



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, April 25, 2023 – 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 17

Approval of vouchers 

1b. Approval of minutes for the week of April 17

Approval of minutes 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

2a. Agreement with Wilson Engineering, LLC for Clallam Bay/Seki Sewer Capital Improvement Plan

Agreement 

2b. Agreement with Jamestown S?Klallam Tribe for Olympia Oyster Restoration Program

Agreement 

2c. Agreement amendment with Code Publishing for document hosting services

Agreement amendment 

BIDS AND AWARDS

- 3a. Proposal opening ? Water Treatment Plant For the Bullman Beach Water System Project

Proposal 

ADMINISTRATION

- 4a. Resolution authorizing an expenditure from the Clallam County Heritage Advisory Board Grant Fund

Resolution 

- 4b. Request for waiver of BID/RFP/Quote Requirement form with Pacific Office Equipment, Inc. for Finance Department office furniture

Request 

- 4c. Call for hearing to be held on Tuesday, May 9, 2023 at 10:30 a.m. regarding a proposed Ordinance amending Clallam County Code 5.100 ? Fairground Division Services 215-A

Call for hearing 

- 4d. Resolution adopting a Clallam County Climate Action Plan

Resolution 

- 4e. Resolution authorizing Commissioner Mark Ozias to sign closing documents for the property located at South Tyler Road, Port Angeles, WA from Mark and EA Matthews for the Emergency Operations Center

Resolution 

PUBLIC WORKS

- 5a. Call for bids to be received no later than Tuesday, May 9, 2023 at 10 a.m. regarding 2023 Hot Mix Asphalt Requirement

Call for bids 

- 5b. Request for waiver of Bid/RFP/Quote Requirement form with PacWest Machinery, LLC for 2019 Volvo DD105 OSC Tandem Drum Vibratory Roller

Request 

BUDGET

- 6a. Resolution adopting the following Supplemental Appropriations:
HHS - Developmental Disabilities - Additional funding from DSHS/DDD for increasing services provided to individuals with developmental disabilities and increase in administration funds/\$546,167
HHS Operations - Funding received for providing COVID 19 services and providing lodging and housing assistance/\$71,387

Supplemental appropriations 

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

- H1. Consideration of resolution adopting the following Debatable Emergencies:
Sheriff ? Animal Control ? Additional funding to meet increased contract costs for the Humane Society for 2023/\$21,000
PW ? Roads ? Employee retirement vacation and sick pay out/\$37,530
PW ? Carlsborg Sewer - Adjustment of 2022 City of Sequim True-Up due to incorrect rates and underbilling/\$79,936

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 24 - 28:

Monday, April 24:

9:00 a.m. Work Session

11:00 a.m. Joint Meeting with Port of Port Angeles (hosted by Port)

12:00 p.m. WSAC Virtual Update

Tuesday, April 25:

10:00 a.m. Board Meeting

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

3:00 p.m. William Shore Memorial Pool District Meeting

Wednesday, April 26:

8:00 a.m. Coffee with Colleen

Friday, April 28:

12:00 p.m. WSAC Legislative Recap Virtual 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 25 2023

Date of report: April 19, 2023

General	\$253,132.82
Other	\$358,231.06
Total	\$611,363.88

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 _____ 2023.

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

MARK OZIAS, Chair

MIKE FRENCH

RANDY JOHNSON

RICH SILL (County Administrator)

Weekly Expenditures

April 17 - 21, 2023

Fund #	Department	Expenditures		Use Tax	
		General Fund	Other	General Fund	Other
00100.211	Assessor	1,717.88			
00100.221	Auditor	23,399.47			
12401.221	Auditor - Document Preservation		30.47		
00100.241/291	Commissioners (BOCC)	42,628.23		67.58	
19910.291	BOCC - Conservation Futures		279.66		
19914.291	BOCC - Veterans Relief		2,877.02		
19961.291	BOCC - American Rescue Plan Act		14,411.20		
00100.331-334	Dept. of Community Develop't (DCD)	1,199.44			
30301.331	DCD - Lower Dungeness Floodplain		17.60		
00100.871	District Court I	1,222.17			
00100.881	District Court II	8,408.58			
11301.511	Health & Human Services (HHS)		13,231.12		
00100.511	HHS - Environmental Health	5,499.29		19.07	
00100.513	HHS - Admin	328.02			
11322.511	HHS - Homeless Task Force		43,375.70		
11323.511	HHS - Chem Dep/Mental Hlth		47,654.39		
11324.511	HHS - Affordable Housing		6,302.08		
11331.511	HHS - Developmental Disabilities		14,160.06		
00100.411	Information Technology (IT)	21,369.81		3.40	
30701.411	IT - Capital Projects		53,096.98		
00100.851	Juvenile Services	12,587.95		15.84	
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		129.99		
00100.911/912	Parks Fair Facilities (PFF)	45,891.69			
30101.911	PFF - REET 1 (Real Estate Excise Tax)		2,106.50		
30501.911	PFF - Capital Projects		16,570.58		
00100.841-843	Prosecuting Attorney	11,102.63			
11701.841	Pros Atty - Local Crime Victim		600.04		
	Public Works (PW)				
10101.611	PW - Roads		12,347.13		
10135.611	PW - Flood Control		5,382.26		
40201.611	PW - Solid Waste		2.40		
41401.611	PW - Clallam/Seki Sewer		12,558.89		
42401.611	PW - Carlsborg Sewer		92,335.56		
43401.611	PW - Bullman Beach Water System		1,894.58		
50301.611	PW - ER&R (Equip't Rental & Revolving)		16,829.57		
00100.811-815,817	Sheriff	51,097.88		23.76	
00100.816	Sheriff - Jail Medical	8,552.05			
11003.811	Sheriff - Boating Safety		525.00		
11008.811	Sheriff - OPNET Drug		968.02		
11061.811	Sheriff - 911 Enhanced		138.54		
11080.811	Sheriff - Inmate Commissary		405.72		
00100.861	Superior Court	12,000.39			
00100.861	Superior Court Jury	1,336.85			
00100.891	Superior Court Clerk	2,596.84		155.21	
00100.231	Treasurer	1,806.49			
00100.931	WSU Extension	102.30			
Total		252,847.96	358,231.06	284.86	-

Report Reconciliation		Totals			
Total	611,079.02	General Fund	253,132.82		
Final Check Lists	611,079.02	Other	358,231.06		
Difference	-	Total	611,363.88	Use Tax	284.86

COPY

Prepared by:

Sara DeBiddle, Clallam County Auditor's Office

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0001179	PACIFIC OFFICE EQUIPMENT	1119326	4/12/2023	CONTRACT OVERAGE CANO	150.33	
			1119327	4/12/2023	CONTRACT OVERAGE CANO	144.94	295.27
4/25/2023	0001641	VERIZON WIRELESS	9930870215	4/12/2023	DATA FIOR MOBILE APPRAIS/	1,095.16	1,095.16
4/25/2023	0020849	U S BANK	US BANK 4-12-2	4/12/2023		299.31	299.31
4/25/2023	0033199	LEMAY MOBILE SHREDDING	4788370S185	4/12/2023	DOCUMENT DESTRUCTION	28.14	28.14
Sub total for U S BANK:							1,717.88

0.*
611,079.02*+
102.30+
2,877.02+
1,806.49+
2,596.84+
1,336.85+
12,000.39+
8,552.05+
53,135.16+
97,720.22+
14,453.47+
12,347.13+
16,829.57+
11,702.67+
64,568.77+
129.99+
12,587.95+
74,466.79+
151.89+
130,550.66+
8,408.58+
1,222.17+
1,217.04+
57,167.20+
23,429.94+
1,717.88+
0.*

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Final Check List
CLALLAM COUNTY

Auditor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0001179	PACIFIC OFFICE EQUIPMENT	1119331	3/31/2023	CONTRACT COPIER 11730-01	35.09	
			1119330	3/31/2023	CONTRACT COPIER 1689-01	26.14	
			1119328	3/31/2023	CONTRACT COPIER 10931-10	25.09	
			1119329	3/31/2023	CONTRACT COPIER 11455-04	13.24	99.56
4/25/2023	0001641	VERIZON WIRELESS	9930958281	3/24/2023	CANCELLING ANGI KLAHN'S	347.46	347.46
4/25/2023	0003410	LEMAY MOBILE SHREDDING	4788006S185	4/1/2023	DOCUMENT SHREDDING	30.47	30.47
4/25/2023	0020849	U S BANK	114-5484535-70	3/16/2023	WASTE BASKETS	78.14	
			114-1088876-32	3/16/2023	CALCULATOR INK ROLLER	13.05	91.19
4/25/2023	0036103	WSACA	71129968	4/9/2023	SHOONA RIGGS REGISTRATI	450.00	
			71125330	4/9/2023	SHOONA RIGGS REGISTRATI	375.00	825.00
4/25/2023	0040004	CLEAR BALLOT GROUP INC	CBG32282	3/31/2023	HARDWARE/SOFTWARE LIC	22,036.26	22,036.26
Sub total for U S BANK:							23,429.94

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0001179	PACIFIC OFFICE EQUIPMENT	119334	4/12/2023	MAINTENANCE & USAGE - 91	38.44	38.44
4/25/2023	0001607	KAREN L UNGER, P.S.	May-23	4/12/2023	SUPERIOR COURT CONFLIC	4,000.00	4,000.00
4/25/2023	0002298	JOHN D BLACK, PLLC	May-23	4/12/2023	SUPERIOR COURT CONFLIC	700.00	700.00
4/25/2023	0003149	NORTH OLYMPIC LIBRARY SY211		4/13/2023	POET LAUREATE SERVICES I	6,000.00	6,000.00
4/25/2023	0015513	OLYMPIC PENINSULA COMM	LARPA OPCC 3/2	4/12/2023	ARPA - HHS MEDICAL RESPIT	14,411.20	14,411.20
4/25/2023	0017667	SONICLEAR	73392	4/12/2023	SONICLEAR SUPPORT 11/07/	768.00	768.00
4/25/2023	0020849	U S BANK	ML 3/14/2023	4/12/2023	MARK LANE AIRFARE TO 202	619.22	
			US Flags 4/10/20	4/12/2023	POW/MIA FLAGS PORT CRES	213.07	
			ML WCAA Conf	4/12/2023	MARK LANE WCAA ANNUAL C	125.00	
			ML WCAA 2023	4/12/2023	WCAA MEMBERSHIP 2023	50.00	1,007.29
4/25/2023	0021617	WOLFLEY LAW OFFICE P.S.	May-23	4/12/2023	SUPERIOR COURT CONFLIC	4,000.00	
			May-23 JW	4/12/2023	SUPERIOR COURT CONFLIC	1,050.00	5,050.00
4/25/2023	0023383	PAYNE LAW, PS	May-23	4/12/2023	SUPERIOR COURT CONFLIC	4,000.00	4,000.00
4/25/2023	0028699	SOUND PUBLISHING INC	8096906	4/12/2023	CONSERVATION FUTURES, E	421.86	421.86
4/25/2023	0037691	OPENGOV INC	INV00010380	4/13/2023	SERVICES PER CONTRACT 2	16,194.89	16,194.89
4/25/2023	0039378	NORTH OLYMPIC PENINSULA	594	4/12/2023	BROADBAND COORDINATION	845.00	845.00
4/25/2023	0042590	KLAHN, ANGI	AK 4/12/2023	4/13/2023	ANGIE KLAHN FEDERAL GRA	499.00	499.00
4/25/2023	0045432	CBG COMMUNICATIONS, INC	162-02WF2023	4/12/2023	FEBRUARY 2023 SERVICES F	1,646.25	1,646.25
4/25/2023	0046342	NW LAW, PLLC	May-23	4/12/2023	DISTRICT COURT I CONFLIC	1,000.00	1,000.00
4/25/2023	0046683	ODP BUSINESS SOLUTIONS	L301168006001	4/12/2023	PAPER, POST IT TABS	98.59	
			303185598001	4/12/2023	CREDIT INVOICE - FLAGS NC	-12.32	86.27
4/25/2023	0047087	TURNER, REBECCA	RT 4/12/2023	4/13/2023	REBECCA TURNER FEDERAL	499.00	499.00
Sub total for U S BANK:							57,167.20

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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
4/25/2023	0000196	BILLS PLUMBING & SANIKAN	IS3659061	4/10/2023	G145 TASK 2 4-28-23 TO 5-28-	160.00	160.00
4/25/2023	0000360	CLALLAM COUNTY ER&R	2023.101E	4/5/2023	FBD17.60 NOPL165 CE34.10	294.80	294.80
4/25/2023	0003410	LEMAY MOBILE SHREDDING	4788677S185	4/1/2023	ADMIN PRO SERVICES MARC	15.07	15.07
4/25/2023	0028346	DEPT OF ENTERPRISE SERVI	731122555	4/4/2023	PLANNING HABEL OP SUPPL	37.35	37.35
4/25/2023	0028740	REBEKAH BROOKS CONTRA	(23-003	4/7/2023	G145 MRC PRO SERVICES 3-	300.00	
			332-32-002-003	4/7/2023	G133 PRO SERV MARCH 202	225.00	525.00
4/25/2023	0046683	ODP BUSINESS SOLUTIONS	L304476424001	3/28/2023	ADMIN CE LRP OFFICE SUPP	153.38	
			304471571001	3/28/2023	ADMIN OP SUPPLIES	31.44	184.82
Sub total for U S BANK:							1,217.04

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04/18/2023 7:36:44AM

Invoice Status Report
CLALLAM COUNTY

District Court I

Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
TC-16310033123	CORDANT - RANDOM UAS, PROBATION	1841950	3/31/2023	4/25/2023	4/1/2023	ap	sromero1	Active	541.07	in
	Vendor #: 0001509 CORDANT HEALTH SOLUTIONS			Net 1						
4788013S185	LEMAY SHREDDING	1841949	4/1/2023	4/25/2023	5/1/2023	ap	sromero1	Active	70.35	in
	Vendor #: 0003410 LEMAY MOBILE SHREDDING			Net 30 Days						
24851	CORDANT - UA HATS, MENTAL HEALTH	1841952	4/7/2023	4/25/2023	4/8/2023	ap	sromero1	Active	165.00	in
	Vendor #: 0001509 CORDANT HEALTH SOLUTIONS			Net 1						
USbank2023April	MENTAL HEALTH - WSH, POOL PASS	1841951	4/11/2023	4/25/2023	5/11/2023	ap	sromero1	Active	445.75	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
4 Invoices Totaling									1,222.17	

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0000593	FORKS, CITY OF	2567	4/25/2023	BUILDING RENTAL	8,225.36	8,225.36
4/25/2023	0001179	PACIFIC OFFICE EQUIPMENT	1119325	4/25/2023	CANON IRA4845 MAINTENAN	27.57	
			1119324	4/25/2023	CANON IR1025 MAINTENANC	27.15	54.72
4/25/2023	0001641	VERIZON WIRELESS	9930958280	4/25/2023	PROBATION OFFICER CELL -	54.43	54.43
4/25/2023	0003410	LEMAY MOBILE SHREDDING	4788001s185	4/25/2023	MARCH SHRED BIN TIP	14.07	14.07
4/25/2023	0019100	PLUMLEY, WILLIAM L	671467	4/25/2023	SPANISH INTERPRETER VER	60.00	60.00
Sub total for U S BANK:							8,408.58

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0029528	ADVANCED ANALYTICAL SOLI	32290	1/5/2023	WATER LAB - LAB SUPPLIES	133.44	
			33517	3/16/2023	WATER LAB - LAB SUPPLIES	83.34	216.78
4/25/2023	0048499	DIAMOND POINT BEACH CLUI	DPBC Refund	3/30/2023	ONSITE - O&M REASSESSME	13.00	13.00
4/25/2023	0037201	HS GOVTECH USA INC	2023-50 P	4/9/2021	FOOD - REMAINING 25% HEA	2,925.00	2,925.00
4/25/2023	0000918	LINCOLN STREET STATION	LSSSC 3-13-23	3/31/2023	WATER QUALITY - FEDEX OV	75.28	75.28
4/25/2023	0046683	ODP BUSINESS SOLUTIONS	L305489184001	3/27/2023	ADMIN - OFFICE SUPPLIES	102.25	
			301567238001	3/21/2023	ONSITE - OFFICE SUPPLIES	69.21	171.46
4/25/2023	0001179	PACIFIC OFFICE EQUIPMENT	1119378	3/31/2023	ADMIN - COPIER 10272	168.23	
			1119379	3/31/2023	ADMIN - COPIER 10297	30.59	
			1119377	3/31/2023	WATER LAB - PRINTER 9310	10.03	208.85
4/25/2023	0001252	PORT ANGELES, CITY OF	79611	3/24/2023	ADMIN - VERN BURTON REN'	70.00	70.00
4/25/2023	0033217	RADIO PACIFIC, INC	13299-2	3/31/2023	ONSITE - KONP RADIO SPOT	425.00	425.00
4/25/2023	0020849	U S BANK	4878 4-6-23 1	4/6/2023	ONSITE - FACEBOOK - ADVEI	99.70	
			4878 4-6-23 2	4/6/2023	WATER QUALITY - OFFICE SI	15.90	115.60
4/25/2023	0001617	UNIVERSITY OF WASHINGTO	OTS2726	3/29/2023	WATER QUALITY - WATER TE	602.85	602.85
4/25/2023	0001641	VERIZON WIRELESS	9928835386-2	2/28/2023	WQ - K KOWAL CELL PHONE	235.77	235.77
4/25/2023	0001704	WA ST DEPT OF HEALTH	DOH-PIC-2021	3/14/2023	ONSITE - REFUND OF OVERF	439.70	439.70
4/25/2023	0046683	ODP BUSINESS SOLUTIONS	L305505506001	3/27/2023	HADM - PAPER, PENCILS, CO	275.23	
			305527428001	3/25/2023	HADM - BOX KNIVES	20.00	295.23
4/25/2023	0001179	PACIFIC OFFICE EQUIPMENT	1119383	3/31/2023	HADM - 3RD ST. 2ND FLOOR	31.68	
			1119382	3/31/2023	HADM - HHS DIRECTOR	1.11	32.79
4/25/2023	0000546	EXPRESS SERVICES, INC	28803357	3/29/2023	HOPS - EXTRA HELP EMPLOY	1,893.17	1,893.17
4/25/2023	0000593	FORKS, CITY OF	CF 4-1-23	4/1/2023	HOPS - OFFICE UTILITIES	74.85	74.85
4/25/2023	0000890	LANGUAGE LINE SERVICES, I	10982474	3/31/2023	HOPS - COMMUNICABLE DISI	26.36	26.36
4/25/2023	0003410	LEMAY MOBILE SHREDDING	4788054S185	4/1/2023	HOPS - SHRED CART 2/27/23	15.07	15.07
4/25/2023	0025990	NONDEPARTMENTAL, CLALLA	23MB003	4/7/2023	HOPS - Q1 2023 POSTAGE	168.66	168.66
4/25/2023	0046683	ODP BUSINESS SOLUTIONS	L305505506001-2	3/27/2023	HOPS - BATTERIES	27.88	27.88
4/25/2023	0015513	OLYMPIC PENINSULA COMM	L0PCC 3/23	4/4/2023	HOPS - HOTEL LEASING AND	4,315.25	
			OPCC 3/23-2	4/4/2023	HOPS - SUDP MARCH 2023	2,358.60	6,673.85
4/25/2023	0001179	PACIFIC OFFICE EQUIPMENT	1119384	3/31/2023	HOPS - PH COLOR COPIER	127.24	
			1119343	3/31/2023	HOPS - PH COPIER	29.99	
			1119386	3/31/2023	HOPS - FORKS PRINTER	20.64	
			1119385	3/31/2023	HOPS - FORKS COLOR COPII	7.00	184.87
4/25/2023	0001433	SERENITY HOUSE OF CLALLA	SH 323	3/29/2023	HOPS - HOTEL LEASING AND	1,001.84	1,001.84

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0001508	STERICYCLE, INC	3006409171	3/27/2023	HOPS - SYRINGE DISPOSAL	96.73	96.73
4/25/2023	0001499	TAYLOR COMMUNICATIONS	1150951474	3/30/2023	HOPS - BIRTH CERTIFICATE I	175.95	175.95
4/25/2023	0020849	U S BANK	7298 4-6-23	4/6/2023	HOPS - FLAGSTONE MOTEL	1,680.00	1,680.00
4/25/2023	0001641	VERIZON WIRELESS	9928835386	2/28/2023	HOPS - J OPPELT CEL PHONI	1,107.55	1,107.55
4/25/2023	0033201	WESTSIDE PIZZA	WP 3-31-23	4/23/2023	HOPS - SUPPLIES FOR HARM	104.34	104.34
4/25/2023	0000224	BOYS & GIRLS CLUB OF OLYM	11322-21-BGCO	4/10/2023	HTF - LIFE SKILLS TRAINING	4,131.16	4,131.16
4/25/2023	0000723	HEALTHY FAMILIES OF CLALL	11322-21-HFCC	4/6/2023	HTF - SAFELY HOME PROJEC	3,677.87	3,677.87
4/25/2023	0025990	NONDEPARTMENTAL, CLALL	23MB003-4	4/10/2023	HTF - Q1 2023 POSTAGE	13.92	13.92
4/25/2023	0032029	NORTH OLYMPIC REGIONAL,	11322-21-NORV	4/10/2023	HTF - SARGE'S PLACE - MAR	3,864.00	
			11322-21-NORV	4/10/2023	HTF - SARGE'S PLACE - FEBF	3,360.00	7,224.00
4/25/2023	0001433	SERENITY HOUSE OF CLALL	11322-21-SHSC	4/5/2023	HTF - SHELTER FUNDING FO	26,499.75	
			11322-21-SHCM	4/5/2023	HTF - FAMILY SHELTER CASE	1,829.00	28,328.75
4/25/2023	0025324	CEDAR GROVE COUNSELING	11323-22-23-CG	4/6/2023	CD/MH - RECOVERY SUPPOF	4,078.43	4,078.43
4/25/2023	0001509	CORDANT HEALTH SOLUTION	TC-9901210331	3/31/2023	CD/MH - LIFT COURT - MARC	37.43	37.43
4/25/2023	0025990	NONDEPARTMENTAL, CLALL	23MB003-3	4/10/2023	CD/MH - Q1 2023 POSTAGE	16.77	16.77
4/25/2023	0001139	OLYMPIC PERSONAL GROWTH	11323-22-23-OP	4/10/2023	CD/MH - FILLING THE GAP - M	5,525.00	
			11323-22-23-OP	4/10/2023	CD/MH - FILLING THE GAP - F	3,855.00	9,380.00
4/25/2023	0001209	PENINSULA BEHAVIORAL HEA	113232223PBHL	4/6/2023	CD/MH - ACCES TO BH SERV	12,376.38	
			113232223PBHF	4/6/2023	CD/MH - PATH OUTREACH SE	1,083.76	13,460.14
4/25/2023	0030719	REFLECTIONS COUNSELING,	113232223RCSC	4/10/2023	CD/MH - CRISIS INTERVENTI	19,241.62	19,241.62
4/25/2023	0001433	SERENITY HOUSE OF CLALL	113232223SHH	4/5/2023	CD/MH - ADMINISTRATION OI	1,440.00	1,440.00
4/25/2023	0000723	HEALTHY FAMILIES OF CLALL	11324-21-HFCC	4/6/2023	AH - EMERGENCY HOUSING	2,967.25	
			11324-22-HFCC	4/6/2023	AH - EMERGENCY HOUSING	600.00	3,567.25
4/25/2023	0032029	NORTH OLYMPIC REGIONAL,	11324-21-NORV	4/10/2023	AH - SARGE'S PLACE AND CA	966.74	
			1134-21-NORVH	4/10/2023	AH - SARGE'S PLACE AND CA	892.66	
			11324-21-NORV	4/10/2023	AH - SARGE'S PLACE AND CA	875.43	2,734.83
4/25/2023	0001462	CLALLAM MOSAIC	11331-22-CMP2I	4/10/2023	DD - CLALLAM PARENT TO P	500.00	500.00
4/25/2023	0001017	MORNINGSIDE INC	MS PASD 3-23	4/6/2023	DDD - PASD - MARCH 2023	1,815.00	1,815.00
4/25/2023	0025990	NONDEPARTMENTAL, CLALL	23MB003-2	4/7/2023	DD - Q1 2023 POSTAGE	20.31	20.31
4/25/2023	0046683	ODP BUSINESS SOLUTIONS	L305498172001	3/23/2023	DD - COPY PAPER	102.25	102.25
4/25/2023	0001685	W.I.S.E	9967	3/31/2023	DDD - PROFESSIONAL SERVI	11,722.50	11,722.50
Sub total for U S BANK:							130,550.66

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Final Check List
CLALLAM COUNTY

HR Payroll

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	4/25/2023	0001717	STATE OF WASHINGTON DRS1556372	4/12/2023	2022 OASI ADMINISTRATIVE I	151.89	151.89
Sub total for U S BANK:							151.89

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0000084	ANGELES COMMUNICATIONS	34520	4/11/2023	IT20230323	163.20	163.20
4/25/2023	0000268	WAVE BUSINESS	103951201-0010	4/11/2023	COMBINED FIBER	3,663.41	3,663.41
4/25/2023	0000462	DELL MARKETING L.P.	10660158354	4/25/2023	PERS20230106 - LAPTOP (B.V	1,032.94	1,032.94
4/25/2023	0000674	GOVCONNECTION, INC.	73945212	4/25/2023	IT20230322F - (90) 10ZIG	45,492.65	
			73945211	4/25/2023	IT20230322G - (10) 10ZIG	5,054.74	
			73926138	4/25/2023	IT20230322 (2) PERIPHERALS	581.99	
			73950297	4/25/2023	IT20230330A - CABLES	518.65	
			73945303	4/25/2023	IT20230329 - CABLES	391.89	
			73921507	4/25/2023	IT20230322 - PERIPHERALS	302.90	
			73907419	4/25/2023	IT20230317 - KENSINGTON D	244.27	52,587.09
4/25/2023	0001179	PACIFIC OFFICE EQUIPMENT	1118930	4/25/2023	IT20230307 - COPIER CASSE	1,165.36	
			1119335	4/25/2023	TAG 9312 BOCC COPY COUN	852.24	
			1119337	4/25/2023	TAG 12306 - IT COPY COUNT	40.79	
			30715	4/25/2023	CREDIT MEMO	-20.67	2,037.72
4/25/2023	0001828	NIKOLA ENGINEERING INC	48759	4/25/2023	IT20230327B - ANNUAL FORK	1,980.00	1,980.00
4/25/2023	0003410	LEMAY MOBILE SHREDDING	4788012S185	4/25/2023	SHREDDING SVCS	46.00	46.00
4/25/2023	0004211	CENTURYLINK	206T313735-041	4/25/2023	COURTHOUSE T-1	490.14	
			206T222202-032	4/25/2023	COURTHOUSE T-1 #2	490.14	
			3604172850-041	4/25/2023	DID ROLLOVER PRI ACCT	425.98	
			3604574863-032	4/25/2023	JUVIE FAX LINES	308.66	
			3604574397-032	4/25/2023	JUVIE COURTROOM FAX	70.12	
			3604570323-032	4/25/2023	PA SHOP PHONE SWITCH	63.70	
			3604576843-032	4/25/2023	JUVIE PHONE SWITCH	63.70	
			206T414008-041	4/25/2023	SHERIFF COURTHOUSE LINE	56.84	
			206T413216-041	4/25/2023	JUVIE COURTROOM	41.17	
			206T415684-041	4/25/2023	ALARMS	4.38	2,014.83

Bank : apbank U S BANK			(Continued)					
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	4/25/2023	0020849	U S BANK					
			1135293440384	4/11/2023	IT20230322C - (2) DESKTOP C	2,521.98		
			113-9113116-76	4/25/2023	IT20230322E - COMPUTER RE	1,114.11		
			113-3968293-81	4/25/2023	IT20230322D - COMPUTER RE	1,114.11		
			1133201890562	4/11/2023	IT20230313 - COMPUTER (J.B	1,114.11		
			1136678882937	4/11/2023	IT20230322B - LAPTOP - LOAI	707.08		
			26997	4/25/2023	IT20230320C - CONF. TABLE	278.52		
			113-8449106-46	4/25/2023	IT20230320B - CHAIRS	231.51		
			113-4346326-32	4/25/2023	IT20230316 - BOOK SHELF AM	229.42		
			B1-406231933	4/25/2023	SHER20230410 - INTERNET C	164.97		
			1368814	4/25/2023	IT20230322J - CABLES	161.19		
			113-3349509-16	4/25/2023	IT20230306A - POWER STRIP	153.68		
			113-7356624-99	4/25/2023	IT20230306	126.20		
			113-4255982-12	4/25/2023	IT20230322A - OFC SUPPLIES	106.10		
			8B265219-0040	4/25/2023	IT20230410 - COGNITO (1 MO	99.00		
			113-6769853-41	4/25/2023	IT20230322H - OFC SUPPLIES	81.92		
			113-8074921-31	4/25/2023	IT20230316A - OFC SUPPLIES	79.43		
			113-6414865-65	4/25/2023	IT20230306B - OFC SUPPLIES	76.78		
			1128229845613	4/11/2023	IT20230330 - OFC SUPPLIES	76.14		
			113-7928263-62	4/25/2023	IT20230302 - COMPUTER FAN	71.70		
			114-5168610-22	4/25/2023	IT20230329A - OFC SUPPLIES	62.00		
			1130832237971	4/11/2023	IT20230324A - OFC SUPPLIES	46.77		
			113-1725726-66	4/25/2023	IT20230324A - OFC SUPPLIES	46.38		
			113-7195723-78	4/25/2023	IT20230320B - OFC SUPPLIES	27.84		
			459941	4/11/2023	IT20230327A - COMPUTER PA	20.93		
			728652	4/11/2023	IT20230327 - COMPUTER PAF	17.77		
			1135230695809	4/11/2023	IT20230324A - OFC SUPPLIES	13.68		
			6A262119A1011	4/25/2023	REFUND / CREDIT	-20.00		
			113-6769853-41	4/25/2023	IT20230322H - REFUND / RET	-68.53		
			113-4346326-32	4/25/2023	IT20230316 REFUND / RETUR	-101.68	8,553.11	
	4/25/2023	0023718	AT&T					
			3604574863LD	4/11/2023	JUVIE FAX LINES (3) LONG DI	71.88		
			0306024016001	4/25/2023	WEST END TOLL FREE LINE	27.95	99.83	
	4/25/2023	0030587	B&H PHOTO VIDEO					
			211815409	4/25/2023	PROS20230324 - PRINTER	269.53	269.53	
	4/25/2023	0045293	LUMEN					
			636064637	4/25/2023	LEVEL 3 COMM TRUNK 1	2,019.13	2,019.13	

Sub total for U S BANK: 74,466.79

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0000270	CAPTAIN TS	43902	4/7/2023	UNIFORMS & CLOTHING	69.63	
			43906	4/7/2023	UNIFORMS & CLOTHING	69.63	139.26
4/25/2023	0000628	GALLS LLC	023992331	3/28/2023	SMALL TOOL & MINOR EQUIF	29.68	29.68
4/25/2023	0000815	JIM'S PHARMACY	25795	4/6/2023	MED SUPPLIES	12.10	12.10
4/25/2023	0001179	PACIFIC OFFICE EQUIPMENT	1119584	3/31/2023	EQUIP-REPAIR/MAINT	335.35	
			1119583	3/31/2023	EQUIP-REPAIR/MAINT	176.13	
			1119587	3/31/2023	EQUIP-REPAIR/MAINT	46.37	
			1119586	3/31/2023	EQUIP-REPAIR/MAINT	11.83	
			1119585	3/31/2023	EQUIP-REPAIR/MAINT	9.12	578.80
4/25/2023	0001252	PORT ANGELES, CITY OF	72927-155134.0	3/31/2023	UTILITIES-CITY OF PA	5,354.10	5,354.10
4/25/2023	0001540	SWAIN'S GENERAL STORE IN	311058	4/5/2023	SMALL TOOL & MINOR EQUIF	130.53	130.53
4/25/2023	0004392	LAWRENCE, MARY	03312023ML	3/31/2023	CAP VOL-MILEAGE	11.14	11.14
4/25/2023	0004977	JUDICIAL CONFERENCE REG	23SPRINGJCAJ	4/12/2023	REGISTRATION	15.00	
			23SPRINGJCAJ	4/12/2023	REGISTRATION	15.00	30.00
4/25/2023	0017787	DAIRY FRESH FARMS INC	8062309618	4/6/2023	DET FOOD	99.04	99.04

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0020849	U S BANK	045135	3/27/2023	DET FOOD & SUPPLIES-COS	268.02	
			800231	2/27/2023	SUBSCRIPTION-COMOTION	240.00	
			VP D65JBBTZ	3/20/2203	OFFICE SUPPLIES-VISTA PRI	238.91	
			00010011	3/27/2023	AWARDS AND RECOGNITION	203.95	
			39453	3/15/2023	ADVERTISING-PENPRINT	190.40	
			3730	4/1/2023	SOFTWARE LICENSE-CASA M	180.00	
			T-000002599	3/20/2203	OP SUPPLIES-TAB	175.67	
			SN-154200	3/7/2023	OP SUPPLIES-SCHOOL NURS	172.44	
			023835158	3/13/2023	UNIFORMS & CLOTHING	163.15	
			086317	3/13/2023	DET FOOD-COSTCO	151.93	
			2794111	3/22/2023	AWARDS AND RECOGNITION	103.85	
			045189	3/30/2023	AWARDS AND RECOGNITION	100.00	
			031747	3/16/2023	AWARDS AND RECOGNITION	95.00	
			114-9772356-521	3/28/2023	OP SUPPLIES-AMAZON	89.72	
			VP T9GCZRGD	4/4/2023	OFFICE SUPPLIES-VISTA PRI	77.22	
			00019152	3/20/2203	DET FOOD-SAFEWAY	70.76	
			2797914	4/3/2023	AWARDS AND RECOGNITION	68.41	
			00050277	3/26/2023	AWARDS AND RECOGNITION	60.00	
			090391	3/9/2023	FOOD-COSTCO	55.56	
			079768	3/9/2023	FOOD & OP SUP-COSTCO	54.40	
			111-4132110-313	3/17/2023	AWARDS AND RECOGNITION	51.13	
			030336	4/3/2023	AWARDS AND RECOGNITION	49.82	
			080479	3/13/2023	DET FOOD & SUPPLIES-WALI	48.35	
			026031	3/30/2023	AWARDS AND RECOGNITION	32.45	
			043195	3/8/2023	OP SUPPLIES-WALMART	29.60	
			111-9844341-39	3/17/2023	FURNISHINGS-AMAZON	26.98	
			051448	3/27/2023	DET FOOD-WALMART	25.90	
			005122	3/23/2023	FOOD-COSTCO	24.97	
			00057093	3/15/2023	FOOD & OFFICE SUP-SAFEV	22.57	
			094428	4/4/2023	DET FOOD-FRANZ	16.74	
			015518	4/3/2023	AWARDS AND RECOGNITION	10.00	
			078912	3/9/2023	FOOD-WALMART	6.74	3,104.64

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Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
	4/25/2023	0022041	THOMAS SHERRY, M.S.	4811	3/31/2023	PRO SVCS-SSODA	400.00	
				4812	3/31/2023	PRO SVCS-SSODA	200.00	
				4813	3/31/2023	PRO SVCS-SSODA	200.00	
				4814	3/31/2023	PRO SVCS-SSODA	200.00	
				4815	3/31/2023	PRO SVCS-SSODA	200.00	
				4816	3/31/2023	PRO SVCS-SSODA	100.00	1,300.00
4/25/2023	0039632	COLE, MILTON		033123MC	4/5/2023	CAP VOL-MILEAGE	34.06	34.06
4/25/2023	0041147	AMERIGAS PROPANE LP		3148841008	4/6/2023	UTILITIES	1,103.13	1,103.13
4/25/2023	0041605	HOME DEPOT PRO		733607501	3/1/2023	DET SUPPLIES	619.55	619.55
4/25/2023	0042355	BRILEY, JUDITH		033123JB	4/3/2023	CAP VOL-MILEAGE	41.92	41.92
Sub total for U S BANK:								12,587.95

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Final Check List
CLALLAM COUNTY

Not Needs

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	4/25/2023	0001641	VERIZON WIRELESS	9930958282	4/13/2023	PHONE BILL; GEN = \$42.63; R	85.26	85.26
	4/25/2023	0028699	SOUND PUBLISHING INC	PDN974434	4/13/2023	PDN NOTICE FOR START OF	33.18	
				SEQ974435	4/13/2023	NOTICE FOR START OF ROAI	11.55	44.73
Sub total for U S BANK:							129.99	

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0000087	ANGELES ELECTRIC INC	19880	4/13/2023	2301UP JUV BLR DISCONNEC	4,199.49	4,199.49
4/25/2023	0000091	ANGELES MILLWORK & LUMB	329103	4/13/2023	2301CH RSTR JV BLD WALL F	172.74	
			329413	4/13/2023	2303FG SEC LT PWR VALVE F	47.67	
			329314	4/13/2023	2303FG SEC LT PWR BALL VA	33.15	253.56
4/25/2023	0000172	BAXTER A/P OFFICE	79530	4/13/2023	CH BATTERY FILTER TERMIN	217.70	217.70
4/25/2023	0000196	BILLS PLUMBING & SANIKAN	ls3658143	4/13/2023	DRA SANIKAN	100.00	
			s3659440	4/13/2023	DRA SANIKAN	100.00	
			s3659024	4/13/2023	RH SANIKAN	100.00	300.00
4/25/2023	0000359	CLALLAM COUNTY PUBLIC W	1480 3/23	4/13/2023	CB MARCH SEWER	56.50	56.50
4/25/2023	0000427	CRESCENT WATER ASSOCIA	1507 3/23	4/13/2023	SC MARCH WATER	79.25	79.25
4/25/2023	0000427	CRESCENT WATER ASSOCIA	1459 3/23	4/13/2023	FWB MARCH WATER	50.00	50.00
4/25/2023	0000497	DRY CREEK WATER ASSOC	112023 Fairground	4/13/2023	2303FG SEC LT PWR PARTS	1,157.25	1,157.25
4/25/2023	0000561	FERGUSON ENTERPRISES IN	1412709	4/13/2023	2303FG SEC LT PWR HOS BI	102.25	102.25
4/25/2023	0000714	HARTNAGEL BLDG SUPPLY IN	851002	4/13/2023	CH SHERIFF OFC QUARTER	18.66	18.66
4/25/2023	0000750	HOME DEPOT CREDIT SERVI	12975028	4/13/2023	SC ELECTRIC RANGE, POWE	1,059.77	
			1021929	4/13/2023	DRA TURF BUILDER LAWN G	426.80	
			11761	4/13/2023	SC VINYL CUTS	159.43	
			3511614	4/13/2023	SMPK SANDING SPONGE SAI	117.55	
			8611727	4/13/2023	CH DRAWER PULL HARDWO	112.59	
			1610238	4/13/2023	CH FROSTED PRIVACY WIND	75.10	
			6622848	4/13/2023	DL PAINT CUP BRUSH SET U	51.03	
			17281	4/13/2023	SC GLOVES MASONRY DIAM	40.99	
			1144444	4/13/2023	SMPK NOZZLE PROBE SET C	38.84	
			7522827	4/13/2023	SMPK STEEP DEMON SOCKE	32.90	
			3010182	4/13/2023	DL NUT ZINK HEX BOLT	14.35	
			3974434	4/13/2023	SMPK HEX BIT SET	13.41	
			1620306	4/13/2023	SC SPRAY PAINT	8.69	
			2524536	4/13/2023	CH WINDOW FILM APPLICATI	8.69	2,160.14
4/25/2023	0001036	MURREYS OLYMPIC DISPOS	7568945s112	4/13/2023	CH MARCH RECYCLE	556.80	
			7568225s112	4/13/2023	SC MARCH GARBAGE	543.33	
			7569474s112	4/13/2023	SC MARCH RECYCLE	264.20	
			7568210s112	4/13/2023	DRA MARCH GARBAGE	192.53	
			7569026s112	4/13/2023	CH MARCH RECYCLE	105.68	
			7569475s112	4/13/2023	DRA MARCH RECYCLE	79.92	1,742.46

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0001156	OLYPEN INC	230410-0016	4/13/2023	DRA DSL INTERNET	23.95	23.95
4/25/2023	0001187	PAPE MACHINERY INC	14327100	4/13/2023	SMPK FILTERS IDLERS SPAC	436.77	436.77
4/25/2023	0001198	PART WORKS INC, THE	INV92145	4/13/2023	2303FG SEC LT PWR SOLENO	363.85	
			INV92063	4/13/2023	CH REPAIR KIT SCREW DRIV	127.00	490.85
4/25/2023	0001252	PORT ANGELES, CITY OF	63871-98716 3/2	4/13/2023	CH MARCH UTIL & GARBAGE	26,293.76	
			63871-147906 3/	4/13/2023	CH MARCH UTIL	4,605.44	
			60327-89776 3/2	4/13/2023	3RD ST MARCH UTIL & GARB	1,250.21	32,149.41
4/25/2023	0001258	PORT ANGELES POWER EQUI	98009916	4/13/2023	SMPK SPARK PLUG AIR CLEA	20.60	20.60
4/25/2023	0001300	PUBLIC UTILITY DISTRICT	22216 3/23	4/13/2023	CDJ MARCH ELECT	451.07	
			25837 3/23	4/13/2023	DRA MARCH ELECT	277.94	
			25839 3/23	4/13/2023	DRA MARCH ELECT	177.49	
			25840 3/23	4/13/2023	DRA MARCH ELECT	132.33	
			25838 3/23	4/13/2023	DRA MARCH ELECT	51.30	
			67069 4/23	4/13/2023	SMPK CLINE SPIT UNMETERI	23.62	1,113.75
4/25/2023	0001540	SWAIN'S GENERAL STORE IN	311184	4/13/2023	CDJ OUTDOOR CLNR SEC CI	180.48	
			311377	4/13/2023	CH SHOP SUPPLIES	157.86	
			311275	4/13/2023	SC LIQUID FENCE TRASH BA	119.45	
			311140	4/13/2023	SC OVEN CLNR REFLECTOR	51.81	509.60
4/25/2023	0001917	LAZY J TREE FARM	4344	4/13/2023	2302UP RH STRM DMG YARC	25.00	25.00
4/25/2023	0020849	U S BANK	WebStnt 841849	4/12/2023	CDJ POTS AND PANS	490.82	
			Amaz 9813800	4/12/2023	DRA BACKPACK SPRAYER &	165.14	
			Workamper 231	4/12/2023	DRA PARK HOST AD	148.00	
			Amaz 9933006	4/12/2023	SC PET WASTE BAGS	145.86	
			2023.020R	4/12/2023	2006FAC EOC RLCT FINAL PL	128.13	
			Viasat A5240667	4/12/2023	CDJ SATELLITE INTERNET	96.19	
			Dept L&I 311766	4/12/2023	CH ELEVATORANNUAL LICEN	83.65	
			Viasat A5103094	4/12/2023	SC SATELLITE INTERNET	71.18	1,328.97
4/25/2023	0024514	ADAMIRE CONCRETE & EXCA	Adamire 4.10.23	4/13/2023	FG NURS STN POUR CONCR	3,648.96	3,648.96
4/25/2023	0033217	RADIO PACIFIC, INC	13434-1	4/13/2023	FG 2 8X10 BLACK CARPET RI	220.00	220.00
4/25/2023	0035842	CLALLAM CO PARKS CREDIT	Worldpay Mar 20	4/13/2023	DRA SC MAR CC FEES	2,342.50	2,342.50
4/25/2023	0037225	JACKSON, DALE	817-23-01 4/202	4/13/2023	2006FAC EOC RLCT PROJEC	8,569.00	8,569.00
4/25/2023	0039486	LEGACY POWER SYSTEMS	232301520011	4/13/2023	JUV 3RD CH ANNUAL GENER	3,122.56	3,122.56
4/25/2023	0041504	IML SECURITY SUPPLY	3597269	4/13/2023	2301CH RST JV BLD DOOR V	229.59	229.59

Sub total for U S BANK: 64,568.77

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0000023	ADVANCED TRAVEL	MUNGER4/12/23	4/12/2023	REIMBURSEMENT TO EMPLC	265.00	265.00
4/25/2023	0000546	EXPRESS SERVICES, INC	28803370	4/12/2023	EXPRESS SERVICES	777.12	777.12
4/25/2023	0000890	LANGUAGE LINE SERVICES, I	10977680	4/12/2023	LANGUAGE LINE	120.83	120.83
4/25/2023	0004267	SPOKANE COUNTY SHERIFF,	23-5-000026-05	4/12/2023	PERSONAL SERVICE	84.00	84.00
4/25/2023	0020849	U S BANK	848080789	4/12/2023	WESTLAW	3,502.02	
			847921361	4/12/2023	WESTLAW	3,501.99	
			848009073	4/12/2023	WESTLAW	430.08	
			848168393	4/12/2023	WESTLAW	430.07	
			0977013	4/12/2023	OFFICE SUPPLIES	279.89	
			93056	4/12/2023	HOTEL FOR TRAINING	271.92	
			744887	4/12/2023	HOTEL FOR TRAINING	138.01	
			1469007	4/12/2023	OFFICE SUPPLIES	134.06	
			0108204	4/12/2023	OFFICE SUPPLIES	127.92	
			5772256	4/12/2023	OFFICE SUPPLIES	113.15	
			8403464	4/12/2023	OFFICE SUPPLIES	107.44	
			1622166	4/12/2023	LEMAY	84.42	
			8216246	4/12/2023	OFFICE SUPPLIES	73.41	
			1622164	4/12/2023	LEMAY SHREDDING	56.28	
			Q0BR1RZS	4/12/2023	POLO FOR CORONER	51.71	
			1622165	4/12/2023	LEMAY SHREDDING	47.59	
			4182616	4/12/2023	OFFICE SUPPLIES	43.51	
			9943457	4/12/2023	OFFICE SUPPLIES	28.16	
			2185819	4/12/2023	OFFICE SUPPLIES	18.33	
			1613648	4/12/2023	LEMAY SHREDDING	14.07	
			188083	4/12/2023	KING COUNTY CLERKS	12.49	
			188054	4/12/2023	CERTIFIED COPIES	12.49	
			1345010	4/12/2023	OFFICE SUPPLIES	9.78	
			162007	4/12/2023	LEMAY SHREDDING	4.21	
			CREDIT4/12/23	4/12/2023	CREDIT FOR RETURNED ITEI	-46.03	9,446.97
4/25/2023	0022158	ESPINOZA, JESSE	ESPINOZA4/12/23	4/12/2023	REIMBURSEMENT TO EMPLOY	352.01	352.01
4/25/2023	0038146	MUNGER, JILLIAN	MUNGER4/12/23	4/12/2023	REIMBURSEMENT FOR ADV	63.12	63.12
4/25/2023	0045607	RAMSEY TRANSCRIPTION SV	0323-0003	4/12/2023	TRANSCRIPTION	240.50	240.50
4/25/2023	0046683	ODP BUSINESS SOLUTIONS	L304595188001	4/12/2023	OFFICE SUPPLIES	353.12	353.12

Sub total for U S BANK: 11,702.67

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0000299	CERTIFIED LABORATORIES	8183699	4/4/2023	Pro Brite - SQ	365.31	365.31
4/25/2023	0000334	CLALLAM COUNTY COMMISS	23MB001-50301	4/7/2023	ER&R Quarterly Postage Billing	170.40	170.40
4/25/2023	0000555	FASTENAL COMPANY	WAPOR92572	3/30/2023	Drill N Tap, DiaTopPd - PA	201.88	201.88
4/25/2023	0000677	GRAINGER INC	9664808137	4/5/2023	Short Hinge Roller Lever - PA 8	124.59	124.59
4/25/2023	0000772	INDUSTRIAL HYDRAULICS IN	A342914	4/7/2023	Seals, Thread Connectors/Elbo	738.97	738.97
4/25/2023	0000939	M & P OVERHEAD DOORS	4474	4/12/2023	Service Call - LC 20-B300	5,348.50	5,348.50
4/25/2023	0001036	MURREYS OLYMPIC DISPOS	A7568235S112	4/1/2023	Gargbage Services - SQ	208.41	208.41
4/25/2023	0001187	PAPE MACHINERY INC	14197343	2/9/2023	Filters:Elem, Hydrlic, Air - PA Str	995.68	995.68
4/25/2023	0001252	PORT ANGELES, CITY OF	52934/4358 042	4/8/2023	Utility Charges - PA	5,288.82	5,288.82
4/25/2023	0001255	PRICE FORD LINCOLN MERC	I5048044	4/11/2023	Air Deflector, Pins, Screws - PA	125.19	
			5048084	4/13/2023	Seals and Hose Clips - PA 130	34.04	159.23
4/25/2023	0001300	PUBLIC UTILITY DISTRICT	22716/04032023	4/3/2023	Elect. utility chg, 384 Frontier-C	210.54	210.54
4/25/2023	0001781	WHITEHEADS AUTO PARTS IN	253138	4/5/2023	Link Clips, Scratch Brush - LC 3	10.10	10.10
4/25/2023	0004211	CENTURYLINK	4766812B/04052	4/5/2023	Phone Service 812B - CH 20-FI	95.57	95.57
4/25/2023	0004448	DAREN'S POINT S TIRE & AUT	0092959	4/13/2023	Tire Swap - PA 180	162.87	162.87
4/25/2023	0017663	ARAMARK UNIFORM SVCS IN	5120220985	4/11/2023	Luandry Services - PA	28.40	
			5120222449	4/13/2023	Laundry Services - SQ	16.34	
			5120222369	4/13/2023	Laundry Services - WE	16.30	61.04
4/25/2023	0020849	U S BANK	3953-248091	3/8/2023	SAI - Software Renewal	769.99	
			9221-0461859	4/3/2023	Amzn:Bolewin Parts-Fule Fitler	117.27	
			7844-4061827	3/17/2023	Amzn-Battery Tester, Protractor	111.26	
			9221-0502612	4/3/2023	Amzn:LeleoCar-Fuel Filter - SQ	110.73	
			1968-8526666	4/3/2023	Amzn:Amzn-Jacketed Wire - P/	62.06	
			9607-7880247	3/31/2023	Amzn:Speece INC-Car Stereo -	41.26	
			7844-8945857	3/27/2023	Amzn-Water Closet Repair Kit -	38.14	
			1968-818146	3/17/2023	Amzn:Precision Upfit-Fuse Tap	33.48	
			9221-32023	3/23/2023	Home Depot: 100 Watt,Lath Drl	33.39	
			9221-031623	3/16/2023	Home Depot-Deckmate - SQ 20	12.49	
			7844-5661064	2/3/2023	Amzn:Buy Sharp Eye-Steel Twz	7.59	1,337.66

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0022435	RACE STREET AUTO PARTS	627582-PA	4/12/2023	Radiator - PA 130	272.60	
			627760-23	4/13/2023	Brake Pads nad Rotors - PA 15	240.14	
			627743-23	4/13/2023	HdLight Dimmer Switch - PA 10	88.93	
			627337-23	4/10/2023	Air Filter - PA Stores	66.59	
			626316-23	4/3/2023	Oil and Air Filters - SQ 401	60.75	
			627236-23	4/10/2023	Air Filter - PA 413	49.37	
			627557-23	4/11/2023	Breather Caps - PA 552	40.89	
			626933-23	4/6/2023	Drain Plugs - PA 155MP	25.85	
			627731-23	4/13/2023	Coolant - PA 130	19.56	
			627744-23	4/13/2023	Oil Filter - PA Stores	17.40	
			627399-23	4/11/2023	RReplacement Blades - PA	4.33	
			626914-23	4/6/2023	Drain Plug - PA 155MP	2.80	889.21
4/25/2023	0023338	CENTRAL WELDING SUPPLY	PT 148413	4/4/2023	Storage Connisters - PA	34.24	34.24
4/25/2023	0030295	WESTERN PETERBILT INC	032P39884	4/7/2023	Mirror Bracket - PA 202	88.28	
			032P38582	4/10/2023	Exterior Sunvisor Brace - PA 20	88.17	176.45
4/25/2023	0036098	O'REILLY AUTO PARTS	2750-428765	4/11/2023	Water Sensor - PA 177	26.12	26.12
4/25/2023	0042872	PROPANE NORTHWEST	1509891175	4/3/2023	Propane - LC	221.98	
			1509905811	4/1/2023	Annuel Tank Rent - LC	2.00	223.98
Sub total for U S BANK:							16,829.57

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0000196	BILLS PLUMBING & SANIKAN	IS3658972	4/1/2023	ODT SANIKANS 4/1-5/1	310.00	310.00
4/25/2023	0000546	EXPRESS SERVICES, INC	28803351-10101	3/29/2023	EXPRESS 03/20-03/26	581.50	
			28833747-10101	4/5/2023	03/27-04/2 EXPRESS EMPLOY	581.50	1,163.00
4/25/2023	0000677	GRAINGER INC	9662320051	4/3/2023	MAINTENANCE SUPPLIES-PA	37.27	37.27
4/25/2023	0000709	HARBOR SAW & SUPPLY	746334	3/29/2023	MAINTENANCE SUPPLIES-LC	67.63	67.63
4/25/2023	0000885	LAKESIDE INDUSTRIES, INC	225833	3/25/2023	EZ STREET ASPHALT	1,346.40	1,346.40
4/25/2023	0001036	MURREYS OLYMPIC DISPOSAL	7570426S112	3/31/2023	03/2023 ELWHA KIOSK GARB,	255.02	255.02
4/25/2023	0001059	NC MACHINERY CO	G2023101	3/24/2023	RENTAL MACHINERY	2,576.66	2,576.66
4/25/2023	0001156	OLYPEN INC	230411-0012	4/11/2023	PA OLS DUES 4/23-5/23	40.50	40.50
4/25/2023	0001253	PORT ANGELES SOLID WAST	1109754	3/14/2023	DUMP FEES	92.24	
			1109797	3/14/2023	DUMP FEES	70.10	
			1109935	3/15/2023	DUMP FEES	59.03	
			1109712	3/14/2023	DUMP FEES	38.36	
			1108658	3/9/2023	DUMP FEES	21.34	
			1113196	3/29/2023	DUMP FEES	14.11	
			1109541	3/13/2023	DUMP FEES	11.64	
			1110394	3/17/2023	DUMP FEES	10.00	
			1113413	3/30/2023	DUMP FEES	10.00	326.82
4/25/2023	0001300	PUBLIC UTILITY DISTRICT	30702-040523	4/5/2023	03/03-04/01 66 LOWER DAM F	51.94	51.94
4/25/2023	0001551	TACOMA SCREW PRODUCTS	140073289-00	4/5/2023	MAINTENANCE SUPPLIES-PA	379.00	379.00
4/25/2023	0001614	UNITED STATES DOSIMETRY	04022	3/30/2023	USDT-MISCELLANEOUS	286.32	286.32
4/25/2023	0001721	WA ST DEPT OF TRANSPORT	03196CN	3/29/2023	BMP TRAINING	875.00	875.00
4/25/2023	0004211	CENTURYLINK	6812667-040723	4/7/2023	360-681-2667 726B	199.54	199.54
4/25/2023	0017663	ARAMARK UNIFORM SVCS IN	5120220987	4/11/2023	LAUNDRY SERVICE-PA	16.32	
			5120222364	4/13/2023	LAUNDRY SERVICE-LC	16.29	
			5120222445	4/13/2023	LAUNDRY SERVICE-SQ	16.29	48.90
4/25/2023	0019251	HULL, CHAD	HULL-L0200312	4/7/2023	HULL-REIMB FROM COM DRI	136.00	136.00

