



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, April 30, 2024 – 10:00 a.m.

Board of Clallam County Commissioner meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

This meeting can be viewed on a live stream at this link: <https://www.clallamcountywa.gov/669/Live-Archived-Meetings-Online>

Public comment can be directed to the Clerk of the Board at 360-417-2256 or Loni.Gores@clallamcountywa.gov

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT ? Please limit comments to three minutes (10 minutes total)

CONSENT AGENDA ? Any Commissioner may remove items for discussion

- 1a. Approval of vouchers for the week of April 22

Approval of vouchers 

- 1b. Approval of payroll for the period ending April 15

Approval of payroll 

- 1c. Approval of minutes for the week of April 22

Approval of minutes 

- 1d. Resolution declaring intent to renew the Lake Sutherland Management District 2 pursuant to chapter 36.31 RCW and a notice of hearing to be held Tuesday, June 4, 2024 at 10:30 a.m.

Resolution 

- 1e. Letter of support for RCO Projects 24-1691 and 24-1694 to acquire properties Heifer Farm and Cameron Farm Estates

Letter 

Updated letter - submitted after agenda posted on 4-25-24 

- 1f. Letters to Jamestown S?Klallam Tribe and Floodplains by Design regarding the Dungeness Levee Setback Project

Letters 

Updated letter - submitted after agenda posted on 4-25-24 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a. Agreement with Jefferson County for Recompete

Agreement 

- 2b. Agreement with Natural Systems Design, Inc. for Channel Migration Zone

Agreement 

- 2c. Agreement with Pacific Office Equipment for furniture for Health and Human Services

Agreement 

ADMINISTRATION

- 3a. Resolution authorizing expenditure from the Hotel/Motel Tax Fund for approved 2024 Lodging Tax Funding Applications

Resolution 

- 3b. Request to call for proposals to be received no later than Tuesday, June 4, 2024 at 9:30 a.m. regarding Wildfire Protection Planning

Request for proposals call 

BUDGET

- 4a. Resolution for consideration to adopt the following Budget Revisions:
Juvenile Services - Reallocation of budgeted Washington State Patrol National Criminal History Improvement Program (WSP-NCHIP) grant funds for purchase of two new Live Scan devices to capture fingerprints on youths booked into detention facility or otherwise ordered to be fingerprinted/\$16,340
NonDept - Affordable Housing Sales Tax -
* Reallocation of budgeted funds for a new Peninsula Behavioral Health affordable housing project:
1406 funding to assist with the rehabilitation of a 5-bedroom Permanent Supported Housing Group located at 5th & Fir Street in Sequim/\$250,000
* Reallocation of budgeted funds for a new Peninsula Behavioral Health affordable housing project:
\$1,250,000 of 1406 and 1590 funding to assist with the development of a 36-unit Multi-family Permanent Supported Housing facility strategically situated on 2nd & Oak Street in Port Angeles. This Budget Revision provides \$1,040,000 towards this project. A Debatable Emergency is in process to provide the additional \$210,000 needed to complete the funding (1 of 2)/\$1,040,000
Health & Human Services - Foundational Public Health Services -
* Reallocation of funding to be used in partnership with the County's Emergency Operations Center to purchase equipment that can be used for events of public health emergency

responses for climate change related events such as wildfires or other environmental changes that are occurring where physically getting to a location is not possible. Two drones will be purchased with the funding and operations will be performed by skilled individuals within the Sheriff's Department (2 of 2)/\$77,000

* Reallocation of funding to be used for baseline power and communications service preparations that can be used in partnership with the County's Emergency Operations Center and Parks, Facilities and Maintenance departments in the event of a public health emergency. Items to be purchased include individual office use solar generators, a large hybrid mobile generator that can be moved to offsite locations, Star Link for west end communication ability, Verizon wi-fi hotspots, and a mobile generator with lighting capability for a staging area at the county fairgrounds (2 of 2)/\$195,000

* Reallocation of funding to be used to enhance public health emergency communication capabilities through the county's amateur radio programs in partnership with Emergency Operations Center. Additional Health and Human Services departmental purchases will be for satellite telephones and satellite wi-fi modems (2 of 2)/\$115,000

Budget revisions

- 4b. Resolution for consideration to adopt the following Supplemental Appropriations:
Board Of County Commissioners - Recompete Grant - New Recompete Securing Federal Funding Initiative grant will be used to support the economic research, grant writing, and capacity expansion for underserved areas to participate in application/\$500,000
Health & Human Services Operations -
* Department of Health Consolidated Contract #17 is adding new revenue for post Covid-19 workforce development and improvements and will be used to purchase office furniture, carpet replacement, painting, restocking of personal protective equipment (PPE), and HEPA filtration machines for clinic rooms, health department employee offices, and for loan availability to nursing homes during patient Covid-19 outbreaks/\$200,000
* Department of Health Consolidated Contract #17 is adding new revenue for the Women, Infants & Children (WIC) program to purchase child safety furniture for use in clinic and waiting rooms, personal protective equipment (PPE), office and clinic supplies, printer toners, advertising, subcontracted nutritional services, and ending fund balance for previously budgeted salaries and benefits/\$116,051
* Additional funding to be used for improvements at the Forks Health Department. The estimated costs of improvements include a heat pump, windows, crawl space repairs, and pest control/\$26,000
* Additional funding to be used in partnership with the County's Emergency Operations Center to purchase equipment that can be used for events of public health emergency responses for climate change related events such as wildfires or other environmental changes that are occurring where physically getting to a location is not possible. Two drones will be purchased with the funding and operations will be performed by skilled individuals within the Sheriff's Department (1 of 2)/\$77,000
* Additional funding to be used for baseline power and communications service preparations that can be used in partnership with the County's Emergency Operations Center and Parks, Facilities and Maintenance departments in the event of a public health emergency. Items to be purchased include individual office use solar generators, a large hybrid mobile generator that can be moved to offsite locations, Star Link for west end communication ability, Verizon wi-fi hotspots, and a mobile generator with lighting capability for a staging area at the county fairgrounds (1 of 2)/\$195,000
* Additional funding to be used to enhance public health emergency communication capabilities through the county's amateur radio programs in partnership with Emergency Operations Center. Additional Health and Human Services departmental purchases will be for satellite telephones and satellite wi-fi modems (1 of 2)/\$115,000
Health & Human Services - Environmental Health - Additional funding to be used for purchase of a desk, file cabinets, and bookshelves/\$4,900
Sheriff - Operations - Annual award from Washington State Department of Commerce for programs supporting STOP (Services, Training, Officers, and Prosecutors) Violence Against Women to be used to purchase a specialized camera the detectives unit can use on County cases or by law enforcement partners/\$12,000

HEARING(S) ? Beginning at 10:30 a.m.

- H1. Consideration of resolution adopting the following Debatable Emergencies:
Hearing Examiner - Additional funding needed to cover the 2023 Hearing Examiner services invoiced in 2024/\$24,750
NonDept - Affordable Housing Sales Tax - Reallocation of budgeted funds for a new Peninsula Behavioral Health affordable housing project: \$1,250,000 of 1406 and 1590 funding to assist with the development of a 36-unit Multi-family Permanent Supported Housing facility strategically situated on 2nd & Oak Street in Port Angeles. This Budget Revision provides \$1,040,000 towards this project. This Debatable Emergency provides \$210,000 toward the project. A Budget Revision is in the process to provide the additional \$1,040,00 needed to complete the funding.(2 of 2)/\$210,000
Sheriff - Jail -
* OAC was contracted to create a conceptual design of how the jail could expand within the footprint of the current Sheriff's Office administration, patrol, and evidence rooms of the courthouse. This design was completed last year but was not invoiced until now/\$25,000
* Contracted costs for Norpoint Services to provide courthouse security from January 1 through June 30, 2024 have been expended from a Court Security Grant. It is not anticipated at this time the jail staff will be able to cover the security detail until the Norpoint contract expires/\$71,300

Debatable emergencies 

PUBLIC COMMENT ? Please limit comments to three minutes

EXECUTIVE SESSION

The Board may recess into Executive Session to consider employment or dismissal of personnel, to review the performance of a public employee, to consult with legal counsel, to consider the position to be taken in collective bargaining, to consider acquisition or sale of real estate, or other matters per RCW 42.30.110

The following meetings are scheduled for the Board of Commissioners April 29 - May 3:
Meetings below are held in the BOCC Board Room 160 unless indicated otherwise.

Monday, April 29:

9:00 a.m. Work Session

12:00 p.m. WSAC Virtual Update (Virtually with WSAC)

3:00 p.m. Executive Session

Tuesday, April 30:

10:00 a.m. Board Meeting

10:30 a.m. Hearing(s) - See Agenda

Wednesday, May 1:

8:00 a.m. Coffee with Colleen (virtually EDC).

Thursday, May 2:

9:00 a.m. Veterans Stand Down Event (Forks Elks - 941 Merchants Road, Forks)

6:00 p.m. Peninsula Behavioral Health Gala (Field Hall Events Center - 201 W Front Street, PA)

Friday, May 3:

9:00 a.m. Veterans Stand Down Event (County Fairgrounds - 1601 W 16th Street, PA)

9:00 a.m. Housing Solutions Committee Meeting

INSTRUCTIONS FOR SPEAKING AT A COMMISSIONERS' MEETING:

- Members of the public wishing to address the Board on general items may do so during the designated times on the agenda.
- Members of the public wishing to comment at the public hearing are asked to sign in on the sheet provided giving their name and address.
- The Chair may limit the comment period to 3 minutes for each speaker subject to Board concurrence.
- Speakers, generally, will be heard in the order they signed up. All comments must be made from the speaker's rostrum and any individual making comments shall first state their name and address for the official record.
- General comments, applause, booing from members of the audience are inappropriate and may result in removal.

These guidelines are intended to promote an orderly system for conducting a public hearing so that each person has an opportunity to be heard and to ensure that exercising their right of free speech embarrasses no one.

Note: Written testimony presented by members of the public during the Board meeting is considered a public document and must be submitted to the Clerk of the Board. Copies of public documents from Board meetings are available by contacting the Public Records Department.



1a
APR 30 2024

Date of report: April 24, 2024

General Fund	\$535,781.01
Other Funds	\$657,212.51
Total	\$1,192,993.52

STATE OF WASHINGTON

County of Clallam

This is to certify that the foregoing Final Check Lists a.k.a., Register of Warrants for the period herein indicated, is a full, true, and correct representation of the corresponding payments for services rendered to and supplies and equipment received by all Clallam County government operations as recorded in the books or original entry maintained by this office.

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____ 2024.

SHOONA RIGGS COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the services and merchandise herein specified have been received and that the claims listed and numbered above are hereby approved for payment:

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

MIKE FRENCH, Chair

RANDY JOHNSON

MARK OZIAS

TODD MIELKE, County Administrator

Weekly Expenditures

April 22 - 26, 2024

Fund #	Department	Expenditures		Use Tax	
		General Fund (GF)	Other Funds	General Fund (GF)	Other Funds
00100.221	Auditor	637.41			
00100.241/291/831	Commissioners (BOCC)	57,838.68			
19910.291	BOCC - Conservation Futures		522.66		
19914.291	BOCC - Veterans Relief		921.30		
19925.291	BOCC - Hotel/Motel		12,500.00		
19941.291	BOCC - Opportunity Fund		31,672.50		
00100.331-334	Dept. of Community Develop't (DCD)	5,556.64			
30301.331	DCD - Lower Dungeness Floodplain		69,300.50		
00100.871	District Court I	223.77			
11301.511	Health & Human Services (HHS)		18,690.84		1,144.28
00100.511	HHS - Environmental Health	4,837.89			
11322.511	HHS - Homeless Task Force		8,721.27		
11323.511	HHS - Chem Dep/Mental Hlth		7,734.20		
11324.511	HHS - Affordable Housing		3,030.00		
11331.511	HHS - Developmental Disabilities		85,290.00		
00100.461	Human Resources (HR)	4,998.75			
50401.461	HR - Risk Management		7,181.81		
50501.461	HR - Workers Compensation		39,585.63		
00100.411	Information Technology (IT)	238,650.74			
00100.851	Juvenile Services	17,155.96			
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		157.42		
00100.911/912	Parks Fair Facilities (PFF)	101,834.53			
30101.911	PFF - REET 1 (Real Estate Excise Tax)		4,364.21		
30501.911	PFF - Capital Projects		1,297.15		
	Public Works (PW)				
10101.611	PW - Roads		15,253.27		
41401.611	PW - Clallam/Sekiu Sewer		327,954.00		
42401.611	PW - Carlsborg Sewer		285.08		
50301.611	PW - ER&R (Equip'l Rental & Revolving)		11,632.47		
00100.811-815,817	Sheriff	98,542.97		75.55	
00100.816	Sheriff - Jail Medical	691.53			
11008.811	Sheriff - OPNET Drug		39.95		
11065.811	Sheriff - OPSCAN Operations		1,804.49		
11080.811	Sheriff - Inmate Commissary		677.73		
30605.811	Sheriff - Joint Public Safety Facility Project		6,211.75		
00100.861	Superior Court	3,750.00			
12905.861	Superior Court - Dispute Resolution		940.00		
12911.861	Superior Court - Courthouse Facilitator		300.00		
00100.231	Treasurer	986.59			
Total		535,705.46	656,068.23	75.55	1,144.28

VISA statement balance:	
Statement date:	

Report Reconciliation		Totals			
Total	1,191,773.69	General Fund	535,781.01		
Final Check Lists	1,191,773.69	Other Non-GF	657,212.51		
Difference	-	VISA charges	-		
		Total	1,192,993.52	Use Tax	1,219.83

Prepared by:

COPY

Sara DeBiddle, Clallam County Auditor's Office

Invoice History Use Tax Report
CLALLAM COUNTY

Tran Date	Vendor Name	Invoice / Credit Memo No.	Doc Group	Taxable Amount	Tax Amount	Invoice Total
4/23/2024	U S BANK	0945--Apr24	jkoon2	189.86	16.90	1,164.71
4/23/2024	U S BANK	6730-Apr24	jkoon2	579.00	51.53	1,109.47
Totals:				768.86	68.43	2,274.18

0 * *

use
tax

68.43+
1,151.40+
1,219.83*+

0 * *

Invoice History Use Tax Report
CLALLAM COUNTY

Tran Date	Vendor Name	Invoice / Credit Memo No.	Doc Group	Taxable Amount	Tax Amount	Invoice Total
4/30/2024	MAXAIR SYSTEMS	0091950-IN	nfurford	8,723.51	776.39	8,723.51
4/30/2024	MECHANISM EXCHANGE & REPAIR, INC	36290	nfurford	4,133.62	367.89	4,133.62
4/30/2024	PRECISION CAMERA & VIDEO	N1191601A	jkoon	79.95	7.12	79.95
Totals:				12,937.08	1,151.40	12,937.08

Auditor

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	4/30/2024	0028699	SOUND PUBLISHING INC	PDN994067	4/3/2024	APRIL 2024 SPECIAL ELECTIC	106.24	106.24
	4/30/2024	0046683	ODP BUSINESS SOLUTIONS	L360393671001	3/28/2024	PAPER, CORRECTION TAPE,	241.92	241.92
	4/30/2024	0047584	MURRAIN, GLENN	Murray 4-15-24	4/15/2024	MILEAGE FOR EMPTYING EA	145.39	145.39
	4/30/2024	0049696	OHARA, RYAN	Ohara 4-10-24	4/10/2024	MILEAGE FOR PIERCE COUN	143.86	143.86
Sub total for U S BANK:							637.41	

0.00
1,191,775.69*+
921.30+
986.59+
4,990.00+
691.53+
9,389.36+
5,344.86+
92,542.67+
343,492.35+
11,632.47+
107,495.89+
157.42+
17,155.96+
238,650.74+
39,055.59+
12,710.60+
128,304.20+
223.77+
74,857.14+
11,000.00+
91,533.84+
637.41+
0.00

BOCC

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0000507	CLALLAM COUNTY ECONOMIC	4346	4/17/2024	1ST Q 2024 SERVICES PER C	31,672.50	31,672.50
4/30/2024	0000716	HAYDEN, JOHN F	May-24	4/17/2024	SUPERIOR COURT CONFLICT	2,333.00	2,333.00
4/30/2024	0001179	PACIFIC OFFICE EQUIPMENT	1138511	4/17/2024	MAINTENANCE & USAGE - 10	92.33	
			1138510	4/17/2024	MAINTENANCE & USAGE - 93	0.12	92.45
4/30/2024	0001607	KAREN L UNGER, P.S.	May-24	4/17/2024	SUPERIOR COURT CONFLICT	4,000.00	4,000.00
4/30/2024	0001632	U S POSTMASTER	Jury 4/17/2024	4/17/2024	1,000 SUMMONS @ .53	530.00	530.00
4/30/2024	0002447	GIBBS, GORDON	Gibbs March	4/17/2024	BOE MTGS 3/06, 3/13, 3/20, 3/	313.56	313.56
4/30/2024	0021617	WOLFLEY LAW OFFICE P.S.	May-24	4/17/2024	SUPERIOR COURT CONFLICT	4,000.00	
			May-24 JW	4/17/2024	SUPERIOR COURT CONFLICT	1,050.00	5,050.00
4/30/2024	0023383	PAYNE LAW, PS	May-24	4/17/2024	SUPERIOR COURT CONFLICT	4,000.00	4,000.00
4/30/2024	0028699	SOUND PUBLISHING INC	8131103	4/17/2024	CONSERVATION FUTURES, E	917.74	917.74
4/30/2024	0044166	SEQUIM IRRIGATION FESTIVAL	Res 60, 2023	4/17/2024	SERVICES PER CONTRACT #	12,500.00	12,500.00
4/30/2024	0045706	ST MARIE LAW PLLC	May-24	4/17/2024	DISTRICT COURT I CONFLICT	2,000.00	2,000.00
4/30/2024	0045724	THOMAS GARVEY LAW PLLC	May-24	4/17/2024	DISTRICT COURT I CONFLICT	2,000.00	2,000.00
4/30/2024	0045731	RODRIGUEZ, JAMES ARTHUR	May-24	4/18/2024	SUPERIOR COURT CONFLICT	1,000.00	1,000.00
4/30/2024	0046683	ODP BUSINESS SOLUTIONS	L357570258001	4/17/2024	PLATES	4.15	4.15
4/30/2024	0048781	MIELKE, TODD	ATM 4/10/2024	4/18/2024	ATM WA COUNTIES ADMIN AS	370.44	370.44
4/30/2024	0049596	LAW OFFICES OF ALEX SIDLES	Sidles-Clallam-01	4/17/2024	2023: CUP202300001, CUP202	24,750.00	24,750.00
Sub total for U S BANK:							91,533.84

apChkLst
04/19/2024 12:10:00PM

Final Check List
CLALLAM COUNTY

BOCC expedite

Page: 1

Bank : apbank U S BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
4/19/2024	0045731	RODRIGUEZ, JAMES ARTHUR	6/23 - 4/24	4/18/2024	JUNE 23 - APRIL 24 SERVICE:	11,000.00	11,000.00
Sub total for U S BANK:							11,000.00

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0000196	BILLS PLUMBING & SANIKAN	IS3668801	4/18/2024	G145 T1 APRIL 28-MAY 27 202	160.00	160.00
4/30/2024	0000674	GOVCONNECTION, INC.	75175468 DCD	4/8/2024	ADOBE SUBSCRIPTIONS	93.20	93.20
4/30/2024	0000799	JAMESTOWN SKLALLAM TRIEMARCH 4, 2024		4/18/2024	G133 MARCH 4, 2024 SITE RE	100.00	
		APRIL 22, 2024		4/18/2024	G133 APRIL 22, 2024 SITE RE	100.00	
		MAY 6, 2024 RE		4/18/2024	G133 MAY 6, 2024 SITE RENT	100.00	
		MAY 20, 2024 RI		4/18/2024	G133 MAY 20, 2024 SITE REN	100.00	400.00
4/30/2024	0001716	DEPT OF ENTERPRISE SVCS	731132670	4/3/2024	G145 T1 \$37.30 BLDG \$37.30	74.60	74.60
4/30/2024	0028740	REBEKAH BROOKS CONTRA	NOPL 2024-00	4/15/2024	G133 MARCH 2024 PRO SERV	525.00	
		24-003		4/15/2024	G145 MARCH 18, 2024 MEETI	300.00	825.00
4/30/2024	0036990	ANCHOR QEA INC	24212	4/16/2024	G156 PRO SERVICES THRU 3	3,472.00	3,472.00
4/30/2024	0036994	SHANNON & WILSON INC	146546	4/12/2024	G157 AMEND. 11 2/18/24 TO :	69,300.50	69,300.50
4/30/2024	0046683	ODP BUSINESS SOLUTIONS	L360700455001	4/2/2024	ADMIN OFFICE SUPPLY	47.09	
			360702536001	4/3/2024	ADMIN OPERATING SUPPLY	9.75	56.84
4/30/2024	0049713	HERMANN LAND COMPANY	LIREF14-30-24	4/8/2024	REFUND BPT2024-00074	400.00	400.00
4/30/2024	0049714	CONNORS, MICHAEL	REF 4-15-24	4/15/2024	REFUND BPT2024-00514	75.00	75.00
Sub total for U S BANK:							74,857.14

apChkLst
04/24/2024 8:29:37AM

Final Check List
CLALLAM COUNTY

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Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	4/30/2024	0001862	SAFEGUARD BUSINESS SYST9004371644	4/4/2024	SAFEGUARD - DEPOSIT SLIP	223.77	223.77
Sub total for U S BANK:							223.77

HHS

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0000700	HACH COMPANY	13987198	4/5/2024	WATER LAB - LAB SUPPLIES	2,122.46	2,122.46
4/30/2024	0049716	HOLLOWELL, MICHELLE	MH 4-3-24	4/3/2024	ONSITE - SEPTIC SYSTEM	282.83	282.83
4/30/2024	0000769	IDEXX DISTRIBUTION INC	3149769602	4/10/2024	WATER LAB - LAB SUPPLIES	723.38	
			3149769601	3/29/2024	WATER LAB - LAB SUPPLIES	706.12	1,429.50
4/30/2024	0049717	IEH ANALYTICAL LABORATOR	169023	4/13/2024	WATER LAB - METAL TESTING	120.00	120.00
4/30/2024	0046683	ODP BUSINESS SOLUTIONS	L360962352001	4/1/2024	WATER QUALITY - OFFICE SUPPLIES	43.32	
			360962818001	3/30/2024	WATER QUALITY - OFFICE SUPPLIES	14.80	58.12
4/30/2024	0001641	VERIZON WIRELESS	9960333646-1	3/28/2024	WQ - K KOWAL CELL PHONE	414.98	414.98
4/30/2024	0036338	WSEHA	1416	4/11/2024	ADMIN - ACE REGISTRATION	410.00	410.00
4/30/2024	0000094	ANGELES PLUMBING INC	40639	4/7/2024	HOPS - UNCLOG DRAIN - HRI	128.50	128.50
4/30/2024	0049058	BASUBAS, STEPHEN	SB BT 04-10-24	4/10/2024	HOPS - BUSINESS MILEAGE -	76.12	76.12
4/30/2024	0000296	CENTURYLINK	CL 04-06-24	4/6/2024	HOPS - FORKS OFFICE PHONE	336.47	336.47
4/30/2024	0000546	EXPRESS SERVICES, INC	30601969	4/17/2024	HOPS - EXTRA HELP	1,279.20	
			30572646	4/10/2024	HOPS - EXTRA HELP	1,023.36	2,302.56
4/30/2024	0049712	MAXAIR SYSTEMS	0091950-IN	4/4/2024	HOPS - CAPR SYSTEM	8,723.51	8,723.51
4/30/2024	0049039	MECHANISM EXCHANGE & REPAIR	36290	4/4/2024	HOPS - NARCAN DISTRIBUTION	4,133.62	4,133.62
4/30/2024	0049218	SQUEAKY CLEAN SERVICES	335	3/30/2024	HOPS - CLEANING/SANITIZING	1,000.00	
			334	3/30/2024	HOPS - CLEANING/SANITIZING	800.00	1,800.00
4/30/2024	0001508	STERICYCLE, INC	8006675740	3/29/2024	HOPS - SYRINGE DISPOSAL	41.44	41.44
4/30/2024	0001641	VERIZON WIRELESS	9960333646	3/28/2024	HOPS - A SHARED CLALLAM/	1,015.87	1,015.87
4/30/2024	0033201	WESTSIDE PIZZA	WP 04-12-24	4/12/2024	HOPS - GROUP SUPPORT SUPPLIES	132.75	132.75
4/30/2024	0000224	BOYS & GIRLS CLUB OF OLYMPIA	11322-23-BGCO	4/8/2024	HTF - LIFE SKILLS TRAINING	4,053.84	4,053.84
4/30/2024	0000723	HEALTHY FAMILIES OF CLALLAM	11322-23-HFCC	4/5/2024	HTF - SAFELY HOME PROJECT	4,667.43	4,667.43
4/30/2024	0000577	FIRST STEP FAMILY SUPPORT	11323-24-FSFS	4/10/2024	CD/MH - PARENTS AS TEACHER	7,734.20	7,734.20
4/30/2024	0000723	HEALTHY FAMILIES OF CLALLAM	11324-23-HFCC	4/5/2024	AH - EMERGENCY SHELTER -	3,030.00	3,030.00
4/30/2024	0000396	CONCERNED CITIZENS	CC STATE 03-24	4/9/2024	DDD - STATE - MARCH 2024	67,186.00	
			11331-24-22-CF	4/9/2024	DDD - CHILD FIND AND OUTREACH	2,746.00	
			11331-24-CC-FA	4/9/2024	DDD - FUN ACTIVITIES AND C	1,035.00	
			11331-24-CC-BT	4/9/2024	DDD - BRIDGES TO THE FUTURE	1,023.00	71,990.00
4/30/2024	0000577	FIRST STEP FAMILY SUPPORT	11331-24-FSSP	4/10/2024	DDD - SUPPORTED PARENTING	2,760.00	2,760.00
4/30/2024	0017530	PIERCE JONES & ASSOCIATES	PJA SSD 03-24	4/9/2024	DDD - SSD - MARCH 2024	4,300.00	
			PJA QVSD 03-24	4/9/2024	DDD - QVSD - MARCH 2024	3,740.00	
			PJA PASD 03-24	4/9/2024	DDD - PASD - MARCH 2024	2,500.00	10,540.00

Sub total for U S BANK: 128,304.20

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Final Check List
CLALLAM COUNTY

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	4/30/2024	0000546	EXPRESS SERVICES, INC	30601966	4/18/2024	PUBLIC RECORDS ANALYST	851.21	851.21
	4/30/2024	0001136	OLYMPIC MEDICAL CENTER	9712083979410	4/18/2024	PRE EMPLOYMENT PHYSICA	1,182.00	
				9712084131270	4/18/2024	PRE EMPLOYMENT PHYSICA	1,182.00	
				9712086908160	4/18/2024	PRE EMPLOYMENT PHYSICA	1,182.00	
				9712078498750	4/18/2024	PRE EMPLOYMENT PHYSICA	140.50	
				9712082929350	4/18/2024	PRE EMPLOYMENT PHYSICA	140.50	3,827.00
	4/30/2024	0001179	PACIFIC OFFICE EQUIPMENT	1139618	4/18/2024	ERGO SIT/STAND STATION	530.04	530.04
	4/30/2024	0001274	PRIMA	10004620 24-25	4/18/2024	MBR 10004620 TAMMY SULLE	425.00	425.00
	4/30/2024	0048855	PUBLIC SAFETY PSYCHOLOG	4548	4/18/2024	PRE EMP PSYCHOLOGICALS	1,920.00	1,920.00
	4/30/2024	0025115	RADIA INC PS	DOS 32924 JDII	4/18/2024	PRE EMP PHYSICAL	123.60	
				DOS 32924 JD	4/18/2024	PRE EMPLOYMENT PHYSICA	35.00	158.60
	4/30/2024	0037692	SEBRIS BUSTO JAMES	80996	4/18/2024	LEGAL SERVICES	3,867.50	3,867.50
	4/30/2024	0002042	redacted	LEOFF APR 24 I	4/18/2024	LEOFF APR 24 RC	339.55	339.55
	4/30/2024	0022748		LEOFF APR 24 I	4/18/2024	LEOFF APR 24 FD	148.50	148.50
	4/30/2024	0000522		LEOFF APR 24 I	4/18/2024	LEOFF APR 24 DE	164.90	164.90
	4/30/2024	0002036		LEOFF APR 24 I	4/18/2024	LEOFF APR 24 DL	164.90	164.90
	4/30/2024	0002038		LEOFF APR 24 I	4/18/2024	LEOFF APR 24 DR	164.90	164.90
	4/30/2024	0002047		LEOFF APR 24 I	4/18/2024	LEOFF APR 24 RS	148.50	148.50
Sub total for U S BANK:							12,710.60	

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Final Check List
CLALLAM COUNTY

HR Payroll

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	4/30/2024	0001707	WA ST DEPT OF, LABOR & IN[1Q2024L&I	4/16/2024	1ST QTR 2024 L&I (WORKER:	39,055.59	39,055.59
					Sub total for U S BANK:		39,055.59

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Final Check List
CLALLAM COUNTY

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0000289	CDW GOVERNMENT, INC.	QR42975	4/17/2024	IT20240403 - MSO 365 ANNUA	224,305.36	224,305.36
4/30/2024	0000296	CENTURYLINK	406389122-0416	4/17/2024	FORKS SHERIFF #2	329.67	
			300511193-0416	4/17/2024	FORKS COURTROOM FAX	77.06	
			406493163-0416	4/17/2024	PENCOM RINGDOWN	75.35	
			300561295-0416	4/17/2024	CLALLAM BAY DISPATCH	72.17	554.25
4/30/2024	0000674	GOVCONNECTION, INC.	75175468	4/17/2024	IT20240326 - (3) LICENSES FC	139.79	139.79
4/30/2024	0003431	HI-TECH SECURITY, INC.	100570	4/17/2024	TREAS20240417	490.05	
			100577-A	4/17/2024	TV WALL MOUNT AND LABOF	170.00	660.05
4/30/2024	0004211	CENTURYLINK	3604527831-041	4/17/2024	MAIN COURTHOUSE	1,447.64	
			333973346-0416	4/17/2024	PUBLIC HEALTH 3RD ST. +	518.03	
			333806161-0416	4/17/2024	TELEPHONE SWITCH MAINT	70.06	2,035.73
4/30/2024	0023718	AT&T	3604574397LD-(	4/17/2024	JUVI COURTROOM FAX LONG	49.22	49.22
4/30/2024	0041047	ZOHO CORPORATION	610094442	4/17/2024	IT20240416 - SERVICE DESK	10,906.34	10,906.34
Sub total for U S BANK:							238,650.74

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Final Check List
CLALLAM COUNTY

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0001540	SWAIN'S GENERAL STORE IN	326144	4/12/2024	OFFICE SUPPLIES	41.32	41.32
4/30/2024	0003431	HI-TECH SECURITY, INC.	71724	4/8/2024	TELEPHONE-ALARM	496.45	496.45
4/30/2024	0017787	DAIRY FRESH FARMS INC	8052410703	4/16/2024	DET FOOD	72.05	
			8122410718	4/16/2024	DET FOOD	57.00	
			8122410311	4/12/2024	DET FOOD	38.52	167.57
4/30/2024	0041537	MCKESSON MEDICAL-SURGI	21966256	4/11/2024	MED SUPPLIES	111.53	111.53
4/30/2024	0045739	HID GLOBAL CORPORATION	13402017276	1/18/2024	CAPITAL OUTLAY-WSP-NCHII	16,339.09	16,339.09
Sub total for U S BANK:							17,155.96

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Final Check List
CLALLAM COUNTY

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	4/30/2024	0001315	QUILL CORP	38029827	4/4/2024	ENVELOPES FOR LMD RENE	80.56
				38025684	4/3/2024	OFFICE SUPPLIES; LMD = \$50	76.86
							157.42
						Sub total for U S BANK:	157.42

