



WORK SESSION AGENDA

BOARD OF CLALLAM COUNTY COMMISSIONERS

223 East 4th Street Room 160

Port Angeles, Washington

Monday, April 12, 2021 – 8:00 a.m.

****ATTENTION****

In response to the current Governors order Clallam County has moved Phase 3 of the Healthy Washington Roadmap to Recovery Plan. To be in compliance with the Healthy Washington Roadmap to Recovery Plan the following general requirements for COVID safety for meetings held in the Board of Commissioners Board Room are as follows:

1. All attendees are encouraged to provide contact information on a sign in sheet which will be retained for 28 days for contact tracing purposes.
2. Public seating areas and Board member seating must be arranged to ensure physical distancing is maintained.
3. Meeting attendees must wear a proper face covering and maintain six feet of physical distance between other persons.
4. No food or drink should be consumed in the BOCC Board Room.
5. Meeting organizers shall clean or arrange to have cleaned high-touch surfaces before and after each meeting.
6. Hand sanitizing stations will be available in the BOCC Board Room.
7. Keep doors and windows open where possible to improve ventilation.
8. The Chair of the meeting shall ensure masking and social distancing practices are enforced and practices by all event attendees.

This meeting can be viewed on a live stream at this link:
<http://www.clallam.net/features/meetings.html>

If you would like to participate in the meeting via BlueJeans audio only, call 408-419-1715 and join with Meeting ID: 875 561 784

If you would like to participate in the meeting via BlueJeans video conference, visit www.bluejeans.com and join with Meeting ID: 875 561 784

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or agores@co.clallam.wa.us.

Administration – 9 a.m.

1. Calendar/Correspondence
2. Roadside integrated weed management update

Update 

Board of Commissioners

3. Discussion with Serenity House – 9:30 a.m.

Discussion 

4. Update of Sequim Health and Housing Collaborative

Update 

5. Discussion on Charter Review Recommendation regarding Department of Community Development

Discussion 

6. Letter of Support for Jamestown S'Klallam Tribe - Traffic Calming and Pedestrian Safety in Blyn, Washington (4b)*

Letter 

7. Resolution appointing Keith Larkin to the Solid Waste Advisory Committee

Resolution 

8. Resolution authorizing an expenditure from the Clallam County Heritage Advisory Board Grant Fund

Resolution 

Budget

9. Discussion on proposed budget reductions to be considered on April 27 (5a)*

Discussion 

10. Discussion of proposed supplemental appropriations to be considered on April 27 (5b)*

Discussion 

11. Discussion of proposed budget emergencies to be considered on April 27 (5c)*

Discussion 

Board of Commissioners Hearings continued – April 12 at 1 p.m. and 5 p.m.

Suggested Action: Charter Review Recommendations Hearings

H1. Charter Review Recommendation Hearings:

- 1) Consider an Ordinance ensuring franchises comply with the National Environmental Protection Act (NEPA)
- 2) Consider a Resolution calling on the state legislature to pass legislation, which would enable the County (and other Jurisdictions in the state) to adopt ranked-choice voting for local elections, if they so choose

Charter Review Recommendations 

Charter Review Recommendations 

General Discussion/Items for Future Agendas

- A. Charter Review Commission recommendation hearing (April 19 at 1 p.m.)

- B. Charter Review Commission recommendation hearing (April 26 at 5 p.m.)
- C. Joint Meeting with the Port of Port Angeles (April 26 at 11 a.m.) – Located at BOCC
- D. FEMA Flood Maps workshop update (May 10 at 10:30 a.m.)
- E. Clallam County Equity Agenda and Resolutions discussion (May 10)
- F. Emergency Operation Center discussion (May – TBD)
- G. Noise Ordinance (TBD)

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

- Other items may be added at the discretion of the Board and additional Work Sessions may be scheduled if more time is needed to allow for adequate discussion.
- 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.