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	4/25/2023	0020849 U S BANK	3953-751525	3/31/2023	WCI OLYMPIC-DPRA GARBAC	522.68	
			1968-4050648	3/12/2023	AMAZON-PA MAINTENANCE S	381.26	
			3953-0791-04/23	3/6/2023	CENTURY LINK-300510791	369.72	
			7844/2355435	3/7/2023	AMAZON-DPRA SUPPLIES	301.02	
			3953-95797	3/21/2023	MUNICIPAL RESEARCH-ROS	275.00	
			3953-1356-04/23	3/6/2023	CENTURYLINK-300561356	269.00	
			1968-0685022	3/9/2023	AMAZON-PA MAINTENANCE S	129.85	
			1576-021758	3/21/2023	SHELL OIL- TRAVEL FUEL	96.48	
			8427-4290771	3/21/2023	CHEVRON-TRAVEL FUEL	83.43	
			3953-0500208	3/30/2023	AMAZON-DIRECTOR SUPPLIE	65.27	
			1968-9659466	3/9/2023	AMAZON-PA MAINTENANCE S	57.77	
			1576-9092151	3/21/2023	CHEVRON-TRAVEL FUEL	53.89	
			3953-2401812	3/15/2023	AMAZON-ROW AGENT SUPPI	49.99	
			7844-3789029	3/6/2023	AMAZON-ACCT SUPPLIES	44.63	
			1968-4020233	3/9/2023	AMAMZON-PA MAINTENANCE	21.54	
			1968-PRIME-03/	3/9/2023	AMAZON-MARCH 2023 SHIPP	16.31	
			3956-PRIME-4/2	4/6/2023	AMAZON-PRIME SHIPPING	16.31	
			3953-16169162	3/27/2023	WCI SHRED-DOC DEST	14.07	
			1576-097752	3/21/2023	SHELL OIL- TRAVEL FUEL	1.00	
			7844-629710	3/1/2023	AMAZON-DPRA SUPP (RETUF	-19.54	
			9221-RANEY011	4/13/2023	RANEY-SQ MNT SUPP (RETU	-1,060.63	1,689.05
4/25/2023	0022435	RACE STREET AUTO PARTS	626526-040423	4/4/2023	MAINTENANCE SUPPLIES-SC	73.96	73.96
4/25/2023	0025990	NONDEPARTMENTAL, CLALLA	23MB001-10101	4/7/2023	POSTAGE BILLING, JAN, FEB	363.90	363.90
4/25/2023	0040830	HOARD, ED	HOARDCDL041	4/14/2023	PHYSICAL CDL- HOARD	175.00	175.00
4/25/2023	0041605	HOME DEPOT PRO	738177856	3/30/2023	MAINTENANCE SUPPLIES-LC	1,496.55	
			737536367	3/27/2023	MAINTENANCE SUPPLIES- P/	353.56	
			738177849	3/30/2023	MAINTENANCE SUPPLIES-TR	95.11	1,945.22
Sub total for U S BANK:							12,347.13

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0000074	AM TEST, INC.	132909	4/11/2023	SAMPLE TESTING SERVICE-A	500.00	
			132910	4/11/2023	SAMPLE TESTING SERVICE-A	500.00	1,000.00
4/25/2023	0000594	DECKER CITY HARDWARE, TI	763959	4/6/2023	MAINTENANCE SUPPLIES- W	890.51	890.51
4/25/2023	0000839	K & L SUPPLY INC	45674	3/28/2023	MAINTENANCE SUPPLIES-W	1,175.55	
			45458	12/14/2022	MAINTENANCE SUPPLIES- W	832.51	2,008.06
4/25/2023	0025990	NONDEPARTMENTAL, CLALLA	23MB001-41401	4/7/2023	POSTAGE BILLING JAN,FEB,M	580.98	580.98
4/25/2023	0001300	PUBLIC UTILITY DISTRICT	22602-040323	4/3/2023	03/02-03/29 BOGACHIEL & PIC	262.72	262.72
4/25/2023	0020849	U S BANK	8199-117008288	4/12/2023	AMAZON-WWTP SUPPLIES	355.10	
			3953-1116-423	3/6/2023	CENTURYLINK-300561116	247.93	
			8199-0000338	3/13/2023	USPS- POSTAGE	95.60	
			8199-0000343	3/22/2023	USPS-POSTAGE	85.75	
			8199-000008	4/5/2023	USPS- POSTAGE	59.25	843.63
4/25/2023	0001621	USA BLUE BOOK	320590	4/4/2023	MAINTENANCE SUPPLIES-W	4,263.60	
			317577	3/31/2023	MAINTENANCE SUPPLIES-W	1,244.39	5,507.99
4/25/2023	0020614	WOOD HAWK, INC	2020	4/4/2023	WASTE TANSFER	1,465.00	1,465.00
4/25/2023	0000443	DAILY JOURNAL OF COMMER	3387827	4/7/2023	DAILY JOURNAL OF COMMEF	936.00	936.00
4/25/2023	0000546	EXPRESS SERVICES, INC	28803351-43401	3/29/2023	EXPRESS 03/20-03/26 CROSS	589.47	
			48833747-43401	4/5/2023	BULLMAN BEACH 03/27-04/2	323.93	913.40
4/25/2023	0025990	NONDEPARTMENTAL, CLALLA	23MB001-43401	4/7/2023	POSTAGE BILLING JAN,FEB,M	45.18	45.18
Sub total for U S BANK:							14,453.47

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Final Check List
CLALLAM COUNTY

Public Works (4)

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0033438	AHBL INC	136761	12/31/2022	G40 TASK 7	5,000.00	5,000.00
4/25/2023	0000348	CLALLAM COUNTY DEPT OF,	23-0155	3/2/2023	02/23 TESTING SERVICES	360.00	360.00
4/25/2023	0000360	CLALLAM COUNTY ER&R	2023.093E	3/22/2023	03/23 COPIES	22.26	22.26
4/25/2023	0025990	NONDEPARTMENTAL, CLALLA	23MB001-40201	4/7/2023	2023 Q1 POSTAGE	2.40	2.40
4/25/2023	0025990	NONDEPARTMENTAL, CLALLA	23MB001-42401	3/31/2023	2023 Q1 POSTAGE	224.76	224.76
4/25/2023	0001426	SEQUIM, CITY OF	C2023TRUEUP	3/3/2023	2022 TRUE UP	79,935.49	
			4405.0.0323 US	3/31/2023	03/23 REGIONAL USAGE	5,166.46	
			C23-03	3/31/2023	03/23 CLS MONTHLY MAINT	2,775.56	
			4405.0.0323 BS	3/31/2023	03/23 REGIONAL BASE	2,312.00	
			2022 CAP COST	3/3/2023	2022 ANNUAL CAPITAL COST	1,921.29	92,110.80
Sub total for U S BANK:							97,720.22

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Invoice Status Report
CLALLAM COUNTY

Sheriff

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Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
021000624	DUTY GEAR - SWIVEL KEYS	1842404	4/25/2022	4/25/2023	4/26/2022	ap	jkoon	Active	86.95	in
	Vendor #: 0000628 GALLS LLC			Net 1						
021272801	UNIFORM & DUTY GEAR - MCKELLAR	1842409	5/27/2022	4/25/2023	5/28/2022	ap	jkoon	Active	247.77	in
	Vendor #: 0000628 GALLS LLC			Net 1						
021400492	UNIFORM - MCKELLAR	1842426	6/14/2022	4/25/2023	6/15/2022	ap	jkoon	Active	29.04	in
	Vendor #: 0000628 GALLS LLC			Net 1						
022181542	UNIFORM - MCKELLAR	1842429	9/21/2022	4/25/2023	9/22/2022	ap	jkoon	Active	8.04	in
	Vendor #: 0000628 GALLS LLC			Net 1						
022577410	UNIFORM & DUTY GEAR - HERRERA	1842434	11/3/2022	4/25/2023	11/4/2022	ap	jkoon	Active	1,052.73	in
	Vendor #: 0000628 GALLS LLC			Net 1						
022594791	DUTY GEAR - HERRERA	1842443	11/4/2022	4/25/2023	11/5/2022	ap	jkoon	Active	38.07	in
	Vendor #: 0000628 GALLS LLC			Net 1						
022726365	UNIFORM - MCKELLAR	1842444	11/18/2022	4/25/2023	11/19/2022	ap	jkoon	Active	226.28	in
	Vendor #: 0000628 GALLS LLC			Net 1						
455804609	FOOD & SUPPLIES	1842327	3/1/2023	4/25/2023	3/2/2023	ap	jkoon	Active	754.86	in
	Vendor #: 0001547 SYSCO FOOD SERVICES OF SEATTLE			Net 1						
117101003195	FOOD	1842301	3/2/2023	4/25/2023	3/3/2023	ap	jkoon	Active	310.23	in
	Vendor #: 0000608 FRANZ FAMILY BAKERIES			Net 1						
8182306110	FOOD	1842292	3/2/2023	4/25/2023	4/1/2023	ap	jkoon	Active	593.62	in
	Vendor #: 0017787 DAIRY FRESH FARMS INC			Net 30 Days						
030523	TRAVEL - RICHLAND	1842074	3/5/2023	4/25/2023	4/4/2023	ap	jkoon2	Active	327.75	in
	Vendor #: 0042924 WAKNITZ, ELIZABETH			Net 30 Days						
030523	TRAVEL - RICHLAND	1842061	3/5/2023	4/25/2023	4/4/2023	ap	jkoon2	Active	327.75	in
	Vendor #: 0046670 SALIM, NICOLE			Net 30 Days						
566935	FOOD	1842314	3/6/2023	4/25/2023	4/5/2023	ap	jkoon	Active	1,737.55	in
	Vendor #: 0042636 HARBOR FOODSERVICE			Net 30 Days						
455817471	FOOD & SUPPLIES	1842330	3/8/2023	4/25/2023	3/9/2023	ap	jkoon	Active	1,085.88	in
	Vendor #: 0001547 SYSCO FOOD SERVICES OF SEATTLE			Net 1						
117101003266	FOOD	1842304	3/9/2023	4/25/2023	3/10/2023	ap	jkoon	Active	284.40	in
	Vendor #: 0000608 FRANZ FAMILY BAKERIES			Net 1						
8182306812	FOOD	1842294	3/9/2023	4/25/2023	4/8/2023	ap	jkoon	Active	554.19	in
	Vendor #: 0017787 DAIRY FRESH FARMS INC			Net 30 Days						
023839078	UNIFORM - LIM	1842445	3/13/2023	4/25/2023	3/14/2023	ap	jkoon	Active	89.16	in
	Vendor #: 0000628 GALLS LLC			Net 1						

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CLALLAM COUNTY

Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
023856052	UNIFORM - WOOD	1842447	3/15/2023	4/25/2023	3/16/2023	ap	jkoon	Active	300.28	in
	Vendor #: 0000628 GALLS LLC			Net 1						
455830508	FOOD	1842335	3/15/2023	4/25/2023	3/16/2023	ap	jkoon	Active	1,751.10	in
	Vendor #: 0001547 SYSCO FOOD SERVICES OF SEATTLE			Net 1						
117101003296	FOOD	1842307	3/16/2023	4/25/2023	3/17/2023	ap	jkoon	Active	316.00	in
	Vendor #: 0000608 FRANZ FAMILY BAKERIES			Net 1						
455832672	FOOD	1842338	3/16/2023	4/25/2023	3/17/2023	ap	jkoon	Active	1,208.01	in
	Vendor #: 0001547 SYSCO FOOD SERVICES OF SEATTLE			Net 1						
8182307513	FOOD	1842295	3/16/2023	4/25/2023	4/15/2023	ap	jkoon	Active	426.10	in
	Vendor #: 0017787 DAIRY FRESH FARMS INC			Net 30 Days						
023881550	UNIFORM - PARKER	1842448	3/17/2023	4/25/2023	3/18/2023	ap	jkoon	Active	263.32	in
	Vendor #: 0000628 GALLS LLC			Net 1						
023881551	UNIFORM - ESTEP	1842449	3/17/2023	4/25/2023	3/18/2023	ap	jkoon	Active	263.32	in
	Vendor #: 0000628 GALLS LLC			Net 1						
455834134	FOOD	1842332	3/17/2023	4/25/2023	3/18/2023	ap	jkoon	Active	732.49	in
	Vendor #: 0001547 SYSCO FOOD SERVICES OF SEATTLE			Net 1						
455837081	CREDIT	1842393	3/18/2023	4/25/2023	3/19/2023	ap	jkoon	Active	-1,742.80	in
	Vendor #: 0001547 SYSCO FOOD SERVICES OF SEATTLE			Net 1						
023899741	UNIFORM - WOOD	1842451	3/20/2023	4/25/2023	3/21/2023	ap	jkoon	Active	191.74	in
	Vendor #: 0000628 GALLS LLC			Net 1						
455844338	FOOD & JAIL SUPPLIES	1842395	3/22/2023	4/25/2023	3/23/2023	ap	jkoon	Active	1,475.38	in
	Vendor #: 0001547 SYSCO FOOD SERVICES OF SEATTLE			Net 1						
117101003325	FOOD	1842305	3/23/2023	4/25/2023	3/24/2023	ap	jkoon	Active	268.60	in
	Vendor #: 0000608 FRANZ FAMILY BAKERIES			Net 1						
8182308212	FOOD	1842297	3/23/2023	4/25/2023	4/22/2023	ap	jkoon	Active	561.74	in
	Vendor #: 0017787 DAIRY FRESH FARMS INC			Net 30 Days						
577088	FOOD	1842317	3/27/2023	4/25/2023	4/26/2023	ap	jkoon	Active	1,558.95	in
	Vendor #: 0042636 HARBOR FOODSERVICE			Net 30 Days						
023986567	UNIFORM - WOOD	1842459	3/28/2023	4/25/2023	3/29/2023	ap	jkoon	Active	75.28	in
	Vendor #: 0000628 GALLS LLC			Net 1						
023986602	UNIFORM - WOOD	1842458	3/28/2023	4/25/2023	3/29/2023	ap	jkoon	Active	181.50	in
	Vendor #: 0000628 GALLS LLC			Net 1						
023991586	UNIFORM - WENZL	1842456	3/28/2023	4/25/2023	3/29/2023	ap	jkoon	Active	26.66	in
	Vendor #: 0000628 GALLS LLC			Net 1						

Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
032923	TRAVEL - PUYALLUP	1841985	3/29/2023	4/25/2023	4/28/2023	ap	ikoon2	Active	103.50	in
	Vendor #: 0046682 EAGAN, HECTOR			Net 30 Days						
032923	TRAVEL - PUYALLUP	1842073	3/29/2023	4/25/2023	4/28/2023	ap	ikoon2	Active	103.50	in
	Vendor #: 0029386 STOPPANI, BRANDON			Net 30 Days						
455857570	FOOD	1842397	3/29/2023	4/25/2023	3/30/2023	ap	ikoon	Active	949.03	in
	Vendor #: 0001547 SYSCO FOOD SERVICES OF SEATTLE			Net 1						
5324	OWEN MCCANN	1842065	3/29/2023	4/25/2023	3/30/2023	ap	ikoon2	Active	120.75	in
	Vendor #: 0001439 SHERIFFS ADVANCED TRAVEL			Net 1						
5325	DON WENZL	1842068	3/29/2023	4/25/2023	3/30/2023	ap	ikoon2	Active	120.75	in
	Vendor #: 0001439 SHERIFFS ADVANCED TRAVEL			Net 1						
5326	JEREMY MORGAN	1842070	3/29/2023	4/25/2023	3/30/2023	ap	ikoon2	Active	120.75	in
	Vendor #: 0001439 SHERIFFS ADVANCED TRAVEL			Net 1						
5327	SEAN HOBAN	1842071	3/29/2023	4/25/2023	3/30/2023	ap	ikoon2	Active	103.50	in
	Vendor #: 0001439 SHERIFFS ADVANCED TRAVEL			Net 1						
5328	SHAUN MINKS	1842072	3/29/2023	4/25/2023	3/30/2023	ap	ikoon2	Active	259.39	in
	Vendor #: 0001439 SHERIFFS ADVANCED TRAVEL			Net 1						
1119158	OFFICE FURNITURE - KING & WAKNITZ	1842460	3/30/2023	4/25/2023	3/31/2023	ap	ikoon	Active	10,457.31	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
117101003361	FOOD	1842308	3/30/2023	4/25/2023	3/31/2023	ap	ikoon	Active	268.60	in
	Vendor #: 0000608 FRANZ FAMILY BAKERIES			Net 1						
8182308913	FOOD	1842300	3/30/2023	4/25/2023	4/29/2023	ap	ikoon	Active	536.40	in
	Vendor #: 0017787 DAIRY FRESH FARMS INC			Net 30 Days						
1119916	MAINTENANCE AGREEMENT	1842461	3/31/2023	4/25/2023	4/1/2023	ap	ikoon	Active	72.85	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119917	MAINTENANCE AGREEMENT	1842503	3/31/2023	4/25/2023	4/1/2023	ap	ikoon	Active	2,233.38	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119918	MAINTENANCE AGREEMENT	1842571	3/31/2023	4/25/2023	4/1/2023	ap	ikoon	Active	5.71	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119919	MAINTENANCE AGREEMENT	1842572	3/31/2023	4/25/2023	4/1/2023	ap	ikoon	Active	33.91	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119921	MAINTENANCE AGREEMENT	1842573	3/31/2023	4/25/2023	4/1/2023	ap	ikoon	Active	14.25	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119922	MAINTENANCE AGREEMENT	1842574	3/31/2023	4/25/2023	4/1/2023	ap	ikoon	Active	21.59	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						

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CLALLAM COUNTY

Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
1119923	MAINTENANCE AGREEMENT	1842575	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	73.48	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119924	MAINTENANCE AGREEMENT	1842576	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	39.58	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119925	MAINTENANCE AGREEMENT	1842577	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	23.47	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119926	MAINTENANCE AGREEMENT	1842578	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	37.01	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119927	MAINTENANCE AGREEMENT	1842579	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	11.63	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119928	MAINTENANCE AGREEMENT	1842580	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	210.35	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1119929	MAINTENANCE AGREEMENT	1842581	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	344.32	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1120036	SIT STAND BASE	1842582	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	1,630.91	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
1120037	CREDENZA & RETURN - BUNDY	1842583	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	715.90	in
	Vendor #: 0001179 PACIFIC OFFICE EQUIPMENT INC			Net 1						
455860577	KITCHEN SUPPLIES	1842398	3/31/2023	4/25/2023	4/1/2023	ap	jkoon	Active	28.39	in
	Vendor #: 0001547 SYSCO FOOD SERVICES OF SEATTLE			Net 1						
IN0894740	FOOD	1842320	3/31/2023	4/25/2023	4/30/2023	ap	jkoon	Active	6,284.32	in
	Vendor #: 0027742 NATIONAL FOOD GROUP INC			Net 30 Days						
040123	TRAVEL - SEATTLE	1842017	4/1/2023	4/25/2023	5/1/2023	ap	jkoon2	Active	177.75	in
	Vendor #: 0003046 LEY, JOSHUA			Net 30 Days						
0037-Apr23	GOOD2GO,BIKE GARAGE,GLOBALSTAR,	1842162	4/6/2023	4/25/2023	5/6/2023	ap	jkoon2	Active	1,494.75	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
0097-Apr23	AMAZON, SPOTHERO, HAM RADIO, WAL	1842229	4/6/2023	4/25/2023	5/6/2023	ap	jkoon2	Active	619.53	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
0945-Apr23	BEST WESTERN, USPS, BLAUER, GOOD	1842145	4/6/2023	4/25/2023	5/6/2023	ap	jkoon2	Active	1,602.01	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
4738-Apr23	GOOD2GO	1842076	4/6/2023	4/25/2023	5/6/2023	ap	jkoon2	Active	5.50	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
6236-Apr23	AMAZON, B&H PHOTO	1842081	4/6/2023	4/25/2023	5/6/2023	ap	jkoon2	Active	638.53	in
	Vendor #: 0020849 U S BANK			Net 30 Days						

Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
6528-Apr	GOOD2GO,76-FUEL,SAFEWAY FUEL,HOI	1842237	4/6/2023	4/25/2023	5/6/2023	ap	ikoon2	Active	2,304.72	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
6730-Apr23	WALMART, DOLLAR TREE, LANDS END	1842091	4/6/2023	4/25/2023	5/6/2023	ap	ikoon2	Active	139.32	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
7275-Apr23	AMAZON, LIVE VIEW	1842080	4/6/2023	4/25/2023	5/6/2023	ap	ikoon2	Active	188.45	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
7400-Apr23	SIMPLISAFE, GALLS	1842077	4/6/2023	4/25/2023	5/6/2023	ap	ikoon2	Active	168.45	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
8739-Apr23	GOOD2GO, TOTAL WIRELESS, DIRECT T	1842097	4/6/2023	4/25/2023	5/6/2023	ap	ikoon2	Active	46.53	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
May 2023	LEASE AGREEMENT	1842322	4/13/2023	4/25/2023	5/13/2023	ap	ikoon	Active	1,200.00	in
	Vendor #: 0024819 QUILEUTE TRIBE			Net 30 Days						
May 2023	LEASE AGREEMENT	1842309	4/13/2023	4/25/2023	5/13/2023	ap	ikoon	Active	2,388.15	in
	Vendor #: 0020862 GERMAN, NANCY			Net 30 Days						
May 2023	RENTAL AGREEMENT	1842287	4/13/2023	4/25/2023	4/14/2023	ap	ikoon	Active	525.00	in
	Vendor #: 0000179 BEERS, RICHARD B			Net 1						
May 2023	LEASE AGREEMENT	1842325	4/13/2023	4/25/2023	4/14/2023	ap	ikoon	Active	1,100.00	in
	Vendor #: 0001426 SEQUIM, CITY OF			Net 1						
77 Invoices Totaling									53,135.16	

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	4/25/2023	0000815	JIM'S PHARMACY	Jims 3.27.23	3/27/2023	INMATE MEDICINE	3,783.26	3,783.26
	4/25/2023	0001136	OLYMPIC MEDICAL CENTER	OMC 4.13.23	4/13/2023	INMATE MEDICAL	3,524.99	3,524.99
	4/25/2023	0025115	RADIA INC PS	ZAKF500	4/13/2023	INMATE MEDICAL	5.05	5.05
	4/25/2023	0041537	MCKESSON MEDICAL-SURGI	20495392	4/3/2023	CLINIC SUPPLIES	155.37	
				20474864	3/29/2023	CLINIC SUPPLIES	138.82	
				20379478	3/2/2023	CLINIC SUPPLIES	106.76	
				20495335	4/3/2023	CLINIC SUPPLIES	94.92	
				20473655	3/29/2023	CLINIC SUPPLIES	92.29	
				20371827	3/1/2023	CLINIC SUPPLIES	82.13	
				20454627	3/23/2023	CLINIC SUPPLIES	70.14	
				20453769	3/23/2023	CLINIC SUPPLIES	8.12	748.55
	4/25/2023	0048022	SOUND INPATIENT PHYSICIAN	ZAK6EBN	4/13/2023	INMATE MEDICAL	79.28	
				ZAKAP8Z	4/13/2023	INMATE MEDICAL	79.28	
				ZAKAP90	4/13/2023	INMATE MEDICAL	79.28	
				ZAKFW3V	4/13/2023	INMATE MEDICAL	79.28	
				ZAKFW40	4/13/2023	INMATE MEDICAL	79.28	
				ZAKFW3X	4/13/2023	INMATE MEDICAL	46.90	
				ZAKFW3Y	4/13/2023	INMATE MEDICAL	46.90	490.20
Sub total for U S BANK:							8,552.05	

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Invoice Status Report
CLALLAM COUNTY

Superior Court

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Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
131-41795787-4157147	3/23/23-OFFICE STAMP WITH INITIALS,	1841506	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	23.86	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
300360621001	3/10/23-OFFICE SUPPLIES, WALL SIGN,	1841278	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	105.49	in
	Vendor #: 0046683 ODP BUSINESS SOLUTIONS LLC			Net 30 Days						
300440667002	3/10/23-OFFICE SUPPLIES, OPEN/CLOSE	1841277	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	11.63	in
	Vendor #: 0046683 ODP BUSINESS SOLUTIONS LLC			Net 30 Days						
848168392	APRIL 2023 - LAW LIBRARY PLAN	1841418	4/7/2023	4/25/2023	4/8/2023	ap	lhalberg	Active	278.28	in
	Vendor #: 0001764 WEST PAYMENT CENTER, THOMSON REUTERS			Net 1						
9928454667DCA	FEBRUARY 2023 - VERIZON CELLULAR (I	1841505	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	50.30	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
9928454667P4P	FEBRUARY 2023 - VERIZON CELLULAR (I	1841504	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	50.30	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
9930870217DCA	MARCH 2023 - VERIZON CELLULAR DCA	1841509	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	50.30	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
9930870217P4P	MARCH 2023-VERIZON CELLULAR (P4P)	1841508	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	50.30	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
DRA1841272	22-1-00295-05, ST. V. BURKS, JURY FOOI	1841272	4/7/2023	4/25/2023	4/8/2023	ap	lhalberg	Active	178.78	in
	Vendor #: 0000494 DRAKES U-BAKE PIZZA & SUBS			Net 1						
HAN1841273	22-8-00041-05, ST. V. CREERY, EXPERT	1841273	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	1,869.00	in
	Vendor #: 0034723 HANEY INVESTIGATION SERVICE			Net 30 Days						
HAN1841274	22-1-00295-05, ST. V. BURKS, EXPERT	1841274	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	1,022.00	in
	Vendor #: 0034723 HANEY INVESTIGATION SERVICE			Net 30 Days						
MUC1841275	MARCH 2023, MILEAGE REIMBURSEMEN	1841275	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	303.92	in
	Vendor #: 0039420 MUCKLEY, TIFFANY			Net 30 Days						
ONE1841276	2023 ANNUAL FEE, ONE STEP APP FOR I	1841276	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	1,260.00	in
	Vendor #: 0048426 ONE STEP SOFTWARE INC			Net 30 Days						
ROW1841312	23-4-00116-05, IN RE LEE, GAL FEES	1841312	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	191.25	in
	Vendor #: 0046114 ROWLAND, KRISTIN			Net 30 Days						
ROW1841313	22-3-00247-05, IN RE MAVY/COELHO, GA	1841313	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	1,181.25	in
	Vendor #: 0046114 ROWLAND, KRISTIN			Net 30 Days						
ROW1841314	23-4-00115-05, IN RE GUARDIANSHIP OF	1841314	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	202.50	in
	Vendor #: 0046114 ROWLAND, KRISTIN			Net 30 Days						
ROW1841315	22-4-00240-05, IN RE GUARDIANSHIP OF	1841315	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	247.50	in
	Vendor #: 0046114 ROWLAND, KRISTIN			Net 30 Days						

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Invoice #	Description	Doc #	Inv Date	Tran Date	Due Date	Orig	Group	Status	Total Amount	Type
ROW1841324	22-5-00080-05, IN RE WATKINS/HOBSON,	1841324	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	472.50	in
	Vendor #: 0046114 ROWLAND, KRISTIN			Net 30 Days						
ROW1841378	14-3-00212-9, IN RE WHITEHEAD, GAL FE	1841378	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	382.50	in
	Vendor #: 0046114 ROWLAND, KRISTIN			Net 30 Days						
ROW1841417	22-4-00425-05, IN RE GUARDIANSHIP OF	1841417	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	236.50	in
	Vendor #: 0046114 ROWLAND, KRISTIN			Net 30 Days						
VP 2QRNSXHB	3/29/23-BUSINESS CARDS FOR P4P	1841507	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	56.03	in
	Vendor #: 0020849 U S BANK			Net 30 Days						
WAR1841419	MARCH 2023 - MILEAGE REIMBURSEMEI	1841419	4/7/2023	4/25/2023	5/7/2023	ap	lhalberg	Active	26.20	in
	Vendor #: 0046965 WARREN, MICHELLE			Net 30 Days						
CF 05-23	MAY 2023 - COURT FACILITATOR	1842416	4/13/2023	4/25/2023	4/14/2023	ap	lhalberg	Active	3,750.00	in
	Vendor #: 0000357 CLALLAM-JEFFERSON CO PRO BONO, LAWYERS			Net 1						
23 Invoices Totaling									12,000.39	

Clerk Jury

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0025341	DALY, DEBRA	SUPCT2380453	4/1/2023	JURY PAYMENT	69.78	69.78
4/25/2023	0026062	LOPEZ, GENNY	SUPCT2377750	4/1/2023	JURY PAYMENT	16.55	16.55
4/25/2023	0041073	MCGOFF, DEBORAH	SUPCT2381886	4/1/2023	JURY PAYMENT	13.93	13.93
4/25/2023	0044611	THORPE, JEFFREY	SUPCT2377340	4/1/2023	JURY PAYMENT	39.65	39.65
4/25/2023	0045073	HAUSLER, ROBERT	SUPCT2377322	4/1/2023	JURY PAYMENT	27.03	27.03
4/25/2023	0045269	KEYTE, LINDA	SUPCT2378203	4/1/2023	JURY PAYMENT	39.65	39.65
4/25/2023	0048455	COTTINGHAM, MARGARET	SUPCT2379883	4/1/2023	JURY PAYMENT	10.00	10.00
4/25/2023	0048456	ABEL, OWEN	SUPCT2378245	4/1/2023	JURY PAYMENT	32.27	32.27
4/25/2023	0048457	DAILEY, NANCY	SUPCT2377473	4/1/2023	JURY PAYMENT	33.58	33.58
4/25/2023	0048458	DUGAN, JACOB	SUPCT2377690	4/1/2023	JURY PAYMENT	10.00	10.00
4/25/2023	0048459	FOX, ALEXANDRA	SUPCT2381126	4/1/2023	JURY PAYMENT	23.76	23.76
4/25/2023	0048460	HAMMERSLEY, CALEB	SUPCT2377530	4/1/2023	JURY PAYMENT	29.65	29.65
4/25/2023	0048461	HILLIARD, BECKY	SUPCT2380965	4/1/2023	JURY PAYMENT	20.00	20.00
4/25/2023	0048462	JAGGAR, NICKOLAS	SUPCT2379664	4/1/2023	JURY PAYMENT	28.34	28.34
4/25/2023	0048463	KYZELIS, DENISE	SUPCT2377733	4/1/2023	JURY PAYMENT	44.89	44.89
4/25/2023	0048464	AHMANN, JODEE	SUPCT2379125	4/1/2023	JURY PAYMENT	14.59	14.59
4/25/2023	0048465	LEMON, K	SUPCT2377073	4/1/2023	JURY PAYMENT	15.24	15.24
4/25/2023	0048466	LESH, JOHN	SUPCT2379601	4/1/2023	JURY PAYMENT	10.00	10.00
4/25/2023	0048467	MASON, STACIE	SUPCT2378181	4/1/2023	JURY PAYMENT	28.34	28.34
4/25/2023	0048468	MATTHEWS, LINDI	SUPCT2378708	4/1/2023	JURY PAYMENT	61.92	61.92
4/25/2023	0048469	MONGER, ISABELLA LEYLAN	SUPCT2379914	4/1/2023	JURY PAYMENT	23.93	23.93
4/25/2023	0048470	NASH, CHERYL	SUPCT2378562	4/1/2023	JURY PAYMENT	25.07	25.07
4/25/2023	0048471	NUTTING, LAURIE	SUPCT2378926	4/1/2023	JURY PAYMENT	10.00	10.00
4/25/2023	0048472	PARKER, LAWRENCE	SUPCT2381914	4/1/2023	JURY PAYMENT	39.48	39.48
4/25/2023	0048473	ALDEN, JOHN	SUPCT2377448	4/1/2023	JURY PAYMENT	33.58	33.58
4/25/2023	0048474	PATTEE, JOHN	SUPCT2382040	4/1/2023	JURY PAYMENT	28.34	28.34
4/25/2023	0048475	PRIEST, HOWARD	SUPCT2377115	4/1/2023	JURY PAYMENT	23.93	23.93
4/25/2023	0048476	RICHARDS, WINDY	SUPCT2377554	4/1/2023	JURY PAYMENT	34.41	34.41
4/25/2023	0048477	ROSE, RYAN	SUPCT2379934	4/1/2023	JURY PAYMENT	13.93	13.93
4/25/2023	0048478	SHEARER, PETER	SUPCT2377332	4/1/2023	JURY PAYMENT	61.09	61.09
4/25/2023	0048479	SPRAGUE, DEWI	SUPCT2379426	4/1/2023	JURY PAYMENT	16.55	16.55
4/25/2023	0048480	STEVENS, DENNIS	SUPCT2379853	4/1/2023	JURY PAYMENT	15.24	15.24
4/25/2023	0048481	STOFFEL, DONNA	SUPCT2380650	4/1/2023	JURY PAYMENT	56.68	56.68
4/25/2023	0048482	TURREY, ELENA	SUPCT2380009	4/1/2023	JURY PAYMENT	20.48	20.48

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0048483	BROWN, DAWN	SUPCT2380578	4/1/2023	JURY PAYMENT	30.96	30.96
4/25/2023	0048484	VAUGHN, JEANNINE	SUPCT2380699	4/1/2023	JURY PAYMENT	24.41	24.41
4/25/2023	0048485	WEIST, JEREMY	SUPCT2381789	4/1/2023	JURY PAYMENT	39.65	39.65
4/25/2023	0048486	YOUNG, PHILIP	SUPCT2381717	4/1/2023	JURY PAYMENT	11.31	11.31
4/25/2023	0048487	BURROWS, KATHREEN	SUPCT2379355	4/1/2023	JURY PAYMENT	32.27	32.27
4/25/2023	0048488	CARRIVEAU, CHELSEA	SUPCT2381486	4/1/2023	JURY PAYMENT	78.12	78.12
4/25/2023	0048489	CHILDS, NANCY	SUPCT2381290	4/1/2023	JURY PAYMENT	67.16	67.16
4/25/2023	0048490	COLEMAN, RYAN	SUPCT2379328	4/1/2023	JURY PAYMENT	59.30	59.30
4/25/2023	0048491	COLUMBUS, RICHARD	SUPCT2381100	4/1/2023	JURY PAYMENT	21.79	21.79

Sub total for U S BANK: 1,336.85

apChkLst
04/19/2023 12:40:16PM

Final Check List
CLALLAM COUNTY

Clerk

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0018197	ANDERSON RESOURCE GRO	6492	4/13/2023	CLERK'S SUMMONS SUPPLIE	1,763.70	1,763.70
4/25/2023	0030683	WSACC	WSACC SUMM	4/13/2023	WSACC SUMMER CONFEREI	375.00	375.00
4/25/2023	0044071	MONTEZ, VICTORIA	VICTORIA JUVY	4/13/2023	JUVENILE TRAVEL FOR COUI	19.65	19.65
4/25/2023	0046683	ODP BUSINESS SOLUTIONS	L305348296001	4/13/2023	CLERK OFFICE SUPPLIES	321.29	
			305356016001	4/13/2023	CLERK'S OFFICE SUPPLIES	113.08	
			305356017001	4/13/2023	CLERK'S OFFICE SUPPLIES	4.12	438.49
Sub total for U S BANK:							2,596.84

Treasurer

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/25/2023	0000008	LEXIS NEXIS RISK MGMT INC	1382924-202303	4/12/2023	MONTHLY SUBSCRIPTION	115.43	115.43
4/25/2023	0003410	LEMAY MOBILE SHREDDING	4789102S185	4/12/2023	ANNUAL SHREDDING	77.80	77.80
4/25/2023	0020849	U S BANK	0623 WSACT N/	4/12/2023	JUNE WSACT REGISTRATION	400.00	
			0623 WSACT W	4/12/2023	JUNE WSACT REGISTRATION	400.00	
			0323 GIOA NAG	4/12/2023	GIOA LODGING	340.15	
			0323 WHITE GK	4/12/2023	GIOA LODGING	340.15	1,480.30
4/25/2023	0046683	ODP BUSINESS SOLUTIONS	L301946038001	4/12/2023	OFFICE SUPPLIES	132.96	132.96
Sub total for U S BANK:							1,806.49

Veterans

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/12/2023	0000268	WAVE BUSINESS	WAVE 4/12/23	4/12/2023	VET CENTER PHONE	81.83	81.83
4/12/2023	0001036	MURREYS OLYMPIC DISPOSAMDC	4/12/23	4/12/2023	VET CENTER RECYCLE	39.96	39.96
4/12/2023	0001179	PACIFIC OFFICE EQUIPMENT POE	4/12/23	4/12/2023	VET CENTER PRINTER	176.32	176.32
4/12/2023	0001300	PUBLIC UTILITY DISTRICT	WB3207 4/12/23	4/12/2023	UTILITIES	525.24	525.24
4/12/2023	0001716	DEPT OF ENTERPRISE SVCS	DES 4/12/23	4/12/2023	BUSINESS CARDS	172.67	172.67
4/12/2023	0020849	U S BANK	LA5106 4/12/23	4/12/2023	FUEL	150.00	
			LR0480 4/12/23	4/12/2023	FUEL	150.00	
			PD1598 4/12/23	4/12/2023	FOOD	150.00	
			WG6056 4/12/23	4/12/2023	FOOD	150.00	
			BS8463 4/12/23	4/12/2023	FOOD	100.00	
			JJ2522 4/12/23	4/12/2023	FOOD	100.00	
			JJ9950 4/12/23	4/12/2023	FOOD	100.00	900.00
4/12/2023	0023705	ELK CREEK APARTMENTS, LLFW	2241 4/12/23	4/12/2023	RENT	981.00	981.00
Sub total for U S BANK:							2,877.02

apChkLst
04/19/2023 11:21:03AM

Final Check List
CLALLAM COUNTY

WSU Ext

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	4/25/2023	0000360	CLALLAM COUNTY ER&R	2023.102E	4/25/2023	COUNTY VEHICLE USE	96.80	96.80
	4/25/2023	0047089	RUTTER, HARMONY	4.8.23HR	4/25/2023	TACOMA NARROW BRIDGE T	5.50	5.50
Sub total for U S BANK:							102.30	



1b
APR 25 2023

BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of April 17-21, 2023

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, April 17, 2023. Present were Commissioners Ozias, Johnson, and French and Deputy Administrator Reyes. Administrator Sill was excused.

Items of discussion per the agenda published April 13 were:

- Calendar/Correspondence
- Board of Equalization membership update
- Resolution authorizing an expenditure from the Clallam County Heritage Advisory Board Grant Fund
- Pre-application questionnaire with Department of Agriculture for Knotweed Control Grant
- Request for waiver of BID/RFP/Quote Requirement form with Pacific Office Equipment, Inc. for Finance Department office furniture
- Agreement with Afton Tickets, Inc. for Clallam County Fair ticketing services
- Briefing and call for hearing to be held on Tuesday, May 9, 2023 at 10:30 a.m. regarding a proposed Ordinance amending Clallam County Code 5.100 – Fairground Division Services 215-A
- Notice to call for bids to be received no later than Tuesday, May 9, 2023 at 10 a.m. regarding 2023 Hot Mix Asphalt Requirement
- Request for waiver of Bid/RFP/Quote Requirement form with PacWest Machinery, LLC for 2019 Volvo DD105 OSC Tandem Drum Vibratory Roller
- Agreement with Wilson Engineering, LLC for Clallam Bay/Seki Sewer Capital Improvement Plan
- Call for hearing to be held on Tuesday, May 2, 2023 at 10:30 a.m. regarding a proposed Ordinance amending Clallam County Code 33.57 Signs
- Letter of support to National Fish and Wildlife Foundation regarding Upper Cowan Ranch Hoko River Restoration Project
- Agreement with Jamestown S'Klallam Tribe for Olympia Oyster Restoration Program
- Dungeness River Management Team letter regarding Dungeness Off-Channel Reservoir Project
- Legislative Session update
- Presentation and request to approve the 2023 Clallam County Climate Action Plan
- Review the "How Did We Do" reports comparing each month's actual performance
- Request to approve a Code Publishing proposal for document hosting services

Meeting concluded at 12:44 p.m.

EXECUTIVE SESSION

The Prosecuting Attorney's Office will provide an update to the Board of County Commissioners on pending civil litigation involving Clallam County.

The Board convened in open session at 1 p.m. to discuss Potential new opioid litigation. Present were Commissioners Ozias, Johnson, and French, Human Resources / Deputy Administrator / Risk Management Reyes, Chief Deputy Prosecuting Attorney Boughton, and Chief Finance Officer Lane.

Per RCW 42.30.110(1), the Board may recess into executive session "to discuss with legal counsel representing the agency litigation . . . to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency."

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.

ACTION TAKEN: CRJm to recess to executive session for 45 minutes, CMFs, mc

Board recessed into executive session at 1:01 p.m.

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of April 17-21, 2023
Page 2

Board convened in open session at 1:46 p.m.

Board recessed into executive session at 1:47 p.m.

Board convened in open session at 1:56 p.m. and CMO noted no action will be taken

Meeting concluded at 1:57 p.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair Ozias called the meeting to order at 10 a.m., Tuesday, April 18, 2023. Also present were Commissioners Johnson and French and Deputy Administrator Reyes. Administrator Sill was excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

Added: 4c Request to approve a Code Publishing proposal for document hosting services

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

PUBLIC COMMENT

- Ed Telenick, Sequim, commented on item 2b
- Kenneth Reandeau, Port Angeles, commented on Climate Action Plan
- Ed Bowen, Clallam Bay, commented on item 1f, 3a, 4c
- Ed Chadd, Port Angeles, commented on the Climate Action Plan work session discussion on April 17, Power Plant and TCB 23 – Elwha River

CONSENT AGENDA

- 1a Approval of vouchers for the week of April 10
- 1b Approval of payroll for the period ending March 31
- 1c Approval of minutes for the week of April 10
- 1d Letter to Senator Patty Murray regarding Northwest Straits Marine Conservation Initiative
- 1e Dungeness River Management Team letter regarding Dungeness Off-Channel Reservoir Project
- 1f Letter of support to National Fish and Wildlife Foundation regarding Upper Cowan Ranch Hoko River Restoration Project

ACTION TAKEN: CRJm to adopt the consent agenda as presented, CMFs, mc

REPORTS AND PRESENTATIONS

- CMF commented on Olympic Community Action Program Opening Ceremony, Developmental Disability Advisory Committee, Tourism Code
- CRJ commented on, Lodging Tax Advisory Committee Strategic Tourism Plan, Clallam County Volunteer Fair, All-View Motel Ribbon Cutting Ceremony, Tourism update,
- CMO commented on Poet Laureate Program, Elwha Watershed

CONTRACTS AND AGREEMENTS

- 2a Agreement amendment 4 with Norpoint Protective Services for security services

ACTION TAKEN: CRJm to approve, CMFs, mc

- 2b Memorandum of understanding regarding the Clallam County Code Enforcement Program

ACTION TAKEN: CRJm to approve, CMFs, mc

BIDS AND AWARDS

- 3a Bid opening – EV Charging Station

Contractor

Hoch Construction

Amount

\$128,655

ACTION TAKEN: CRJm to forward the bids to the Parks, Fair, and Facilities Department for review and recommendation to the Board of Commissioners, CMFs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of April 17-21, 2023
Page 3

ADMINISTRATION

4a Approval of recommendations for Homelessness Task Force request for proposals 2023-2025

ACTION TAKEN: CRJm to approve, CMFs, mc

4b Request for waiver of BID/RFP/quote requirement to purchase a 2019 Forest River Surveyor RV from Wilder RV

ACTION TAKEN: CRJm to approve, CMFs, mc

4c Request to approve a Code Publishing proposal for document hosting services

ACTION TAKEN: CRJm to approve, CMFs, mc

COMMUNITY DEVELOPMENT

5a Call for hearing to be held on Tuesday, May 2, 2023 at 10:30 a.m. regarding a proposed Ordinance amending Clallam County Code 33.57 Signs

ACTION TAKEN: CRJm to issue notice, CMFs, mc

HEARING(S)

H1 Resolution for allocation of Regional Transportation Block Grant STBG Program Federal Funding

- Reyes, read the agenda item summary into the record

ACTION TAKEN: CRJm to open the public hearing, CMFs, mc

- The following provided testimony:
 - Ed Bowen, Clallam Bay

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

PUBLIC COMMENT

- Anni Lanigan, Port Angeles, commented on Power Plant and TCB 23 - Elwha River
- Norman Gollub, City of Port Angeles, commented on Power Plant and TCB 23 - Elwha River
- Elizabeth Dunn, Port Angeles, commented on Power Plant and TCB 23 - Elwha River
- Peter Stedman, Port Angeles, commented on Power Plant and TCB 23 - Elwha River
- Nina Sarmiento, Port Angeles commented on Power Plant and TCB 23 - Elwha River
- Ed Bowen, Clallam Bay, commented on Power Plant and TCB 23 - Elwha River,

Meeting concluded at 11 a.m. and continued to 9 a.m., Monday, April 24, 2023.

There are no Zoom chat logs for the week of April 17.

The Board of Commissioners attended WSAC Virtual update, Board of Health Meeting, Coffee with Colleen, Clallam Transit Meeting, Finance Committee Meeting, North Olympic Land Trust Conservation Breakfast, and WSAC Legislative update during the week of April 17.

PASSED AND ADOPTED this 25th day of April 2023.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French

KEY TO ABBREVIATIONS:

ARS Administrator Rich Sill
CMO Commissioner Mark Ozias
CRJ Commissioner Randy Johnson
CMF Commissioner Mike French

m moved
mc motion carried
s seconded

BOARD OF CLALLAM COUNTY COMMISSIONERS PUBLIC HEARING

H1 Resolution for allocation of Regional Transportation Block Grant STBG Program Federal

I declare under penalty of perjury under the laws of the State of Washington that any testimony that I give is true and accurate.

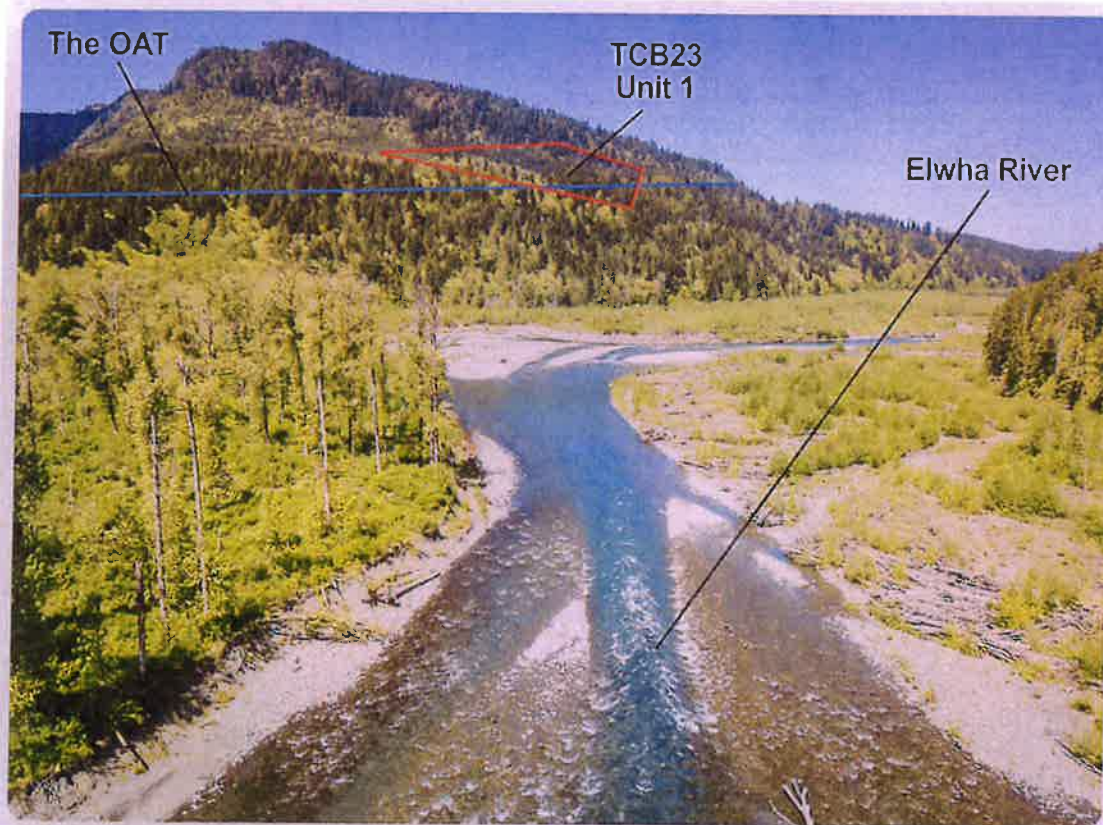
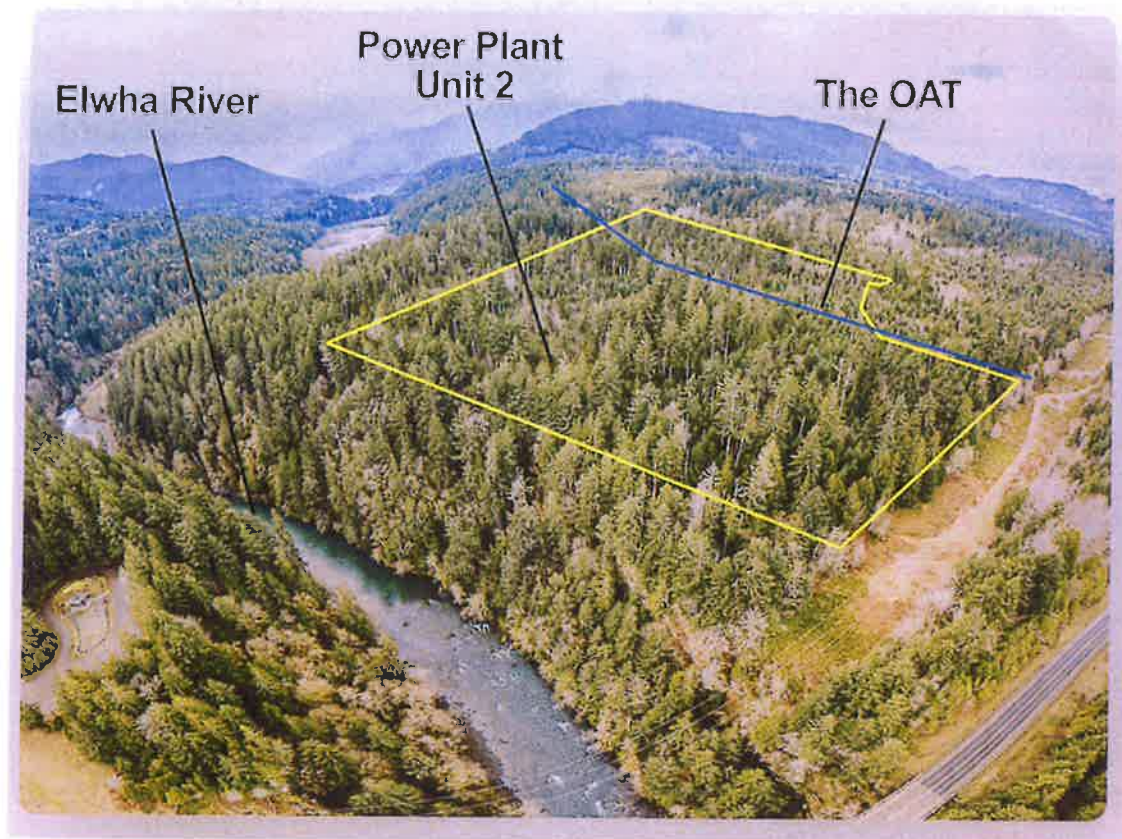
Nº	PRINTED NAME	SIGNATURE	ADDRESS
1	Ed Bowen		PoBox 111 CB
2			
3			
4			
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6			
7			
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12			
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15			
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17			
18			

Signed on April 18, 2023 in Port Angeles, Washington

Public Comment
4/18/23
Elizabeth Dunn

Elwha Forests at Risk: TCB 23 and Power Plant





© Scott R Mcbee/forest2sea.com



COUNTY COMMISSIONERS

Carolina Mejia
District One

Gary Edwards
District Two

Tye Menser
District Three

BOARD OF COUNTY COMMISSIONERS

February 28, 2023

Hilary Franz, Commissioner of Public Lands
Board of Natural Resources
111 Washington St SE
Olympia, WA 98501

Re: Legacy Forests in Thurston County

Dear Commissioner Franz and Board of Natural Resources,

The Hopscotch and Buttercup timber sales in Thurston County have been recently approved by the Board of Natural Resources. Each of those sales contained pieces of our rapidly-dwindling "Legacy Forests," which, as you know, are structurally-complex and biodiverse forest patches whose existence predates WWII and the rise of plantation forestry in Washington.

The Thurston County Board of County Commissioners has asked DNR on multiple occasions that sales/cuts of the County's 3,100 acres of unprotected Legacy Forests either be postponed and/or included in Phase 2 of DNR's new Carbon Project; these requests have not been honored to this point. Meanwhile, yet another Thurston County timber sale is planned for approval containing Legacy Forest acres: Juneau, Units 1-2.

Meanwhile, the State Legislature is actively working on two different programs that could provide a path for Thurston County to protect its last remnants of Legacy Forest. One is a proposal to fund the Transfer Land Trust program, which might allow Thurston County to apply to swap its Legacy Forest parcels for other forestland with less overall ecosystem value. The second is a proposal to use funding from the Natural Climate Solutions account of the Climate Commitment Act to protect carbon-dense older forests are at risk of harvest in the near-term. Either of these avenues may provide long-term solutions for Thurston County, but we are afraid that --- based on currently-scheduled cuts --- by the time these laws are enacted large numbers of our oldest trees will already be gone.

Therefore, the Board of County Commissioners respectfully requests: (1) that the upcoming Juneau sales be suspended, at least until such time as Thurston County can access any new tools that result from the 2023 Legislative Session that would allow it to protect its last remaining Legacy Forest; and (2) that DNR postpone any other upcoming sales that contain Legacy Forest remnants, which would allow it

to work collaboratively with Thurston County to explore alternatives, in light of Commissioner Franz's recently-expressed desire to work with local communities on forest management strategies.

Thank you for taking time to consider these comments.

Sincerely,

Attest:

FR (Initials)

County Manager/Asst. County Manager

Carolina Mejia
Carolina Mejia, Chair

Tye Menser
Tye Menser, Vice-Chair

Gary Edwards
Gary Edwards, Commissioner



AGENDA ITEM SUMMARY

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

2a
APR 25 2023

Department: Public Works

WORK SESSION ☒ **Meeting Date: 4/17/23**

REGULAR AGENDA ☒ **Meeting Date: 4/25/23**

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

Item summary:

- | | | |
|---|--|---|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 414-23-002 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other Request for Proposal |

Documents exempt from public disclosure attached: ☐

Executive summary:

Under Agreement No. WQC-2020-ClaCPW-00138 with the Department of Ecology (ECY), Clallam County Public Works was awarded \$100,000 in forgivable loans to undertake a value planning analysis of the alternatives for providing sanitary sewer services and wastewater treatment to the communities of Sekiu and Clallam Bay building upon the 2018 Clallam Bay/Sekiu General Sewer Facilities Plan. The project scope includes the development of additional alternatives considering affordability and sustainability, life cycle cost comparisons of the alternatives, and community and stakeholder engagement. The project results are intended to support the County's amendment of the 2018 Clallam Bay/Sekiu General Sewer/Facilities Plan including identifying the cost-effective alternative as the preferred alternative.

Clallam County entered into a personal services agreement contract (PSA), Contract#: 414-24-001, on April 21, 2021, with Wilson Engineering, LLC to conduct the value planning analysis, community and stakeholder process, and preparation of amendments to the 2018 Sewer Facility Plan. The 2021 PSA term was through December 31, 2021, with a contract maximum of up to \$79,500 to complete the scope of work. Consultant services paid for in 2021 totaled \$47,550.14.

The Agreement has lapsed without completion of the scope of work. The consultant continued work in 2022 to present to meet obligations under the 2021 scope of work. Key reasons for the delay of completing the scope of work by the consultants were waiting for Ecology requirements and guidelines for Puget Sound Nutrient Reduction. Another contributing factor was COVID impacts in 2021/2022 to their work resources.

The Department paid \$16,682.75 in 2022, but withheld payment of \$15,256 until receipt of deliverables. The Department did receive a key project deliverable in February 2023 containing the draft results of the value planning analysis and a draft Clallam Bay/Sekiu General Sewer/Facilities Plan Amendment document.

* 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)

The attached PSA is for Wilson Engineering, LLC is for a maximum amount of \$15,260, which is intended to allow for total payments to Wilson Engineering, LLC of \$79,500 as agreed upon under the 2021 PSA to complete the original scope of work. The remaining scope of work to be completed is Task 9 (Stakeholder Engagement) and 10 (Other Misc. Tasks) consistent with the original PSA. This remaining work includes assisting the County to submit sewer plan amendments to Ecology and to address any Ecology comments.

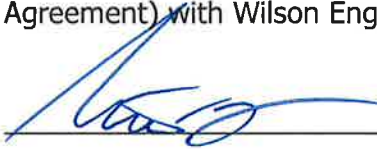
Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is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

The value planning analysis award under Ecology's Water Quality Combined Financial Assistance Program is for cost reimbursement up to \$100,000 under a forgivable loan. To date, a total of \$64,232.89 has been paid to Wilson Engineering, LLC for services rendered that has been reimbursed under the Ecology award. The Ecology award has also reimbursed the County \$30,320.64 for Public Works project staff costs leaving an award balance of \$5,446.47.