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0000036	AIRPORT GARDEN CENTER	1042397	4/18/2024	JV PLANTS	392.89	
			1042662	4/18/2024	JV PLANT CREDIT RETURN	-110.71	282.18
4/30/2024	0000090	ANGELES MACHINE WORKS	I79251	4/18/2024	JAIL CELL DOOR REPAIR -BO	54.45	54.45
4/30/2024	0000091	ANGELES MILLWORK & LUMB	B350797	4/18/2024	CH TOOL STORAGE	93.61	93.61
4/30/2024	0000094	ANGELES PLUMBING INC	40683	4/18/2024	SC PLUMBING SERVICE RES	456.03	456.03
4/30/2024	0000172	BAXTER A/P OFFICE	120381	4/18/2024	SMPK MOWER PARTS	32.37	32.37
4/30/2024	0000359	CLALLAM COUNTY PUBLIC W	2024.079e	4/18/2024	RH CHIPPER RENTAL FOR TF	507.60	507.60
4/30/2024	0000359	CLALLAM COUNTY PUBLIC W	2024.082e	4/18/2024	JV FG SMPK MARCH FUEL	352.43	352.43
4/30/2024	0000359	CLALLAM COUNTY PUBLIC W	1480 3/24	4/18/2024	CB MARCH SEWER	141.25	141.25
4/30/2024	0000360	CLALLAM COUNTY ER&R	2024.080E	4/18/2024	Q2 2024 ERR	58,494.00	58,494.00
4/30/2024	0000374	CLEANTECH CARPET CARE	597	4/18/2024	2007FAC 1ST FLOOR STRIP S	2,995.00	2,995.00
4/30/2024	0000561	FERGUSON ENTERPRISES IN	2435200-1	4/18/2024	SC HOST SITE PARTS	139.64	139.64
4/30/2024	0000677	GRAINGER INC	9073341969	4/18/2024	2402UP ELECT MAIL ROOM S	910.79	
			9072719348	4/18/2024	2402UP ELECT MAIL SORT B	331.91	
			9080224497	4/18/2024	CH NYLON GLOVES	94.60	1,337.30
4/30/2024	0000939	M & P OVERHEAD DOORS	1246	4/18/2024	JV SERVICE CALL	1,035.64	1,035.64
4/30/2024	0001187	PAPE MACHINERY INC	15196386	4/18/2024	CH MOWER BLADE BLOWER	985.11	985.11
4/30/2024	0001198	PART WORKS INC, THE	INV105109	4/18/2024	JAIL STOP ASSEMBLY	1,429.38	
			INV102896	4/18/2024	JAIL SOLAR POWER SUPPLY	752.32	
			INV105204	4/18/2024	CH SINK	471.74	
			INV103010	4/18/2024	JAIL VALVE GATE	41.14	2,694.58
4/30/2024	0001252	PORT ANGELES, CITY OF	63871-98716 3/2	4/18/2024	CH MARCH UTIL & GARBAGE	20,409.59	
			63871-147906 3/	4/18/2024	CH UTIL	3,453.37	
			60327-89776 3/2	4/18/2024	3RDST MARCH UTIL & GARB	920.49	
			48731-101384 3/	4/18/2024	VET MARCH UTIL & GARBAG	481.58	
			63871-161038 3/	4/18/2024	CH EVSE MARCH UTIL	51.00	25,316.03
4/30/2024	0001253	PORT ANGELES SOLID WAST	1198616	4/18/2024	JUV DUMP FEE	68.45	
			1198750	4/18/2024	JV DUMP FEE	40.56	
			1200104	4/18/2024	CH DUMP FEE	38.03	
			1200398	4/18/2024	JV DUMP FEE	21.96	
			1197141	4/18/2024	CH DUMP FEE	15.21	184.21
4/30/2024	0001258	PORT ANGELES POWER EQU	98031167	4/18/2024	CDJ AIR CLEARN AIR FILTER	104.99	
			98032084	4/18/2024	CDJ AIR CLEANER	27.15	
			5128716	4/18/2024	CDJ SHARPEN CHAIN SERV	11.40	143.54

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0001300	PUBLIC UTILITY DISTRICT	43120 3/24	4/18/2024	RH MARCH ELECT	262.70	
			44963 3/24	4/18/2024	RH MARCH ELECT	33.75	
			67069 3/24	4/18/2024	SMPK CLINE SPIT UNMETERI	24.40	320.85
4/30/2024	0001540	SWAIN'S GENERAL STORE IN	326075	4/18/2024	JAIL MENDR HOSE BRASS SH	41.40	
			326346	4/18/2024	CH ELBOW BULB WIPER BLA	39.59	
			326107	4/18/2024	JAIL MANIFOLD SHUTOFF	27.19	108.18
4/30/2024	0001576	THURMAN SUPPLY	898833	4/18/2024	JV SPRINKLER REPAIR PART	23.48	
			898669	4/18/2024	JAIL COMPRESSION TEST PL	16.64	40.12
4/30/2024	0001686	WA RECREATION & PARK ASS	9397	4/18/2024	ADM 2024 MEMBERSHIP	875.00	875.00
4/30/2024	0004211	CENTURYLINK	333811110 4/24	4/18/2024	CDJ TELEPHONES	150.92	150.92
4/30/2024	0004211	CENTURYLINK	33558429 4/24	4/18/2024	DRA TELEPHONES	141.92	141.92
4/30/2024	0004211	CENTURYLINK	333894964 4/24	4/18/2024	SC TELEPHONES	80.23	80.23
4/30/2024	0025092	PIERCE, SUSAN	WWWC 4/24	4/18/2024	ADM VOLUNTEER REFRESHI	37.09	37.09
4/30/2024	0026957	LEITZ FARMS INC	90796	4/18/2024	SC GRASS SEED	41.26	41.26
4/30/2024	0028699	SOUND PUBLISHING INC	PDN994151	4/18/2024	2302FG ART BARN ROOF LEC	225.76	
			PDN994157	4/18/2024	ADM MASTER PLAN ADVERT	58.10	283.86
4/30/2024	0030634	ALLPLAY SYSTEMS LLC	2024-021F	4/18/2024	SC PLAYGROUND REPAIR - E	5,014.33	5,014.33
4/30/2024	0038937	MOBILE PRESSURE CLEANIN	753389	4/18/2024	CDJ CLEAN OVEN HOOD & V	435.20	435.20
4/30/2024	0041504	IML SECURITY SUPPLY	4041819	4/18/2024	CH 7 PIN THROW MEMBER F	62.67	62.67
4/30/2024	0041605	HOME DEPOT PRO	799349832	4/18/2024	2007FAC 4X30 FLOOR COVEF	1,143.45	
			798159877	4/18/2024	CH HND TWLS DUSTERS	1,137.14	
			799349840	4/18/2024	JV HAND TOWEL CRNBRY SC	995.36	
			796977361	4/18/2024	CH BATH TISSUE CAN LINER	359.45	
			799571195	4/18/2024	CH TOILETBRUSH HAND TOV	304.70	
			797978483	4/18/2024	CDJ CAN LINERS	281.59	
			798389912	4/18/2024	JV VACUUM REPAIR	201.73	
			797388436	4/18/2024	SC NITRIL GLOVES	78.15	
			799571187	4/18/2024	CDJ SANITARY NAPKIN RECE	75.46	
			799571179	4/18/2024	CDJ RECEPTACLE CREDIT R	-71.29	4,505.74
4/30/2024	0041765	CALL LUKE LLC	4366	4/18/2024	SC REFILL BAIT STATIONS	153.55	153.55
Sub total for U S BANK:							107,495.89

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0000091	ANGELES MILLWORK & LUMB	350859	4/11/2024	Propane - PA 830	27.09	27.09
4/30/2024	0000772	INDUSTRIAL HYDRAULICS INC	A347479	4/12/2024	Inline Check Valve - PA Stores	259.65	259.65
4/30/2024	0000848	PAPE KENWORTH NORTHWE	14567027	4/8/2024	Barring Gear - PA 402	122.46	122.46
4/30/2024	0001586	TRAFFIC SAFETY SUPPLY CO	068937	4/10/2024	Replacement Part-Wanco - PA	2,280.57	2,280.57
4/30/2024	0004211	CENTURYLINK	4766812B/04062	4/6/2024	Phone Services 812B - CH 20-F	99.58	99.58
4/30/2024	0017663	ARAMARK UNIFORM SVCS IN	5120448112	4/16/2024	Laundry Services - PA	29.64	
			5120445713	4/11/2024	Laundry Services - SQ	16.34	45.98
4/30/2024	0023186	OLYMPIC GARAGE DOOR LLC	22723	4/10/2024	Service Call - LC 20-B300	2,123.13	2,123.13
4/30/2024	0040272	MATT'S TOOLS USA LLC	141964-24	4/16/2024	Nitrile Gloves - PA	43.56	43.56
4/30/2024	0043469	PETROCARD	0515963-IN	4/9/2024	Unleaded and Dyed Diesel - LC	6,630.45	6,630.45
Sub total for U S BANK:							11,632.47

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0000091	ANGELES MILLWORK & LUMB	351130	4/16/2024	MAINTENENACE SUPPLIES	55.48	
			341140	4/17/2024	MAINTENANCE SUPPLIES- TI	53.84	
			351124	4/16/2024	MAINTENANCE SUPPLIES- TI	4.01	113.33
4/30/2024	0017663	ARAMARK UNIFORM SVCS IN	5120448111	4/16/2024	LAUNDRY SERVICE - PA	16.33	
			5120448100	4/16/2024	LAUNDRY SERVICE-LC	16.30	
			5120445714	4/11/2024	LAUNDRY SERVICE - SQ	16.29	48.92
4/30/2024	0040717	CAPPS, LINDA	CAPPSMILEAGI	4/15/2024	REIM L CAPPS MILEAGE	60.30	60.30
4/30/2024	0004211	CENTURYLINK	6812667-040824	4/8/2024	04/24 360-681-2667	212.82	
			68352820424	4/9/2024	04/24 360-683-5282 747B	147.04	359.86
4/30/2024	0000366	CLALLAM COUNTY TREASUR	HOKOOZETTE-	4/15/2024	EXCISE TAX AFFIDAVIT HOKC	25.75	25.75
4/30/2024	0000546	EXPRESS SERVICES, INC	30601971-10101	4/17/2024	EXPRESS EMPLOYMENT 04/C	4,018.96	4,018.96
4/30/2024	0030069	GOOD2GO!	B6514CGOODT	4/7/2024	GOOD TO GO TOLL P-B6514C	6.50	6.50
4/30/2024	0000677	GRAINGER INC	9088327284	4/16/2024	MAINTENANCE SUPPLIES-PA	104.37	104.37
4/30/2024	0038374	IRONCLAD COMPANY	28065	4/16/2024	MAINTENANCE SUPPLIES- SC	1,307.89	
			28064	4/16/2024	MAINTENANCE SUPPLIES- SC	573.38	1,881.27
4/30/2024	0026957	LEITZ FARMS INC	91175	4/17/2024	MAINTENANCE SUPPLIES- TI	119.45	119.45
4/30/2024	0001253	PORT ANGELES SOLID WAST	1186957	2/13/2024	DUMP FEES-PA	253.79	
			1195098	3/25/2024	DUMP FEES-PA	104.93	
			1188043	2/20/2024	DUMP FEES-PA	54.67	
			1188118	2/20/2024	DUMP FEES-PA	51.15	
			1190705	3/4/2024	DUMP FEES- PA	48.81	
			1195130	3/25/2024	DUMP FEES- TRAIL	34.16	
			1186722	2/12/2024	DUMP FEES-PA	19.52	
			1192144	3/11/2024	DUMP FEES- PA	14.64	581.67
4/30/2024	0021386	STAPLES ADVANTAGE	6001196788	4/13/2024	OFFICE SUPPLIES	55.76	55.76
4/30/2024	0001740	WSU EXTENSION OF CLALLA	JO0324	4/16/2024	03/24 WEED MANAGEMENT	7,877.13	7,877.13
4/30/2024	0029528	ADVANCED ANALYTICAL SOLI	36102	4/9/2024	ADVANCED ANALYTICAL SOL	520.49	520.49
4/30/2024	0000244	BRUCH & BRUCH CONSTRU	CDWNTWNSKBB	4/5/2024	DWNTTWN SEKIU ESTIMATE	326,947.47	326,947.47
4/30/2024	0021386	STAPLES ADVANTAGE	6001196789	4/11/2024	SUPPLIES-WWTP	486.04	486.04
4/30/2024	0000546	EXPRESS SERVICES, INC	30601971-43401	4/17/2024	04/08-04/14 EXPRESS CROSS	285.08	285.08
Sub total for U S BANK:							343,492.35

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0000159	BOB BARKER CO INC	#INV2008923	4/8/2024	CLEANING SUPPLIES	94.62	94.62
4/30/2024	0000196	BILLS PLUMBING & SANIKAN	S3669306	4/11/2024	PLUMBING	75.00	75.00
4/30/2024	0000296	CENTURYLINK	406092135-Apr2	4/18/2024	DATA CONNECTION	1,236.30	1,236.30
4/30/2024	0000296	CENTURYLINK	300421654-Apr2	4/6/2024	TELEPHONE SERVICE	226.97	226.97
4/30/2024	0000628	GALLS LLC	027612624	4/10/2024	UNIFORM - LOUCKS	332.17	
			024570803	4/5/2024	UNIFORM - HAMILTON	138.85	
			027599610	4/9/2024	UNIFORM - SUPPORT SERVIC	49.47	
			027559702	4/4/2024	DUTY GEAR - LOUCK	46.65	
			027599615	4/9/2024	DUTY GEAR - HAGERTY	20.64	587.78
4/30/2024	0001252	PORT ANGELES, CITY OF	84120	4/11/2024	2ND QTR 2024 PENCOM DISF	68,575.00	68,575.00
4/30/2024	0004211	CENTURYLINK	333972275-Apr2	4/3/2024	INTERNET	65.00	65.00
4/30/2024	0019258	WATERHOUSE, SANDRA	040924	4/9/2024	TRAVEL - LACEY, WA	173.00	173.00
4/30/2024	0021386	STAPLES ADVANTAGE	6001104097	4/6/2024	OFFICE SUPPLIES	41.58	41.58
4/30/2024	0037225	JACKSON, DALE	040224	4/2/2024	EMD PROJECT TECHNICAL S	3,249.00	3,249.00
4/30/2024	0037247	HAIR BY NICOLE	041624	4/16/2024	INMATE HAIRCUTS	430.00	430.00
4/30/2024	0038943	SIX ROBBLEES INC	23P7187	4/11/2024	ACTUATOR DRUM	395.71	395.71
4/30/2024	0040060	POWERDMS INC	INV-50196	4/11/2024	STANDARDS FOR WASPC JA	1,415.70	1,415.70
4/30/2024	0040427	NORPOINT GROUP LLC	1360 NPG	4/19/2024	COURTHOUSE & JUVENILE S	9,900.00	9,900.00
4/30/2024	0041605	HOME DEPOT PRO	798389904	4/5/2024	JAIL SUPPLIES	63.40	63.40
4/30/2024	0042874	BAGLEY CREEK OUTFITTERS	20490	4/12/2024	FIREARMS TRAINING UNIT SI	625.83	625.83
4/30/2024	0044927	TEGRIA SERVICES GROUP U	CT3813	4/11/2024	2ND QTR RECURRING EPIC S	2,243.20	2,243.20
4/30/2024	0045809	CHORLEY, JUSTINE	041524	4/15/2024	MILEAGE FOR PUBLIC OUTF	23.85	23.85
4/30/2024	0046149	EDWARDS, HAROLD	040924	4/9/2024	TRAVEL - ELLENSBURG	59.00	59.00
4/30/2024	0047517	GREGOIRE, KATHI	041124	4/11/2024	MILEAGE FOR CHAPLAIN DU	19.03	19.03
4/30/2024	0047701	OAC SERVICES INC	148450	4/15/2024	FULL DESIGN SERVICES	2,962.75	2,962.75
4/30/2024	0049604	PRECISION CAMERA & VIDEON	1191601A	4/10/2024	HELIOPAN	79.95	79.95
Sub total for U S BANK:							92,542.67

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Final Check List
CLALLAM COUNTY

Sheriff (2)

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	4/23/2024	0020849	U S BANK	6528-Apr24	4/8/2024	AMAZON, PENN AWARDS, GA	3,517.60
				8739-Apr24	4/8/2024	FERRIES,CHEVRN,HOLDAYIN	1,827.26
							5,344.86
						Sub total for U S BANK:	5,344.86

Sheriff (3)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/23/2024	0020849	U S BANK	6236-Apr24	4/8/2024	AMAZON, MOUSERELECTRO	1,690.89	
			0097-Apr24	4/8/2024	AMAZON, SOUND UNIFORM,	1,317.66	
			0945--Apr24	4/8/2024	SIRCHIE,HILTON,GALLS,GOC	1,164.71	
			6730-Apr24	4/8/2024	AMAZON, FORKS OUTFITTEF	1,109.47	
			0037-Apr24	4/8/2024	AMAZON, GLOBALSTAR	1,101.58	
			4738-Apr24	4/8/2024	SYMBOLARTS	1,057.53	
			7275-Apr24	4/8/2024	LIVE VIEW	79.90	
			7400-Apr24	4/8/2024	AMAZON, SIMPLISAFE, GOOI	60.27	7,582.01
4/30/2024	0004033	CHASTAIN, ANNE	040224	4/2/2024	TRAVEL - TACOMA	103.50	103.50
4/30/2024	0045809	CHORLEY, JUSTINE	040224	4/2/2024	TRAVEL - TACOMA	103.50	103.50
4/30/2024	0046830	ROTHWEILER, THERESA	040224	4/2/2024	TRAVEL - TACOMA	103.50	103.50
4/30/2024	0001439	SHERIFFS ADVANCED TRAVE	5361	3/7/2024	SHAUN MINKS	948.10	
			5362	3/20/2024	NICHOLAS CANNADY	224.25	
			5359	3/1/2024	JEFFERY WATERHOUSE	162.25	
			5360	3/1/2024	STACY DUNN	162.25	1,496.85
Sub total for U S BANK:							9,389.36

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Final Check List
CLALLAM COUNTY

Sheriff Jail Med

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0001136	OLYMPIC MEDICAL CENTER	OMC-4.18.24	4/18/2024	INMATE MEDICAL	440.52	440.52
4/30/2024	0041537	MCKESSON MEDICAL-SURGI	21950097	4/8/2024	INNATE MEDICAL SUPPLIES	223.72	223.72
4/30/2024	0048022	SOUND INPATIENT PHYSICIAN	ZBX8UU6	3/25/2024	INMATE MEDICAL	27.29	27.29
Sub total for U S BANK:							691.53

apChkLst
04/24/2024 10:40:55AM

Final Check List
CLALLAM COUNTY

Superior Court

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/30/2024	0000357	CLALLAM-JEFFERSON CO PRCF 05-24		4/12/2024	MAY 2024 - COURT FACILITAT	3,750.00	3,750.00
4/30/2024	0000357	CLALLAM-JEFFERSON CO PR03-24 CF		4/15/2024	MARCH 2024 - COURT FACILI	300.00	300.00
4/30/2024	0001212	PENINSULA DISPUTE RESOLI03-24 PDRC		4/15/2024	MARCH 2024 - PDRC SURCH/	940.00	940.00
Sub total for U S BANK:							4,990.00

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04/24/2024 10:45:24AM

Final Check List
CLALLAM COUNTY

Treasurer

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	4/30/2024	0000023	ADVANCED TRAVEL	0424WPTANAG	4/16/2024	WPTA NAGEL CHELAN	450.00	450.00
	4/30/2024	0048421	NAGEL, SHAYLA	0424WPTANAG	4/16/2024	WPTA CONFERENCE	536.59	536.59
Sub total for U S BANK:							986.59	

Veterans

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/16/2024	0000268	WAVE BUSINESS	WAVE 4/17/24	4/17/2024	VET CENTER PHONE	120.32	120.32
4/16/2024	0001036	MURREYS OLYMPIC DISPOS	AMDC 4/17/24	4/17/2024	VET CENTER RECYCLE	41.96	41.96
4/16/2024	0001179	PACIFIC OFFICE EQUIPMENT	POE 4/17/24	4/17/2024	VET CENTER PRINTER	143.02	143.02
4/16/2024	0001709	WA ST DEPT OF LICENSING	BL1690 4/17/24	4/17/2024	LICENSE FEE	216.00	216.00
4/16/2024	0020849	U S BANK	HJ6311 4/17/24	4/17/2024	FOOD	150.00	
			VK5992 4/17/24	4/17/2024	FOOD	150.00	
			CD6639 4/17/24	4/17/2024	FOOD	100.00	400.00
Sub total for U S BANK:							921.30



16
APR 30 2024

Payroll Ending: 4/15/2024

Gross Earnings:	\$941,786.35
Benefits Paid:	\$206,556.03
Total Expenditures:	\$1,148,342.38

STATE OF WASHINGTON)
)
COUNTY OF CLALLAM)

This is to certify that the foregoing 'Labor Distribution Totals by Fund' Report for the period herein indicated is a full, true, and correct representation of the earnings and benefits paid to all Clallam County employees as recorded in the books of original entry maintained by this office.

WITNESS MY HAND THIS 19th DAY OF April 2024


SANDRA L. WILLIAMS, CHIEF DEPUTY FOR
SHOONA RIGGS, CLALLAM COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the payroll herein specified has been disbursed and that the earnings and benefits listed above are approved for payment:

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

RANDY JOHNSON

MARK OZIAS

MIKE FRENCH

(County Administrator)

COPY

Payroll and Benefits Paid for semi-monthly payroll: April 25, 2024

Fund Name	Fund Number	Gross Earnings Paid by Fund #	Benefits Paid by Fund #	Employee s Paid by Fund #	Total Expenditures
COUNTY (Semi-Monthly)					
General Fund	00100	689,718.22	149,140.04	218	838,858.26
HHS	11301	14,716.73	3,026.98	7	17,743.71
Prosecutor-Local Crime Victim	11701	5,179.79	987.94	2	6,167.73
Auditor-Doc Preservation	12401	2,124.00	430.05	2	2,554.05
Noxious Weed Control	13001	5,117.53	1,199.37	2	6,316.90
Veterans Relief	19914	4,529.49	911.88	2	5,441.37
Affordable Housing Sales Tax	19951	4,559.67	886.97	1	5,446.64
HR-Risk Management	50401	11,649.78	2,563.19	4	14,212.97
HR-Workers Compensation	50501	1,813.03	382.82	2	2,195.85
		739,408.24	159,529.24		898,937.48
ROADS					
PW - Roads	10101	159,068.75	37,368.70	59	196,437.45
PW - Flood Control	10135	4,201.69	858.62	4	5,060.31
PW - Broadband Infrastructure	30805	435.56	98.57	1	534.13
PW - Solid Waste	40201	1,073.94	239.37	3	1,313.31
Clallam Bay/Sekiu Sewer	41401	12,810.02	2,927.84	8	15,737.86
PW - Carlsborg Sewer M&O	42401	1,212.10	263.93	5	1,476.03
ER&R	50301	23,576.05	5,269.76	11	28,845.81
		202,378.11	47,026.79		249,404.90
TOTALS		941,786.35	206,556.03		1,148,342.38

Prepared by:



Sherry Price, Deputy Auditor

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04/19/2024 9:45:27AM
Check Date: 04/25/2024

Labor Distribution Totals By Fund
CLALLAM COUNTY
04/01/2024 to 04/15/2024-2 Cycle sc

Page: 1

Fund Worked : 00100
Emps : 218

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	586,601.63	16,931.84	v	VACATION	27,234.83	683.17
fh	FLOATING HOLIDAY	23,456.56	637.87	o25v	OT X 2.5 - CORR VOLUNTEER/SHRF	14,722.34	178.75
s	SICK	13,843.13	436.62	o15s	OVERTIME X 1.5 - SHERIFF DEPT	5,317.01	95.39
vp	VACATION PAYOFF	5,001.59	186.30	cu	COMP USED	3,751.77	122.13
o15j	OVERTIME x 1.5 - JUV DETENTION	1,845.41	49.25	accred	ACCREDITATION PAY	1,299.98	
mil	MILITARY LEAVE	1,121.51	33.00	auto	AUTO ALLOWANCE CONTRACTUAL	1,020.00	
fl	FUNERAL LEAVE	776.19	24.00	aute	AUTO ALLOWANCE ELECTED	680.00	
o20m	OT X 2.0 - CORR MANDATORY/SHRF	511.61	8.00	stby	STANDBY PAY	465.92	12.00
bsba	BS/BA EDUCATION INCENTIVE	437.93		sc15	HHS SCANNING PROJ OT X 1.5	361.55	9.50
detpay	DETECTIVE PAY	298.84		oth	OVERTIME X 1.5 - HOURLY	283.75	16.75
phsm	PHONE STIPEND SMART PHONE	180.00		aaas	AA/AS EDUCATION INCENTIVE	166.07	
spt	SICK PAYOFF - TERMINATION 10%	123.48	46.02	uapr	URINE ANALYSIS PREMIUM	82.50	
asp	SHERIFF ACTING SUPERVISOR PAY	71.09	44.00	aspj	ACTING SUPERVISOR PAY JUVENILE	32.13	24.00
biling	BILINGUAL INCENTIVE	31.40					
				Totals:		689,718.22	19,538.59

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	58,619.87	socsec	SOCIAL SECURITY	42,466.13
pers2	PERS 2 RETIREMENT	30,900.01	401a	401A DEFERRED COMPENSATION	16,127.99
icm457	ICMA DEFERRED COMP	10,920.31	medtx	MEDICARE TAX	9,931.75
psers	PSERS RETIREMENT	5,712.30	leoff2	LEOFF 2 RETIREMENT	5,210.40
rth457	ROTH-ICMA DEFERRED COMP	5,138.24	fmlatx	WA Paid Family & Medical Leave	3,621.85
udteam	UNION DUES - TEAMSTERS	3,517.82	wacare	WA Long-Term Care	3,487.68
pers3	PERS 3 RETIREMENT	2,989.65	n457	NATIONWIDE 457	1,487.50
dshs	DSHS CHILD SUPPORT	1,428.11	l&i	L&I - SELF INSURED	1,417.96
h457	MASSMUTUAL 457	1,117.92	dshsca	DSHS CHILD SUPPORT CALIFORNIA	750.00
udcd	UNION DUES - 1619 CD C	559.68	udpd	UNION DUES - 1619 D	551.00
medpre	HEALTH INSURANCE PRE TAX	492.80	udlc	UNION DUES - 1619 LC	412.45
adv	ADVANCE REPAYMENT	411.81	udmp	UNION DUES - 1619 MP	383.76
evggar	EVERGREEN FIN GARNISHMENT	345.25	pers1	PERS 1 RETIREMENT	214.10
udtint	TEAMSTERS INIT FEE or ADJ	150.00	udcs	UNION DUES - 1619 CS	63.96
udps	UNION DUES - 1619 S	37.73	garnfe	GARNISHMENT FEE	22.00
			Totals:		208,490.03

Benefit Code and Description		Amount	Benefit Code and Description		Amount
pers2	PERS 2 RETIREMENT	45,559.96	socsec	SOCIAL SECURITY	42,466.13

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Labor Distribution Totals By Fund
CLALLAM COUNTY
04/01/2024 to 04/15/2024-2 Cycle sc

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Fund Worked : 00100
Emps : 218

Benefit Code and Description	Amount
I&i L&I - SELF INSURED	16,075.95
medtx MEDICARE TAX	9,931.75
pers3 PERS 3 RETIREMENT	4,392.26
medpre HEALTH INSURANCE PRE TAX	2,620.00
unemp UNEMPLOYMENT	1,301.79

Benefit Code and Description	Amount
401a 401A DEFERRED COMPENSATION	13,350.86
psers PSERS RETIREMENT	8,402.97
leoff2 LEOFF 2 RETIREMENT	3,249.61
fmlatx WA Paid Family & Medical Leave	1,448.70
pers1 PERS 1 RETIREMENT	340.06

Totals: 149,140.04

Gross Earnings by Fund: 689,718.22 19,538.59

Total Fund Deductions: 208,490.03

Fund Net: 481,228.19

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Labor Distribution Totals By Fund
CLALLAM COUNTY
04/01/2024 to 04/15/2024-2 Cycle sc

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Fund Worked : 11301
Emps : 7

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		12,051.93	408.00	sc15	HHS SCANNING PROJ OT X 1.5		1,715.77	34.25
s	SICK		421.75	18.00	fh	FLOATING HOLIDAY		301.30	8.00
v	VACATION		225.98	6.00					
					Totals:			14,716.73	474.25
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		1,081.80	pers2	PERS 2 RETIREMENT		935.99		
socsec	SOCIAL SECURITY		912.45	401a	401A DEFERRED COMPENSATION		362.62		
medtx	MEDICARE TAX		213.40	udteam	UNION DUES - TEAMSTERS		183.56		
wacare	WA Long-Term Care		85.36	fmlatx	WA Paid Family & Medical Leave		77.79		
icm457	ICMA DEFERRED COMP		68.17	l&i	L&I - SELF INSURED		38.69		
h457	MASSMUTUAL 457		33.70	Totals:			3,993.53		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		1,402.51	socsec	SOCIAL SECURITY		912.45		
l&i	L&I - SELF INSURED		244.32	medtx	MEDICARE TAX		213.40		
401a	401A DEFERRED COMPENSATION		193.74	fmlatx	WA Paid Family & Medical Leave		31.12		
unemp	UNEMPLOYMENT		29.44	Totals:			3,026.98		
				Gross Earnings by Fund:			14,716.73	474.25	
				Total Fund Deductions:			3,993.53		
				Fund Net:			10,723.20		

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Labor Distribution Totals By Fund
CLALLAM COUNTY
04/01/2024 to 04/15/2024-2 Cycle sc

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Fund Worked : 11701
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		4,167.98	140.75	v	VACATION		688.89	24.00
s	SICK		322.92	11.25					
					Totals:			5,179.79	176.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
pers2	PERS 2 RETIREMENT		329.44	socsec	SOCIAL SECURITY		321.15		
fedtx	FEDERAL WITHHOLDING TAX		210.08	medtx	MEDICARE TAX		75.11		
udteam	UNION DUES - TEAMSTERS		66.50	fmlatx	WA Paid Family & Medical Leave		27.38		
wacare	WA Long-Term Care		15.39	l&i	L&I - SELF INSURED		11.85		
				Totals:			1,056.90		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		493.63	socsec	SOCIAL SECURITY		321.15		
l&i	L&I - SELF INSURED		76.74	medtx	MEDICARE TAX		75.11		
fmlatx	WA Paid Family & Medical Leave		10.95	unemp	UNEMPLOYMENT		10.36		
				Totals:			987.94		
				Gross Earnings by Fund:			5,179.79		176.00
				Total Fund Deductions:			1,056.90		
				Fund Net:			4,122.89		

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Labor Distribution Totals By Fund
CLALLAM COUNTY
04/01/2024 to 04/15/2024-2 Cycle sc

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Fund Worked : 12401
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r REGULAR			1,992.73	82.00	fh FLOATING HOLIDAY			131.27	6.00
					Totals:			2,124.00	88.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx FEDERAL WITHHOLDING TAX			143.26	pers2 PERS 2 RETIREMENT			135.08		
socsec SOCIAL SECURITY			131.68	401a 401A DEFERRED COMPENSATION			43.32		
medtx MEDICARE TAX			30.79	udteam UNION DUES - TEAMSTERS			27.12		
icm457 ICMA DEFERRED COMP			25.00	wacare WA Long-Term Care			12.32		
fmlatx WA Paid Family & Medical Leave			11.23	l&i L&I - SELF INSURED			6.93		
				Totals:			566.73		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2 PERS 2 RETIREMENT			202.41	socsec SOCIAL SECURITY			131.68		
401a 401A DEFERRED COMPENSATION			42.47	medtx MEDICARE TAX			30.79		
l&i L&I - SELF INSURED			13.97	fmlatx WA Paid Family & Medical Leave			4.49		
unemp UNEMPLOYMENT			4.24						
				Totals:			430.05		
				Gross Earnings by Fund:			2,124.00	88.00	
				Total Fund Deductions:			566.73		
				Fund Net:			1,557.27		

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Labor Distribution Totals By Fund
CLALLAM COUNTY
04/01/2024 to 04/15/2024-2 Cycle sc

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Fund Worked : 13001
Emps : 2

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	5,117.53	178.50				
				Totals:		5,117.53	178.50
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	384.37	pers2	PERS 2 RETIREMENT	325.48		
socsec	SOCIAL SECURITY	317.29	401a	401A DEFERRED COMPENSATION	211.22		
medtx	MEDICARE TAX	74.20	udtint	TEAMSTERS INIT FEE or ADJ	50.00		
udmp	UNION DUES - 1619 MP	31.98	wacare	WA Long-Term Care	29.68		
udteam	UNION DUES - TEAMSTERS	28.50	fmlatx	WA Paid Family & Medical Leave	27.05		
l&i	L&I - SELF INSURED	14.15			Totals:	1,493.92	
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
pers2	PERS 2 RETIREMENT	487.70	socsec	SOCIAL SECURITY	317.29		
l&i	L&I - SELF INSURED	196.77	401a	401A DEFERRED COMPENSATION	102.35		
medtx	MEDICARE TAX	74.20	fmlatx	WA Paid Family & Medical Leave	10.82		
unemp	UNEMPLOYMENT	10.24			Totals:	1,199.37	
					Gross Earnings by Fund:	5,117.53	178.50
					Total Fund Deductions:	1,493.92	
					Fund Net:	3,623.61	

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Labor Distribution Totals By Fund
CLALLAM COUNTY
04/01/2024 to 04/15/2024-2 Cycle sc

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Fund Worked : 19914
Emps : 2

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	4,256.50	144.00	v	VACATION	272.99	8.00
				Totals:		4,529.49	152.00
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
pers2	PERS 2 RETIREMENT	288.07	socsec	SOCIAL SECURITY	280.83		
fedtx	FEDERAL WITHHOLDING TAX	272.46	401a	401A DEFERRED COMPENSATION	179.56		
udteam	UNION DUES - TEAMSTERS	68.50	medtx	MEDICARE TAX	65.68		
wacare	WA Long-Term Care	26.28	fmlatx	WA Paid Family & Medical Leave	23.94		
l&i	L&I - SELF INSURED	12.13			Totals:	1,217.45	
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
pers2	PERS 2 RETIREMENT	431.66	socsec	SOCIAL SECURITY	280.83		
401a	401A DEFERRED COMPENSATION	90.59	medtx	MEDICARE TAX	65.68		
l&i	L&I - SELF INSURED	24.48	fmlatx	WA Paid Family & Medical Leave	9.58		
unemp	UNEMPLOYMENT	9.06			Totals:	911.88	
					Gross Earnings by Fund:	4,529.49	152.00
					Total Fund Deductions:	1,217.45	
					Fund Net:	3,312.04	

