to this fund. The other large revenue source is the Transportation Benefit District tax that was passed by the

voters in 2017. This tax is projected to bring in \$120,000 in 2024. This money is specifically intended for street maintenance and improvements. This money was used to pave some other various small sections of town including Shoreview drive between 14th NW and 16th NW, it also paved a section of Washington Ave N between Pioneer and 26th NE. The city has completed a portion of the north end improvement project, adding sidewalks and lighting on the east side of the highway from Pioneer to 26th ST NE. TIB also granted the city funding to widen and rehabilitate Ocean Beach Blvd North from Pioneer west to 26th ST NW, this project will happen in 2024. At the end of 2024 there will be a total of \$140,000 in the Streets sinking fund.

Shoreview Drive between 14th NW and 16th NW



Lodging Tax Fund

All the revenues from this fund are generated from overnight lodging taxes and must be spent to encourage future overnight lodging. This fund supports staff costs related to tourism, provides money to help support local festivals, events, and the Pacific County Tourism Bureau. The heavy burden on this fund in 2024 will be the reconstruction of the Boardwalk which will likely cost close to \$3.7 million dollars. The sinking fund for lodging tax will transfer out \$1,000,000 to help with construction costs. The city received a federal economic development grant of \$2.5 million, so local residents won't have any local taxes in the project.

Capital Improvements Fund

The majority of revenues in this fund are generated from Business and Occupation taxes. This is a 0.2% tax that business owners pay based on their quarterly gross receipts within Long Beach city limits. In 2024, money from this fund will help improve some capital facilities throughout the city, the 3rd Street Restroom refurbish, and the 5th ST Restroom Reconstruction. The city was awarded a RCO grant for \$67,000 to complete the exterior of the 5th ST Restrooms. This fund also supports the local farmer's market and from year-to-year provides a new police vehicle.

Water Fund

The majority of the revenues in this fund come from water customers with current services as well as new installs. The rates support this fund and all that it is able to do, including salaries, benefits, operating supplies, equipment, and water related capital expenditures. The city is in the midst of installing remote read meters; cutting down substantially on the manpower that it takes to read meters manually. To date the city has placed 1,411 meters accounting for 2/3 of the system. This project began in 2017 and is one of the largest budget items again in 2024. The city also is investing in the radio-read towers, where the crew and city hall staff can read a meter from anywhere. This will reduce manpower needed to complete meter reads.

The large focus of the water fund in 2024 will be catching up on some equipment and maintenance purchases. The city was awarded a \$1.8 million dollar loan from PWTF to replace the water lines in Seaview from 51st to 42nd place and on Ocean Beach Blvd North from Pioneer Road West to 26th ST NW. The rates for 2024 will include a 5%

increase from 2023, putting the water minimum charge at \$42.84 per month. The city council has also decided to raise the connection fees for the water system from \$2,500 to \$5,500 this is based on findings from the city's recent water rate study. The beginning fund balance is \$632,933, with a contribution to the Water Sinking Fund of \$100,000, leaving an estimated ending fund balance of \$343,332 for 2024. The Sinking Fund is in place to hold a reserve to purchase capital expenditures and replace equipment as identified in the water comprehensive plan. After 2024's contribution, the Water Sinking Fund will be sitting at \$630,000.

Hydrant installed on 24th Northeast.



Wastewater Fund

Like the Water Fund, most of the revenue in the Wastewater Fund is generated with the rates. The rates support this fund and all that it is able to do, including salaries, benefits, operating supplies, equipment, and wastewater-related capital expenditures. The city is planning to replace the McDonald's lift station which is long overdue and will cost an estimated \$450,000. The city received a \$1,000,000 grant

from CDBG to upgrade liftstations three and four and also was awarded a Congressional Direct Spending bill for another \$1,670,000 to upgrade liftstations one, two and five. This large project is in the 2024 wastewater budget and something that desperately needs to be accomplished. In 2022 the wastewater comprehensive plan was completed and adopted. This is required by the Department of Ecology and will help the city analyze utility rates, connection charges and future capital purchases.

The rates for 2024 include a 5% increase from 2023, setting the wastewater minimum charge at \$82.88 per month. Again, like the water fund, the city council decided to increase the connection fees for wastewater as well. The connection fee will go from \$2,500 to \$5,500. These increases are necessary to keep up with the high demand of repairs and maintenance required to operate a compliant and efficient plant and collection system.

The beginning fund balance of \$389,142 with a \$100,000 reserve contribution, leaves an estimated ending fund balance of \$268,079 for 2024. The Sinking Fund is in place to hold a reserve to purchase capital expenditures and replace equipment as identified in the wastewater comprehensive plan. The Wastewater Sinking Fund is sitting at a balance of \$470,000.

Stormwater Fund

This fund is also supported by the rates and connection fees. This fund is much smaller in comparison to Water and Wastewater. Some projects in 2024 include installing new culverts and catch basins between 16th and 18th ST N and Oregon and also upgrading the 3rd ST pumpstation building. This fund has been fortunate in receiving FEMA grant funding during the last couple of years. Being the recipient of these grants allows the city to keep rates lower to the taxpayers as some of the capital projects are being funded through other avenues. The rate increase for this fund is 1% leaving the rate at \$14.80 per month. The beginning fund balance is \$278,422 leaving an estimated ending fund balance of \$137,546 for 2024. The sinking fund balance at the end of 2024 will be \$220,000. The Sinking Fund is in place to hold a reserve to purchase capital expenditures and replace equipment as identified in the stormwater comprehensive plan.

Culvert Replacement



We look forward to another great year in 2024. As always, feel free to contact City Hall with any questions.

**Long Beach City Hall
115 Bolstad Ave West
PO Box 310
Long Beach, WA 98631
(360) 642-4421**