The remaining amount for Wilson Engineering, LLC to complete work is \$15,260. The \$9,813.53 difference not eligible for reimbursement under the value planning analysis award will be from 2023 budgeted professional service dollars from the Clallam Bay-Seki Sewer fund. The Department will be inquiring with Ecology for the ability to seek reimbursement under the County's recent Puget Sound Nutrient Reduction grant.

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

Sign the attached contract (Personal Services Agreement) with Wilson Engineering, LLC.

County Official signature & print name:  Steve Gray

Name of Employee/Stakeholder attending meeting: Steve Gray & Ron Garcelon

Relevant Departments: Public Works

Date submitted: 4/12/2023

* 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: Wilson Engineering, LLC
Address: 805 Dupont Street, Suite 7
Bellingham, WA 98225
Phone No: 360-733-6100

(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) – Business License and Certificate of 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 1st day of August 2022 and shall, unless terminated as provided elsewhere in the Agreement, terminate on the 31st day of December 2023.

IN WITNESS WHEREOF, the parties have executed this Agreement on this day of 20 .

CONTRACTOR

BOARD OF CLALLAM COUNTY COMMISSIONERS

Print name: Scott J. Wilson, PE

Title: Project Manager

Date: April 2nd, 2023

ATTEST:

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

Loni Gores, Clerk of the Board

Originals: BOCC
Vendor
Initiating Department
Copies: 5

SCOPE OF WORK

See attachment: Scope of Work

Tasks 1 – 8 were completed under PSA Contract #414-21-001.

This contract is regarding Task 9: Stakeholder Engagement as written in attached Scope of Work and Task 10: Miscellaneous Tasks as written in attached Scope of Work

Furthermore, the scope of work shall include: a) Address Clallam County Comments, b) Review from Clallam County & Submit amendment to Department of Ecology (DOE), c) Address DOE Comments, d) Final review from Clallam County & Submit final amendment to DOE

The goal of this project is to provide value planning for the wastewater projects identified in the 2018 Clallam Bay / Sekiu General Sewer & Wastewater Facilities Plan (2018 Plan). Amendments to the 2018 Plan will be per WAC 173-240, and specifically WAC 173-240-50 and 173-240-060. Value Planning amendments to the 2018 Plan will be prepared as part of this project evaluating both the wastewater collection system and the wastewater treatment system, updating the Capital Improvements Program (CIP), and assisting with the analysis of sewer revenue and user rate planning. The project will also include stakeholder communication to effectively involve all parties with an interest or involvement in the proposed projects. This scope of work assumes that the majority of the 2018 Plan is accurate and still relevant.

Task 1 - Project Management/Coordination/Meetings

This task covers the effort necessary to organize, lead, communicate with and coordinate all team members, subconsultants, and County staff needed to accomplish the work. Significant tasks include:

1. Coordinate the work of team members for project roles, schedules, budgets, and production and quality assurance/quality control (QA/QC) of all final documents.
2. Prepare agendas, meeting notes for meetings with County staff.
3. Prepare monthly invoices and progress reports with schedule and budget status.

Milestones/deliverables include monthly billing statements and meeting minutes as necessary.

Task 2 - Background Information / Existing Facilities Research

Under this task we will review and verify all background information on the existing sewer system and treatment plant, as well as the 2018 Plan, to gain a complete understanding of the process and the infrastructure as well as the status of ongoing or recent projects. This includes review of record drawings, previous Sewer Plans, previous WWTP Facility Plans, maps, interviews with County staff and other relevant data to understand the existing collection system and WWTP, and their operations. Also included is an evaluation of boundaries, Sewer Service Areas, and Growth Management Implications.

The deliverable will be updates to the existing conditions sections of the 2018 Plan in the form of an amendment.

Task 3 - Regulatory Requirements

This task includes verification and identification of all federal, state, county, and local regulations that affect the planning and design of anticipated sewer system or wastewater treatment plant improvements. The task will also include a review of the current Department of Ecology NPDES permit and anticipated future permit regulations including the new Nutrient Removal requirements. An updated SEPA checklist and agency coordination for determination will be included in the plan as part of this task.

This task will also include a review of available funding options.

The deliverable will be a summary of regulatory requirements and funding options presented as an amendment to the 2018 Plan.

Task 4 - Flows and Loadings Evaluation

Work under this task will verify and update the flows and loadings sections of the 2018 Plan considering existing and projected flows and loadings in the collection system and wastewater treatment plant. Flow and load projections from the 2018 Plan will be updated based on this new analysis. This evaluation and projection of future flows and loadings will be used to review the existing and potentially new alternatives in terms of sizing and treatment effectiveness.

The deliverable will be an update to the flows and loadings and projection of future flows and loadings section of the 2018 Plan presented in an amendment.

Task 5 - Treatment Plant Evaluation

This task will verify and, as necessary, re-evaluate the existing treatment plant and its components with respect to capacity, performance, reliability, redundancy, and compatibility with future regulations and growth. Included in this evaluation will be in-person inspection and a verification of staffing, infiltration and inflow, receiving waters, and land requirements.

The deliverable will be updates to the 2018 Plan as necessary in the form of an amendment.

Task 6 - Wastewater Collection System Evaluation

This task includes verification of the 2018 Plan evaluation and, as necessary, re-evaluation of the sewer collection system. The evaluation will consider regulatory compliance, accommodation to growth projections, pumping systems, sewer outfall, and infiltration and inflow. Each component will be evaluated for performance, condition and capacity. No sewer collection system modelling, flow monitoring, or I&I investigations are included in this scope at this time.

The deliverable will consist up updates to the relevant sections of the 2018 Plan presented as an amendment.

Task 7 - Alternatives Analysis

This task effort will re-evaluate existing alternatives presented in the 2018 Plan and explore additional alternatives for both the collection system and treatment plant improvements. Work will include updating the design criteria and re-evaluating alternatives for treatment effectiveness, cost effectiveness, reliability, operations and maintenance, redundancy, site considerations, and capacity for current and future flows and loadings. The task will also include providing additional detail and prioritization of the CIP project lists presented in the 2018 Plan. Work under this task will provide updates to the 2018 Plan for all recommended improvements to the collection system and wastewater treatment plant. Based on the alternatives analysis, a final recommendation will be made for the selected alternative. The final recommendations will include the necessary sizing and design calculations, conceptual site layouts, and other miscellaneous information if new alternatives are selected.

This task will also include an addition to the 2018 Plan for planning of nutrient removal upgrade alternatives to prepare for future Total Inorganic Nitrogen limits anticipated as part of the DOE NPDES permit and Nutrient General Permit. Nutrient removal planning will be incorporated into existing and new wastewater treatment plant alternatives. The existing plant will be evaluated for its current effectiveness at nutrient removal and a nutrient testing program will be implemented.

As part of this task, research and discussion will be performed for cost-benefit opportunities such as shared service agreements and regional partnerships.

Milestones/deliverables include a review and workshop with County staff and other stakeholders as necessary, and updates to the wastewater treatment alternatives sections and CIP projects of the 2018 Plan in the form of an amendment.

Water Reclamation and Reuse Evaluation

No water reclamation or reuse evaluation will be performed as part of this task.

Task 8 - Financial Analysis

This task will verify and re-evaluate cost estimates presented for alternatives and CIP projects in the 2018 Plan. Cost estimates will also be presented for any new alternatives evaluated. This task will estimate and describe the anticipated construction, engineering, permitting, and operations costs. Estimates will be evaluated for each treatment alternative in present worth dollars and over a 20-year life cycle cost.

The task also includes a review of sewer rate structure and revenue planning. We will prepare a sewer budget template including (1) existing operations costs as presented in the 2018 plan and as modified by County input, (2) projected CIP costs, (3) projected debt payments, (4) regular revenues, and (5) connection fees. We will evaluate cost of service and cost of “buying” a service connection. The template will allow for sensitivity analyses for setting rate increases over time, dependent on debt payments.

The deliverable will consist of updates to the 2018 Plan cost estimates plus the addition of any new estimates of new proposed alternatives and a budget template, presented as an amendment.

Task 9 - Stakeholder Engagement

This task includes stakeholder communication to effectively involve all parties with an interest or involvement in the proposed projects. This task includes communication, including presentations as appropriate, with elected officials and relevant non-Public Works County staff, the Clallam Bay Corrections Center, Department of Ecology, the Sewer Advisory Committee, and staff (operators & engineers). The task also includes presenting to and keeping the community rate payers informed on potential projects and costs. As part of this task a simple website will be maintained to update stakeholders on the status of projects.

This task assumes the following meetings and presentations:

- Virtual attendance (via Zoom, Bluejeans, or similar) at approximately Ten (10) County Council or Sewer Advisory Committee meetings.
- Two (2) virtual presentations as necessary to County Council, Sewer Advisory Committee, or town hall meetings.
- Two (2) in-person presentations as necessary to County Council, Sewer Advisory Committee, or town hall meetings.

This task includes planning level engagement with the Department of Corrections in pursuit of a joint facility. An extensive engagement effort is not included at this time, but can be added if a joint partnership seems viable.

The website prepared and hosted for this project as a subdomain to the www.wilsonengineering.com website, e.g., www.wilsonengineering.com/clallambaysekiusewer/

Task 10 - Miscellaneous Tasks

The following miscellaneous tasks will be included in the amendment to the 2018 Plan:

1. Map and Exhibit Preparation
 2. SEPA Checklist Update
-

Approximate Project Schedule

TASK	COMPLETION
Notice to Proceed	Monday, April 26, 2021
Gather and review background information	Monday, May 17, 2021
Review planning info, update planning period and projections	Monday, May 31, 2021
Evaluate plant and alternatives and nutrient removal options	Wednesday, June 30, 2021
Prepare draft amendment and present to Clallam County	Friday, July 23, 2021
Address Clallam County Comments	Friday, August 06, 2021
Review from Clallam County & Submit amendment to DOE	Tuesday, August 10, 2021
Address DOE Comments (assuming 17 days, but up to 60 days)	Friday, August 27, 2021
Final review from Clallam County & Submit final amendment to DOE	Wednesday, September 01, 2021

ENGINEERING COSTS

TASK	COST
Task 1 – Project Management	\$5,000
Task 2 – Background Information	\$9,000
Task 3 – Regulatory Requirements	\$4,000
Task 4 – Flows and Loadings Evaluation	\$5,000
Task 5 – Treatment Plant Evaluation	\$12,000
Task 6 – Wastewater Collection System Evaluation	\$9,000
Task 7 – Alternatives Analysis	\$17,000
Task 8 – Financial Analysis	\$9,000
Task 9 – Stakeholder Engagement	\$7,000
Task 10 – Miscellaneous Tasks	\$2,500
Total Cost	\$79,500

Billing rates for work performed January 1 - December 31, 2021:

Principal Engineer	\$174
Senior Engineer	\$168
Engineer IV	\$158
Engineer III	\$145
Engineer II	\$135
Engineer I	\$124
Environmental / Permit Technician	\$92
Senior CAD Design Technician	\$110
CAD Design Technician	\$92
Inspector	\$97
Clerical	\$78
Senior Professional Land Surveyor	\$168
Hydrographer	\$180
Professional Land Surveyor	\$160
Senior Survey Technician	\$122
Survey Technician	\$97
1-Person Survey Crew	\$145
2-Person Survey Crew	\$215
3-Person Survey Crew	\$270
3-D Scanning Survey Crew	\$280
Hydrographic Survey Crew	\$320
1-Person Survey Crew Prevailing Wage	\$170
2-Person Survey Crew Prevailing Wage	\$265
3-Person Survey Crew Prevailing Wage	\$350

Sub-consultants – reimbursed at cost plus 8%

Reimbursable direct expenses – reimbursed at cost plus 8% - include (but are not limited to) the following:

Project application fees and project permit fees

Publication of notices

Reproduction of drawings and construction documents

Postage and shipping

Direct expenses for travel, meals and lodging outside of Whatcom and Skagit Counties

Mileage at project-current IRS mileage rate

Specialized Equipment Rental, at rental rate

COMPENSATION

1. ☐ **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of _____ DOLLARS (\$) 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:

<i>Name/Position</i>	<i>Hourly Rate</i>
See Attachment: Billing Rates	varies

Payments for completed tasks shall be made no more frequently than 4 ☒ 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 FIFTEEN THOUSAND TWO HUNDRED SIXTY SEVEN DOLLARS (\$15,267) for the completed work set forth in Attachment "A" TASKS 9 & 10.

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: Ronald Garcelon
Title: Utilities Program Manager
Address: 223 E. 4th St., Ste. 6
Telephone: 360-417-2441
E-mail: ron.garcelon@clallamcounty.gov
Fax: 360-417-2513

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

- ☐ AUTOMOBILE: coverage on owned, non-owned, rented and hired vehicles
- | | | |
|---|----|----------------|
| Bodily injury, liability, including death | \$ | 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):.



BUSINESS LICENSE

Limited Liability Company

WILSON ENGINEERING, L.L.C.
805 DUPONT ST STE 7
BELLINGHAM WA 98225-3128

UNEMPLOYMENT INSURANCE - ACTIVE
TAX REGISTRATION - ACTIVE

Issue Date: Mar 17, 2023
Unified Business ID #: 602028073
Business ID #: 001
Location: 0001
Expires: Apr 30, 2024

INDUSTRIAL INSURANCE - ACTIVE

CITY ENDORSEMENTS:

BELLINGHAM GENERAL BUSINESS #025356 - ACTIVE
MOUNT VERNON GENERAL BUSINESS - NON-RESIDENT (EXPIRES 2/29/2024) - ACTIVE
ANACORTES GENERAL BUSINESS - NON-RESIDENT (EXPIRES 2/29/2024) - ACTIVE
BLAINE GENERAL BUSINESS - NON-RESIDENT - ACTIVE
SEDRO WOOLLEY GENERAL BUSINESS - NON-RESIDENT - ACTIVE
SEQUIM GENERAL BUSINESS - NON-RESIDENT (EXPIRES 9/30/2023) - ACTIVE
FRIDAY HARBOR GENERAL BUSINESS - NON-RESIDENT #102959 - ACTIVE
LYNNWOOD GENERAL BUSINESS - NON-RESIDENT (EXPIRES 3/31/2024) - ACTIVE
FERNDAL GENERAL BUSINESS - NON-RESIDENT #65374 - ACTIVE

LICENSING RESTRICTIONS:

Not licensed to hire minors without a Minor Work Permit.

REGISTERED TRADE NAMES:

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

John Ryser
Director, Department of Revenue

UBI: 602028073 001 0001

STATE OF WASHINGTON

Expires: Apr 30, 2024

WILSON ENGINEERING, L.L.C.
805 DUPONT ST STE 7
BELLINGHAM WA 98225-3128

UNEMPLOYMENT INSURANCE -
ACTIVE
INDUSTRIAL INSURANCE - ACTIVE
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- ACTIVE
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SEDRO WOOLLEY GENERAL

John Ryser



BUSINESS LICENSE

Limited Liability Company

WILSON ENGINEERING, L.L.C.
805 DUPONT ST STE 7
BELLINGHAM WA 98225-3128
REGISTERED TRADE NAMES:
WILSON ENGINEERING

Issue Date: Mar 17, 2023

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John Ryser
Director, Department of Revenue

UBI: 602028073 001 0001

STATE OF WASHINGTON

Expires: Apr 30, 2024

WILSON ENGINEERING, L.L.C.
805 DUPONT ST STE 7
BELLINGHAM WA 98225-3128

UNEMPLOYMENT INSURANCE -
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BLAINE GENERAL BUSINESS -
NON-RESIDENT - ACTIVE
SEDRO WOOLLEY GENERAL

John Ryser

IMPORTANT!

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE POSTING THIS LICENSE

General Information

Post this Business License in a visible location at your place of business.

If you were issued a Business License previously, **destroy the old one and post this one in its place.**

Login to My DOR at dor.wa.gov if you need to make changes to your business name, location, mailing address, telephone number, or business ownership.

Telephone: 360-705-6741

Endorsements

All endorsements should be renewed by the expiration date that appears on the front of this license to avoid any late fees.

If there is no expiration date, the endorsements remain active as long as you continue required reporting. Tax Registration, Unemployment Insurance, and Industrial Insurance endorsements require you to submit periodic reports. Each agency will send you the necessary reporting forms and instructions.

For assistance or to request this document in an alternate format, visit <http://business.wa.gov/BLS> or call (360) 705-6741. Teletype (TTY) users may use the Washington Relay Service by calling 711.

BLS-700-107 (07/27/20)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/6/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
AssuredPartners Design Professionals Insurance Services, LLC
19689 7th Ave NE, Ste 183, PMB #369
Poulsbo WA 98370

CONTACT NAME: Jim Ledbetter

PHONE (A/C, No, Ext): 360-626-2019

FAX (A/C, No): 360-626-2019

E-MAIL ADDRESS: jim.ledbetter@assuredpartners.com

INSURER(S) AFFORDING COVERAGE

NAIC #

License#: 6003745

1506

INSURER A: Hartford Fire Insurance Company

19682

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED
Wilson Engineering LLC
805 Dupont Street, Suite 7
Bellingham WA 98225

COVERAGES

CERTIFICATE NUMBER: 1269193352

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						
	☐ CLAIMS-MADE ☐ OCCUR						EACH OCCURRENCE \$
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	☐ OCCUR ☐ CLAIMS-MADE						\$
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab/Claims Made			52OH044992822	6/1/2022	6/1/2023	Per Claim Aggregate \$2,000,000 \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: Value Planning Analysis for Clallam Bay Sekiu Sewer System Wastewater Treatment.

CERTIFICATE HOLDER**CANCELLATION**

Clallam County Public Works
223 East Fourth Street, Suite 6
Port Angeles WA 98362

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/06/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Rice Insurance LLC 1400 Broadway Bellingham WA 98225	CONTACT NAME: Rita Larsen PHONE (A/C, No, Ext): (360) 734-1161 FAX (A/C, No): (360) 734-1173 E-MAIL ADDRESS: rita@riceinsurance.com																					
INSURED Wilson Engineering LLC 805 Dupont St Bellingham WA 98225	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Sentinel Insurance Company LTD</td><td>11000</td></tr><tr><td>INSURER B:</td><td>Hartford Accident and Indemnity Company</td><td>22357</td></tr><tr><td>INSURER C:</td><td>Alaska National Insurance Co.</td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Sentinel Insurance Company LTD	11000	INSURER B:	Hartford Accident and Indemnity Company	22357	INSURER C:	Alaska National Insurance Co.		INSURER D:			INSURER E:			INSURER F:		
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INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** CL2312602907**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:	Y	Y	52SBAAE2077	03/10/2023	03/10/2024	<table><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 1,000,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000	MED EXP (Any one person)	\$ 10,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000		\$
EACH OCCURRENCE	\$ 1,000,000																				
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	\$																				
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y	Y	52UECCD0116	03/10/2023	03/10/2024	<table><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000																				
BODILY INJURY (Per person)	\$																				
BODILY INJURY (Per accident)	\$																				
PROPERTY DAMAGE (Per accident)	\$																				
	\$																				
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000	Y	Y	52SBAAE2077	03/10/2023	03/10/2024	<table><tr><td>EACH OCCURRENCE</td><td>\$ 4,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 4,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 4,000,000	AGGREGATE	\$ 4,000,000		\$								
EACH OCCURRENCE	\$ 4,000,000																				
AGGREGATE	\$ 4,000,000																				
	\$																				
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	52SBAAE2077	03/10/2023	03/10/2024	<table><tr><td>PER STATUTE</td><td>OTH-ER</td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 1,000,000</td></tr></table>	PER STATUTE	OTH-ER	E.L. EACH ACCIDENT	\$ 1,000,000	E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	E.L. DISEASE - POLICY LIMIT	\$ 1,000,000						
PER STATUTE	OTH-ER																				
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E.L. DISEASE - POLICY LIMIT	\$ 1,000,000																				
C	USL&H			23AWU08617	01/13/2023	01/13/2024	<table><tr><td>Each Accident</td><td>\$100,000</td></tr><tr><td>Disease Policy Limit</td><td>\$500,000</td></tr><tr><td>Disease Each Limit</td><td>\$100,000</td></tr></table>	Each Accident	\$100,000	Disease Policy Limit	\$500,000	Disease Each Limit	\$100,000								
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Value Planning Analysis for Clallam Bay Sekiu Sewer System Wastewater Treatment

Certificate Holder is Additional Insured, Waiver of Subrogation and Primary Non Contributory and Completed Operations per attached forms SS 00 08 04 05 and HA 99 16 03 12. Auto Additional Insured and Waiver of Subrogation apply per form HA99160312. 30-day Notice of Cancellation applies.

CERTIFICATE HOLDER**CANCELLATION**

Clallam County Public Works 223 East Fourth Street, Suite 6 Port Angeles WA 98362	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

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26

AGENDA ITEM SUMMARY

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

APR 25 2023

Department: DCD

WORK SESSION ☒ **Meeting Date:** 4/17/2023

REGULAR AGENDA ☒ **Meeting Date:** 4/25/2023

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

Item summary:

- | | |
|---|---|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU Contract #334.23.002 |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

The Jamestown S'Klallam Tribe (JST) will work with the Clallam MRC's Olympia Oyster Restoration Lead and Clallam MRC Project Coordinator to plan, coordinate, and implement enhancement of substrate for recruitment of the Olympia oyster populations. Work will take place in JST Tidelands in Sequim Bay by placing blank Pacific Oyster shell in locations known to be ideal for Olympia Oyster recruitment.

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?** ☐ **NA**
No budgetary impact

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Please sign the Personal Services Agreement.

County Official signature & print name: __Bruce Emery

A handwritten signature in blue ink, appearing to read "Bruce W. Emery", written over a horizontal line.

Name of Employee/Stakeholder attending meeting: __Rebecca Mahan __

Relevant Departments: _____DCD_____

Date submitted: 4/11/2023

* 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: Jamestown S'Klallam Tribe

Address: 1033 Old Blyn Highway
Sequim WA 98382

Phone N°: 360-683-1109

(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 1 day of January 2023 and shall, unless terminated as provided elsewhere in the Agreement, terminate on the 31 day of December 2023.

IN WITNESS WHEREOF, the parties have executed this Agreement on this 26 day of April 2023.

CONTRACTOR

W. Ron Allen

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Print name: W. Ron Allen

Title: Tribal Chairman/CEO

Date: 4-14, 2023

ATTEST:

Loni Gores, Clerk of the Board

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

Originals: BOCC
Vendor
Initiating Department
Copies: 5

SCOPE OF WORK

The Jamestown S'Klallam Tribe (JST) will work with the Clallam MRC's Olympia Oyster Restoration Lead and Clallam MRC Project Coordinator to plan, coordinate, and implement enhancement of substrate for recruitment of the Olympia oyster populations. Work will take place in JST Tidelands in Sequim Bay by placing blank Pacific Oyster shell in locations known to be ideal for Olympia Oyster recruitment.

Tasks and Deliverables:

- JST will collaborate with Clallam MRC to develop a shell placement plan based on population assessment data.
- JST will secure all necessary permits.
- JST will procure shell for placement.
- JST will collaborate with Clallam MRC Coordinator field operations to place blank shell.
- JST will collaborate with Clallam MRC Coordinator to complete the summary report. Materials provided by the biologist include:
 - GIS maps that pinpoint shell placement;
 - Copies of any media coverage;
 - Jpg images of field work activities.

2023 Olympia Oyster Restoration Budget Breakdown	Cost
Shellfish Biologist 50 hours @ \$75.01 hour	\$ 3,750.50
Jamestown S'Klallam Technicians (3) staff time 250 hours	\$ 13,136.50
JST Planning (permitting)	\$ 3,349.00
Shell Substrate (cubic yd)	\$ 35,000.00
Shell Transport Fee	\$ 1,500.00
Jamestown Landing craft 20 days @ \$500/day	\$10,000.00
Fuel for landing craft 40 gallons/day @ \$5.95	\$ 4,760.00
Total Project Cost	\$ 71,496.00

COMPENSATION

1. ☒ **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of Seventy-One Thousand Four Hundred Ninety-Six \$71,496.00 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 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: Rebecca Mahan
Title: MRC Coordinator/Habitat Biologist
Address: 223 East 4th Street, Suite 5
Telephone: 360.417.2322
E-mail: Rebecca.mahan@clallamcountywa.gov
Fax: 360.417.2443

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 \$ 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 | \$ | 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):.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/12/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Washington, Inc. 701 Fifth Ave Ste 550 Seattle WA 98104		CONTACT NAME: Maureen Shiri-Wasto AINS ARM PHONE (A/C, No, Ext): (206) 956-1600 FAX (A/C, No): (206) 956-9600 E-MAIL ADDRESS: Maureen.Shiri-Wasto@bbrown.com	
INSURED Jamestown S' Klallam Tribe 1033 Old Blyn Highway Sequim WA 98382		INSURER(S) AFFORDING COVERAGE INSURER A: Hudson Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2271300624 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	Y		NACL00196-16	07/01/2022	07/01/2023	EACH OCCURRENCE \$ 6,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000						
	MED EXP (Any one person) \$ Excluded						
	PERSONAL & ADV INJURY \$ 6,000,000						
							GENERAL AGGREGATE \$ 10,000,000
							PRODUCTS - COMP/OP AGG \$ 6,000,000
							\$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$ ☐						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE ☐ OTH-ER ☐
	E.L. EACH ACCIDENT \$						
	E.L. DISEASE - EA EMPLOYEE \$						
	E.L. DISEASE - POLICY LIMIT \$						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Clallam County is an additional insured per written contract.

CERTIFICATE HOLDER

CANCELLATION

Clallam County
223 East 4th Street

Port Angeles

WA 98362

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



AGENDA ITEM SUMMARY

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

2C
APR 25 2023

Department: BOCC

WORK SESSION ☒ Meeting Date: 4-24-23

REGULAR AGENDA ☒ Meeting Date: 4-25-23

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 |

Executive summary:

Prior to the launch of the new County website the Clallam County IT Department hosted ordinances and fee tables on the Clallam County in-house web server. With the upgrade of the website and recent changes to Microsoft the IT Department indicated that having Code Publishing host the Ordinances was more efficient and secure than maintaining an extra in-house web server for code hosting.

BOCC reviewed and approved of the Code Publishing proposal for document hosting services at their work session and regular meetings on April 17 and 18.

Requesting the BOCC to approve the attached amended contract to add additional document hosting services to the Code Publishing contract.

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?** ☐

Document hosting \$850 setup and \$100 annual maintenance fee (money in budget).

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

Requesting the BOCC to approve the attached amended contract to add additional document hosting services to the Code Publishing contract.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners and IT Department – Mark Doten

Relevant Departments: Board of Commissioners and IT Department

Date submitted: 4-19-23

- * 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)

Code Publishing Proposal 4-25-23
Revised: 3-04-2019



2C
APR 25 2023

291.23.006

A GENERAL CODE COMPANY



Agreement for Supplementation Services

PREPARED FOR:

Clallam County, Washington

PREPARED BY:

Taylor Kelly

Sales Support Specialist

TKelly@generalcode.com

800-551-2633 ext. 2423

DATE:

April 19, 2023

04/19/23

Mark Ozias, Chair – Clallam County Board of Commissioners
Clallam County, Washington
223 E 4th Street
Suite 4
Port Angeles, Washington
98362-2000

Dear Mark,

We are providing an amended agreement for consideration by Clallam County for the 2023 year. The enclosed Agreement provides for the continuation of codification services as provided by Code Publishing a General Code Company® for the maintenance of Code Supplementation and Online Hosting for work completed in 2023.

Our agreement provides for the supplementation services in print and electronic formats. If acceptable, please execute two copies and provide one copy for our files.

Please feel free to contact me if you have any questions on the enclosed Agreement or require any further information.

We look forward to our continued work with Clallam County and your office on this very important project. Thank you for your continued assistance.

Very truly yours,



Taylor Kelly

781 Elmgrove Road, Rochester, NY 14624 800-551-2633 ext. 2423

A General Code Company



Description of Services

Clallam County, Washington

April 19, 2023

Code Publishing Company shall continue to provide electronic updates, supplement services, and online hosting services to Clallam County, Washington.

Update and Supplements

CPC's supplementation service includes, but is not limited to, codification of new ordinances, creation of files for a web-based code, publishing of supplements to the printed code, and code archiving. Clallam County receives online on-demand updates, meaning that new ordinances will be incorporated into the online code as CPC receives them. Web updates include ordinances, history notes, and the disposition table(s), as well as validating internal cross-references and citations to state statutes. Clallam County will also receive an updated full code PDF annually. During this process, CPC will update the code's new pages, preface, statutory references, and provide a PDF option of all the affected pages including a directions page detailing how to remove obsolete pages and add new pages to reflect the changes. Formatting and editorial styles are kept consistent.

Standard Web Hosting

- **Settings** – Click on the settings icon to change font contrast, size, type, and line spacing. ADA settings are here.
- **Browse Nested Subsections** – For codes with several levels of nested subsections, the subsection alphanumeric(s) display and can be shared or printed.
- **Smart Search** – Returns the most relevant results, understands Boolean terms and includes multiple documents (see *Additional Document Hosting*). Chapters, sections and subsections also have their own "Search within This" tool.
- **Section previews** – Includes Section Previews and Footnotes. Hover over relevant citations to display pop-up text previews.
- **Search All Codes** – This is our "Explore Codes" option in the user portal. There is no extra charge to search all codes in our database. Search within specific states or all states.
- **Share** – Print, save or share sections. Save as Word, PDF, etc., share via email or social media.
- **Sticky Table Headers** – Headers remain fixed while scrolling through a long table.
- **Code Citations** - Links to **internal** (including subsections) and **federal** code *sections* where cited
- **Legislative History** – Filterable list of legislation. Clicking an enactment number brings up related information, including *links* to affected sections. Pending legislation is included. See also *History Linking* below.



A General Code Company

- **History Linking** – Links between history notes and enactments on the *Legislative History* page, with timelines. See also *Additional Document Hosting*.
- **Custom Interface** – Customized look and feel, with banner, menus, fonts, colors and photos to match your website. The initial custom interface is complimentary; further ones will be charged.
- **Explore All Codes** - Search across multiple Codes by municipality, geographic region, government type or population to find sample legislation or other Code content for zoning use, legal cases or historical research.

Update Service Fees

Editorial rate	\$23.50 per page
Graphics, maps, tables, diagrams (additional charge per page)	\$15.00 per page
Printed copies (optional)	\$0.25 per impression
Shipping	At cost

Annual Web Hosting Fees and Enhancements

Annual Web Fee	\$500.00
Web updates - Posting updates to online code	\$180.00
Document Hosting - Enactments	\$100.00
Total	\$780.00

Other Included Services

No charge

Telephone, email, and training support

Sample ordinance service

Archival PDF files (previous versions of full codes and supplements)

Authorization Agreement

Clallam County, Washington, hereby agrees to the procedures set forth in the attached description of services for Updates and Web Hosting dated April 19, 2023.*

Clallam County, Washington, hereby agrees to the procedures outlined above, and to General Code's Terms and Conditions, which are located here: [Terms and Conditions](#)

Clallam County, Washington

By: _____

Witnessed by: _____

Title: _____

Title: _____

Date: _____

Date: _____

Code Publishing, LLC/General Code, LLC

By: _____

Witnessed by: _____

Title: _____

Title: _____

Date: _____

Date: _____

This document serves both as a proposal and as an agreement. To accept this proposal and delegate authority to Code Publishing to administer the codification project, complete the form above, including authorized signatures. A signed copy of this agreement will be mailed back to the County for its records.

Scan and email the completed form to contracts@generalcode.com. You may also return it by mail to

General Code, 781 Elmgrove Road, Rochester, NY 14624.

** In the event that Clallam County migrates to General Code's eCode360 platform during the timeframe covered by this agreement, pricing and services may be revised with the County.*

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30
APR 25 2023



AGENDA ITEM SUMMARY

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

Department: Public Works

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: April 25, 2023

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 Request for Proposal Opening |

Documents exempt from public disclosure attached: ☐

Executive summary: In October 2020, the court appointed Clallam County as the receiver for the Bullman Beach Water System (BBWS). The Court tasked the county with bringing the system into compliance with state laws.

The Washington State Department of Health-Office of Drinking Water conducted a sanitary survey of the BBWS on September 1, 2022. The resulting sanitary survey report contained deficiencies and findings. One of the deficiencies noted was the requirement to install a water filtration system to comply with state and federal treatment requirements for a groundwater system under the influence of surface water. To address this deficiency, the Department requested the Board to issue a notice for a Request for Proposals (RFP) for the final design and construction of a bag filtration water treatment plant for the BBWS. A work session was held on the RFP notice on March 13, 2023. The Board approved the RFP notice on March 21, with a deadline to receive proposals by 10:00 a.m. on April 25.

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?** ☐

Final design and construction of the bag filtration water treatment plan to be funded by approved \$160,000 ARPA funds and 2023 Bullman Beach Water System budget fund, as needed.

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

The recommendation is for the Board to open any proposals received and forward them to Public Works for review and recommendation back to the Board.

County Official signature & print name: _____

Steve Gray Steve Gray

Name of Employee/Stakeholder attending meeting: Steve Gray & Kevin LoPiccolo

Relevant Departments: Public Works, Health and Human Services

Date submitted: April 19, 2023

* 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)

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**CLALLAM COUNTY PUBLIC WORKS DEPARTMENT
NOTICE OF REQUEST FOR PROPOSALS (RFP)**

MAR 21 2023

SEALED proposals will be received by the Board of Clallam County Commissioners at 223 East Fourth Street, Room 150, Port Angeles, Washington until 10:00 a.m., Tuesday, April 25, 2023, at which time they will be publicly opened and read aloud for:

The final design and construction of a bag filtration water treatment plant for the Bullman Beach Water System that meets the approval of the Washington State Department of Health—Office of Drinking Water (ODW) under state health requirements and standards. A conceptual plan design for the bag filtration water treatment system has been completed.

The complete RFP proposal informational packet including water system information, scope of work, timeline and deliverables, proposal content, submittal requirements, evaluation criteria, and general terms and conditions may be obtained from the Clallam County Public Works Department, 223 East 4th Street, Suite 6, Port Angeles, Washington 98362, (360) 417-2319. The RFP is also available on the Clallam County Internet Web Site at: www.clallamcountywa.gov (see Public Works Dept. Utilities-Division Web Page). Questions shall be directed to Steve Gray, Deputy Director, at (360) 417-2290.

The sealed proposals must be clearly marked on the outside of the envelope, **"RFP PROPOSAL – WATER TREATMENT PLANT FOR THE BULLMAN BEACH WATER SYSTEM PROJECT, RFP 2023-001**. Address proposals to: Board of Clallam County Commissioners, 223 E. 4th Street, Suite 4, Port Angeles, Washington 98362 or hand-deliver to 223 E. 4th Street, Room 150, Port Angeles, Washington. Proposals received late by the Commissioners' Office, delivered to other offices, received by fax or email or by any other means will not be considered.

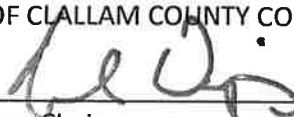
Clallam County in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 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.

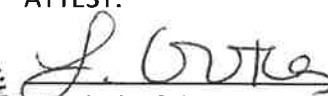
Pre-Proposal Walk-Through: The bag filtration water treatment plant conceptual plan design is based on County operation of this type of system at its Camp David Junior facility. A pre-proposal walk-through at both the Camp David Junior facility and the Bullman Beach Water System (project site) will be held on Tuesday April 11, 2023. The Camp David Junior facility walk-through will be held from 9:00–11:00 a.m. at 1452 Camp David Junior Rd. (on Lake Crescent), Port Angeles, WA. The Bullman Beach Water System walk-through will be held from 1:00–3:00 p.m. at 1592 Highway 112, Sekiu, WA. All interested applicants are to meet at each site during the scheduled time. This will be the only opportunity for applicants to review these water systems.

APPROVED THIS 21 DAY OF march, 2023.

BOARD OF CLALLAM COUNTY COMMISSIONERS

ATTEST:


Mark Ozias, Chair


Lori Gores, Clerk of the Board

Publish: Peninsula Daily News

Seattle Daily Journal of Commerce

March 24, March 31, and April 7
March 24, March 31, and April 7





AGENDA ITEM SUMMARY

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

49
APR 25 2023

Department: BOCC

WORK SESSION ☒ **Meeting Date: 4/17/23**

REGULAR AGENDA ☒ **Meeting Date: 4/25/23**

Item Summary:

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

Executive Summary:

The County collects a surcharge for preservation of historical documents pursuant to RCW 36.22.170.

Pursuant to Resolution No. 2-2020 the Clallam County Board of Commissioners established a Clallam County Heritage Grant Fund that will be funded with a portion of document recording fees collected by the Clallam County Auditor as authorized in 2005 under RCW 36.22.170, HB 1386. According to the legislation, these funds are to be used for projects that "promote historical preservation or historical programs, which may include preservation of historic documents."

Resolution No. 2-2020 assigns responsibility to the Clallam County Heritage Advisory to provide guidance and support for the administration of the Clallam County Heritage Grant fund.

Request to approve and sign resolution authorizing expenditure from the Heritage Advisory Grant fund for the approved request.

Contracts for each of the applicants will be prepared and executed at a later date.

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?** ☐

Port Angeles Fine Arts Center - \$7,000

Recommended Action:(Does the Board need to act? If so, what is the department's recommendation?)
Approve and sign resolution authorizing expenditure from the Heritage Advisory Grant Fund.

County Official Signature: Loni Gores Loni Gores, Clerk

Date Submitted: April 10, 2023

* Submit original and 5 copies
** Submit 3 originals and 5 copies



RESOLUTION _____, 2023

AUTHORIZING AN EXPENDITURE FROM THE CLALLAM COUNTY
HERITAGE ADVISORY BOARD GRANT FUND

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County collects a surcharge for preservation of historical documents pursuant to RCW 36.22.170.
2. Pursuant to Resolution No. 2-2020 the Clallam County Board of Commissioners established a Clallam County Heritage Grant Fund that will be funded with a portion of document recording fees collected by the Clallam County Auditor as authorized in 2005 under RCW 36.22.170, HB 1386. According to the legislation, these funds are to be used for projects that "promote historical preservation or historical programs, which may include preservation of historic documents."
3. Resolution No. 2-2020 assigns responsibility to the Clallam County Heritage Advisory to provide guidance and support for the administration of the Clallam County Heritage Grant fund.
4. The Heritage Advisory Board issued a notice calling for applications to be submitted for grant funding for historic preservation purposes through the Heritage Advisory Grant fund on January 10, 2023.
5. The Heritage Advisory Board met on April 3, 2023 to review the applications for funding from the Heritage Advisory Board Grant Program and made a recommendation to the Board of Commissioners.
6. The Heritage Advisory Board recommends a one-time expenditure to the Port Angeles Fine Arts Center.

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 Heritage Advisory Board.
2. Authorizes a one-time expenditure from the Heritage Advisory Grant Fund to be allocated as follows:

Port Angeles Fine Arts Center - \$7,000

3. A contract for the applicant will be prepared and executed in order to memorialize the decision to spend Heritage Advisory Board grant funds for historic preservation purposes.

PASSED AND ADOPTED this 25th day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, CMC, Clerk of the Board

Cc: File A22.161
Finance Department – Lane & Cook
Treasurer's Office
Auditor's Office



AGENDA ITEM SUMMARY

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

4b
APR 25 2023

Department: PF+P

WORK SESSION ☒ Meeting Date: 4/17/2023

REGULAR AGENDA ☒ Meeting Date: 4/25/2023

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 Furnishings Purchase |

Documents exempt from public disclosure attached: ☐

Executive summary:

Parks & Facilities is requesting a waiver of the BID/RFP/Quote Requirement, pursuant to Clallam County Code, Chapter 3.12, and Administrative Policy 560 for the purchase of office furniture and a panel system from Pacific Office Equipment ("POE"). This request relates to the relocation of the Finance Department to the WSU Extension office space in the historic courthouse building following WSU's pending relocation to the Old Juvenile Services building later this year.

Due to the historical building limitations of the old courthouse (i.e. ceiling height and construction build-out restrictions), the inadequate number of offices available in the new space to fully meet staff needs, and the sensitive nature of Finance conversations, a custom panel system with a non-standard height of 85", sound dampening features and a sliding panel door is needed to meet staff office needs. This necessitates a custom-build panel solution and the furnishings to be installed on site.

Parks & Facilities has been unable to secure informal comparable online quotes for this non-standard panel solution. For other furnishings covered under this quote, Parks & Facilities has obtained informal online quotes, however such quotes do not include setup, delivery, and installation which commercial office furniture vendors do not provide. In contrast, POE can provide these specialty needs with delivery and installation included for a lower price than obtained online quotes when adjusted for the estimated additional cost of delivery and setup that would have to be incurred, and within the required timeline.

The quote attached is for \$28,692.95 and was budgeted for as part of the Parks & Facilities Capital Projects fund budget in 2023.

* 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)

Finance Dept furnishings to Rick 4-12-2023

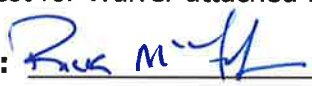
Revised: 3-04-2019

Attached is the Request for Waiver of BID/RFP/Quote Requirement for sole source purchases which is required to be approved by the BOCC for purchases of goods or services over \$25,000 pursuant to Administrative Policy 560.40.

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?** ☐

Funding for this project is in the Parks & Facilities Capital Projects budget.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Please approve and sign the attached Request for Waiver attached form.

County Official signature & print name:  RICK MCFARLEN

Name of Employee/Stakeholder attending meeting: Rick McFarlen

Relevant Departments: Parks, Fair, and Facilities

Date submitted: 4/12/2023

* 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)

Finance Dept furnishings to Rick 4-12-2023

Revised: 3-04-2019



**REQUEST FOR WAIVER OF
BID/RFP/QUOTE REQUIREMENT**

Department: **Parks and Facilities**

Date: 04.12.2023

Contract Number: n/a

Pursuant to Clallam County Code Chapter 3.12, and Administrative Policy 560, a waiver of the Bid/RFP/Quote requirement for purchases of goods or services is requested.

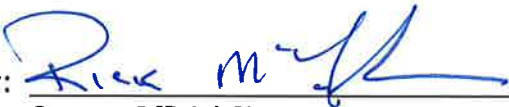
Goods or Services to be Purchased: Finance department: custom built office panel system for one office; office furnishings for three offices; conference table and chairs.

Cost of Purchase: \$28,692.95

85" Tall Acoustic Panel System w/sliding door
Furnishings for 3 offices
Conference Table w/8 Chairs

Vendor to be Awarded Contract: Pacific Office Equipment, Inc.

I certify that after diligent inquiry, to the best of my knowledge the vendor indicated above is the sole provider of the goods/services detailed in this document.

By: 
County Official Signature

Approved this _____ day of _____ 2013

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Sales Quote No: 1594

Date: 3/24/23

Account No: CLA025

Bill To: CLALLAM CO. PARKS DEPT.
 223 E. 4TH ST. SUITE 7
 PORT ANGELES, WA 98362-3015

Ship To: CLALLAM CO. PARKS DEPT.
 223 E. 4TH ST. SUITE 7
 PORT ANGELES, WA 98362-3015

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
NICK WRIGHT	STONEY	DELIVERY	NET 30	4/13/23

Notes

PRICING INCLUDES PLANNING, SETUP, DELIVERY AND INSTALLATION ONSITE.

Item No	Description	Quantity	UM	Price	Disc	Amount
FURNITURE	WSU (3 DESKS) - ELECTRIC SIT/STAND 72X30 DESK W/ 48" LEFT HAND RETURN, MOBILE METAL BOX/FILE. 72X24 CREDENZA, WOOD FILE/FILE, OFFICE CHAIR & GLASS CHAIR MAT. 2 DRAWER LATERAL FILE (2XMARK, 2XDEBI, 2XREBECCA) W/ 3 X 36" STACK-ON BOOKCASES (1 EA)	1.00	EACH	\$14,469.60	0.00	\$14,469.60
FURNITURE	WSU - 85" TALL ACOUSTIC PANEL SYSTEM (MEDIUM TONE PAINT, WAYFARE FABRIC), WITH SLIDING FROSTED GLASS DOOR.	1.00	EACH	\$15,772.00	0.45	\$8,674.60
FURNITURE	WSU - 8' CONFERENCE TABLE W/ 8 CONFERENCE CHAIRS	1.00	EACH	\$3,228.00	0.00	\$3,228.00

Pacific Office Equipment

"Your Local Solution Provider"

314 E 8th St Port Angeles, WA 98362

800-962-8714 360-417-3600

www.poeinc.com

Subtotal \$26,372.20

Discount \$0.00

Freight \$0.00

Sales Tax \$2,320.75

Sales Order Total \$28,692.95



AGENDA ITEM SUMMARY

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

4C
APR 25 2023

Department: Parks, Fair & Facilities

WORK SESSION ☒ **Meeting Date:** April 17, 2023

REGULAR AGENDA ☒ **Meeting Date:** April 25, 2023

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 Park, Fair & Facilities Department will brief the Board of Commissioners on proposed Fairgrounds fee changes and request a Call for Hearing to be held on May 9, 2023.

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?** ☐

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

Requesting approval of the Notice of Hearing.

County Official signature & print name: R. Donald Crawford R. Donald Crawford, Director

Name of Employee/Stakeholder attending meeting: R. Donald Crawford

Relevant Departments: Parks, Fair & Facilities

Date submitted: April 12, 2023

* Work Session Meeting - Submit 1 single sided/not stapled copy BOCC agenda item summary form for fee schedule 215-A 4.11.23
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019

PUBLIC HEARING

Proposed Clallam County Ordinance
Amending Clallam County Code, Chapter 5.100 Consolidated Fee Schedule –
Fairgrounds Division Services 215-A

NOTICE: The Clallam County Board of Commissioners will conduct a public hearing on Tuesday, May 9, 2023 at 10:30 a.m., or as soon thereafter. The public hearing is to consider the Ordinance listed above. The proposed Ordinance is available on the County website

<https://www.clallamcountywa.gov/228/Comment-on-Proposed-Ordinances-Policies>

Public comments are encouraged. Submit written comments to the address below before the hearing or present comments in person at the public hearing.

In compliance with the Americans with Disabilities Act, reasonable accommodations are available upon request. The facility is considered "barrier free" and accessible to those with physical disabilities.

PROPONENT: Clallam County Board of Commissioners
223 East 4th Street, Suite 4,
Port Angeles, WA 98362-3015
Telephone: 360.417.2256

FORMAL IDENTIFICATION: Fairgrounds Fee Schedule 215-A

SUMMARY OF PROPOSED CHANGES:

Ordinance amending Chapter 5.100 Consolidated Fee Schedule – Fairgrounds Fee Schedule 215-A
<https://www.clallamcountywa.gov/228/Comment-on-Proposed-Ordinances-Policies>

Publish: April 28, 2023
Bill: Parks, Fair & Facilities

Loni Gores, CMC, Clerk of the Board

Ordinance ____

Amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule –
Fairground Division Services 215-A

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 5.100.215, Fees for Fairgrounds Division Services is amended to read as follow:
See attached Fairgrounds Division Services fee schedule.

ADOPTED this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores
MMC, Clerk of the Board

Mike French

FAIRGROUNDS FEE SCHEDULE 215-A
EFFECTIVE 2023

RENTALS – FAIR EVENT FEES

<u>PRE-SEASON DAILY ADMISSION</u>	<u>FEE</u>	<u>REFERENCE / COMMENTS</u>
Senior 80+	Free	
Senior 65-79	\$7	
Active Military & Veteran w/ID	\$7	
Adult	\$10	
Student 13-17	\$8	
Youth 6-12	\$7	
Youth 6-12 <i>Thursday – Kids' Day</i>	Free	
Children under 5	Free	
<u>PRE-SEASON SEASON PASS</u>	<u>FEE</u>	<u>REFERENCE / COMMENTS</u>
Senior 80+	Free	
Senior 65-79	\$21	
Active Military & Veteran w/ID	\$21	
Adult	\$80	
Student 13-17	\$24	
Youth 6-12	\$14	
Children under 5	Free	
<u>DAILY ADMISSION</u>	<u>FEE</u>	<u>REFERENCE / COMMENTS</u>
Adult – 18+	~~\$8~~ \$12	
Student/Senior	\$6	
Student/Youth – 6-17	~~\$5~~ \$9	
Child under 5 Years or Younger Accompanied by an Adult	Free	
Youth 6-12 <i>Thursday – Kids' Day, 12 Years and Under</i>	Free	
<u>SEASON PASS</u>	<u>FEE</u>	<u>REFERENCE / COMMENTS</u>
Adult – 18+	~~\$24~~ \$36	
Student – 13-17/Senior	~~\$18~~ \$27	
Youth – 6-12	~~\$15~~ \$18	
Child under 5	Free	
Worker – 2 Passes per Leased Space	Free	
Worker – Passes Purchased Prior to First Day of Fair; up to 8 Additional	\$10 each	
Worker – Dry Creek Grange, Lions Club up to 20 Additional Passes	\$10 each	
Volunteer – Youth Animal Exhibitor	\$4 per person	
Volunteer – Youth Animal Exhibitor Assistant	\$5 per person	

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FAIRGROUNDS FEE SCHEDULE 215-A EFFECTIVE 2023 ²		
Volunteer – Fair Worker	\$4 per person	
Volunteer – 4-H Leader	\$5 per person	
PARKING/CAMPING	FEE	REFERENCE / COMMENTS
Reserved Parking Pass (Lot #1)	\$25 per vehicle/Fair week	
Overnight Camping/Parking Pass		
Non-Utility site outside fence, east side	\$35 per vehicle/Fair week	
(Camping Area E)	\$60 per vehicle/Fair week	
Utility site inside fence, east side		
(Camping Area D)	\$18 per vehicle/per night	
Vendor/Carnival area, west side (Lot #4)	\$20 per vehicle/Fair week	
Superintendent Camping	\$20 per vehicle/Fair week	
Assistant Superintendent Camping		
VENDOR BOOTH	FEE	REFERENCE / COMMENTS
Merchants Building	\$275	
Merchants Annex	\$225	
Wasankari Log Cabin	\$200	
Inside Space in a Building (10' x 10') (without power, excluding Merchants Building)	\$200	
Outdoor Space on Grounds (10' x 10') (without power)		
Informational Only (Non-Profit)	\$150	
Commercial Only (Non-Food)	\$200	
Electricity	\$25	
FOOD VENDOR BOOTH	FEE	REFERENCE / COMMENTS
Outdoor Only	\$400 or 18% of gross sales, whichever is greater	
RENTALS – NON-FAIR EVENT FEES¹		
BUILDING	FEE	REFERENCE / COMMENTS
Home Arts Building		
Non-Profit	\$350/day	
Profit and Private	\$450/day	
Stage Lighting System	\$100/day	
Refundable Damage/Cleaning Deposit	\$200	
Floral Building	\$150/day	
Exposition Hall		
Non-Profit	\$250/day	

FAIRGROUNDS FEE SCHEDULE 215-A EFFECTIVE 2023		
Profit and Private Refundable Damage/Cleaning Deposit	\$350/day \$200	
Fair Kitchen Non-Profit Profit and Private Dining Area Only Non-Profit Profit and Private Refundable Damage/Cleaning Deposit	\$125/day \$150/day or 18% of gross sales, if concessioned, whichever is greater \$60/day \$100/day \$200	
Art or Agriculture Building Non-Profit Profit and Private	\$50/day \$100/day	
Merchants Building Non-Profit Profit and Private	\$75/day \$150/day	
Cat Barn Non-Profit Profit and Private	\$50/day \$100/day	
Dog Barn Non-Profit Profit and Private	\$50/day \$100/day	
Cattle Barn Non-Profit Profit and Private	\$50/day \$100/day	
Poultry/Rabbit Barn Non-Profit Profit and Private	\$50/day \$100/day	
Multipurpose Barn (Cattle Barn #2) Non-Profit Profit and Private	\$50/day \$100/day	
Sheep/Goat Barn Non-Profit Profit and Private	\$50/day \$100/day	
Swine Barn Non-Profit Profit and Private	\$40/day \$80/day	
Horse Barns Stalls Non-Profit Stalls Profit and Private Non-Profit	\$10 per stall/day \$15 per stall/day \$150 per barn/day	3 Horse Barns available.

FAIRGROUNDS FEE SCHEDULE 215-A EFFECTIVE 2023		
Profit and Private	\$200 per barn/day	
Arena		Daily Use Fee does not include Arena being worked and watered.
Dog	\$50/day	
Livestock	\$50/day	
Sheep/Swine	\$50/day	
Horse (Warm Up Arena included)	\$150/day	
Daily Use Fee	\$10/day	
Arena Surface Grooming	\$100/each time worked/day	
Refundable Damage/Cleaning	\$200	
Deposit		
Miscellaneous Areas		KidZone Rental excludes Wasankari Log Cabin. Excludes Camping. Excludes Camping.
Plaza	\$150/day	
KidZone	\$150/day	
North Parking Lot #2	\$200/day	
East Camping Area D	\$150/day	
Wasankari Log Cabin	\$100/day	
Carnival		
Non-Commercial	\$300/day plus \$200 Refundable Damage/Cleaning Deposit	
Commercial	\$500/day ' plus \$400 Refundable Damage/Cleaning Deposit	
Non-Profit	\$100/day plus \$100 Refundable Damage/Cleaning Deposit	
Information and Ticket Booths	\$20 each/day	
Food Concession	\$100/day or 18% of gross sales, whichever is greater	
GRANDSTAND	FEE	REFERENCE / COMMENTS
GRANDSTAND WITH ARENA		Grandstand Seating Capacity 1,600
First Day	\$750	
Each Additional Day	\$600/day	
GRANDSTAND ARENA ONLY		
Arena	\$200/day	
MISCELLANEOUS GRANDSTAND WITH OR WITHOUT ARENA		
Events That Charge Admission	15% of gross sales, in	

FAIRGROUNDS FEE SCHEDULE 215-A EFFECTIVE 2023 ~~2~~		
	addition to rental fee	
Arena Water Use	\$250/event minimum	Fee in addition to rental fee; no use of water truck.
Rodeo Chutes	\$300/day	
Stalls/Pens Surrounding Arena	\$100/day	
Rodeo Announcer's Booth	\$30/day	
Food Concession	\$100/day or 18% of gross sales, whichever is greater	
Refundable Damage/Cleaning Deposit		
Low Risk Event	\$400	
High Risk Event	\$1,500	
STAGES	FEE	REFERENCE / COMMENTS
Center Stage	\$100/day	
West Stage Area Portable Stage		
Profit and Private		
First Day	\$500	
Each Additional Day	\$400/day	
Non-Profit		
First Day	\$350	
Each Additional Day	\$250/day	
Stage Extensions		
First Day		
Each Additional Day	\$100	
Refundable Damage/Cleaning	\$50/day	
Deposit	\$400	
West Stage Portable Stage – used outside the West Stage Area		
Fairgrounds	\$200 moving fee	
First Day	\$300	
Each Additional Day	\$200/day	
Stage Extensions		
First Day	\$150	
Each Additional Day	\$100/day	
Off Fairgrounds		
First Day	\$500	
Each Additional Day	\$400/day	
Stage Extensions		
First Day	\$150	
Each Additional Day	\$100/day	
Refundable Damage/Cleaning	\$500	
Deposit		
		Per contract.
		Moving fees vary and are charged by an independent trucking company arranged by County Maintenance.

FAIRGROUNDS FEE SCHEDULE 215-A EFFECTIVE 2023 ~~2~~		
AUDIO-VISUAL EQUIPMENT	FEE	REFERENCE / COMMENTS
Spotlight (1)	\$100/day	
Light Tree with 4 Lights (2)	\$75 each/day	
10' Light Truss with 6 Lights (1)	\$75/day	
Wired Microphone with Stand	\$50/day	
Wireless Microphone	\$100/day	
75' 16-channel Wire Snake	\$75/day	
Public Address Speakers with Stands	\$100/pair/day	
Refundable Damage/Cleaning Deposit	\$200	
MISCELLANEOUS EQUIPMENT	FEE	REFERENCE / COMMENTS
Interior Portable Stage	\$20/section/day	Ten ~~(10)~~ 4' x 8' sections available.
Round Table 60" Diameter	\$10/day	
Rectangular Table 8' in Length	\$10/day	
Dividers	\$5/each/day	
Chairs	\$2/each/day	
Picnic Tables	\$8/each/day	
Benches	\$6/each/day	
Bleachers		
Fairgrounds	\$50/event	
Off Fairgrounds	\$100/event	
Moving Fee (2 Staff Members)	\$75/hour	
Refundable Damage/Cleaning	\$300/event	
Deposit		
OVERNIGHT CAMPING	FEE	REFERENCE / COMMENTS
Utility Site (Clallam County Resident)	\$30/vehicle/site/night	Includes use of restrooms, showers, and garbage receptacles.
Utility Site (Non-County Resident)	\$34/vehicle/site/night	
Non-Utility Site (Clallam County Resident)	\$24/vehicle or tent site/night	
Non-Utility Site (Non-County Resident)	\$28/vehicle or tent site	
Non-Profit Youth Organization	\$2/person/night (RVs pay the utility rate)	
VEHICLE STORAGE	FEE	REFERENCE / COMMENTS
RVs/Trailers/Boats/Cars		Available starting September 1 and ending May 31
Vehicle/Equipment under 10' tall		
Vehicle/Equipment over 10' tall	\$3.50/linear foot/month	

FAIRGROUNDS FEE SCHEDULE 215-A EFFECTIVE 2023 ²		
	\$4.00/linear foot/month Leasehold Excise Tax will be added to fees as appropriate ²	the following year, and is first come, first served.
MISCELLANEOUS	FEE	REFERENCE / COMMENTS
Additional County Staff Time	\$45/hour	
Fair Grievance Fee	\$25	Fee refunded if Grievance is found in favor of Grievant.