4/12/21

AGENDA ITEM SUMMARY

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

Department: Noxious Weed Control

WORK SESSION ☒ **Meeting Date:** 4/12/21

REGULAR AGENDA ☐ **Meeting Date:**

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- Briefing |

Documents exempt from public disclosure attached: ☐

Executive summary:

A request to brief the commissioners on 2020 Roadside Integrated Weed Management activities and progress to 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?** ☐

no

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

County Official signature & print name: Cathy Lucero Cathy Lucero

Name of Employee/Stakeholder attending meeting: Cathy Lucero (NWCB) , Joe Reynolds (NWCB) Bruce Pape (WSU MG)

Relevant Departments: Noxious Weed Control Board, WSU Extension, Roads Department

Date submitted: 4/6/21

* 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)

1033 WEST
LAURIDSEN BLVD

CLALLAM COUNTY
ROAD DEPT.
PORT ANGELES
MAINTENANCE AND CONSTRUCTION

Integrated Weed Management Program

Strategic and coordinated decision making process

Integrated Weed Management



Integrated Weed Management Plan

2020 Annual Report



<http://www.clallam.net/weed/doc/CCIWMReportFINAL.pdf>

2020 SUMMARY:

138 Roads: 222 Miles 375 acres treated
59 mi.-manual, 74 mi.- combo, 89 mi-herbicide

- 35 species
- .5 solid manual acres
- 19.1 solid chemical acres
- 101 control days
- 251 road treatments
- 114 Individuals responded in-situ

25 County Pits

- 30 Species 0.1 solid manual acres
- 39.8 solid chemical acres
- 56 control days

Private/State Pit inspections: 6 private, 3 state

Pollinator Plantings: 2 maintained-monitored-augmented

How'd we do?

TRENDS



Complete report posted online:

<http://www.clallam.net/weed/doc/CCIWMReportFINAL.pdf>

How'd we prioritize in 2021?

Management Goals:

- **Source Cat. 1 Weeds:** contain and reduce infestations over time.
- **Isolated Cat. 1 Weeds:** eradicate discrete infestations , individual plants.
- **Agricultural or Forestry:** control target Category 2 weeds.
- **Clallam Co. Restoration Project:** protect functions or native plantings.
- **Pit Entrance:** control target Category 2 weeds.
- **Public Request:** control requests as time and resources allow.

Maps-List: "Road Groups":

Priority 1: completely treated for target weeds in 2021

Priority 2: treated for target weeds in conjunction with adjacent roads or activities

Priority 3: treat or surveyed as time and resources allow.