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Labor Distribution Totals By Fund
CLALLAM COUNTY
04/01/2024 to 04/15/2024-2 Cycle sc

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Fund Worked : 19951
Emps : 1

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		4,389.67	88.00	auto	AUTO ALLOWANCE CONTRACTUAL		170.00	
					Totals:			4,559.67	88.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		603.46	socsec	SOCIAL SECURITY		282.70		
pers2	PERS 2 RETIREMENT		279.18	401a	401A DEFERRED COMPENSATION		219.48		
medtx	MEDICARE TAX		66.12	wacare	WA Long-Term Care		26.45		
fmlatx	WA Paid Family & Medical Leave		24.10	l&i	L&I - SELF INSURED		6.74		
				Totals:			1,508.23		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		418.34	socsec	SOCIAL SECURITY		282.70		
401a	401A DEFERRED COMPENSATION		87.79	medtx	MEDICARE TAX		66.12		
l&i	L&I - SELF INSURED		13.60	fmlatx	WA Paid Family & Medical Leave		9.64		
unemp	UNEMPLOYMENT		8.78						
				Totals:			886.97		
				Gross Earnings by Fund:			4,559.67		88.00
				Total Fund Deductions:			1,508.23		
				Fund Net:			3,051.44		

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Labor Distribution Totals By Fund
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Fund Worked : 50401
Emps : 4

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		11,327.75	224.06	auto	AUTO ALLOWANCE CONTRACTUAL		170.00	
v	VACATION		152.03	4.00					
					Totals:			11,649.78	228.06
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
fedtx	FEDERAL WITHHOLDING TAX		1,532.59		socsec	SOCIAL SECURITY		763.77	
h457	MASSMUTUAL 457		621.26		pers2	PERS 2 RETIREMENT		294.68	
medtx	MEDICARE TAX		178.63		401a	401A DEFERRED COMPENSATION		167.28	
icm457	ICMA DEFERRED COMP		125.76		wacare	WA Long-Term Care		67.57	
fmlatx	WA Paid Family & Medical Leave		61.57		l&i	L&I - SELF INSURED		21.90	
					Totals:			3,835.01	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
socsec	SOCIAL SECURITY		763.77		h457	MASSMUTUAL 457		652.46	
pers2	PERS 2 RETIREMENT		441.57		401a	401A DEFERRED COMPENSATION		434.99	
medtx	MEDICARE TAX		178.63		l&i	L&I - SELF INSURED		44.20	
fmlatx	WA Paid Family & Medical Leave		24.62		unemp	UNEMPLOYMENT		22.95	
					Totals:			2,563.19	
					Gross Earnings by Fund:			11,649.78	228.06
					Total Fund Deductions:			3,835.01	
					Fund Net:			7,814.77	

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Fund Worked : 50501
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		867.03	22.81	v	VACATION		729.46	10.40
fh	FLOATING HOLIDAY		216.54	2.40					
					Totals:			1,813.03	35.61
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		220.04	icm457	ICMA DEFERRED COMP		142.77		
rth457	ROTH-ICMA DEFERRED COMP		122.38	401a	401A DEFERRED COMPENSATION		116.60		
pers2	PERS 2 RETIREMENT		114.25	socsec	SOCIAL SECURITY		112.72		
medtx	MEDICARE TAX		26.36	fmlatx	WA Paid Family & Medical Leave		9.59		
wacare	WA Long-Term Care		5.91	l&i	L&I - SELF INSURED		1.69		
				Totals:			872.31		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		172.78	socsec	SOCIAL SECURITY		112.72		
401a	401A DEFERRED COMPENSATION		60.09	medtx	MEDICARE TAX		26.36		
fmlatx	WA Paid Family & Medical Leave		3.84	unemp	UNEMPLOYMENT		3.63		
l&i	L&I - SELF INSURED		3.40						
				Totals:			382.82		
				Gross Earnings by Fund:			1,813.03	35.61	
				Total Fund Deductions:			872.31		
				Fund Net:			940.72		

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Fund Worked : - Totals -
Emps : 233

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	630,772.75	18,219.96	v	VACATION	29,304.18	735.57
fh	FLOATING HOLIDAY	24,105.67	654.27	o25v	OT X 2.5 - CORR VOLUNTEER/SHRF	14,722.34	178.75
s	SICK	14,587.80	465.87	o15s	OVERTIME X 1.5 - SHERIFF DEPT	5,317.01	95.39
vp	VACATION PAYOFF	5,001.59	186.30	cu	COMP USED	3,751.77	122.13
sc15	HHS SCANNING PROJ OT X 1.5	2,077.32	43.75	o15j	OVERTIME x 1.5 - JUV DETENTION	1,845.41	49.25
auto	AUTO ALLOWANCE CONTRACTUAL	1,360.00		accred	ACCREDITATION PAY	1,299.98	
mil	MILITARY LEAVE	1,121.51	33.00	fl	FUNERAL LEAVE	776.19	24.00
aute	AUTO ALLOWANCE ELECTED	680.00		o20m	OT X 2.0 - CORR MANDATORY/SHRF	511.61	8.00
stby	STANDBY PAY	465.92	12.00	bsba	BS/BA EDUCATION INCENTIVE	437.93	
detpay	DETECTIVE PAY	298.84		oth	OVERTIME X 1.5 - HOURLY	283.75	16.75
phsm	PHONE STIPEND SMART PHONE	180.00		aaas	AA/AS EDUCATION INCENTIVE	166.07	
spt	SICK PAYOFF - TERMINATION 10%	123.48	46.02	uapr	URINE ANALYSIS PREMIUM	82.50	
asp	SHERIFF ACTING SUPERVISOR PAY	71.09	44.00	aspj	ACTING SUPERVISOR PAY JUVENILE	32.13	24.00
biling	BILINGUAL INCENTIVE	31.40					
				Totals:		739,408.24	20,959.01

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	63,067.93	socsec	SOCIAL SECURITY	45,588.72
pers2	PERS 2 RETIREMENT	33,602.18	401a	401A DEFERRED COMPENSATION	17,428.07
icm457	ICMA DEFERRED COMP	11,282.01	medtx	MEDICARE TAX	10,662.04
psers	PSERS RETIREMENT	5,712.30	rth457	ROTH-ICMA DEFERRED COMP	5,260.62
leoff2	LEOFF 2 RETIREMENT	5,210.40	udteam	UNION DUES - TEAMSTERS	3,892.00
fmlatx	WA Paid Family & Medical Leave	3,884.50	wacare	WA Long-Term Care	3,756.64
pers3	PERS 3 RETIREMENT	2,989.65	h457	MASSMUTUAL 457	1,772.88
l&i	L&I - SELF INSURED	1,532.04	n457	NATIONWIDE 457	1,487.50
dshs	DSHS CHILD SUPPORT	1,428.11	dshsca	DSHS CHILD SUPPORT CALIFORNIA	750.00
udcd	UNION DUES - 1619 CD C	559.68	udpd	UNION DUES - 1619 D	551.00
medpre	HEALTH INSURANCE PRE TAX	492.80	udmp	UNION DUES - 1619 MP	415.74
udlc	UNION DUES - 1619 LC	412.45	adv	ADVANCE REPAYMENT	411.81
evggar	EVERGREEN FIN GARNISHMENT	345.25	pers1	PERS 1 RETIREMENT	214.10
udtint	TEAMSTERS INIT FEE or ADJ	200.00	udcs	UNION DUES - 1619 CS	63.96
udps	UNION DUES - 1619 S	37.73	garnfe	GARNISHMENT FEE	22.00
			Totals:		223,034.11

Benefit Code and Description		Amount	Benefit Code and Description		Amount
pers2	PERS 2 RETIREMENT	49,610.56	socsec	SOCIAL SECURITY	45,588.72

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Fund Worked : - Totals -
Emps : 233

Benefit Code and Description		Amount
I&i	L&I - SELF INSURED	16,693.43
medtx	MEDICARE TAX	10,662.04
pers3	PERS 3 RETIREMENT	4,392.26
medpre	HEALTH INSURANCE PRE TAX	2,620.00
unemp	UNEMPLOYMENT	1,400.49
pers1	PERS 1 RETIREMENT	340.06

Benefit Code and Description		Amount
401a	401A DEFERRED COMPENSATION	14,362.88
psers	PSERS RETIREMENT	8,402.97
leoff2	LEOFF 2 RETIREMENT	3,249.61
fmlatx	WA Paid Family & Medical Leave	1,553.76
h457	MASSMUTUAL 457	652.46

Totals:	159,529.24	
Grand Total Gross Earnings:	739,408.24	20,959.01
Grand Total Deductions:	223,034.11	
Grand Total Net:	516,374.13	

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Fund Worked : 10101
Emps : 59

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	129,332.60	3,972.90	v	VACATION	13,214.69	359.50
s	SICK	7,199.96	239.50	cu	COMP USED	3,115.25	101.50
o15r	OVERTIME X 1.5 - ROADS DEPT	2,280.15	51.00	adml	ADMINISTRATIVE LEAVE PAID	2,240.24	80.00
fh	FLOATING HOLIDAY	2,066.75	68.00	vp	VACATION PAYOFF	475.71	19.22
auto	AUTO ALLOWANCE CONTRACTUAL	340.00		spt	SICK PAYOFF - TERMINATION 10%	22.82	9.22
c15r	COMP EARNED X 1.5 ROADS	-1,219.42	-24.50				
				Totals:		159,068.75	4,876.34
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	12,635.78	socsec	SOCIAL SECURITY	9,901.63		
pers2	PERS 2 RETIREMENT	9,765.33	icm457	ICMA DEFERRED COMP	3,566.73		
401a	401A DEFERRED COMPENSATION	2,518.13	medtx	MEDICARE TAX	2,315.67		
udteam	UNION DUES - TEAMSTERS	1,592.37	fmlatx	WA Paid Family & Medical Leave	843.77		
wacare	WA Long-Term Care	809.08	h457	MASSMUTUAL 457	645.17		
l&i	L&I - SELF INSURED	344.34	pers3	PERS 3 RETIREMENT	266.29		
dshs	DSHS CHILD SUPPORT	221.00	udmp	UNION DUES - 1619 MP	182.79		
garnfe	GARNISHMENT FEE	0.50					
				Totals:	45,608.58		
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
pers2	PERS 2 RETIREMENT	14,578.59	socsec	SOCIAL SECURITY	9,866.72		
l&i	L&I - SELF INSURED	6,408.56	401a	401A DEFERRED COMPENSATION	3,053.61		
medtx	MEDICARE TAX	2,307.50	pers3	PERS 3 RETIREMENT	500.77		
fmlatx	WA Paid Family & Medical Leave	336.34	unemp	UNEMPLOYMENT	316.61		
				Totals:	37,368.70		
Gross Earnings by Fund:						159,068.75	4,876.34
Total Fund Deductions:						45,608.58	
Fund Net:						113,460.17	

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Fund Worked : 10135
Emps : 4

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	4,099.69	104.50	s	SICK	102.00	2.75
Totals:						4,201.69	107.25
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	347.89	401a	401A DEFERRED COMPENSATION	332.00		
socsec	SOCIAL SECURITY	260.63	pers2	PERS 2 RETIREMENT	230.63		
medtx	MEDICARE TAX	60.96	udmp	UNION DUES - 1619 MP	34.43		
pers3	PERS 3 RETIREMENT	27.66	wacare	WA Long-Term Care	24.37		
fmlatx	WA Paid Family & Medical Leave	22.20	icm457	ICMA DEFERRED COMP	21.61		
l&i	L&I - SELF INSURED	8.14	h457	MASSMUTUAL 457	6.60		
Totals:						1,377.12	
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
pers2	PERS 2 RETIREMENT	345.95	socsec	SOCIAL SECURITY	260.63		
401a	401A DEFERRED COMPENSATION	90.91	medtx	MEDICARE TAX	60.96		
pers3	PERS 3 RETIREMENT	54.48	l&i	L&I - SELF INSURED	28.40		
fmlatx	WA Paid Family & Medical Leave	8.89	unemp	UNEMPLOYMENT	8.40		
Totals:						858.62	
Gross Earnings by Fund:						4,201.69	107.25
Total Fund Deductions:						1,377.12	
Fund Net:						2,824.57	

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Fund Worked : 30805
Emps : 1

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	435.56	8.00				
				Totals:		435.56	8.00
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	34.70	socsec	SOCIAL SECURITY	27.09		
pers3	PERS 3 RETIREMENT	21.07	icm457	ICMA DEFERRED COMP	12.65		
medtx	MEDICARE TAX	6.34	wacare	WA Long-Term Care	2.53		
fmlatx	WA Paid Family & Medical Leave	2.30	l&i	L&I - SELF INSURED	0.56		
			Totals:		107.24		
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
pers3	PERS 3 RETIREMENT	41.51	socsec	SOCIAL SECURITY	27.09		
401a	401A DEFERRED COMPENSATION	13.07	l&i	L&I - SELF INSURED	8.77		
medtx	MEDICARE TAX	6.34	fmlatx	WA Paid Family & Medical Leave	0.92		
unemp	UNEMPLOYMENT	0.87					
			Totals:		98.57		
			Gross Earnings by Fund:		435.56		8.00
			Total Fund Deductions:		107.24		
			Fund Net:		328.32		

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Fund Worked : 40201
Emps : 3

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		1,073.94	23.50					
					Totals:			1,073.94	23.50
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
fedtx	FEDERAL WITHHOLDING TAX		90.75		socsec	SOCIAL SECURITY		66.62	
pers2	PERS 2 RETIREMENT		54.46		401a	401A DEFERRED COMPENSATION		25.13	
medtx	MEDICARE TAX		15.58		pers3	PERS 3 RETIREMENT		10.54	
udmp	UNION DUES - 1619 MP		7.09		icm457	ICMA DEFERRED COMP		6.69	
wacare	WA Long-Term Care		6.24		fmlatx	WA Paid Family & Medical Leave		5.67	
l&i	L&I - SELF INSURED		1.77						
					Totals:			290.54	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
pers2	PERS 2 RETIREMENT		81.60		socsec	SOCIAL SECURITY		66.62	
l&i	L&I - SELF INSURED		26.73		401a	401A DEFERRED COMPENSATION		23.66	
pers3	PERS 3 RETIREMENT		20.75		medtx	MEDICARE TAX		15.58	
fmlatx	WA Paid Family & Medical Leave		2.28		unemp	UNEMPLOYMENT		2.15	
					Totals:			239.37	
					Gross Earnings by Fund:			1,073.94	23.50
					Total Fund Deductions:			290.54	
					Fund Net:			783.40	

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Fund Worked : 41401
Emps : 8

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		11,852.96	313.05	o15r	OVERTIME X 1.5 - ROADS DEPT		604.34	10.75
fh	FLOATING HOLIDAY		352.72	8.00					
					Totals:			12,810.02	331.80
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
socsec	SOCIAL SECURITY		759.46	fedtx	FEDERAL WITHHOLDING TAX		758.60		
pers2	PERS 2 RETIREMENT		730.42	401a	401A DEFERRED COMPENSATION		181.89		
medtx	MEDICARE TAX		177.62	udteam	UNION DUES - TEAMSTERS		111.90		
icm457	ICMA DEFERRED COMP		100.30	wacare	WA Long-Term Care		71.03		
fmlatx	WA Paid Family & Medical Leave		64.75	pers3	PERS 3 RETIREMENT		36.88		
l&i	L&I - SELF INSURED		26.28	udmp	UNION DUES - 1619 MP		22.26		
				Totals:			3,041.39		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		1,148.15	socsec	SOCIAL SECURITY		794.37		
l&i	L&I - SELF INSURED		473.27	401a	401A DEFERRED COMPENSATION		200.90		
medtx	MEDICARE TAX		185.79	pers3	PERS 3 RETIREMENT		72.64		
fmlatx	WA Paid Family & Medical Leave		27.08	unemp	UNEMPLOYMENT		25.64		
				Totals:			2,927.84		
				Gross Earnings by Fund:			12,810.02		331.80
				Total Fund Deductions:			3,041.39		
				Fund Net:			9,768.63		

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Fund Worked : 42401
Emps : 5

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		1,212.10	29.30					
					Totals:			1,212.10	29.30
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
fedtx	FEDERAL WITHHOLDING TAX		102.47		socsec	SOCIAL SECURITY		75.20	
pers2	PERS 2 RETIREMENT		63.24		401a	401A DEFERRED COMPENSATION		27.61	
medtx	MEDICARE TAX		17.60		pers3	PERS 3 RETIREMENT		10.54	
icm457	ICMA DEFERRED COMP		7.80		wacare	WA Long-Term Care		7.02	
fmlatx	WA Paid Family & Medical Leave		6.40		udmp	UNION DUES - 1619 MP		6.36	
udteam	UNION DUES - TEAMSTERS		3.05		l&i	L&I - SELF INSURED		2.27	
					Totals:			329.56	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
pers2	PERS 2 RETIREMENT		94.76		socsec	SOCIAL SECURITY		75.20	
401a	401A DEFERRED COMPENSATION		26.42		l&i	L&I - SELF INSURED		24.21	
pers3	PERS 3 RETIREMENT		20.75		medtx	MEDICARE TAX		17.60	
fmlatx	WA Paid Family & Medical Leave		2.56		unemp	UNEMPLOYMENT		2.43	
					Totals:			263.93	
					Gross Earnings by Fund:			1,212.10	29.30
					Total Fund Deductions:			329.56	
					Fund Net:			882.54	

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Fund Worked : 50301
Emps : 11

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		20,616.97	645.50	fh	FLOATING HOLIDAY		1,363.55	47.00
v	VACATION		811.43	26.50	s	SICK		717.86	24.00
cu	COMP USED		66.24	2.00					
					Totals:			23,576.05	745.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
pers2	PERS 2 RETIREMENT		1,499.45	socsec	SOCIAL SECURITY		1,461.71		
fedtx	FEDERAL WITHHOLDING TAX		1,342.90	401a	401A DEFERRED COMPENSATION		349.57		
medtx	MEDICARE TAX		341.85	udteam	UNION DUES - TEAMSTERS		252.18		
icm457	ICMA DEFERRED COMP		229.42	wacare	WA Long-Term Care		136.75		
fm-latx	WA Paid Family & Medical Leave		124.63	dshs	DSHS CHILD SUPPORT		102.00		
l&i	L&I - SELF INSURED		53.13	udmp	UNION DUES - 1619 MP		34.89		
garnfe	GARNISHMENT FEE		0.50						
				Totals:			5,928.98		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		2,246.80	socsec	SOCIAL SECURITY		1,461.71		
l&i	L&I - SELF INSURED		701.26	401a	401A DEFERRED COMPENSATION		421.14		
medtx	MEDICARE TAX		341.85	fm-latx	WA Paid Family & Medical Leave		49.84		
unemp	UNEMPLOYMENT		47.16						
				Totals:			5,269.76		
				Gross Earnings by Fund:			23,576.05		745.00
				Total Fund Deductions:			5,928.98		
				Fund Net:			17,647.07		

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Fund Worked : - Totals -
Emps : 69

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	168,623.82	5,096.75	v	VACATION	14,026.12	386.00
s	SICK	8,019.82	266.25	fh	FLOATING HOLIDAY	3,783.02	123.00
cu	COMP USED	3,181.49	103.50	o15r	OVERTIME X 1.5 - ROADS DEPT	2,884.49	61.75
adml	ADMINISTRATIVE LEAVE PAID	2,240.24	80.00	vp	VACATION PAYOFF	475.71	19.22
auto	AUTO ALLOWANCE CONTRACTUAL	340.00		spt	SICK PAYOFF - TERMINATION 10%	22.82	9.22
c15r	COMP EARNED X 1.5 ROADS	-1,219.42	-24.50				
				Totals:		202,378.11	6,121.19
Deduction Code and Description		Amount			Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	15,313.09			socsec	SOCIAL SECURITY	12,552.34
pers2	PERS 2 RETIREMENT	12,343.53			icm457	ICMA DEFERRED COMP	3,945.20
401a	401A DEFERRED COMPENSATION	3,434.33			medtx	MEDICARE TAX	2,935.62
udteam	UNION DUES - TEAMSTERS	1,959.50			fmlatx	WA Paid Family & Medical Leave	1,069.72
wacare	WA Long-Term Care	1,057.02			h457	MASSMUTUAL 457	651.77
l&i	L&I - SELF INSURED	436.49			pers3	PERS 3 RETIREMENT	372.98
dshs	DSHS CHILD SUPPORT	323.00			udmp	UNION DUES - 1619 MP	287.82
garnfe	GARNISHMENT FEE	1.00			Totals:		56,683.41
Benefit Code and Description		Amount			Benefit Code and Description		Amount
pers2	PERS 2 RETIREMENT	18,495.85			socsec	SOCIAL SECURITY	12,552.34
l&i	L&I - SELF INSURED	7,671.20			401a	401A DEFERRED COMPENSATION	3,829.71
medtx	MEDICARE TAX	2,935.62			pers3	PERS 3 RETIREMENT	710.90
fmlatx	WA Paid Family & Medical Leave	427.91			unemp	UNEMPLOYMENT	403.26
					Totals:		47,026.79
					Grand Total Gross Earnings:	202,378.11	6,121.19
					Grand Total Deductions:	56,683.41	
					Grand Total Net:	145,694.70	

Page: 8



BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of April 22-26, 2024

APR 30 2024

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, April 22, 2024. Present were Commissioners French, Ozias and Johnson, and Administrator Mielke.

Items of discussion per the agenda published April 18 were:

- Calendar/Correspondence
- Resolution declaring intent to renew the Lake Sutherland Management District 2 pursuant to chapter 36.31 RCW and a notice of hearing to be held Tuesday, June 4, 2024 at 10:30 a.m.
- Agreement with Jeremy Morris, PLLC for appellate function
- Pre-application questionnaire with Washington State Criminal Justice Training Commission for Officer Wellness Grant
- Purchase order with Federal Contracts Corp for mobile generator
- Agreement with Natural Systems Design, Inc. for Channel Migration Zone
- Authorizing expenditure from the Hotel/Motel Tax Fund for approved 2024 Lodging Tax Funding Applications
- Agreement with Jefferson County for Recompete
- Agreement with Department of Social and Health Services for Recompete
- Letter to the Jamestown Tribal Council for the Dungeness Levy Setback Project

Meeting concluded at 10:09 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair French called the meeting to order at 10 a.m., Tuesday, April 23, 2024. Also present were Commissioners Ozias and Johnson and Administrator Mielke.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

Removed: Item 1d has been removed from the consent agenda

ACTION TAKEN: CRJm to adopt the agenda as modified, CMOs, mc

PUBLIC COMMENT

- John Worthington, Sequim, commented on item 1d

CONSENT AGENDA

- 1a Approval of vouchers for the week of April 15
- 1b Approval of minutes for the week of April 15
- 1c Resolution appointing Dan Butler and Vicki Lowe to the Homelessness Task Force
- 1d Letter to the Jamestown Tribal Council for the Dungeness Levy Setback Project

ACTION TAKEN: CRJm to adopt the consent agenda as modified, CMOs, mc

REPORTS AND PRESENTATIONS

- CMF commented on Recompete
- CRJ commented on YMCA Board Meeting – Early Learning Center, Carbon Forest Workgroup

HEARING(S)

H1 Resolution authorizing a grant from the Opportunity Fund to the City of Forks – Waste Water Treatment Facility

- CMF, updated on the process taken

ACTION TAKEN: CMOm to open the public hearing, CRJs, mc

- The following provided testimony:
 - Kenneth Reandeau, Port Angeles

ACTION TAKEN: CRJm to close the public hearing and adopt, CMOs, mc

CONTRACTS AND AGREEMENTS

2a Agreement with Washington State Administrative Office of the Courts AOC for support of Family and Juvenile Court Improvement Plan

ACTION TAKEN: CRJm to approve, CMOs, mc

2b Agreement amendment 1 with Washington State University, Social and Economic Sciences Research Center for Recompete

ACTION TAKEN: CRJm to approve, CMOs, mc

2c Agreement with Port of Port Angeles for support efforts with Recompete

ACTION TAKEN: CRJm to approve, CMOs, mc

2d Agreement amendment 1 with Sound Law Center for Hearing Examiner Services for July 1 – December 31, 2023

ACTION TAKEN: CRJm to approve, CMOs, mc

2e Agreement with the City of Port Angeles to utilize each other's procurement agreements

ACTION TAKEN: CRJm to approve, CMOs, mc

2f Agreement with Quigg Bros. Inc. for the Lake Pleasant Piling Project

ACTION TAKEN: CRJm to approve, CMOs, mc

2g Purchase order with Federal Contracts Corp for mobile generator

ACTION TAKEN: CRJm to approve, CMOs, mc

2h Agreement with Jeremy Morris, PLLC for appellate function

ACTION TAKEN: CRJm to approve, CMOs, mc

2i Agreement with Department of Social and Health Services for Recompete

ACTION TAKEN: CRJm to approve, CMOs, mc

BIDS AND AWARDS

3a Bid opening – Art Barn Roof Replacement Project

<u>CONTRACTOR</u>	<u>AMOUNT</u>
Signature Roof Services LLC	\$78,750

ACTION TAKEN: CRJm to forward the bid to the Parks, Fair and Facilities for review and recommendation to the BOCC, CMOs, mc

ADMINISTRATION

4a Call for request for proposals/qualifications for Deferred Compensation 401 (a) and 457 (b) Services to be received no later than Tuesday, May 14, 2024 at 10 a.m.

ACTION TAKEN: CRJm to issue notice, CMOs, mc

PUBLIC COMMENT

- Karen Hubert, Sequim, commented on Recompete, homelessness
- John Worthington, Sequim, commented on compete streets, Carlsborg area
- Kenneth Reandeau, Port Angeles, commented on Port Angeles Harbor
- Jeff Tozzer, Sequim, commented on Towne Road Town Hall Meeting, Jamestown S’Klallam Tribe letter
- Jim Stoffer, Sequim, commented on Recompete, YMCA, Towne Road Town Hall Meeting
- Pepai Whipple, Sequim, commented on prior speaker, Recompete, Jamestown S’Klallam Tribe letter
- Denise Lapio, Sequim, commented on board meeting seating arrangement, Recompete, Jamestown S’Klallam Tribe letter, COVID
- Erik Farin, Sequim, commented on Jamestown S’Klallam Tribe letter

Meeting concluded at 11:17 a.m. and continued to 9 a.m., Monday, April 29, 2024

The Board of Commissioners attended Joint Port of Port Angeles Meeting, William Shore Memorial Pool District Meeting, Coffee with Colleen and Sarge’s Place Fundraiser Event during the week of April 22.

PASSED AND ADOPTED this 30th day of April 2024.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, MMC, Clerk of the Board

KEY TO ABBREVIATIONS:

ATM Administrator Todd Mielke

CMO Commissioner Mark Ozias

CRJ Commissioner Randy Johnson

CMF Commissioner Mike French

m

mc

s

moved

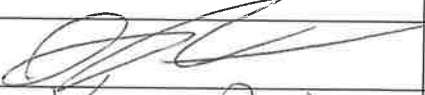
motion carried

seconded

BOARD OF CLALLAM COUNTY COMMISSIONERS PUBLIC HEARING

H1 Resolution authorizing a grant from the Opportunity Fund to the City of Forks –
Waste Water Treatment Facility

I declare under penalty of perjury under the laws of the State of Washington that any testimony that I give is true and accurate. Please print name and address clearly.

Nº	PRINTED NAME	SIGNATURE	ADDRESS
1	James Stoffel		570 America BLVD ^{Garrett WA}
2	Kenneth Reardon		Port Angeles
3	Karen Huber		Sequim
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Signed on April 23, 2024 in Port Angeles, Washington

BOCC Mail Correspondences Received from other Jurisdictions



RECEIVED
CLALLAM CO. COMMISSIONERS

APR 18 2024

1...2...3...A...

March 15, 2024

Dear County Official,

As we approach the annual celebration of National County Government Month in April, we are pleased to enclose complimentary copies of **“The Marvelous Adventures of Countyland.”**

This new innovative children’s book was written and illustrated by the National Association of Counties (NACo) using new generative Artificial Intelligence (AI) applications. This book offers an informative yet playful journey across the vast and varied landscape of the United States, exploring how America’s county governments, with our nearly 39,000 elected officials and a professional workforce of 3.6 million public servants, serve our residents and communities.

With county government policymakers and practitioners now facing the realities of AI, this book project focused on three main objectives: (1) Inspire the next generation of public servants – *our nation’s youth* – to explore the exciting and meaningful roles of county officials, (2) Showcase the remarkable capabilities and intricate nature of contemporary AI technologies, and (3) Stimulate policy discussions regarding the near limitless applications of AI, spanning across the spectrum of beneficial to detrimental effects, within the public sector and our overall society.

If you are interested in ordering additional copies for your county (including libraries), please visit <https://www.naco.org/countyland>.

So, grab your explorer’s hat and get ready for an exciting educational trip through America’s county governments. Ready to start your adventure—let’s go!

With appreciation,

Matthew D. Chase

CEO/Executive Director

P.S. We also invite you to visit our **Counties 101 Resource Hub at NACo.org** to learn more about NACo’s portfolio of county government educational materials.



PORT ANGELES
WASHINGTON, U.S.

DEPARTMENT OF

COMMUNITY & ECONOMIC DEVELOPMENT

RECEIVED
CLALLAM CO. COMMISSIONERS

APR 19 2024

1...2...3...A...

PUBLIC NOTICE OF RESCHEDULED MEETING

- HYBRID ATTENDANCE Public Hearing for a Rezone Permit Application (REZ 24-04) -

WHO: All property owners within 300 feet of the proposed action are provided notice directly by mail. The notice is mailed to the name/address listed as one of the vicinity property owners by Clallam County Assessor's Office. Stakeholders and all community members are provided notice indirectly in the Peninsula Daily News, the City's website, at the proposal's location, and at City Hall (321 East 5th Street). The general public are provided notice onsite or as close as available of the proposed action with this posting. Stakeholders and all community members are provided notice indirectly in the Peninsula Daily News, the City's website, at the proposal's location, and at City Hall (321 East 5th Street). The public comment period has been extended to the date of the rescheduled hearing.

WHAT: The City of Port Angeles received a development application, see application details below. The necessary virtual public hearing for a Rezone (REZ) Permit Application No. REZ 24-04 conducted by the City's Hearing Examiner has been rescheduled as hybrid. Application information may be requested from the Department of Community & Economic Development (DCED) by emailing ced@cityofpa.us or by viewing the application materials online at <https://www.cityofpa.us/Meetings-Agendas>.

APPLICATION DETAILS: REZ 24-04

APPLICATION TYPE: Rezone	DESCRIPTION: Rezone proposal for parcels 06-30-08-41-0010 and 06-30-08-58-2400 from R9, Residential Low Density to CSD, Community Shopping District for future commercial use.
APPLICANT: 6S DG Port Angeles WA LLC	APPLICATION SUBMITTED: January 30, 2024
LOCATION: Parcels 06-30-08-41-0010 and 06-30-08-58-2400 between US 101, Old Joe Rd, and Doyle Rd.	APPLICATION COMPLETE: February 27, 2024
ZONE: R9, Residential Low Density	SEPA COMMENT PERIOD CLOSE: SEPA Exemption per WAC 197-11-800.6.c

PUBLIC HEARING DETAILS

WHEN: May 16, 2024 @ 9:00 AM

WHERE: City of Port Angeles Council Chambers, City Hall, 321 E. 5th Street, Port Angeles, WA 98362 AND online.