¹ 50% off profit and private rental fees on all facilities when used by a 4-H or FFA sanctioned event.

² The current Leasehold Excise Tax Rate is 12.84% and is subject to change without notice.



4d
APR 25 2023

AGENDA ITEM SUMMARY

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

Department: BOCC Climate Advisory Committee

WORK SESSION **X Meeting Date:** 4-17-23

REGULAR AGENDA **X Meeting Date:** 4-25-23

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Presentation of the Draft 2023 Clallam County Climate Action Plan by the Climate Advisory Committee.

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?)
Discussion and approval

County Official signature & print name: Clea Rome

A handwritten signature in cursive script that reads "Clea Rome".

Name of Employee/Stakeholder attending meeting: Members of the CAC

Relevant Departments: BOCC

Date submitted: 4-12-23

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* 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)

Clallam County GHG Inventory & Climate Action Plan

1

Resolution 2018-62

"There are important economic incentives for taking positive action related to climate change..."

"Reconvene the Climate Action group to recommend updates to the Climate Action Plan to further reduce the County's carbon footprint"

Climate Committee established in Fall 2021

2

Employees

C.C. Member	Department
Angi Klahn	Accountant, Auditor's Office
Cathy Lear	Habitat Biologist, Community Development
Christina Epperson	GIS Analyst, Information Technology
Clea Rome	Director, WSU Clallam County Extension
Diane Harvey	Special Assistant to Sheriff's Office Command Staff, Sheriff's Department
Don Crawford	Director, Parks, Fair, & Facilities
Eli Owens	Environmental Health Specialist, Health and Human Services
Elizabeth Stanley	Chief Civil Attorney, Prosecuting Attorney's Office
Jesse Goodman	Engineer, Public Works
Katherine Connors	Planner II, Community Development
Mark Dolen	Director, Information Technology
Melanie Greer	4-H Coordinator, WSU Extension
Rich Meier	Clallam County Board of Commissioners

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THE SCIENCE BEHIND CLIMATE ACTION

Human activities are putting carbon dioxide into the atmosphere much quicker than natural processes can remove it.

The amount of carbon accumulated in the atmosphere over the past 150 years has not been experienced on Earth in more than three million years.

Changes that put carbon gases into the atmosphere result in warmer temperatures on Earth.

Warmer temperatures are directly related to drought, increased wildfire, destructive storms, heat-related illnesses, rising ocean, threat to marine species, destruction of crops.

4

Plan Development

February 2022: Cascadia Consulting

County funding (Greenhouse Gas Inventory)

NODC funding (Strategies and recommendations)

5

Plan Components

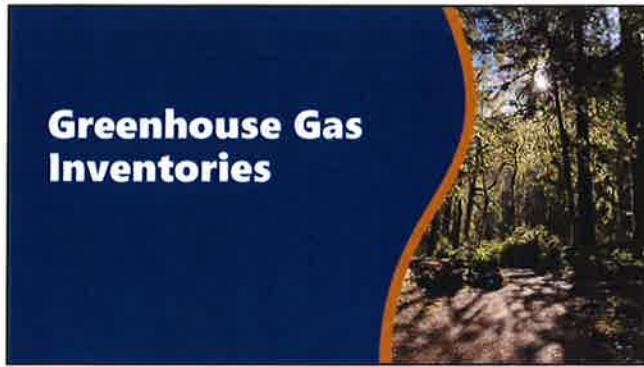
2019 Greenhouse Gas Inventories

- Geographic (community-wide and government)
- Consumption Based

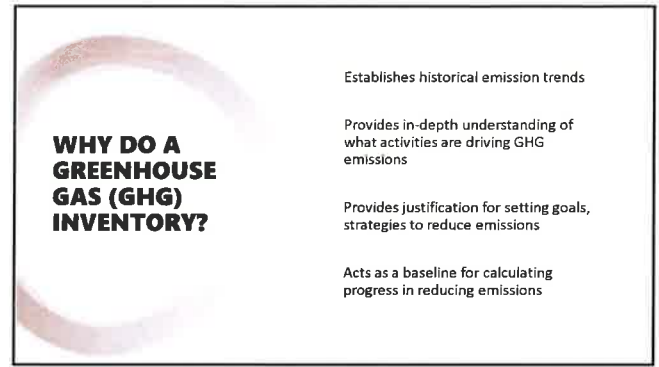
Strategies and Recommendations

Implementation Plan

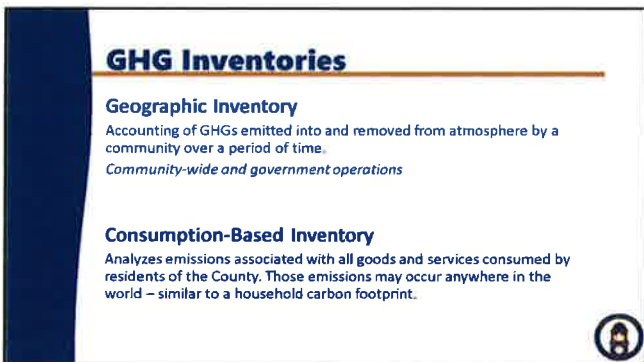
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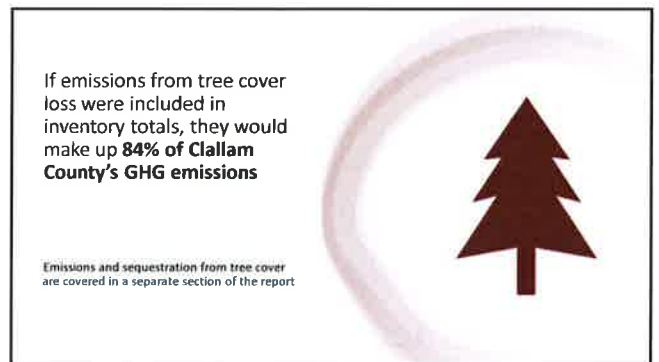
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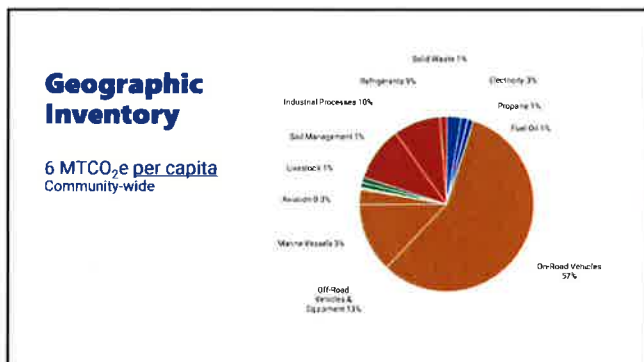
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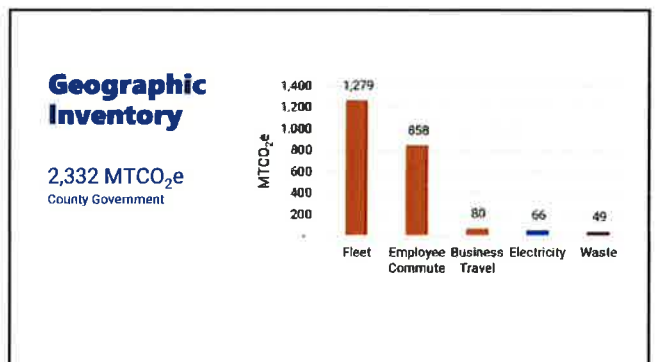
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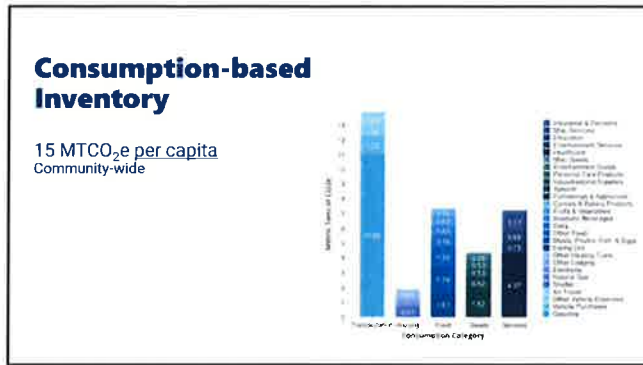
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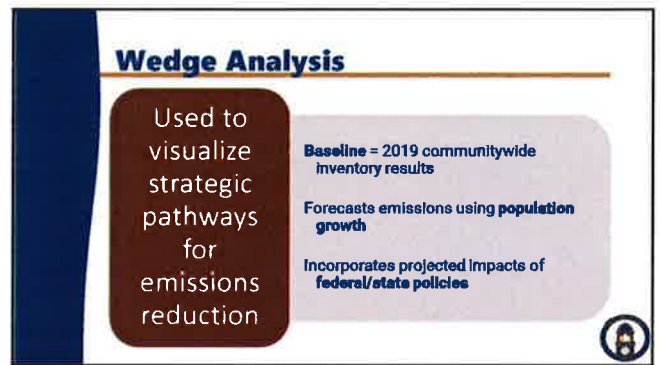
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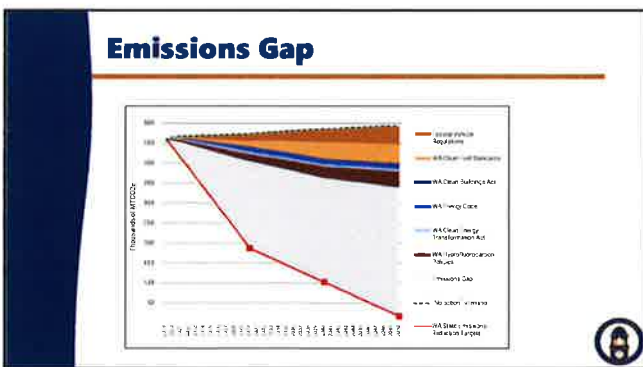
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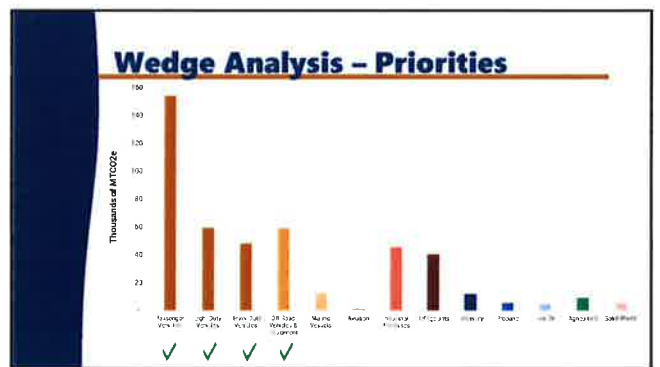
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Strategies and Actions

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Focus Areas & Strategies

Focus Area	Goal
 Energy & Built Environment	Decrease and mitigate emissions through clean energy and energy efficiency in the built environment.
 Consumption & Solid Waste	Reduce organic waste stream by half by 2030 through waste diversion and sustainable consumption.
 Transportation	Increase transportation options, incentivize non-motorized transportation options, facilitate, and plan for electrification of vehicles.
 Land Use	Implement policies for sustainable, smart development that reduces urban sprawl, strengthens food systems, and increase conservation.
 Natural Environment	Conserve and protect the environmental attributes and critical areas of Clallam County that contribute to the quality of life for all.

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Energy and Built Environment

Goal: Decrease and mitigate emissions through clean energy and energy efficiency in the built environment.

Strategy	Action Name
Install and incentivize energy-efficient upgrades and retrofits	1.1: Install energy efficiency retrofits at County facilities 1.2: Incentivize energy efficient retrofits and upgrades for residential and commercial buildings
Use cleaner energy-sources and increase resiliency of energy systems.	1.3: Invest in community energy projects

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Consumption and Solid Waste

Goal: Reduce organic waste stream by half by 2030 through waste diversion and sustainable consumption.

Strategy	Action Name
Increase waste diversion to reuse, repair, and support edible food rescue.	2.1: Expand food waste diversion and education programs 2.2: Increase waste diversion in County Operations
Promote green purchasing and sustainable consumption	2.3: Expand on County sustainable purchasing policies and reduce paper waste in County Operations

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Transportation

Goal: Increase transportation options, incentivize non-motorized transportation options, facilitate and plan for electrification of vehicles.

Strategy	Action Name
Reduce single-occupant vehicle miles travelled and support non-motorized transportation options	3.1: Create a County employee commute reduction program 3.2: Develop a non-motorized transportation plan
Promote green purchasing and sustainable consumption.	3.3: County fleet electrification and idle reduction 3.4: Prepare for EV infrastructure and use

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Land Use

Goal: Implement policies for sustainable, smart development that reduces urban sprawl, strengthens food systems, and increases conservation.

Strategy	Action Name
Invest in and support local food systems	4.1: Support existing gardening programs 4.2: Invest in Clallam County's agricultural sector

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Natural Environment

Goal: Conserve and protect the environmental attributes and critical areas of Clallam County that contribute to the quality of life for all.

Strategy	Action Name
Protect natural resources and conserve water through policies and programs	5.1: Increase tree planting 5.2: Increase native plant landscaping

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Strategies have Multiple Benefits

1.1: Install energy efficiency retrofits at County facilities

Ex. Energy efficient lighting, heat pumps, occupancy sensors, weatherization

Saves the County \$\$



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Strategies have Multiple Benefits

3.2 Develop a non-motorized transportation plan for Clallam County

Ex. Bicycle and pedestrian infrastructure

Improves quality of life and equity for Clallam County residents



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Key Recommendations from the Advisory Committee



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Designated Leadership

"Sustainability Officer"

- Identify and secure funding opportunities to integrate climate action into all County planning efforts
- Support departments with grant writing for climate-related opportunities
- Ensure accountability of policies/actions related to existing CAP goals
- Recommend new and updated policies that promote sustainability
- Create a systematic way to assess the GHG emissions associated with major county actions/policies/plans and consider the cost of those emissions during the decision-making process
- Oversee centralized procurement process



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E-Government

Adopt a comprehensive approach to digital government and e-government approaches to County Services.



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Next Steps

Approval of Plan
Public Engagement
Leadership
Committee role going forward



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Thanks

Commissioners
NODC
Cascadia Consulting
Committee Members



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Date: 3/31/23
To: Clallam County Board of Commissioners
From: Clallam County Climate Advisory Committee
Subject: Final Draft of the 2023 Clallam County Climate Action Plan

Background

Under [Resolution 2018-62](#), the Clallam County Board of Commissioners reaffirmed the County's commitment to climate action and resolved to re-establish the Climate Advisory Committee, a committee of County employees first established in 2009 for the purpose of "addressing county practices that can positively affect the environment and reduce the County's carbon footprint".

Starting in October 2021, the Climate Advisory Committee met over the following 15 months to develop the draft Clallam County Climate Action Plan (CAP) in consultation with Cascadia Consulting Group. The primary focus of the CAP is to outline actions that Clallam County government can take to reduce GHG emissions in its facilities and operations going forward. The committee is proud to present the draft plan for review.

In addition to the financial support the Commissioners designated to fund the greenhouse gas emissions inventory portion of the plan, the North Olympic Development Council provided funding for Cascadia to assist with the development of strategies and recommendations aligned with the GHG inventory data.

Key Committee Recommendations:

Designation of a County Leadership Position for CAP Implementation

The committee strongly recommends creating a new leadership position at the County to coordinate the implementation of the numerous strategies and recommendations identified in the CAP across county departments, ensure that new County projects consider the goals of the CAP from the outset, and track progress on emissions reduction.

E-government for the future

The emissions inventories conducted as part of the CAP showed unequivocally that transportation is the major source of GHG emissions in Clallam County, both community wide as well as relating to County operations. To address vehicle emissions, the committee recommends a comprehensive approach to adopting digital government and e-government approaches to County services going forward. Reducing the need for in-person transactions and enhancing employee telecommuting opportunities can significantly reduce the impact of on-road traffic as a source of greenhouse gas emissions.

Next steps: Public Outreach

An important next step is determining a process for public outreach regarding the County's plan for climate action. Engaging community members in opportunities for discussion and input will be critical to ensuring success of the proposed plan.

Our Climate Advisory Committee members appreciate the opportunity to play a role in shaping Clallam County's response to climate change and we look forward to the next steps towards climate action.

Thank you,

Members of the Clallam County Climate Advisory Committee



RESOLUTION _____, 2023

ADOPTING A CLALLAM COUNTY CLIMATE ACTION PLAN

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. In 2008, at the direction of the County Administrator, a Climate Advisory Group comprised of employee volunteers met to discuss County practices that could positively affect the environment and reduce the County's carbon footprint and to develop recommendations to the Board of Commissioners.
2. The Climate Advisory Group developed a Climate Action Plan which was presented to and formally adopted by the Board of Commissioners in April 2009.
3. County employees subsequently implemented many of the suggestions and strategies outlined in the Climate Action Plan, helping to reduce the County's carbon footprint.
4. In 2018 under Resolution 62-2018 the Clallam County Board of Commissioners reaffirmed the County's commitment to climate action and resolved to re-establish the Climate Advisory Committee.
5. Starting in October 2021, the Climate Advisory Committee met over the following 15 months to develop the draft Clallam County Climate Action Plan (CAP) in consultation with Cascadia Consulting Group.
6. In addition to the financial support the Commissioners designated to fund the greenhouse gas emissions inventory portion of the plan, the North Olympic Development Council provided funding for Cascadia to assist with the development of strategies and recommendations aligned with the Greenhouse Gas inventory data.

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

1. The Board of Commissioners approve of the attached Clallam County Climate Action Plan and will encourage its implementation across all County departments.

PASSED AND ADOPTED this 25th day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores, MMC, Clerk of the Board

Mike French

CLIMATE ACTION PLAN

EXECUTIVE SUMMARY

Beginning in 2022, Clallam County undertook a significant climate action initiative to develop a Climate Action Plan (CAP) to mitigate greenhouse gas (GHG) emissions from County government operations. The impacts of climate change are already being observed in Clallam County, including warmer maximum temperatures, rising sea levels along coastlines, and increased extreme weather events including drought and flooding.

This CAP sets the **foundation** for future climate action by outlining key strategies and actions across many focus areas that the County and its community can implement to reduce greenhouse gas (GHG) emissions and increase capacity for adapting to the impacts of climate change. This plan **prioritizes actions that can be implemented in the next five years** as the County takes steps toward meaningful climate action.

Climate Action Planning Process

The CAP was developed in an iterative process that included multiple rounds of discussion and refinement from the County's "**Climate Advisory Committee**" (CAC), an assemblage of County employees across various departments whose expertise and County insight helped to create a CAP that is tailored to Clallam County.

In addition to monthly meetings with the CAC, the CAP development process also included:

- An initial **review of County plans and policies** including the County's Parks Master Plan, Solid Waste Management Plan, and Shoreline Master Plan.
- 2019 communitywide and municipal **GHG inventories**.
- A **forecast** of Clallam County's future GHG emissions under different scenarios including a "no action" future, and a scenario that forecasts the impacts of state and federal climate action legislation.
- An **action-by-action analysis** process to determine benefits that could be provided to the community.

Greenhouse Gas Emissions

To understand Clallam County's GHG emissions, two types of inventories were prepared:

- A **geographic** inventory accounts for the emissions produced from activities that occur within a geographic or political boundaries of a community or local government.
- A **consumption-based** emissions inventory accounts for the emissions related to a community's carbon footprint, including beyond geographic boundaries, which includes the production, transportation, use, and disposal of goods and services consumed by the community.

These inventories establish a **baseline estimate** that can be used to measure progress into the future and illustrate priority areas for emissions reduction.



Geographic Emissions Inventories

As part of the CAP development process, two geographic inventories were completed:

A **communitywide GHG inventory** which includes all emissions that occur within Clallam County's geographic boundaries from residents, businesses, visitors, and industrial facilities.

A **government operations** inventory which includes GHG emissions produced by Clallam County's municipal operations, such as emissions from County fleet vehicles or energy used to power municipal facilities.

The results of the communitywide GHG inventory indicate that Clallam County's residents, businesses, employees, and visitors produced **459,517 metrics tons of carbon dioxide equivalent (MTCO₂e)** in 2019, approximately **6 MTCO₂e per capita**. Figure 1 shows total emissions by sector:

- The **transportation** sector contributed the largest share of total emissions (73%).
- Emissions sources within the "Other" category consist of **industrial process emissions** (10%), **refrigerants** (9%), and **solid waste** (1%).
- **Energy** contributed 5% of total emissions and **agriculture** contributed 2% of emissions.

Figure 1. 2019 Communitywide Emissions by Sector (%)

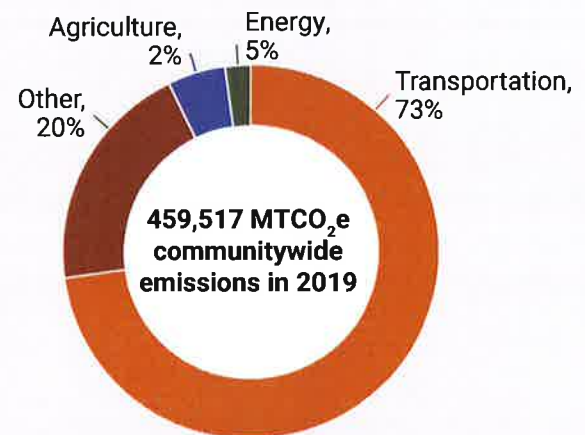
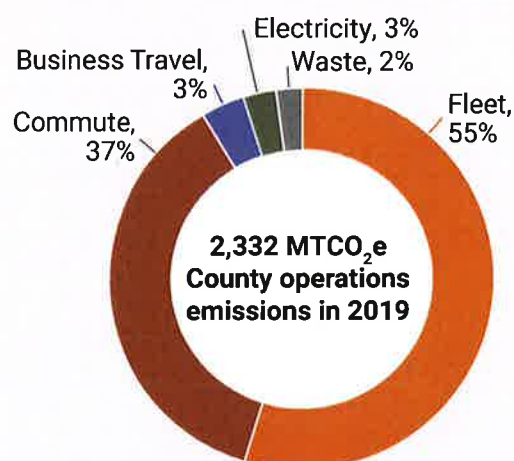


Figure 2. 2019 County Operations Emissions (MTCO₂e)



The results of the government operations emissions inventory show that the County produced **2,332 MTCO₂e** in 2019 (Figure 2), equivalent to approximately **5 MTCO₂e per County employee**.

The vast majority (**95%**) of emissions produced by government operations are from transportation (County fleet vehicles, employee commute, business travel).



Consumption-Based Emissions Inventory

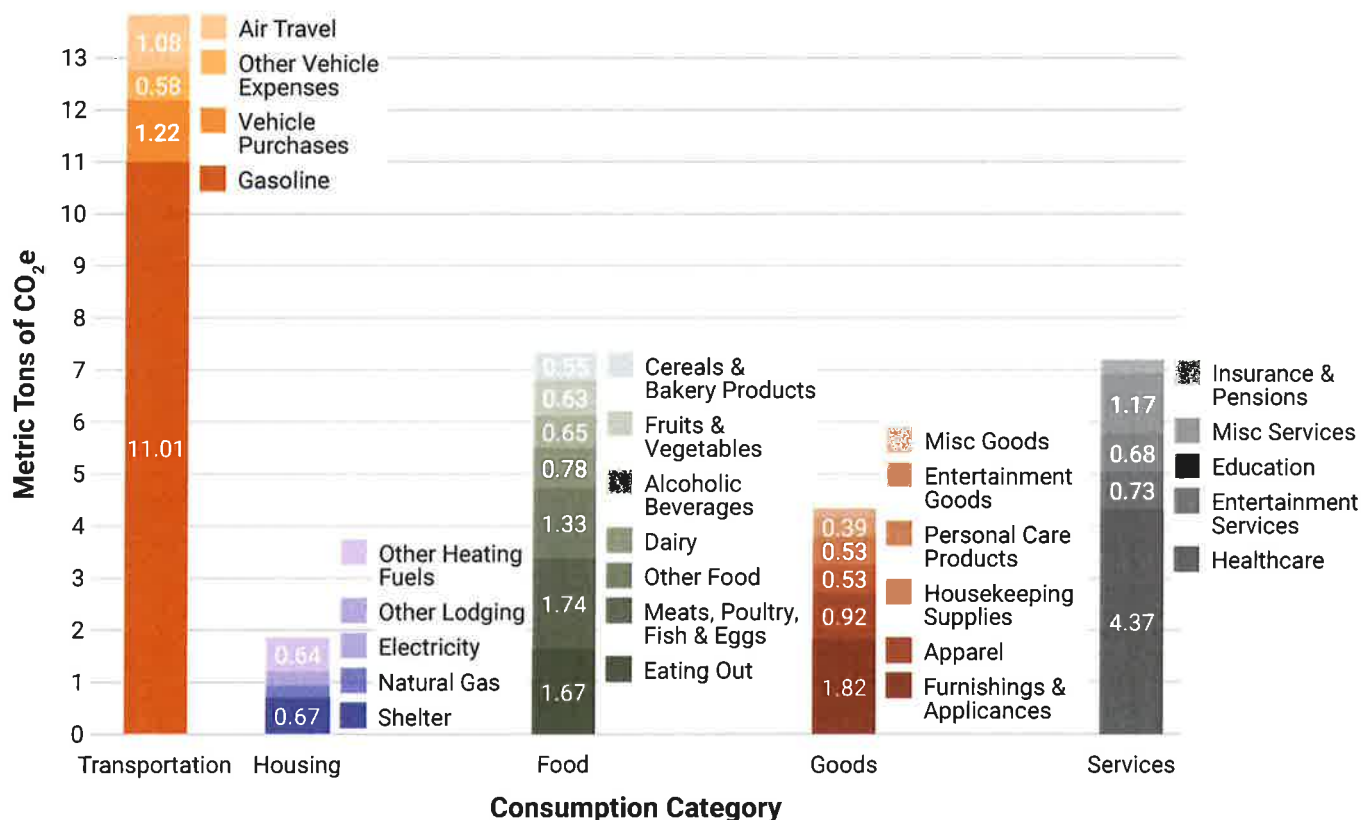
The consumption-based emissions inventory (CBEI) estimated that Clallam County's residents produced approximately **1.2 million MTCO₂e** in 2019. This means that on average, each household produced roughly 35 MTCO₂e per year, or approximately **15 MTCO₂e per person**.

The CBEI includes five categories: transportation, housing, food, goods, and services.

Figure 3 shows average emissions by source, per household. **Transportation** was the largest emissions category, followed by **food and services**. Overall, **gasoline** was the single largest source of emissions in 2019, followed by **healthcare**.¹

CBEIs provide the community with insight on how to reduce their personal or household level emissions. The primary focus of this CAP is to outline actions that Clallam County can take to reduce GHG emissions in its facilities and operations going forward. Although the process for developing these strategies and recommendations has not yet included broad community engagement, it is the intention of the Commissioners to undertake a public engagement process for feedback on the approaches outlined in the plan.

Figure 3. 2019 Consumption-Based Emissions (MTCO₂e/household)



¹ Healthcare emissions include emissions from hospitals, doctor and dentist offices, and other medical facilities; pharmaceutical manufacturing; medical equipment; etc.

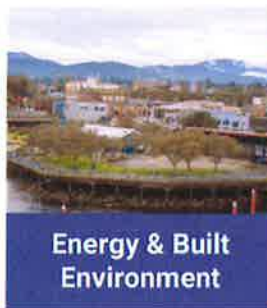
Goals, Strategies, and Actions

The goals, strategies, and actions presented below are a strategic mix of County- and community-focused initiatives and actions designed to reduce governmental and communitywide emissions. Developed with guidance from the County Climate Action Committee (CAC), these strategies and actions work to protect and maintain local natural resources and ecosystems, public health and safety, and economic vitality. Actions were prioritized if **highly impactful**, **easily implementable**, and/or **cost-efficient**.

To ensure longevity and success of the CAP, two main takeaways rose to the top during the CAP development process. First, the need for centralized management, monitoring, and implementation of actions and goals outlined in this plan to ensure focused progress and verifiable results. Secondly, the importance of implementing e-government solutions that could significantly impact emissions and the way Clallam government operates.



Focus Areas



Energy & Built Environment

Goal: Decrease and mitigate emissions through clean energy and energy efficiency in the built environment.

Strategy	Action Name
Install and incentivize energy-efficient upgrades and retrofits	1.1: Install energy efficiency retrofits at County facilities 1.2: Incentivize energy efficient retrofits and upgrades for residential and commercial buildings
Use cleaner energy-sources and increase resiliency of energy systems	1.3: Invest in community energy projects



Consumption & Solid Waste

Goal: Reduce organic waste stream by half by 2030 through waste diversion and sustainable consumption.

Strategy

Action Name

Increase waste diversion to reuse, repair, and support edible food rescue

2.1: Expand food waste diversion and education programs
2.2: Increase waste diversion in County Operations

Promote green purchasing and sustainable consumption

2.3: Expand on County sustainable purchasing policies and reduce paper waste in County Operations



Transportation

Goal: Increase transportation options, incentivize non-motorized transportation options, facilitate and plan for electrification of vehicles.

Strategy

Action Name

Reduce single-occupant vehicle miles traveled and support non-motorized transportation options

3.1: Create a County employee commute reduction program
3.2: Develop a non-motorized transportation plan

Promote green purchasing and sustainable consumption

3.3: County fleet electrification and idle reduction
3.4: Prepare for EV infrastructure and use



Land Use

Goal: Implement policies for sustainable, smart development that reduces urban sprawl, strengthens food systems, and increases conservation.

Strategy

Action Name

Invest in and support local food systems

4.1: Support existing gardening programs
4.2: Invest in Clallam County's agricultural sector



Natural Environment

Goal: Conserve and protect the environmental attributes and critical areas of Clallam County that contribute to the quality of life for all.

Strategy

Action Name

Protect natural resources and conserve water through policies and programs

5.1: Increase tree planting
5.2: Increase native plant landscaping

CLALLAM COUNTY
**CLIMATE
ACTION
PLAN**

2023



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Rich Meier	Clallam County Board of Commissioners

In addition to the CAC members, many external entities participated in this planning process in a variety of ways, including providing data for the communitywide GHG inventory, participating in the North Olympic Development Council's (NODC) planning processes, vetting and revising actions, and reviewing draft documents.

Prepared by:



CLIMATE ACTION PLAN

EXECUTIVE SUMMARY

Beginning in 2022, Clallam County undertook a significant climate action initiative to develop a Climate Action Plan (CAP) to mitigate greenhouse gas (GHG) emissions from County government operations. The impacts of climate change are already being observed in Clallam County, including warmer maximum temperatures, rising sea levels along coastlines, and increased extreme weather events including drought and flooding.

This CAP sets the **foundation** for future climate action by outlining key strategies and actions across many focus areas that the County and its community can implement to reduce greenhouse gas (GHG) emissions and increase capacity for adapting to the impacts of climate change. This plan **prioritizes actions that can be implemented in the next five years** as the County takes steps toward meaningful climate action.

Climate Action Planning Process

The CAP was developed in an iterative process that included multiple rounds of discussion and refinement from the County's "**Climate Advisory Committee**" (CAC), an assemblage of County employees across various departments whose expertise and County insight helped to create a CAP that is tailored to Clallam County.

In addition to monthly meetings with the CAC, the CAP development process also included:

- An initial **review of County plans and policies** including the County's Parks Master Plan, Solid Waste Management Plan, and Shoreline Master Plan.
- 2019 communitywide and municipal **GHG inventories**.
- A **forecast** of Clallam County's future GHG emissions under different scenarios including a "no action" future, and a scenario that forecasts the impacts of state and federal climate action legislation.
- An **action-by-action analysis** process to determine benefits that could be provided to the community.

Greenhouse Gas Emissions

To understand Clallam County's GHG emissions, two types of inventories were prepared:

- A **geographic** inventory accounts for the emissions produced from activities that occur within a geographic or political boundaries of a community or local government.
- A **consumption-based** emissions inventory accounts for the emissions related to a community's carbon footprint, including beyond geographic boundaries, which includes the production, transportation, use, and disposal of goods and services consumed by the community.

These inventories establish a **baseline estimate** that can be used to measure progress into the future and illustrate priority areas for emissions reduction.



Geographic Emissions Inventories

As part of the CAP development process, two geographic inventories were completed:

A **communitywide GHG inventory** which includes all emissions that occur within Clallam County's geographic boundaries from residents, businesses, visitors, and industrial facilities.

A **government operations** inventory which includes GHG emissions produced by Clallam County's municipal operations, such as emissions from County fleet vehicles or energy used to power municipal facilities.

The results of the communitywide GHG inventory indicate that Clallam County's residents, businesses, employees, and visitors produced **459,517 metrics tons of carbon dioxide equivalent (MTCO₂e)** in 2019, approximately **6 MTCO₂e per capita**. Figure 1 shows total emissions by sector:

- The **transportation** sector contributed the largest share of total emissions (73%).
- Emissions sources within the "Other" category consist of **industrial process emissions** (10%), **refrigerants** (9%), and **solid waste** (1%).
- **Energy** contributed 5% of total emissions and **agriculture** contributed 2% of emissions.

Figure 1. 2019 Communitywide Emissions by Sector (%)

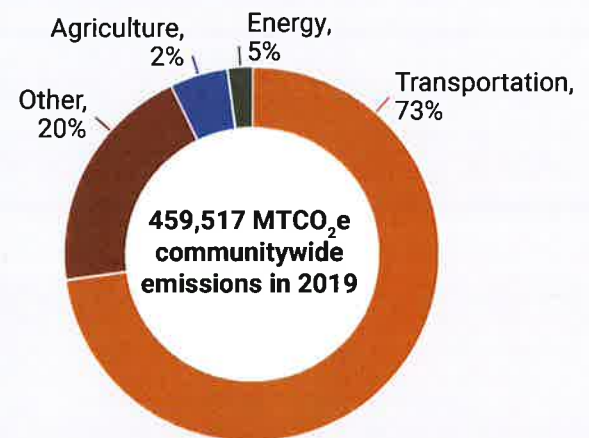
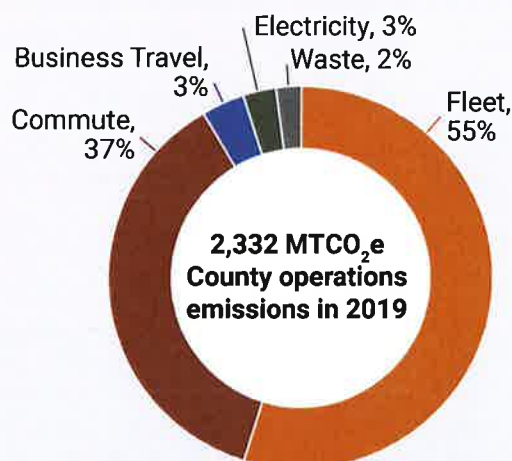


Figure 2. 2019 County Operations Emissions (MTCO₂e)



The results of the government operations emissions inventory show that the County produced **2,332 MTCO₂e** in 2019 (Figure 2), equivalent to approximately **5 MTCO₂e per County employee**.

The vast majority (95%) of emissions produced by government operations are from transportation (County fleet vehicles, employee commute, business travel).



Consumption-Based Emissions Inventory

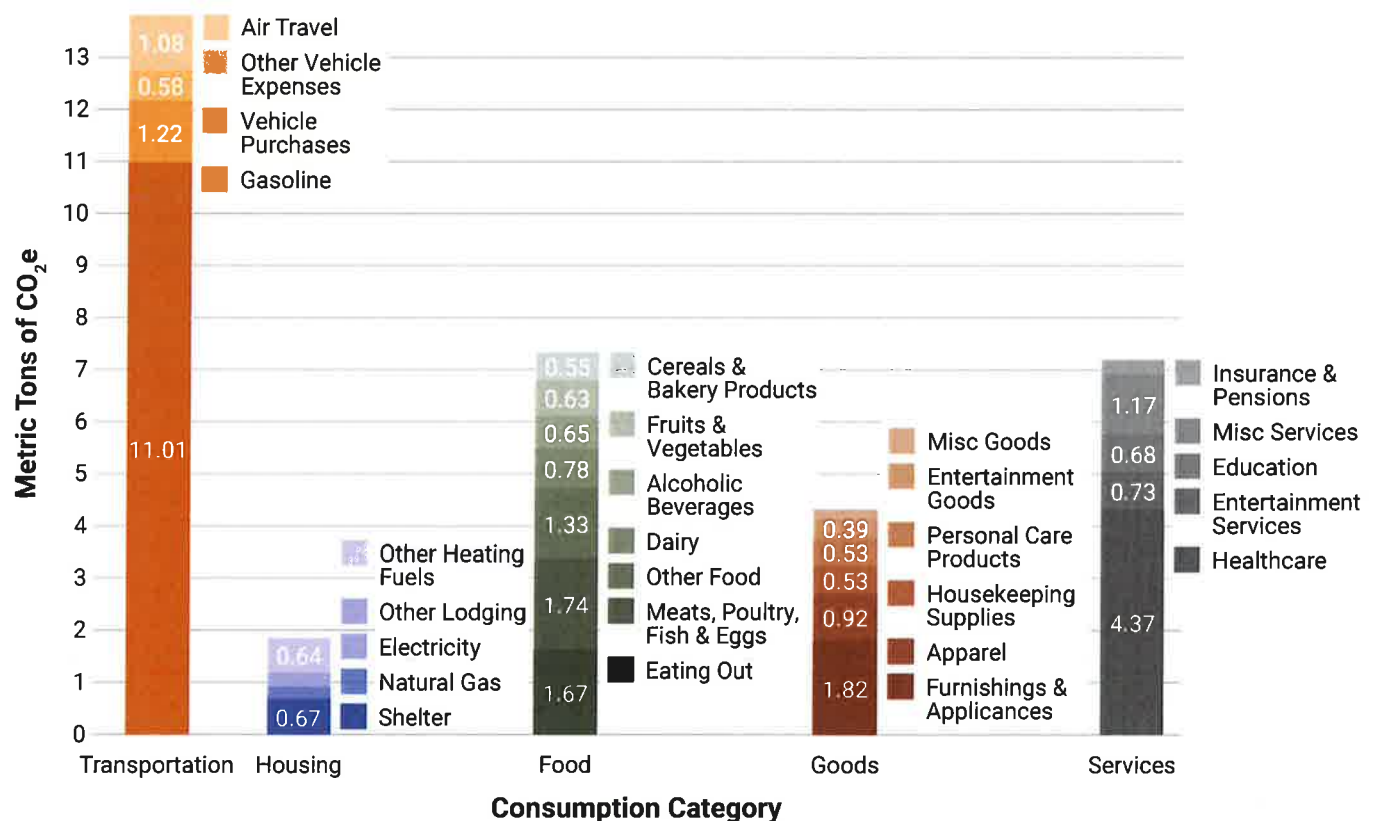
The consumption-based emissions inventory (CBEI) estimated that Clallam County's residents produced approximately **1.2 million MTCO₂e** in 2019. This means that on average, each household produced roughly 35 MTCO₂e per year, or approximately **15 MTCO₂e per person**.

The CBEI includes five categories: transportation, housing, food, goods, and services.

Figure 3 shows average emissions by source, per household. **Transportation** was the largest emissions category, followed by **food and services**. Overall, **gasoline** was the single largest source of emissions in 2019, followed by **healthcare**.¹

CBEIs provide the community with insight on how to reduce their personal or household level emissions. The primary focus of this CAP is to outline actions that Clallam County can take to reduce GHG emissions in its facilities and operations going forward. Although the process for developing these strategies and recommendations has not yet included broad community engagement, it is the intention of the Commissioners to undertake a public engagement process for feedback on the approaches outlined in the plan.

Figure 3. 2019 Consumption-Based Emissions (MTCO₂e/household)



¹ Healthcare emissions include emissions from hospitals, doctor and dentist offices, and other medical facilities; pharmaceutical manufacturing; medical equipment; etc.

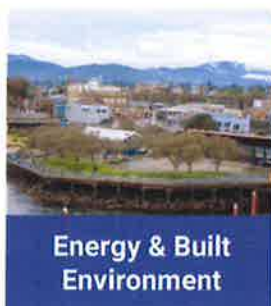
Goals, Strategies, and Actions

The goals, strategies, and actions presented below are a strategic mix of County- and community-focused initiatives and actions designed to reduce governmental and communitywide emissions. Developed with guidance from the County Climate Action Committee (CAC), these strategies and actions work to protect and maintain local natural resources and ecosystems, public health and safety, and economic vitality. Actions were prioritized if **highly impactful**, **easily implementable**, and/or **cost-efficient**.

To ensure longevity and success of the CAP, two main takeaways rose to the top during the CAP development process. First, the need for centralized management, monitoring, and implementation of actions and goals outlined in this plan to ensure focused progress and verifiable results. Secondly, the importance of implementing e-government solutions that could significantly impact emissions and the way Clallam government operates.



Focus Areas



Energy & Built Environment



Consumption & Solid Waste



Transportation



Land Use



Natural Environment

Energy & Built Environment

Goal: Decrease and mitigate emissions through clean energy and energy efficiency in the built environment.

Strategy

Install and incentivize energy-efficient upgrades and retrofits

Use cleaner energy-sources and increase resiliency of energy systems

Action Name

1.1: Install energy efficiency retrofits at County facilities

1.2: Incentivize energy efficient retrofits and upgrades for residential and commercial buildings

1.3: Invest in community energy projects



Consumption & Solid Waste

Goal: Reduce organic waste stream by half by 2030 through waste diversion and sustainable consumption.

Strategy	Action Name
Increase waste diversion to reuse, repair, and support edible food rescue	2.1: Expand food waste diversion and education programs 2.2: Increase waste diversion in County Operations
Promote green purchasing and sustainable consumption	2.3: Expand on County sustainable purchasing policies and reduce paper waste in County Operations



Transportation

Goal: Increase transportation options, incentivize non-motorized transportation options, facilitate and plan for electrification of vehicles.

Strategy	Action Name
Reduce single-occupant vehicle miles traveled and support non-motorized transportation options	3.1: Create a County employee commute reduction program 3.2: Develop a non-motorized transportation plan
Promote green purchasing and sustainable consumption	3.3: County fleet electrification and idle reduction 3.4: Prepare for EV infrastructure and use



Land Use

Goal: Implement policies for sustainable, smart development that reduces urban sprawl, strengthens food systems, and increases conservation.

Strategy	Action Name
Invest in and support local food systems	4.1: Support existing gardening programs 4.2: Invest in Clallam County's agricultural sector



Natural Environment

Goal: Conserve and protect the environmental attributes and critical areas of Clallam County that contribute to the quality of life for all.

Strategy	Action Name
Protect natural resources and conserve water through policies and programs	5.1: Increase tree planting 5.2: Increase native plant landscaping

ACRONYMS AND KEY TERMS

Carbon sequestration	The process of capturing and storing atmospheric carbon dioxide in soils, oceans, vegetation, and geologic formations. Because carbon sequestration removes emissions from the atmosphere rather than reducing the total emissions generated by a community, it should not be considered a direct emissions reduction. Instead, it can be considered as a method used to help achieve carbon neutrality. It is best practice to report GHG removals from sequestration processes separately to ensure transparency and meaningful and accurate reporting of progress made toward a community's GHG reduction and carbon neutrality goals.
Climate Action Plan (CAP)	A comprehensive roadmap developed by an entity that outlines specific strategies and actions that it will take to reduce greenhouse gas emissions and adapt to climate change impacts.
Climate change	The long-term change in global and regional climate patterns due to increased levels of atmospheric carbon dioxide and other greenhouse gases produced by human activities such as using fossil fuels like coal, oil, and gas.
Climate resilience	The ability of a community to prepare for, respond to, and recover from climate emergencies and impacts. Improving climate resilience is essential to the health and wellbeing of residents.
E-government	E-government focuses on information and communication technology (ITC) utilized and involves the digitization of procedures, documents, information, and services to improve governance through the deployment of modern technology.
Electric vehicles (EVs)	Vehicles that derive all or part of their power from electricity. – Plug-In Hybrid Electric Vehicles (PHEVs): Vehicles that run by using a combination of plug-in electricity and internal combustion. – Battery Electric Vehicles (BEVs): Vehicles that run completely on electricity using a battery that can be recharged by being plugged into the electric grid.
Electrification	The transition away from using natural gas and other fossil fuels to electricity (preferably generated from renewable energy sources like solar and wind) to power homes and vehicles.
Greenhouse gases (GHGs)	A heat-trapping gas that warms the atmosphere. The primary greenhouse gases of concern are carbon dioxide (CO ₂), methane (CH ₄), nitrous oxide (N ₂ O), and fluorinated gases.
Heat pump	An energy-efficient alternative to furnaces and air conditioners that uses electricity to move heat around rather than generating it, resulting in space heating and cooling.



Acronyms and Key Terms

Metric ton of carbon dioxide equivalent (MTCO₂e)	A common unit of measurement that represents an amount of a greenhouse gas whose impact on climate change has been standardized to that of one unit of carbon dioxide (CO ₂), based on the global warming potential (GWP) of the gas.
Mixed-use development	Development that consists of a mix of uses such as residential, retail, commercial, office, government, and entertainment in the same building or in close proximity.
Net zero	The balance of greenhouse gas emissions produced through human activities and emissions removed from the atmosphere from processes such as carbon sequestration to offset emissions.
North Olympic Development Council (NODC)	A collaborative of member governments, community organizations, tribes and businesses on the North Olympic Peninsula aiming to advance economic, environmental and quality of life initiatives in the region.
Transit-oriented development	Walkable, pedestrian-oriented, and densely compacted mixed-use (commercial, residential, entertainment) development centered around or located near public transit stations.
Vehicle miles traveled (VMT)	A metric used in transportation planning to measure the cumulative miles traveled by all vehicles in a geographic region over a given time period.



INTRODUCTION

Clallam County has developed the following Climate Action Plan (CAP) to mitigate greenhouse gas (GHG) emissions from County government operations. The impacts of climate change are already being observed in Clallam County, including warmer maximum temperatures, rising sea levels along coastlines, and increased extreme weather events including drought and flooding.

This CAP **sets the foundation for future climate action** across a variety of areas including transportation, buildings, and land use. The CAP focuses on actions with the most greenhouse gas (GHG) emissions reduction potential while also prioritizing actions that will increase the county's climate resilience.

Background

The County's climate action work began in 2008 with the creation of a group of volunteer County employees serving on the County's **"Climate Advisory Committee" (CAC)**.

The County adopted its first CAP via Resolution 35 on April 21, 2009 which included suggested goals to support the reduction of the County's governmental GHG emissions.

The 2022 CAP significantly expands the inventory scope to include:

- 2019 communitywide emissions and forecast
- 2019 County operations emissions
- 2019 consumption related emissions
- Detailed strategies and implementation plan for reducing GHG emissions

Guiding Principles

This CAP was guided by one of the County's 2022/2023 [mission statement objectives](#)⁴: *"maximizing and enhancing our environmental resources for sustainability and legacy expectations."* The Plan builds on Clallam County's previous work, including:

- Multiple climate resolutions from the Board of County Commissioners (BOCC)
- 5-year Capital Improvement Plan
- Park And Recreation Master Plan
- [Solid Waste Management Plan](#)
- [Stormwater Management \(CCC Title 27.14\)](#)
- [Shoreline Master Program \(CCC Title 35\)](#)
- [Critical Areas Code \(CCC Title 27.12\)](#)
- [County Comprehensive Plan](#)

⁴ [Board of County Commissioners | Clallam County, WA \(clallamcountywa.gov\)](#)

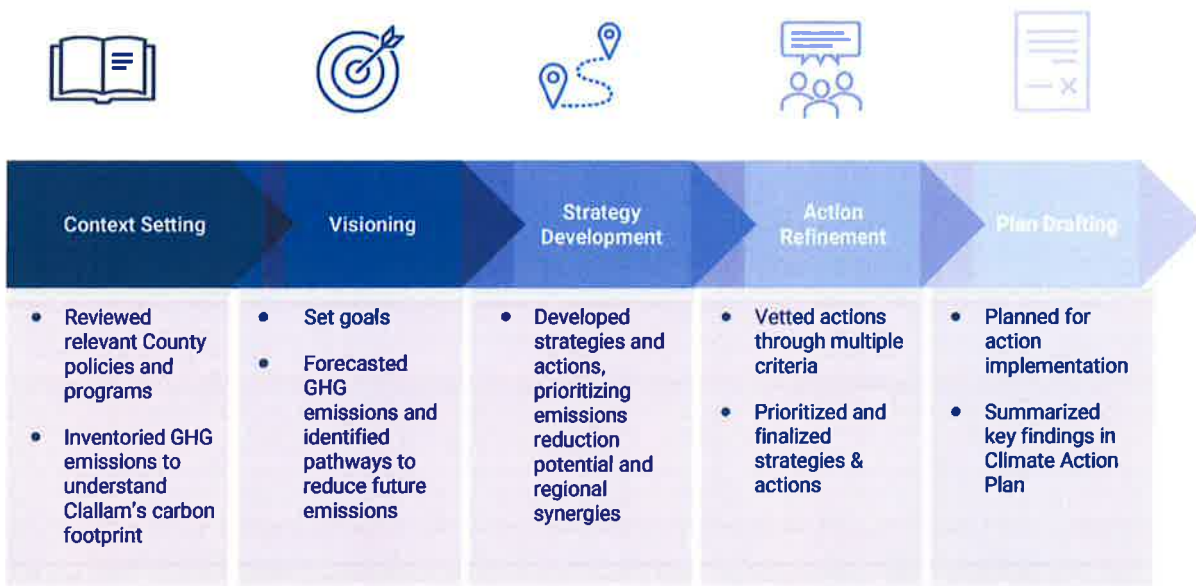


Climate Action Planning Process

The climate action planning process included both quantitative and qualitative analyses, a review of relevant County policies and programs, identifying potential strategies and actions, and vetting them with the CAC and other County staff to ensure that the final CAP is tailored to Clallam County and provides a foundation for climate action.

This CAP includes the results of the 2019 GHG inventories as well as strategies and actions designed to reduce governmental and communitywide emissions. The CAP development process is outlined in Figure 4 below.

Figure 4. CAP Development Process



Future Considerations

The primary focus of this CAP is to outline actions that Clallam County can take to reduce GHG emissions in its facilities and operations going forward. As such, this plan has not yet been shared and vetted with the larger community. It is the intention of the Commissioners to engage the public on this plan and future planning efforts to ensure communitywide actions are well supported and actionable. Engaging the community on their priorities and concerns will be a critical early step in ensuring the CAP is implemented equitably and does not create unintended consequences.

Additionally, this CAP prioritizes strategies and actions for implementation within the next five years. Additional analysis will be needed for longer-term planning.



CAP Organization

The CAP is organized into the following sections:

- **2019 Greenhouse Gas Emissions Inventories.** Summary of geographic and consumption-based inventories.
- **Strategies and Actions.** Summary of the strategies and actions intended to achieve the County's near-term climate action goals.
- **Implementation Plan.** Implementation planning details and key considerations for CAP strategies and actions including expected emissions impact, cost, and timeline, lead department, known funding sources, potential implementation partners, and equity considerations.



2019 GREENHOUSE GAS EMISSIONS INVENTORIES

Clallam County completed two types of greenhouse gas inventories as a part of this CAP:

- **Geographic inventory** which includes emissions produced or removed by activities occurring within a geographic or political boundary.
- **Consumption-based inventory** which includes emissions generated from the community's consumption of products and services (including the production, transportation, and disposal of these products).

Geographic Greenhouse Gas Inventory

Clallam County completed geographic communitywide and municipal operations inventories for Inventory Year 2019:

- **Geographic GHG Inventory:** accounting of GHGs emitted into and removed from the atmosphere over a period of time within a geographic or political boundary.
 - **Communitywide GHG Inventory:** includes all emissions that originate/occur within Clallam County's boundaries (e.g., residential, commercial, industrial, etc.).
 - **Government Operations GHG Inventory:** includes only emissions that are generated by Clallam County's municipal operations.

These inventories established a **baseline estimate** of Clallam County's community and government operations GHG emissions. The County's emissions can be **tracked and monitored** into the future using this baseline as a comparison point and **foundation for setting emissions reduction targets**. GHG inventories also help **identify the County's largest emissions sources** and point to where emissions reduction actions will be most impactful.

While geographic inventories are beneficial tools for understanding emissions produced within a defined boundary, they do not include "upstream" emissions related to the consumption of goods and services. See "Consumption-Based Emissions Inventory" chapter for details on these emissions.

Protocols

The 2019 geographic inventories were completed using the following protocols:

- **Communitywide Inventory:** [Global Protocol for Community-Scale GHG Emissions \(GPC\)](#). Where sufficient calculation methodology was unavailable in the GPC, the calculation methods follow guidance from the [U.S. Community Protocol \(USCP\)](#).
- **Government Operations Inventory:** The government operations inventory follows the [local Government Operations Protocol \(LGOP\), version 1.1](#).



Inventory Calculation Tools

The 2019 Communitywide and Government Operations geographic GHG inventories were prepared in Microsoft Excel in accordance with the protocols listed above using the best available data sources and calculation methods.

The external tools below were used to calculate emissions from off-road transportation and forestry as they offered more precise emissions estimates, tools, data, and/or calculators:

- **Off-Road Transportation | [EPA MOVES Model](#)**
EPA's Motor Vehicle Emission Simulator (MOVES NONROAD) estimates emissions for off-road vehicles and equipment at the county level by GHG, equipment type, and fuel type.
- **Forestry | [Global Forest Watch Analysis](#)**
Global Forest Watch's (GFW) analysis tool uses the United States Department of Agriculture Forest Service's National Land Cover Database to provide an estimate of tree carbon sequestration and emissions produced from tree cover loss.

Descriptions of the data sources and external calculators used for each of Clallam County's emissions sources are provided in "Appendix A. Sources."

Communitywide Greenhouse Gas Inventory



The communitywide inventory quantifies communitywide emissions occurring within county's geographic boundaries from activities like transportation, energy consumption, and waste generation.

The following sections outline the methodology and results of the 2019 Clallam County communitywide GHG inventory. Note that communitywide inventories encompass emissions from County operations (except for operations located outside of county); refer to "County Operations Greenhouse Gas Inventory" for details on those emissions.

BOUNDARIES AND SCOPE

The communitywide inventory includes the following emissions sources with associated inventory protocol references and notations on calculation tools:

Sector	Base Emissions Sources	Inventory Protocol Ref.
Transportation	On-road transportation	• GPC 7.3 • USCP TR.1, TR.2
	Aviation	• GPC 7.6
	Marine vessels	• GPC 7.5 • USCP TR.7
	Off-road vehicles and equipment **	• GPC 7.7 • USCP TR.8



Sector	Base Emissions Sources	Inventory Protocol Ref.
Built Environment	Electricity consumption (residential, commercial, and industrial)	• GPC 6.1 • USCP BE.1, BE.2
	T&D losses (electricity)	• GPC 6.6 • USCP BE.4
	Fuel oil consumption (residential, commercial, and industrial)	• GPC 6.3 • BE.1
	Propane consumption (residential)	• GPC 6.3 • BE.1
Solid Waste	Community-generated solid waste	• GPC 7.3 • USCP SW.4
Agriculture & Forestry	Livestock	• GPC 10.1-10.4 • USCP A.1, A.2
	Soil management	• GPC 10.11-10.12
	Forest carbon sequestration and emissions from tree cover loss **	• Global Forest Watch
Process & Fugitive Emissions	Refrigerants	• GPC 9.4 • USCP BE.7
	Industrial process emissions	• GPC 9.4 • USCP BE.8.1
** Calculation tools: • Off-Road Vehicles: EPA MOVES tool • Forest Carbon Sequestration: Global Forest Watch tool		

Refer to “Appendix A. Sources” for information regarding data limitations and detailed assumptions used in the absence of more precise, local data.