Priority 4: No maintenance 2-4 yr. schedule

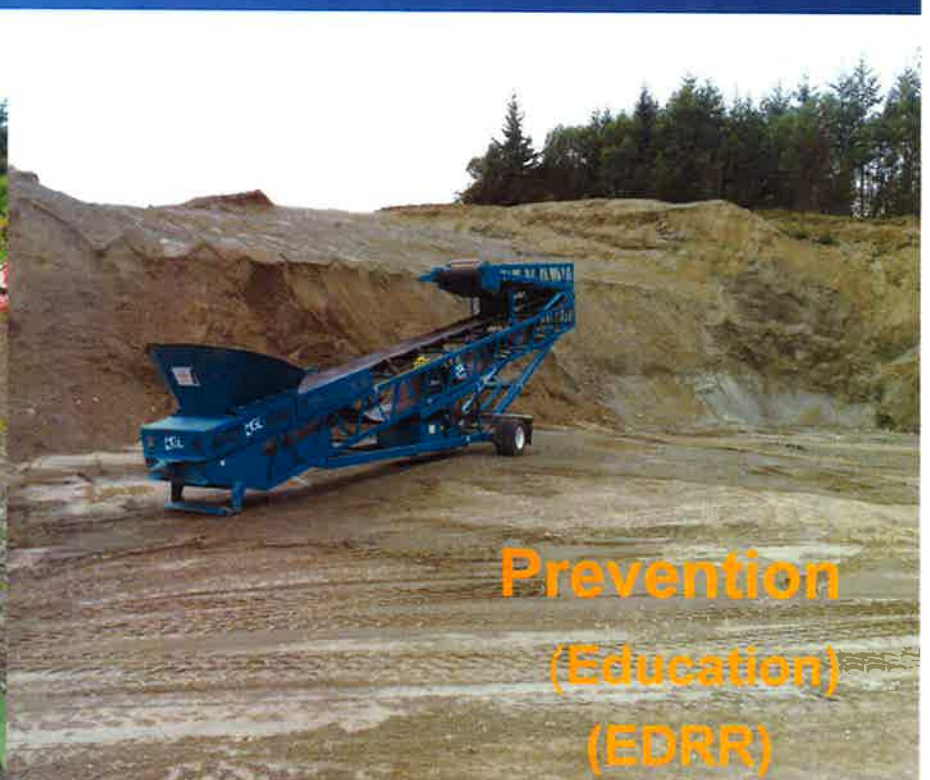
Methods



Methods



Cultural

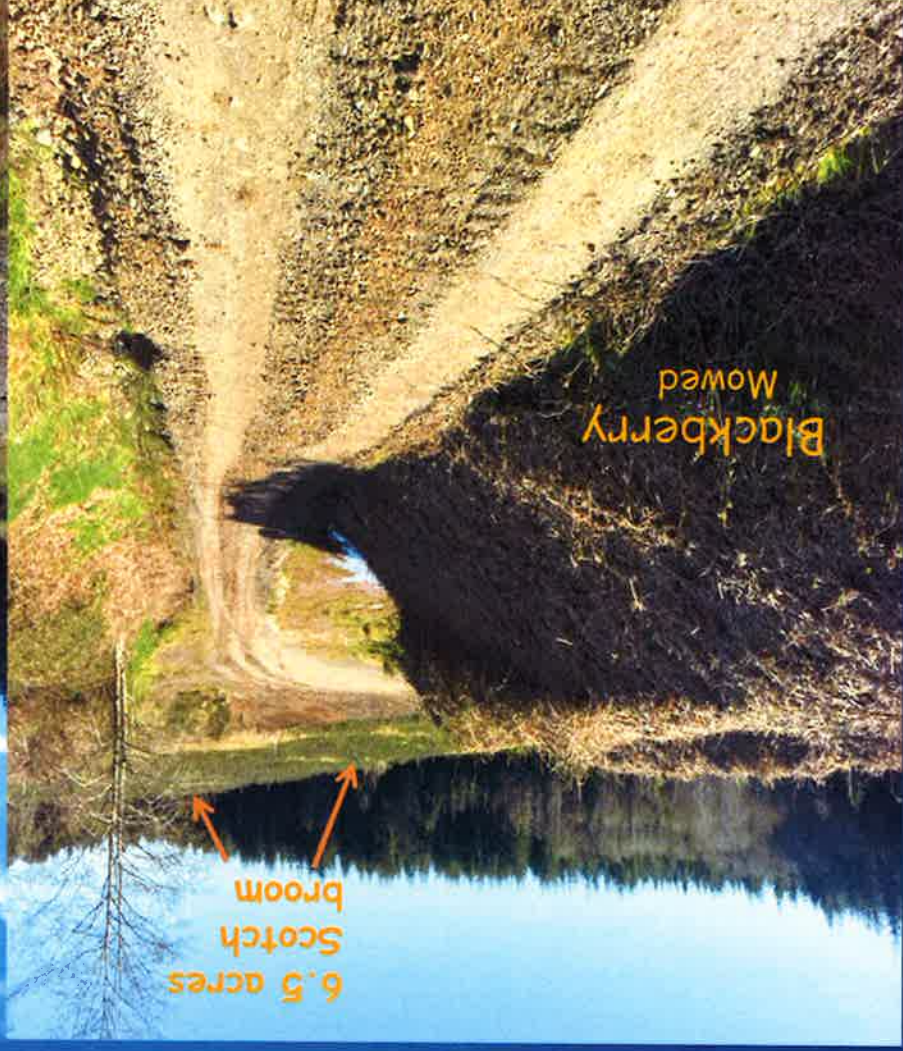


**Prevention
(Education)
(EDRR)**

MOWING?-Great vegetation management tool