Link to Agenda Packet Information*: www.cityofpa.us/Meetings-Agendas

(*The Staff Report will be uploaded no later than May 10, 2024)

Learn About This Live Virtual Meeting: www.cityofpa.us/Live-Virtual-Meetings

(*Audio Only Testimony for those without internet access: Instructions will be given during meeting)

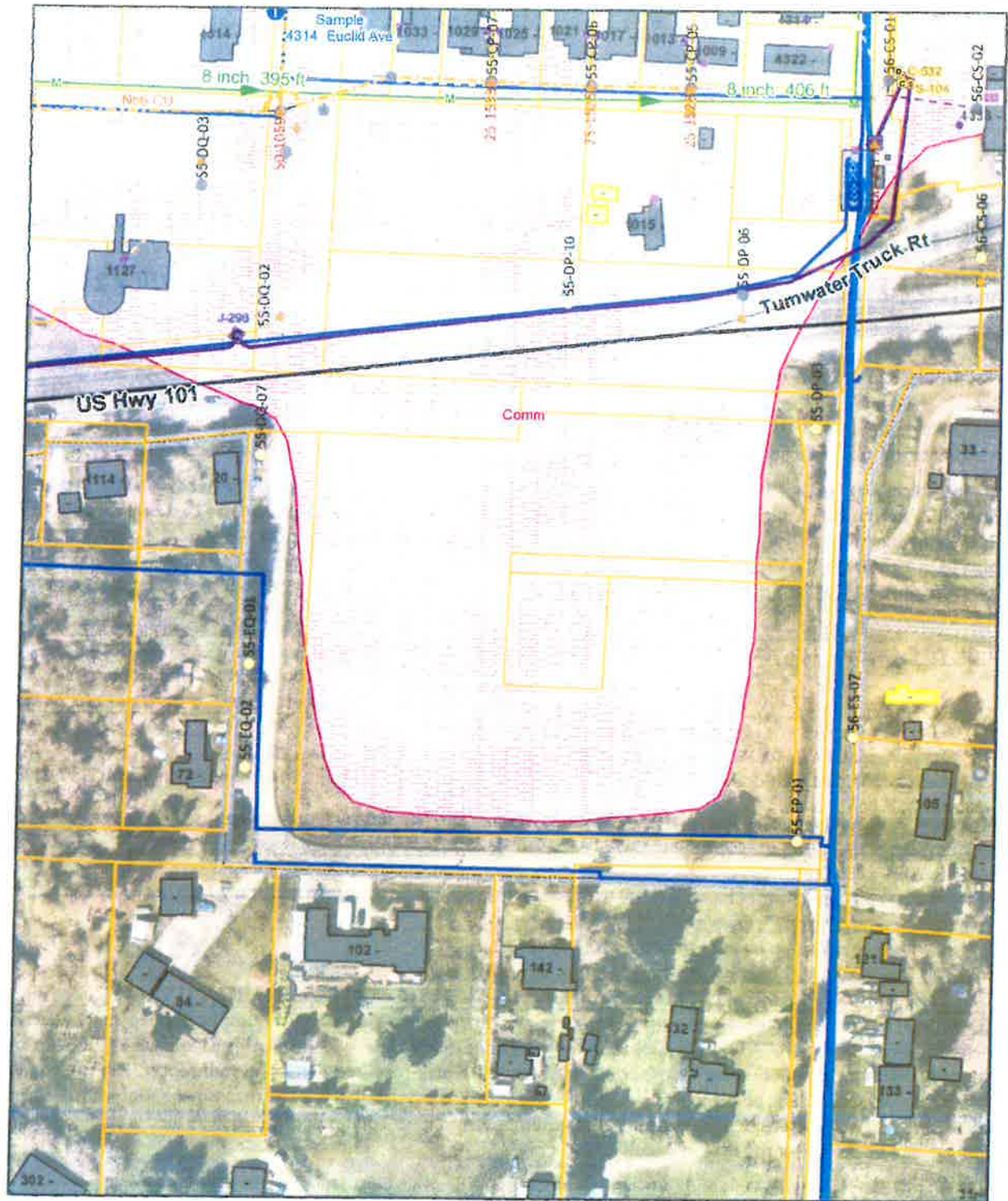
HOW TO COMMENT: Interested parties are encouraged to comment on the proposal and may request both a copy of the decision once it's been made and any appeal rights. All written public testimony must be received prior to the hearing date of May 16, 2024. Comments received prior to publishing for the Hearing Examiner agenda packet will be incorporated into the staff report. The Hearing Examiner recommendation to City Council will be made within 10 business days following the hearing. The recommendation will be based on the Staff Report, record, and written public comment and verbal testimony. Any appeal of this decision shall be filed with the Clallam County Superior Court within 21 days after the date of decision.

HEARING PARTICIPATION: The Audio Only and Live Hearing function will be available 30 minutes prior to the meeting. If you are unable to attend the hearing, or unable to deliver audio public testimony during the public hearing as described above, you may submit your written public testimony in advance of the hearing to ced@cityofpa.us for the Hearing Examiner's consideration (all written public testimony must be received prior to the hearing date of May 16, 2024).

STATE ENVIRONMENTAL POLICY ACT: It has been determined that this proposal is categorically exempt from SEPA consideration as defined by Washington Administrative Code 197-11-800(6)(c).

LINK TO PROJECT INFORMATION: <https://www.cityofpa.us/145/Current-Projects-and-Plans>

FOR ADDITIONAL INFORMATION PLEASE CONTACT: Ben Braudrick, Planning Supervisor at (360) 417-4750 or ced@cityofpa.us.



Printed: 4/12/2024

This map is a representation of the existing conditions of the project area. It is not a guarantee of accuracy. The City of Fort Angeles is not responsible for any errors or omissions on this map. The user of this map is advised to verify the information shown on this map with the appropriate authorities.

- Water main
- WWater main
- SWater main
- Electrical distribution OH
- Electrical distribution UG

30
Feet
Vertical Datum = NAD 83
Horizontal Datum = NAD 83

True Map



CLALLAM PUBLIC DEFENDER
516 EAST FRONT STREET
PORT ANGELES, WA 98362
(360) 452-3307
FAX (360) 452-3329

HARRY D. GASNICK
Director

RECEIVED
CLALLAM CO. COMMISSIONERS

APR 18 2024

1...2...3...A...

JOHN F. HAYDEN
SUZANNE M. B. HAYDEN
ALEX R. STALKER
DOUGLAS J. KRESL
CHARLIE COMMERE
SETH B. DOHERTY
TOBIN STANDLEY
Staff Attorneys

DATE: 4/18/24

TO: CLALLAM COUNTY

FROM: HARRY GASNICK, Director 

RE: 2024 1st QUARTER INDIGENT DEFENSE APPOINTMENTS

In the 1st quarter 2024, CPD was appointed on the following Clallam County/State of Washington/City of Port Angeles/City of Sequim cases in matters prosecuted in Clallam County District Court I:

CLALLAM DISTRICT CT 1 st quarter 2024 by prosecuting authority			
Prosecuting Authority	New cases	Probation violations	BLAKE
State of Washington	073	20	02
City of Sequim	014	04	00
City of Port Angeles	102	10	03
Total	189	34	05
CLALLAM DISTRICT CT I 1 st quarter 2023 to 1 st quarter 2024			
	New cases	Probation violations	BLAKE
1 st Quarter 2023	166	10	24
2 nd quarter 2023	164	24	10
3rd quarter 2023	149	36	11
4th quarter 2023	151	18	12
1st quarter 2024	189	34	05

//

1d



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

APR 30 2024

Department: Noxious Weeds

WORK SESSION ☒ Meeting Date: April 22, 2024

REGULAR AGENDA ☒ Meeting Date: April 30, 2024

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | |
|--|--|
| ☒ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☒ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

The Lake Sutherland Management District #2 (LMD 2) expires at the end of 2024. The LMD 2 was created to fund control efforts of Eurasian watermilfoil, a Class B-designate noxious weed, in Lake Sutherland. Members of the Lake Sutherland Management District Steering Committee, a resident-based volunteer committee, have reached out to fellow landowners within the district and have found significant support to renew the LMD, as evidenced by the petition submitted with this packet. Landowners representing over 30% of the acreage within the LMD have signed the petition, indicating their support for renewing the LMD and continuing to fund control efforts for Eurasian watermilfoil and other non-native, invasive aquatic weeds.

We are asking the Commissioners to adopt a "Resolution of Intent" to renew Lake Sutherland Management District #2, pursuant to RCW 36.61. The resolution of intent will set a public hearing on the renewal of the LMD 2. The submission of the petition and the resolution of intent are the first of many steps in a process that allows residents to vote on whether to renew or not to renew the LMD past its current expiration date of December 31, 2024.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

The assessment collected through the LMD would impact the 2025 budget.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

On behalf of the Lake Sutherland Management District Steering Committee, this department recommends that the Board adopt this resolution, setting a public hearing to be held on June 4, 2024.

* Work Session Meeting - Submit 1 single sided/not stapled copy

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

County Official signature & print name: Christina St John

Names of Relevant Departments/Employees/Stakeholders attending meeting:

Noxious Weeds, LMD Steering Committee

Date submitted: 4/17/2024

NOTICE OF PUBLIC HEARING
Proposed renewal of Lake Sutherland Management District 2

Lake Sutherland Management District 2 was created by Ordinance 763 and extended by Ordinance 853 and 894 to manage Eurasian watermilfoil and other non-native, invasive plants that could adversely impact the freshwater system. The District expires December 31, 2024. The purpose of the hearing is to consider renewing Lake Sutherland Management District 2 for another ten years.

This hearing is required by Chapter 36.61 RCW to provide an opportunity for the public to comment on the proposed renewal.

A Resolution of Intention to renew Lake Sutherland Management District 2 was adopted by the Board of Commissioners on April 30, 2024 and identified as Resolution XX, 2024.

The following is the proposed plan for the continuation of Lake Sutherland Management District 2:

1. Managing non-native, invasive aquatic plants in Lake Sutherland to meet recreational and aesthetic needs, fishery and wildlife habitat requirements, and ecosystem and groundwater concerns.
2. Employing best practices based on environmental safety and efficacy.
3. Monitoring the level of Eurasian watermilfoil and the emergence of other non-native, invasive aquatic plants that could adversely impact the freshwater system and recommending, promoting, and implementing action to control these.
4. Maintaining an advisory committee of property owner's representatives to direct the efforts and funds of the LMD.
5. Using the committee to address other issues and bring them to the attention of the County Commissioners as appropriate.

The proposed formula for annual rates and charges will be a flat fee of \$100 per parcel per year.

Proposed annual rates and charges to property within the proposed Lake Sutherland Management District will not exceed \$38,800 with a total maximum of \$388,000 to be collected over the duration of the District.

The renewal of Lake Sutherland Management District 2 is for 10 years, from 2025-2034.

The public hearing is set for June 4, 2024 at 10:30 a.m. in the Clallam County Commissioner's Meeting Room (160), 223 East 4th Street, Port Angeles, Washington.

Contact Person: Christina St John, Clallam County Noxious Weed Control Program at 360-417-2442 or christina.stjohn@clallamcountywa.gov

Publish: May 10 and 11, 2024
Bill: Noxious Weeds Department

Loni Gores, MMC, Clerk of the Board



RESOLUTION _____, 2024

DECLARING INTENT TO RENEW LAKE SUTHERLAND MANAGEMENT DISTRICT 2
PURSUANT TO CHAPTER 36.61 RCW AND SETTING A PUBLIC HEARING

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. There is significant support from Lake Sutherland property owners for continuation of Lake Sutherland Management 2 as evidenced by submittal of new petitions, through community participation in an ongoing volunteer milfoil control program, and activity of a resident-based committee.
2. An LMD to protect Lake Sutherland's beneficial uses and water quality is in the public interest. This is evidenced by the following:
 - Properties that are adjacent to the lake or have direct access, all benefit significantly from the proposed LMD program.
 - Containment and removal of non-native, invasive plants, such as Eurasian watermilfoil, which can inhibit multiple recreational activities such as boating, swimming and fishing, diminish aesthetic and economic values and impair water quality and wildlife habitat, is a benefit to all lake residents who have significant opportunity to enjoy the lake through active and passive recreation.
3. The proposed assessment level is consistent with budget requirements for invasive aquatic plant control activities from 2015 through 2024.
4. Adequate provisions have been made to protect fish and wildlife. These provisions include consultation regarding non-native, invasive aquatic plant control options with all appropriate government agencies and adherence to all permitting requirements related to above mentioned activities and necessary for the protection of fish and wildlife within Lake Sutherland.
5. Financial security is not required to cover the cost of the LMD process.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. Pursuant to RCW 36.61.030, the Board of Clallam County Commissioners will consider the renewal of Lake Sutherland Management District 2.
 2. The nature of the lake improvement or maintenance activities proposed to be continued includes:
 - Managing non-native, invasive aquatic plants in Lake Sutherland to meet recreational and aesthetic needs, fishery and wildlife habitat requirements, and ecosystem and groundwater concerns.
 - Employing best practices based on environmental safety and efficacy.
 - Monitoring the level of Eurasian watermilfoil and the emergence of other non-native, invasive aquatic plants that could adversely impact the freshwater system and recommending, promoting, and implementing action to control these.
 - Maintaining an advisory committee of property owner's representatives to direct the efforts and funds of the LMD.
 - Using the committee to address other issues and bring them to the attention of the County Commissioners as appropriate.
 3. The proposed formula for annual rates and charges will be a flat fee of \$100 per parcel per year. Revenue bonds will not be issued.
-

4. The proposed annual rates and charges to property within the proposed Lake Sutherland Management District will not exceed \$38,800 with a total maximum of \$388,000 to be collected over the duration of the District.
5. The proposed continuation of the LMD is 10 years, from 2025-2034.
6. The proposed boundaries of the District remain the same and include all properties fronting or having community (or similar) access to Lake Sutherland in Clallam County, Washington. A geographic representation of the existing boundary is attached and submitted as Exhibit A.
7. The following parcels will continue to be exempt from charges:
 - Entire parcels used exclusively for private roads or utilities
 - Community open space parcels that cannot be built upon and are dedicated on a final plat or short plat as open space or lake access for the benefited property owners
 - Lands covered by water
8. The committee, designated the Lake Sutherland Steering Committee, composed of up to eleven (11) volunteers reflecting the various use interest and geographic distribution within the Lake Management District will be re-authorized by the Clallam County Commissioners.
9. The Committee will work in cooperation with assigned county staff to provide citizen input to the County on management decisions within the context of the LMD charter. The Committee will track expenditures and program progress, with information supplied by the Noxious Weed Control Program.
10. A public hearing on the renewal of Lake Sutherland Management District 2 will be held on June 4, 2024 at 10:30 am.

PASSED AND ADOPTED this _____ day of _____ 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Mark Ozias

Highway 101

Attachment A
Lake Management District 2



Lake Sutherland

S Shore Rd



**PETITION TO THE CLALLAM COUNTY BOARD OF COMMISSIONERS TO
RENEW LAKE MANAGEMENT DISTRICT 2 (LMD 2) FOR
LAKE SUTHERLAND**

Lake Sutherland property owners request that the Clallam County Commissioners approve the creation of LMD 2 for Lake Sutherland. We ask that the Commissioners call for a vote by affected property owners, pursuant to RCW 36.61, to amend the LMD 2 duration and collection of rates and charges. The funds generated by the District will continue to finance efforts to protect and enhance Lake Sutherland from the impacts of invasive aquatic plant species in terms of water quality, recreational and aesthetic value.

1. Purpose of the Lake Management District:

- a. Manage non-native invasive aquatic plants in Lake Sutherland to meet recreational and aesthetic needs, fishery and wildlife habitat requirements, and ecosystem and groundwater concerns.
- b. Employ best practices based on environmental safety and efficacy.
- c. Monitor the level of Eurasian watermilfoil and the emergence of other non-native invasive aquatic plants that could adversely impact the freshwater system and recommend or promote action to control these.
- d. Maintain an advisory committee of property owner's representatives to direct the efforts and funds of the LMD.

2. Boundary:

The Boundary of the LMD is all property fronting or having community (or other similar) right of access to Lake Sutherland.

3. Duration:

The duration of the LMD shall be extended 10 years to include 2025-2034.

4. Charges to property

Annual rates and charges shall be used to raise funds to support LMD activities.

5. The rate for 2025 and each succeeding year is recommended to be \$100 per lot of property fronting or having community (or other similar) right of access to Lake Sutherland.

The charge shall be administered and collected through property tax billing by the County Treasurer.

6. Lake Sutherland Steering Committee

Volunteers will continue to represent the interest of the LMD property owners of the lake. An annual LMD work plan and budget will be recommended by the steering committee for approval by the County Commissioners. The Committee will track activities and expenditures. The County will provide Committee support including annual financial reports.

**We support the creation of the Lake Sutherland Management District 2
to fund the Eurasian Milfoil and Other Non-Native Invasive Aquatics
Plants Program:**

# of Properties	Signed Petition – Taxpayer Name	Acreage
2	ADA MARIE MARRS	6.99
1	AMBER C KARR AND ROBERT FISSE	1.25
1	B JEANNIE HEDBERG REVOCABLE TRUST	0.2
1	BENJAMIN P PISCIOTTA	0.21
1	BRUCE ALAN AND KAREN LEE SWENSON	0.67
1	CHARLES AND RUTH ADAMS TRST	2.42
1	CHARLES M LISK	0.06
2	CHRISTOPHER AND ALEXIS GREENWOOD	1.84
1	CLIFFORD E PRINCE ET AL	0.09
1	DAVID A AND DAWN L SHIDELER	0.79
2	DONALD B NUNLEY LIVING TRUST	0.32
1	EDWARD E AND AMY H VONDERAHE	0.07
4	ERIC AND DENA SCHNEIDER	0.32
1	FAIRES LAKE HAVEN LLC	1.36
2	FALLS CREEK CABIN LLC	2.79
1	FREDERICK COTTERELL	1.26
1	GENE H AND MARY ANN UNGER	0.19
1	GENE H UNGER	0.16
1	JAMES M AND MARJEAN PRICE	0.29
2	JAMES TIMOTHY AND JULIE MARIE HAGUEWOOD TTES	0.18
1	JODY JACOBSEN ET AL	0.52
1	JOHN E AND NANCY W PETERSON	1.59
1	JOHN J CHIASSON	1.28
1	JOHN MARRS	1
1	JOHN R TAYLOR ET AL	0.21
1	JOSH P AND LAUREL E HALLER	1.04
1	JULIE A NORMAN	0.51
2	JUSTIN AND PATRICIA PARKER	0.05
2	KAREN L AND DAVID M CHRISTOPHER	0.3
1	MARK D ALMADEN	0.18
1	MICHELLE NILSEN	0.04
1	NANCY J BRANT	14.45
1	RAYMOND AND MARILYN SANTIAGO	0.2
1	RICHARD A AND JEAN C MARSHALL	0.86
1	RICHARD HOCH	0.09
1	ROBERT D WELLS	0.21
2	ROBERT H LOVELL AND R D SMITH ET UX	1.87
1	ROBERT K AND SANDRA S GIPE	0.95
1	ROSEMARY AND BRUCE MOORHEAD	1

**We support the creation of the Lake Sutherland Management District 2
to fund the Eurasian Milfoil and Other Non-Native Invasive Aquatics
Plants Program:**

# of Properties	Signed Petition – Taxpayer Name	Acreage
1	RYAN AND AMANDA STANLEY	0.16
1	SCOTT CHARELS AND MAUREEN CATHERINE FAIRES LENICKA TTES	1.01
2	SHARLENE REYNOLDS AND ROBERT PEPIN	2.98
1	STEPHEN L AND GWENDOLYN KM CALLIS	0.23
1	STUART T SMITH	0.76
1	TEVEN A ERICKSON AND KAREN ERICKSON HOOD ET AL	0.2
1	THE HAFERBECKER LAKEFRONT CABIN LLC	0.27
1	TIM DAHLSTROM AND DONNA MURPHY	0.21
1	TODD LOONEY AND LUCIA MCDONALD	0.94
1	WILLIAM R KINTNER	1.92
Properties	65	
Acres	58.86	
% of acreage in proposed LMD	33.66%	

Lake Sutherland Management District Eurasian watermilfoil removal program



Clallam County Noxious Weed Control Program
Lake Sutherland Steering Committee
Presentation to the Clallam County Board of Commissioners
April 22, 2024

1

Eurasian Watermilfoil

- Ornamental aquatic plant
 - Considered one of worst aquatic weeds
 - Found in 45 states
- Forms dense mats
 - Prevent boat use and swimming
 - Crowd out native plants
 - Reduces fish populations
 - Degrades water quality
- Tolerates lower water temperatures – starts growing earlier in season than other aquatic plants
- Spreads mainly by stem fragments
 - Breaks apart during removal
 - ¼ inch segment will start a new infestation
- Native milfoils that looks very similar



2

Milfoil Infestations around the USA



Cayuga Lake in Ithaca, NY

Photo Credit: New York Invasive Species Information



Mechanical harvester along the Columbia River (Chelan County PUD)

Photo credit: Christine Pratt, Wenatchee World 17 Jul 2015



Infested lake in eastern Minnesota

Photo Credit: Angie Hong, East Metro Water

3



Elleen Sande,
Ferry County NWCB



Elleen Sande,
Ferry County NWCB

Curly-leaf pondweed

- Found in Lake Sutherland in 2019
- Class C noxious weed
 - One of the most severe nuisance aquatic plants in the Midwest (only outranked by Eurasian watermilfoil)
- Aquatic plant with flowering stalk above water
 - Reddish-green
 - Wavy-edged leaves
 - Grows up to 6 feet in length
- Forms dense colonies and surface mats that prevent boat and swimmer access in spring and early summer
 - Dies back by late summer
- Spreads by stem fragments and turions (overwintering buds that break off and form new plants)

4

Lake Sutherland Management District #2



- Eurasian watermilfoil detected in Lake Sutherland in 2000
- Lake Sutherland Management District #2 first started in 2005
 - Mission – **To protect Lake Sutherland's beneficial uses, water quality and wildlife habitat from the degrading effects of Eurasian watermilfoil**
 - Single-issue LMD
- Assessment - \$50/yr/parcel since 2005
 - All properties fronting or having community access to the lake
- LMD renewed in 2009 and 2014
 - 2014 – 88% of landowners voted for renewal
- Proposed changes
 - Include all non-native invasive plants as part of mission statement
 - Increase assessment to \$100/yr/parcel



5

Control efforts through the years...



6

Current Milfoil Control Efforts



Manual removal of Eurasian watermilfoil from June to October

2021 Season

- 13 dives
- 1684 plants – 20% increase from 2020

2022 Season

- 18 dives
- 1175 plants – 18% reduction from 2021

2023 Season

- 18 dives
- 880 plants – 25% reduction from 2022



Eurasian
watermilfoil
(noxious weed)

Northern
watermilfoil
(native)

Plants are found in multiple locations across the lake, but largest infestations found in three locations – Heron Cove, Thompson Point and Mallard Cove

Lake Sutherland Management District 2: Request for Resolution of Intent: Call for Public Hearing

Need and Purpose: Eurasian watermilfoil (*Myriophyllum spicatum*) is an invasive, submersed (underwater) aquatic plant accidentally introduced in the 1940s to North America from Europe, where it is widespread. Because it is widely distributed and difficult to control, milfoil is considered to be one of the most problematic invasive plants in Washington. Eurasian watermilfoil can form thick underwater stands of tangled stems and vast mats of vegetation on the water's surface. These mats can limit boating, water skiing, swimming, and fishing. In eastern Washington milfoil interferes with power generation and irrigation by clogging water intakes. The sheer mass of plants can cause flooding and the stagnant mats can create good habitat for mosquitoes. The introduction of milfoil can drastically alter a water body's ecology by crowding out important native aquatic plants needed for a healthy fishery and other wildlife. Milfoil mats can rob oxygen from the water by preventing the wind from mixing the oxygenated surface waters to deeper water. The dense mats of vegetation can also increase the sedimentation rate. Eurasian watermilfoil can potentially reduce property values. Under severe conditions, property owners and lake associations can expect increased costs to keep boat channels, docks or swimming areas open by mechanical harvesting and for costs associated with disposal of rotting vegetation.

Milfoil reproduces extremely rapidly and can infest an entire lake within two years of introduction to the system. Each plant can be well over fifteen feet tall with multiple stems. Milfoil is able to reproduce very successfully and rapidly through the formation of plant fragments and underground runners. In the late summer and fall the plants become brittle and naturally break apart. These fragments will float to other areas, sink, and start new plants. Milfoil will also grow from fragments created by boaters or other disturbances during any time of year. A new plant can start from a tiny piece of a milfoil plant. This is why milfoil can so easily be transported from lake to lake on boat trailers or fishing gear. Once established, water currents may carry milfoil fragments and start new colonies within the same waterbody. This is such a serious problem in our state that legislators passed a law prohibiting transportation and selling of milfoil plants and plant fragments.

The efforts to control Eurasian watermilfoil in Lake Sutherland under the current lake management district have very successfully minimized recreational and environmental impacts in a cost-effective manner while maintaining property values. Every effort has been made to avoid limiting public use. To the best of our knowledge, and because of our control efforts, Eurasian watermilfoil has not spread to adjacent Lake Crescent, or any other Clallam County lakes. In 2023, we found and removed 880 plants, a decline of 25% over the previous year. Plants are now concentrated in a few areas frequented by wildlife. Original infestations contained tens of thousands of plants covering over 2.5 acres spread over all sections of the lake. While any plants remain, the threat exists.

We have also seen an increase in curlyleaf pondweed (*Potamogeton crispus*), another non-native invasive plant that outcompetes native plants and forms mats that can impede boating and other recreational activities. Having the ability to target new non-native, invasive aquatic plants before they get established in Lake Sutherland is the cheapest and most effective way to protect the lake and its uses.

Petition: RCW 36.61.030 Section 8: A lake or beach management district may be initiated upon either the adoption of a resolution of intention by a county legislative authority or the filing of a petition signed by ten landowners or the owners of at least 20% of the acreage contained within the proposed lake or beach management district, whichever is greater. We have received petitions from owners representing 65 of the 383 properties that are within the proposed boundaries of the district. These properties represent 33% of the acreage within the LMD boundary. A copy of the petition and a summary of landowners who have returned a petition have been included in the Commissioners packet.

Benefits: The activities of the Lake Sutherland Management District 2 maintain recreational uses such as swimming, boating, waterskiing, fishing, wildlife viewing, as well as aesthetic enjoyment. The benefits derived from the District are not proportionate to property value or feet of shoreline. Each property owner receives an equal benefit through their ability to access and enjoy the lake. For this reason, the proposed rates and charges are a flat fee for each property fronting or having community access to the lake.

Excluded from charge are those properties that may not be developed for residential use, such as parcels that are all roads or utilities or common areas for septic systems; because each lake owner who derives a benefit would already be paying an assessment on the property that gives them access.

District Boundary: Staff examined county maps to determine which properties had direct access or community access to Lake Sutherland. The District Boundary included all properties fitting those criteria. It is possible that additional properties with community access were not included because there was no evidence from the map or assessor's records indicating access.

Rates and Charges: The assessment rate has remained constant at \$50 per parcel per year since the initial formation of the District in 2005, despite inflation and an increase in costs as the program grew. The District's Steering Committee, members of which were appointed by the Commissioners, evaluated costs of the program over the past 10 years against the revenues in the same period. This is an equivalent time frame over which the District is proposed to be renewed and the revenues are from approximately the same number of properties. After examining several rate scenarios, the Committee was able to conclude that it was necessary to raise the assessment to \$100 per property per year to meet expenses for the control program over the next ten years.



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

1e
APR 30 2024

Department: BOCC

WORK SESSION ☒ **Meeting Date: 4-29-24**

REGULAR AGENDA ☒ **Meeting Date: 4-30-24**

Item Summary:*

- | | | |
|---|---|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU** | Contract # |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other – Letter of support |

Documents exempt from public disclosure attached: ☐

Executive Summary:

Request the Board of Commissioners to approve a letter of support to the Washington State Recreation and Conservation Office for the North Olympic Land Trust acquisitions 24-1691 and 24-1694 for the Heifer Farm and Cameron Farm Estates.

Budgetary Impact:(Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget Action is required, has it been submitted and a copy attached?** ☐
None.

Recommended Action:(Does the Board need to act? If so, what is the department's recommendation?)

Request the Board of Commissioners to approve a letter of support to the Washington State Recreation and Conservation Office.

County Official signature & print name: Loni Gores Loni Gores

Name of stakeholder attending meeting: Board of Commissioners, Mike Auger – North Olympic Land Trust

Date Submitted: April 15, 2024

* Submit original and 5 copies

** Submit 3 originals and 5 copies



MARK OZIAS, District 1
RANDY JOHNSON, District 2
MIKE FRENCH, District 3, CHAIR

Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493
Email: commissioners@clallamcountywa.gov

Todd Mielke, County Administrator

April 30, 2024

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

RE: Grant Funding for RCO projects #24-1691 and 24-1694

Dear Washington State Recreation and Conservation Office:

The Board of Clallam County Commissioners wish to share our support of North Olympic Land Trust acquisitions 24-1691 and 24-1694 to acquire properties Heifer Farm and Cameron Farm Estates, WA, Clallam County.

Conserving the 133-acre Heifer Farm, currently under two separate ownerships, is integral to the operation of one of two remaining dairies in the area, Maple View Farm. Permanent preservation of this property will conserve an iconic and scenic working farm

Conservation of the 39-acre Cameron Estates will ensure its 100% prime farmland soil remains available for agriculture into the future. The property is the heart of a greater agricultural landscape and is adjacent to No Goat Farm, conserved with support of the Conservation Futures Program.

Thank you for considering the property acquisition grant.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

Randy Johnson

Mike French, Chair

NORTH OLYMPIC Land Trust



Farms • Fish • Forests

319 S. Peabody St. Suite 102
P.O. Box 2945 (mailing)
Port Angeles, WA 98362
Phone: (360) 417-1815
NorthOlympicLandTrust.org
info@northolympiclandtrust.org

Board of Directors

Erika Lindholm
President

Wendy Clark-Getzin
Vice President

Jack Williams
Secretary

Steve Burkett
Treasurer

Jason Bausher

Bobbie Clawson

Julie Knobel

Kim Sager-Fradkin

Anna Swanberg

Richard Tucker

Karen Westwood

Gary Colley, *emeritus*

John Willits, *emeritus/in*
memoriam

North Olympic Land Trust
is accountable:



- Sound Finances
- Ethical Conduct
- Responsible Governance
- Lasting Stewardship

April 15, 2024

Alanna Gores

Clerk of the Board Commissioners Office

Board of County Commissioners

223 E 4th St #4

Port Angeles, WA 98362

Subject: Notice of Purchase of Conservation Easements in
Clallam County, RCO Grant Application #24-1691 Acq, Heifer
Farm & #24-1694 Acq, Cameron Farm Estates

Honorable Commissioners:

I am writing to inform you that North Olympic Land Trust is submitting two farmland preservation grants to the Washington Wildlife and Recreation Program (WWRP) administered by the Recreation and Conservation Office (RCO) in May of 2024.

Conserving the 133-acre Heifer Farm, currently under two separate ownerships, is integral to the operations of one of two remaining dairies in the area, Maple View Farm. Permanent preservation of this property will conserve an iconic and scenic working farm.

Conservation of the 39-acre Cameron Estates will ensure its 100% prime farmland soil remains available for agriculture into the future. The property is in the heart of a greater agricultural landscape and is adjacent to No Goat Farm, conserved with support from the Conservation Futures Program.

In addition to WWRP, the Land Trust is also seeking support for conservation of these farms from the Clallam County Conservation Futures Program (submitted on March 11, 2024), USDA's Natural Resource Conservation Service's Agricultural Conservation Easement Program, and from the local community. In addition, partial funding is already allocated to these projects by the Jamestown S'Klallam Tribe through its State Floodplains by Design grant.

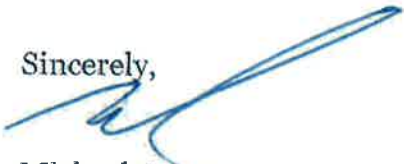
With this letter, the Land Trust is notifying Clallam County of its intent to seek funding from WWRP as required by State law (RCW 79A.15.110). This law states that the local legislative authority may, at its discretion, submit a letter to the RCO identifying its position with regard to the acquisition project. Any letters received will be made available to the Governor and the State legislature when the prioritized project list is submitted as part of RCO's 2025 Capital budget request.

The law also states that the applicant must "confer" with local officials regarding this acquisition. Please let me know who the appropriate contact(s) is/are so we may open a dialogue as you see fit. I would also be available to give a presentation to the Board of County Commissioners on these projects at your discretion.

Please feel free to contact me to let me know if you have any questions or to request additional information. I can be reached at (360) 417-1815 x7 or

michael@northolympiclandtrust.org

Sincerely,



Michael Auger
Conservation Director
(360) 17-1815 x7

For reference:

RCW 79A.15.110

Review of proposed project application. State or local agencies or nonprofit nature conservancies shall review the proposed project application and confer with the county or city with jurisdiction over the project area prior to applying for funds for the acquisition of property under this chapter. The appropriate county or city legislative authority may, at its discretion, submit a letter to the board identifying the authority's position with regard to the acquisition project. The board shall make the letters received under this section available to the governor and the legislature when the prioritized project list is submitted under this chapter.

RCW 79A.15.010

"Confer" means a dialogue between project sponsors and local county and city officials with the purpose of early review of potential projects. The dialogue may include any matter relevant to a particular project, which may include but need not be limited to: Project purpose and scope; project elements; estimated project cost; costs and benefits to the community; plans for project management and maintenance; and public access.

Project Descriptions:

Heifer Farm:

North Olympic Land Trust seeks to acquire two farmland conservation easements on 133.6 acres of farmland composed of fully irrigated USDA Prime farmland (94.8%) and Statewide Important soils (5.2%) in Sequim-Dungeness, Washington.

The Lotzgesell family homesteaded the farm in 1859, and it has remained in perpetual agricultural use since that date. Since 1996, the Smith family has been farming Heifer Farm to support their dairy--one of the two remaining dairies in a county formally known as the "milk basket" of Washington. Farmed for silage, hay, crop seeds, and to raise young heifers, the Smith family relies on Heifer Farm to raise and feed heifers they milk for Darigold.

Heifer Farm features a historic barn, and because of its positioning in the valley tucked under the Olympics, is frequently photographed to represent Sequim, WA. Preservation of this farm has both cultural and historic value.

With willing landowners ready to extinguish 23 development rights, now is the time to protect Heifer Farm, which meets all the needs of a thriving farm.

Cameron Farm Estates:

North Olympic Land Trust seeks to acquire one farmland conservation easement on 38.62 acres of farmland composed of fully irrigated 100% USDA Prime farmland in Sequim-Dungeness, Washington.