INVENTORY RESULTS AND ANALYSIS

In 2019 Clallam County’s residents, businesses, employees, and visitors produced **459,517** metric tons of carbon dioxide equivalent (MTCO₂e), as shown in Figure 5.

Figure 6 shows emissions broken out by specific activity sources.

- The community’s total emissions are about **6 MTCO₂e** per capita (Clallam County’s 2019 population was 76,010).
- The largest emissions sources in 2019 were on-road and off-road transportation (**57%** and **13%** respectively), industrial processes (**10%**), and refrigerants (**9%**).
- Compared to other jurisdictions in Washington, Clallam County’s **emissions from its built environment are relatively low**, largely due to the County’s use of 98% renewable electricity, minimal use of fuels such as propane and fuel oil, and no use of natural gas.



Figure 5. Total 2019 Communitywide GHG Emissions by Source.

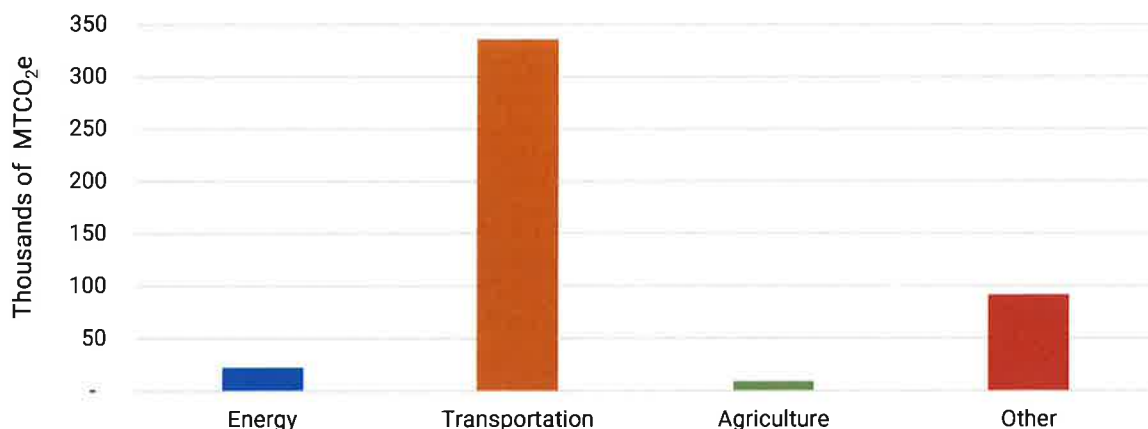
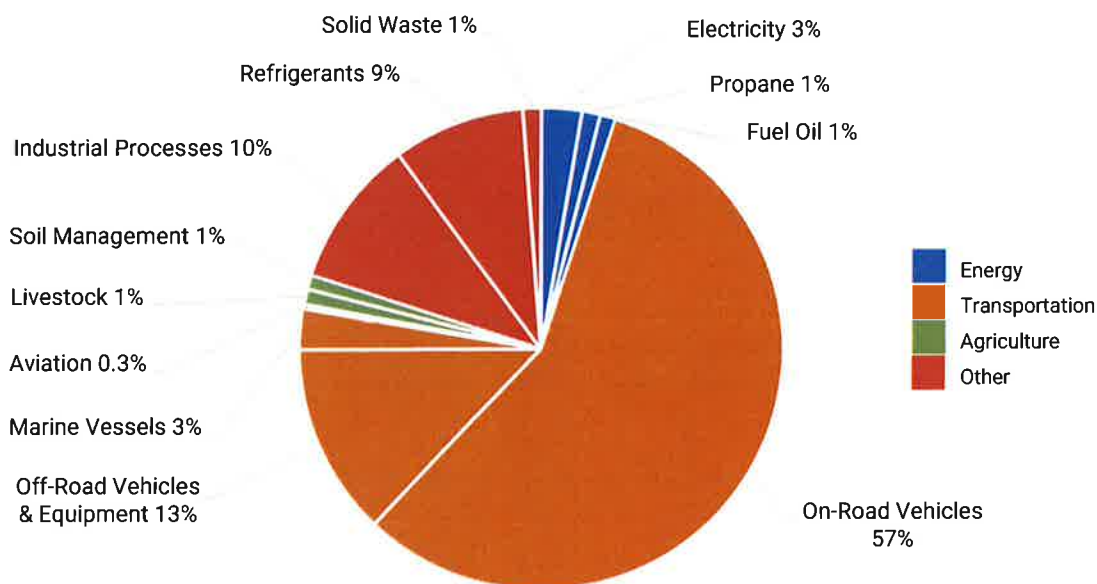
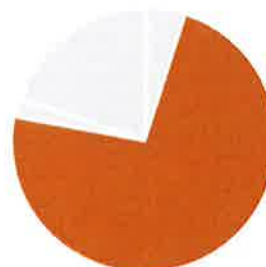


Figure 6. 2019 Communitywide GHG Emissions by Source (%)



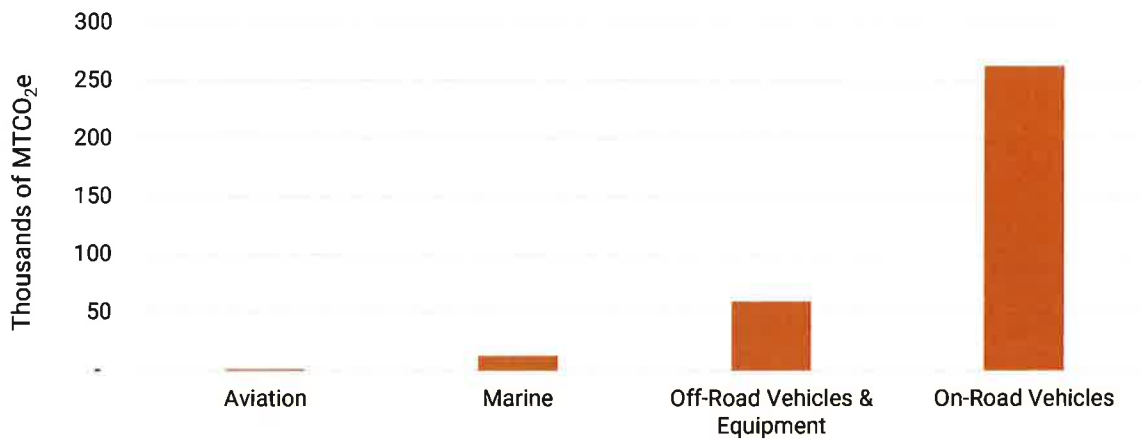
Transportation | 335,847 MTCO₂e | 73% of total emissions

- Transportation emissions accounted for **over 70%** of total communitywide emissions.
- On-road vehicle emissions represent **78%** of transportation emissions, while off-road, marine, and aviation emissions represented the remaining **22%**.



2019 Greenhouse Gas Emissions Inventories

Figure 7. 2019 Community Transportation Emissions (thousand MTCO₂e)



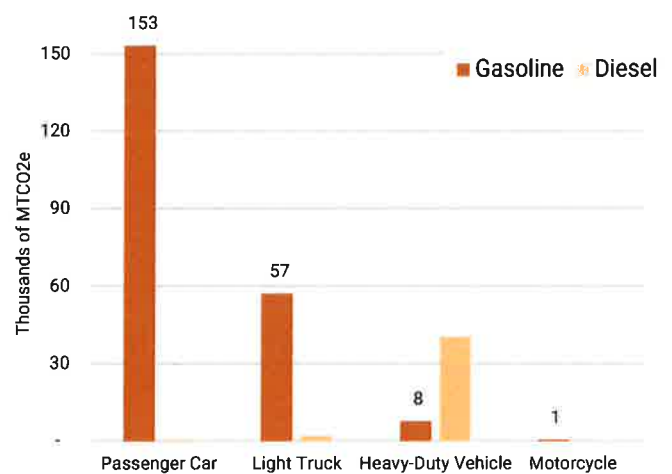
On-Road | 262,668 MTCO₂e | 78% of transportation emissions | 57% of total emissions

On-road transportation emissions include emissions from gasoline and diesel-powered motorcycles, passenger vehicles, and light- and heavy-duty trucks within the boundaries of Clallam County.

On-road transportation emissions were calculated using County-specific data from the Washington State Department of Transportation's (WSDOT) Highway Performance Monitoring System (HPMS) and using national average vehicle fuel efficiencies.

Most on-road emissions (59%) are from passenger vehicles, followed by light trucks (23%). 83% of emissions are from gasoline vehicles and 17% from diesel.

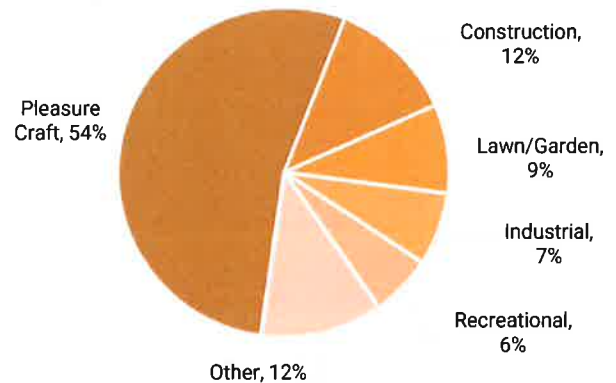
Figure 8. On-Road Emissions by Vehicle Type (thousand MTCO₂e)



Off-road | 59,299 MTCO₂e | 18% of transportation emissions | 13% of total emissions

Off-road transportation emissions were calculated using the EPA MOVES model (NONROAD module), which provides county level modeling data for off-road vehicles and equipment.

Figure 9. Emissions by Off-Road Vehicle Type (%)



Off-road vehicle and equipment types include:

- Pleasure crafts (54%)
- Construction (12%)
- Lawn/garden (9%)
- Industrial (7%)
- Recreational (6%)
- Other (12%)
 - Commercial (4.3%)
 - Logging (4.5%)
 - Agriculture (2.7%)
 - Airport support (0.5%)

As shown in Figure 9, pleasure crafts make up more than half of off-road emissions (54%), with the next largest sector being construction (12%). Lawn/Garden, Industrial, and Recreational vehicles make up 6-9% each, and other vehicle categories (Agriculture, Commercial, Logging, Airport Support, Oil Field, and Railroad) emit a total of 12% of off-road emissions.

MOVES calculates emissions by fuel type: liquefied petroleum gas (LPG), diesel, compressed natural gas (CNG), and gasoline. 97% of off-road emissions are from gasoline (54%) and diesel (42%).

Marine Vessels | 12,551 MTCO₂e | 4% of transportation emissions | 2.7% of total emissions

Marine emissions come from oceangoing vessels hoteling and maneuvering when departing from or returning to the Port of Port Angeles and from Black Ball Ferry operations.

- 54% of marine emissions are from the Port of Port Angeles
 - 2019 emissions were estimated using the most recent data (2016) from the latest Puget Sound Maritime Air Emissions Inventory report (February 2018).
 - Total 2016 emissions were divided by total 2016 vessel movements to estimate "emissions per vessel movement." This rate was multiplied by 2019 vessel movements to estimate 2019 emissions.
- 46% of marine emissions are from Black Ball Ferry
 - 2019 emissions from ferries were estimated using total fuel consumed by Black Ball Ferry.



Aviation | 1,328 MTCO₂e | 0.4% of transportation emissions | 0.3% of total emissions

Clallam County's aviation emissions come from fuel consumed by aircrafts at the Port of Port Angeles. **70%** of emissions are from consumption of jet kerosene (Jet A) and the remaining **30%** are from aviation gasoline.

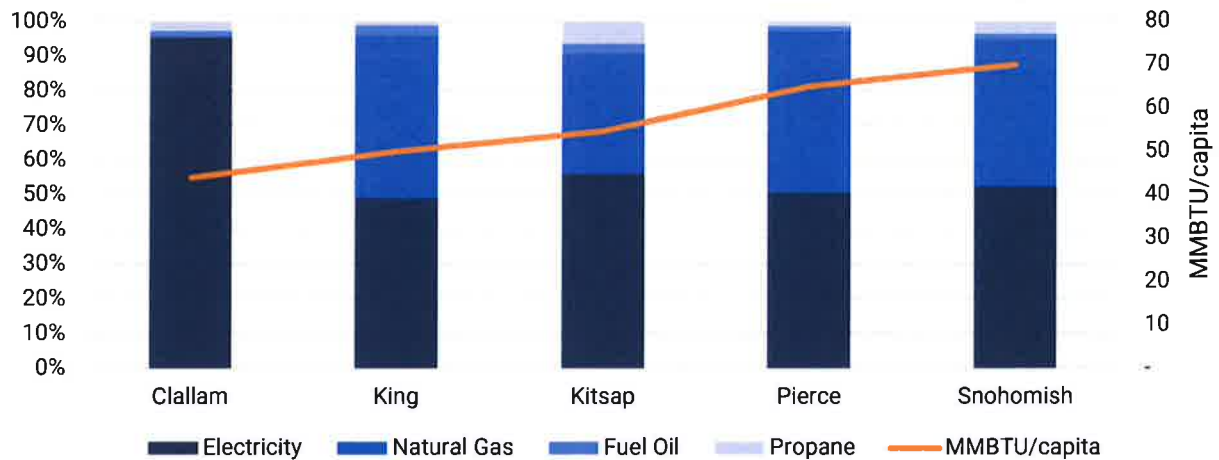
Energy | 22,461 MTCO₂e | 5% of total emissions

- Energy emissions accounted for **5%** of communitywide emissions.
- **95%** of total energy consumption is from electricity, followed by propane (**3%**) and fuel oil (**2%**), with no natural gas consumption.
- The county's proportion of total energy consumption from electricity is high compared to King, Kitsap, Snohomish, and Pierce counties as shown in Figure 10.
- Clallam County's total energy consumption in 2019 was **44 MMBTU/per capita**. This indicator is 14-59% lower than the total per capita energy consumption in King, Kitsap, Pierce, and Snohomish counties, shown in Figure 10.
- The magnitude of difference in total per capita energy consumption in Clallam County compared to the counties referenced above is attributed primarily to differences in the makeup of commercial and industrial sectors among these counties.
 - Residential energy consumption per capita in Clallam County in 2019 was **4-11%** lower than the per capita consumption in King, Kitsap, Pierce, and Snohomish counties.
 - Commercial energy consumption per capita in Clallam County in 2019 was **29-126%** lower than the per capita consumption in King, Kitsap, Pierce, and Snohomish counties.
 - Industrial energy consumption per capita in Clallam County in 2019 was about 2x as high as in Kitsap County, but was **200%+** lower than the per capita consumption in King, Pierce, and Snohomish counties.



2019 Greenhouse Gas Emissions Inventories

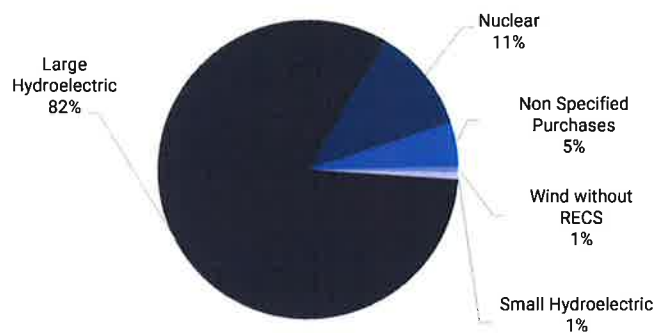
Figure 10. Energy by County (% of all energy needs) and Total MMBTU/capita by County



Electricity | 12,059 MTCO₂e | 54% of Energy emissions | 2.6% of total emissions

Clallam Public Utility District and the City of Port Angeles provide Clallam County's electricity. All of these distributors source their electricity from Bonneville Power Administration (BPA), which supplies nearly carbon-neutral electricity through a fuel mix of hydroelectric, wind, and nuclear power. Figure 11 presents BPA's 2019 fuel mix.

Figure 11. Bonneville Power Administration's 2019 Fuel Mix



Residential electricity consumption accounted for **63%** of emissions, followed by commercial (**33%**) and industrial (**4%**).

Propane | 5,592 MTCO₂e | 25% of Energy emissions | 1.2% of total emissions

Clallam County's propane emissions were calculated by scaling residential propane consumption in Washington to Clallam County using census population data.

Despite accounting for only **3% of total energy consumption**, emissions from propane result in **25% of total energy emissions** due to its high emissions factor (i.e., the amount of emissions produced per unit of energy consumed).

Due to lack of data availability, only residential propane use was calculated in the 2019 inventory.

Fuel Oil | 4,810 MTCO₂e | 21% of Energy emissions | 1% of total emissions

Emissions from residential fuel oil use were calculated by downscaling the statewide number of households who use fuel oil to Clallam County using census data.



Commercial and industrial fuel oil emissions were calculated by scaling statewide commercial and industrial fuel oil consumption data to Clallam County based on number of employees.

Similar to propane, fuel oil makes up only **2% of energy consumption** but contributes **21% of energy emissions** due to its high emissions factor. 50% of fuel oil emissions are from usage in residential buildings, while the commercial and industrial sectors emitted 37% and 13% respectively.

Agriculture | 9,133 MTCO₂e | 2% of total emissions

- Agricultural emissions stem from **soil management** practices (51%) and **livestock management** (49%), which total approximately 2% of total communitywide GHG emissions.



Livestock | 4,665 MTCO₂e | 51% of Agriculture emissions | 1% of total emissions

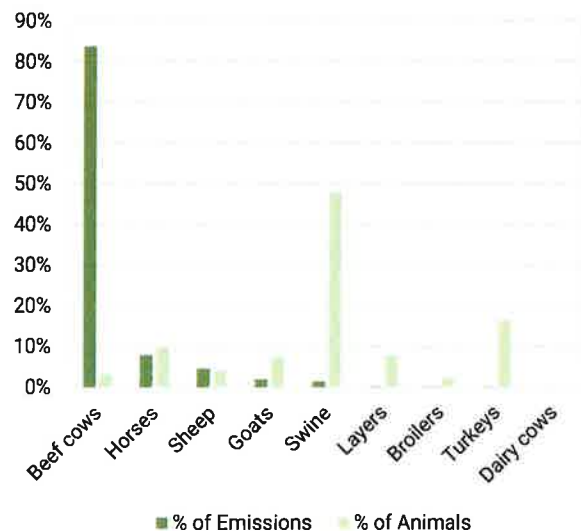
Emissions from livestock stem from two processes:

- Enteric fermentation (94%)**
- Manure management (6%)**

Enteric fermentation refers to livestock digestive processes which result in methane and nitrous oxide emissions.

As shown in Figure 12, the majority of livestock emissions come from beef cows (**84%**), which release more methane than other farm animals. **98%** of total livestock emissions come from beef cows⁵, horses, goats, sheep, and swine. The remaining **2%** of livestock emissions are attributed to poultry⁶.

Figure 12. Total Livestock (%) and Portion of Emissions by Livestock Type (%)



⁵ The 2017 WA Census of Agriculture did not differentiate between cattle types, so it was assumed that emissions from cattle within Clallam County resulted from beef cows.

⁶ Layers are egg-laying chickens and broilers are chickens raised for meat.



The emissions related to livestock are calculated using County level animal counts⁷, as reported in the WA Census of Agriculture. Because this census is only released once every five years, 2019 livestock emissions were calculated using the 2017 Census.

Soil Management | 4,469 MTCO₂e | 49% of Agriculture emissions | 1% of total emissions

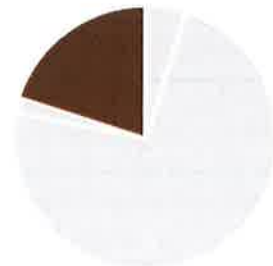
Soil management emissions represent direct and indirect emissions associated with the total number of acres of cropland in Clallam County, calculated using WA Census of Agriculture data.

- **Direct processes** include nitrification (conversion of ammonia to nitrate) and denitrification (conversion of nitrate to nitrogen gas) that naturally occur within soil and produce N₂O.
- **Indirect emissions** result from processes such as:
 - *Volatilization*: the conversion of liquid to gas
 - *Atmosphere deposition*: the process where liquids and gases in the atmosphere move to Earth's surface
 - *Surface leaching*: where fertilizer dissolves into water instead of soil
 - *Fertilizer run-off*: where fertilizer is not fully dissolved into soil and is washed off of the cropland by precipitation or other water sources.

Because the Census of Agriculture is only released once every five years, 2019 soil management emissions were calculated on the 2017 Census.

Other Emissions | 92,077 MTCO₂e | 20% of total emissions

- "Other" emissions sources make up a total of **20%** of 2019 community emissions.
- The largest emissions source in this category is EPA-reported **industrial process emissions** (50%), followed by **refrigerants** (44%), and **solid waste** (6%).
- **Interfor US, Inc.** emitted 91% of EPA-reported industrial process emissions in Clallam County; **McKinley Paper Co.** emitted 9%.



Industrial Processes | 45,930 MTCO₂e | 50% of Other emissions | 10% of total emissions

Washington facilities that have an air operating permit must submit their GHG emissions data to the Department of Ecology (Ecology) or local clean air agencies. Ecology collects emissions data through the [Washington Emissions Inventory Reporting System \(WEIRS\)](#).



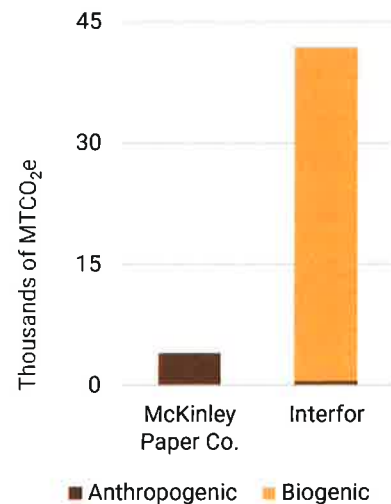
Two industrial facilities in Clallam County report to Ecology under **mandatory emissions reporting** requirements, both located in **Port Angeles**:

- **Interfor** is a sawmill that generates 91% of total EPA-reported industrial process emissions. Interfor is one of the world's largest forest products companies.⁸
- **McKinley Paper Co.** is a paper mill that generates 9% of total EPA-reported industrial process emissions. McKinley is part of Bio Pappel, the largest manufacturer of paper and paper products in Mexico and Latin America.⁹

89% of Clallam County's reported industrial process emissions are biogenic emissions, meaning that they are derived from organic matter, rather than from fossil fuel consumption (anthropogenic emissions). **Over 98% of Interfor's emissions are biogenic** and result from combustion of wood byproduct. This leftover material is used as fuel to produce steam. Note these emissions do not include the emissions resulting from tree cover loss; tree cover loss is discussed in the "Land Use" section below.

To provide a comprehensive picture of emissions in Clallam County, this inventory includes biogenic emissions in its net total. For the purpose of planning for mitigation strategies and actions, the **County may choose to exclude biogenic emissions** from this inventory total. The removal of biogenic emissions from this source would reduce the emissions contribution of Industrial Processes from 10% to 1% of Clallam County's total emissions.

Figure 13. 2019 Biogenic vs. Anthropogenic Industrial Process Emissions



Refrigerants | 40,432 MTCO₂e | 44% of Other emissions | 8.8% of total emissions

Refrigerant emissions are created from the release of hydrofluorocarbons (HFCs), greenhouse gases that mainly used as a coolant in air conditioning and refrigeration equipment.

Refrigerant emissions in this inventory were estimated by downscaling national-level refrigerant emission data from the Environmental Protection Agency (EPA) to the local level using population data.

⁸ [Interfor | Quality Lumber | Moving Ahead in Bold Directions](#)

⁹ [ABOUT | McKinley Packaging](#)

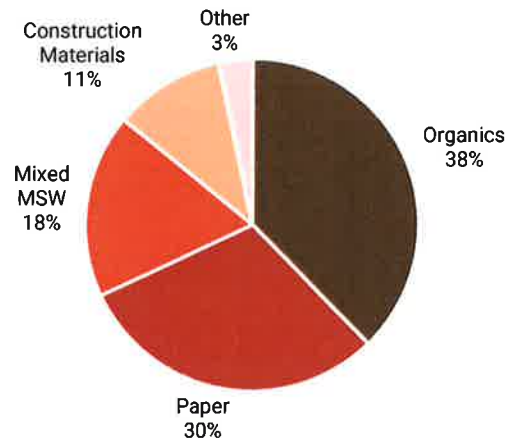


Solid Waste | 5,715 MTCO₂e | 6% of Other emissions | 1.2% of total emissions

Emissions from the **generation and disposal of solid waste** were estimated by multiplying tons of county generated waste (as reported in the County's Solid Waste Management Plan) by material-specific emissions factors, derived from the [EPA WARM v15 model](#).

The distribution of material types was approximated using the 2015-2016 Washington Statewide Waste Characterization Study's "West WGA" waste analysis.

Figure 14. Emissions by Waste Type (%)



Tree Cover

The way that lands are managed (e.g., forest conservation, agricultural practices) affect the exchange of GHGs between the atmosphere and land and can result in emissions or removals of carbon dioxide. Different land use types have differing levels of carbon stocks (stores of carbon) so changes across land use types result in differing levels of emissions and removals.

While these fluxes are an important consideration in climate action planning, tree carbon sequestration and emissions from tree cover loss were not included in the county's inventory totals based on the following considerations:

- **Inventory comparability:**
 - Emissions and removals from forestry are a **relatively new area** for inclusion in GHG inventories as these emissions have historically been challenging to measure accurately/efficiently.
 - Given the expanse of forested land in Clallam County, if emissions from tree cover loss were included in inventory totals they **would make up 84% of Clallam County's GHG emissions**.
 - Inclusion of these emissions would **increase the inventory total sixfold** and as such, make it difficult to meaningfully compare per capita emissions with jurisdictions that have not included this emissions source.
- **Geopolitical boundaries:**
 - Much of the forested land within the **County's geographic boundaries do not align with the County's political jurisdiction**; for example, Olympic National Forest (federal), WA Department of Natural Resources (DNR), and tribal lands all



fall within the County's geographic boundary but outside of their political control.¹⁰

- As the **County has little to no influence over how these lands are managed**, including these lands in the County's inventory is not meaningful for climate action development and implementation.

While these emissions were not included in inventory totals, they were calculated to inform climate action planning. Forestry related emissions were calculated using [Global Forest Watch's \(GFW\) land use change tool](#). This tool uses several datasets including the GLAD (Global Land Analysis & Discovery) lab at the University of Maryland, NASA, the U.S. Geological Service, and the World Resource Institute to create an interactive dashboard which allows users to view estimated emissions resulting from land use changes (Figure 15).

Tree Cover Loss Emissions and Tree Carbon Sequestration Overview

Based on the GFW analysis described above:

- **Carbon sinks** sequestered (removed from the atmosphere) 5.03 million MTCO₂e from the atmosphere in 2019 (Figure 16). Refer to "Carbon Sequestration" section below for details.
- **Tree cover loss** emitted 2.36 million MTCO₂e in 2019 (Figure 18). Refer to "Tree Cover Loss" section below for details.
 - Tree cover gain and loss in Clallam County are shown in Figure 17 and Figure 18 (respectively), providing a geographic visual of the areas of Clallam County in which land use changes are occurring.

Emissions from tree cover loss and tree carbon sequestration are calculated and reported separately. Because carbon sequestration does not directly reduce the total amount of emissions generated by a community, emissions reductions from sequestration processes should be reported separately from GHG emissions (i.e., **GHG emissions from tree loss and tree carbon sequestration should not be netted in inventory total**).

¹⁰ In future analyses, the County could develop a shapefile in a GIS platform that excludes the areas within the county's geographic boundary over which the County has no jurisdiction. This shapefile could then be uploaded into Global Forest Watch (GFW) or another emissions calculator that uses spatial analysis to zero in on only the forested lands the County has influence over.



Figure 15. Image of the Global Forest Watch dashboard for Clallam County.

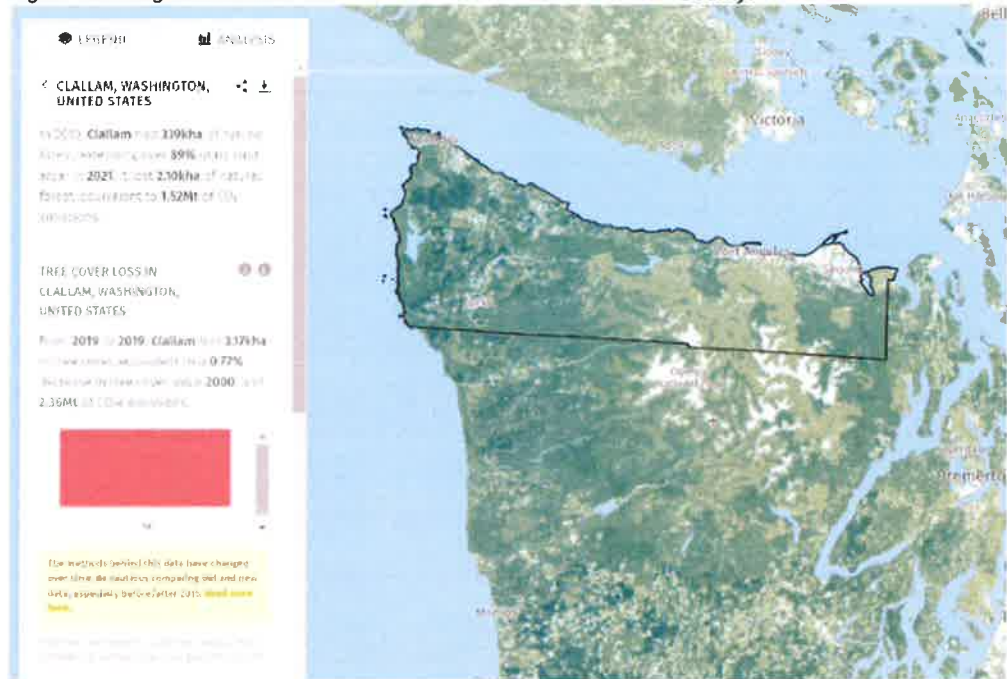


Figure 16. Average carbon sequestration rates in Clallam County, 2001-2021

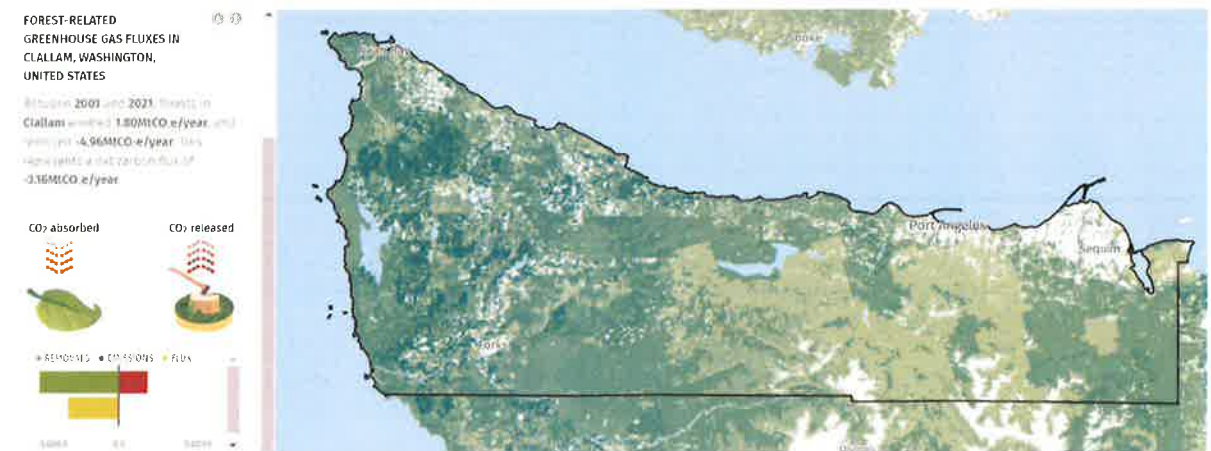


Figure 17. Tree Cover **Gain** in Clallam County, 2001-2012 (data only available through 2012)

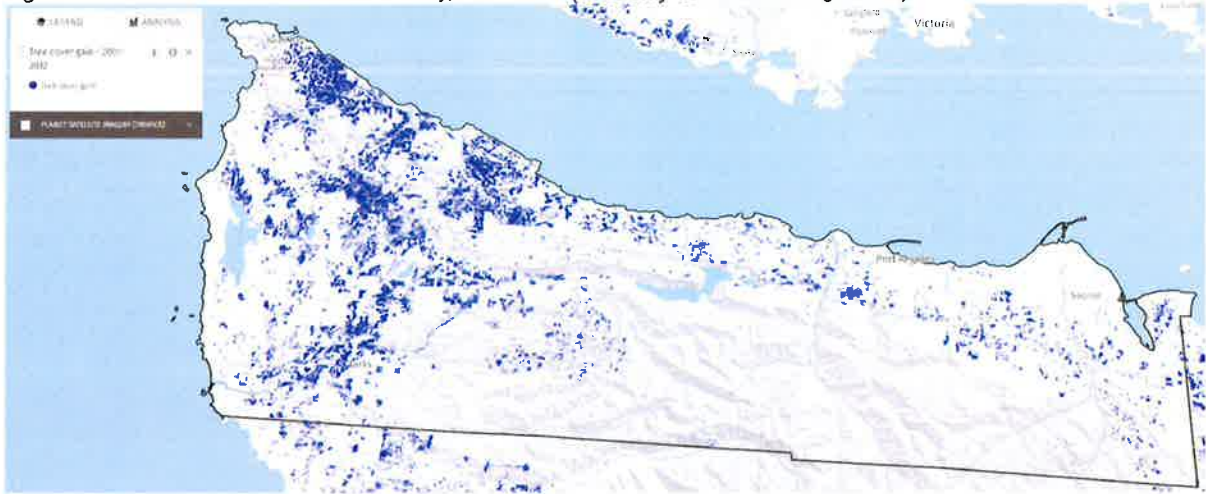
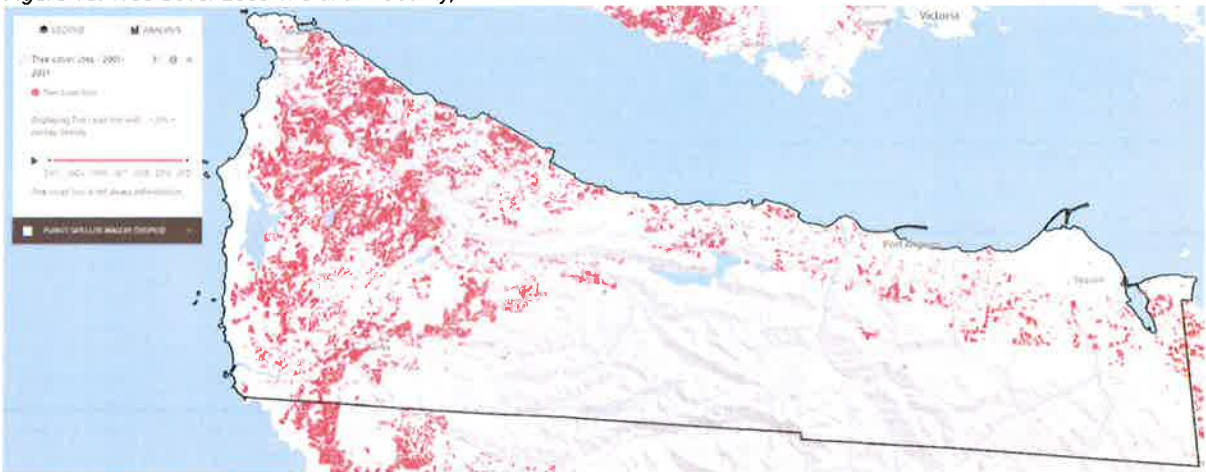


Figure 18. Tree Cover **Loss** in Clallam County, 2001-2021



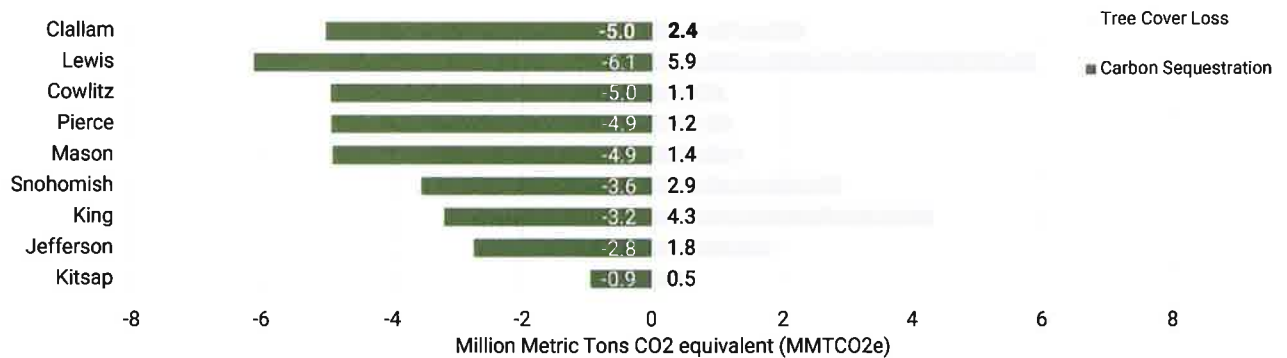
County Comparison

To contextualize Clallam County's tree cover loss emissions, GFW analysis results were compared across eight other Washington counties: Lewis, King, Jefferson, Snohomish, Pierce, Cowlitz, Mason, and Kitsap counties (Figure 19).

- Clallam County's tree cover **sequestered the second largest amount** of CO₂ of these counties. Refer to "Carbon Sequestration" section below for details.
- Clallam County's land management practices **generated the third largest amount of emissions**. Refer to "Tree Cover Loss" section below for details.



Figure 19. Emissions from Tree Cover Loss and Carbon Sequestration by County (MMTCO₂e).



Relationship to Consumption-Based GHG Emissions

While Clallam County has significant forested land which sequesters CO₂, cutting down trees for lumber or paper production produces GHG emissions. These tree cover loss emissions are related to the county's geographic GHG inventory as the activity occurs within the county's boundary.

When measuring GHG emissions from a consumption-based perspective, however, these emissions are attributed proportionately to the consumers of these lumber and paper products, regardless of where the tree cover loss occurred. Refer to Consumption Based Emissions Inventory section below for details on Clallam County's consumption based GHG emissions profile.

Carbon Sequestration | -5,030,000 MTCO₂e

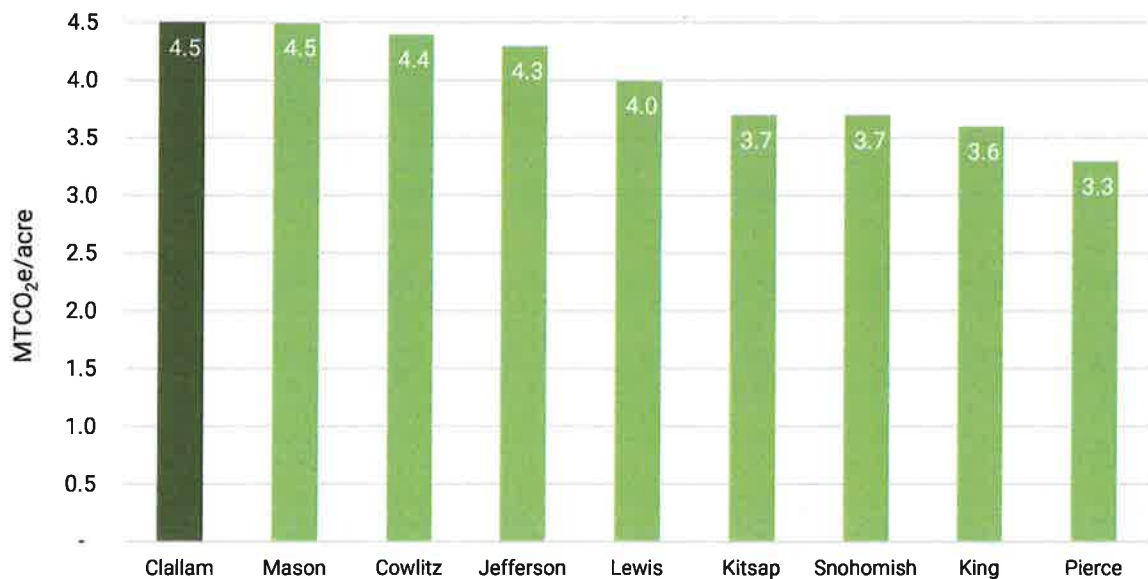
GHG emissions sequestered by trees as a passive process are stored within trees as a carbon sink and are temporarily prevented from being emitted into the atmosphere. In 2019, Clallam County's **tree cover sequestered an estimated 5.03 million metric tons of CO₂e** – approximately **4.5 metric tons per acre of land** in Clallam County. When compared to eight other counties in Washington State, Clallam County's tree cover sequestered the largest amount of carbon per acre, shown in Figure 21.



Figure 20. Emissions from Carbon Sequestration by County (MTCO₂e per acre)



Figure 21. Tree carbon sequestration per acre of land (MTCO₂e/acre)



Tree Cover Loss | 2,360,000 MTCO₂e

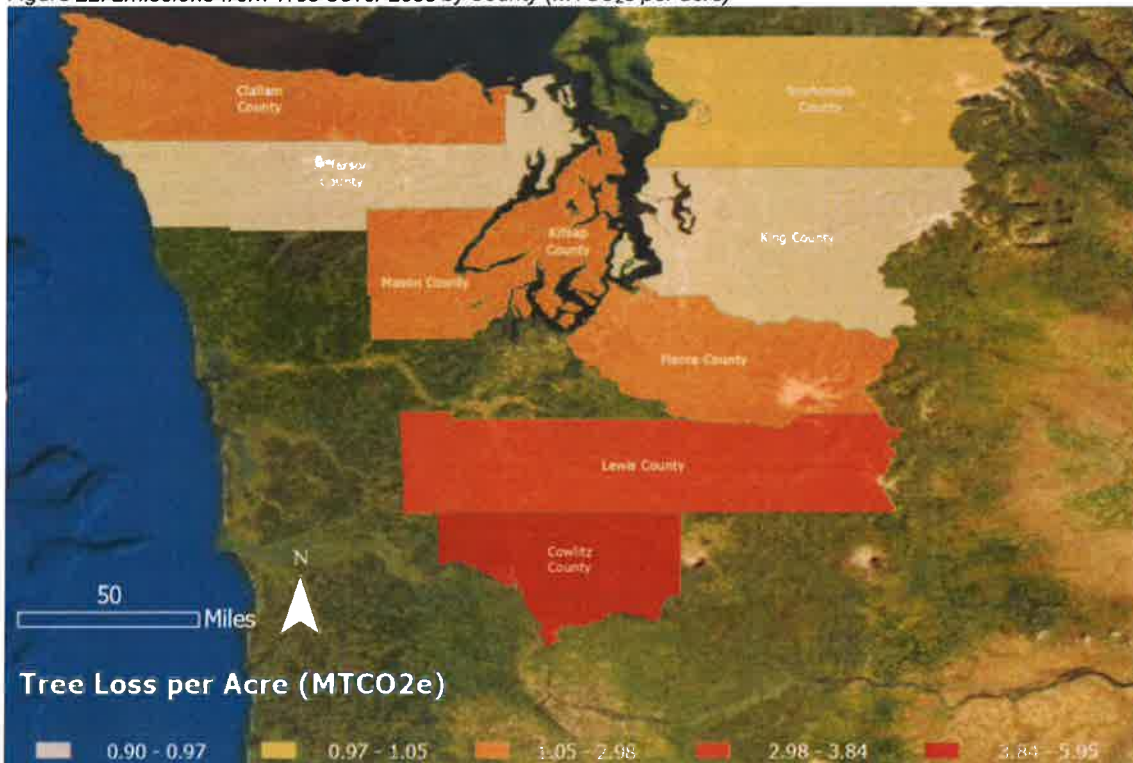
Tree cover loss emissions resulted from the **loss of 3.17 kilo hectares (kha) of tree cover**. Reasons for tree loss could include deforestation, fire, and/or logging.



The GFW tool reflects gross instead of net loss because “in sustainably managed forests, the “loss” will eventually show up as a “gain,” as young trees get large enough to achieve canopy closure” [Global Forest Watch]. For this analysis, **tree cover is defined by the GFW tool as vegetation greater than 5 meters in height.**¹¹ As a result, although County regulations require replanting activity to replace tree cover loss, the tree cover gain will not appear in this analysis until reaching five meters in height.

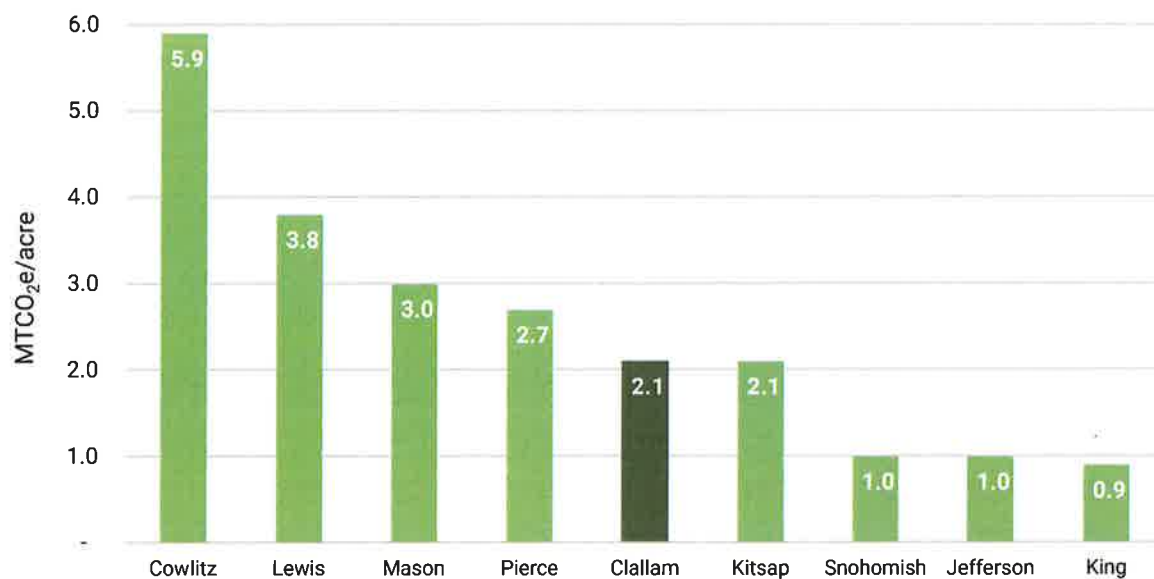
Tree cover loss resulted in an estimated **2.36 million MTCO₂e**; approximately **2.1 MTCO₂e per acre of land**. When compared to the eight counties shown in Figure 23, Clallam County's emissions from tree cover loss were slightly below average.

Figure 22. Emissions from Tree Cover Loss by County (MTCO₂e per acre)



¹¹ [Interactive World Forest Map & Tree Cover Change Data | GFW \(globalforestwatch.org\)](https://globalforestwatch.org/)

Figure 23. Tree cover loss emissions per acre of land (MTCO₂e/acre)



County Operations Greenhouse Gas Inventory



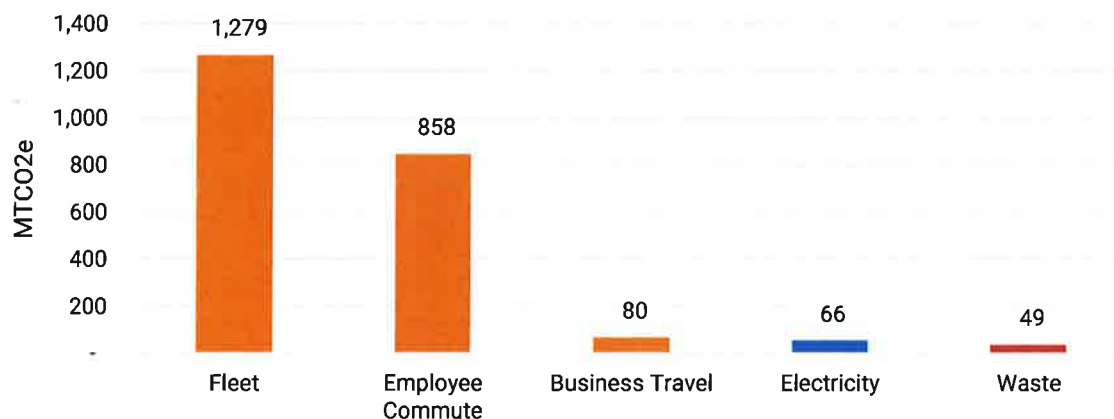
The County Operations GHG inventory includes the sources below for the County's governmental operations only.

Emissions Sources	Inventory Protocol Ref.
Energy use in (1) municipally owned and/or operated buildings and facilities; and (2) streetlights and traffic signals	LGOP 6.2.1
County's vehicle fleet and fuel-consuming equipment	LGOP 7.1.1.1
Employee commute and business travel	LGOP 12.2.1
Solid waste generation	LGOP 9.3.1-3

INVENTORY RESULTS AND ANALYSIS

County operations produced **2,332 MTCO₂e** in 2019, as shown in Figure 24. The **largest source of GHG emissions (95%) is from transportation**. The County's transportation emissions results from usage of fleet vehicles, business travel, and employee commute choices. Remaining emissions are from **energy** consumption and **solid waste** generation, accounting for 3% and 2% of County emissions respectively.

Figure 24. Total 2019 County Operations GHG Emissions by Emissions Source (MTCO₂e).



GHG emissions can be categorized into three “scopes,” related to the extent of control over the emissions source:

- **Scope 1.** Direct emissions from sources from stationary and mobile combustion such as County owned vehicles such as the County's fleet.
- **Scope 2.** Indirect emissions that result from the purchase of electricity, steam, or other heating and cooling sources.

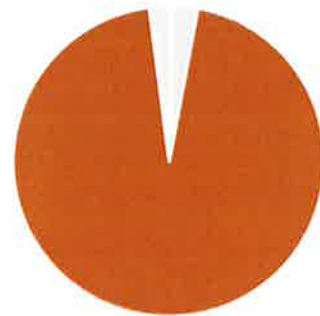


- **Scope 3.** Indirect emissions resulting from activities the jurisdiction has minimal influence over such as employee commuting and business travel.

As such, the County has more direct influence and control over emissions from its own fleet vehicles as compared to emissions from employee commuting and business travel. This dynamic should be considered in climate action planning to prioritize the areas where the County has the most operational control.

Vehicles

- Transportation emissions account for **95% of 2019 County operations emissions**.
- **Fleet emissions** represent 58% of transportation emissions, split nearly evenly between gasoline and diesel vehicles.
- 98% of fleet emissions can be attributed to **on-road vehicles** while only 2% result from **off-road vehicles**.
- **Employee commute** makes up 39% of transportation emissions. Commute emissions are about 5 MTCO₂e per employee (the County had 464 employees in 2019).
- **Business travel** represents the remaining 3% of transportation emissions.



Fleet Vehicles | 1,279 MTCO₂e | 58% of transportation emissions | 55% of total emissions

Fleet transportation emissions include emissions from gasoline and diesel-powered vehicles (passenger, light-duty, and heavy-duty) owned by Clallam County.

- 52% of fleet emissions are from **gasoline** vehicles, while are from **diesel** vehicles (Figure 25).
- Only 2% of fleet emissions were from **off-road vehicles and equipment**.

Figure 25. Fleet Emissions by Fuel and Type (%)



Employee Commute | 858 MTCO₂e | 39% of transportation emissions | 37% of total emissions

Employee commute emissions were calculated based on an **internal survey** conducted by County staff, surveying staff's average commute length, method, and frequency. In 2019, the County had 464 employees, however only 173 participated in the commute survey and many only responded to specific questions. Due to a lack of full participation and a lack of more complete data, this **sample may not be representative of all County staff**.

79% of employees surveyed commuted to work using their personal vehicle, while approximate 10% work from home, and the remaining 11% indicated that their commute types include: carpool, public transportation, walking, biking, riding a motorcycle, or another commute method.



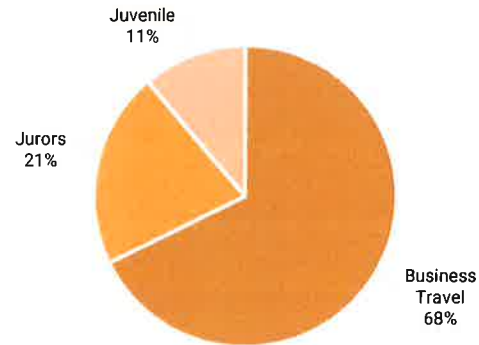
99% of employee commute emissions are from single occupancy vehicles, while 1% are a result of carpooling and motorcycle usage. For this inventory, using public transportation to ride to work was considered an insignificant source of emissions.

Business Travel | 54 MTCO₂e | 3% of transportation emissions | 3% of total emissions

In 2019, business travel emissions associated with County emissions resulted from activities including:

- **County employee business travel (68%)**
Includes travelling between sites, attending conferences, etc. Does not include employee commute to and from their regular place of work.
- **Juror travel (21%)**
Community members selected to serve on a jury travel between their place of residence and the courthouse. This travel is attributed to the County because jurors are required to travel.
- **Juvenile service volunteer travel (11%)**
Community members within Clallam County may volunteer for the County's Child Advocate Program to serve youth in dependency. Emissions related to travel while volunteering are attributed to the County.

Figure 26. Emissions by Business Travel type (%)



Energy | 66 MTCO₂e | 3% of total emissions

- 2019 electricity use produced **66 MTCO₂e**, approximately 3% of all 2019 County GHG emissions.
- County facilities do not use stationary fuels such as natural gas, propane, or fuel oil, meaning that **100% of the County's energy consumption is from electricity**.



The County's electricity is provided by Clallam Public Utility District, the City of Port Angeles, and Jefferson PUD. Each of these distributors source their electricity from Bonneville Power Administration (BPA), a utility that supplies nearly carbon-neutral electricity through a fuel mix of hydroelectric, wind, and nuclear power.



Solid Waste

- Solid Waste emissions make **2%** of 2019 County Operations emissions.
- Total waste tonnage for the County was calculated using solid waste invoicing information and waste pickup frequency.
- Emissions from the **generation and disposal of solid waste** were estimated using an emission factor derived from the [EPA WARM v15 model](#).



Consumption-Based Emissions Inventory



While geographic GHG inventories represent the emissions over which local governments typically have the most influence, consumption-based emissions inventories (CBEI) recognize that a **community's carbon footprint extends beyond its jurisdictional borders**.

Typically, consumption-based emissions from the **production, transportation, use, and disposal of goods and services consumed by a community** are significantly higher than geographic emissions because they account for these additional sources.

In 2019, the average Clallam County household was responsible for roughly 35 MTCO₂e (Figure 27), or about 15 MTCO₂e per person. With 33,022 households in the county, this is a total of roughly **1.2 million MTCO₂e**.

Consumption-based emissions include five categories: **transportation, housing, food, goods, and services**.

- **Transportation** was the single largest category of emissions, followed by **food and services**.
- **Gasoline** was the single largest source of emissions overall, among all sub-categories.

Figure 27 provides an overview of the county's average per-household emissions. Differences in household size, spending, housing, travel, and other discretionary and non-discretionary factors affect individual household's emissions. Refer to *Appendix B. Consumption-Based Inventory Report* for full inventory results.

Figure 27. Average household consumption-based emissions by category (MTCO₂e).