Not weed control

April 2020

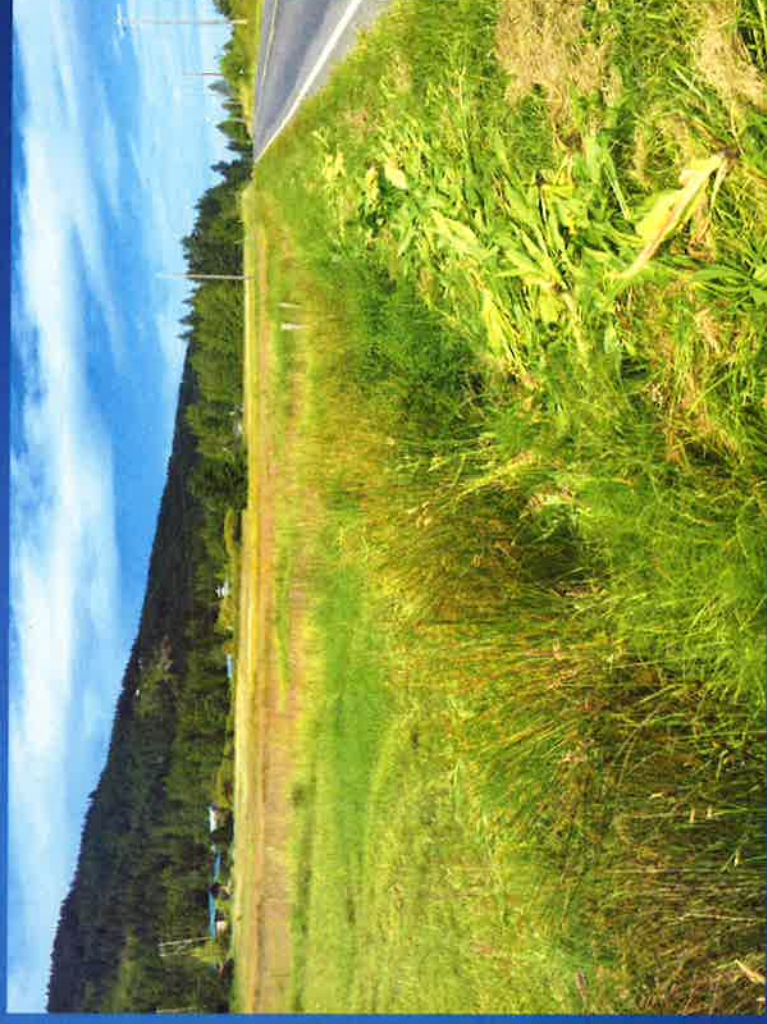


September 2020



PRIORITIES

Agriculture

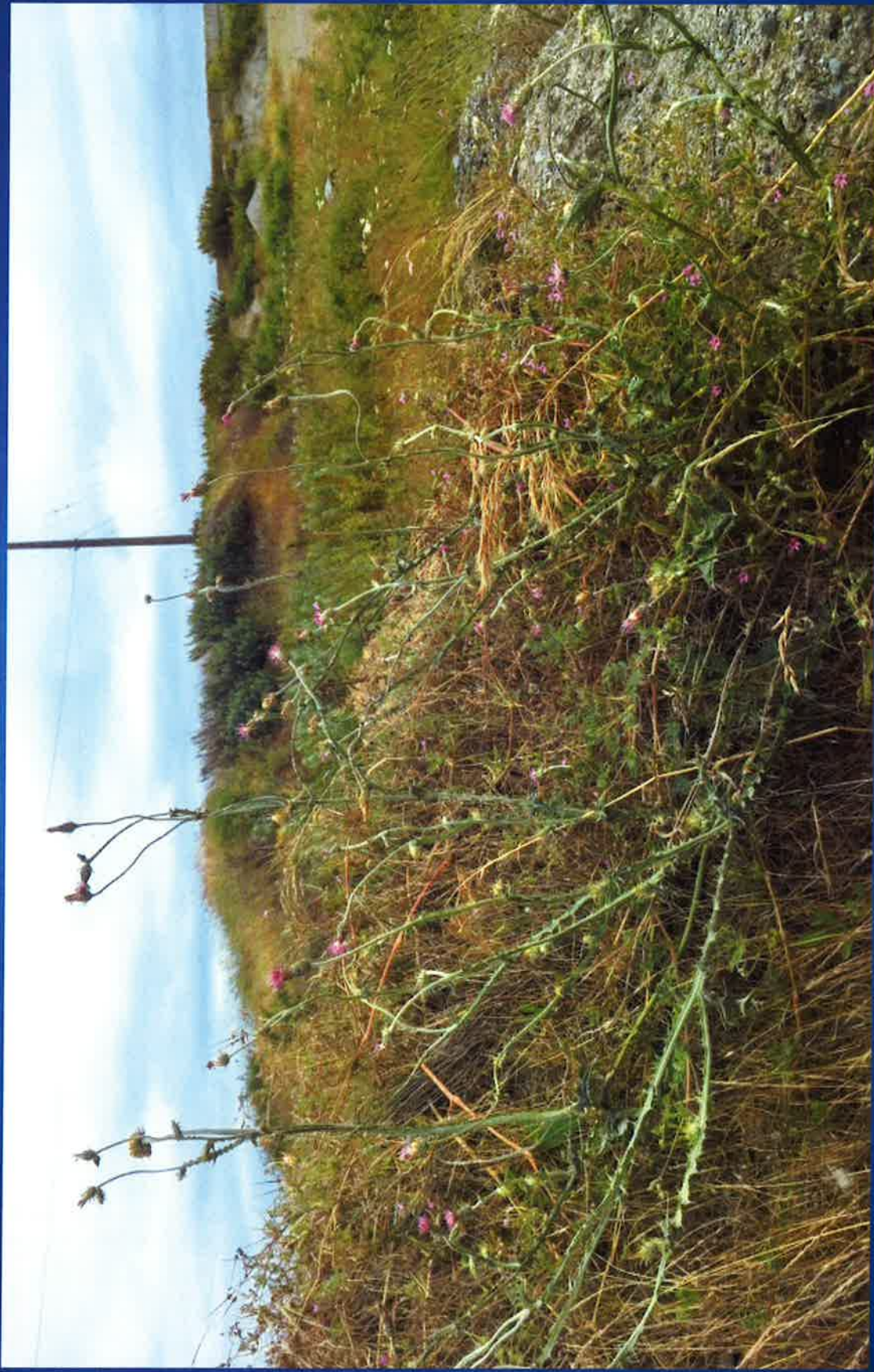


Italian Thistle

- Class A Noxious Weed
- Eradication required by law
- Spiny, non-palatable, dense crowding, able to carry fire into tree canopy
- One plant can make 20,000 seeds and last 8-10 years
- 3 sites in Sequim, including 2 pits and road side locations
- Primarily on County land
- Only known sites in Washington State