Arthur and Fanchon Towne immigrated to the area and acquired 160 acres of land at the intersection of what is now Towne and Woodcock Roads. In 1930, they deeded a portion of their land to Clallam County and Washington State to help create Towne Road. In 1959, Val and Pearl Cameron purchased the remaining western half to grow hay and pees. In 1962, they began leasing the farm to grow silage and hay. In 1976, Val and Pearl transferred the farm to Cameron Farm Estates, which is now owned by their children, Pam and Bill Cameron. Pam and Bill Cameron continue to lease the farm for hay production and row crops.

A conservation easement on Cameron Farm will protect this important farmland, located in the heart of the greater agricultural landscape of the Dungeness Valley. The open fields provide bucolic relief for traffic along Woodcock and Towne Road. The fields are also used by wildlife, including State protected Trumpeter Swans (*Cygnus buccinators*).

With willing landowners ready to extinguish seven development rights, now is the time to protect Cameron Farm, which meets all the needs of a thriving farm.

24-1694, Cameron Farm Estates Parcel Map

Map Created by Jesse Greer, North Olympic Land Trust 4/15/2024



Legend

-  24-1694, Cameron Farm Estates (Parcels Labeled)
-  Parcels (Clallam Co Data 2024)



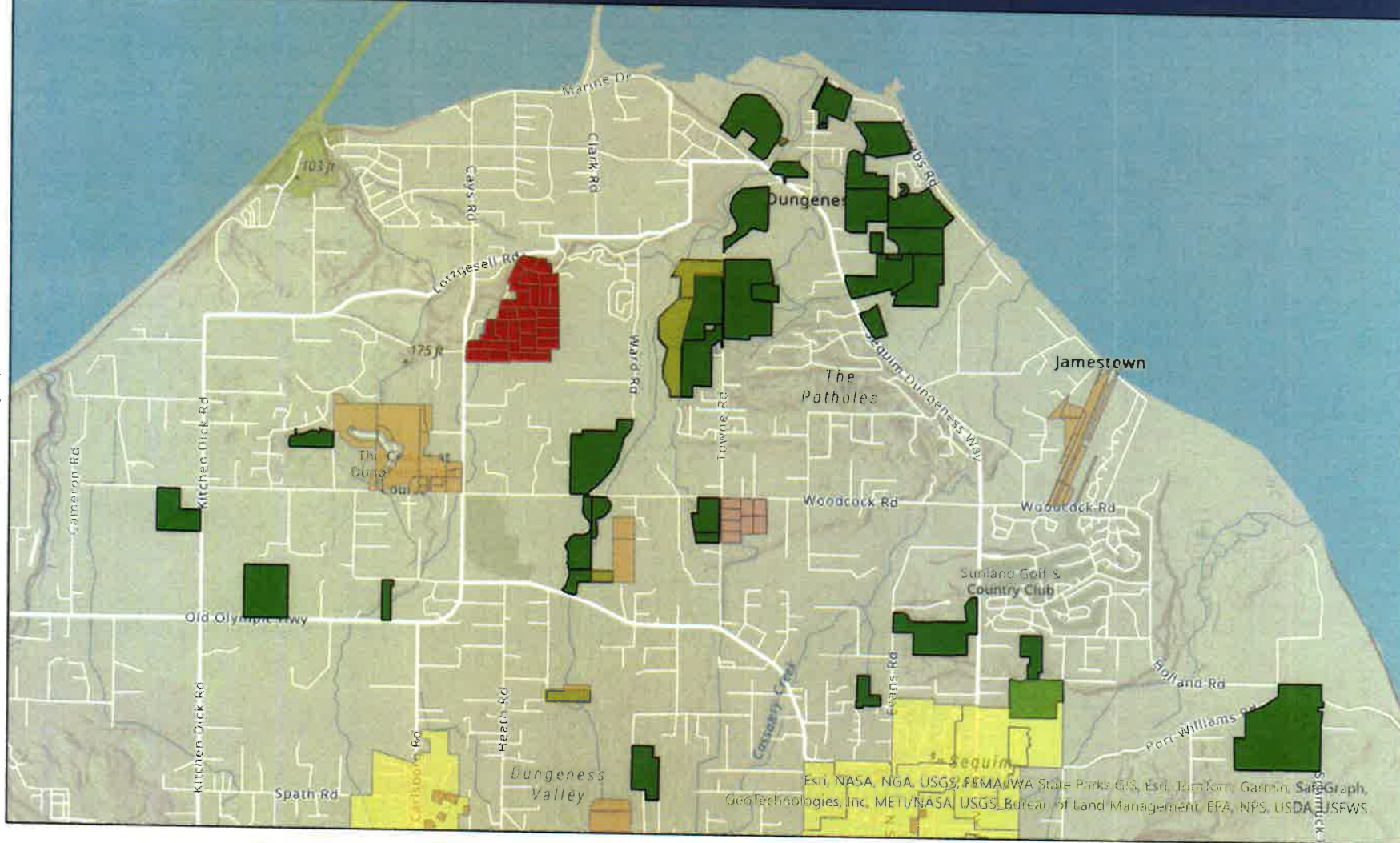
☒ 24-1691, Heifer Farm (Parcels Labeled)
☐ Parcels (Clallam Co Data 2024)



Farms • Fish • Forests

Site Location Map

Map Created by Jesse Greer, North Olympic Land Trust 4/15/2024



Legend

- | | | |
|---|---|---|
|  24-1691, Heifer Farm |  All Conserved NOLT Land including Assists |  Jamestown S'Klallam Tribe |
|  24-1694, Cameron Farm Estates |  Municipalities | |



**NORTH OLYMPIC
Land Trust**



Farms • Fish • Forests



MARK OZIAS, District 1
RANDY JOHNSON, District 2
MIKE FRENCH, District 3, CHAIR

Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493
Email: commissioners@clallamcountywa.gov

Todd Mielke, County Administrator

April 30, 2024

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

RE: Grant Funding for RCO projects #24-1691 and 24-1694

Dear Washington State Recreation and Conservation Office:

The Board of Clallam County Commissioners wish to share our support of North Olympic Land Trust acquisitions 24-1691 and 24-1694 to acquire conservation easements on Heifer Farm and Cameron Farm Estates, WA, Clallam County.

Conserving the 133-acre Heifer Farm, currently under two separate ownerships, is integral to the operation of one of two remaining dairies in the area, Maple View Farm. Permanent preservation of this property will conserve an iconic and scenic working farm

Conservation of the 39-acre Cameron Estates will ensure its 100% prime farmland soil remains available for agriculture into the future. The property is the heart of a greater agricultural landscape and is adjacent to No Goat Farm, conserved with support of the Conservation Futures Program.

Thank you for considering the property acquisition grant.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

Randy Johnson

Mike French, Chair



1A

AGENDA ITEM SUMMARY APR 30 2024

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION ☒ **Meeting Date: 4-29-24**

REGULAR AGENDA ☒ **Meeting Date: 4-30-24**

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other - Letter |

Documents exempt from public disclosure attached: ☐

Executive summary:

Jamestown Tribal Council and Floodplains by Design Letters:
Review and request approval of letters to the Jamestown Tribal Council and Floodplains by Design regarding the Dungeness Levee Setback Project.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
None.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Review and recommend approval of letter to Jamestown Tribal Council and Floodplains by Design.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Department of Community Development, Public Works/Road Department

Date submitted: 4-24-24

* Work Session Meeting - Submit 1 single sided/not stapled copy

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493

Email: commissioners@clallamcountywa.gov

MIKE FRENCH, District 3, Chair
RANDY JOHNSON, District 2
MARK OZIAS, District 1

TODD MIELKE, County Administrator

April 30, 2024

Loni Greninger, Vice Chair/Director of Culture
Jamestown S'Klallam Tribe
1033 Old Blyn Highway
Sequim, WA 98382

RE: Lower Dungeness Floodplain Restoration, Levee Surface/Towne Road

Dear Vice-Chair Greninger,

This response is long overdue, and for that, we offer our sincere apology.

We very much appreciate the Tribe's official comments and questions of October 10, 2023, and January 30, 2024, as well as the numerous staff level correspondences and discussions concerning the surfacing options for the setback levee at the Lower Dungeness Floodplain restoration site. Many of those meetings and correspondence involved staff from multiple county departments, often reporting to different County elected officials.

We also recognize that under Clallam County's Charter form of government, it is sometimes difficult to decipher which part of county government is "in charge" of any particular project, thereby complicating who will coordinate communication and timelines. The Lower Dungeness Floodplain Restoration-Towne Road project is no different. The issue of land use and environmental protection generally falls under the authority of the elected Director of the Department Community Development (DCD). The Road Department and all funding allocations fall under the purview of the Board of County Commissioners, while emergency management, law enforcement, and public safety fall under the authority of the elected Sheriff. While each of these three offices operate under their own distinct authority, most projects require extensive collaboration and coordination to find solutions to best serve the citizens of Clallam County. As you are aware, discussions and coordination on this project have been occurring for several years now.

After receiving a presentation and recommendation by the Director of DCD at their work session on December 4, 2023, the Board of County Commissioners directed staff to pursue the 'Alternative 2' design concept, including a two-lane road and adjoining non-motorized trail surface. The project would provide completion of the levee surface from the current end of Towne Road to E. Anderson Road, thereby completing the nexus for the former through-road while adding an adjacent trail surface to connect the north levee and River's Edge levee to the south. This decision followed an extensive public outreach and comment effort, including a well-

attended public meeting that occurred at Guy Cole Center on September 26, 2023, and the receipt of correspondence (including the Tribe's first letter) through October 10, 2023.

We are very aware of public sentiment—recognizing that the “Alternative 2” design represents a compromise of seemingly competing interests of citizens who favor a non-motorized trail experience with less environmental impact and citizens who desire an efficient road surface to restore the former through-road, maintain efficient emergency response and alternative egress should the need of evacuation occur. But more to the point, we are also very mindful of the concerns you have raised with respect to adequate planning for the new facility and the potential environmental risks posed by the replacement road surface. We are hopeful the following will address your concerns.

Risks of non-point source pollution and protection of resources

As approved by the USACE in November 2022, a standard two-lane road with four-foot shoulders and guardrails was planned for the levee surface. The approved design included biofiltration swales to be located on both sides of the levee. With the benefit of one complete winter under our belt, we were able to observe the behavior of the restored floodplain and the inundation that resulted during more moderate high-water events. Through this observation, it became apparent that the stormwater treatment facilities on the riverside of the levee would not be adequate to provide necessary treatment in a safe and consistent manner. An alternative design would be needed.

With the approval of the “Alternative 2’ design, the need to maximize the available levee surface to accommodate a road and trail also became a challenge to the engineering team. Creating a ‘mono-slope’ consisting of a two-percent consistent grade across the levee surface enabled a design that maximized the available surface while avoiding the need for stormwater treatment on the riverside of the levee.

The team was also very concerned about treating road-generated contaminants—in particular, 6PPD-Q from tire particulates that have been shown to be toxic to coho salmon. In researching available treatment options, the use of compost amended vegetated filtration strips (CAVFS) were shown to provide the best-known treatment available in accordance with the Department of Ecology’s Stormwater Management Manual for Western Washington. With the ‘mono-slope’ design and CAVFS facility placement along the outer base of the levee, the design was taking shape.

The placement of the CAVFS along the opposite side of the levee from the river included areas containing wetlands. This introduced another challenge of how to achieve a minimum 91% infiltration rate for adequate treatment by the CAVFS. The solution was to raise the CAVFS using a combination of two horizontal drainage filters (6” fine gravels) with a separating horizontal drainage blanket (12” coarse gravels). The engineered substrates were shown to facilitate 100% filtration through the CAVFS media resulting in full stormwater treatment. By providing level dispersion, there were no issues with point-source discharge.

Need for transportation and trail use data analysis

Central to your request for a three-year delay in proceeding with the project is that the time could be used to complete traffic counts and provide traffic and pedestrian use analysis of the facility and vicinity traffic. The vicinity road network has been extensively evaluated as part of the comprehensive planning effort under the Growth Management Act. In accordance with CCC 31.03.140, Transportation Policies, “...the circulation system of County roads in rural and resource land areas should be considered completed for this planning area.” The Sequim-Dungeness Regional Plan was written and adopted under the assumption of the existence of Towne Road as part of the subregional road network. Since the re-establishment of Towne Road is not a “new” road, it requires no additional analysis.

Towne Road was closed under Emergency Resolution No. 5, 2022. According to the resolution, the closure was to run “between July 5, 2022 until construction activities are complete or September 30, 2023, whichever comes first.” The delay beyond the original scope of the emergency resolution highlights one level of urgency for completing this project. But more importantly, the public comments widely received from area residents

included adamant support for immediate completion of the road—citing convenience of use, emergency response and alternative egress during an evacuation event. Any unnecessary delay in proceeding with the project would neglect these concerns and the constituents who hold these views plus would be contrary to the intent of the Emergency Resolution.

Lastly, a study could still be done with the completion of the road and trail as described. We are certainly open to additional improvements and design concepts for enhancing the trail to expand its recreation use as well as other opportunities presented by this unique environment. We certainly would welcome the Tribe's involvement in pursuing these alternatives in a joint effort for mutual benefit.

We thank you for your comments and concerns regarding this project as well as your partnership in expanding the scope and quality of the floodplain restoration effort. If you have any questions or would like to discuss this information, please feel free to contact us at Clerk of the Board Loni Gores at 360-417-2256 or loni.gores@clallamcountywa.gov

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

DEPARTMENT OF COMMUNITY DEVELOPMENT

Bruce Emery, Director



January 30, 2024

Board of Clallam County Commissioners
223 E. 4th Street, Suite 4
Port Angeles, WA 98362

Re: Levee surface/ Towne Rd. - Dungeness Floodplain Restoration

Dear County Commissioners,

I write regarding the matter of whether Towne Rd. would be constructed atop the lower Dungeness levee. Our Tribal Council would like to reiterate our October 10, 2023 recommendation to delay your decision until neighborhood traffic and the demand/benefits analysis of recreational use are better understood with respect or restoring traffic access.

Jamestown stands ready to assist Clallam County with data gathering. Pending Clallam County's request and direction, we will purchase, install, and monitor a pedestrian counter along the levee. Prior to installing the counter, the 'no pedestrian access' signs should be removed. For context regarding potential use, the Tribe recorded nearly 1,000 daily pedestrian trail users at the Railroad Bridge Park in 2023 (annual count of 333,915). As a reminder, our Tribe remains willing to convey 5.1 acres of property to the County (known as the 'Transverse property', near the 0.41 acre already transferred) for trailhead parking and amenities. Additionally, Wendy Clark-Getzin, PE will be available to assist Clallam County retain a traffic study consultant to evaluate the neighborhood traffic and emergency response routes.

As you know, our Tribe has made a significant commitment to the project and has high interest in the ecological integrity of the Dungeness River floodplain and wetland mitigation sites. It is essential that any development is protective of our Treaty resources. Would you please forward the latest stormwater plan and detailed treatment criteria directly to Wendy Clark-Getzin, at wclark@jamestowntribe.org?

We look forward to continuing our great partnership.

Sincerely,

Loni Greninger, MPA
Vice-Chair/ Director of Culture

cc: Bruce Emery, Director of Community Development, Clallam County



JAMESTOWN S'KLALLAM TRIBE

1033 Old Blyn Highway, Sequim, WA 98382

360/683-1109

FAX 360/681-4643

October 10, 2023

Board of Clallam County Commissioners
223 E. 4th Street, Suite 4
Port Angeles, WA 98362

Re: Dungeness Floodplain Restoration

Dear County Commissioners,

On behalf of the Jamestown S'Klallam Tribe, I would like to comment on the completion of the floodplain levee as it was intended to become part of the local road network. The new levee is functioning as an outdoor classroom for drawing the public close to the river and watching restoration in progress. It's the Tribe's recommendation to leave the levee incomplete for three years as a better plan transpires. A delay in future decisions to restore the local road network would give time to examine the usage as an unofficial trail and watch the functionality of the levee through storm events without concern for the proposed 2024 road investment. After the nearby neighborhood's traffic generation has been examined for level of service, better decisions can be made with three or more years of transportation data.

Thank you for requesting global and community input for determining the future use of the new levee surface. For further information about this recommendation, please contact Hansi Hals, hhals@jamestowntribe.org or me wclark@jamestowntribe.org.

Sincerely,

Wendy Clark-Getzin, PE
Tribal Transportation Program Manager



Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493

Email: commissioners@clallamcountywa.gov

MIKE FRENCH, District 3, Chair
RANDY JOHNSON, District 2
MARK OZIAS, District 1

TODD MIELKE, County Administrator

April 30, 2024

Kathleen Guillozet, PhD
Senior Director for Watersheds
Bonneville Environmental Foundation
1500 Southwest 1st Ave., Suite 885
Portland, OR 97201

RE: Letter of January 29, 2024, Proposed Dungeness/Towne Rd Levee Road Project

Dear Dr. Guillozet,

Thank you for your letter of January 29, 2024. We appreciate your attention to the challenges our community and other communities face as we look ahead to the future. We are grateful for the support and funding provided by the Floodplains by Design program and other programs that understand the benefits of setting back the levee and relocating a road that bisected the floodplain. Through these actions we have reconnected the river to its floodplain and reduced flood risk while improving river processes and habitat. The project has received awards from the American Society of Engineers, the American Council of Engineering Consultants, and is a featured project in the US Army Corps of Engineers third edition of its atlas, *Engineering with Nature* (to be published in May 2024).

The road is a component of our regional road network and as such is best positioned on the levee well away from the river. This section of the road is 0.78 miles in length. The project was reviewed during an exhaustive public outreach effort in 2015. As envisioned by the community, the County, and its partners, the project was funded, designed, engineered, permitted, and built for this segment of the road to be relocated atop the setback levee. An extensive public outreach effort was again conducted in 2023, with the conclusion of that process reiterating community support for the reestablishment of Towne Road along with the proposed pedestrian trail, atop the setback levee.

6 PPD-q

We are aware of the issues surrounding 6PPD-Q and wish to prevent it and other road-related materials from entering the receiving waters. To that end we have moved all stormwater treatment from the river side of the levee to the landward side of the levee. We will treat any runoff with elevated compost amended vegetated filter strips (CAVFS), consistent with Ecology's 2019 *Stormwater Management Manual for Western Washington* (publication number 19-10-021) <https://apps.ecology.wa.gov/publications/documents/1910021.pdf> ; Stormwater Treatment of Tire Contaminants – Best Management Practices (June 2022) <https://fortress.wa.gov/ecy/ezshare/wq/Permits/Flare/2019SWMMWW/Content/Resources/DocsForDownload/2>

022_SWTreatmentOfTireContaminants-BMPEffectiveness.pdf; and *6PPD in Road Runoff: Assessment and Mitigation Strategies* (publication number 22-03-020) <https://apps.ecology.wa.gov/publications/documents/2203020.pdf>. Additional treatment provided by the levee side slopes is not included in the design.

Recreation

We are proud of our residents' active lifestyles and the opportunities offered in our area to enjoy the outdoors. Specifically, the Comprehensive Plan sets forth numerous policies for the creation of additional non-motorized trail segments with specific emphasis on access to other recreational opportunities, such shorelines including the Dungeness River (CCC 31.03.130(1), 31.03.140(4)(a), 31.03.190(1), 31.03.195(2)&(3), 31.03.260(1), and 31.03.465(4)). Our design for this 0.78 mile segment of road includes an elevated pedestrian walkway on the river side of the levee that will connect nonmotorized levee segments to the northwest and south of this segment, while maintaining the historic through-road access—consistent with the policies of the Comprehensive Plan.

Risks from storm events and king tides

Due to its abundance of marine and riverine shoreline, the North Olympic Peninsula is uniquely vulnerable to climate change. Storm events and king tides pose a risk, which is why the levee is designed to accommodate high levels of water and why the road is relocated to a safer location atop the levee. Comments received from emergency responders have indicated strong support for the retention of Towne Road for emergency response as well as alternative egress route in the case of natural disaster.

Cost increases

Cost increases are indeed a concern in this project. We appreciate and share your views on this issue. The levee is designed, engineered, and built for inundation of the floodplain and has passed inspection with the US Army Corps of Engineers, which annually conducts inspections of the levees which it has authorized. The redesign of the proposed road and trail surface include strategies to integrate best management practices for stormwater treatment and attenuation and with reduced reliance on infrastructure. The result has placed the current design on budget and within available resources.

We thank you for your comments and concerns regarding this project. If you have any questions or would like to discuss our response, please feel free to contact the Clerk of the Board Loni Gores at 360-417-2256 or loni.gores@clallamcountywa.gov

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

DEPARTMENT OF COMMUNITY DEVELOPMENT

Bruce Emery, Director



January 29, 2024

223 E 4th Street
Suite 4
Port Angeles, WA 98362

RE: Proposed Dungeness/Towne Rd Levee Road Project - Paving of Levee Located Within
New Floodplain Restoration Project

Dear Clallam County Board of Commissioners,

I respectfully submit this letter on behalf of the Bonneville Environmental Foundation, who serves as the non-governmental organization partner in the [Floodplains by Design](#) program. In this role, we work to support broad efforts to increase resilience to floods while also supporting salmon recovery, agricultural resilience, recreation, and smart growth. We do not speak on behalf of any state agency, but rather work to respond to and support communities such as yours who are implementing large-scale integrated floodplain management projects. In this capacity I write to bring information to your attention and offer our support to you and community partners in determining the most effective next steps regarding the Lower Dungeness Floodplain Restoration Project.

I would also like to share concerns regarding the proximity of the proposed paving to a newly completed floodplain restoration project, and the road location on a levee. This levee setback project received approximately \$10 million in grant funding from the Department of Ecology alone, reflecting the strong vision of the County and partners. Now more than ever, communities need the right infrastructure, designed in the right way, and set in the right place. While it can be tempting to move projects ahead with expedience, we have learned that process matters, and can lead to lasting positive solutions that are broadly supported by communities. I offer the following notes for your consideration:

Road Infrastructure: Studies show that road infrastructure plays a significant role in climate change impacts, loss of natural habitat, loss of habitat connectivity and impacts to people and wildlife. Because of limited knowledge years ago, road infrastructure was often placed in floodplains, along shorelines and rivers without an understanding of the negative environmental ramifications and risks to safety and infrastructure. We consider these to be legacy impacts. New environmental knowledge, climate change impacts and updated science should play a role in informing where roads are best located, rather than replacing what went before.

Flooding is the costliest natural disaster in the state of Washington and across the country. Removing infrastructure from harm's way and not placing it there moving forward is a sensible and proactive means of reducing flood risk and protecting communities for the long term.

While context matters, placing road infrastructure on top of levees can lead to hazardous conditions. The pressure, vibrations, and tread marks from vehicles can cause additional stress on an already saturated levee located within a wetland and can lead to necessary closure of level roads during flooding.

6 PPD-Q: In November 2023, EPA granted a petition from three Tribes in recognition of contaminants in tires containing 6 PPD-Q which kills coho salmon and harms aquatic ecosystems. As we look to scenarios of more frequent and severe flooding events consideration of road construction and placement becomes even more important.

Recreation: We understand from local reports that the levee receives significant use by walkers, runners, bikers, birders, and other outdoor visitors. This use occurs despite the County's signs prohibiting pedestrian access. People are thirsty for opportunities to passively recreate outdoors. The nearby (5 miles away Olympic Discovery Trail at the Dungeness River Nature Center, for example, received 333,915 pedestrian visits (915 per day on average in 2023). The Dungeness River levee, bordering a major riverine restoration project, creates an ideal opportunity for outdoor recreation and education. Before the County paves the levee and forever diminishes the recreational experience, we recommend that the County gage public use by removing the "no pedestrian access" signs, provide rudimentary facilities (porta potties and dog stations), and install and monitor pedestrian counters for a period of at least one year.

Risks from storm events and king tides: The volume of water in major flood events is expected to increase by 20-70% this century. By 2050, high tide flooding on a national scale is expected to be between about 45 - 70 days/year on average. Studies from UW's Washington Sea Grant program that have emerged as recently as December 2023 indicate that risks from king tides hold potential that is far greater than previously thought to damage or destroy homes, farms and infrastructure across Puget Sound. Infrastructure placed within such areas can become hazards themselves, as they can present a false sense of security, burden public works during times of emergency, or dislodge and become a risk to life and property.

Cost increases: The Floodplains by Design team has been tracking construction cost increases that have occurred since 2019 in response to input from regional grantees that budgets were falling short at alarming rates. The region has seen price increases for materials including steel, lumber, cement, and asphalt anywhere from 50-400% between 2019-2022. Budget shortfalls are becoming the norm and can be disruptive to communities managing multiple urgent priorities.

The County may also want to consider additional costs it may incur from updated hydraulic modeling and Quality Assurance Project Plans (QAPPs) that could be required prior to construction because the water is now at the toe of the levee, which was not anticipated during earlier modeling.

Our team recognizes and is humbled by the challenges that communities like yours face and we would be pleased to meet with you to discuss ways that we or other local groups could support collaborative planning to identify pragmatic and feasible approaches to increasing safety for local residents and public works personnel while also honoring the significant

investments that have been made to restore the places and habitats needed by salmon in places that people love and treasure.

We have relationships with local and regional scientists and planning professionals who could provide information and would be able to support conversations to yield durable outcomes for the public, nature, and future generations of Clallam County residents.

As a next step we would be keen to meet on site together with you. BEF could also coordinate with agency experts who provide technical assistance, including members of Ecology's Water Quality and Flood Units. Please feel free to reach out to me at kguillozet@b-e-f.org or by phone at 971-678-2605.

Sincerely,



Kathleen Guillozet, PhD
Senior Director for Watersheds

Cc; Mr. Bruce Emery, Director of Community Development



Board of Clallam County Commissioners

MIKE FRENCH, District 3, Chair
RANDY JOHNSON, District 2
MARK OZIAS, District 1

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493
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TODD MIELKE, County Administrator

April 30, 2024

Kathleen Guillozet, PhD
Senior Director for Watersheds
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<https://apps.ecology.wa.gov/publications/documents/1910021.pdf> ; Stormwater Treatment of Tire

Contaminants – Best Management Practices (June 2022)

https://fortress.wa.gov/ecy/ezshare/wq/Permits/Flare/2019SWMMWW/Content/Resources/DocsForDownload/2022_SWTreatmentOfTireContaminants-BMPEffectiveness.pdf; and *6PPD in Road Runoff: Assessment and Mitigation Strategies* (publication number 22-03-020)

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We thank you for your comments and concerns regarding this project. If you have any questions or would like to discuss our response, please feel free to contact the Clerk of the Board Loni Gores at 360-417-2256 or loni.gores@clallamcountywa.gov

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

DEPARTMENT OF COMMUNITY DEVELOPMENT

Bruce Emery, Director



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

2a
APR 30 2024

Department: BOCC

WORK SESSION ☒ **Meeting Date: April 22, 2024**

REGULAR AGENDA ☒ **Meeting Date: April 30, 2024**

Required originals approved and attached? ☐

Will be provided on:

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 245.24.009 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Clallam County as Lead Applicant on behalf of North Olympic Peninsula Recompete Coalition (NOPRC) has received grant funding from the Washington State Department of Commerce to assist in the application process for EDA's Phase 2 Distressed Areas Recompete Pilot Program. The Secure Federal Funding Initiative (SFFI) grant from Commerce can fund the following activities:

Research – Prime Age Employment Gap information.
Economic Impact Reports – ADU
Barge Economic Feasibility Analysis
Purchase of IMPLAN Software Subscription
Professional Grant Writing & Technical Services
Technical Services for Capacity Building for Underserved Areas

The Interagency Agreement with Jefferson County is for their assistance for the use of their fantastic Grant Writer, Amanda Christopherson, who has been a very instrumental in the application process.

The total amount of this ILA is not to exceed \$15,000 back to the execution date of the SFFI grant, March 18, 2024 and expires June 30, 2024.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

The has already been budgeted with the SFFI grant.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

* Work Session Meeting - Submit 1 single sided/not stapled copy

Agenda Item Summary- Jefferson ILA 4-22-2024

** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2019

Questions? Call Loni Gores, Clerk of the Board, ext 2256

Staff recommends the approval of the Interagency agreement.

County Official signature & print name: Angi Klahn
Todd Mielke

Names of Relevant Departments/Employees/Stakeholders attending meeting:

Angi Klahn,

Date submitted: 4/17/2024

* Work Session Meeting - Submit 1 single sided/not stapled copy

** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

**INTERAGENCY AGREEMENT BETWEEN
CLALLAM COUNTY
AND
JEFFERSON COUNTY**

THIS AGREEMENT, is entered into by and between Clallam County ("Clallam") and Jefferson County ("Jefferson"). The Counties may each be referred to individually as a "Party" or collectively as the "Parties."

I. PURPOSE

The purpose of this Agreement is to support the efforts of the North Olympic Peninsula Recompete Coalition ("NOPRC") to successfully apply for federal funding under the EDA's Distressed Area Recompete Pilot Program ("Recompete"). Clallam, as lead applicant for NOPRC's Recompete application, has applied and been awarded the Secure Federal Funding Initiative ("SFFI") from Washington State Department of Commerce ("DOC") to fund necessary technical grant writing support, associated research projects, and capacity building need to put forth the strongest application possible for the highly competitive Recompete grant application due April 25, 2024.

II. SCOPE OF WORK

Jefferson will provide professional grant writing and technical services in support and development of the Recompete Plan and grant application. These grant writing support services will be provided by their Grants Administrator, Amanda Christofferson. These services will include attending Task Force, subcommittee, and grant writing team meetings both virtually and in person as deemed necessary.

III. PERIOD OF PERFORMANCE

The beginning date of performance under the Agreement is March 18, 2024, regardless of the date of execution and which shall end on June 30, 2024.

IV. COMPENSATION

- a. Clallam shall reimburse Jefferson for the professional grant writing and technical services of Amanda Christofferson at the fully loaded rate of \$52.49 per hour.
- b. Clallam shall reimburse mileage expenses to attend meetings to be reimbursed at the 2024 Federal Mileage rate of .67 per mile.

- c. Total reimbursement for professional grant writing and technical services not to exceed \$15,000.
- d. Jefferson shall request reimbursement from Clallam once a month. Reimbursement requests should include all relevant timesheets and receipts/invoices to provide sufficient documentation to the work being performed.
- e. No payments in advance of or in anticipation of goods or services to be provided under this agreement.

V. INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party. Parties further agree they will be solely responsible for the actions of their own employees.

VI. 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.

VII. RECORDS, DOCUMENTS, AND REPORTS

Jefferson shall maintain books, records, documents and other evidence of accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of the Agreement. These records shall be subject to all reasonable times in inspections, review, or audit by personnel duly authorized by the County, the Office of the State Auditor, and federal officials so authorized by law, rule, regulation, or Agreement. The Port will retain all books, records, documents, and other material relevant to this Agreement for six years after settlement and make them available for inspection by persons authorized under this provision.

VIII. DISPUTES

Disputes arising under this Agreement shall be resolved by a panel consisting of one representative from the County, one representative from the Port, and a mutually agreed upon third party. The dispute panel shall thereafter decide the dispute with the majority prevailing. Neither party shall have recourse to the courts unless there is a showing of noncompliance or waiver of this section.

IX. TERMINATION

Either party may terminate the Agreement upon thirty (30) days written notice to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

X. GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. This Agreement; and
- c. Any other provisions of the agreement, including materials incorporated by reference.

XI. ASSIGNMENT

The work to be provided under this Agreement, and any claim arising hereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonable withheld.

XII. WAIVER

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under the Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

XIII. SEVERABILITY

If any provision of this Agreement, or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision and to this end the provisions of this Agreement are declared to be severable.

XIV. ENTIRE AGREEMENT

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 considered to exist or to bind any of the parties to the agreement unless otherwise stated in the Agreement.

AGREED:

Jefferson County

 04/15/24

Signature Date

Kate Dean, Chair

Jefferson County Commissioners

Name

Carolyn Gallaway, CMC

Deputy Clerk of the Board

Approved as to form only:



April 11, 2024

Philip C. Hunsucker

Date

Chief Civil Deputy Prosecuting Attorney

Clallam County

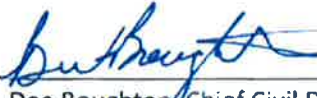
Signature

Date

Mike French, Chair

Clallam County Commissioners

Approved as to Form:



Dee Boughton, Chief Civil Deputy

Clallam County Prosecutor's Office



20
APR 30 2024

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: DCD

WORK SESSION ☒ **Meeting Date:** 4/22/2024

REGULAR AGENDA ☒ **Meeting Date:** 4/30/2024

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 334.24.009 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary: A call for bid proposals for professional services related to prepare a detailed Channel Migration Zone (dCMZ) for the lower Elwha River and it's two largest tributaries (Indian Creek and Little River). One bid was received from Natural Systems Design (NSD). An interview of NDS staff by DCD staff was conducted on April 3rd. We are pleased and excited to present this Personal Service Agreement between Clallam County and NSD.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

Funds are in the 2024 budget.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Please sign the PSA.