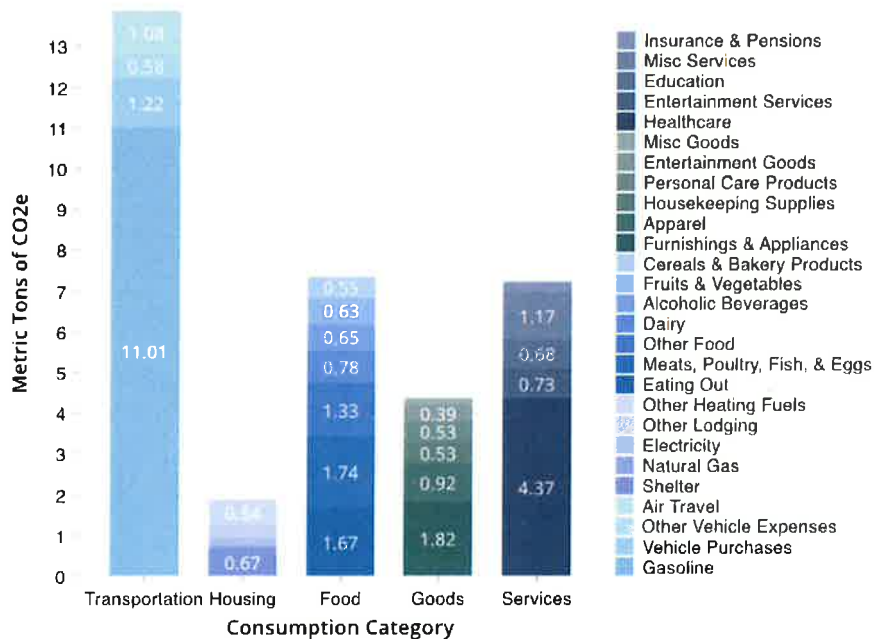
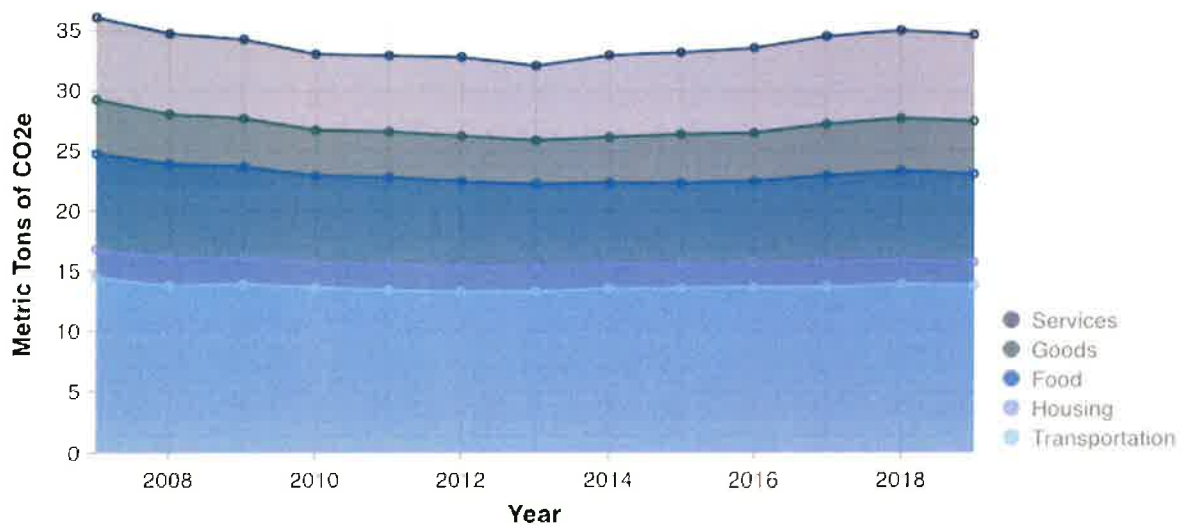


Figure 28 shows Clallam County's **per household emissions decreased 4% from 2007 to 2019**, approximately 1.4 MTCO₂e per household. Over the same time period, **national consumption-based emissions declined by over 12%**, largely due to the use of cleaner electricity and vehicles. Clallam County's emissions trends have not been as significant as the national average likely due to the County's historic and continued use of clean power from BPA.

Figure 28. Historical CBEI trends (2007-2019)



Consumption based emissions inventories are a beneficial tool to help a community **identify priority areas for emissions reduction on an individual or per household level**. For example, the largest source of 2019 consumption-based emissions in Clallam County was from gasoline consumption. Examples of strategies that households can employ to reduce their emissions from gasoline usage include transitioning to a hybrid or electric vehicle or choosing alternative transportation methods where possible, such as taking public transit, walking, biking, or scootering.

Emissions Forecast

While GHG inventories provide a current snapshot of the county's emissions, the wedge analysis below (Figure 29) illustrates how emissions are projected to change into the future.

- **"No action" scenario:** The black dotted line represents projected growth in emissions in the absence of federal, state, or local climate action. In this scenario, emissions are projected to grow 7.5% from 2019 to 2050. Population projections were used to forecast emissions growth.
- **Federal and state policies:** The orange, blue, and maroon wedges represent the emissions reduction expected from the adopted federal and state climate policies below. Collectively, these policies are expected to reduce emissions 26% from 2019 to 2050.
 - **Federal Vehicle Regulations:** Corporate Average Fuel Economy (CAFE) standards are fleet-wide averages that must be achieved by each automaker for its car and



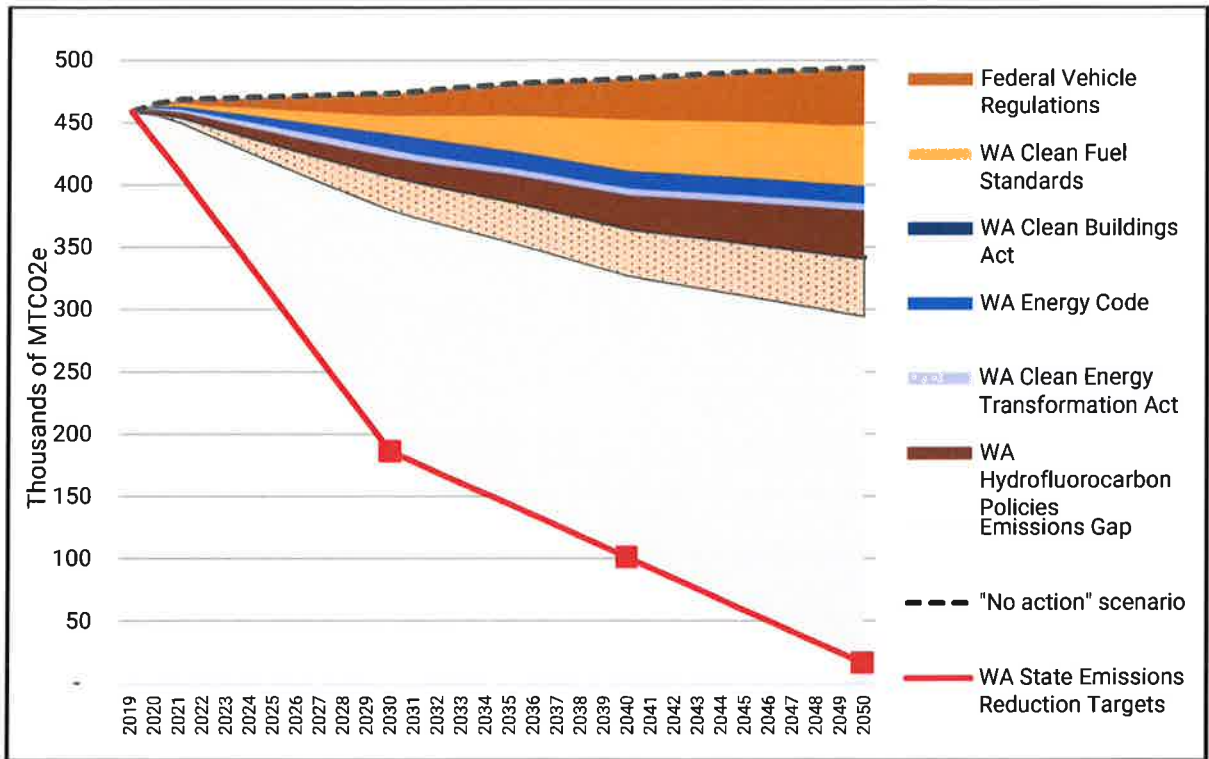
try fleet, regulated by the Department of Transportation's National Highway Traffic and Safety Administration (NHTSA).

- WA Clean Fuel Standards: Requires a 20% reduction in the carbon intensity of transportation fuels by 2038, compared to a 2017 baseline level. may be achieved through cleaner fuels or by purchasing clean fuel credits from cleaner producers such as those providing electricity as fuel. Boats, trains, aircraft, and military vehicles & equipment are excluded.
- WA Clean Buildings Act: Requires all new and existing commercial buildings over 50,000 square feet to reduce their energy use intensity by 15%, compared to the 2009-2018 average.
- WA Energy Code: Requires residential and nonresidential construction permitted under the 2031 state energy code to achieve a 70% reduction in annual net energy consumption (compared to a 2006 baseline).
- WA Clean Energy Transformation Act: Applies to all electric utilities serving retail customers in Washington and sets specific milestones: By 2025, utilities must eliminate coal-fired electricity from their state portfolios; By 2030, utilities must be greenhouse gas neutral, with flexibility to use limited amounts of electricity from natural gas if it is offset by other actions; By 2045, utilities must supply Washington customers with electricity that is 100% renewable or non-emitting, with no provision for offsets.
- WA Hydrofluorocarbon (HFC) Policies: HB 1112 requires that new equipment be manufactured without HFCs or using refrigerants with a lower global warming potential (GWP) in a phased approach through 2024. HB 1050 applies Clean Air Act provisions for ozone depleting substances to HFCs and extends restrictions on higher GWP HFCs to new equipment.
- **WA State Emissions Reduction Targets**: The red line in the graph below represents the state of Washington's emissions reduction targets (using a 1990 emissions baseline):
 - 45% reduction by 2030
 - 70% reduction by 2040
 - 95% reduction by 2050 (+ net zero emissions)¹²
- **Emissions Gap**: The grey wedge represents the remaining amount of emissions that would need to be reduced through regional and local action to achieve WA State Emissions Reduction Targets.

¹² Net zero emissions means that emissions produced and emissions sequestered from the atmosphere net to zero. In the context of emissions reduction targets, 95% of the state's emissions must be reduced while the remaining 5% of emissions could be addressed through carbon offsetting or sequestration to achieve net zero.



Figure 29. Forecasted communitywide geographic emissions and reductions through 2050.



Emissions to address through local action

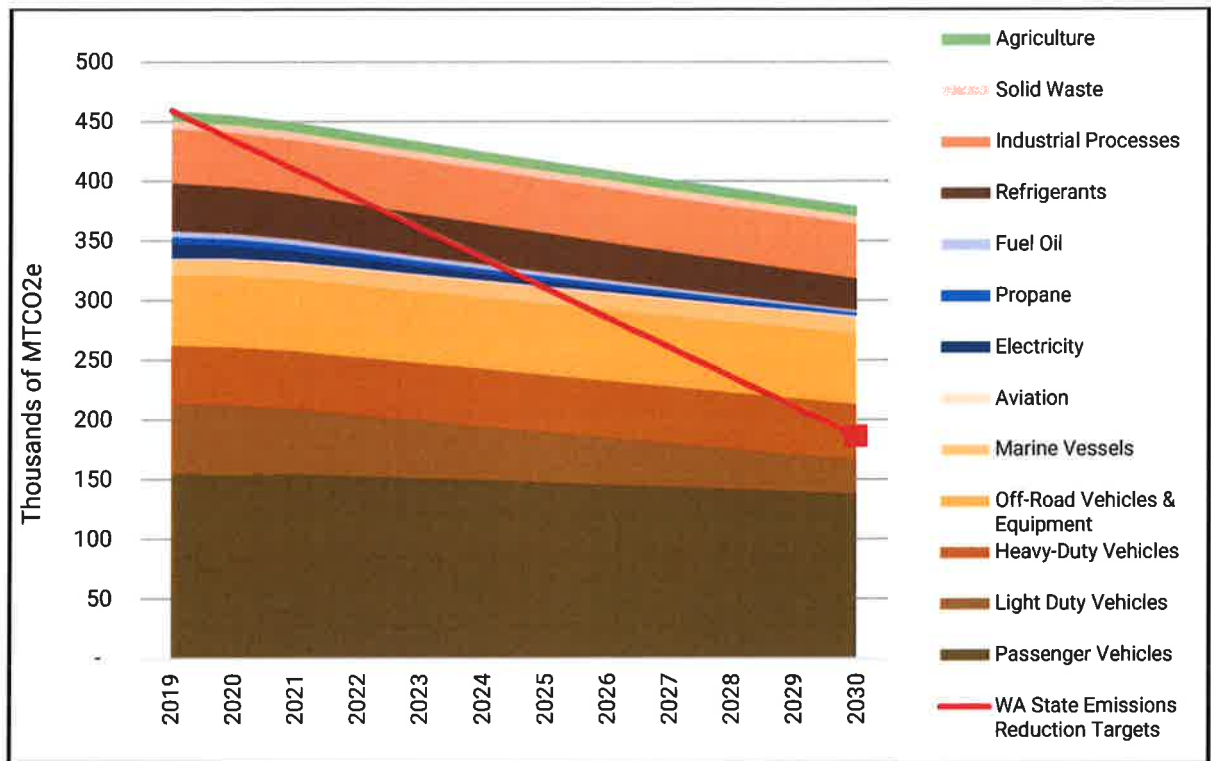
While the chart above represents total emissions and reductions in the long term (through 2050), the graph below (Figure 30) represents the individual sources of emissions projected in the short term (through 2030).

These emissions sources are the primary focus of the strategies and actions within this CAP. **On- and off-road vehicles make up 75% percent of total projected 2030 emissions** (58% and 17% respectively). As such, Clallam County should continue to focus efforts on high-impact transportation actions, such as promoting the transition to electric vehicles and equipment, and various e-government approaches that reduce commuter traffic.



2019 Greenhouse Gas Emissions Inventories

Figure 30. Forecasted communitywide geographic emissions through 2030.



STRATEGIES AND ACTIONS

Introduction

Clallam County's emissions inventories and forecasts are in alignment with recent studies by the Intergovernmental Panel on Climate Change (IPCC), showing that greenhouse gas (GHG) **emissions will continue to increase if we do not take action** to limit the impacts of climate change. Clallam County has already experienced climate change impacts such as record-breaking **heatwaves, drought, flooding from heavy storms, and severely compromised air quality from wildfire smoke**.

Through this CAP, Clallam County sets the foundation for the County and the community to **reduce emissions and build a resilient, sustainable future**. The following focus areas, goals, strategies, and actions are a strategic mix of County- and community-focused initiatives and actions designed to reduce governmental and communitywide emissions.¹³

Guided by the County Climate Action Committee (CAC)¹⁴, these strategies and actions work to **protect and maintain local natural resources and ecosystems, public health and safety, disaster resilience and economic vitality**.

Actions were prioritized if **highly impactful, easily implementable, and/or cost-efficient**. The strategy and action development process was guided by and rooted in Clallam County priorities and values through the CAC.

Planning Process

The strategy and action development process is outlined in the figure below in coordination with NODC efforts. Development was iterative, revisiting action language, strategies, and goals at each stage of the process, described in detail in the sections that follow.

¹³ The strategies and actions in this CAP were developed with funding from the North Olympic Development Council (NODC). In 2022, NODC provided consultant support to Clallam County to help guide the development of strategies in alignment with other local governments' climate action efforts, in addition to participation in NODC regional climate initiatives for collective action in the Olympic Peninsula.

¹⁴ The CAC consists of County staff representing a variety of departments. Each committee member attended seven monthly CAC meetings related to this project, as well as met outside of monthly committee meetings for further discussion.





Policy Scan

The strategy and action development process started with a policy scan of **key policy and planning documents** from Clallam County, plans and policies of regional jurisdictions, Tribes, and other relevant agencies and comparable counties within the state. The goal of this review was to identify:

- Sustainability plans, programs, policies, and actions already in place
- Types of actions that have already been proposed
- Actions being implemented by cities within the County
- Policy context, particularly for transportation, land use, and buildings

The policy scan culminated in an initial list of potential actions, primarily **focused on mitigation with adaptation as a high priority co-benefit**. The CAC narrowed this list based on the strategic priorities outlined above (impact, feasibility, and cost) as well as actions that can be implemented within the next five years.

Initial strategy and action development was also informed by findings from the **government operations** and **communitywide** GHG inventories.

To see all documents reviewed during the policy scan, and other existing key state and regional policies please see [Appendix D](#).



Multi-Criteria analysis (MCA)

The initial list of actions was further vetted through a multi-criteria analysis (MCA). The MCA assigns *qualitative* numerical scores to each action for each criterion (see table below) to arrive at an overall priority score. Each criterion is scored on a 1 (low) to 5 (high) scale and criteria were weighted equally. Any action that scored below a 3 (neutral) on the equity criterion was refined to raise the score to a 3 or higher.

Actions that were eliminated during this prioritization process are included in [Appendix C](#) for future consideration. Full MCA criteria definitions and MCA Priority Score breakdowns are included in [Appendix E](#).

Criterion		Definition/Sub criteria
Emissions Impact		What is the scope and likelihood that the action will reduce GHG emissions? By when? Can impact be measured and tracked?
Cost		What is the cost to the community and County?
Feasibility		Are there regulatory, political, or technological constraints related to action implementation? Is the action adaptable to new technologies?
Equity		Does the action reduce vulnerability for all populations? Is it fair? Are benefits distributed equitably across the community? Do they redress historic inequities?
Co-benefits		Does the action support 1) climate resiliency, 2) economic development, and 3) conservation (i.e., energy & water)?



Strategies and Actions

Guided by GHG inventory results and CAC discussions, Clallam County developed the following goals, focus areas, strategies, and actions to meet emissions reductions and CAP goals.

This plan serves as a roadmap, to be adaptively managed, for how Clallam County will work to reduce GHG emissions over the next 5 years.

In order for Clallam County to ensure that the following strategies and actions outlined to meet Climate Action Plan's goals and target metrics, **the County should first expand staff capacity by establishing a full-time Sustainability Officer.** The Sustainability Office will implement coordinated sustainability projects across Clallam County departments and ensure that new projects consider CAP goals from the outset.

The Sustainability Officer's duties would include:

- Identify opportunities and secure funding to **integrate more climate action and analysis into other County planning efforts** (e.g., Comprehensive Plan) as a way to align strategies and priorities for shared funding
- Support departments with **grant writing** for climate-related opportunities
- Work with department liaisons to ensure **accountability** of policies/actions related to existing policies and CAP goals
- Recommend **new and updated policies** that promote sustainability
- Create a **systematic way to assess the GHG emissions** associated with major county actions/policies/plans and consider the cost of those emissions during the decision-making process
- Oversee **centralized procurement** process
- **Seek funds** for projects such as studies that focus on developing industries around local re-use
- Develop, manage, and preform **sustainability outreach** and programs



Focus Areas and Legend

Five key focus areas emerged based on Clallam County priorities, the extent of the County's control, and the primary sources of GHG emissions. The goals developed for each focus area align with other County plans and existing efforts.

Each focus area section provides an overview of the topic's relevance and importance to the plan, followed by tables listing the climate strategies and actions within the focus area. Each action has an ID number, scope, action short name, and action description.

Focus Area	Goal
 Energy & Built Environment	Decrease and mitigate emissions through clean energy and energy efficiency in the built environment.
 Consumption & Solid Waste	Reduce organic waste stream by half by 2030 through waste diversion and sustainable consumption.
 Transportation	Increase transportation options, incentivize non-motorized transportation options, facilitate, and plan for electrification of vehicles.
 Land Use	Implement policies for sustainable, smart development that reduces urban sprawl, strengthens food systems, and increase conservation.
 Natural Environment	Conserve and protect the environmental attributes and critical areas of Clallam County that contribute to the quality of life for all.



Community

The action designed for the entire Clallam County community.



County

The action is intended for County operations and internal processes only.



Strategies and Actions by Focus Area



ENERGY & BUILT ENVIRONMENT

GOAL: Decrease and mitigate emissions through clean energy and energy efficiency in the built environment.

Energy consumption contributes only **5%** of total community-wide emissions. This percentage is lower than most jurisdictions in Washington because the county does not use natural gas and electricity comes primarily from hydropower and other renewable sources. The actions below focus on maximizing energy efficiency in buildings and bolstering grid resiliency.

Strategy: Install and incentivize energy-efficient upgrades and retrofits

#	Scope	Action Name	Action Description
1.1		Install energy efficiency retrofits at County facilities	Conduct energy audits for all County facilities. Install energy-efficient upgrades and retrofits for existing County facilities informed by the energy audit. Examples include: • Install energy-efficient lighting and automatic light sensors. This includes retrofitting light fixtures and/or replacing bulbs with LEDs. • Install energy-efficient heat pumps in all buildings. • Install occupancy sensors in all County buildings. • Develop and implement weatherization program for County facilities. • Install or improve building insulation (energy efficient windows) in County facilities. • Install new energy efficient cooking appliances. • Install photovoltaic panels on existing buildings and for stand-alone lighting and on county owned property where appropriate and productive. • Repair the solar water heaters on the Clallam County Courthouse that are not currently operative, or replace with more efficient models.
1.2		Incentivize energy efficient retrofits and upgrades for	Work in collaboration with partners to incentivize energy-efficient improvements and retrofits for residential and commercial buildings in the County. Including:



Strategies and Actions

		residential and commercial buildings	• Help connect citizens to information and rebates available for energy-saving updates. • Incentivize residents to switch heating sources from wood-burning stoves and propane to high-efficiency electrical heaters and other less carbon intensive sources. • Partner with Clallam PUD to expand low-income Energy Assistance programs. • Set up a fund or grant to assist in payment for energy efficient upgrades for residential properties.
Strategy: Use cleaner energy-sources and increase resiliency of energy systems.			
#	Scope	Action Name	Action Description
1.3		Invest in community energy projects	As part of community development and promoting energy resiliency, assess potential capital projects that develop community energy projects (e.g., local microgrids, local solar projects) to ensure there is energy supply redundancy, especially within County facilities, critical facilities such as hospitals, schools and airports or neighborhoods vulnerable to power loss due to natural events.





CONSUMPTION & SOLID WASTE

GOAL: Reduce organic waste stream by half by 2030 through waste diversion and sustainable consumption.

The generation and disposal of solid waste accounted for 1% of total community-wide emissions. Most of these emissions are from organics (38%) and paper (30%). As noted in the Consumption-Based Emissions Inventory section above, there is also a large carbon footprint associated with the upstream activities related to consumption of goods and services.

The actions below focus on reducing organic waste through food waste diversion and composting as well as sustainable consumption practices. The following strategies and actions are in alignment with existing goals and efforts outlined the [2021 Solid Waste Management Plan](#).

Strategy: Increase waste diversion to reuse, repair, and support edible food rescue.

#	Scope	Action Name	Action Description
2.1		Expand food waste diversion and education programs	Expand existing food waste diversion and composting programs for large food producing commercial businesses (e.g., hotels, restaurants, caterers, cafeterias, etc.), and residential homes. Programs could include: • Commercial food donation programs. • Expand compost pickup services and on-site composting throughout the County for commercial users. • Identify end-use applications for compost. • Support and expand existing food waste and yard waste diversion program for residential households and encourage backyard composting. • Support existing waste prevention program and educational resources for waste, recycling and composting. • Fund existing master Composter and Recycler programming for waste reduction.



2.2		Increase waste diversion in County Operations	- Recycling and composting will be made available at all County-owned facilities including the Courthouse, 3rd Street Building, Juvenile Services Building, and all County-owned Campgrounds. - Develop and implement a centralized procurement policy. - Sustainability Officer will create a centralized location for surplus office supplies that can be accessed by all county departments.
Strategy: Promote green purchasing and sustainable consumption			
2.3		Expand on County sustainable purchasing policies and reduce paper waste in County Operations	- Expand on current County sustainable purchasing policies and guidelines that prioritizes local, recycled content, and other sustainability considerations. - Develop department-specific strategies to reduce paper consumption by up to 15%. - Duty of Sustainability Officer to implement.



TRANSPORTATION

GOAL: Increase transportation options, incentivize non-motorized transportation options, facilitate and plan for electrification of vehicles.

Transportation contributes the largest share of communitywide emissions (73%), attributed in large part to the rural, spread out geography of Clallam County compared to more condensed urban settings. Major sources of emissions within this sector are on-road vehicles (78% of transportation emissions) and off-road vehicles (18% of transportation emissions).

The actions below focus on reducing single-occupant vehicle miles driven, encouraging rideshare and non-motorized transportation options where feasible, and installing infrastructure for the transition to electric vehicles. Additionally, Clallam County will be prioritizing actions that maintain an **e-government** and work-from-home model for County employees who are able to encourage less employee vehicle miles travelled.

Strategy: Reduce single-occupant vehicle miles travelled and support non-motorized transportation options

#	Scope	Action Name	Action Description
3.1		Create a County employee commute reduction program	Create and implement a vehicle trip reduction policy that incorporates: • Codified e-government operations. • Formalized teleconferencing/telecommuting and hybrid work schedule policy. • Video and/or web conferencing abilities in all major County facilities. • Strengthen County incentives for carpooling, transit ridership, biking/walking, and commute trip reduction among County employees.
3.2		Develop a non-motorized transportation plan	Expand on the development of non-motorized transportation options and infrastructure to support biking, walking, and other means of non-motorized transportation by: • Develop of a non-motorized transportation master plan for Clallam County. • Updating the Comprehensive Plan to expand upon elements for non-motorized transportation such as bicycle infrastructure and pedestrian networks, with a focus within the Urban Growth Areas for non-motorized connections to business, retail, and transit connections. The development of feeder trails into the Olympic Discovery Trail should be expanded upon.



			- Expand funding for the Transportation Improvement Plan for the development of non-motorized transportation as outlined within the Comprehensive Plan. - Where feasible, include safety and accessibility enhancements at busy interchanges and other busy streets. - Continue working with the Peninsula Regional Transportation Planning Organization to expand on their Regional Transportation Plan. - Implement a process by which non-motorized infrastructure is considered at the outset of every Roads Department project.
Strategy: Build infrastructure for and transition to electric vehicles			
3.3		County fleet electrification and idle reduction	- Expand EV charging stations available at County facilities for use by County fleet and County employee vehicles. - Electrify or switch to hybrid County fleet vehicles where feasible, establish a reduced idling policy for all County vehicles, and monitor fleet emissions yearly. - Identify County operations that could be accomplished without a vehicle or with a less carbon-intense fuel source.
3.4		Prepare for EV infrastructure and use	Work with Peninsula Regional Transportation Planning Organization (PRTPO) to develop strategies and expand infrastructure to increase use of electric vehicles. This includes: - Developing and implementing an EV infrastructure plan. - Encourage EV network expansion by helping connect citizens to information and rebates. - Recommend installing EV parking and charging infrastructure in homes. - Revise parking standards code to: - Include incentives to support bicycle storage (i.e., racks) and ride share amenities. - Include incentives for EV parking spot adoption within commercial/industrial projects. - Discontinue use of parking minimums (ex. 1 space required for every 200 square ft of retail).



LAND USE

GOAL: Implement policies for sustainable, smart development that reduces urban sprawl, strengthens food systems, and increases conservation.

Emissions from livestock and soil management contribute 2% of communitywide emissions. The actions below focus on strengthening local food systems and encouraging sustainable agricultural and gardening practices in Clallam County through expanding programs and investments.

Strategy: Invest in and support local food systems

#	Scope	Action Name	Action Description
4.1		Support existing gardening programs	Fund continued Master Gardener program to educate community on climate related topics including soil building, integrated pest management, and vegetable gardening.
4.2		Invest in the agricultural sector of Clallam County	Support strategies to protect productive agricultural lands and expand food production in Clallam County by: • Investing county dollars in education, marketing and promotion resources for the agricultural sector. • Strengthening codes to encourage retention of agricultural lands instead of conversion to residential, commercial, and industrial development. • Providing continued support for programs that work with farms to help make their businesses more sustainable and increase land access for beginning farmers. • Supporting and expanding Conservation Futures for the protection of farmland and open space.





NATURAL ENVIRONMENT

GOAL: Conserve and protect the environmental attributes and critical areas of Clallam County that contribute to the quality of life for all.

Clallam is a highly forested county. If emissions from tree cover loss were included in the communitywide GHG inventory, they would make up 84% of Clallam County's total emissions. Remaining tree cover sequesters more than double the amount of carbon emitted by tree cover loss. The following actions are designed to preserve the county's carbon sinks and other natural resources.

Strategy: Protect natural resources and conserve water through policies and programs

#	Scope	Action Name	Action Description
5.1		Increase tree planting	Increase tree planting requirements and incentives for all public and private projects, including transportation projects that incorporate the use of trees.
5.2		Increase native plant landscaping	- Evaluate and update current County irrigation and landscaping policies to maximize efficiencies and water conservation on County grounds. - Expand on current native plant landscaping policy in Landscaping Code.



IMPLEMENTATION PLAN

This CAP is a strategic and coordinated plan, that relies on all of Clallam County, both County departments, as well as Clallam County residents and communities, to collectively work towards reducing GHG emissions and creating a resilient and sustainable future. The following section provides a framework for implementing the strategies and actions in this CAP.

The first step of CAP implementation will be creating, and subsequently hiring, a **Sustainability Officer position** at the County to build internal capacity. Pending existing County staff and departmental capacity and County budget, this position could be expanded to include an additional position for a Sustainability Procurement Officer.

Equity

CAP implementation will center equity by considering:

- **Disproportionate impacts**
 - Are there ways that an action could be implemented that would generate burdens (including costs), directly or indirectly, to communities of color, low-income, or elderly populations?
 - If yes, how can we mitigate these impacts and ensure that the implementation is equitable?
- **Shared benefits**
 - Are the benefits of implementation equally shared?
 - Are there ways to target an action or strategy's benefits to address historical or current disparities?
- **Access to participation and technical knowledge**
 - Are there barriers for individuals and communities to participate in climate action due to time, language, financial resources, or technology?
 - Are there resources and trainings that need to be provided so that all can participate with a shared understanding of more technical topics?

Community engagement

Implementing the CAP and making progress towards GHG reduction goals will depend on engagement with County Staff, partners, and the greater Clallam County communities.

The primary focus of this CAP is to outline actions that Clallam County can take to reduce GHG emissions in its facilities and operations going forward. As such, this plan has not yet been shared and vetted with the larger community. It is the intention of the Commissioners to engage the public on this plan and future planning efforts to ensure communitywide actions are well supported and actionable. **Engaging the community on their priorities and concerns will be a critical early step in ensuring the CAP is implemented equitably and does not create unintended consequences.**



Oversight & Accountability

In order for Clallam County to ensure that CAP is implemented, **the County should first expand staff capacity by establishing a full-time Sustainability Officer.** The Sustainability Office will implement coordinated sustainability projects across Clallam County departments and ensure that new projects consider CAP goals from the outset.

In addition, it is recommended that the **CAC be a permanent committee** to ensure that climate action is ongoing and continuous priority in County operations. The CAC will work with the Sustainability Officer to track CAP progress and implementation. The CAC's key duties will include:

- Convening monthly **committee meetings.**
- Continuing to **identify top emissions reduction priorities and opportunities** for County climate leadership in coordination with the Sustainability Office.
- **Exploring partnership opportunities** with other government agencies and departments and community organizations and coalitions.
- Assisting the Sustainability Officer with **tracking implementation progress.**

Monitoring & Evaluation

The CAP is designed to be a roadmap that will evolve based on implementation and community engagement.

- The Sustainability Officer will **work with identified Implementation Leads** to coordinate action implementation, and track progress.
- The CAC and Sustainability Officer will monitor progress and prepare **annual progress reports.**
- If annual progress reports indicate that Clallam County is not on track to meet goals, the CAC and County Council will **provide direction to strengthen or add additional actions as necessary.**
- This direction will be informed by the **latest climate science, best practices,** and allocated **budgets and staffing.**

The next planned CAP update will be in 5 years (2028). The Sustainability Officer will lead the next CAP update, guided by the CAC and Clallam County Council.



Implementation Matrix Criteria

The Implementation Matrix outlines the following key details for each CAP action:

Emissions Impact	Cost	Timeline	Potential Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
Relative measure of the action's potential to reduce emissions.	Estimate of how much the action will cost the County to implement.	The timeframe for starting to implement an action.	Potential funding sources including County budgets, federal relief programs, state and federal grants, and incentive programs. These are potential funding sources and have not yet been promised, committed, or awarded.	County department responsible for overseeing implementation. Existing staff capacity and departmental budgets may need to be re-evaluated regularly to ensure sufficient resources for implementation.	Identified regional partners to support implementation. "Regional Tribal Partners" is used throughout to refer to the Jamestown S'Klallam, Makah, Quileute, and Hoh Tribes.	Additional factors the County will consider when implementing the action and/or notes.



ICON LEGEND

Emissions Impact	Cost	Implementation Timeline
 Low potential to reduce emissions	 Low cost, from no cost to less than \$100K	 Short-term = 1 – 2 years - Foundational steps. - Actions that may require substantial time or resources, so it is important to start as soon as possible. - Actions that align with or could support other County plans, projects, or updates and should be implemented concurrently.
 Moderate potential to reduce emissions	 Moderate cost, from \$100K to \$1 million	 Medium-term = 2 – 3 years - Actions that might require additional resources to implement or cannot occur until foundational actions are implemented.
 High potential to reduce emissions	 High cost, from \$1 million to \$10 million or greater	 Long-term = 4 – 5 years - Actions that are not as time sensitive as shorter-term actions. - Actions that require substantial infrastructure and resources or build upon foundational short and midterm actions.



Implementation Details



ENERGY & BUILT ENVIRONMENT

Strategy: Install and incentivize energy-efficient upgrades and retrofits

#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
1.1	Install energy efficiency retrofits at County facilities				Energy Efficiency and Conservation Block Grant Program – Bipartisan Infrastructure Law 2021 Building Codes Implementation for Efficiency and Resilience WA Department of Commerce Solar Plus Storage (buildings owned by local govt)	Parks, Fair and Facilities, Parks, Fair, and Facilities Sustainability Officer	Clallam County PUD City of Port Angeles	Develop RFP for contractor to conduct energy audit
1.2	Incentivize energy efficient retrofits and				Energy Efficiency and Conservation Block Grant Program –	Community Development – Building Division	Clallam County PUD Regional Tribal Partners	Tailor outreach to engage low-income residents, renters, and other demographics typically



#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
	upgrades for residential and commercial buildings				Bipartisan Infrastructure Law 2021 Ecology: Wood stove education & enforcement grants	Olympic Region Clean Air Agency	Olympic Region Clean Air Agency	underrepresented in energy programs.

Strategy: Use cleaner energy-sources and increase resiliency of energy systems.

#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
1.3	Invest in community energy projects		 	 	Energy Improvement in Rural or Remote Areas DOE Grid Resilience and Innovation Partnerships (GRIP) Program WA Department of Commerce Solar Plus Storage (buildings owned by local govt)	Parks, Fair, and Facilities Sheriff's Office – Emergency Management Community Development – Planning Division	Clallam County PUD Regional Tribal Partners	Ensure there is community support for these investments through community outreach Through community partnerships ensure that there is assistance for low- and mid-income households for transitioning to clean energy Community Development to encourage the development of these items through updates to the Comprehensive Plan.





CONSUMPTION & SOLID WASTE

Strategy: Increase waste diversion to reuse, repair, and support edible food rescue.

#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
2.1	Expand food waste diversion and education programs				Ecology: Waste Reduction and Recycling Education Grants EPA: Solid Waste Infrastructure for Recycling Grant Program	WSU Extension Parks, Fair, and Facilities HHS – Environmental Health	Solid Waste Advisory Committee (SWAC) WA State Ecology Local food banks and community-based organizations Cities Private Businesses Chamber of Commerce City of Port Angeles	Work together with existing efforts from the County's 2021 Solid Waste Management Plan Update Implement Organics Waste Reduction Plan for Clallam County (in development currently- completion Spring 2023)
2.2	Increase waste diversion in County Operations				EPA: Solid Waste Infrastructure for Recycling Grant Program DOE Local Solid Waste Financial	Sustainability Officer	WSU Extension Waste Reduction Zero Waste Washington	Work together with existing efforts from the County's 2021 Solid Waste Management Plan Update



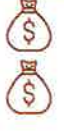
#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
					Assistance (LSWIFA)			
Strategy: Promote green purchasing and sustainable consumption								
#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
2.3	Expand on County sustainable purchasing policies and reduce paper waste in County Operations					Sustainability Officer Attorney's Office	Solid Waste Advisory Committee (SWAC) WSU Extension	Consider resources from: West Coast Climate & Materials Management's Climate Friendly Purchasing Toolkit, USDN Sustainable Procurement Guide, Carbon Leadership Forum.





TRANSPORTATION

Strategy: Reduce single-occupant vehicle miles travelled and support non-motorized transportation options.

#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
3.1	Create a County employee commute reduction program				WSDOT: Transportation Demand Management Grants	Sustainability Officer Human Resources – to update employee policies Department Heads IT Department (e-government)	Clallam Transit	Clallam County is a rural county, many rideshare or transit options might not be as accessible Helpful tips and guidance from WSDOT: Commute Trip Reduction program
3.2	Develop a non-motorized transportation plan				Buses and Bus Facilities Program Capital Investment Grants Program Formula Grants for Rural Areas WSDOT: Grant Programs	Public Works – Roads Division Community Development - Planning	Peninsula Regional Transportation Planning Organization Regional Tribal Partners	Coordinate with internal existing efforts from the Comprehensive Plan Public safety component should be of importance.

Strategy: Build infrastructure for and transition to electric vehicles.



#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
3.3	County fleet electrification and idle reduction				Charging and fueling Infrastructure Discretionary Grant Program WSDOT: Zero-emission vehicle grants DOE GRIP grants	Facilities Public Works Sustainability officer	Peninsula Regional Transportation Planning Organization (PRTPO) Facilities	Identify which fleet vehicles would be prioritized for transition to electric first Identify this a core strategy in the plan according to GHG emissions reduction data
3.4	Prepare for EV infrastructure and use				Charging and fueling Infrastructure Discretionary Grant Program Grants for Energy Efficiency and Renewable Energy Improvements at Public School Facilities Infrastructure for Rebuilding America (INFRA) Grants	Sustainability Officer Public Works – Roads Division Regional Tribal Partners Community Development - Planning & Building Division	Peninsula Regional Transportation Planning Organization (PRTPO)	Work with partners to identify top sites for charging stations Coordinate with cities within the County for their EV infrastructure efforts Voluntary EV network expansion for residential development will get County to capacity as people switch to EVs over time.





LAND USE

Strategy: Invest in and support local food systems

#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
4.1	Support existing gardening programs					WSU Extension	Clallam Conservation District Parks, Fair, and Facilities	Opportunity to leverage with actions in Natural Environment focus area
4.2	Invest in the agricultural sector of Clallam County				National Coastal Wetlands Conservation Grant Program WSDA: Food Assistance Resiliency Grants WSDA: Farm To School Purchasing Grants USDA grants Flood Mitigation Assistance (FMA) Grant	Community Development Division – Planning WSU Extension	Conservation Futures Program Advisory Board (CFPAB) Parks, Fair, and Facilities Conservation District NODC	





NATURAL ENVIRONMENT

Strategy: Protect natural resources and conserve water through policies and programs

#	Action Name	GHG Impact	Cost	Timeline	Known Funding Sources	Lead Implementor	Partnership Opportunities	Implementation Considerations
5.1	Increase tree planting					Parks, Fair & Facilities Community Development – Planning Public Works – Utilities & Roads Division	Clallam Conservation District Parks, Fair, and Facilities WSU Extension City of Port Angeles Street Tree program	Work with Parks for where more trees could be needed in public spaces
5.2	Increase native plant landscaping					Community Development Division – Planning Parks, Fair & Facilities	Clallam Conservation District: Annual Native Plant Sale WSU Extension Master Gardener program	Work with Parks for their current landscaping policies



APPENDIX A. SOURCES

Geographic Inventories

Acronyms

- **ACS:** American Community Survey
- **EIA:** Energy Information Administration
- **EPA:** Environmental Protection Agency
- **ESD:** Employment Security Department
- **GPC:** Global Protocol for Community-Scale Greenhouse Gas Inventories
- **MOVES:** Motor Vehicle Emission Simulator
- **PUD:** Public Utility District
- **USCP:** U.S. Community Protocol
- **WEIRS:** Washington Emissions Inventory Reporting System
- **WSDOT:** Washington State Department of Transportation

Communitywide

Key: Emissions from this source were calculated manually Emissions from this source were calculated with an external tool				
Sector	Emissions Sources	Inventory Protocol Ref.	Data Source	Notes/Limitations
Transportation	On-road transportation	• GPC 7.3 • USCP TR.1, TR.2	• WSDOT Highway Performance Monitoring System • EPA default vehicle breakdown	



Sector	Emissions Sources	Inventory Protocol Ref.	Data Source	Notes/Limitations
			and fuel efficiency	
	Aviation	• GPC 7.6	• Port of Port Angeles	
	Marine Vessels	• GPC 7.5 • USCP TR.7	• Port of Port Angeles • Puget Sound Maritime Air Emissions Inventory	• Used most recent data (2016) from the latest Puget Sound Maritime Air Emissions Inventory report (February 2018).
	Ferries	• GPC 7.5 • USCP TR.7	• Black Ball Ferry	
	Off-road vehicles and equipment	• GPC 7.7 • USCP TR.8	• EPA “MOVES” tool	
Built Environment	Electricity (residential, commercial, and industrial)	• GPC 6.1 • USCP BE.1, BE.2	• Clallam PUD • Port Angeles	• Includes electricity used for potable water conveyance and wastewater treatment, as required by protocols
	T&D losses (electricity)	• GPC 6.6 • USCP BE.4	• Clallam PUD • Port Angeles	
	Fuel Oil (residential, commercial, and industrial)	• GPC 6.3 • BE.1	• EIA Fuel Sales by End Use • ACS House Heating Fuel estimates • ESD Covered Employment	• Used regional data and scaled down to Clallam County
	Propane (residential)	• GPC 6.3	• EIA Fuel Sales by End Use	• Used regional data and scaled down to Clallam County



Sector	Emissions Sources	Inventory Protocol Ref.	Data Source	Notes/Limitations
		BE.1	ACS House Heating Fuel estimates	Commercial and industrial propane data was unavailable, so this source was excluded from the 2019 inventory.
Solid Waste	Community-Generated Waste	- GPC 7.3 - USCP SW.4	Clallam County Solid Waste Management Plan	
Agriculture & Forestry	Livestock	- GPC 10.1-10.4 - USCP A.1, A.2	2017 Washington Agriculture Census	Census only conducted every 5 years; relied on 2017 data
	Soil Management	GPC 10.11-10.12	2017 Washington Agriculture Census	Census only conducted every 5 years; relied on 2017 data
	Forest carbon sequestration	Global Forest Watch	Global Forest Watch	
Process & Fugitive Emissions	Refrigerants	- GPC 9.4 - USCP BE.7	Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990–2019	Used national data and scaled down to Clallam County



Sector	Emissions Sources	Inventory Protocol Ref.	Data Source	Notes/Limitations
	Industrial process emissions	- GPC 9.4 - USCP BE.8.1	Washington Department of Ecology WEIRS	Only captures industries that are required to report emissions to Ecology



County Operations

Sector	Emissions Sources	Inventory Protocol Ref.	Data Source	Notes/Limitations
Transportation	Fleet	• LGOP 7.1.1.1	•	
	Employee Commute	• LGOP 12.2.1	• Commute survey	• Not all employees responded to the commute survey provided which may result in a less representative sample of employee commutes.
	Business Travel	• LGOP 12.2.1	• Auditor's Office	
Built Environment	Electricity	• LGOP 6.2.1	• Clallam PUD • Port Angeles • Jefferson PUD	• Includes electricity used for potable water conveyance and wastewater treatment, as required by protocols
	T&D losses (electricity)	• LGOP 6.2.1	• Clallam PUD • Port Angeles • Jefferson PUD	
Solid Waste	County-Generated Waste	• LGOP 9.3.1-3	• Solid & Hazardous Waste department	• Amount of solid waste generated was estimated based on dumpster volume and pickup frequency due to lack of more granular data



APPENDIX B. CONSUMPTION-BASED INVENTORY REPORT

Introduction

A consumption-based emissions inventory (or "CBEI") is an estimate of the greenhouse gas emissions associated with the activity of all residents of a geographic area. It's equivalent to a personal household carbon footprint estimate, except calculated for all households in a jurisdiction. Consumption-based emissions are modeled based on local variables such as income and vehicle ownership, and on scientific studies that tie these variables to changes in consumption-based emissions.

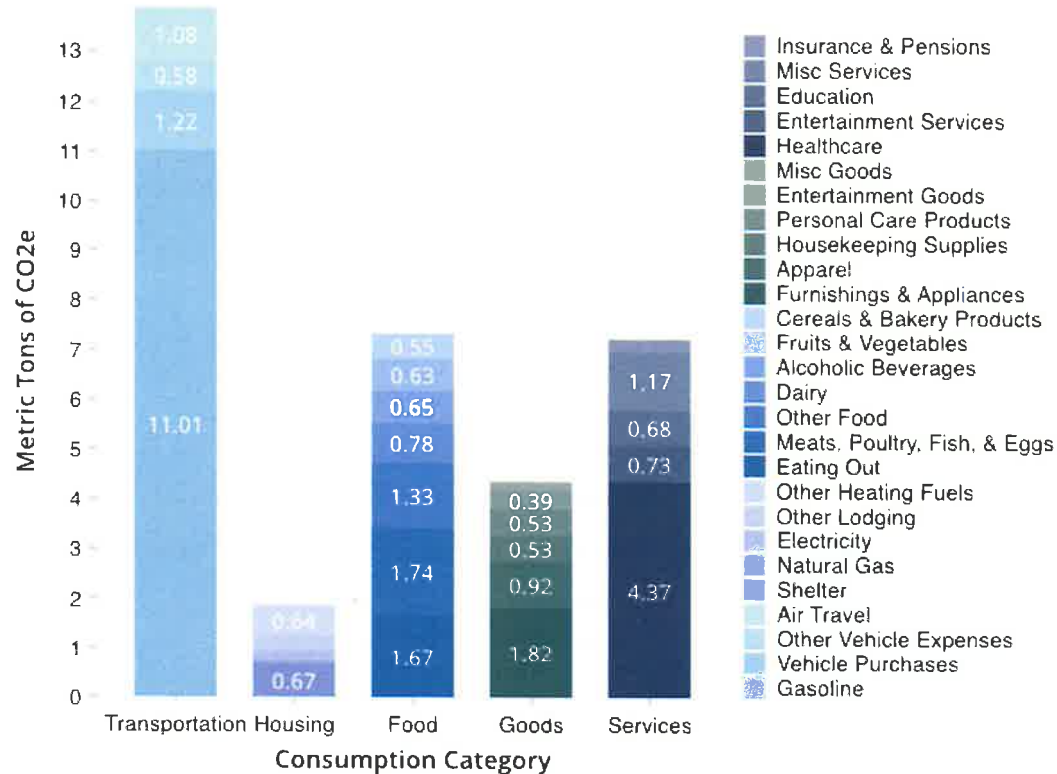
In Clallam County in 2019, the typical household was responsible for roughly 35 metric tons of CO₂e annually (MTCO₂e), or about 15 MTCO₂e per person. With 33,022 households in the county, this is a total of roughly 1.2 million MTCO₂e for 2019 attributable to residents of Clallam County.

These emissions are broken out into five areas: transportation, housing, food, goods, and services. Transportation was the single largest category of emissions, followed by food and services. Gasoline was the single largest source of emissions overall, among all sub-categories.

The bar chart below provides an overview of the county's average per-household emissions. The actual emissions of any particular household, however, could vary significantly from this average. Differences in household size, spending, housing, travel, and other discretionary and non-discretionary factors will affect any individual household's emissions.



Figure 31. Clallam County consumption-based inventory.



Consumption-Based versus Geographic Emissions

A CBEI is different from the more standard greenhouse gas inventory typically assembled by cities. Those inventories are focused on the emissions generated within the city boundary (scope 1). While they also include some emissions that occur outside the city border as a direct result of activity within the city (such as electricity emissions, scope 2; and waste landfilled outside the city, scope 3), they are primarily focused on the emissions occurring directly from actions taking place in the city. This includes energy,



transportation, and waste disposal; and it may also include local industrial and agricultural emissions that occur in the city boundary as well.

In contrast, CBEIs consider emissions that may occur anywhere in the world, as long as they are directly or indirectly a result of the activities of the residents of the city.

Geographic and consumption-based approaches are complementary and partially overlapping. Both will look at resident's local, direct emissions (e.g. from driving or home heating). A geographic inventory will also consider the direct emissions from local businesses and visitors. However, geographic inventories neglect the emissions associated with goods and services manufactured outside but purchased and used in the city, as well as the emissions associated with food production that occurs outside city limits.

Meanwhile, a consumption-based emissions inventory will look only at the emissions associated with resident's activities and purchases, but it looks at all of those emissions regardless of where they may occur. As a result, consumption-based inventories only consider local emissions from businesses to the extent that their goods and services are consumed by local residents. Visitor activities are attributed to the visitor's home cities, not the city in which they visit.

Consumption-based emissions may occur anywhere in the world. CBEIs are essentially inventories of emissions viewed through the lens of local household's typical consumption.

Consumption-Based Emissions Approach

Because consumption-based emissions can occur anywhere in the world, it's virtually impossible to measure them directly. Instead, these consumption-based emissions are estimated, using a model based on national survey data and adjusted for local conditions.

The model used for this CBEI takes into consideration six key household characteristics: household size, household income, vehicle ownership, home size, educational attainment, and home ownership¹⁵.

¹⁵ In addition, supplemental models for household energy use and vehicle miles traveled incorporate additional variables such as local climate, energy prices, home type, and geographic region, for the energy model; and time to work, commute mode, density, and family status for the vehicle miles traveled model. For a full list of variables used in each model, see Appendix A. Methodology.



These variables are selected because they are demonstrated to have clear, direct effects on consumption. For instance, larger homes generally take more energy to heat or cool, while more people per household also means more food consumed per household. These variables are also available nationwide through US Census data, allowing for detailed local analysis at a range of geographic scales.

The table below compares the values of these household characteristics in Clallam County with those of the US average in 2019:

Table 1. Household characteristics, Clallam County vs United States.

Household Characteristic	Clallam County	US
Average Income	\$69,587	\$88,783
Vehicle Ownership	2	1.82
Household Size	2.31	2.61
Home Size (rooms)	6.4	6.57
Home Ownership	71%	64%
Educational Attainment (college degree)	31%	35%

The emissions profile for Clallam County is based on a "typical" household in 2019, using the average household characteristics for Clallam County as shown above. Most actual households in the county differ in one or more ways; and households with different characteristics are expected to have different emissions profiles.

Major Categories Overview

Among all categories, transportation, food, and services are the largest overall categories, accounting for 40%, 21%, and 21% of emissions, respectively. Together, these account for over 82% of total emissions. Within sub-categories, gasoline, healthcare, and furnishings & appliances are the top three, accounting for 32%, 13%, and 5% of total emissions, respectively - a combined 50%.



Transportation

The transportation category includes gasoline usage, vehicle purchases & maintenance, and air travel. For an average household in Clallam County, transportation accounts for 13.9 MTCO₂e per year, per household. Much of this comes from gasoline, which accounts for 11 MTCO₂e, or 79% of the total transportation emissions.

Housing

Household energy use, home construction and maintenance (“shelter”), and water usage make up the Housing category. Overall, a typical household has 1.9 MTCO₂e resulting from housing, with the largest single category being shelter. Shelter produced 0.7 MTCO₂e, or 35% of the total housing emissions.

Food

The Food category includes all food consumed by residents of Clallam County, broken down by meat, dairy, fruits & vegetables, and other foods consumed at home, as well as eating out. Food accounts for 7.4 MTCO₂e, and the single largest sub-category is meat, poultry, fish, and eggs at 1.7 MTCO₂e, or 24% of total food emissions.

Goods

Goods includes all physical items purchased by the household (excluding items in other categories). Goods includes things like furniture, personal electronics, clothing, toys, and books. These goods account for 4.3 MTCO₂e per household per year. Of these goods, furnishings & appliances is the single largest source, making up 1.8 MTCO₂e, or 42%, of total goods.

Services

Services includes the emissions associated with things like healthcare, education, insurance & finance, and entertainment experiences like concerts and museums. Services account for 7.2 MTCO₂e per household, and the single largest category is healthcare at 4.4 MTCO₂e, or 61%.

Historical Trends

Since 2007, per household CO₂e emissions have decreased by 4%, or 1.4 MTCO₂e per household, as shown in Figure 32. Historical CBEI trends



Figure 32. Historical CBEI trends

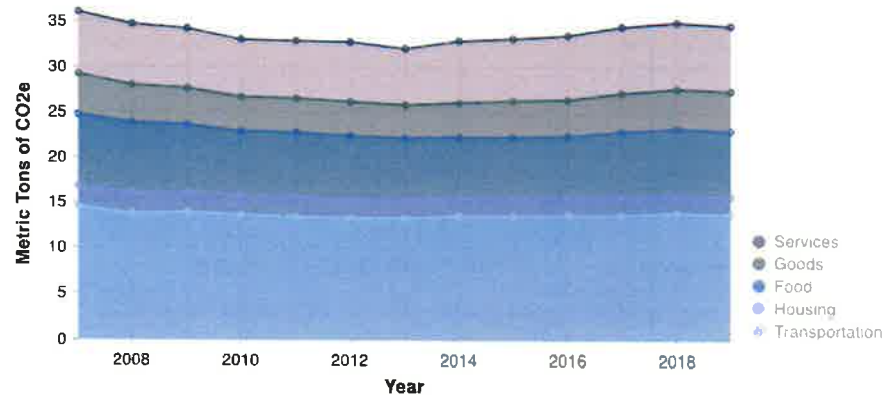


Table 2, below, compares emissions in 2007 and in 2019 on a per household basis (unless otherwise stated). Most categories have seen an overall decline, with housing emissions seeing the largest decline, of more than 20%, while emissions from services have increased by over 5%.

Table 2. Clallam County Changes in Emissions Over Time (2007-2019)

Emissions Category	Clallam County (2007)	Clallam County (2019)	% Change
Transportation Emissions	14.6	13.9	-5.2%
Housing Emissions	2.3	1.9	-20.6%
Food Emissions	7.9	7.4	-7.8%
Goods Emissions	4.5	4.3	-3%
Services Emissions	6.8	7.2	5.3%
Total Emissions	36	35	-4.1%
Total Per Capita Emissions	16	15	-6.9%



At the national level, consumption-based emissions have declined by more than 12%. The electricity grid has been getting cleaner, vehicle fuel economy has been improving, and industries have generally been figuring out how to produce more with less emissions.

In Clallam, these reductions have been less pronounced. This is in large part because the county has been running on clean power for decades, thanks to Clallam PUD's purchases of electricity via the Bonneville Power Administration. In addition, over 80% of homes use electricity for heating, and natural gas is not available in the county.

Effectively, the county already achieved the low-hanging emission reductions decades ago that the rest of the country is now only beginning to adopt. The challenge facing the county today is how to reduce emissions beyond building energy usage.

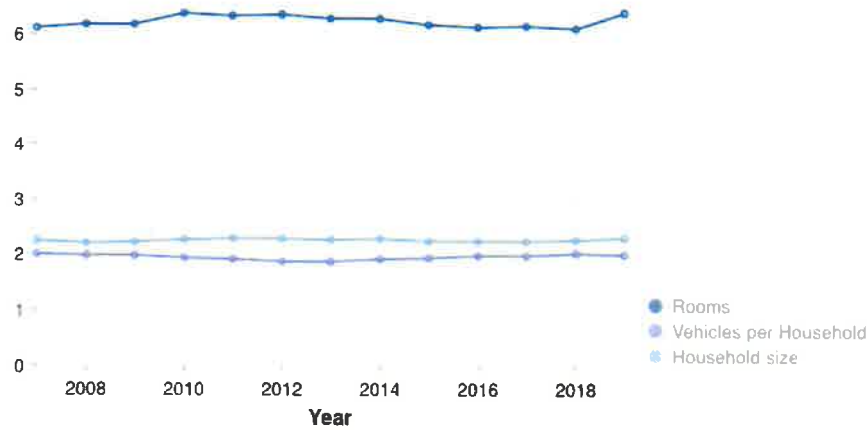
Transportation emissions have declined largely due to improving vehicle fuel economy. In 2019, the average vehicle fuel economy for vehicles registered in Clallam County was 20.2 miles per gallon. While historic fuel economy data was not available, the national average fuel economy has improved by roughly 5% since 2007, and Clallam's has likely followed a similar trajectory. Vehicle miles traveled and vehicle ownership remain largely unchanged. Emissions from air travel have also declined, largely due to the national trend of improving fuel economy in aircraft.

Other consumption-based emissions have shifted slightly due to changes in household characteristics. Since 2007, income has not changed significantly: while nominal household incomes have increased by over \$14,000, after adjusting for inflation, this is a change of only 2%. However, the share of households with a college degree has grown substantially, from 23% to 31%. Home sizes have also seen a slight upward trend, going from an average of 6.12 rooms to 6.40. Higher educational attainment is typically correlated with more spending on services and less on goods.

The charts below highlight the changes in these characteristics over time.