6 different treatments, over 2000 pulled



2 Italian thistle plants found at Kirner Pit in 2020



Yellow hawkweed

- Deer Park Rd only



Highly effective foliar treatment, only 2 plants found after treatments



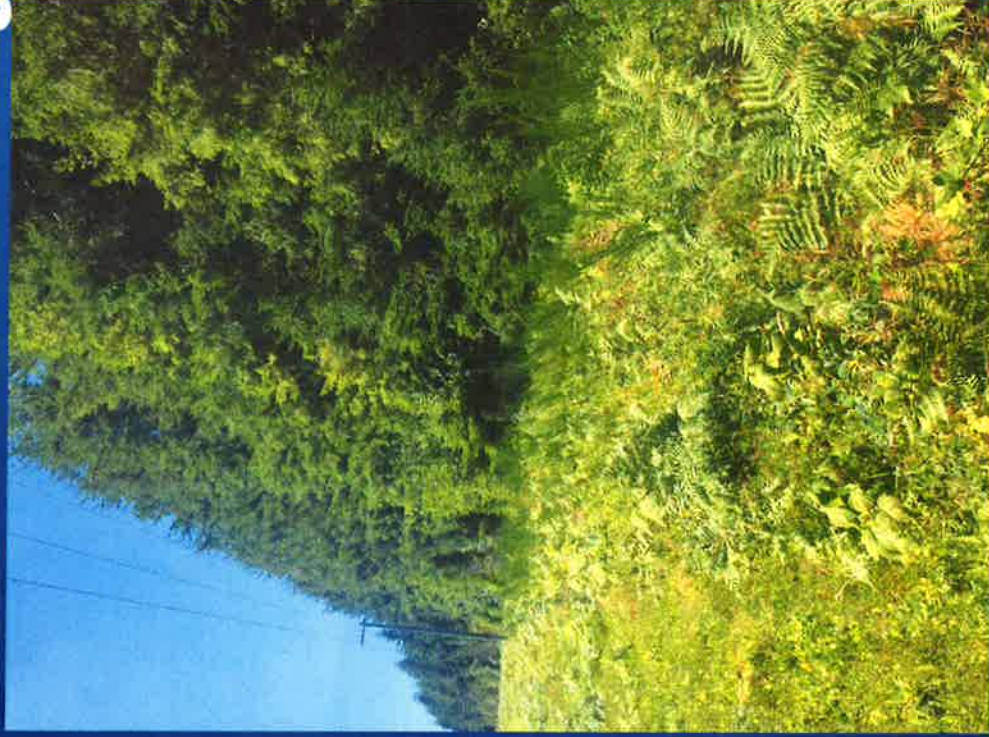
PRIORITIES

Forestry



PRIORITIES

Forestry



Quillayute Road
Partnered with 10KYI to cut