County Official signature & print name: Bruce Emery *Bruce W. Emery*

Name of Employee/Stakeholder attending meeting: Rebecca Mahan/Bruce Emery

Relevant Departments: DCD

Date submitted: 4/17/2024

* Work Session Meeting - Submit 1 single sided/not stapled copy

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

**PERSONAL SERVICES AGREEMENT**

THIS AGREEMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Natural Systems Design, Inc.
Address: 1900 N. Northlake Way, Suite 211
Seattle, WA 98103
Phone No: 206-834-0175

(hereinafter called "Contractor").

This Agreement is comprised of:

- ☒ Attachment A - Scope of Work
- ☒ Attachment B - Compensation
- ☒ Attachment C - General Conditions
- ☒ Attachment D - Special Terms and Conditions
- ☒ Attachment E (specify) - Insurance

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Agreement shall commence on the 5 day of April 2024 and shall, unless terminated as provided elsewhere in the Agreement, terminate on the 30th day of June 2025.

IN WITNESS WHEREOF, the parties have executed this Agreement on this April day of 2024.

CONTRACTOR

BOARD OF CLALLAM COUNTY COMMISSIONERS

Timothy B. Abbe

Mike French, Chair

Print name: Timothy Abbe

Title: Principal

Date: April 5, 2024

ATTEST:

THIS CONTRACT HAS BEEN APPROVED AS TO
FORM BY THE CLALLAM COUNTY PROSECUTING
ATTORNEY

Loni Gores, MMC, Clerk of the Board

Originals: BOCC
Vendor
Initiating Department
Copies: 5

Approved as to form only by

Bert Dee Boughton
Bert Dee Boughton
Civil Deputy Prosecuting Attorney
Clallam County

SCOPE OF WORK

1. QAPP (Task 2): Prepare a Quality Assurance Project Plan (QAPP), based on ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030). Based on ECOLOGY's QAPP evaluation of this project, the QAPP needs to address the following:
 - Collection, review, and initial processing of available data for CMZ delineation of the study area.
 - Managing and documenting the inventory of data used in the delineation.
 - Strategic field site reconnaissance to support technical analyses.
 - Coarse (reach-scale) 2D hydraulic modeling
 - Following protocol by Abbe and Rapp. Includes Elwha River, Indian Creek, and Little River. Includes geomorphic sub-reach characterization, surficial geologic mapping, historic channel mapping, and terrain analysis.
 - Delineation methods will consider channel response from dam removal where appropriate.
2. DESKTOP ANALYSES (Task 2): Collect, review, and process available background data for the CMZ delineation study, including the 2018 LiDAR, as follows:
 - a. Manage and document the inventory of data used in the delineation.
 - b. Identify known significant data gaps or uncertainties.
 - c. Foster close collaboration with the Lower Elwha Klallam Tribe.
 - d. Build on previous studies of the Elwha River that evaluate river response to dam removal.
3. HYDRAULIC ANALYSIS (Task 2): Conduct a hydraulic analysis, as follows:
 - a. Prepare coarse, reach-scale 2D hydraulic modeling (results map and digital data) to assess flood dynamics for existing conditions.
 - b. Include flood frequency analysis of USGS stream gage data, as available.
 - c. Hydraulic model calibration will not be included. Analyses will be limited to inundation.
 - d. Compare modeling outputs to FEMA effective flood zones to inform of the location of CMZs outside the mapped floodplain.
4. DELINEATION AND MAPPING (Task2): Following the Rapp and Abbe methodology, A Framework for Delineating Channel Migration Zones (ECOLOGY Publication #03-06- 027), conduct an analysis and prepare digital mapping for the Lower Elwha River, Indian Creek, and Little River, as follows:
 - a. Identify distinct geomorphic reaches of the study area based on geomorphic characteristics.
 - b. Consider channel response from dam removal and any other significant changes in hydrology where appropriate.
 - c. Conduct limited but targeted field investigation to verify findings from both the

hydraulic and desktop analyses where site-specific conditions are not adequately explained by desktop methods.

- d. Prepare deliverables including CMZ maps, GIS data, and a technical report. The GIS data should include all relevant GIS data used to determine the location of the CMZ. Digital data can be provided as either GIS shapefiles or as a layer package and should include metadata and appropriate attribute data.
5. STAKEHOLDER OUTREACH AND ENGAGEMENT (Task 3): The goal of public and stakeholder outreach is to educate and inform the community of what a CMZ is and how erosion and flooding affect people, property, infrastructure, and riparian systems. Conduct robust outreach and employ diverse strategies to reach interested parties, those who influence and who are affected by CMZ-related planning decisions.
- a. Prepare a community questionnaire to gather stakeholder information, local knowledge and personal experience about past erosion and flood events in the study area as part of the above noted data collection process, and to invite broad public input and foster meaningful exchange.
 - b. Participate in at least two (2) in person public meetings, including a project kick-off at beginning, and a final meeting to present completed results.
 - c. Co-deliver (with Project Manager) one or more in person presentations to key stakeholder groups such as Lower Elwha Klallam Tribe, Olympic National Park etc.
 - d. Prepare educational poster displays about flooding and CMZs, brochures or flyers that advertise the questionnaire and meetings.
 - e. Prepare maps showing hydraulic modeling and dCMZs.

COMPENSATION

1. ☒ **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of One Hundred Sixty One Thousand Seven Hundred Sixty Six DOLLARS (\$161,766.00) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than ☐ monthly; ☒ quarterly; ☐ semi-annually; ☐ annually; ☐ at completion of project; ☐ other (specify) _____.

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

OR

☐ **b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

Name/Position

Hourly Rate

Payments for completed tasks shall be made no more frequently than ☐ monthly; ☐ quarterly; ☐ semi-annually; ☐ annually; ☐ at completion of project; ☐ other (specify) _____.

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) _____.

In no event shall Contractor be compensated in excess of _____ DOLLARS (\$) for the completed work set forth in Attachment "A."

2. AND

☒ **a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers, and the like.

OR

☐ **b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers, and computer. Reimbursement for airfare, mileage, meals and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

OR

☐ **c.** Other (specify): _____

GENERAL CONDITIONS

1. Scope of Contractor's Services. The Contractor agrees to provide to the County services and any materials set forth in the project narrative identified as Attachment A during the agreement period. No material, labor, or facilities will be furnished by the County, unless otherwise provided for in the Agreement.
2. Accounting and Payment for Contractor Services. Payment to the Contractor for services rendered under this Agreement shall be as set forth in Attachment B. Unless specifically stated in Attachment B, the County will not reimburse the Contractor for any costs or expenses incurred by the Contractor in the performance of this contract.

The County shall compensate the Contractor through the County voucher system for the Contractor's service pursuant to the fee schedule set forth in Attachment B.

3. Delegation and Subcontracting. Contractor's services are deemed personal and no portion of this contract may be delegated or subcontracted to any other individual, firm or entity without the express and prior written approval of the County Project Manager.
4. Independent Contractor. The Contractor's services shall be furnished by the Contractor as an independent contractor and nothing herein contained shall be construed to create a relationship of employer/employee or master/servant.

The Contractor acknowledges that the entire compensation for this Agreement is specified in Attachment B and the Contractor is not entitled to any county benefits including, but not limited to: vacation pay, holiday pay, sick leave pay, medical, dental or other insurance benefits, or any other rights or privileges afforded to Clallam County employees. The Contractor represents that it maintains a separate place of business, serves clients other than the County, will report all income and expense accrued under this contract with the Internal Revenue Service on a business tax schedule, and has a tax account with the State of Washington Department of Revenue for payment of all sales and use and Business and Occupation taxes collected by the State of Washington.

In the event that either the state or federal government determines that an employer/employee or master/servant relationship exists rather than an independent contractor relationship such that Clallam County is deemed responsible for federal withholding, social security contributions, workers compensation and the like, the Contractor agrees to reimburse Clallam County for any payments made or required to be made by Clallam County. Should any payments be due to the Contractor pursuant to this Agreement, the Contractor agrees that reimbursement may be made by deducting from such future payments a pro rata share of the amount to be reimbursed.

Notwithstanding any determination by the state or federal government that an employer/employee or master/servant relationship exists, the Contractor, its officers, employees and agents, shall not be entitled to any benefits that Clallam County provides to its employees.

5. No Guarantee of Employment. The performance of all or part of this contract by the Contractor shall not operate to vest any employment rights whatsoever and shall not be deemed to guarantee any employment of the Contractor or any employee of the Contractor or any subcontractor or any employee of any subcontractor by the County at the present time or in the future.
6. Regulations and Requirements. This Agreement shall be subject to all federal, state, and local laws, rules, and regulations.
7. Right to Review. This contract is subject to review by any federal or state auditor. The County shall have the right to review and monitor the financial and service components of this program by whatever means are deemed expedient by the County Project Manager. Such review may occur with or without notice, and may include, but is not limited to, on-site inspection by County agents or employees, inspection of all records or other materials that the County deems pertinent to the

Agreement and its performance, and any and all communications with or evaluations by service recipients under this Agreement. The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for three (3) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

8. Modifications. Either party may request changes in the Agreement. Any and all agreed modifications shall be in writing, signed by each of the parties.
9. Termination for Default. If the Contractor defaults by failing to perform any of the obligations of the contract or becomes insolvent or is declared bankrupt or makes an assignment for the benefit of creditors, the County may, by depositing written notice to the Contractor in the U.S. Mail, postage prepaid, terminate the contract, and at the County's option, obtain performance of the work elsewhere. If the contract is terminated for default, the Contractor shall not be entitled to receive any further payments under the contract. Any extra cost or damage to the County resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor agrees to bear any extra expenses incurred by the County in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the County by reason of such default.

If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

10. Termination for Public Convenience. The County may terminate the contract in whole or in part whenever the County determines, in its sole discretion that such termination is in the interests of the County. Whenever the contract is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed for completed items of work. An equitable adjustment in the contract price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this contract by the County at any time during the term, whether for default or convenience, shall not constitute a breach of contract by the County.
11. Termination Due to Insufficient Funds. If sufficient funds for payment under this contract are not appropriated or allocated or are withdrawn, reduced, or otherwise limited, the County may terminate this contract upon five (5) days written notice to the Contractor. No penalty or expense shall accrue to the County in the event this provision applies.
12. Termination Procedure. The following provisions apply in the event that this Agreement is terminated:
 - (a) The Contractor shall cease to perform any services required hereunder as of the effective date of termination and shall comply with all reasonable instructions contained in the notice of termination, if any.
 - (b) The Contractor shall provide the County with an accounting of authorized services provided through the effective date of termination.
 - (c) If the Agreement has been terminated for default, the County may withhold a sum from the final payment to the Contractor that the County determines necessary to protect itself against loss or liability.
13. Defense and Indemnity Agreement.
 - (a) The County and the Contractor agree to hold each other harmless, indemnify and defend the other, their officers, officials, employees and agents, from and against any and all

claims, actions, suits, liability, loss, expenses, damages and judgments of any nature whatsoever, including reasonable costs and attorneys' fees in defense thereof, for injury, sickness, disability or death to persons or damage to property (including loss of use thereof) or business (including economic loss), caused by or arising out of the other's acts, errors or omissions in the performance of the Contract. Provided, however, that the other's obligation under this provision will not extend to injury, sickness, disability, death or damage caused by or arising out of the sole negligence of the County, its officers, officials, employees or agents.

(b) With regard to any claim against the County or Contractor, their officers, officials, employees and agents by any employee of the other, subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Section will not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the other or subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts. It is clearly agreed and understood by the parties to the Contract that both parties expressly waive any immunity the other might have had under such laws. By executing the Contract, the both parties acknowledges that the foregoing waiver has been mutually negotiated by the parties as is required by RCW 4.24.115, and that the provisions of this Section will be incorporated, as relevant, into any contract the Contractor makes with any subcontractor or agent performing work under the Contract.

(c) The County and Contractor's obligations under these provisions include, but are not limited to, investigating, adjusting, and defending all claims alleging loss from action, error or omission, or breach of any common law, statutory or other delegated duty by the other, their employees, agents or subcontractors.

14. Industrial Insurance Waiver. With respect to the performance of this Agreement and as to claims against the County, its appointed and elected officers, agents and employees, the Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, as now or hereafter amended, for injuries to its employees and agrees that the obligations to indemnify, defend and hold harmless provided in this Agreement extend to any claim brought by or on behalf of any employee of the Contractor. Along with the other provisions of this Agreement, this waiver is mutually negotiated by the parties to this Agreement.
15. Venue and Choice of Law. In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Agreement, the venue of such action shall be in the courts of the State of Washington in and for the County of Clallam. This Agreement shall be governed by the law of the State of Washington.
16. Withholding Payment. In the event the County Project Manager determines that the Contractor has failed to perform any obligation under this Agreement within the times set forth in this Agreement, then the County may withhold from amounts otherwise due and payable to Contractor the amount determined by the County as necessary to cure the default, until the County Project Manager determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to termination or damages, provided that the County promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than ten (10) days after it determines to withhold amounts otherwise due. A determination of the County Project Manager set forth in a notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord with the provision of the Disputes clause of this Agreement. The County may act in accordance with any determination of the County Project Manager which has become conclusive under this clause, without prejudice to any other remedy under the Agreement, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount paid or incurred from amounts due or to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to the Contractor by reason of good faith withholding by the County under this clause.

17. Rights and Remedies. The duties and obligations imposed by this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law.
18. Contractor Commitments, Warranties and Representations. Any written commitment received from the Contractor concerning this Agreement shall be binding upon the Contractor, unless otherwise specifically provided herein with reference to this paragraph. Failure of the Contractor to fulfill such a commitment shall render the Contractor liable for damages to the County. A commitment includes, but is not limited to any representation made prior to execution of this Agreement, whether or not incorporated elsewhere herein by reference, as to performance of services or equipment, prices or options for future acquisition to remain in effect for a fixed period, or warranties.
19. Patent/Copyright Infringement. Contractor will defend, indemnify and save harmless County, its appointed and elected officers, agents and employees from and against all loss or expense, including but not limited to claims, demands, actions, judgments, settlements, attorneys' fees and costs by reason of any and all claims and demands upon the County, its elected or appointed officials or employees for damages because of the Contractor's alleged infringement on any patent or copyright. The Contractor will pay those costs and damages attributable to any such claims that are finally awarded against the County, its appointed and elected officers, agents and employees in any action. Such defense and payments are conditioned upon the following:
- (a) That Contractor shall be notified promptly in writing by County of any notice of such claim.
 - (b) Contractor shall have the right, hereunder, at its option and expense, to obtain for the County the right to continue using the information, in the event such claim of infringement, is made, provided no reduction in performance or loss results to the County.
20. Disputes:
- (a) General. Differences between the Contractor and the County, arising under and by virtue of the contract documents shall be brought to the attention of the County at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The records, orders, rulings, instructions, and decision of the County Project Manager shall be final and conclusive 30 days from the date of mailing unless the Contractor mails or otherwise furnishes to the County Administrator a written notice of appeal. The notice of appeal shall include facts, law, and argument as to why the conclusions of the County Project Manager are in error.

In connection with any appeal under this clause, the Contractor and County shall have the opportunity to submit written materials and argument and to offer documentary evidence in support of the appeal. Oral argument and live testimony will not be permitted. The decision of the County Administrator for the determination of such appeals shall be final and conclusive. Reviews of the appellate determination shall be brought in the Superior Court of Clallam County within 15 days of mailing of the written appellate determination. Pending final decision of the dispute, the Contractor shall proceed diligently with the performance of this Agreement and in accordance with the decision rendered.
 - (b) Notice of Potential Claims. The Contractor shall not be entitled to additional compensation or to extension of time for (1) any act or failure to act by the County Project Manager or the County, or (2) the happening of any event or occurrence, unless the Contractor has given the County a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the County. The written Notice of Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall

keep full and complete daily records of the work performed, labor and material used, and all costs and additional time claimed to be additional.

(c) Detailed Claim. The Contractor shall not be entitled to claim any such additional compensation, or extension of time, unless within 30 days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the County, the Contractor has given the County a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

21. Ownership of Items Produced. All writings, programs, data, art work, music, maps, charts, tables, illustrations, records or other written, graphic, analog or digital materials prepared by the Contractor and/or its consultants or subcontractors, in connection with the performance of this Agreement shall be the sole and absolute property of the County and constitute "work made for hire" as that phrase is used in federal and/or state intellectual property laws and Contractor and/or its agents shall have no ownership or use rights in the work.

Contractor shall not be held liable for reuse of writings, programs, data, art work, music, maps, charts, tables, illustrations, records or other written, graphic, analog or digital materials or modifications thereof, including electronic data, by County or its representatives for any purpose other than the intent of this Agreement.

22. Recovery of Payments to Contractor. The right of the Contractor to retain monies paid to it is contingent upon satisfactory performance of this Agreement, including the satisfactory completion of the project described in the Scope of Work (Attachment A). In the event that the Contractor fails, for any reason, to perform obligations required of it by this Agreement, the Contractor may, at the County Project Manager's sole discretion, be required to repay to the County all monies disbursed to the Contractor for those parts of the project that are rendered worthless in the opinion of the County Project Manager by such failure to perform.

Interest shall accrue at the rate of 12 percent (12%) per annum from the time the County Project Manager demands repayment of funds.

23. Project Approval. The extent and character of all work and services to be performed under this Agreement by the Contractor shall be subject to the review and approval of the County Project Manager. For purposes of this Agreement, the County Project Manager is:

Name: Rebecca Mahan
Title: Habitat Biologist
Address: 223 E. 4th Street Suite 5
Telephone: 360-417-2322
E-mail: Rebecca.mahan@clallamcountywa.gov
Fax: 360-417-242

In the event there is a dispute with regard to the extent and character of the work to be done, the determination of the County Project Manager as to the extent and character of the work to be done shall govern subject to the Contractor's right to appeal that decision as provided herein.

24. Non-Discrimination. The Contractor shall not discriminate against any person on the basis of race, creed, political ideology, color, national origin, sex, marital status, sexual orientation, age, or the presence of any sensory, mental or physical handicap.
25. Subcontractors. In the event that the Contractor employs the use of any subcontractors, the contract between the Contractor and the subcontractor shall provide that the subcontractor is bound by the terms of this Agreement between the County and the Contractor. The Contractor shall insure that in all subcontracts entered into, Clallam County is named as an express third-party beneficiary of such contracts with full rights as such.
26. No Third Party Beneficiaries. This agreement is intended for the benefit of only the County and Contractor. This agreement does not confer any benefits, rights, or privileges upon any third party.
27. Standard of Care. The Contractor shall perform its duties hereunder in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession as the Contractor currently practicing under similar circumstances. The Contractor shall, without additional compensation, correct those services not meeting such a standard.
28. Time is of the Essence. Time is of the essence in the performance of this contract unless a more specific time period is set forth in either the Special Terms and Conditions or Scope of Work.
29. Notice. Except as set forth elsewhere in the Agreement, for all purposes under this Agreement, except service of process, any notices shall be given by the Contractor to the County Project Manager. Notice to the Contractor for all purposes under this Agreement shall be given to the person executing the Agreement on behalf of the Contractor at the address identified on the signature page.
30. Severability. If any term or condition of this contract or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this contract are declared severable.
31. Precedence. In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:
 - (a) Applicable federal, state, and local statutes, ordinances, and regulations;
 - (b) Scope of Work (Attachment A) and Compensation (Attachment B);
 - (c) Special Terms and Conditions (Attachment D); and
 - (d) General Conditions (Attachment C).
32. Waiver. Waiver of any breach or condition of this contract shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this contract shall be held to be waived, modified, or deleted except by an instrument, in writing, signed by the parties hereto.
33. Attorney Fees. In the event that litigation must be brought to enforce the terms of this agreement, the prevailing party shall be entitled to be paid reasonable attorney fees.
34. Construction. This agreement has been mutually reviewed and negotiated by the parties and should be given a fair and reasonable interpretation and should not be construed less favorably against either party.
35. Survival. Without being exclusive, Paragraphs 4, 7, 13-19, 21-22 and 31-35 of these General Conditions shall survive any termination, expiration, or determination of invalidity of this Agreement

in whole or in part. Any other Paragraphs of this Agreement which, by their sense and context, are intended to survive shall also survive.

36. Entire Agreement. This written contract represents the entire Agreement between the parties and supersedes any prior statements, discussions or understandings between the parties except as provided herein.

SPECIAL TERMS AND CONDITIONS

1. Reporting. The Contractor shall submit written progress reports to the County Project Manager as set forth below:

- ☒ With each request for payment.
- ☐ Monthly.
- ☐ Quarterly.
- ☐ Semi-annually.
- ☐ Annually.
- ☐ Project completion.
- ☐ Other (specify):

Progress reports shall include, at a minimum, the following:

Reports shall include any problems, delays or adverse conditions which will materially affect the Contractor's ability to meet project objectives or time schedules together with a statement of action taken or proposed to resolve the situation. Reports shall also include recommendations for changes to the Scope of Work, if any. Payments may be withheld if reports are not submitted.



2. Insurance. The Contractor shall maintain in full force and effect during the term of this Agreement, and until final acceptance of the work, public liability and property damage insurance with companies or through sources approved by the state insurance commissioner pursuant to RCW Title 48, as now or hereafter amended. The County, its appointed and elected officials, agents and employees, shall be specifically named as additional insureds in a policy with the same company which insures the Contractor or by endorsement to an existing policy or with a separate carrier approved pursuant to RCW Title 48, as now or hereafter amended, and the following coverages shall be provided:

- ☒ **COMMERCIAL GENERAL LIABILITY:**
 - Bodily injury, including death \$2,000,000 per occurrence
 - \$4,000,000 aggregate
 - Property damage \$1,000,000 per occurrence
 - \$4,000,000 aggregate
- ☒ **ERRORS AND OMISSIONS or PROFESSIONAL LIABILITY with an Extended Reporting Period Endorsement (two year tail)** \$3,000,000 per occurrence
- ☒ **WORKERS COMPENSATION:** Statutory amount

☒	AUTOMOBILE: coverage on owned, non-owned, rented and hired vehicles		
	Bodily injury, liability, including death	\$1,000,000	per occurrence
		\$	aggregate
	Property damage liability	\$	per occurrence
		\$	aggregate
☐	BUSINESS AUTOMOBILE LIABILITY:	\$	per occurrence

If the Errors and Omissions or Professional Liability insurance obtained is an occurrence policy as opposed to a claims-made policy, the Extended Reporting Period Endorsement is not required.

Any such policy of insurance the Contractor is required to obtain and maintain pursuant to this Agreement shall be primary over any third party liability coverage provided to Clallam County by and through its membership in the Washington Counties Risk Pool or WCRP. The third party liability coverage provided by the WCRP to Clallam County shall be non-contributory with respect to any policy of insurance the Contractor is required to obtain and maintain pursuant to this Agreement. The County shall have no obligation to report occurrences unless a claim or lawsuit is filed with it and the County has no obligation to pay any insurance premiums.

Evidence of primary insurance coverage shall be submitted to the County Project Manager within 20 days of the execution of the Agreement. The Agreement shall be void ab initio if the proof of coverage is not timely supplied.

If the proof of insurance or certificate of coverage indicating the County is an "additional insured" to a policy obtained by the Consultant in order to comply with this agreement refers to an endorsement (by number, abbreviation or name) but does not provide the full text of that endorsement, then it shall be the obligation of the Consultant to obtain the full text of that endorsement and forward that full text to the County within 30 days of the execution of this Agreement.

The coverage limits identified herein shall not limit the potential liability of the Contractor and the Contractor's duty to defend, indemnify, and hold harmless shall apply to any liability beyond the scope of insurance coverage.

- ☐ 3. Liquidated Damages. For delays in timely completion of the work to be done or missed milestones of the work in progress, the Contractor shall be assessed _____ Dollars (\$ _____) per day as liquidated damages and not as a penalty because the County finds it impractical to calculate the actual cost of delays. Liquidated damages will not be assessed for any days for which an extension of time has been granted. No deduction or payment of liquidated damages will, in any degree, release the Contractor from further obligations and liabilities to complete the entire project.

- ☐ 4. Other (specify):.

APR 30 2024



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: Health and Human Services

WORK SESSION ☒ Meeting Date: April 29, 2024

REGULAR AGENDA ☒ Meeting Date: April 30, 2024

Required originals approved and attached? ☒

Will be provided on:

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement #11301-24-POE | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Health and Human Services Department is requesting approval of a Personal Services Agreement between Clallam County and Pacific Office Equipment. The Commissioners approved a Bid Waiver at their April 16, 2024 meeting, to utilize using partial funds from the Department of Health CDC Covid-19 Workforce Development Grant to purchase furniture for nine workstations, filing cabinets, chairs, and bookcases for the Public Health office.

The Personal Services Agreement will allow Pacific Office Equipment to order custom office furniture and necessary installation. As part of this Agreement, Pacific Office Equipment is requesting an initial deposit of \$33,430.66 for the order of the office furniture and the remaining \$33,430.67 when office furniture is installed. The total cost of purchase shall not exceed \$66,861.33.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

Budget to be approved April 30, 2024.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Support staff's request.

County Official signature & print name: Kevin LoPiccolo

Name of Employee/Stakeholder attending meeting: Kevin LoPiccolo

Relevant Departments: Health and Human Services

Date submitted: April 24, 2024

* Work Session Meeting - Submit 1 single sided/not stapled copy

PH Furniture Personal Services Agreement Agenda Item

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2019



PERSONAL SERVICES AGREEMENT

THIS AGREEMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Pacific Office Equipment

Address: 314 E. 8th Street
Port Angeles, WA 98362

Phone N^o: (360) 417-3600

(hereinafter called "Contractor").

This Agreement is comprised of:

- ☒ Attachment A - Scope of Work
- ☒ Attachment B – Compensation
- ☒ Attachment C - General Conditions
- ☒ Attachment D - Special Terms and Conditions
- ☐ Attachment E (specify) –

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Agreement shall commence on the 20th day of May 2024 and shall, unless terminated as provided elsewhere in the Agreement, terminate on the 31st day of May 2024.

IN WITNESS WHEREOF, the parties have executed this Agreement on this 30th day of April 2024.

CONTRACTOR

A handwritten signature in black ink, appearing to read "Nick Wright".

Print name:

Nick Wright

Title:

Sales Manager

Date:

April 23, 2024

ATTEST:

Loni Gores, MMC, Clerk of the Board

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

THIS CONTRACT HAS BEEN APPROVED AS TO
FORM BY THE CLALLAM COUNTY PROSECUTING
ATTORNEY

Originals: BOCC
Vendor
Initiating Department
Copies: 5

SCOPE OF WORK

Pacific Office Equipment (POE) will be ordering custom office furniture for nine workstations, filing cabinets, chairs for the lobby, and desk panels for the Public Health Division. POE is requesting an initial deposit of \$33,430.66 for order and the remaining \$33,430.67 when furniture is installed.

COMPENSATION

1. ☒ a. FIXED FEE FOR SERVICE: For services rendered, the County shall pay to the Contractor a fixed fee of **SIXTY SIX THOUSAND EIGHT HUNDRED SIXTY ONE DOLLARS AND THIRTY THREE CENTS** (\$66,831.33) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than ☐ monthly; ☐ quarterly; ☐ semi-annually; ☐ annually; ☐ at completion of project; ☒ other (specify) **Down payment in amount of \$33,430.66 required to order office furniture and office desk panels. The remaining dollars will be paid upon installation.**

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

OR

☐ **b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

Name/Position

Hourly Rate

Payments for completed tasks shall be made no more frequently than ☐ monthly; ☐ quarterly; ☐ semi-annually; ☐ annually; ☐ at completion of project; ☐ other (specify) .

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) .

In no event shall Contractor be compensated in excess of SIXTY-SIX THOUSAND EIGHT HUNDRED SIXTY ONE DOLLARS AND THIRTY THREE CENTS (\$66,861.33) for the completed work set forth in Attachment "A."

2. AND

☒ **a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers, and the like.

OR

☐ **b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers, and computer. Reimbursement for airfare, mileage, meals and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

OR

☐ **c.** Other (specify):

GENERAL CONDITIONS

1. Scope of Contractor's Services. The Contractor agrees to provide to the County services and any materials set forth in the project narrative identified as Attachment A during the agreement period. No material, labor, or facilities will be furnished by the County, unless otherwise provided for in the Agreement.
2. Accounting and Payment for Contractor Services. Payment to the Contractor for services rendered under this Agreement shall be as set forth in Attachment B. Unless specifically stated in Attachment B, the County will not reimburse the Contractor for any costs or expenses incurred by the Contractor in the performance of this contract.

The County shall compensate the Contractor through the County voucher system for the Contractor's service pursuant to the fee schedule set forth in Attachment B.

3. Delegation and Subcontracting. Contractor's services are deemed personal and no portion of this contract may be delegated or subcontracted to any other individual, firm or entity without the express and prior written approval of the County Project Manager.
4. Independent Contractor. The Contractor's services shall be furnished by the Contractor as an independent contractor and nothing herein contained shall be construed to create a relationship of employer/employee or master/servant.

The Contractor acknowledges that the entire compensation for this Agreement is specified in Attachment B and the Contractor is not entitled to any county benefits including, but not limited to: vacation pay, holiday pay, sick leave pay, medical, dental or other insurance benefits, or any other rights or privileges afforded to Clallam County employees. The Contractor represents that it maintains a separate place of business, serves clients other than the County, will report all income and expense accrued under this contract with the Internal Revenue Service on a business tax schedule, and has a tax account with the State of Washington Department of Revenue for payment of all sales and use and Business and Occupation taxes collected by the State of Washington.

In the event that either the state or federal government determines that an employer/employee or master/servant relationship exists rather than an independent contractor relationship such that Clallam County is deemed responsible for federal withholding, social security contributions, workers compensation and the like, the Contractor agrees to reimburse Clallam County for any payments made or required to be made by Clallam County. Should any payments be due to the Contractor pursuant to this Agreement, the Contractor agrees that reimbursement may be made by deducting from such future payments a pro rata share of the amount to be reimbursed.

Notwithstanding any determination by the state or federal government that an employer/employee or master/servant relationship exists, the Contractor, its officers, employees and agents, shall not be entitled to any benefits that Clallam County provides to its employees.

5. No Guarantee of Employment. The performance of all or part of this contract by the Contractor shall not operate to vest any employment rights whatsoever and shall not be deemed to guarantee any employment of the Contractor or any employee of the Contractor or any subcontractor or any employee of any subcontractor by the County at the present time or in the future.
6. Regulations and Requirements. This Agreement shall be subject to all federal, state, and local laws, rules, and regulations.
7. Right to Review. This contract is subject to review by any federal or state auditor. The County shall have the right to review and monitor the financial and service components of this program by whatever means are deemed expedient by the County Project Manager. Such review may occur with or without notice, and may include, but is not limited to, on-site inspection by County agents or employees, inspection of all records or other materials that the County deems pertinent to the

Agreement and its performance, and any and all communications with or evaluations by service recipients under this Agreement. The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for three (3) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.

8. Modifications. Either party may request changes in the Agreement. Any and all agreed modifications shall be in writing, signed by each of the parties.
9. Termination for Default. If the Contractor defaults by failing to perform any of the obligations of the contract or becomes insolvent or is declared bankrupt or makes an assignment for the benefit of creditors, the County may, by depositing written notice to the Contractor in the U.S. Mail, postage prepaid, terminate the contract, and at the County's option, obtain performance of the work elsewhere. If the contract is terminated for default, the Contractor shall not be entitled to receive any further payments under the contract. Any extra cost or damage to the County resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor agrees to bear any extra expenses incurred by the County in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the County by reason of such default.

If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

10. Termination for Public Convenience. The County may terminate the contract in whole or in part whenever the County determines, in its sole discretion that such termination is in the interests of the County. Whenever the contract is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed for completed items of work. An equitable adjustment in the contract price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this contract by the County at any time during the term, whether for default or convenience, shall not constitute a breach of contract by the County.
11. Termination Due to Insufficient Funds. If sufficient funds for payment under this contract are not appropriated or allocated or are withdrawn, reduced, or otherwise limited, the County may terminate this contract upon five (5) days written notice to the Contractor. No penalty or expense shall accrue to the County in the event this provision applies.
12. Termination Procedure. The following provisions apply in the event that this Agreement is terminated:
 - (a) The Contractor shall cease to perform any services required hereunder as of the effective date of termination and shall comply with all reasonable instructions contained in the notice of termination, if any.
 - (b) The Contractor shall provide the County with an accounting of authorized services provided through the effective date of termination.
 - (c) If the Agreement has been terminated for default, the County may withhold a sum from the final payment to the Contractor that the County determines necessary to protect itself against loss or liability.
13. Defense and Indemnity Agreement.
 - (a) The Contractor agrees to hold harmless, indemnify and defend the County, its officers, officials, employees and agents, from and against any and all claims, actions, suits, liability,

loss, expenses, damages and judgments of any nature whatsoever, including reasonable costs and attorneys' fees in defense thereof, for injury, sickness, disability or death to persons or damage to property (including loss of use thereof) or business (including economic loss), caused by or arising out of the Contractor's acts, errors or omissions in the performance of the Contract. Provided, however, that the Contractor's obligation under this provision will not extend to injury, sickness, disability, death or damage caused by or arising out of the sole negligence of the County, its officers, officials, employees or agents.