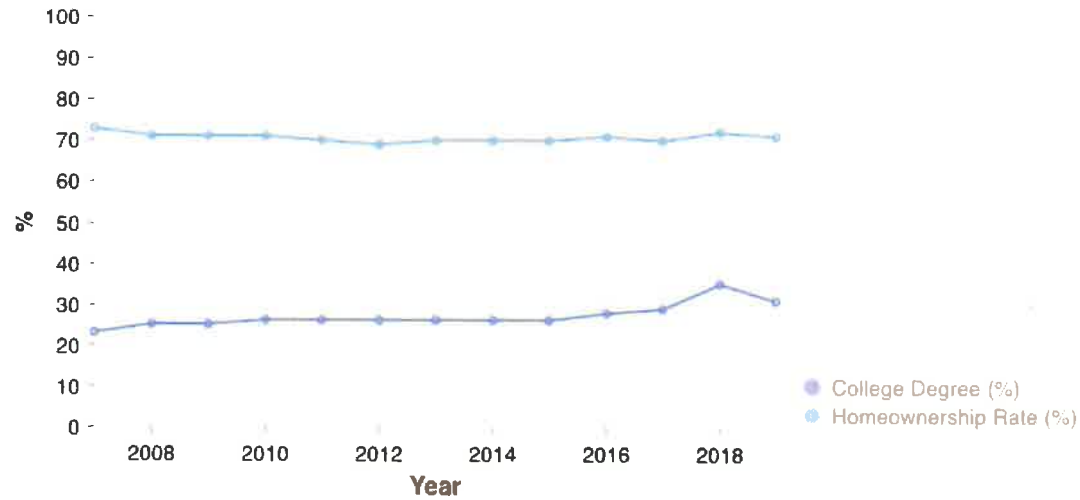


Figure 33. Rooms, vehicles per household, and household size trends over time.



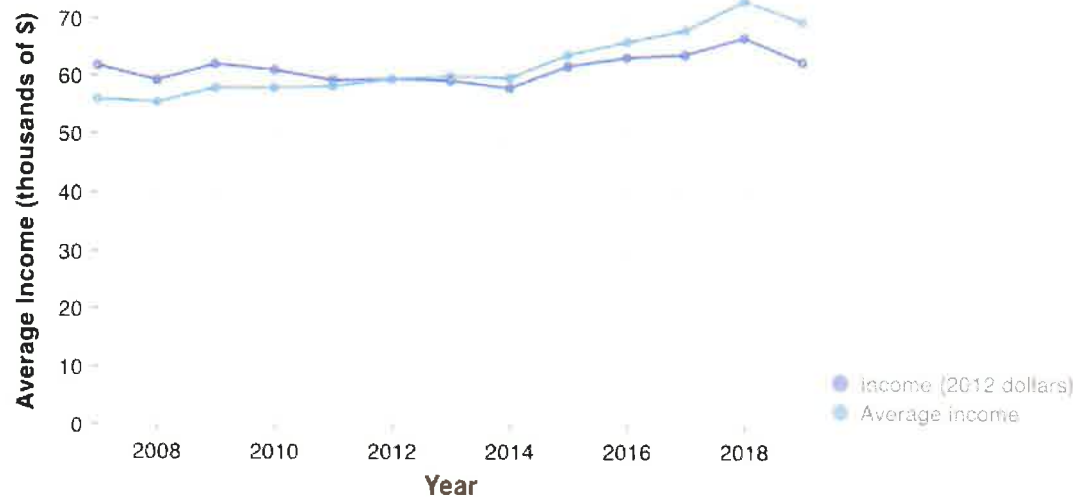
Since 2007, rooms per household have increased slightly (from 6.12 to 6.4, about 4.6%), while vehicles per household and household size have remained largely constant.

Figure 34. Percent with college degree and homeownership rate trends.



The share of households with a college degree has increased substantially, from 23% to 31%, while the home ownership rate has decreased slightly.

Figure 35. Income over time.



Inflation-adjusted income has not changed substantially. Since 2007, income has not changed significantly: while nominal household incomes have increased by over \$14,000, after adjusting for inflation, this is a change of only 2%.

Changes in educational attainment and home size have led to increases in the consumption of services and goods. However, emissions from goods has still declined overall due to national reductions in carbon intensity of production.

Category Breakdown

Some key categories and sub-categories are of particular interest. These are detailed below.



Transportation

GASOLINE

Gasoline consumption is the #1 source of emissions in Clallam County, responsible for about 11 MTCO₂e per household. Vehicle ownership is a primary driver of gasoline consumption, due to resultant driving activity.

Nationwide, the US average is 1.82 vehicles per household. A typical vehicle is driven [over 11,000 miles per year](#), and so the average American household drives roughly 20,514 miles per year.

Meanwhile, Clallam County households have an average of 2 vehicles per household, and drive an estimated 20,241 miles per year. This works out to about 10,121 miles per vehicle, or 90% of average.

Clallam is predominantly a low-density suburban/rural community with heavy automobile dependency. A typical percentage of people drive alone to work (77%); however, county residents enjoy shorter-than-average commute times (about 20 minutes, versus national average of 27.6). Reduced commute times, along with smaller household sizes and below-average incomes, are the major drivers of overall lower per-household VMT in the county.

Examples of Individual Strategies for Reducing Gasoline Consumption

For households that aim to reduce their emissions from automobile usage, switching their primary commute vehicle to an electric vehicle is a common strategy. Depending on where they live, some households can purchase electric bicycles (e-bikes) to substitute for automobiles. E-bikes are bicycles that include an electric motor to assist pedaling, and can typically reach speeds of 20-28 mph. Some models include large cargo carriers capable of carrying kids, groceries, or even furniture. Between e-bikes, public transit, and the availability of car-sharing, rentals, or taxis (including Uber and Lyft), some households can achieve further reductions, or even eliminate their automobile use altogether. In Clallam County, about 5% of households owned 0 vehicles.

AIR TRAVEL

For many individual households, air travel is a significant portion of emissions. However, for Clallam County overall, air travel is only a small part of the county's consumption-based emissions, coming in at 1.1 MTCO₂e per household on average (3.1% of total emissions). This varies significantly between households, however, largely due to income: air travel is a luxury for most Americans, and only the wealthiest households do substantial flying.

According to [Gallup survey data](#), between 1999 and 2015, 48-60% of the US population did not fly in any given year. [More recent data from Statista.com](#) suggests that in 2019, 41% of the US had never traveled by air, and another 28% flew only about once per year.



Air travel in a mostly full aircraft is more fuel-efficient than driving alone, but the high-altitude pollution released is uniquely damaging to the environment and can make flying worse than driving. Most modern aircraft get roughly [70-100 miles per gallon](#) per passenger seat; in comparison, the average fuel economy for new vehicles nationwide was [25.4 miles per gallon](#) in 2020. However, due to additional climate forcing from high-altitude particulate matter, as well as lifecycle production of aviation fuels, air travel's overall emissions are roughly double what would be expected on a per gallon basis alone - making it more like driving a 35-50 mpg car. As a result, air travel may be more fuel-efficient than driving alone in an average vehicle, but usually not for two individuals traveling together.

Air travel also often results in significant emissions due to the long distances traveled. A two-person, one-vehicle household may only drive 10,000 miles per year, but could easily fly 24,000 person-miles with just two cross-country (3,000-mile) trips per year (3,000 miles each way on a two-way trip = 6,000 miles round trip per person, for two people = 12,000 miles round trip, twice = 24,000 miles).

Examples of Individual Strategies for Reducing Air Travel

Households that aim to reduce their air travel emissions typically avoid flying, take long-distance buses, or take Amtrak instead when available.

Housing

HEATING & ELECTRICITY

Clallam County's electricity emissions derive from Clallam PUD data showing an average electricity usage of 16,464 kWh per household and a utility-specific average emission factor of 21 grams per kWh.

Roughly 85% of households in Clallam County use electricity for heating. After electricity, wood is the next largest heating fuel, at roughly 10%. The use of fossil fuels for home heating is insignificant in the county, but there are still a few homes which could convert to electric to see further emission reductions.

Examples of Individual Strategies for Reducing Electricity Emissions

With 100% clean power already in use in Clallam, the only strategy available for households to reduce their electricity emissions are to invest in energy efficiency improvements.

Because most homes use electricity for heating, investing in insulation and weatherization can result in significant reductions in energy use. Households can also replace old lightbulbs with LEDs and ensure new appliances are EnergySTAR-certified, and use a



smart thermostat to ensure heating and air conditioning only run when needed. Lastly, replacing outdated resistive electric appliances with heat pump furnaces and hot water heaters can lead to further electricity savings.

Water

The average household in Clallam County uses an estimated 54,864 gallons per year. With an emission factor of roughly 0.5 grams CO₂e per gallon, the average household has roughly 0.03 MTCO₂e of emissions associated with their water use.

80% of emissions associated with water in Clallam County occur in wastewater treatment; and within wastewater treatment, an estimated 80% of emissions occur as a result of methane leakage. Overall, water is a negligible contributor to household consumption-based emissions.

Food

Globally, roughly 24% of greenhouse gas emissions are a result of agriculture, forestry, and other land use changes, with the majority of these emissions resulting from agriculture. In the US, agriculture resulted in roughly 623 million metric tons of greenhouse gas emissions in 2019, or about 10% of national emissions (according to the US EPA's [most recent national inventory](#)).

Emissions from agriculture are driven primarily by two sources. In the US, most agricultural emissions derive from nitrous oxide (N₂O), a greenhouse gas that is released from the breakdown of nitrogen-based fertilizers. N₂O accounts for roughly 55% of the US' agriculture greenhouse gas emissions.

The second-largest source of agricultural emissions is methane (CH₄), a potent greenhouse gas which is produced by certain animals like cows, sheep, and goats. These animals rely on microbes to break down the grass and other plants they eat, in a process known as enteric (intestinal) fermentation. This digestive fermentation produces methane as a byproduct (much in the same way that beer fermentation produces CO₂ as a byproduct). Methane from digestion is nearly 30% of the US GHG emissions from agriculture. The decomposition of animal manure (also into methane) contributes another 12% of agriculture emissions. Nitrous oxide and methane combined account for 97% of emissions directly associated with agriculture.

The consumption-based inventory includes these direct nitrous oxide and methane emissions from agriculture, emissions from fixed capital investments in agricultural equipment and facilities, as well as emissions associated with transport and sale of food. In the consumption-based inventory, direct emissions from agriculture are the vast majority of the emissions associated with food - generally around 67-80% of food emissions come directly from food production. For most foods, transportation comprises about 5% of the emissions, while wholesale and retail make up another 5-15%. Fixed capital investments (e.g. buildings and equipment) is estimated at typically around 13% of total emissions.



While nitrogen fertilizer is the single largest source of emissions nationally, meat & dairy are often the largest sources of at-home food emissions for households. In Clallam County, meat, poultry, fish, eggs, and dairy combined account for about 2.5 MTCO₂e, while fruits & vegetables, cereals, and other foods account for another 2.5 MTCO₂e.

Despite being only a small fraction of overall calories, meat, dairy, and other animal products have an outsized impact on the typical household's emissions associated with food. This is because the emissions associated with meat consumption not only includes the direct methane emissions from the animals - it also includes the nitrous oxide emissions from growing all of the crops to feed those animals.

It takes a lot of feed crop - mostly [corn](#) - to produce one calorie of meat. In the case of beef, it can be as many as [33 calories of feed](#) per calorie of beef. As a result, a quarter pound of beef (284 calories) could require over 9,000 calories of corn to produce.

Further compounding these food emissions is the fact that an estimated [30-40% of food goes to waste](#). Emissions from the production of wasted food is included in the overall emissions associated with food, driving up the emissions of all food consumption. While some of this loss occurs in production, storage, or transport, households are often also a significant source of food waste. According to the United Nations, US households purchase [more calories per capita than any other country](#) - nearly 3,800 calories per person per day in 2018. This includes all purchased food, whether consumed or otherwise.

Eating out also contributes a substantial portion of food emissions. For the typical Clallam County household, eating out is associated with roughly 1.7 MTCO₂e per year. However, this includes not only all the food consumed while eating out, but also the operational emissions from restaurants, including emissions from cooking, transportation, and construction of the building. In comparison, household emissions from cooking, transportation, and construction are allocated to the transportation and housing sectors. Overall, eating out is likely similar emissions per calorie as food prepared at home; however, restaurants across the US often also serve much larger portions than are typically consumed at home, which can lead to further food waste or excess.

Examples of Individual Strategies for Reducing Food Emissions

Households that aim to reduce emissions from food have two primary strategies they can use. First, avoiding food waste and only buying as much food as the household needs is one of the easiest - and most cost-effective - ways to avoid food emissions. Second, replacing meat and dairy with plant-based meat substitutes can lead to further emissions reductions. Buying organic and locally grown food does not typically have much impact on emissions, but can provide other social and economic benefits. In Clallam County, local pasture-raised animals play important economic and ecological roles, helping to maintain soil quality and manage vegetation. However, the research on overall greenhouse gas impacts from pasture-raised beef is mixed: while there are benefits from soil health and reduced fertilizer use, pasture-raised animals also tend to live longer and weigh less before slaughter, resulting in more emissions per pound or calorie of meat.



Goods & Services

Goods and services include all physical goods purchased for household use (including furniture, clothing, electronics, personal care products, and other various household furnishings), as well as services used by residents (including healthcare, entertainment, education, personal care services, financial services, and others).

Goods and services often have lower emissions per dollar than food or energy. Households with higher incomes tend to spend more money (as well as a greater fraction of their income) on these various goods and services. Households with an adult who has a college degree tend to have higher income, and as a result tend to spend more on entertainment services, financial services, personal care products & services, and education. Homeowners also tend to spend more on home furnishings and equipment.

The largest sources of emissions from goods comes from household furnishings and equipment (including miscellaneous household equipment, furniture, and appliances), as well as apparel (clothing). Healthcare dominates emissions from services, accounting for 4.4 MTCO₂e in Clallam County. Nationally, healthcare makes up roughly 12% US emissions; in Clallam County, healthcare emissions are also about 12% of the typical household's carbon footprint. Healthcare emissions include emissions from hospitals and other medical facilities, pharmaceutical manufacturing, medical equipment, and more.

Other major categories of emissions include entertainment services (mostly fees & admissions to museums, concerts, etc.), education, financial services like insurance & pensions, and miscellaneous services (including personal care, household operations, etc.).

Emissions Breakdown by Supply Chain Stage

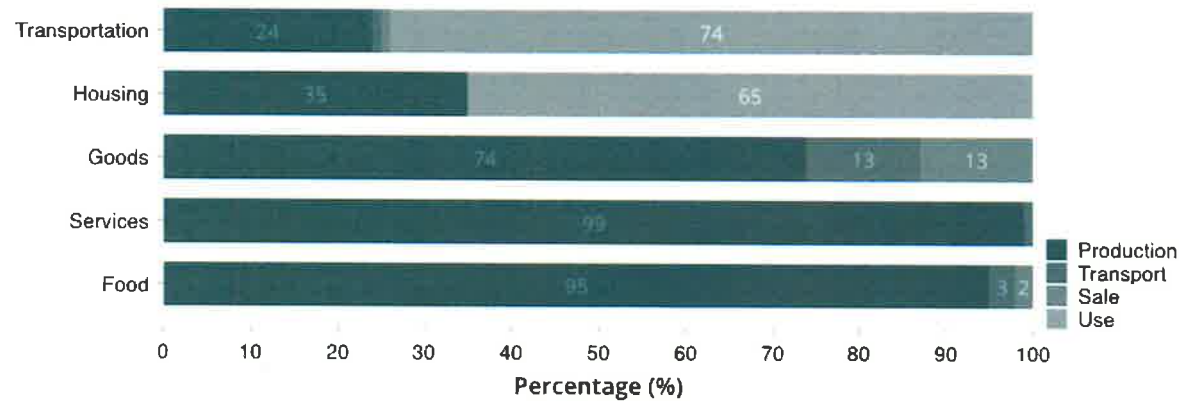
Consumption-based emissions occur at many points in the supply chain. Emissions are generated in production, during transport (by rail, sea, road, or air), in wholesale and retail, and use. In some cases, disposal also generates emissions; however, disposal also sometimes results in storing carbon that would otherwise be re-emitted. The chart below shows the share of emissions associated with production, transport, sale, and use for each overarching category of goods. (Because disposal emissions are sometimes negative, they are not included on this chart).

Household Emissions Breakdown by Supply Chain Stage - US Average

Below, Figure 36 shows what percentage of emissions are associated with each life-cycle phase (production, transport, sale, and use), for each category of consumption.



Figure 36. Household emissions breakdown by supply chain stage - US average.



Overall, emissions from transportation and housing are dominated by "use phase" emissions - the burning of fossil fuels (such as gasoline or the methane in natural gas) for transportation or home heating energy. This "use phase" - primarily gasoline combustion - makes up nearly 74% of household transportation emissions. For housing emissions, "use phase" emissions (electricity and home heating fuels) make up 65%.

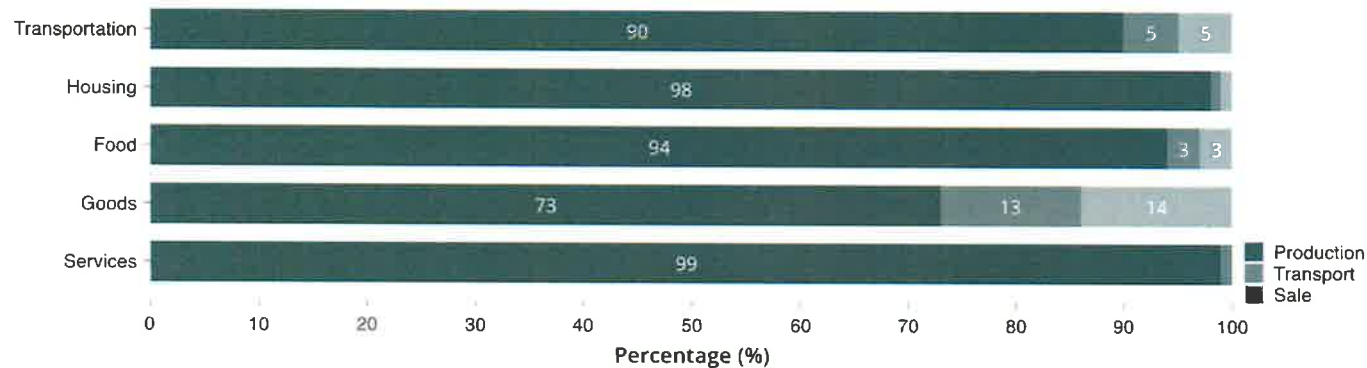
For food, goods, and services, however, use- phase emissions are practically zero. These categories have some transport and sale emissions, but are overwhelmingly dominated by production emissions. The chart below shows the pre-consumer (production, transport, and sale) breakdown of emissions by category.

Pre-Consumer Emissions Breakdown - US Average

Below, Figure 37 shows what percentage of emissions are associated with each life-cycle phase prior to use (production, transport, and sale), for each category of consumption. These are the emissions associated with the production of goods and services prior to households acquiring them.



Figure 37. Pre-consumer emissions breakdown - US average.



Pre-consumer emissions associated with Transportation (that is, prior to a consumer using a vehicle) are predominantly from production (90%). Roughly 50% of these emissions are associated with the production of fuel (oil extraction & refining); the remaining 50% are from the production of vehicles and vehicle parts. Most of the transport emissions in this section derive from the transport of used vehicles, while sales emissions mostly derive from the sale of gasoline and other transportation fuels.

For Housing, over 99% of pre-consumer emissions occur in production. This is dominated by the production of natural gas and the construction of homes, apartments, and other lodging (including hotels). The small portion of these emissions attributable to transport and sale are entirely due to the transport and sale of fossil fuels (and wood) used for home heating.

For Goods, only about 72% of emissions come from production. About 13% of emissions from goods comes from transportation, and 14% comes from retail. Transport emissions from goods disproportionately occur from truck travel, which make up over 90% of the total goods transport emissions (12% of goods total emissions). Similarly, over 90% of the emissions associated with the sale of goods comes from retail (13% of goods total emissions).

Like Housing, pre-consumer emissions from Services are overwhelmingly (99%+) from production. Services is primarily made up of activities like healthcare, education, entertainment, and various financial services; most of these involve little to no retail or transportation to provide these services.

Lastly, for Food, roughly 95% of emissions occur in production. As discussed in the Food category breakdown, food emissions primarily come from application of nitrogen fertilizers and enteric fermentation (methane released from digestion by cows and other

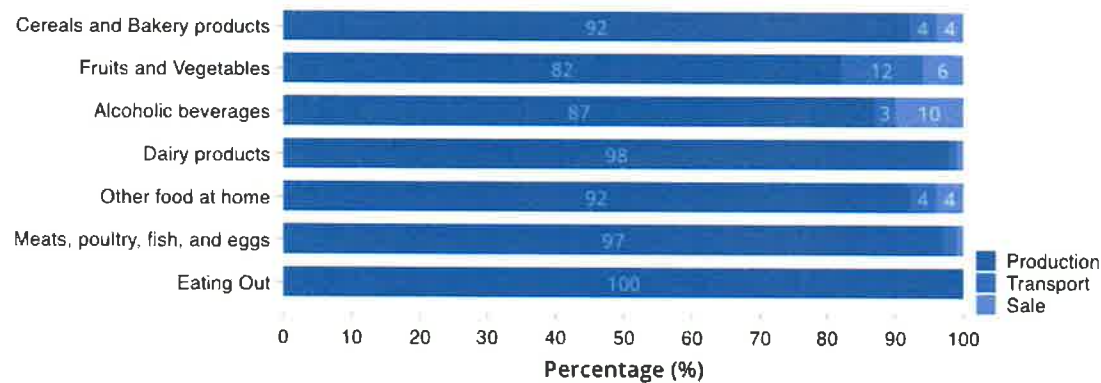


livestock). These emissions significantly outweigh the emissions associated with transportation or sale of food. The following chart provides a detailed breakdown by sub-category within Food.

Pre-Consumer Food Emissions Breakdown - US Average

Below, Figure 38 shows what percentage of emissions are associated with production, transport, and sale, for each category of food.

Figure 38. Pre-consumer food emissions breakdown - US average.



For all food sub-categories, over 80% of emissions come from production. For fruits and vegetables, and alcoholic beverages, production emissions account for roughly 83% and 87% of pre-consumer emissions, respectively. Cereals and bakery products, as well as miscellaneous household food, have roughly 92% of their emissions from production. Meanwhile, meat and dairy products have over 97% of their emissions from production, while eating out has 99% of its emissions from production. Within all food sub-categories, transportation emissions are overwhelmingly dominated by truck transport.

As discussed previously, meat and dairy products have significantly higher emissions (on either a per calorie or per dollar basis) than other foods. These extra emissions are virtually entirely in the production phase, which is why production is a higher-than-average share of emissions for meat and dairy.

Meanwhile, even fruits and vegetables have predominantly production-phase emissions because the transport of food is relatively efficient, even over longer distances. As a result, fruits and vegetables from local farmer's markets are not necessarily lower emissions than those at large supermarkets. Because farmers typically bring relatively small quantities to the farmer's market, the

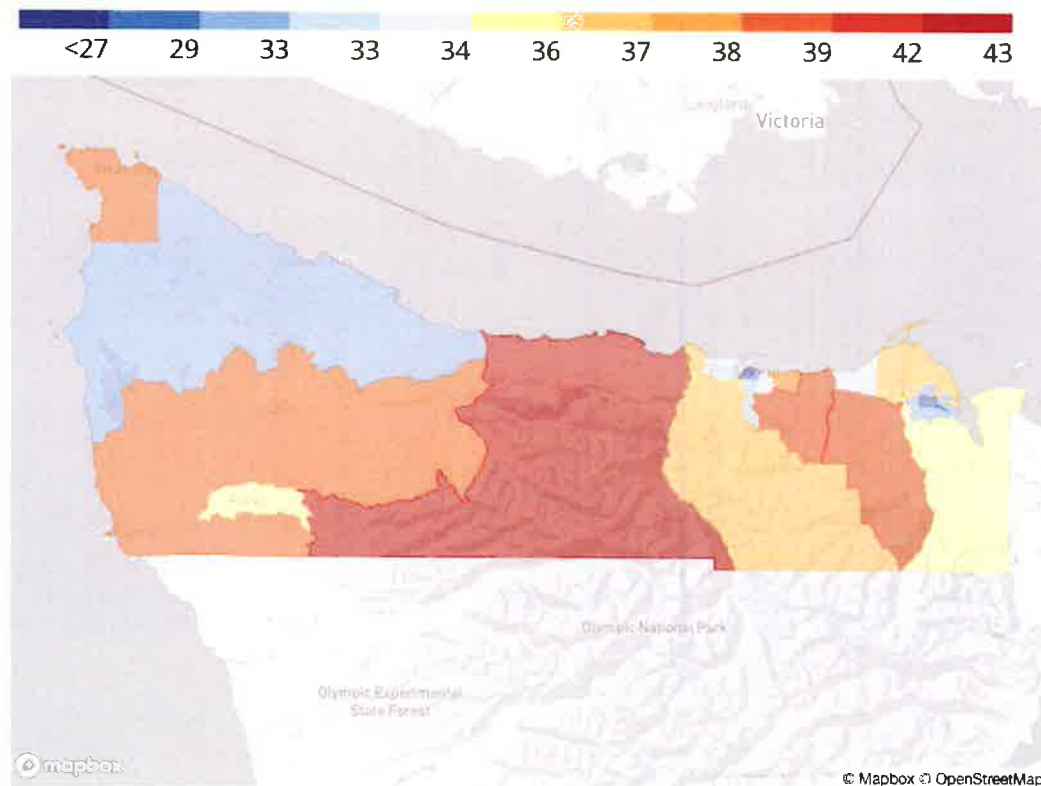


transport may be much less efficient, which could result in a higher overall footprint than food that may have been grown further away but transported more efficiently.

Neighborhood Variation

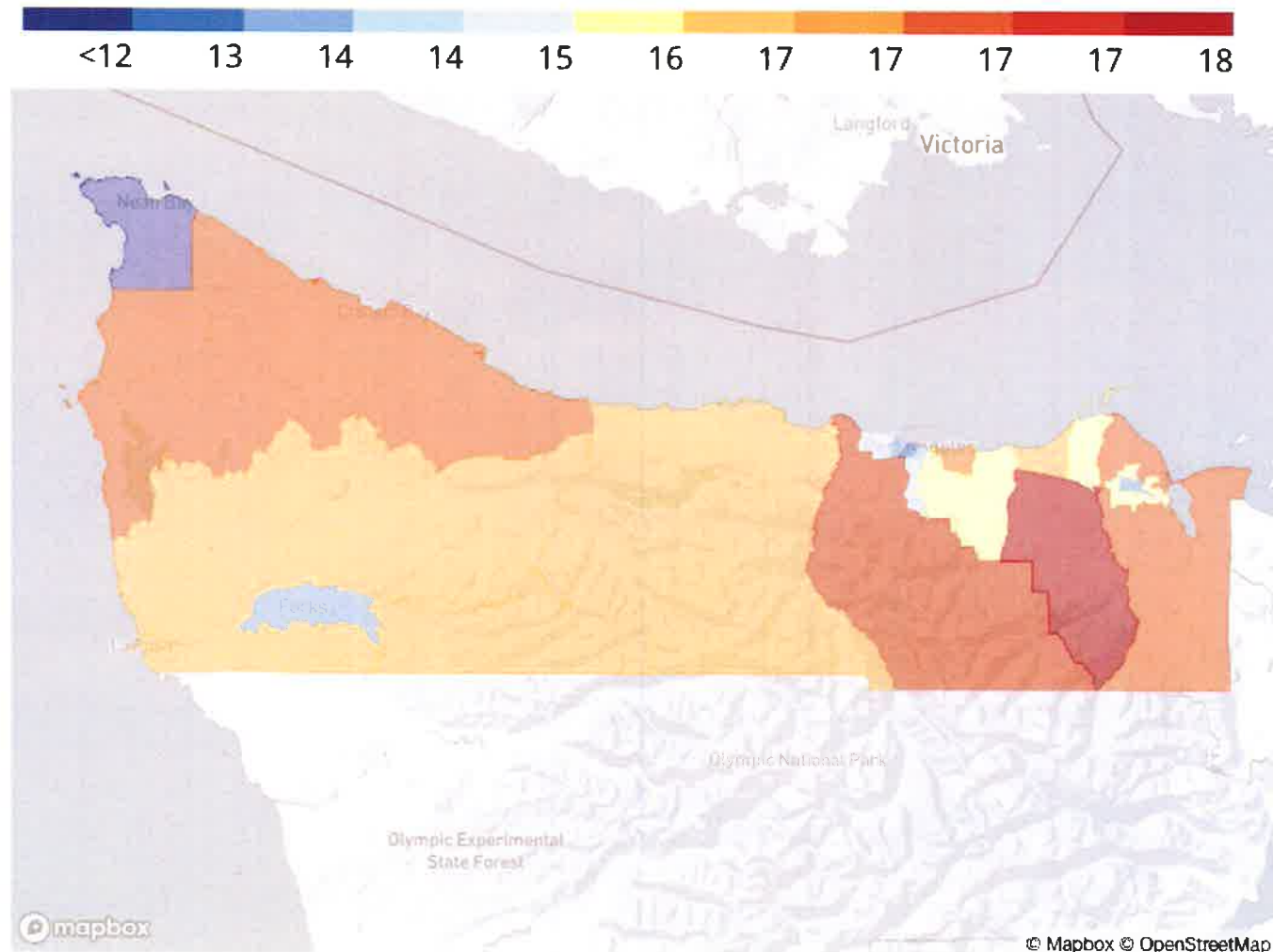
Among the 21 neighborhoods (census tracts) within the county, there is substantial variation in both emissions and the key driving demographic variables. The highest-emitting neighborhood has per-household emissions of 43 tons, while households in the lowest-emitting neighborhood have emissions of 27 tons - roughly a 1.6-fold difference.

Figure 39. Consumption-based emissions map (MTCO_{2e} per household).



On a per-capita basis, these differences are similarly pronounced. Clallam County's highest per-capita neighborhoods have emissions of 18 tons per person, while the lowest per-capita neighborhoods have emissions around 13 tons, about a 1.4x difference.

Figure 40. Consumption-based emissions map (MTCO_{2e} per person).



The variation in emissions between neighborhoods is driven by a wide range of factors. In many locations, historical – or current – local land use planning has a significant influence on the consumption-based emissions. Local jurisdictions adopt plans and regulations specifying what kinds of buildings can be built, under what conditions, and to what criteria. This has significant effects on where people choose to live, and what kind of lifestyles can be accommodated, with consequences for consumption-based emissions.

The following maps show how the six core household characteristics – income, home size, household size, home ownership, vehicle ownership, and education – vary across the county, with subsequent implications for consumption-based emissions.

Figure 41 Clallam Average Household Income Map

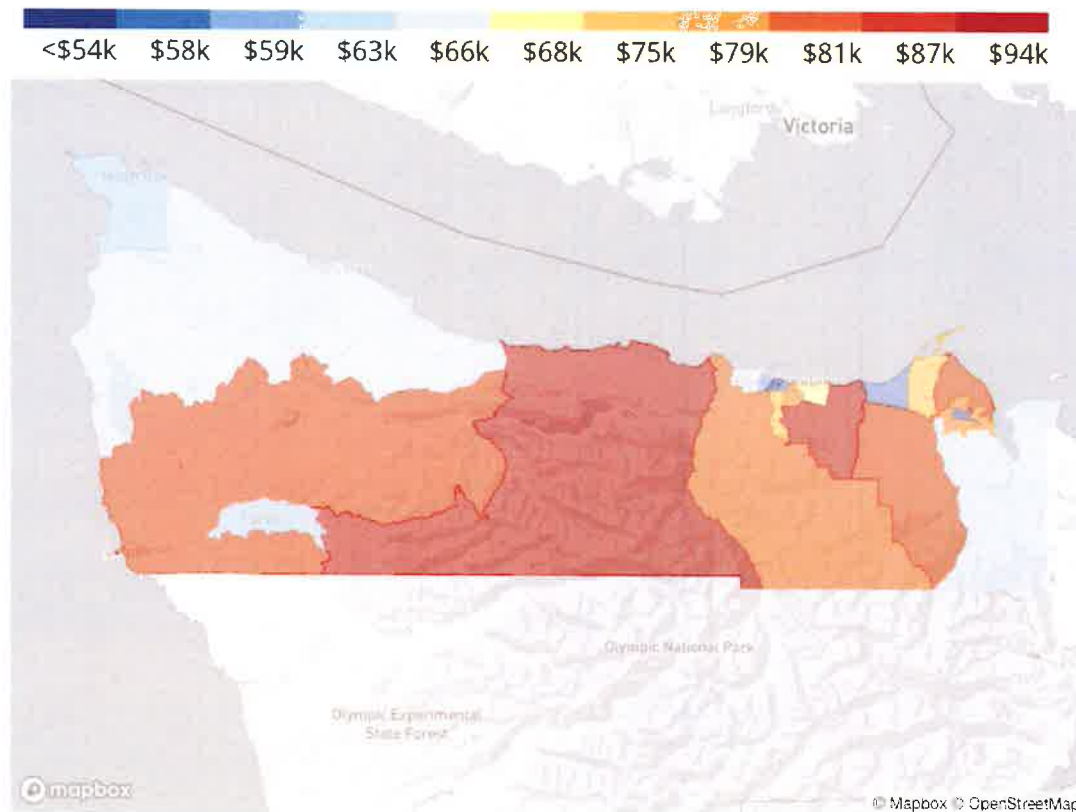


Figure 42 Clallam Household Size Map

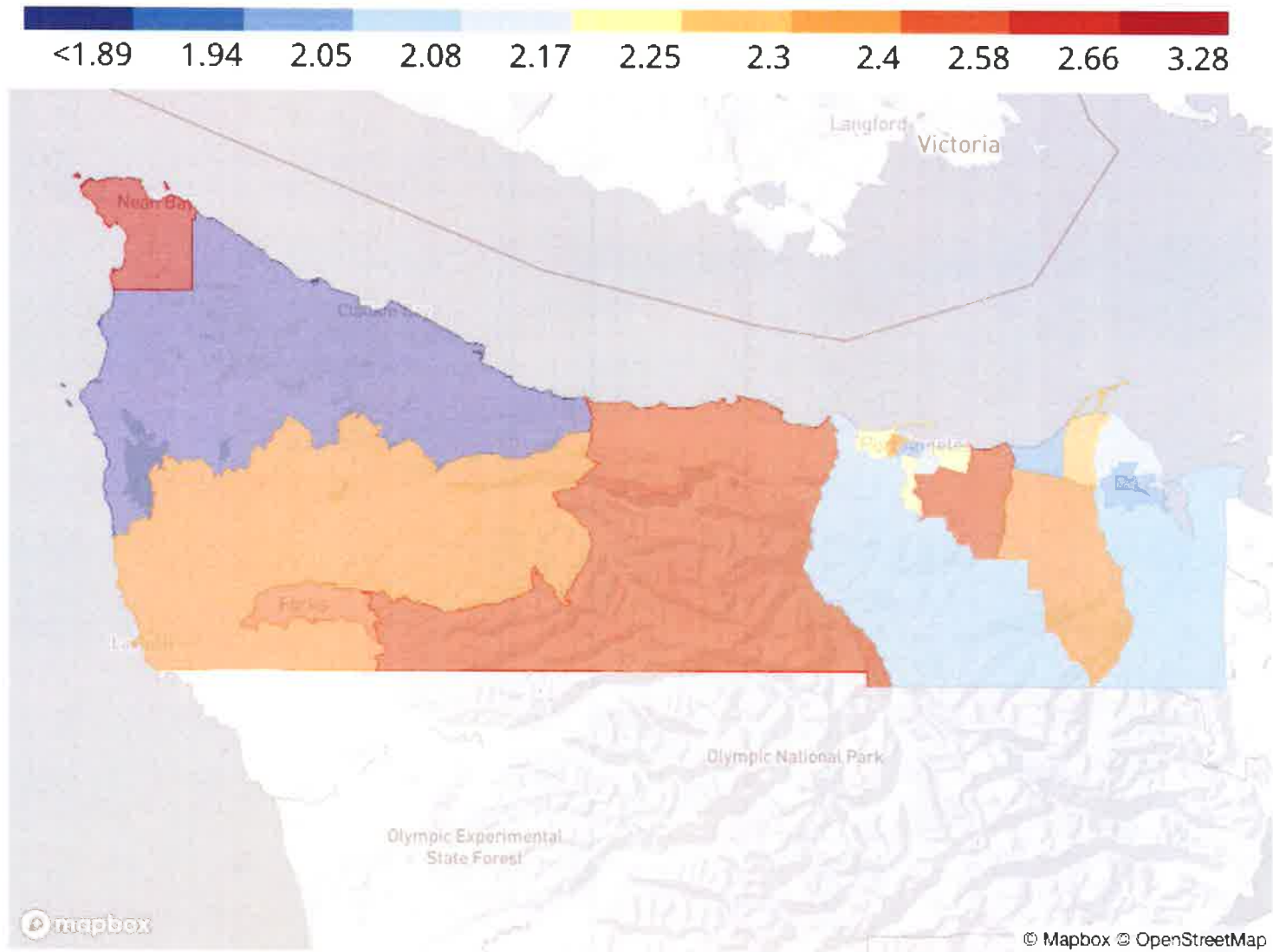


Figure 43 Vehicle Ownership Map

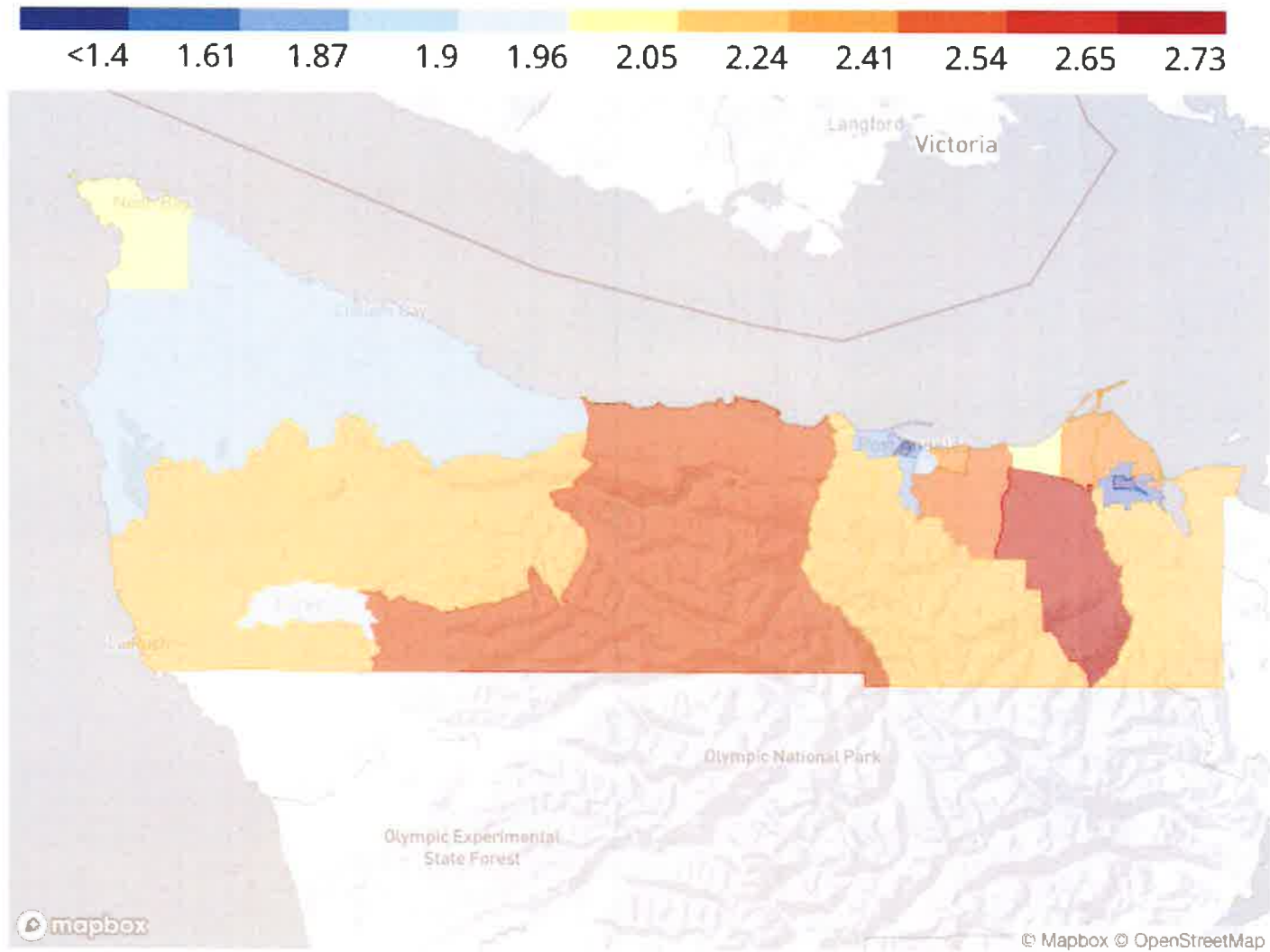


Figure 44 Clallam Rooms per Household Map

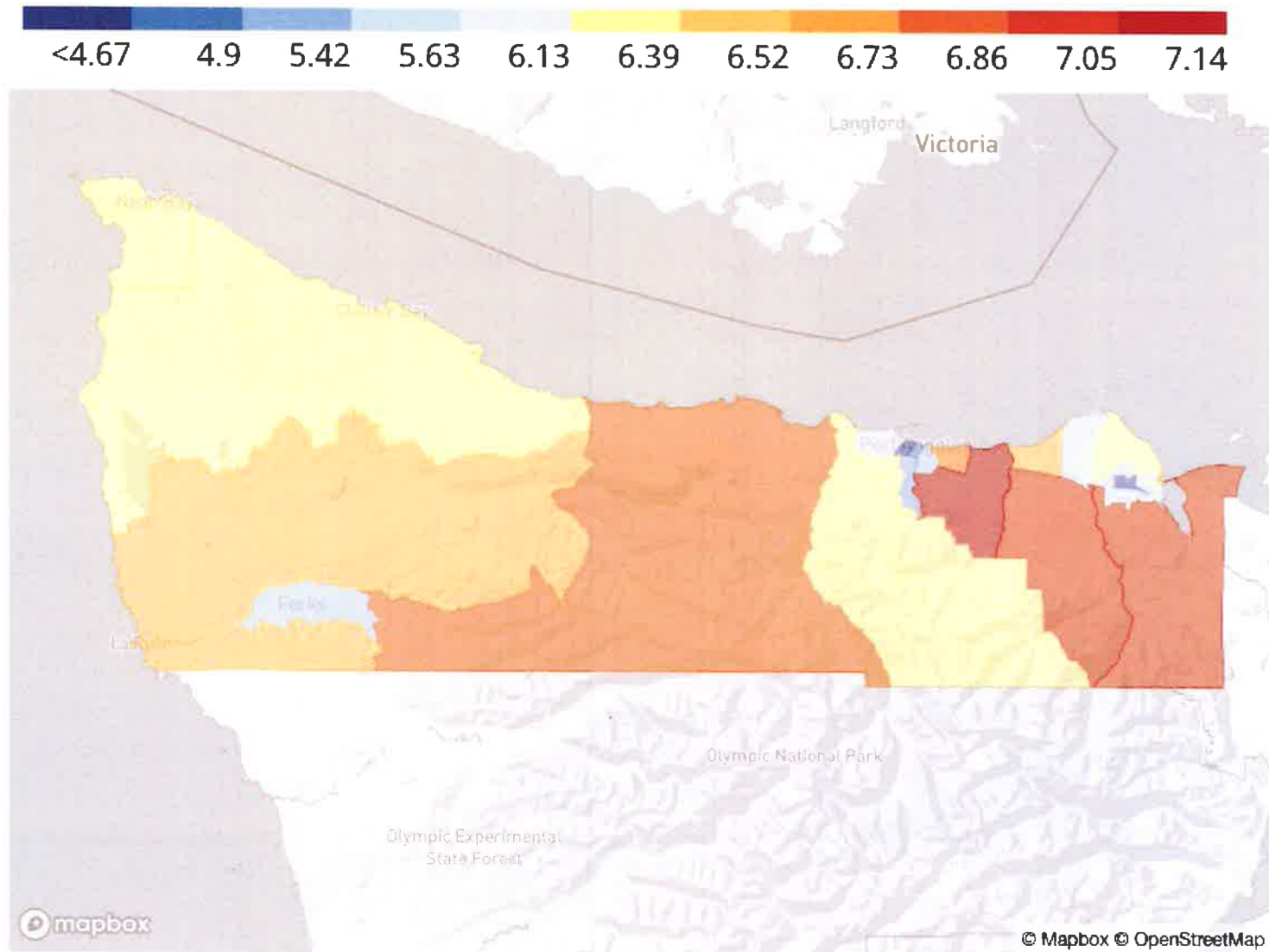


Figure 45 Clallam Home Ownership Map

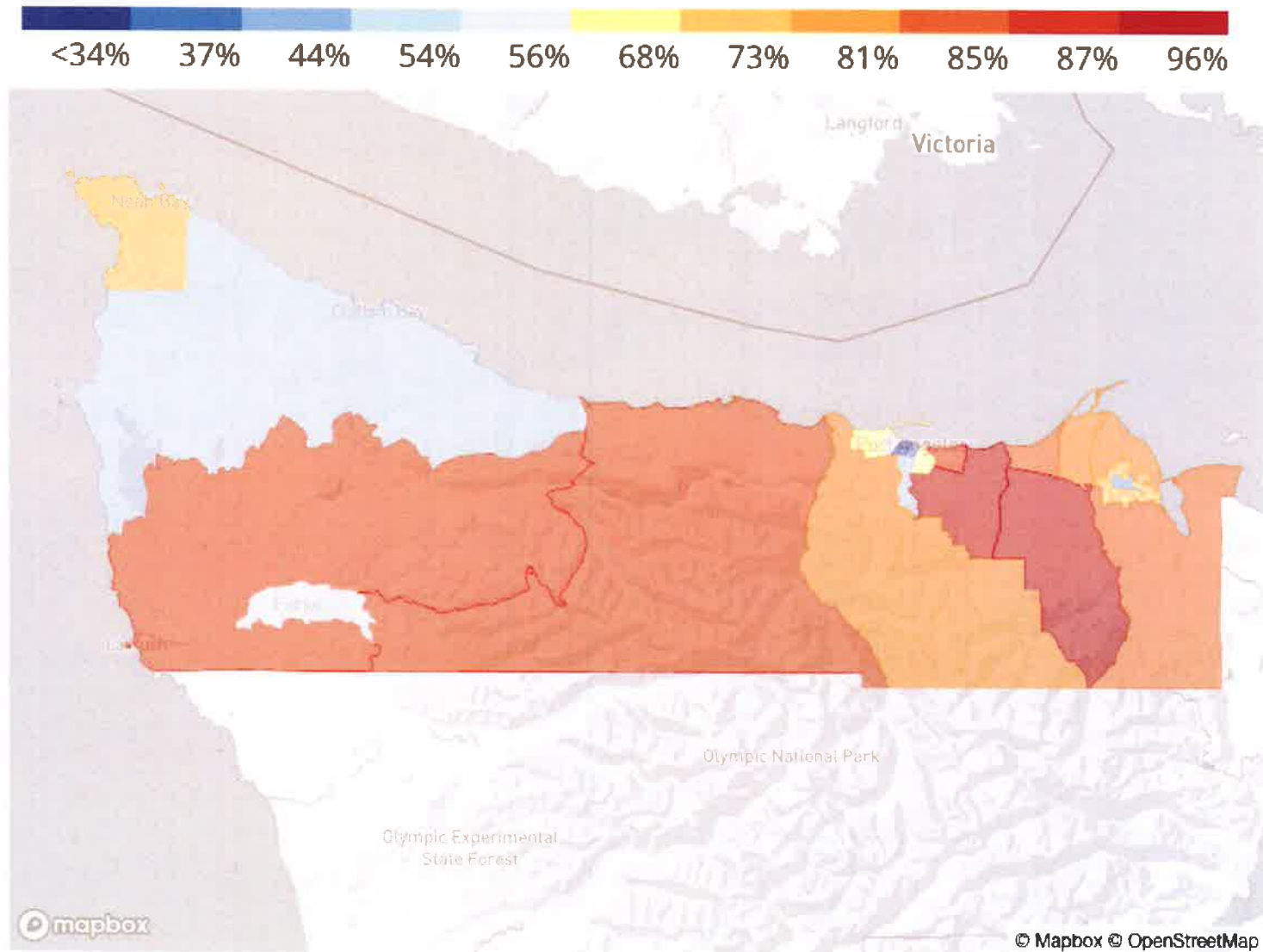
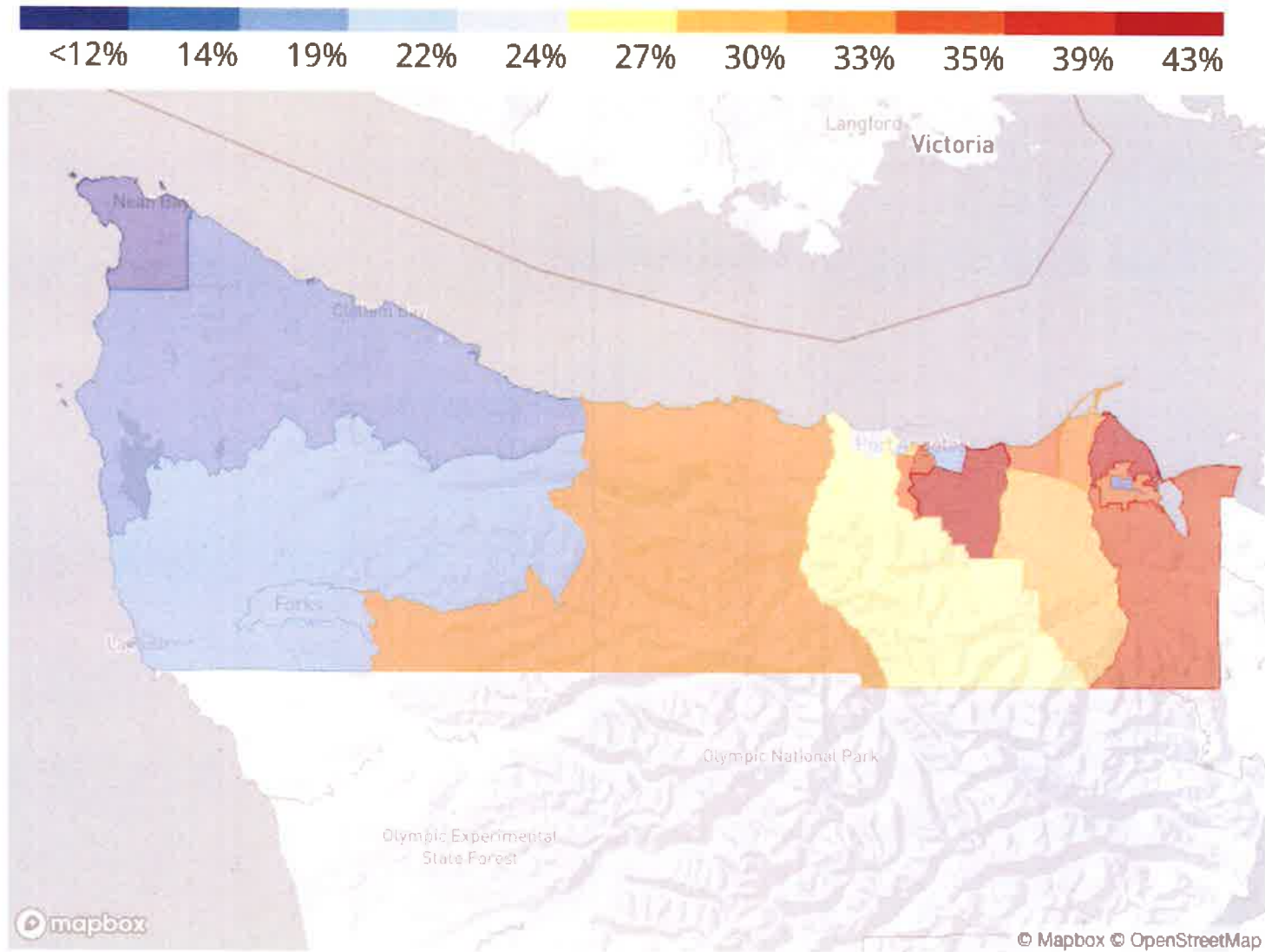


Figure 46 Clallam College Degree Attainment Map



As shown in these maps, parts of Clallam – especially in the northwestern part of the county, and in the towns of Port Angeles, Sequim, and Forks – tend to be lower income and less educated. Lower income households typically also live in smaller homes due to their being more affordable, and are more likely to be renters. Meanwhile, Clallam’s wealthiest residents live in the central areas of the county, just outside Port Angeles and Sequim.

Clallam’s historical patterns of development have likely played a role. Older homes in and near the towns tend to be smaller, while postwar suburban developments and farmland subdivisions further out have catered primarily towards wealthier and larger households.

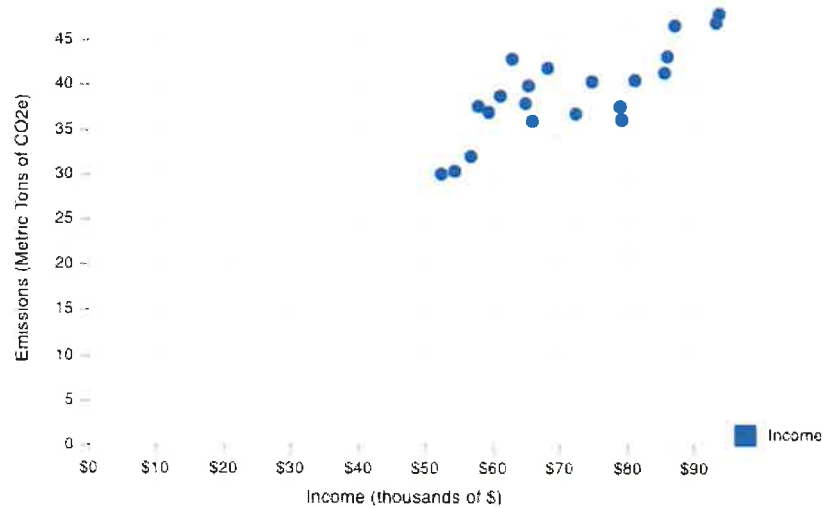
Smaller homes, closer together often means urban areas are more walkable or bikeable and have more public transit options available, reducing vehicle usage and ownership. Smaller homes also means households tend to be smaller, while multi-unit dwellings mean more energy efficiency for heating and cooling.

In contrast, suburban neighborhoods tend to have among the highest emissions per household. Suburban land use plans often encourage large, detached, single-family homes, with spacious yards and setbacks. Larger detached homes take more energy to heat or cool, and the extra space (and lack of nearby destinations) generally results in greater automobile usage. Larger homes also tend to be more expensive, making these suburban neighborhoods exclusive to wealthier households. Households that are drawn to suburban homes are also often looking to use the space to raise families, meaning larger household sizes.

The following charts provide some examples of how these neighborhood demographics correlate with per household emissions across the county. Each scatterplot shows census tracts in the county, with a demographic variable – such as income, vehicles per household, rooms per household, and home ownership rate – on the horizontal axis, while average per-household emissions for each tract are tracked on the vertical axis.



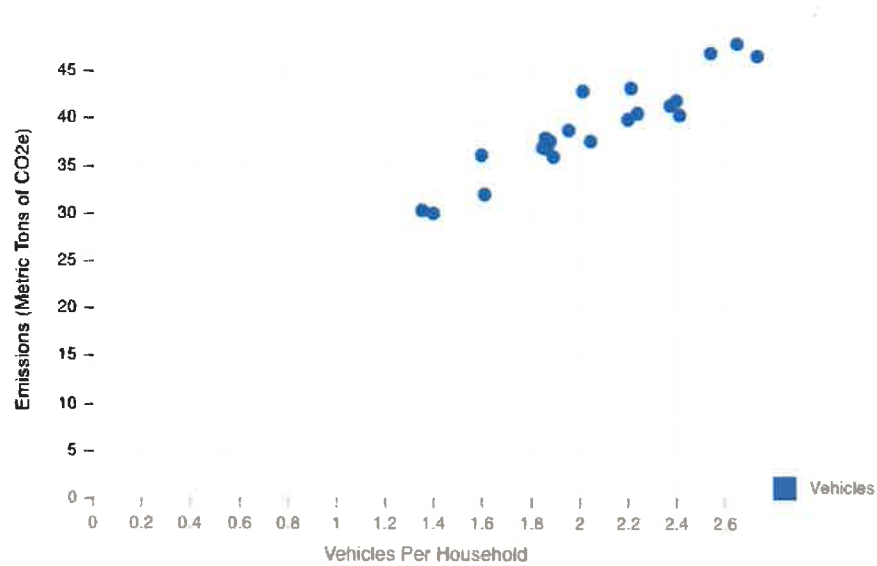
Figure 47. Household income vs emissions.