stump entire road



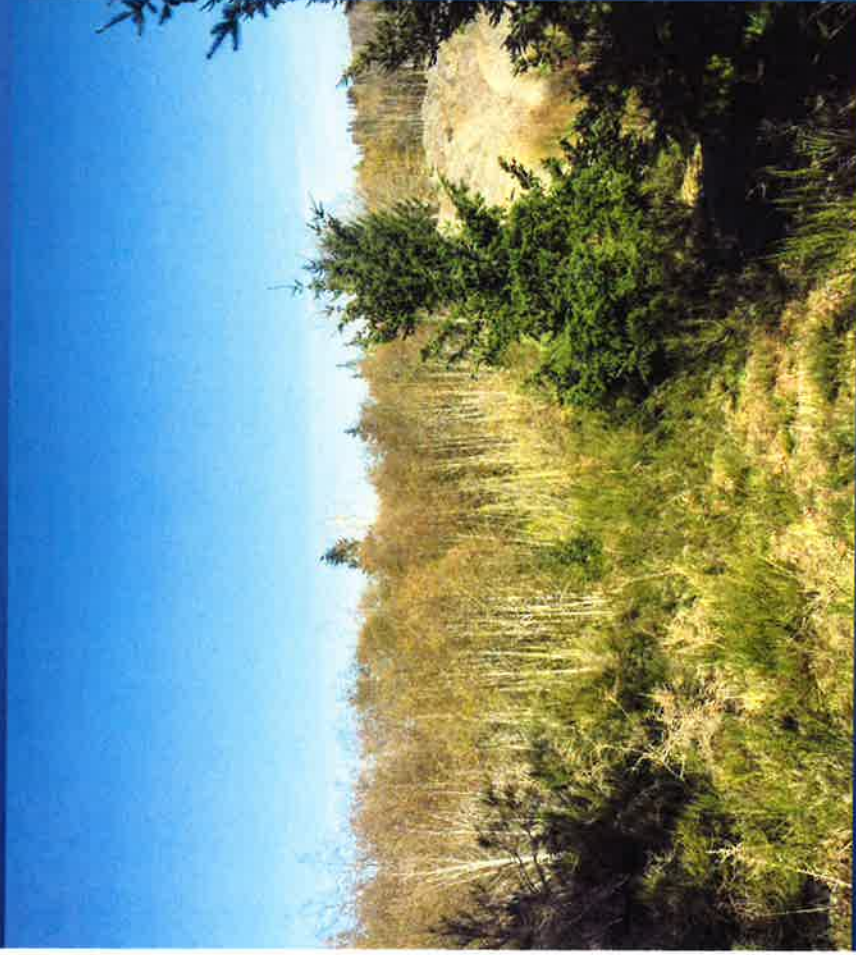
PRIORITIES

Line of sight/ safety

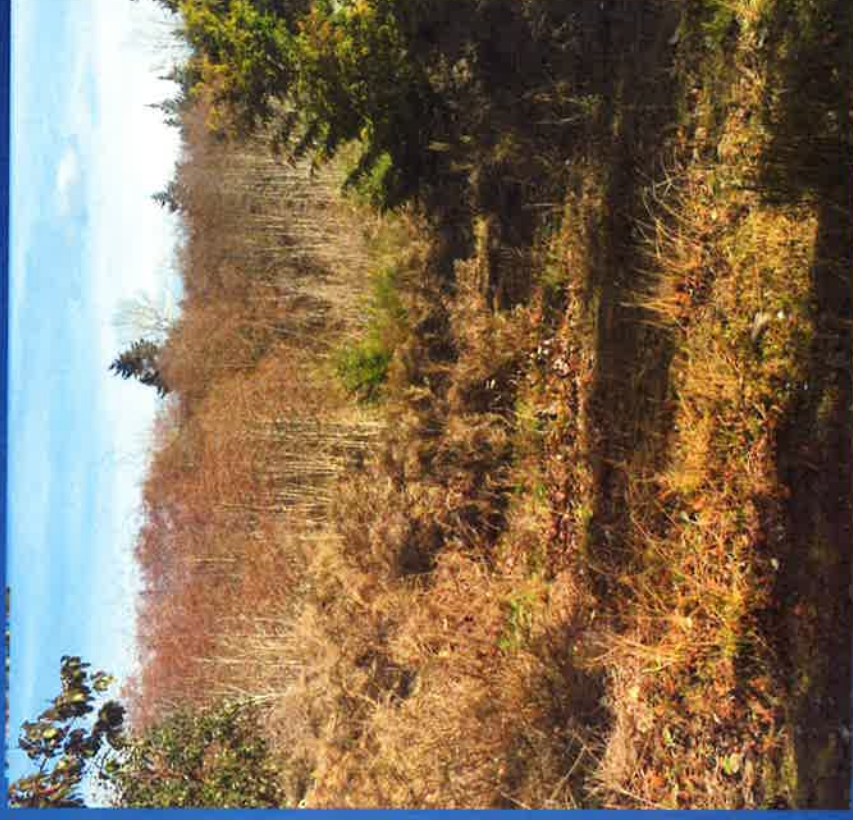


PRIORITIES

Pits - Prevention



April 2020



January 2021

Large amount of weedy wide spreads
on borders of county pits



- New project transplanting trees off county ROW and planting on borders of county pits.