(b) With regard to any claim against the County, its officers, officials, employees and agents by any employee of the Contractor, subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Section will not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts. It is clearly agreed and understood by the parties to the Contract that the Contractor expressly waives any immunity the Contractor might have had under such laws. By executing the Contract, the Contractor acknowledges that the foregoing waiver has been mutually negotiated by the parties as is required by RCW 4.24.115, and that the provisions of this Section will be incorporated, as relevant, into any contract the Contractor makes with any subcontractor or agent performing work under the Contract.

(c) The Contractor's obligations under these provisions include, but are not limited to, investigating, adjusting, and defending all claims alleging loss from action, error or omission, or breach of any common law, statutory or other delegated duty by the Contractor, the Contractor's employees, agents or subcontractors.

14. Industrial Insurance Waiver. With respect to the performance of this Agreement and as to claims against the County, its appointed and elected officers, agents and employees, the Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, as now or hereafter amended, for injuries to its employees and agrees that the obligations to indemnify, defend and hold harmless provided in this Agreement extend to any claim brought by or on behalf of any employee of the Contractor. Along with the other provisions of this Agreement, this waiver is mutually negotiated by the parties to this Agreement.
15. Venue and Choice of Law. In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Agreement, the venue of such action shall be in the courts of the State of Washington in and for the County of Clallam. This Agreement shall be governed by the law of the State of Washington.
16. Withholding Payment. In the event the County Project Manager determines that the Contractor has failed to perform any obligation under this Agreement within the times set forth in this Agreement, then the County may withhold from amounts otherwise due and payable to Contractor the amount determined by the County as necessary to cure the default, until the County Project Manager determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to termination or damages, provided that the County promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than ten (10) days after it determines to withhold amounts otherwise due. A determination of the County Project Manager set forth in a notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord with the provision of the Disputes clause of this Agreement. The County may act in accordance with any determination of the County Project Manager which has become conclusive under this clause, without prejudice to any other remedy under the Agreement, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount paid or incurred from amounts due or to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to the Contractor by reason of good faith withholding by the County under this clause.

17. Rights and Remedies. The duties and obligations imposed by this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law.
18. Contractor Commitments, Warranties and Representations. Any written commitment received from the Contractor concerning this Agreement shall be binding upon the Contractor, unless otherwise specifically provided herein with reference to this paragraph. Failure of the Contractor to fulfill such a commitment shall render the Contractor liable for damages to the County. A commitment includes, but is not limited to any representation made prior to execution of this Agreement, whether or not incorporated elsewhere herein by reference, as to performance of services or equipment, prices or options for future acquisition to remain in effect for a fixed period, or warranties.
19. Patent/Copyright Infringement. Contractor will defend, indemnify and save harmless County, its appointed and elected officers, agents and employees from and against all loss or expense, including but not limited to claims, demands, actions, judgments, settlements, attorneys' fees and costs by reason of any and all claims and demands upon the County, its elected or appointed officials or employees for damages because of the Contractor's alleged infringement on any patent or copyright. The Contractor will pay those costs and damages attributable to any such claims that are finally awarded against the County, its appointed and elected officers, agents and employees in any action. Such defense and payments are conditioned upon the following:
- (a) That Contractor shall be notified promptly in writing by County of any notice of such claim.
 - (b) Contractor shall have the right, hereunder, at its option and expense, to obtain for the County the right to continue using the information, in the event such claim of infringement, is made, provided no reduction in performance or loss results to the County.
20. Disputes:
- (a) General. Differences between the Contractor and the County, arising under and by virtue of the contract documents shall be brought to the attention of the County at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The records, orders, rulings, instructions, and decision of the County Project Manager shall be final and conclusive 30 days from the date of mailing unless the Contractor mails or otherwise furnishes to the County Administrator a written notice of appeal. The notice of appeal shall include facts, law, and argument as to why the conclusions of the County Project Manager are in error.

In connection with any appeal under this clause, the Contractor and County shall have the opportunity to submit written materials and argument and to offer documentary evidence in support of the appeal. Oral argument and live testimony will not be permitted. The decision of the County Administrator for the determination of such appeals shall be final and conclusive. Reviews of the appellate determination shall be brought in the Superior Court of Clallam County within 15 days of mailing of the written appellate determination. Pending final decision of the dispute, the Contractor shall proceed diligently with the performance of this Agreement and in accordance with the decision rendered.
 - (b) Notice of Potential Claims. The Contractor shall not be entitled to additional compensation or to extension of time for (1) any act or failure to act by the County Project Manager or the County, or (2) the happening of any event or occurrence, unless the Contractor has given the County a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the County. The written Notice of Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall

keep full and complete daily records of the work performed, labor and material used, and all costs and additional time claimed to be additional.

(c) Detailed Claim. The Contractor shall not be entitled to claim any such additional compensation, or extension of time, unless within 30 days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the County, the Contractor has given the County a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

21. Ownership of Items Produced. All writings, programs, data, art work, music, maps, charts, tables, illustrations, records or other written, graphic, analog or digital materials prepared by the Contractor and/or its consultants or subcontractors, in connection with the performance of this Agreement shall be the sole and absolute property of the County and constitute "work made for hire" as that phrase is used in federal and/or state intellectual property laws and Contractor and/or its agents shall have no ownership or use rights in the work.
22. Recovery of Payments to Contractor. The right of the Contractor to retain monies paid to it is contingent upon satisfactory performance of this Agreement, including the satisfactory completion of the project described in the Scope of Work (Attachment A). In the event that the Contractor fails, for any reason, to perform obligations required of it by this Agreement, the Contractor may, at the County Project Manager's sole discretion, be required to repay to the County all monies disbursed to the Contractor for those parts of the project that are rendered worthless in the opinion of the County Project Manager by such failure to perform.

Interest shall accrue at the rate of 12 percent (12%) per annum from the time the County Project Manager demands repayment of funds.

23. Project Approval. The extent and character of all work and services to be performed under this Agreement by the Contractor shall be subject to the review and approval of the County Project Manager. For purposes of this Agreement, the County Project Manager is:

Name: Kevin LoPiccolo
Title: Health and Human Services Director
Address: 111 E 3rd Street, Port Angeles, WA 98362
Telephone: (360) 417-2523
E-mail: kevin.lopiccolo@clallamcountywa.gov
Fax:

In the event there is a dispute with regard to the extent and character of the work to be done, the determination of the County Project Manager as to the extent and character of the work to be done shall govern subject to the Contractor's right to appeal that decision as provided herein.

24. Non-Discrimination. The Contractor shall not discriminate against any person on the basis of race, creed, political ideology, color, national origin, sex, marital status, sexual orientation, age, or the presence of any sensory, mental or physical handicap.
25. Subcontractors. In the event that the Contractor employs the use of any subcontractors, the contract between the Contractor and the subcontractor shall provide that the subcontractor is bound by the terms of this Agreement between the County and the Contractor. The Contractor shall insure that in all subcontracts entered into, Clallam County is named as an express third-party beneficiary of such contracts with full rights as such.

26. No Third Party Beneficiaries. This agreement is intended for the benefit of only the County and Contractor. This agreement does not confer any benefits, rights, or privileges upon any third party.
27. Standard of Care. The Contractor shall perform its duties hereunder in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession as the Contractor currently practicing under similar circumstances. The Contractor shall, without additional compensation, correct those services not meeting such a standard.
28. Time is of the Essence. Time is of the essence in the performance of this contract unless a more specific time period is set forth in either the Special Terms and Conditions or Scope of Work.
29. Notice. Except as set forth elsewhere in the Agreement, for all purposes under this Agreement, except service of process, any notices shall be given by the Contractor to the County Project Manager. Notice to the Contractor for all purposes under this Agreement shall be given to the person executing the Agreement on behalf of the Contractor at the address identified on the signature page.
30. Severability. If any term or condition of this contract or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this contract are declared severable.
31. Precedence. In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:
 - (a) Applicable federal, state, and local statutes, ordinances, and regulations;
 - (b) Scope of Work (Attachment A) and Compensation (Attachment B);
 - (c) Special Terms and Conditions (Attachment D); and
 - (d) General Conditions (Attachment C).
32. Waiver. Waiver of any breach or condition of this contract shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this contract shall be held to be waived, modified, or deleted except by an instrument, in writing, signed by the parties hereto.
33. Attorney Fees. In the event that litigation must be brought to enforce the terms of this agreement, the prevailing party shall be entitled to be paid reasonable attorney fees.
34. Construction. This agreement has been mutually reviewed and negotiated by the parties and should be given a fair and reasonable interpretation and should not be construed less favorably against either party.
35. Survival. Without being exclusive, Paragraphs 4, 7, 13-19, 21-22 and 31-35 of these General Conditions shall survive any termination, expiration, or determination of invalidity of this Agreement in whole or in part. Any other Paragraphs of this Agreement which, by their sense and context, are intended to survive shall also survive.
36. Entire Agreement. This written contract represents the entire Agreement between the parties and supersedes any prior statements, discussions or understandings between the parties except as provided herein.

SPECIAL TERMS AND CONDITIONS

1. **Reporting.** The Contractor shall submit written progress reports to the County Project Manager as set forth below:

- ☐ With each request for payment.
- ☐ Monthly.
- ☐ Quarterly.
- ☐ Semi-annually.
- ☐ Annually.
- ☒ Project completion.
- ☐ Other (specify):

Progress reports shall include, at a minimum, the following:

Reports shall include any problems, delays or adverse conditions which will materially affect the Contractor's ability to meet project objectives or time schedules together with a statement of action taken or proposed to resolve the situation. Reports shall also include recommendations for changes to the Scope of Work, if any. Payments may be withheld if reports are not submitted.



2. **Insurance.** The Contractor shall maintain in full force and effect during the term of this Agreement, and until final acceptance of the work, public liability and property damage insurance with companies or through sources approved by the state insurance commissioner pursuant to RCW Title 48, as now or hereafter amended. The County, its appointed and elected officials, agents and employees, shall be specifically named as additional insureds in a policy with the same company which insures the Contractor or by endorsement to an existing policy or with a separate carrier approved pursuant to RCW Title 48, as now or hereafter amended, and the following coverages shall be provided:



COMMERCIAL GENERAL LIABILITY:

Bodily injury, including death	\$1,000,000 per occurrence
	\$ aggregate
Property damage	\$1,000,000 per occurrence
	\$ aggregate



ERRORS AND OMISSIONS or PROFESSIONAL LIABILITY with an Extended Reporting Period Endorsement (two year tail)

\$ per occurrence



WORKERS COMPENSATION:

Statutory amount

- ☐ AUTOMOBILE: coverage on owned, non-owned, rented and hired vehicles
- | | | |
|---|-----------|----------------|
| Bodily injury, liability, including death | \$100,000 | per occurrence |
| | \$ | aggregate |
| Property damage liability | \$ | per occurrence |
| | \$ | aggregate |
- ☒ BUSINESS AUTOMOBILE LIABILITY: \$1,000,000 per occurrence

If the Errors and Omissions or Professional Liability insurance obtained is an occurrence policy as opposed to a claims-made policy, the Extended Reporting Period Endorsement is not required.

Any such policy of insurance the Contractor is required to obtain and maintain pursuant to this Agreement shall be primary over any third party liability coverage provided to Clallam County by and through its membership in the Washington Counties Risk Pool or WCRP. The third party liability coverage provided by the WCRP to Clallam County shall be non-contributory with respect to any policy of insurance the Contractor is required to obtain and maintain pursuant to this Agreement. The County shall have no obligation to report occurrences unless a claim or lawsuit is filed with it and the County has no obligation to pay any insurance premiums.

Evidence of primary insurance coverage shall be submitted to the County Project Manager within 20 days of the execution of the Agreement. The Agreement shall be void ab initio if the proof of coverage is not timely supplied.

If the proof of insurance or certificate of coverage indicating the County is an "additional insured" to a policy obtained by the Consultant in order to comply with this agreement refers to an endorsement (by number, abbreviation or name) but does not provide the full text of that endorsement, then it shall be the obligation of the Consultant to obtain the full text of that endorsement and forward that full text to the County within 30 days of the execution of this Agreement.

The coverage limits identified herein shall not limit the potential liability of the Contractor and the Contractor's duty to defend, indemnify, and hold harmless shall apply to any liability beyond the scope of insurance coverage.

- ☐ 3. Liquidated Damages. For delays in timely completion of the work to be done or missed milestones of the work in progress, the Contractor shall be assessed _____ Dollars (\$) per day as liquidated damages and not as a penalty because the County finds it impractical to calculate the actual cost of delays. Liquidated damages will not be assessed for any days for which an extension of time has been granted. No deduction or payment of liquidated damages will, in any degree, release the Contractor from further obligations and liabilities to complete the entire project.

- ☐ 4. Other (specify):.

INVOICE

Invoice No: 1139245

Date: 4/1/2024

Account No: CLA045

Bill To: CLALLAM CO. HEALTH & HUMAN SERVICES
111 E. 3RD STREET
PORT ANGELES, WA 98362-3000

Ship To: CLALLAM CO. HEALTH & HUMAN SERVICES
111 E. 3RD STREET
PORT ANGELES, WA 98362-3000

Sales Order No	P. O. Number	Ship Method	Payment Terms				Payment Due		
69741	MADISON	DEL	NET 30				5/1/2024		
Remarks							Sales Person		
ALL PRICING INCLUDES PLANNING, SETUP, DELIVERY, INSTALLATION. 50% DOWN PAYMENT REQUIRED AT TIME OF ORDER							NICK WRIGHT		
Item No	Description	Serial No	Order	Ship	BKO	UM	Price	Disc	Amount
FURNITURE	COPIER SPACE: ASPEN TWO DOUBLE DOOR 30"H STORAGE CABINETS W/ SINGLE TOP AND TWO 60X85 WALL MOUNTED SOUND-RESISTANT PANELS, ONE ON EACH SIDE		1.0	1.0	0.0	EACH	\$3,682.40		\$3,682.40
FURNITURE	COPIER STAND: CASSETTE FEED UNIT AS1 (REPLACES CURRENT AJ1 CASSETTE MODULE)		1.0	1.0	0.0	EACH	\$500.00		\$500.00
FURNITURE	SOUTH WALL DESK: ASPEN 72X30 COMMERCIAL ELECTRIC SIT/STAND DESK W/ ANTI-FATIGUE MAT, CABLE TRAY, FRONT-MOUNT MAGNETIC 30"H ACOUSTIC "SPRUCE" PANEL. ERGONOMIC OFFICE CHAIR		1.0	1.0	0.0	EACH	\$2,657.80		\$2,657.80
FURNITURE	FRONT DESK SE CORNER: ASPEN 72X30 L-SHAPE COMMERCIAL ELECTRIC SIT/STAND DESK W/ 48X24 RIGHT HAND RETURN, ANTI-FATIGUE MAT, CABLE TRAY. 2 X BLACK MOBILE BOX/FILE. 72" STACK-ON HUTCH W/ WOOD DOORS, TACK AND LIGHT. ERGONOMIC OFFICE CHAIR		1.0	1.0	0.0	EACH	\$4,242.40		\$4,242.40
FURNITURE	FRONT DESK NW CORNER: ASPEN 72X30 L-SHAPE COMMERCIAL ELECTRIC SIT/STAND DESK W/ 72X24 LEFT HAND RETURN, ANTI-FATIGUE MAT, CABLE TRAY. 2 X BLACK MOBILE BOX/FILE. 72" STACK-ON HUTCH W/ WOOD DOORS, TACK AND LIGHT. ERGONOMIC OFFICE CHAIR		1.0	1.0	0.0	EACH	\$4,544.00		\$4,544.00
FURNITURE	HEALTH OFFICER: ASPEN 72X30 COMMERCIAL ELECTRIC SIT/STAND DESK W/ ANTI-FATIGUE MAT, CABLE TRAY. 30"H STORAGE CABINET W/ STACK ON HUTCH. 30" ROUND CONF TABLE W/ 4 NESTING CHAIRS		1.0	1.0	0.0	EACH	\$3,841.60		\$3,841.60
FURNITURE	FILE ROOM: 7 X CHARCOAL 4 DRAWER LETTER VERTICAL FILES & 2 X CHARCOAL 4 DRAWER LATERAL FILES (KEYED ALIKE), 66"H X 36"W TWO DOOR STORAGE CABINET, 2 X 72" FLOATING HUTCHES W/ WOOD DOORS, 42X24 TABLE, 2 X SUPPLY STORAGE BINS		1.0	1.0	0.0	EACH	\$8,328.60		\$8,328.60

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PORT ANGELES, WA 98362-3000

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111 E. 3RD STREET
PORT ANGELES, WA 98362-3000

Sales Order No	P. O. Number	Ship Method	Payment Terms				Payment Due		
69741	MADISON	DEL	NET 30				5/1/2024		
Remarks							Sales Person		
ALL PRICING INCLUDES PLANNING, SETUP, DELIVERY, INSTALLATION. 50% DOWN PAYMENT REQUIRED AT TIME OF ORDER							NICK WRIGHT		
Item No	Description	Serial No	Order	Ship	BkO	UM	Price	Disc	Amount
FURNITURE	WIC OFFICE: ASPEN 66"H X 36"W TWO DOOR STORAGE CABINET. 28"X24" CUSTOMIZED MODIFIED SHELL ACTING AS TABLE W/ SHELF ADDED		1.0	1.0	0.0	EACH	\$1,452.00		\$1,452.00
FURNITURE	INTERVIEW OFFICE: ASPEN 2 DRAWER LATERAL W/ 2-SHELF STACK ON BOOKCASE, 72" FLOATING HUTCH W/ WOOD DOORS, 30" ROUND TABLE W/ BLACK METAL BASE		1.0	1.0	0.0	EACH	\$2,142.00		\$2,142.00
FURNITURE	MADISON OFFICE: USED HONEY 36" ROUND TABLE W/ NEW BLACK BASE, USED 30"H X 32"W BOOKCASE		1.0	1.0	0.0	EACH	\$592.00		\$592.00
FURNITURE	OPTIONAL QUIET ROOM PANEL SYSTEM: LOCATED IN MAIN SPACE ON THE NW CORNER. 85"H SOUND RESISTANT PANELS, OVERALL DIMENSIONS 108" X 96". INCLUDES SLIDING FROSTED GLASS DOOR		1.0	1.0	0.0	EACH	\$6,249.00		\$6,249.00
FURNITURE	RECEPTION COUNTER SNEEZE GUARDS: 24"H X 8FT WIDE ACRYLIC CLEAR PANELS W/ METAL FRAME AND 4" PASSTHROUGH		2.0	2.0	0.0	EACH	\$797.60		\$1,595.20
FURNITURE	NORTH WALL DESKS: ASPEN 72X30 COMMERCIAL ELECTRIC SIT/STAND DESKS W/ ANTI-FATIGUE MAT, CABLE TRAY, FRONT-MOUNT MAGNETIC 30"H ACOUSTIC "SPRUCE" PANEL. ERGONOMIC OFFICE CHAIR		2.0	2.0	0.0	EACH	\$2,657.50		\$5,315.00
FURNITURE	ACOUSTIC CEILING PANELS: 24X24 (STYLE TBD. 4 SETS, 8 PANELS/SET), INC ADHESIVE MOUNTING KIT		2.0	2.0	0.0	EACH	\$2,499.00		\$4,998.00
FURNITURE	BACK SPACE: ASPEN 72X30 COMMERCIAL ELECTRIC SIT/STAND DESKS W/ ANTI-FATIGUE MAT, CABLE TRAY & 24"H X 30"W ACOUSTIC FABRIC "SPRUCE" PANEL. ERGONOMIC OFFICE CHAIRS. BLACK MOBILE BOX/FILE		3.0	3.0	0.0	EACH	\$2,419.00		\$7,257.00
FURNITURE	NESTING CHAIRS FOR BACK CONFERENCE ROOM & BREAKROOM. BLACK FABRIC SEAT W/ BLACK MESH BACK, CASTERS W/O ARMS		20.0	20.0	0.0	EACH	\$200.00		\$4,000.00

INVOICE

Invoice No: 1139245
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Sales Order No	P. O. Number	Ship Method	Payment Terms	Payment Due
69741	MADISON	DEL	NET 30	5/1/2024
Remarks				Sales Person
ALL PRICING INCLUDES PLANNING, SETUP, DELIVERY, INSTALLATION. 50% DOWN PAYMENT REQUIRED AT TIME OF ORDER				NICK WRIGHT

☐ Pre-Paid

☐ Picked Up

☐ Cash

☐ Check

☐ Credit Card

Delivery Initials

Customer Signature

Date

PRINT CUSTOMER NAME

No:

Subtotal	\$61,397.00
Discount	\$0.00
Freight	\$0.00
Sales Tax	\$5,464.33
Invoice Total	\$66,861.33
Balance Due	\$66,861.33



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

36

APR 30 2024

Department: BOCC

WORK SESSION ☒ Meeting Date: 4-22-24

REGULAR AGENDA ☒ Meeting Date: 4-30-24

Item summary:

- | | |
|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☒ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Executive summary:

The Lodging Tax Advisory Committee announced an opportunity for business grants for large-scale events, projects, or infrastructure improvements from monies received from a consumer tax on lodging. Clallam County's Lodging Tax Fund will be the primary source of County funding for activities, operations, and expenditures designed to increase tourism in the unincorporated areas.

The Lodging Tax Advisory Committee met on April 11, 2024 to review an application and make a recommendation to the Board of Commissioners.

Approve and sign resolution authorizing an expenditure from the Hotel/Motel Tax Fund for the approved 2024 Lodging Tax Funding applications (2nd call).

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

Hotel/Motel Tax fund

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Approve and sign resolution authorizing expenditure from the Hotel/Motel Tax Fund for the approved 2024 Lodging Tax Funding applications.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Relevant Departments: Board of Commissioners, Finance Department, Treasurer's Office, Auditor's Office

Date submitted: April 15, 2024

Lodging Tax application approval 2024 4-30-24

* Work Session Meeting - Submit 1 single sided/not stapled copy

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2019

Questions? Call Loni Gores, Clerk of the Board, ext 2256



RESOLUTION _____, 2024

AUTHORIZING EXPENDITURE FROM THE HOTEL/MOTEL TAX FUND
FOR THE APPROVED 2024 LODGING TAX FUNDING APPLICATIONS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County collects Hotel/Motel Tax pursuant to RCW 67.28.
2. State statute requires an advisory committee to review all proposed expenditures from the Hotel/Motel Tax Fund and make recommendations to the Board of Commissioners.
3. The Lodging Tax Advisory Committee received applications from Clallam Transit System, Washington Festival and Events, Olympic Theatre Arts, Peninsula Trails Coalition, Clallam Bay/Seki Visitors Center, Olympic Peninsula Fungus Festival, StormKing FC, Clallam County Public Works, Port Angeles Youth Basketball, City of Forks, Justin Williamson, Port Angeles Fine Arts, Clallam County Parks, Fiero Marine Life Center, Port Angeles Waterfront Center, Port Angeles Chamber of Commerce, and Port Angeles Waterfront District. Two of the applications received were ineligible.
4. The Lodging Tax Advisory Committee met on April 11, 2024 to review applications and make a recommendation to the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. Concurs in the recommendation of the Lodging Tax Advisory Committee.
2. Authorizes a one-time expenditure from the Hotel/Motel Tax Fund to be allocated as follows:

Clallam Transit System	\$15,600
Washington Festival and Events	\$157,500
Olympic Theatre Arts	\$14,209.65
Peninsula Trails Coalition	\$49,500
Clallam Bay/Seki Visitors Center	\$15,000
Olympic Peninsula Fungus Festival	\$12,500
StormKing FC	\$41,600
Clallam County Public Works	\$84,400
City of Forks	\$15,000
Port Angeles Fine Arts	\$15,000
Clallam County Parks	\$75,000
Fiero marine Life Center	\$29,495
Port Angeles Waterfront Center	\$100,000
Port Angeles Chamber of Commerce	\$30,000
Port Angeles Youth Basketball	\$21,000

PASSED AND ADOPTED this 30th day of April 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

Randy Johnson

ATTEST:

Loni Gores, MMC, Clerk of the Board

Mike French, Chair

File A22.169, Gores, Finance Office – Lane/Cook, Treasurer's Office, Assessor's Office



30
APR 30 2024

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: Sheriff's Office

WORK SESSION ☒ Meeting Date: April 29 2024

REGULAR AGENDA ☒ Meeting Date: April 30. 2024

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | | |
|--|---|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU | |
| ☒ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other RFP/Q Publication |

Documents exempt from public disclosure attached: ☐

Executive summary:

The Emergency Management Division of the Sheriff's Office was awarded \$125,000 from the USDA under its 2022 Community Wildfire Defense Grant Program. The Sheriff's Office is seeking a consultant to advise on creating a Community Wildfire Protection Plan for the County using this grant. This necessitates the publishing & advertising of an RFP/Q informational packet approved by the BOCC.

Budgetary impact: ☒ No Budget Impact

Recommended action: Approval of the RFP Notice.

County Official signature & print name:

 Under Sheriff Doreen Shae
Sheriff King

Name of Employee/Stakeholder attending meeting: Diane Harvey

Relevant Departments: Sheriff's Office

Date submitted: 04/17/24

* Work Session Meeting - Submit 1 single sided/not stapled copy

Agenda Item: RFP Community Wildfire Protection Planning

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2019

REQUEST FOR PROPOSALS/QUALIFICATIONS

The Board of Commissioners is seeking proposals from interested parties to provide professional services related to the development and completion of a Community Wildfire Protection Plan. Applicants should have experience with wildfire planning, modeling, conducting wildfire risk assessments, drafting CWPPs, fuel treatment planning, development regulations, and relevant RCWs.

Sealed proposals must be received at the Board of County Commissioners by 9:30 a.m., June 4, 2024, whether by mail or hand delivery.

The sealed proposals must be clearly marked on the outside of the envelope, "Proposal – Community Wildfire Protection Planning" The address for submitting proposals by US mail is: Clallam County Board of County Commissioners, 223 East 4th Street, Suite 4, Port Angeles, Washington 98362. Proposals may also be hand-deliver to the above referenced address at Room 150 (County Commissioner's Office). Documents delivered to other offices and received late by the Board of County Commissioners will not be considered nor will ones received by facsimile or e-mail. Submittals made in an incorrect format will not be considered.

An informational packet on preparing a proposal may be obtained Monday through Friday, from 8 a.m. to 4:30 p.m., from the Sheriff's Department, 223 East 4th Street, Suite 12, Port Angeles, Washington 98362, by calling 360.417.2520 or emailing diane.harvey@clallamcountywa.gov, or from the www.clallamcountywa.gov home page under the Bid Opportunities tab.

Clallam County hereby notifies all that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined in Title VI of the Civil Rights Act of 1964 at 49 CFR Part 23 will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award. Clallam County is an Equal opportunity and Affirmative Action Employer. Minority and women-owned firms are strongly encouraged to submit proposals.

PASSED this _____ day of _____, 2024

ATTEST:

BOARD OF CLALLAM COUNTY COMMISSIONERS

Loni Gores, Clerk of the Board

Mike French, Chair

Publish: May 3, 2024 & May 10, 2024
Bill: Sheriff's Office



CLALLAM COUNTY, WA

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015

Request for Proposals: Community Wildfire Protection Plan Development

Clallam County, a municipal corporation of the State of Washington, is currently seeking proposals from qualified consultants to develop a substantial update to its 2009 Community Wildfire Protection Plan (CWPP). This project is being treated as the creation of a new CWPP, although certain parts of the 2009 CWPP may be utilized and updated. The County applied for and was awarded a \$125,000 Community Wildfire Defense Grant from the USDA to develop and create the CWPP.

Scope of Work

The CWPP project will consist of a variety of collaborative localized activities that will attempt to reach and positively impact as many of our community members as possible. The consultant will work with and advise a newly formed Steering Committee in connection with the following tasks: (1) community stakeholder outreach, education and input; (2) climate change analysis to better predict wildfire risk; (3) extensive hazard risk assessment to identify Wildland Urban Interface (WUI) areas and neighborhoods with vulnerable populations that may face wildfire risk; (4) development of applicable building codes, zoning ordinances to mitigate fire risk; (5) understanding the effects of smoke in our County and devising effective ways to combat it; (6) determination of places in the County where vegetative management is needed to best reduce fire risk; (7) working with the Steering Committee comprised of state and local foresters, land managers, fire service, emergency managers, and planners to identify opportunities to use prescribed fire or other means to mitigate wildfire risk and improve forest health; (8) assessing whether our current fire response can be improved; (9) outlining recovery efforts needed for future wildfires and (10) creating an action plan that identifies short-term and long-range goals depending on the capabilities of the community and the prioritization of risk identified.

The County seeks to have the consultant provide professional services to:

- facilitate the CWPP planning process;
- create a CWPP consistent with the standards set forth by the Healthy Forest Restoration Act and the State of Washington;
- advise the Steering Committee on public engagement strategies and develop a public outreach campaign. This will include in-person public meetings or events and other public engagements methods as agreed upon by the Steering Committee;
- identify and prioritize areas of hazardous fuel reduction treatments and list methods of treatments intended to protect at risk communities and essential infrastructure;

- recommend measures for landowners/homeowners and communities intended to reduce ignitability;
- lead meetings and collaboration including in-person meetings and regular virtual meetings or conference calls with the Steering Committee;
- regularly engage the CWPP Steering Committee to maintain progress and achieve a timely completion of the project;
- utilize GIS analysis and data to examine wildfire risk and vulnerability;
- assist the county in defining and mapping the WUI and creating a base map;
- analyze and identify priority areas of significant wildfire risk;
- assist the Steering Committee in better understanding the effects of smoke in our County;
- recommend ordinance provisions to mitigate fire risk and assist with the compliance of WUI code recently adopted by WA State;
- analyze the wildfire risk data available, examine wildfire conditions, and assess wildfire hazard vulnerability and risk;
- update the narrative components of the CWPP where applicable;
- look at previous wildfire mitigation projects and implementation strategies and help the Steering Committee develop new projects and strategies;
- update the wildfire history, socioeconomics, and current conditions of Clallam County;
- lead the Steering Committee in discussions regarding fire protection districts and capabilities within Clallam County;
- produce summaries, maps, visuals, presentations, or other materials to assist Clallam County in public outreach efforts;
- document the participation by the Steering Committee, fire protection districts, federal and state agencies, and the public;
- guide the Steering Committee in acquiring the necessary signatures and approvals;
- prepare the final documents of the CWPP to meet professional standards and provide all deliverables to Clallam County.

We expect our new CWPP will address all of the following strategies/management actions identified in the National Cohesive Wildland Fire Management Strategy and Washington State's Strategic Plan:

- Prescribed fire strategy
- Reduction of intentional ignitions
- Preparation for large, long duration wildfire
- Protection of structures and the targeting of landscape fuels
- Target ignition prevention
- Fuels treatment using mechanical, biological or other non-fire methods
- Home and community preparedness
- Developing building codes to support fire adaptation
- Post-recovery planning from wildland fires

The following are expected qualitative outcomes from the project:

- results from an on-line public survey will be collated and reviewed by the Project Steering Committee and our hired consultants;
- comments from all public outreach meetings/workshops will be collected and reviewed by the Project Steering Committee and our hired consultants;
- collected views of partner/stakeholders from our operational areas and members of the Project Steering Committee will be compiled and utilized by our hired consultants in drafting the CWPP and developing mitigation projects that will be part of the CWPP. It is expected that a wide range of topics would be addressed in these viewpoints, including identification of WUI areas in the County, vegetative management recommendations, how to improve response time, how best to provide education to the public on wildfire risk, starting up a formal wildfire assessment program for residents of the County, reviewing our building codes to better mitigate wildfire risk in our community, understanding the recent legislative and policy efforts by Washington State to develop land use measures for fire adaption, post-recovery planning from wildland fires, how best to reach out to neighborhoods at risk for wildland fires, especially neighborhoods with proportionally high vulnerable populations and how to reduce intentional ignitions;
- creation of a permanent group to sustain the CWPP in the future and work on future mitigation projects grant funding opportunities and public education.

The following are expected quantitative outcomes from the project:

- develop wildfire data analyzing the following six factors: fuels, slope, aspect, climate, response time, and viewshed;
- compile ordinance provisions that support fire adaption, including reviewing other similar counties' roof code provisions, zoning provisions and WUI ordinances;
- vegetative management analysis and proposals for at-risk neighborhoods.

This project will be accomplished over a twenty-month period (**May 2024 – January 2026**) through the following process:

1. Request for Proposal For Consultant/Consultant Retained/Data Collection and Document Review/Modeling/Engagement Strategy Created - Consultant will collect data to create Wildfire Hazard and Risk Assessment, including identifying WUI areas using the Washington wildland urban interface map, modeling local fire behavior, demographics will be reviewed, climate change data will be examined. An engagement strategy will be created by the consultant. The Consultant will create a GIS base map. Gaps will be identified by consultant after reviewing the 2009 Clallam County CWPP.
2. Steering Committee Creation – Comprised of County and City representatives, Fire District representatives, tribal representatives and others who have expertise in addressing wildland fire risk; state and federal representatives (i.e., DNR, Park Service, USDA Forest Service) will be invited to meetings and provided opportunities for input

into the process. The Steering Committee will exist for the duration of the entire CWPP update.