Higher incomes strongly correspond to greater consumption emissions. However, even at a given income level, different neighborhoods have different household emissions. At the very highest incomes, neighborhoods tend to be clustered at the upper end of emissions, but middle-income (for the county) has a wider range of variation. Middle-income households often have the choice of either living in suburban, car-dependent communities or more walkable urban cores; those that live in areas with lower dependency on automobiles - as shown in the next chart - can have much lower emissions.



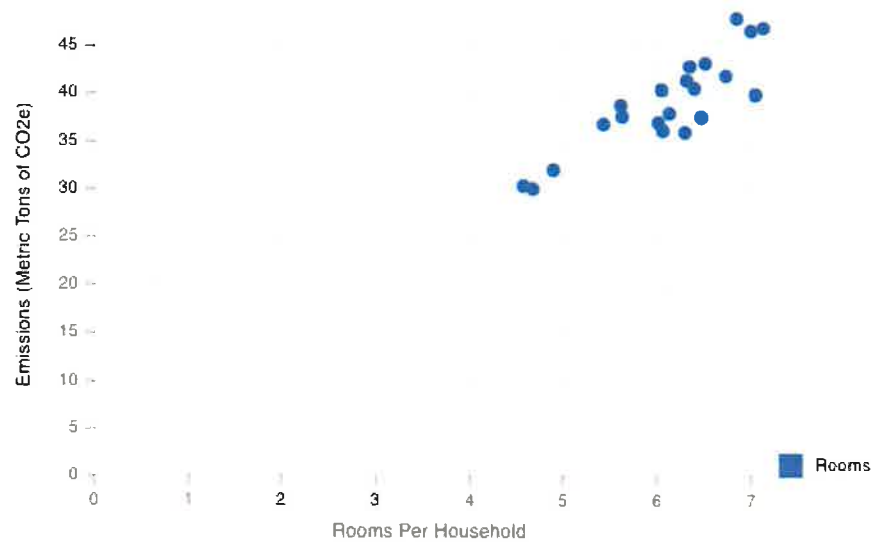
Figure 48. Vehicle ownership vs emissions.



Greater vehicle ownership strongly corresponds to greater emissions, in large part due to the increased driving associated with the extra vehicle(s). Greater vehicle ownership is likely also correlated with household size.



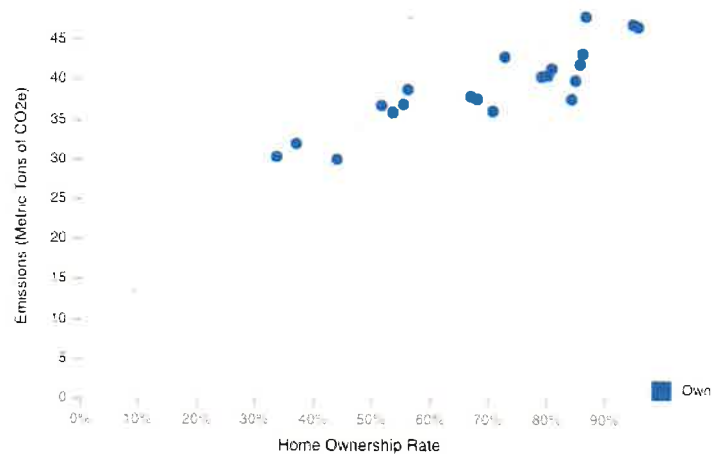
Figure 49. Rooms vs emissions.



More rooms per home strongly corresponds to greater emissions - homes with more rooms take more energy to heat or cool, and have more space to accommodate more purchases of furniture and other household goods.



Figure 50. Home ownership vs emissions.



Greater home ownership strongly corresponds to greater emissions. This is partly because home ownership correlates with income and household size, but it is also because home ownership on its own leads to more consumption of goods that are higher emissions - for instance, furniture and miscellaneous housewares.

Conclusion & Next Steps

Across Clallam County, consumption-based household emissions range from 27 to 43 tons per household, with an average of 35 tons per household, or 15 tons per person. Geographic variation is driven by differences in income, household size, home size, vehicle ownership, education, and home ownership. Many of these geographic differences reflect historical choices in local land use decisions.

Table 3 below compares consumption-based emissions in Clallam with King, Pierce, Kitsap, and Snohomish Counties in the neighboring Puget Sound region, as well as the US average. These Puget Sound counties are selected for comparison due to their geographic proximity and having recently completed consumption-based emissions inventories of their own using an identical methodology, allowing for an apples-to-apples comparison.

Unless otherwise stated, all emissions are on a per-household basis and for the calendar year 2019.



Table 3. Regional CBEI comparison.

Category	Clallam	King	Pierce	Kitsap	Snohomish	US AVG
Transportation Emissions	13.9	14.2	15.6	15.6	16.2	10.8
Housing Emissions	2	6.0	9.2	9.5	3.5	9.5
Food Emissions	7.4	8.4	8.0	8.1	8.4	9.5
Goods Emissions	4.3	5.0	4.7	4.7	4.9	9.5
Services Emissions	7.2	7.9	7.9	7.5	7.9	5.9
Total Emissions	35	42	45	45	41	45
Total Per Capita Emissions	15	17	17	19	15	17

Clallam County's total countywide consumption-based emissions of roughly 1.2 million MTCO₂e are roughly 60% smaller than the geographic inventory of 2.8 million MTCO₂e occurring within County limits (when accounting for logging). Because of its significant industrial (ie logging) activity, Clallam is a net importer of emissions from a consumption-based standpoint: households elsewhere in the world consume goods and services, for which the emissions occur geographically in Clallam. This is in contrast to many other counties in the US with either heavier residential or service-based sectors, where the consumption-based inventory might be several times larger than the geographic inventory.

Table 4, below, shows aggregate consumption-based emissions by county (per household emissions times the total number of households) for each category and in total, in thousands of MTCO₂e, for 2019.

Table 4. Aggregate Consumption-Based Emissions ('000s of MTCO₂e)

Category	Clallam	King	Pierce	Kitsap	Snohomish
Transportation Emissions	459	12,890	5,205	1,677	4,857
Housing Emissions	66	5,447	3,070	1,021	1,050
Food Emissions	244	7,625	2,669	81	2,519



Goods Emissions	142	4,539	1,568	505	1,469
Services Emissions	238	7,171	2,636	806	2,369
Aggregate Emissions	1,156	38,126	15,016	4,839	12,293

Clallam's use of zero-emissions electricity and no natural gas set it ahead of other counties in terms of already-achieved emission reductions, including those in the Puget Sound region. Because Clallam has a smaller population than other counties in the Puget Sound region (just over 33,000 households in Clallam, vs 108,000 to 908,000 households for Puget Sound counties), aggregate consumption-based emissions in Clallam are also smaller than in those other counties.

Clallam County's largest categories of consumption-based emissions include gasoline usage, healthcare, furnishings & appliances, meat, and eating out. However, some of these categories – especially healthcare and eating out – are likely smaller than estimated, because local providers do not have emissions associated with their use of electricity and do not use natural gas. These emissions estimates are based on national average emission factors associated with expenditures at these types of businesses, but because of Clallam's unique circumstances, future CBEIs should seek to quantify the indirect benefits of the county's use of clean energy.

Transportation emissions remain the single largest overall category of consumption-based emissions in Clallam County, with significant opportunities for further reductions. Table 5 provides a detailed breakdown of the emissions associated with each sub-category of transportation; all values are on a per-household basis unless otherwise stated.

Table 5. Detailed Transportation Emissions Breakdown

Category	Clallam	King	Pierce	Kitsap	Snohomish
Air Travel	1.1	1.9	1.4	1.4	1.6
Other Vehicle Expenses	0.6	0.7	0.7	0.7	0.8
Vehicle Purchases	1.2	1.5	1.2	1.3	1.3
Gasoline	11.0	10.1	12.3	12.1	12.5
Total Transportation Emissions per Household	13.9	14.2	15.6	15.6	16.2
Total Transportation Emissions per Capita	6.0	5.8	5.9	6.4	6.0



Category	Clallam	King	Pierce	Kitsap	Snohomish
Total Aggregate Transportation Emissions	459,000	7,171,000	2,636,000	806,000	2,369,000

Compared with the Puget Sound region counties, Clallam residents have similar levels of driving and gasoline usage, but lower air travel emissions, resulting in overall slightly lower transportation emissions per household (though comparable or average on a per capita basis, due to Clallam's smaller household sizes).

Clallam's best opportunity for reducing consumption-based emissions align with some of its top strategies for reducing local direct GHG emissions: transitioning to zero-emission vehicles and, where feasible, supporting alternative modes of transit such as biking, walking, and buses.

While Clallam has successfully maintained its lower-income communities through 2019, changes in home prices since the pandemic and other economic shifts may be jeopardizing lower-income households' ability to stay in and afford Clallam. To help ensure lower-income households can remain in Clallam, and to expand opportunities for higher-income households to enjoy Clallam's low-emission lifestyles, Clallam (and its constituent communities) should explore permitting and encouraging the construction of smaller homes and more rental units, particularly in the lower-vehicle-ownership cores of its constituent communities, and discourage the development of larger auto-dependent single-family subdivisions except as needed to meet housing demand.

Clallam could also explore policies to encourage a dietary shift away from imported red meat, focusing on locally raised meat and/or reductions in meat consumption generally, along with strategies to reduce food waste, can help bring down food emissions. Lastly, because of Clallam's clean energy and lack of natural gas, it is well-positioned to support the growth of local zero-emission industries. These zero-emission industries can help meet local and global demand for goods and services, without causing any additional emissions, helping to move up the date by which we can achieve a zero-emission world.



Appendix 1: Methodology

EcoDataLab CBEI Modeling Approach

The consumption-based emissions inventory (CBEI) is not a direct measurement of individual resident's consumption or behavior. Instead, EcoDataLab uses a model (a series of complex calculations) to estimate consumption and emissions, using a combination of real-world consumption or emissions data where available, along with predictions based upon household characteristics, as well as regional and national averages.

This model is based upon an approach first developed by the CoolClimate Network at the University of California, Berkeley, and published extensively in multiple scientific journals.

The overall model has a number of sub-models, but each one follows the same general formula:

1) Select a survey

We select a nation-wide survey, conducted by the US federal government, that focuses on an important element of the inventory. The US sub-models are built using the [Consumer Expenditures Survey](#) (CEX), the [National Household Travel Survey](#) (NHTS), and the [Residential Energy Consumption Survey](#) (RECS).

These surveys are used to build the full suite of models. CEX provides data used to model all categories of consumption except for gasoline and home energy use. NHTS provides data for the vehicle miles traveled model (which translates into gasoline usage), and RECS provides data for the home energy use models (including electricity, natural gas, and other heating fuels).

2) Identify key household characteristics

Next, we look at the household characteristics available from the survey, and identify data for which we can get nationwide data from the US census and other data sources. These data include variables like household size, income, vehicle ownership, etc. We also include geography, climate, and other relevant data where applicable.

3) Build a predictive model

Using the nation-wide survey and selected household and geographic characteristics, we run a computer program that identifies how strongly each of those household characteristics correlates with the survey results. This technique is called multiple linear regression, and is a type of machine learning - the computer sees many input data (the household and geographic characteristics)



and learns how to predict what the outcome will be (the survey result). The computer then gives us an equation that takes each of those household and geographic characteristics and produces an estimated result.

A single linear regression might take this form:

$$y = mx + b$$

where y is the survey result (dependent variable), x is the household and geographic characteristics (independent variable), m is the computer's predicted correlation between x and y (slope), and b is a fixed value that adjusts for any underlying base discrepancy between x and y when x is equal to 0 (intercept).

In multiple linear regression, the equation takes on a more complex form:

$$y = m_1x_1 + m_2x_2 + m_3x_3 + \dots + b$$

where in this case, each x (x_1 , x_2 , x_3 , etc.) is a different household or geographic characteristic, with its own unique correlation (m_1 , m_2 , m_3 , etc.) that together add up to make the overall result. The number of x variables depends on the sub-model and available data. All EcoDataLab sub-models use at least six variables ($\dots x_6$), with some using a dozen or more to get the most accurate prediction possible.

In addition, many of the values we are considering do not scale linearly. Instead, the models often look more like this:

$$\ln(y) = m_1x_1 + m_2\ln(x_2) + m_3x_3 + \dots + b$$

where the survey result might actually be scaled as a natural log (ln) variable, and some of the household and geographic characteristics are also calculated using its natural log (or sometimes both its ordinary and natural log values). This generally occurs in cases where there are nonlinear effects from household characteristics, and smaller values have different implications than larger values. For example, a household of 2 is typically two adults, whereas a household of 3 typically includes a child, which can significantly change consumption patterns. Similarly, consumption patterns based on income change significantly once basic needs are met and ["luxury goods"](#) start being consumed.



4) Run the model using local data

With these multiple linear regression models built (see above), we then collect over 200 points of local data - mostly census and climate data, from federal sources including the US Census Bureau, the National Oceanic and Atmospheric Administration (NOAA), but also things like energy prices, inflation rates, fuel economy, and emission factors from sources including the Energy Information Agency (EIA), the Bureau of Labor Statistics (BLS), the Department of Energy, and the Environmental Protection Agency (EPA). Those values are transformed to fit the required inputs to the model, and then the model is run with that local data as the independent (x) variables in the model.

In some census tracts, local data is a poor fit for the models. Because the models are trained on a limited set of survey data, local outlier values produce unreasonable results.

For instance, prisons, universities, and military bases can result in unrealistic estimates of things like household size, while vacation destinations (beach or resort towns) can result in unrealistic estimates of rooms per household. We correct significant outliers to be more realistic estimates of local conditions for typical households in these instances. Extremely wealthy communities (average household incomes well in excess of \$300,000/yr) are also an outlier and are adjusted downwards; much of the luxury spending at these higher income levels is very low-emission due to spending money on intangibles like brand value (ie luxury clothing and cars have similar emissions as non-luxury goods, but cost significantly more due to the brand, and so adjusting highest-income households downwards preserves the accuracy of the emissions estimates).

5) Make final adjustments to consumption estimates

While the multiple linear regression model helps us estimate consumption, the model doesn't perfectly resemble reality. We adjust for these discrepancies by comparing the model's predicted results with real-world data wherever available, and scaling the model outputs accordingly where real-world data isn't available.

To achieve this, we compare the model results with the actual results for the most granular level of data available. This can be national-level data (in the case of surveys), state-level data (in the case of transportation), or locality-level data (in the case of energy or water consumption). For cases where real-world data is available at the geographic scale of interest, we use the real-world data in place of the modeled data; otherwise, we run the model at a geographic level at which data is available and use that to create a scaling factor, which we use to correct the locally modeled data. For example, the standard approach to energy modeling is to compare modeled state-level energy use with real-world state-level energy data, and then use that scaling factor to adjust a city or county's modeled energy use.



6) Calculate emissions

After calculating consumption using the models, we then calculate emissions. Most consumption emissions are calculated using the US EPA's [USEEIO Model](#), which bridges the gap between consumption (dollars) and emissions (MTCO₂e). This model includes data on emissions by sector and supply chain stage, allowing us to differentiate between emissions associated with production, transport, wholesale, and retail, for all US emissions. Emissions associated with fixed capital investments (e.g. buildings & infrastructure construction, excluding residential construction) are also incorporated across all sectors.

For electricity emissions, we use EIA's [eGrid](#) emission factors, detailed at the zip code level and then scaled to any geography. For all other direct consumption of fuels (natural gas / methane, gasoline, etc.), we use the latest IPCC GWP values and best available academic literature to estimate life-cycle emissions. This includes fugitive and non-CO₂ GHG emissions, as well as any radiative forcing effects from other emissions (such as particulate matter or contrails).

When working with local jurisdictions, we always replace these national or grid average emission factors with the best available local data. We contact state agencies to procure detailed vehicle registration data, which we combine with US DOE [fuel economy data](#) to get the most granular and accurate estimate for fuel economy of local residents' vehicles. We work with local jurisdictions to identify local utilities and their geographic coverage, and their local emission factors for electricity, water & wastewater, or methane leakage rates.

Model Input Variables

The consumption models use the following six variables: household size, average income, vehicle ownership, home ownership, share of households respondents with a bachelor's degree or higher (educational attainment), and number of rooms (home size).

The vehicle miles traveled model uses household size, average income, vehicle ownership, home ownership, and educational attainment, along with commute time to work, drive alone to work, number of homes per square mile, number of employed people per square mile, employed people per household, family status, children per household, youth per household, adults per household, and Census region. The race of households (white, Hispanic or Latino, or neither) also proved to be statistically significant and was included.

The home energy models use household size, average income, home ownership, and home size as well as detached home status, heating and cooling degree days, statewide average price of electricity, statewide average price of natural gas, and census division.



Appendix 2: Government Emissions

In the consumption-based inventory, government agencies are considered final demand the same way households are, and so government emissions are not attributed directly to households. These emissions are not insignificant – based on GDP data and the same USEEIO emission factors discussed in Appendix A, federal, state, and local governments across the US had emissions totaling over 660 million MTCO_{2e}. Of this total, roughly 69% came from state & local governments, with the remaining 31% from the federal government split between defense (24%) and non-defense sectors (7%).

Like households, government emissions include transportation, buildings, food, and procurement of goods & services. Transportation emissions include the use of government vehicles, aircraft, trains and buses, police and firefighting vehicles, ambulances, and more. (Because public transit is heavily subsidized in the US and associated emissions are not directly related to consumer spending, these emissions are allocated to government instead).

Government emissions from buildings include natural gas used for heating and water heating, as well as electricity use associated with the operation of the building. Government buildings include agency or department offices, legislatures, public colleges and universities, local schools, ports and airports, courts and prisons, post offices, military bases, some museums, research laboratories, libraries, water treatment plants, some hospitals, and more.

Embodied emissions from construction, including infrastructure, are also included. Roads, highways, and bridges all have large emissions associated with their construction. Governments also build and maintain local water supplies and resources, as well as some railway and public transit infrastructure, with additional emissions associated. Lastly, other purchases of food, goods and supplies, and services all have emissions associated with them as well.

Government consumption, and associated emissions, are not linked to particular household characteristics or activities in readily traceable ways. While some government activities can be linked to certain households – such as direct cash transfers for unemployment insurance or social security; and healthcare coverage through Medicare, Medicaid, or veteran’s benefits – other government activities, like infrastructure construction and maintenance, national defense and public safety (police & fire), R&D spending, and parks maintenance cannot be readily and systematically assigned to households based on any discernable characteristics.

As a result, these emissions can only be effectively allocated to households on a flat average basis. If these emissions were allocated to households, it would be an average of 5.5 MTCO_{2e} per household. For Clallam County, this would work out to an additional 182,000 MTCO_{2e} countywide. These “hidden” emissions are not otherwise captured in the consumption-based emissions inventory, but still contribute to overall emissions nationally and globally.



Government agencies often have their own internal plans for reducing their emissions, with strategies that include switching to 100% renewable energy, purchasing electric vehicles, and retrofitting buildings to eliminate natural gas usage.



APPENDIX C. ACTIONS FOR FUTURE CONSIDERATION

Scope	Action Short Name	Action Description	Source	Reasoning
County	Support Local Utilities in efforts to negotiate the 2028 BPA renewal agreement	The current Bonneville power franchise agreement with the County's local utilities expires in 2028. It is expected that this will be a twenty-year agreement. The County, together with other stakeholders (Port of Port Angeles, State and Federal Representatives, the Tribes, NODC, EDC) should assist our local utilities in their negotiation efforts with BPA concerning the 2028 power supply contracts. Issues that will need to be addressed include: • The new regulatory requirements regarding clean energy acquisition and reduction of greenhouse gas emissions; • Achieving adaptable contract terms to respond to changing externalities in the environment, irrigation rate mitigation, and having sufficient and affordable energy for economic development. • These new BPA contracts also need to ensure renewable, resilient, and low-GHG emission sources that protects healthy habitat for salmon and other aquatic species.	Public Power Post-2028 Concept Paper, NRU; 2019 Resiliency Plan: Recommendations Addressing Climate Change for City of Port Angeles	Already in the process of this negotiation



Scope	Action Short Name	Action Description	Source	Reasoning
County	Begin planning for larger transit connections	Begin researching and planning for opportunities to implement a high speed commuter transit option (bus with dedicated travel lanes, light rail, etc.) between communities such as Jefferson and Kitsap counties.	Clallam County CAC	Longer term action outside timeframe for this plan
Community	New green building requirements	Enact new building electric requirements and codes, continue to promote the County's green building program to phase out fossil fuels. Examples could include: • Provide resources and incentives to meet green buildings standards for new residential and commercial development. • Department of Community Development will create a pre-approved set of plans for a LEED Certified home. Pre-approved plans will be available for purchase through DCD and cost of plans will include cost of basic inspection fees. • Incentives for weatherization. • Incentivize electric heating/cooling and electric water heat pumps in all new builds or renovations. • Incentivize new buildings be solar ready (where feasible) and EV charging ready (consider including buildings undergoing deep retrofits as this is another good time to make changes). The County should lead by example by updating County building codes and requirements to meet	Clallam County; Modeled after DCD's Basic Living Unit preapproved plan program	County already has very stringent building codes and meets IBC code standards through WA State requirements.



Scope	Action Short Name	Action Description	Source	Reasoning
		green building standards for all new County facilities and development. • Build all new County buildings and develop sites to at least a LEED Silver criterion for energy, water and waste conservation strategies (e.g. Architecture 2030, LBC certification). • Climate-smart permitting: Incorporate future climate change scenarios when calculating level of service for permitting county facilities and services. • Require electric heating/cooling and electric water heat pumps in all new builds or renovations. • Require new buildings be solar ready (where feasible). And EV charging ready (consider including buildings undergoing deep retrofits as this is another good time to make changes).		
County	Food Preservation	Upgrade county-owned commercial kitchen facility (fairgrounds) for use by community groups for community-processing and preservation events to capture excess food and increase resiliency against climate-related supply chain issues.	Clallam County CAC	Going to pursue in another way, does not need to be included in the CAP as no direct emissions reduction connection; more of a resiliency action
County	Expand County staff capacity	Fund a full-time waste reduction coordinator whose duties include: Educating community on zero waste strategies such as sustainable consumption, reuse opportunities, recycling, and	Clallam County CAC	Already received funding for this position through WSU Extension



Scope	Action Short Name	Action Description	Source	Reasoning
		composting assisting with internal waste reduction systems.		
Community	Continue to partner with Clallam Transit	Continue to partner and support Clallam Transit to identify barriers to using transit, expand transit use, and ensure routes are convenient for travelers/commuters, safe, and accessible, and increase ridership.	Clallam Transit's Comprehensive Operational Analysis; Olympic National Park Action Plan	Already partnering and supporting Clallam Transit
County	Advocate for the Conversion Forestry Ordinance	Advocate and support the current Conversion Forestry Ordinance that is currently in progress that would incentivize cutting less than 33% or 66% of the trees on the property (versus clear cutting). These new options would be considered a "Conversion Option Harvest Plan" (COHP), and would minimize grading and limit clearing of the understory in addition to retaining trees on the property.	Clallam County CAC	Successful! Already been codified into County law.
County	Incentivize maintenance of land	Increase incentives for the maintenance or restoration of areas within agricultural zoned property, such as wetlands and ponds, that function as carbon sinks, promote water storage, and provide other ecosystem services.	Whatcom County CAP; Port Townsend / Jefferson County Climate Action Plan	Already a very regulated area and already doing
County	County agricultural policies and processes	Revise the Comprehensive plan, and other County plans, to remove barriers to agricultural activities and incorporate strategies for protecting productive agricultural lands and expanding food production in Clallam County.	Clallam County CAC; Whatcom County CAP; Port Townsend / Jefferson County Climate Action Plan	Combined with other land use action



Scope	Action Short Name	Action Description	Source	Reasoning
Community	Invest in the agricultural sector of Clallam County	Double demand of locally produced food in Clallam County by 2030 by investing county dollars in education, marketing and promotion resources for the agricultural sector for Eat Local First.	Clallam County CAC	Need more action oriented language, revised into another action
Community	Support sustainable farming resources	Provide continued support for programs that work with farms to help make their businesses more sustainable, increase land access and succession planning for farms, vegetable variety trials, soil management, etc.	WSU Extension; Conservation District; NODC; Port Townsend / Jefferson County Climate Action Plan	Revised and combined into one action
County	Expand land use policies	Expand land use zoning standards and codes to promote transit-oriented development and mixed-use development to reduce urban sprawl. Updated codes could include: • Provide incentives to build within walkable distances to existing transit, school, employment, community facilities, businesses, and other supporting services (relevant for LAMRIDs and explore in denser neighborhoods). • Exclude residential development in riparian corridors, floodplains, and on shoreline areas subject to storm surge. In addition, preserve rural and commercial forest lands and agricultural lands. • Revise zoning codes to reduce development potential in high value working lands and	2019 Port Angeles Housing Action Plan; Whatcom County CAP	Already in place



Scope	Action Short Name	Action Description	Source	Reasoning
		ecosystem areas, including the critical areas and climate impact zones. Require climate impact vulnerability assessments and projected GHG emissions and mitigation in the planning of large new residential, commercial or industrial developments.		
Community	Support and expand Conservation Futures	Support and expand Conservation Futures for the protection of farmland and open space.	Clallam County CAC	Combined with another action
County	Update water conservation programs and policies	Increase regional capacity for water storage through regulations, capital projects, and outreach/education: - Incentivize and allow regulated rainwater harvesting. - Create regulations that require water efficient appliances (washers, dishwashers, toilets, etc.) - Enhance stormwater retention in upstream areas where appropriate and feasible. - Develop code and infrastructure for reclaimed water system. - Partner with Clallam PUD for outreach and education to expand water conservation actions for residential, commercial, and agricultural water users.	Cascadia Consulting; Quileute Climate Plan	Outside scope of the County, falls within Clallam County PUD



Scope	Action Short Name	Action Description	Source	Reasoning
		- Evaluate/adapt agricultural drainage management to increase storage and promote subirrigation. - Encourage rainwater harvesting to provide water supply for buildings and agriculture.		



APPENDIX D: POLICY SCAN DETAILS

The following documents were reviewed for Clallam CAP development.

EXISTING KEY STATE & REGIONAL POLICIES

There are existing key state policies that set the stage for other regional and Clallam County policies. Listed below are key state policies that are already in effect and relevant to Clallam County's CAP.

Policy/Program	Description	Effective Date
General		
WA Climate Commitment Act	Places an economy-wide cap on carbon to meet state GHG reduction targets & be consistent with best available science. Policy still under development.	Jan 2023
WA HEAL Act	Defines & embeds environmental justice (EJ) in state law. Includes state agency requirements for EJ in engagement, budgeting, funding, and strategic planning.	2021
WA HFC Superpollutants Act	Requires phasing out of HFC Superpollutants in new equipment, using climate friendly alternatives in compliance with the Act's 2020-2024 phasing timeline.	Jan 2020
WA low-GWP refrigerants (HB 1050)	Establishes a maximum global warming potential (GWP) threshold (150) for HPCs used in stationary air conditioning, stationary refrigeration, and ice rinks.	Jul 2021
Buildings & Energy		
WA Clean Energy Transformation Act (CETA)	Requires a phase-out of coal by 2025, carbon-neutral electricity sales by 2030, and 100% clean energy by 2045.	2019
WA Building/Energy Code (RCW 19.27A.160)	Requires permitted residential and nonresidential construction under the 2031 state energy code must achieve a 70% reduction in annual net energy consumption compared to the 2006 state energy code.	Dec 2012
WA Clean Buildings Act (HB 1257)	Establishes a state energy performance standard and other measures for new and existing large buildings over 50,000 sq ft with an early-adopter incentive program.	2021 (voluntary) 2026 (mandatory)
Transportation & Land Use		



Policy/Program	Description	Effective Date
Federal Fuel Economy Standards	Reduces fuel consumption by raising fuel efficiency standards in passenger cars and light trucks.	Latest standards apply to 2024-2026 vehicles
WA Clean Fuel Standard	Reduces overall carbon intensity of fuels through use of cleaner fuels or purchasing clean fuel credits.	Jan 2023
WA EV readiness (HB 1287)	Extended the Clean Building Act's requirement for EV readiness to new single-family construction.	Jul 2024
WA Clean Cars 2030	Passed as part of "Move Ahead WA," sets a date of 2030 for all new cars registered in the state to be electric. Also commits state funding to EV investment/infrastructure.	Proposed in 2022; not yet adopted
WA Commute Trip Reduction	Requires implementation of transportation demand management (TDM) programs for certain employers to reduce work trips.	2006
Solid Waste & Consumption		
WA Plastic Pollution Reduction Policy SB 5022	Requires 1) single-use foodware be provided only upon request; and 2) minimum levels of recycled content in plastic beverage containers, trash bags, etc.	Phased in between 2022-2024
WA Organic Waste Goals (HB 1799/SB 5731 in 2022 legislative session)	Under development. Would establish a statewide goal for the landfill disposal of organic materials at a level representing 75% reduction by 2030, relative to 2015, and a goal of 20% reduction in volume of edible food disposed (relative to 2015) to be recovered for human consumption by 2025.	Under development (proposed date of Jan 2024)
Natural Systems & Water		
Shoreline Management Act	Supports local land use decision-making and shoreline planning, including access, hazard mitigation, economic uses, and salmon recovery.	1971



The list of documents reviewed in the policy scan identified by Clallam County included:

Clallam County	Relevant and/or Neighboring Jurisdictions
• Clallam County Climate Action Plan • 2018 BOCC Resolution • 2021 GHG Reduction Policy • Clallam County Hazard Mitigation Plan: 2019 Update • Clallam County Parks Master Plan • 2021 Solid Waste Management Plan • Shoreline Master Program • County Comprehensive Plan	• 2019 Resiliency Plan: Recommendations Addressing Climate Change for City of Port Angeles • 2019 Port Angeles Housing Action Plan • Elwha-Dungeness Watershed Plan • Whatcom County CAP • Sustainable Sequim • Quileute Tribe Climate Plan • Jamestown S’Klallam Tribe Adaptation Report • Olympic National Park Action Plan • Olympic National Forest Adapting to Climate Change • Port Townsend and Jefferson County CAP • City of Issaquah CAP • City of Seattle Papercuts Memo



APPENDIX E: MULTI-CRITERIA ANALYSIS

Cascadia led a qualitative multi-criteria analysis (MCA) of actions from Clallam County's strategy and action list. The MCA assigns qualitative numerical scores to each evaluated action and criterion to arrive at an overall priority score for each action.

This appendix includes an overview of the MCA approach, definitions, and results as conducted in July and August 2022 with the then current list of strategies and actions. It includes:

- An overview of the evaluation steps for the multi-criteria analysis.
- Detailed descriptions of the evaluation criteria, including sub-criteria definitions and criteria weights.

MCA Evaluation Steps

The MCA evaluation steps are as follows:

1. To arrive at a priority score, each criterion is clearly defined and assigned a weight. Clallam County decided on weightings based on relative priorities as indicated by Clallam County's Climate Advisory Committee (CAC).
2. Cascadia developed qualitative score matrices to allow for a consistent, objective ranking process. Cascadia then assigned scores for each action based on the criteria definitions and professional judgement drawing from peer county case studies, knowledge of County context, engagement results, and consultant experience. Each criterion is evaluated on a 1 (low) to 5 (high) scale.

Evaluation Criteria

Summary

The following criteria will be used to evaluate the actions to be included in Clallam County's Climate Action Plan. Each criterion is evaluated on a 1 (low) to 5 (high) scale.

Criterion		Weight	Definition/Sub-criteria
GHG Emissions Reduction Impact		20%	What is the scope and likelihood that the action will reduce GHG emissions? By when? Can impact be measured and tracked?



Criterion		Weight	Definition/Sub-criteria
Cost		20%	What is the cost to the community and county?
Feasibility		20%	What is the County's level of control over implementation?
Equity		20%	Does the action reduce vulnerability for all populations? Is it fair? Are benefits distributed equitably across the community? Do they redress historic inequities?
Co-benefits		20%	Does the action support 1) climate resiliency, 2) economic development, and 3) conservation (i.e., energy & water)?

IMPACT

This criterion evaluates impact according to the lever of the action (voluntary/indirect programs, regulatory action, etc.), how directly the action addresses emissions, whether the action is focused on the County's highest-emissions sources, the timeline and ability to scale the impact, and the ease of measuring and tracking the impact.

Impact	
1	No emissions reductions – Action is not intended to/does not reduce GHG emissions or increase sequestration.
2	Low – voluntary/indirect action (e.g., education/outreach, planning, assessments) that indirectly reduce emissions; regulatory/direct strategies that address a very small emissions source; limited scope/ability to scale (i.e., low or very low impact/reductions/sequestration).
3	Moderate – voluntary/indirect programs that directly reduce emissions with financial incentives; voluntary/indirect programs without financial incentives but with relatively high reduction potential (addresses large source of emissions); regulatory/infrastructure projects with low/medium or indirect emissions reduction potential (i.e., moderate impact/reductions/sequestration).



Impact

4	High – regulatory/infrastructure projects that directly reduce emissions; strong voluntary/indirect programs with financial incentives and/or addressing a top emission source; limited scope/reach or with broad scope/reach that will be realized after 2030 (i.e., high impact/reductions/sequestration).
5	Very high – regulatory/infrastructure projects that directly reduce emissions and that will be realized by 2030; broad reach/scope (i.e., very high impact/reductions/sequestration).

COST

The cost criterion focuses on financial costs to the County.

Cost

1	High to very high – MAJOR INFRASTRUCTURE/capital improvement project; generally >\$10 million; and/or SIGNIFICANT costs across the ENTIRE community
2	High – MODERATE INFRASTRUCTURE projects and large programs; generally \$1-10 million; and/or SIGNIFICANT costs to SOME in the community
3	Moderate – SMALL INFRASTRUCTURE projects and LARGER PLANS, policies, and small programs; \$100K-1 million; and/or MODERATE costs across the community
4	Low – SIMPLE policy changes, studies, and small plans; <\$100K; and/or MINIMAL costs across the community
5	Very low – planning strategy or MINIMAL TO NO COUNTY GOVERNMENT INVESTMENT; County government may already be working on it; and/or will NOT present any additional costs to the community; may save money.

FEASIBILITY

The feasibility criteria assess the degree of County control over an action's strategy success and the likely regulatory, political, and technological constraints to implementation, as well as anticipated cost to the County, and community support.

- Community support focuses on support from community partners and stakeholders such as the business, environmental, social justice, and other community perspectives.



- Political constraints include the level of County Council support and direction, County staff support and capacity, the regulatory role and level of support of county cities, the level of support from local Tribes, alignment or reinforcement of other County, and regional policies, plans, programs, and initiatives (including opportunities for shared implementation), whether funding or other needed resources from state and federal entities is easily acquired, and whether the outcome of a legislative process may affect the feasibility of a strategy.

Feasibility	
1	Very high barriers – action currently UNVIABLE given current regulations, politics, community support, and/or technologies and anticipated opportunity windows. If encountered, challenges are VERY DIFFICULT or IMPOSSIBLE to overcome and/or unable to adapt to new technologies. Not identified in any existing County and/or regional plan (e.g., NODC).
2	High barriers – action LIKELY to encounter challenges given current regulations, politics, community support, and/or technologies and anticipated opportunity windows. If encountered, challenges are DIFFICULT to overcome and/or difficult to adapt to new technologies. Identified in existing Clallam County and/or regional plan but has been identified as having high barriers.
3	Moderate barriers – action MAY encounter challenges given current regulations, politics, community support, and/or technologies and anticipated opportunity windows. If encountered, challenges are MODERATELY DIFFICULT to overcome and/or moderately difficult to adapt to new technologies. Identified in an existing Clallam County and/or regional plan, but no action yet.
4	Low barriers – action UNLIKELY to encounter challenges given current regulations, politics, community support, and/or technologies and anticipated opportunity windows. If encountered, some or most challenges are RELATIVELY EASY to overcome and/or are relatively easy to adapt to new technologies. Related to an existing Clallam County and/or regional plan (e.g., NODC, e.g., “expand on something from a plan”).
5	Very low barriers – MINIMAL to NO challenges anticipated given current regulations, politics, community support, and/or technologies and anticipated opportunity windows. If encountered, most challenges are EASILY overcome and/or easily adaptive to new technologies. Identified in existing Clallam County and/or regional plan (e.g., NODC).

EQUITY

The equity criterion focuses on how costs and benefits are distributed among community members and communities that face historic inequities. Per instructions from the Clallam County CAC, any actions that receive an MCA score of 1 – 2 in this criteria category will either be removed from the list of actions and/or undergo significant revisions advance equity and move the MCA score up to 3 to 5.



Equity	
1	Very low – ALL benefits and costs are perpetuating historic inequities.
2	Low – SOME benefits and costs are perpetuating historic inequities.
3	Moderate/neutral – action DOES NOT distribute benefits and costs in the community in a way that perpetuates historic inequities.
4	High – MANY or MOST benefits are accruing to the sectors of the community that face historic inequities; other sectors of the community accrue benefits as well.
5	Very high – MOST or ALL benefits are accruing to the sectors of the community that face historic inequities; other sectors of the community accrue benefits as well.

CO-BENEFITS

Many actions will have benefits beyond greenhouse gas emissions reduction. Based on County input and community priorities, the selected co-benefits for consideration in the MCA are climate resiliency, economic development, and conservation.

- **Climate resiliency:** This criterion also evaluates to whether the action is focused on the County's greatest climate risks and vulnerabilities, how broadly the action would affect the community, and scalability and timeline.
- **Economic development:** This criterion evaluations an action's ability to contribute positively to local businesses, job creation, and municipal revenue.
- **Conservation:** This criterion evaluates an action's ability to reduce energy or water consumption.

Co-benefits			
	Climate Resiliency	Economic Development	Conservation
1	Addresses a very minor need – very low climate risk for County/community or may be a voluntary action that indirectly enhances resilience. May have limited ability to scale.	Very low – significant negative impacts on local businesses, job creation, and/or municipal revenue.	Very low – no impact or very low impact on energy or water conservation.



Co-benefits

	Climate Resiliency	Economic Development	Conservation
2	Addresses a minor need – low climate vulnerability for County/community (transportation, emergency services) or a higher climate risk but with indirect action; may be a voluntary action with ability to scale.	Low – some negative impacts on local businesses, job creation, and/or municipal revenue.	Low – low impact on energy or water conservation.
3	Addresses a moderate need – average/moderate climate vulnerability for County/community (parks and open space, storm drains); may address high climate risk/vulnerability but through a voluntary or indirect programs, possibly with incentives.	Moderate/neutral – does not benefit or burden local businesses, job creation, and/or municipal revenue.	Moderate/neutral – average/moderate impact on energy or water conservation.
4	Addresses a higher-than-average need – high climate risk for County/community (air quality, heat-related illnesses, flooding; indirect risks to overburdened communities). May have a long timeframe or limited reach.	High – supports priority local businesses, job creation, and/or municipal revenue.	High – high impact on energy or water conservation.
5	Addresses a very major need – very high climate risk(s) for County/community (air quality, heat-related illnesses, flooding; direct risks to overburdened communities); risks may be addressed through regulatory action. Will be realized by 2030 and will have broad reach across the community.	Very high – directly advances opportunities for local businesses, job creation, and/or municipal revenue.	Very high – very high impact on energy or water conservation.



MCA Priority Scores Breakdown

With the above outlined weights and definitions for criteria, Cascadia Consulting conducted the MCA. Each criteria received a score and rational (1 = low, 5 = high). Since all criteria were weighted equally at 20% the MCA Priority Score was derived by multiplying each criterion score by .20 to represent 20% of the total priority score. If any action scored less than 3 in the Equity criteria, that action was either omitted or revised to account for equity concerns. To calculate the score for co-benefits, the average score across the three co-benefits was used to represent the overall co-benefits criterion score. These adjusted criteria scores for each action were summed to arrive at a final priority score for every action, scored out of 5 points.

Please note: Cascadia Consulting conducted the MCA in August 2022, and since then, strategies and actions underwent additional rounds of revisions after the MCA Priority Score was assigned.

Priority Score Equation: Priority score was calculated using the following equation $\text{Priority Score} = (\text{GHG Impact} \times 0.2) + (\text{Cost} \times 0.2) + (\text{Feasibility} \times 0.2) + (\text{Equity} \times 0.2) + (((\text{Climate Resiliency} + \text{Economic Development} + \text{Conservation})/3) \times 0.2)$

Energy & Built Environment

#	Action Short Name	GHG Emissions Impact	Cost	Feasibility	Equity	Co-benefits			MCA Priority Score
						Climate Resiliency	Economic Development	Conservation	
Strategy: Install and incentivize energy-efficient upgrades and retrofits									
1.1	Install energy efficiency retrofits	4	3	5	3	4	3	5	3.80
1.2	Incentivize energy efficient retrofits and upgrades	3	4	3	4	5	3	4	3.60
Strategy: Use cleaner energy-sources and increase resiliency of energy systems.									
1.3	Invest in community energy projects	2	4	4	3	4	4	3	3.33



Consumption & Disposal

#	Action Short Name	GHG Emissions Impact	Cost	Feasibility	Equity	Co-benefits			MCA Priority Score
						Climate Resiliency	Economic Development	Conservation	
Strategy: Increase waste diversion to reuse, repair, and support edible food rescue									
2.1	Expand food waste diversion and education programs	2	3	5	4	5	5	4	3.73
2.2	Increase Waste Diversion in County Operations	2	4	5	3	3	3	4	3.47
Strategy: Promote green business practices and sustainable consumption									
2.3	Sustainable purchasing and consumption in County Operations	2	4	4	4	3	3	4	3.47



Transportation

#	Action Short Name	GHG Emissions Impact	Cost	Feasibility	Equity	Co-benefits			MCA Priority Score
						Climate Resiliency	Economic Development	Conservation	
Strategy: Reduce single-occupant vehicle miles travelled and support non-motorized transportation options									
3.1	County employee commute reduction	3	4	5	3	4	3	3	3.67
3.2	Expand on non-motorized transportation plan	4	2	2	3	5	3	3	2.93
Strategy: Build infrastructure for and transition to electric vehicles									
3.3	County fleet electrification and idle reduction	4	2	3	3	3	3	3	3.00
3.4	Prepare for EV infrastructure and use	3	2	3	4	3	4	3	3.07

Land Use

#	Action Short Name	GHG Emissions Impact	Cost	Feasibility	Equity	Co-benefits			MCA Priority Score
						Climate Resiliency	Economic Development	Conservation	
Strategy: Invest in and support local food systems									
4.1	Support existing gardening programs	1	4	5	4	4	3	3	3.47



#	Action Short Name	GHG Emissions Impact	Cost	Feasibility	Equity	Co-benefits			MCA Priority Score
						Climate Resiliency	Economic Development	Conservation	
4.2	Invest in the agricultural sector of Clallam County	1	4	5	3	5	4	3	3.20

Water & Natural Environment

#	Action Short Name	GHG Emissions Impact	Cost	Feasibility	Equity	Co-benefits			MCA Priority Score
						Climate Resiliency	Economic Development	Conservation	
Strategy: Protect natural resources and conserve water through policies and programs									
5.1	Increase tree planting	4	4	4	3	5	3	3	3.73
5.2	Native plant landscaping	1	3	5	3	3	3	4	3.07



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APR 25 2023



AGENDA ITEM SUMMARY

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

Department: Public Works

WORK SESSION ☒ **Meeting Date: 04/24/2023**

REGULAR AGENDA ☒ **Meeting Date: 04/25/2023**

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 City of Port Angeles and Clallam County are desiring to build a Joint Public Safety Facility on Edgewood Drive. A property has been identified and placed under contract. Mark Ozias would like authority to sign closing documents with Olympic Peninsula Title .

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?)

Approve

County Official signature & print name:

L. Gores, clerk

Name of Employee/Stakeholder attending meeting: Linda Capps

Relevant Departments: Roads, Parks Fairs and Facilities, Sheriff

Date submitted: 04/19/2023

* 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)



RESOLUTION _____, 2023

AUTHORIZING MARK OZIAS, CHAIR OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS TO SIGN CLOSING DOCUMENTS FOR THE PROPERTY LOCATED AT SOUTH TYLER ROAD, PORT ANGELES WA., FROM MARK AND EA MATTHEWS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Mark and EA Matthews are the sole owners of the real property located at South Tyler Road, Port Angeles, under Tax Parcel No. 063007129050.
2. On November 17th the Board of Clallam County Commissioners (BOCC) met in Executive session to discuss and approve moving forward with the purchase of the property located at South Tyler Road, Port Angeles, under Tax Parcel No. 063007129050
3. At the April 10th joint meeting with the City of Port Angeles the BOCC discussed the purchase and sale agreement of the property located at South Tyler Road, Port Angeles, under Tax Parcel No. 063007129050 and agreed to move forward with the purchase jointly as Tenants in Common with the City of Port Angeles.
4. Olympic Peninsula Title Company will be handling the closing of the real estate transaction.

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

1. Authorizing Mark Ozias, Chair of the Clallam County Board of Commissioners to sign the closing documents with Olympic Peninsula Title Company for the purchase of the real property located at South Tyler Road, Port Angeles, under Tax Parcel No. 063007129050.

PASSED AND ADOPTED this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Mike French



5a

AGENDA ITEM SUMMARY

APR 25 2023

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

Department: Public Works

WORK SESSION ☒ **Meeting Date: 04/17/2023**

REGULAR AGENDA ☒ **Meeting Date: 04/25/2023**

Required originals approved and attached? ☒

Will be provided on:

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

This item is the solicitation of bids for the annual supply contract for the 2023 Hot Mix Asphalt and CSS-1 Liquid Asphalt products for the year 2023.

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 2023 Road Fund budget includes the necessary monies required for the purchase of these materials.

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

We recommend that the Commissioners review, approve and authorize the Chair to sign the Invitation to Bids and schedule the bid opening for May 9, 2023.

County Official signature & print name: Joe Donisi, Joe Donisi

Name of Employee/Stakeholder attending meeting: Joe Donisi & Brian Wahlsten

Relevant Departments: Public Works

Date submitted: 04/13/2022

* 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)

NOTICE OF INVITATION TO BID

SEALED BIDS will be received by the Board of Clallam County Commissioners at 223 E. Fourth Street, Room 150, Port Angeles, Washington, until 10:00 a.m., Tuesday, **May 9, 2023**, at which time they will be publicly opened and read aloud for the **2023 Hot Mix Asphalt and CSS-1 Liquid Asphalt Requirements** of the Clallam County Public Works Department.

Bid price is to include all applicable taxes and to include delivery to various locations. Complete specifications and bid forms may be obtained from the Public Works Department, 223 E. Fourth Street, Suite 6, Port Angeles, WA 98362, or by calling (360) 417-2319. All bidding and related questions regarding this supply contract may be directed to Brian Wahlsten at (360) 417-2378.

Sealed bids must be clearly marked on the outside of the envelope, "**BID PROPOSAL - 2023 HOT MIX ASPHALT REQUIREMENTS**". Address bid proposal to: Board of Clallam County Commissioners, 223 East 4th Street, Suite 4, Port Angeles, WA 98362, or hand deliver to 223 East 4th Street, Room 150, Port Angeles, Washington. Bid documents delivered to other offices and received late by the Commissioners' Office will not be considered, nor will bids received by facsimile or e-mail.

Clallam County hereby notifies all bidders 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 bids 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 will determine the lowest responsible bidder in accordance with the terms of Clallam County Code Section 3.12.070; and reserves the right to reject any and all bids and to waive informalities in the process or to accept the bid which in its estimation best serves the interests of Clallam County.

APPROVED THIS _____ DAY OF _____, 2023.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Loni Gores, CMC, Clerk of the Board

PLEASE PUBLISH: April 28 & May 5

PLEASE BILL: Clallam County Public Works Department
223 E. 4th St., Ste. 6
Port Angeles, WA 98362

SB
APR 25 2023



AGENDA ITEM SUMMARY

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

Department: Public Works

WORK SESSION ☒ Meeting Date 04/17/2023

REGULAR AGENDA ☒ Meeting Date: 04/25/2023

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 Sole Source Purchase
Documents exempt from public disclosure attached: ☐

Executive summary:

This item is a 3-Bid Waiver Form to purchase a used 2019 Volvo Roller from Pac-West Machinery LLC.

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?** ☐

This item is budgeted as a Capital Expenditure in the Road 2023 budget.

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

It is recommended that the Commissioners review, approve and sign this waiver, then authorize the Chair to sign the invoice when presented.

County Official signature & print name: Joe Donisi, Joe Donisi

Name of Employee/Stakeholder attending meeting: Joe Donisi & Brian Wahlsten

Relevant Departments: Public Works

Date submitted: 04/12/2023

* 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)



**REQUEST FOR WAIVER OF
BID/RFP/QUOTE REQUIREMENT**

Department: **Public Works**

Date: 04/12/2023

Contract Number: 101-23-002

Pursuant to Clallam County Code Chapter 3.12, and Administrative Policy 560, a waiver of the Bid/RFP/Quote requirement for purchases of goods or services is requested.

Goods or Services to be Purchased: 2019 Volvo DD105 OSC Tandem Drum Vibratory Roller

Cost of Purchase: \$58, 627.00 + tax

Vendor to be Awarded Contract:

PacWest Machinery, LLC

I certify that after diligent inquiry, to the best of my knowledge the vendor indicated above is the sole provider of the goods/services detailed in this document.

By: Joe Domin 4-12-23
County Official Signature

Approved this _____ day of _____ 20

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair



Quote Valid for 90 days

Contract:
032119-
VCE
Date: 2/8/2023

Buying Agency:	Clallam County	Dealership:	PacWest Machinery, LLC
Contact Person:	Brian Wahsten	Prepared By:	Jeff Brown
Phone:	360-417-2378	Phone:	203-6-321-2699
Email:	bwahlsten@co.clallam.wa.us	Email:	jbrown@pacwestmachinery.com

Sourcewell Product Code

J - Volvo Pricing Catalog: Tandem Drum Vibratory Rollers (Asphalt Compactors)

A. Catalog / Price Sheet Items being purchased

Quan		Unit Pr	Total
1	DD105OSC 2019 DD105 SN#580020 (325 hours)	\$121,164	\$121,164
Sourcewell Machine Price:			\$121,164
Additional Discount:			\$0
Subtotal A:			\$121,164

B. Sourced and/or Non-Contracted Items

Quan	Description	Unit Pr	Total
1			\$0
1			\$0
1			\$0
1			\$0
1			\$0
1			\$0
1			\$0
1			\$0
Subtotal B:			\$0

C. Freight / Installation / Ext Warranty / Trade-Ins / Other Allowances/ Miscellaneous Charges

Freight	\$0
PDI	\$0
Discount for rental	-\$62,537
Subtotal C:	-\$62,537

Delivery Date:

D. TOTAL PURCHASE PRICE (A+B+C):

\$58,627

Version 19

[illegible]



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AGENDA ITEM SUMMARY

APR 25 2023

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

Department: BOCC

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 4-25-23**

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 supplemental appropriations on April 25, 2023

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 _____, 2023

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:

HHS – Developmental Disabilities – Additional funding from DSHS/DDD for increasing services provided to individuals with developmental disabilities and increase in administration funds/\$546,167
HHS Operations – Funding received for providing COVID 19 services and providing lodging and housing assistance/\$71,387

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 25 day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, Clerk of the Board

c: Budget Director
Treasurer
Affected Department(s)

MAR 16 2023



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 3/16/23 ✓

Budget Hearing/Meeting Date: 4/25/23 ✓

☒ **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.	11331.511 ✓	Budget Name	HHS – Developmental Disabilities ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11331.511 ✓	HHS – Developmental Disabilities	33404.68.1552 ✓	DSHS State Grant	510,436
11331.511 ✓	HHS – Developmental Disabilities	33404.68.1554 ✓	DSHS State Grant Administration	35,731
Total				546,167 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11331.511 ✓	HHS – Developmental Disabilities ✓	56800.41.0350 ✓	Developmental Disabilities Services	510,436
11331.511 ✓	HHS – Developmental Disabilities ✓	56800.43.0020 ✓	Travel Training	5,000
11331.511 ✓	HHS – Developmental Disabilities ✓	56800.49.0060 ✓	Registration	3,000
11331.511 ✓	HHS – Developmental Disabilities ✓	50800.00.0000 ✓	Ending Fund Balance	27,731
Total				546,167 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding from DSHS / DDD for increasing services provided to individuals with developmental disabilities (510,436). Funding includes an increase in administration funds (35,731).

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

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MAR 20 2023



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 3/20/23 ✓

Budget Hearing/Meeting Date: 4/25/23 ✓

- ☒ **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

11301.511

11301.511	11331.511	Budget Name	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 ✓	33393.32.3020 ✓	DOH ELC EDE LHJ Allocation	27,519
11301.511 ✓	HHS Operations ✓	33404.20.2030 ✓	DOH Hotel Leasing & Rapid Rehousing	43,868
Total				71,387 ✓

EXPENDITURES

BUDGET NUMBER XXXXX.XXX.	DEPT NAME	BARS NUMBER XXXXX.XX.XXXX	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	56210.41.0020 ✓	Professional Services	63,587
11301.511 ✓	HHS Operations ✓	56210.31.0065 ✓	Food	7,800
Total				71,387 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

HHS is receiving an additional \$27,519 of funding for providing Covid 19 services. Also, receiving an additional \$43,868 from the Department of Commerce for the hotel leasing & rapid rehousing services grant to provide lodging and housing assistance.

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

[Signature]

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H1

AGENDA ITEM SUMMARY

APR 25 2023

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

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 4/25/23

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 debatable emergencies on April 25, 2023.

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 form(s).

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 _____, 2023

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 25, the following constitute public emergencies, which could not reasonably have been foreseen at the time of budget preparation:

Sheriff – Animal Control – Additional funding to meet increased contract costs for the Humane Society for 2023/\$21,000

PW – Roads – Employee retirement vacation and sick pay out/\$37,530

PW – Carlsborg Sewer - Adjustment of 2022 City of Sequim True-Up due to incorrect rates and underbilling/\$79,936

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 25 day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, Clerk of the Board

c: Budget Director
Treasurer
Affected Department

MAR 22 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/20/23

Budget Hearing/Meeting Date: 4/25/23

- ☐ **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.	00100.813 ✓	Budget Name	Sheriff - Animal Control ✓
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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	21,000
Total				21,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.813 ✓	Sheriff - Animal Control ✓	55430.49.0077 ✓	Humane Society Sheltering ✓	21,000
Total				21,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The Humane Society is seeking increased contract costs for 2023. Their operating costs have increased substantially and they have not received an increase in their contract rate for many years. The established budget is for \$104,000, so an additional \$21,000 is requested to meet the new contract rate of \$125,000.

County Official Approval: B. M. 03/22/23

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

CLALLAM COUNTY BUDGET CHANGE FORM

MAR 30 2023



Date Submitted: 03.30.23 ✓

Budget Hearing/Meeting Date: 04.25.23 ✓

— **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.	10101.611 ✓	Budget Name	PW - Roads ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	50800.00.0000 ✓	Ending Fund Balance	\$37,530
Total				\$37,530 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	54420.10.0010 ✓	Regular Time	\$37,530
Total				\$37,530 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Employee retirement vacation and sick pay out.

County Official Approval: _____

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

[Handwritten signature]

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MAR 30 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 03.30.23 ✓

Budget Hearing/Meeting Date: 04.25.23 ✓

— **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.	42401.611 ✓	Budget Name	PW – Carlsborg Sewer ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
42401.611 ✓	PW – Carlsborg Sewer ✓	50800.00.0000 ✓	Ending Fund Balance	\$79,936
Total				\$79,936 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
42401.611 ✓	PW – Carlsborg Sewer ✓	53550.41.7777 ✓	PW Other Services and Charges	\$79,936
Total				\$79,936 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

2022 City of Sequim True-Up. From March 2022 – February 2023, the City mistakenly billed us at 1.32 cents per cubic foot instead of 1.32 cents per gallon. This resulted in ~ \$60K underbilling for 12-month period. Actual true up costs for 2022 + Jan/Feb 2023 increased from 1.32 cents per gallon to 1.52 cents per gallon. This resulted in ~ \$19K adjustment and likely will be the rate used for remainder of 2022.

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

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