3. Steering Committee Meetings/Stakeholder Engagement and Outreach/Consultant Recommendations/Proposals for Community Priorities – public survey, various in-person meetings in each of the County’s five operational areas, Steering Committee meetings (monthly), a booth at the County’s Public Safety Fair to solicit public input, Public Hearing in front of the Clallam County Board of Commissioners with the opportunity for public comment.
4. Draft CWPP, including community priorities such as prioritized hazardous fuel reduction treatment recommendations that will protect at-risk communities and essential infrastructure, treatment of structural ignitability measures for homeowners and the community at large, a mitigation/protection plan, updated evacuation plans, smoke impact analysis and adaptation proposals, proposed land use codes for fire adaptation, post-recovery planning for wildfire events. Public comment period of finalized CWPP. Obtain support for Plan by applicable State and Federal representatives (i.e. DNR, National Park Service, USDA Forest Service) Steering Committee will continue to meet as needed.
5. Adoption of the CWPP by WA State Forester/ Adoption of CWPP by Clallam BOCC/local fire departments.

Background

Clallam County is a mostly rural, Northwest Washington community with nearly 100 miles of coastal shoreline nestled against an abundance of mountainous forest lands much within the Olympic National Park and Olympic National Forest. Clallam County has a total area of 2,671 square miles, of which 1,738 is land and 932 square miles is water. Clallam County is subject to frequent occurrences of many natural hazards such as flooding, severe storms, riverine and coastal hazards, landslides, and erosion, and is at increasing risk for drought and Wildland fire.

Eligible Proposers

Proposals will be accepted from individuals, organizations (profit or non-profit), or other collaborative arrangements that:

- a. Are qualified to conduct business in the State of Washington and Clallam County.
- b. If a corporation or limited liability company, it must be in good standing with the Washington Secretary of State.
- c. Possess knowledge sufficient to perform professional services to develop and create a CWPP.

Source of Funds and Budget

Funding for developing the work program and schedule identified in the Scope of Work will be provided through the USDA Community Wildfire Defense Grant Program and up to \$125,000 is available from this grant for professional services related to this project.

E. Preliminary Schedule

Event	Date
Release of Request for Proposals	May 3, 2024
Questions about Proposals Due	May 17, 2024
Written Responses Posted	May 20, 2024
Proposals Due	June 4, 2024 prior to 9:30 AM
Bids Opened	June 4, 2024 at 10 AM BOCC Regular Meeting
Finalist Selections	June 5, 2024
Finalist Interviews	June 6 th or June 7 th , 2024
Finalist Selection	June 10, 2024

Deadline for Submission of Proposals

The original proposal must be provided in a sealed envelope containing a proposal no greater than thirty (30) pages in length via US mail or physical drop off and must be received by 9:30 A.M., on June 4, 2024 at the office of the Board of County Commissioners located at:

223 E. 4th Street, Suite 4,
Port Angeles, WA 98362

Timely submission of proposals is the sole responsibility of the proposer. The County reserves the right to determine the timeliness of all submissions. Late proposals will not be reviewed. All proposals received after the deadline will be returned unopened.

Proposal Requirements, Evaluation Factors, and Selection Process

Any questions regarding the RFP must be submitted to the Clallam County Sheriff's Office via email. Questions will be posted with responses and shared with all parties expressing interest in the proposal. Address email questions to: diane.harvey@clallamcountywa.gov

The following outlines the proposal requirements, evaluation criteria, and the selection process. Submission of a proposal pursuant to this RFP shall constitute acknowledgement and acceptance of the terms and conditions set forth herein. Portions of the RFP and the contents of the proposal submitted by the successful proposer may become contractual obligations if an agreement is awarded. Failure of the successful proposer to accept these obligations may result in cancellation of the award. The County reserves the right to withdraw this RFP at any time without prior notice. All proposals submitted in response to the RFP become the property of the County and will be a public record after the selection process is completed.

Each proposal shall be submitted to the County must contain the following in this order:

1. Cover Letter for the Proposal

A cover letter must be submitted with the proposal. The cover letter should be limited to one page and must include name, address, and the name, telephone number, number, and e-mail address of the person(s) authorized to represent the entity on all matters relating to the RFP and any contract awarded pursuant to this RFP. A person authorized to bind the proposer to all commitments made in the proposal must sign the letter.

2. Proposer Experience

Each proposer shall furnish a narrative supported by relevant data regarding experience with similar projects for the firm, and for the individuals who will be assigned to work on this account. Each proposer shall also furnish a list of up to five references/clients including names, addresses, phone numbers, and principal contacts in which the proposer has provided similar CWPP services.

3. Providing Services to Meet Goals & Objectives

Each proposer shall furnish a narrative of how the Individual/firm will provide services to meet the County's Scope of Work.

4. Projected Costs and Proposed Services

Each proposer shall provide a detailed matrix of estimated costs to provide the expected services, including number of billable hours and hourly rate of all named team members. Such costs should be presented in a budget format that itemizes actual expenses for addressing the tasks described in the Scope of Work.

Proposal Evaluation and Selection Process

All proposals will be judged by demonstrated success, quality of work, experience with communities similar in characteristic, inclusion of local qualified professional in the scope of work, and budget. Any incomplete proposals will be disqualified. Proposers from any previous RFP process are encouraged to partner with one another to demonstrate a more competitive proposal.

Proposer qualifications, experience, and demonstrated ability.	30 points
Demonstration of an engagement strategy that includes measures to ensure equity and community participation	20 points
Cost reasonableness, appropriateness, and necessity as compared to all other proposals to provide the services proposed within the Scope of Work	20 points
Quality and responsiveness of proposal to the Scope of Work detailed in this RFP	30 points

The County will conduct a preliminary evaluation of all proposals by the deadline to determine compliance with proposal requirements and mandatory document submissions. The County reserves the right to request additional information to clarify the content of a proposal. All proposals shall be reviewed to determine that the minimum eligibility requirements have been met. Ineligible proposers will be informed in writing. Proposals shall be evaluated per the above categories, scored, and ranked, and may include consideration of any or all the listed factors at the County's discretion. The County at its sole discretion reserves the right to accept or reject any or all proposals.

Contract Award Process

County Staff will review the applications and based on the evaluation criteria listed above, select one or more proposers to recommend to the Board of County Commissioners. The Board of County Commissioners will approve the recommendation unless it determines staff has not properly applied the above evaluation criteria. In that case, the Board of County Commissioners shall return the recommendation to staff with instructions to re-evaluate the proposals. The proposer(s) selected to perform the services outlined in this RFP will enter into an agreement, approved as to form by the County Attorney, directly with Clallam County. The County reserves the right to verify the information received in the proposal. If the proposer knowingly and willfully submits false information or data, the County reserves the right to reject that proposal. If it is determined that an agreement was awarded as a result of false statements, or other data submitted in response to this RFP, the County reserves the right to terminate the agreement.

Non-Discrimination and Equal Opportunity

Clallam County complies with state and federal laws prohibiting discrimination on the basis of any protected status. In accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, the County commits to nondiscrimination on the basis of disability in all of its programs and activities. In accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §2000d to 2000d-4) and the Regulations, the County will affirmatively ensure that in this RFP process and in any contract entered into pursuant to this RFP, disadvantaged business enterprises will be afforded full and fair opportunity and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award. Women- and minority-owned business enterprises and veteran-owned firms are encouraged to respond to this opportunity.

Contractual Terms and Conditions

The successful Proposer will be expected to execute a contract with Clallam County on a form that is approved by the County Attorney. A sample of the County's "Personal Services Contract" is attached and may be modified at the County's discretion or as negotiated between the County and selected Proposer. The Proposer's standard contract may be used with preapproval by the County's Attorney. If Proposer's proposal is incorporated by reference into the executed contract, the terms and conditions of the contract will have priority over any potentially contradictory language in the proposal. The County anticipates a contract through January 2026 with no automatic renewal. However, options for extensions may be negotiated. The County

reserves the right to negotiate all elements with the apparent successful Proposer to ensure that the best possible consideration is afforded to all concerned. County representatives and the selected finalist will review in detail all aspects of the requirements and the proposal. During the review the Proposer may offer, and the County may accept, revisions to the proposal.



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APR 30 2024

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 4-30-24

Item summary:

- | | |
|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☒ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other - Notice |

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget revisions on April 30, 2024.

Budget revisions – Transfer or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
See attached form(s).

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve the attached Resolution – Budget revisions.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



BUDGET RESOLUTION _____, 2024

ADOPTING A BUDGET REVISION FOR THE DEPARTMENT/FUND LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.100, the following facts create a need for the budget revision shown below:

Juvenile Services – Reallocation of budgeted Washington State Patrol National Criminal History Improvement Program (WSP-NCHIP) grant funds for purchase of two new Live Scan devices to capture fingerprints on youths booked into detention facility or otherwise ordered to be fingerprinted/\$16,340

NonDept – Affordable Housing Sales Tax –

- Reallocation of budgeted funds for a new Peninsula Behavioral Health affordable housing project:
1406 funding to assist with the rehabilitation of a 5-bedroom Permanent Supported Housing Group located at 5th & Fir Street in Sequim/\$250,000
- Reallocation of budgeted funds for a new Peninsula Behavioral Health affordable housing project:
\$1,250,000 of 1406 and 1590 funding to assist with the development of a 36-unit Multi-family Permanent Supported Housing facility strategically situated on 2nd & Oak Street in Port Angeles. This Budget Revision provides \$1,040,000 towards this project. A Debatable Emergency is in process to provide the additional \$210,000 needed to complete the funding (1 of 2)/\$1,040,000

Health & Human Services – Foundational Public Health Services –

- Reallocation of funding to be used in partnership with the County's Emergency Operations Center to purchase equipment that can be used for events of public health emergency responses for climate change related events such as wildfires or other environmental changes that are occurring where physically getting to a location is not possible. Two drones will be purchased with the funding and operations will be performed by skilled individuals within the Sheriff's Department (2 of 2)/\$77,000
- Reallocation of funding to be used for baseline power and communications service preparations that can be used in partnership with the County's Emergency Operations Center and Parks, Facilities and Maintenance departments in the event of a public health emergency. Items to be purchased include individual office use solar generators, a large hybrid mobile generator that can be moved to offsite locations, Star Link for west end communication ability, Verizon wi-fi hotspots, and a mobile generator with lighting capability for a staging area at the county fairgrounds (2 of 2)/\$195,000
- Reallocation of funding to be used to enhance public health emergency communication capabilities through the county's amateur radio programs in partnership with Emergency Operations Center. Additional Health and Human Services departmental purchases will be for satellite telephones and satellite wi-fi modems (2 of 2)/\$115,000

2. The Budget Director has verified the accounting method for the budget revision listed and approved them by numbering and initialing the attached Budget Change Form.

NOW, THEREFORE, THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby adopts the revision within the fund, department, or program budget shown above, and authorizes and directs the Treasurer to make the necessary transfer of funds in order to affect the Board's intent.

PASSED AND ADOPTED this 30th day of April 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, Clerk of the Board

c: Budget Director
Treasurer
Affected Department

DRAFT

APR 04 2024



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 04/02/2024

Budget Hearing/Meeting Date: 04/30/2024

- ☐ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☒ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.851 ✓	Budget Name	Juvenile Services ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.851 ✓	Juvenile Services ✓	52760.41.0020 ✓	Professional Services	16,340 ✓
Total				16,340 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.851 ✓	Juvenile Services ✓	~~52760.64.0041~~ 59427.	Equipment	16,340
Total				16,340 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of budgeted Washington State Patrol National Criminal History Improvement Program (WSP-NCHIP) grant funds from Professional Services to Capital Outlays-Equipment. Purchase of two new Live Scan devices to capture fingerprints on youths booked into detention facility or otherwise ordered to be fingerprinted.

County Official Approval:

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/05/2024 ✓

Budget Hearing/Meeting Date: 4/30/2024 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- X ✓ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	19951.291 ✓	Budget Name	NonDept – Affordable Housing Sales Tax ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19951.291 ✓	NonDept – Affordable Housing Sales Tax ✓	56540.49.0230 ✓	Unanticipated Projects	250,000 ✓
Total				250,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19951.291 ✓	NonDept – Affordable Housing Sales Tax ✓	56545.49.0232 ✓	PBH 5 th & Fir Project	250,000
Total				250,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of budgeted funds for a new Peninsula Behavioral Health affordable housing project:
\$250,000 of 1406 funding to assist with the rehabilitation of a 5-bedroom Permanent Supported Housing Group located at 5th & Fir St. in Sequim.

County Official Approval:
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

33

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/05/2024 ✓

Budget Hearing/Meeting Date: 4/30/2024 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- X ✓ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	19951.291 ✓	Budget Name	NonDept – Affordable Housing Sales Tax ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19951.291 ✓	NonDept – Affordable Housing Sales Tax ✓	56540.49.0230 ✓	Unanticipated Projects	1,040,000 ✓
Total				1,040,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19951.291 ✓	NonDept – Affordable Housing Sales Tax ✓	56540.49.0233 ✓	PBH 2 nd & Oak Project	890,000
19951.291 ✓	NonDept – Affordable Housing Sales Tax ✓	56545.49.0233 ✓	PBH 2 nd & Oak Project	150,000
Total				1,040,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of budgeted funds for a new Peninsula Behavioral Health affordable housing project: \$1,250,000 of 1406 (\$150,000) and 1590 (890,000) funding to assist with the development of a 36-unit Multi-family Permanent Supported Housing facility strategically situated on 2nd & Oak St. in Port Angeles.

This Budget Revision provides \$1,040,000 towards this project. A Debatable Emergency is in process to provide the additional \$210,000 needed to complete the funding.

(1 OF 2)

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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3A

APR 05 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/5/24 ✓

Budget Hearing/Meeting Date: 4/30/2024 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- X ✓ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11341.511 ✓	Budget Name	HHS – ~~Health & Human Services~~ FPHS – Foundational Public Health Services
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511 ✓	HHS – FPHS ✓	56210.49.0230 ✓	Unanticipated Projects	77,000 ✓
Total				77,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511 ✓	HHS – FPHS ✓	56210.41.5075 ✓	Interfund: HHS Operations	77,000
Total				77,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being revised to reallocate FOUNDATIONAL PUBLIC HEALTH SERVICES (FPHS) CLIMATE CHANGE funding from unanticipated projects into the HHS administration line. This funding is being used in partnership with the county's Emergency Operations Center to purchase equipment that can be used for events of public health emergency responses for climate change related events such as wildfires or other environmental changes that are occurring where physically getting to a location is not possible. The funding will be used to purchase two drones with Health & Human Services funding with operations to be performed by skilled individuals within the Sheriff's Department. (2 OF 2)

County Official Approval: _____
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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APR 05 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/5/24

Budget Hearing/Meeting Date: 4/30/2024

- ☐ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☒ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11341.511	Budget Name	HHS – ~~Health & Human Services Operations~~ FPHS – Foundational Public Health Services
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511	HHS – FPHS	56210.49.0230	Unanticipated Projects	195,000
Total				195,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511	HHS – FPHS	56210.41.5075	Interfund: HHS Operations	195,000
Total				195,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being revised to reallocate FOUNDATIONAL PUBLIC HEALTH SERVICES (FPHS) PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE funding from unanticipated projects into the HHS administration line. This funding is being used for baseline power and communications service preparations that can be used in partnership with the county's Emergency Operations Center and Parks, Facilities and Maintenance departments in the event of a public health emergency. Items to be purchased include individual office use solar generators, a large hybrid mobile generator that can be moved to offsite locations, Star Link for west end communication ability, Verizon wi-fi hotspots, and a mobile generator with lighting capability for a staging area at the county fairgrounds. (2 OF 2)

County Official Approval:

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

APR 05 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/5/24 ✓

Budget Hearing/Meeting Date: 4/30/2024 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- X ✓ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11341.511 ✓	Budget Name	HHS – ~~Health & Human Services~~ FPHS – Foundational Public Health Services
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511 ✓	HHS -FPHS ✓	56210.49.0230 ✓	Unanticipated Projects	115,000 ✓
Total				115,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511 ✓	HHS – FPHS ✓	56210.41.5075 ✓	Interfund: HHS Operations	115,000
Total				115,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being revised to reallocate FOUNDATIONAL PUBLIC HEALTH SERVICES (FPHS) COMMUNICATIONS funding from unanticipated projects to HHS operations. This funding is being used to enhance public health emergency communication capabilities through the county's amateur radio programs in partnership with Emergency Operations Center. Additional HHS departmental purchases will be for satellite telephones and satellite wi-fi modems. (2 OF 2)

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)



4b
APR 30 2024

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date:** 4-30-24

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | |
|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☒ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other - Notice |

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on April 30, 2024.

Supplemental appropriations – increased expenditures due to unanticipated federal, state, and local funds.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
See attached form(s).

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve the attached Resolution - supplemental appropriations.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



BUDGET RESOLUTION _____, 2024

ADOPTING A SUPPLEMENTAL BUDGET FOR DEPARTMENTS/FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.100, in open, public meeting, after proper notice, the following facts create a need for the Supplemental Budget Appropriations listed below:

Board Of County Commissioners – Recompete Grant – New Recompete Securing Federal Funding Initiative grant will be used to support the economic research, grant writing, and capacity expansion for underserved areas to participate in application/\$500,000

Health & Human Services Operations –

- Department of Health Consolidated Contract #17 is adding new revenue for post Covid-19 workforce development and improvements and will be used to purchase office furniture, carpet replacement, painting, restocking of personal protective equipment (PPE), and HEPA filtration machines for clinic rooms, health department employee offices, and for loan availability to nursing homes during patient Covid-19 outbreaks/\$200,000
- Department of Health Consolidated Contract #17 is adding new revenue for the Women, Infants & Children (WIC) program to purchase child safety furniture for use in clinic and waiting rooms, personal protective equipment (PPE), office and clinic supplies, printer toners, advertising, subcontracted nutritional services, and ending fund balance for previously budgeted salaries and benefits/\$116,051
- Additional funding to be used for improvements at the Forks Health Department. The estimated costs of improvements include a heat pump, windows, crawl space repairs, and pest control/\$26,000
- Additional funding to be used in partnership with the County's Emergency Operations Center to purchase equipment that can be used for events of public health emergency responses for climate change related events such as wildfires or other environmental changes that are occurring where physically getting to a location is not possible. Two drones will be purchased with the funding and operations will be performed by skilled individuals within the Sheriff's Department (1 of 2)/\$77,000
- Additional funding to be used for baseline power and communications service preparations that can be used in partnership with the County's Emergency Operations Center and Parks, Facilities and Maintenance departments in the event of a public health emergency. Items to be purchased include individual office use solar generators, a large hybrid mobile generator that can be moved to offsite locations, Star Link for west end communication ability, Verizon wi-fi hotspots, and a mobile generator with lighting capability for a staging area at the county fairgrounds (1 of 2)/\$195,000
- Additional funding to be used to enhance public health emergency communication capabilities through the county's amateur radio programs in partnership with Emergency Operations Center. Additional Health and Human Services departmental purchases will be for satellite telephones and satellite wi-fi modems (1 of 2)/\$115,000

Health & Human Services – Environmental Health – Additional funding to be used for purchase of a desk, file cabinets, and bookshelves/\$4,900

Sheriff – Operations – Annual award from Washington State Department of Commerce for programs supporting STOP (Services, Training, Officers, and Prosecutors) Violence Against Women to be used to purchase a specialized camera the detectives unit can use on County cases or by law enforcement partners/\$12,000

2. The Budget Director has verified the accounting method for the supplemental appropriations and approved it by numbering and initialing the attached *Budget Change Forms*.

NOW, THEREFORE, THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby adopts the Supplemental Budget Appropriations for unanticipated state or federal funds shown above and authorizes and directs the Treasurer to make the necessary transfer of funds in order to affect the Board's intent.

PASSED AND ADOPTED this 30th day of April 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, Clerk of the Board

c: Budget Director
Treasurer
Affected Department

DRAFT

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/06/2024 Budget Hearing/Meeting Date: 4/30/2024

- X Supplemental Appropriation – increased expenditures due to unanticipated federal, state, or local funds
- Debatable Emergency – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- Non-debatable Emergency – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- Budget Revision – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- Budget Reduction – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.245	Budget Name	BOCC – Recompete Grant
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.245	BOCC – Recompete Grant	33404.20.6025	DOC - SFFI	500,000
Total				500,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.245	BOCC – Recompete Grant	51420.41.0127	Contract Services	500,000
Total				500,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

New Recompete Securing Federal Funding Initiative grant in the amount of \$500,000. SFFI funding will be used to support the economic research, grant writing, and capacity expansion for underserved areas to participate in application.

County Official Approval: [Signature]
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

[Signature]

MAR 21 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/21/24

Budget Hearing/Meeting Date: 4/30/24

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
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- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11301.511 ✓	Budget Name	Health & Human Services Operations (HHS Operations) ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations	33393.35.4010 ✓	HHS CDC COVID-19 PHWFD-LHJ	200,000
Total				200,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	56210.41.0020 ✓	Professional Services	6,500
11301.511 ✓	HHS Operations ✓	56210.31.0010 ✓	Office Supplies	7,500
11301.511 ✓	HHS Operations ✓	56210.35.0010 ✓	Small Tools and Minor Equipment	28,000
11301.511 ✓	HHS Operations ✓	56210.31.0087 ✓	Public Health Clinic Supplies	25,000
11301.511 ✓	HHS Operations ✓	56210.35.5500 ✓	Information Technology Equipment	5,000
11301.511 ✓	HHS Operations ✓	59462.63.0100 ✓	Other Improvements	128,000
Total				200,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Department of Health Consolidated Contract #17 is adding new revenue for post covid-19 workforce development and improvements. This funding was made available by the state department for local health departments to use for office upgrades and furniture replacements post covid pandemic. Purchases include office furniture, carpet replacement, painting, restocking of PPE (personal protective equipment), and HEPA filtration machines for clinic rooms, health department employee offices, and for loan availability to nursing homes during patient covid-19 outbreaks.

County Official Approval: _____
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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MAR 21 2024



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 3/21/24 ✓ Budget Hearing/Meeting Date: 4/30/24 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
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- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11301.511 ✓	Budget Name	Health & Human Services Operations (HHS Operations)
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	33310.55.0010 ✓	WIC – Women, Infants & Children	116,051
Total				116,051 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	56210.31.0087 ✓	Public Health Clinic Supplies	21,750
11301.511 ✓	HHS Operations ✓	56210.31.0010 ✓	Office Supplies	3,300
11301.511 ✓	HHS Operations ✓	56210.41.4410 ✓	Advertising	4,000
11301.511 ✓	HHS Operations ✓	56210.31.0020 ✓	Operating Supplies	4,000
11301.511 ✓	HHS Operations ✓	56210.31.0033 ✓	Furnishings	9,300
11301.511 ✓	HHS Operations ✓	56210.41.0020 ✓	Professional Services	36,700
11301.511 ✓	HHS Operations ✓	50800.00.0000 ✓	Ending Fund Balance	37,001
Total				116,051 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Department of Health Consolidated Contract #17 is adding new revenue for the WIC program to increase services and purchase clinical supplies. The funding will be used for purchasing child safety furniture for use in clinic and waiting rooms, PPE (personal protective equipment), office and clinic supplies, printer toners, advertising, subcontracted nutritional services, and ending fund balance for previously budgeted salaries and benefits.

County Official Approval: _____
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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MAR 21 2024



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 3/21/24

Budget Hearing/Meeting Date: 4/30/24

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
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- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11301.511 ✓	Budget Name	HHS – Health & Human Services Operations
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	34620.00.0214 ✓	Interfund: FPHS Administration	26,000
Total				26,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	59462.64.0010 ✓	Machinery & Equipment	26,000
Total				26,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional revenue is being received from FOUNDATIONAL PUBLIC HEALTH SERVICES (FPHS) LOCAL HEALTH JURISDICTION FUNDING funding. This funding is being used for improvements at the Forks Health Department. The estimated costs of improvements include a heat pump (18,000), windows (2,100), crawl space repairs (4,800), and pest control (1,100).

County Official Approval:

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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MAR 21 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/21/24 Budget Hearing/Meeting Date: 4/30/24 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
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- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	Budget Name
11301.511 ✓	HHS – Health & Human Services Operations

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	34620.00.0214 ✓	Interfund: FPHS Administration	77,000
Total				77,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	59462.64.0010 ✓	Machinery & Equipment	77,000
Total				77,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional revenue is being received from FOUNDATIONAL PUBLIC HEALTH FUNDING (FPHS) CLIMATE CHANGE funding. This funding is being used in partnership with the county's Emergency Operations Center to purchase equipment that can be used for events of public health emergency responses for climate change related events such as wildfires or other environmental changes that are occurring where physically getting to a location is not possible. The funding will be used to purchase two drones with Health & Human Services funding with operations to be performed by skilled individuals within the Sheriff's Department.

(1 OF 2)

County Official Approval:

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

Revised: J:\Users\Pvt\dcraab\Ky-dc\2024\Budget Supplemental FPHS - Climate Change.docx

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MAR 21 2024



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 3/21/24

Budget Hearing/Meeting Date: 4/30/24

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
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- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11301.511 ✓	Budget Name	HHS – Health & Human Services Operations
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	34620.00.0214 ✓	Interfund: FPHS Administration	195,000
Total				195,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	59462.64.0010 ✓	Machinery & Equipment	195,000
Total				195,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional revenue is being received from FOUNDATIONAL PUBLIC HEALTH SERVICES (FPHS) PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE funding. This funding is being used for baseline power and communications service preparations that can be used in partnership with the county's Emergency Operations Center and Parks, Facilities and Maintenance departments in the event of a public health emergency. Items to be purchased include individual office use solar generators, a large hybrid mobile generator that can be moved to offsite locations, Star Link for west end communication ability, Verizon wi-fi hotspots, and a mobile generator with lighting capability for a staging area at the county fairgrounds. (1 OF 2)

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

Revised: J:\Users\Pvt\dcraab\Ky-dc\2021\Budget Supplemental FPHS - PHEPR.docx

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MAR 21 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/21/24 Budget Hearing/Meeting Date: 4/30/24 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
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Budget Number xxxxx.xxx.	Budget Name
11301.511 ✓	HHS – Health & Human Services Operations

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	34620.00.0214 ✓	Interfund: FPHS Administration	115,000
Total				115,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	59462.64.0010 ✓	Machinery & Equipment	115,000
Total				115,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding is received from FOUNDATIONAL PUBLIC HEALTH SERVICES (FPHS) COMMUNICATIONS category. This funding is being used to enhance public health emergency communication capabilities through the county's amateur radio programs in partnership with Emergency Operations Center. Additional HHS departmental purchases will be for satellite telephones and satellite wi-fi modems. (1 OF 2)

County Official Approval: (Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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APR 01 2024



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 4/6/24

Budget Hearing/Meeting Date: 4/30/2024 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.511 ✓	Budget Name	HHS – ~~Health & Human Services~~ – Environmental Health
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS Env Health ✓	34620.00.0215 ✓	FPHS Administration	4,900
Total				4,900 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS Env Health ✓	56259.31.0033 ✓	Furnishings	4,900
Total				4,900 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional revenue is being received from FOUNDATIONAL PUBLIC HEALTH FUNDING (FPHS) ENVIRONMENTAL HEALTH LEADERSHIP AND POLICY for furniture replacement. This purchase will include a desk, file cabinets, and bookshelves.

County Official Approval: 

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)



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APR 05 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/04/24

Budget Hearing/Meeting Date: 4/30/24 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.811 ✓	Budget Name	Sheriff – Operations
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	33316.58.2020 ✓	STOP Grant	12,000
Total				12,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	52122.43.0023 ✓	Travel/Training <i>Patrol</i>	2,000
00100.811 ✓	Sheriff – Operations ✓	52122.41.0515 ✓	Sequim Police Dept	2,000
00100.811 ✓	Sheriff – Operations ✓	52122.41.0510 ✓	Port Angeles Police Dept	2,000
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	6,000
Total				12,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Our agency receives an annual award from Washington State Department of Commerce for programs supporting a STOP to Violence Against Women. The Sheriff's Office, Port Angeles Police Department, and Sequim Police department all participate in the grant program and receive reimbursement for eligible training and approved equipment. This funding cycle included \$6,000 for a specialized camera our detectives unit can use on County cases or by our law enforcement partners. The funding for the camera was included in the capital plan, so the revenue received will return to the general fund.

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

APR 30 2024

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 4/30/24

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|--|--|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☒ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other - Notice |

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on April 30, 2024.

Debatable emergency – Public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

See attached forms.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Approve the attached Resolution - debatable emergencies.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



BUDGET RESOLUTION _____, 2024

ADOPTING BUDGET EMERGENCIES FOR THE DEPARTMENTS/FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, after a public hearing on April 30, the following constitute public emergencies, which could not reasonably have been foreseen at the time of budget preparation:

Hearing Examiner – Additional funding needed to cover the 2023 Hearing Examiner services invoiced in 2024/\$24,750

NonDept – Affordable Housing Sales Tax - Reallocation of budgeted funds for a new Peninsula Behavioral Health affordable housing project: \$1,250,000 of 1406 and 1590 funding to assist with the development of a 36-unit Multi-family Permanent Supported Housing facility strategically situated on 2nd & Oak Street in Port Angeles. This Budget Revision provides \$1,040,000 towards this project. This Debatable Emergency provides \$210,000 toward the project. A Budget Revision is in the process to provide the additional \$1,040,00 needed to complete the funding (2 of 2)/\$210,000

Sheriff – Jail –

- OAC was contracted to create a conceptual design of how the jail could expand within the footprint of the current Sheriff's Office administration, patrol, and evidence rooms of the courthouse. This design was completed last year but was not invoiced until now/\$25,000
 - Contracted costs for Norpoint Services to provide courthouse security from January 1 through June 30, 2024 have been expended from a Court Security Grant. It is not anticipated at this time the jail staff will be able to cover the security detail until the Norpoint contract expires/\$71,300
2. The Budget Director has reviewed the accounting method for the debatable emergencies and approved it by numbering and initialing the attached *Budget Change Forms*.

NOW, THEREFORE, BE IT RESOLVED by the Clallam County Commissioners, in consideration of the above findings of fact:

1. The amount of money required to meet the public emergency listed above is authorized for expenditure provided that no expenditure is made or liability incurred pursuant to the resolution under RCW 36.40.150 until a period of five days, exclusive of the date this resolution is signed, have elapsed.
2. The Treasurer is authorized and requested to make any necessary transfer of funds in order to affect the Board's intent.

PASSED AND ADOPTED this 30th day of April 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

ATTEST:

Loni Gores, Clerk of the Board

Mark Ozias

c: Budget Director
Treasurer
Affected Department

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/07/2023 ✓

Budget Hearing/Meeting Date: 4/30/2024 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- X ✓ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.361 ✓	Budget Name	Hearing Examiner ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000	Ending Fund Balance	24,750
Total				24,750

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.361 ✓	Hearing Examiner ✓	55863.41.0020	Professional Services	24,750
Total				24,750

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding needed to cover the 2023 Hearings Examiner services invoiced in 2024. Since the 2023 costs for six months were not invoiced, the 2023 budget went underspent by \$38,000. The 2024 Budget will need to be increased by \$24,750 to pay these 2023 costs in 2024.

County Official Approval: 
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)



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CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/05/2024

Budget Hearing/Meeting Date: 4/30/2024

- Supplemental Appropriation – increased expenditures due to unanticipated federal, state, or local funds
- X Debatable Emergency – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- Non-debatable Emergency – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- Budget Revision – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- Budget Reduction – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	19951.291	Budget Name	NonDept – Affordable Housing Sales Tax
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19951.291	NonDept – Affordable Housing Sales Tax	50800.00.0000	Ending Fund Balance	210,000
Total				210,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19951.291	NonDept – Affordable Housing Sales Tax	56540.49.0233	PBH 2 nd & Oak Project	210,000
Total				210,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of budgeted funds for a new Peninsula Behavioral Health affordable housing project: \$1,250,000 of 1406 (\$150,000) and 1590 (890,000) funding to assist with the development of a 36-unit Multi-family Permanent Supported Housing facility strategically situated on 2nd & Oak St. in Port Angeles.

This Debatable Emergency provides \$210,000 towards this project. A Budget Revision is in process to provide the additional \$1,040,000 needed to complete the funding. (2052)

County Official Approval:

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APR 05 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/04/24

Budget Hearing/Meeting Date: 4/30/24 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☒ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.815 ✓	Budget Name	Sheriff – Jail ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	25,000
Total				25,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff – Jail ✓	52360.41.0020 ✓	Professional Services	25,000
Total				25,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

OAC was contracted (815-23-01) to create a conceptual design of how the jail could expand within the footprint of the current Sheriff's Office administration, patrol, and evidence rooms of the courthouse. This design will help inform the County during future space planning discussions. This design was completed last year but was not invoiced until now, so we're requesting additional 2024 budget to cover this unplanned expense.

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

APR 08 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/04/24

Budget Hearing/Meeting Date: 4/30/24 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☒ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
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- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.815 ✓	Budget Name	Sheriff – Jail ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	71,300
Total				71,300 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff – Jail ✓	52360.41.1030 ✓	Personnel Services	71,300
Total				71,300 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Norpoint Protective Services was awarded the contract (815-23-06) to provide security personnel for the courthouse and juvenile court for January 1 through June 30, 2024. The first \$53,000 of this cost was paid by a Court Security Grant which has now been expended. The remaining \$71,300 of contract cost covering the duration of the agreement needs to be funded. While Corrections staff has been creatively trying to schedule resuming of courthouse security duties, it is not anticipated at this time that jail staff will be able to cover the security detail until the Norpoint contract expires.

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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