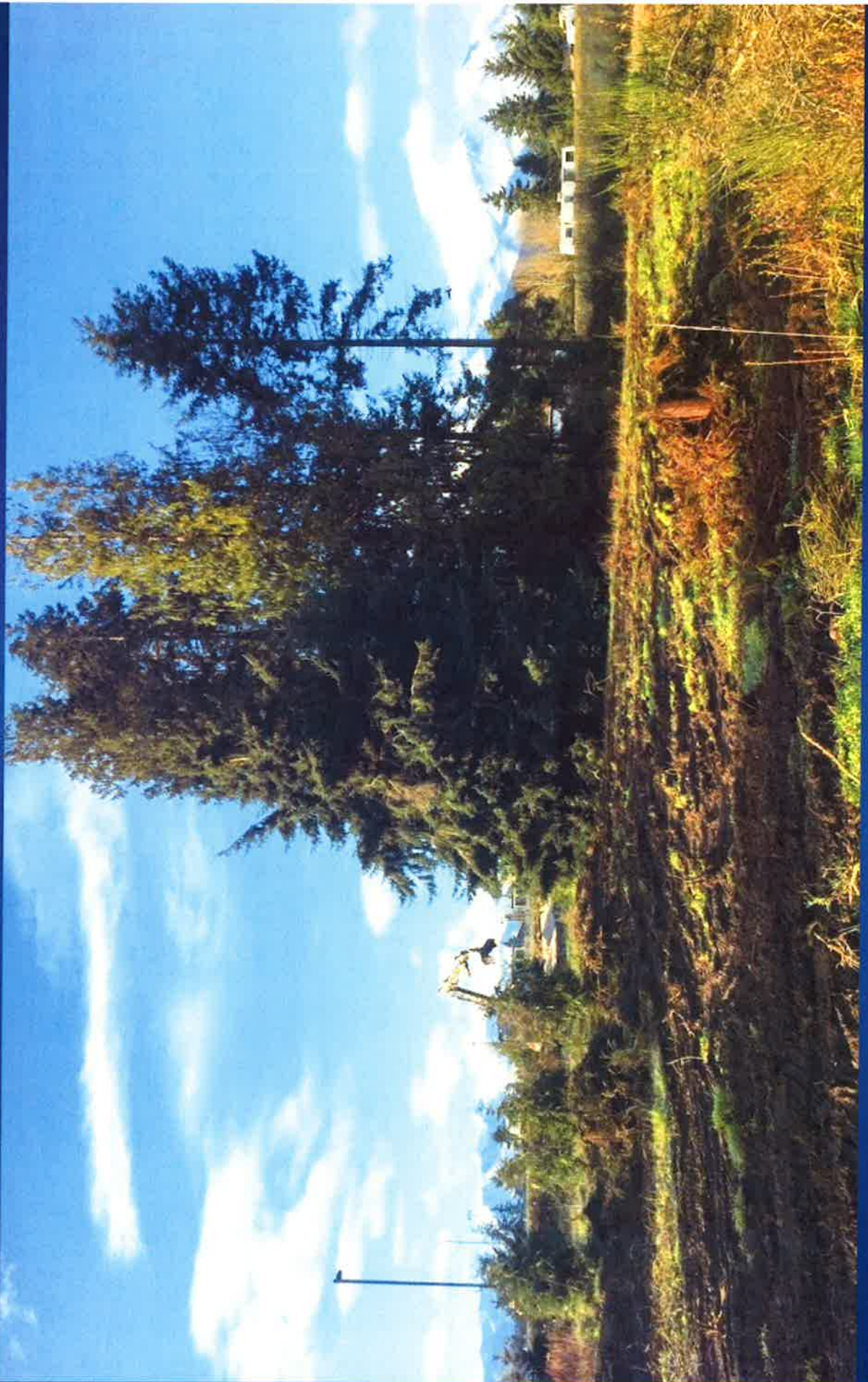
Feb. 2021

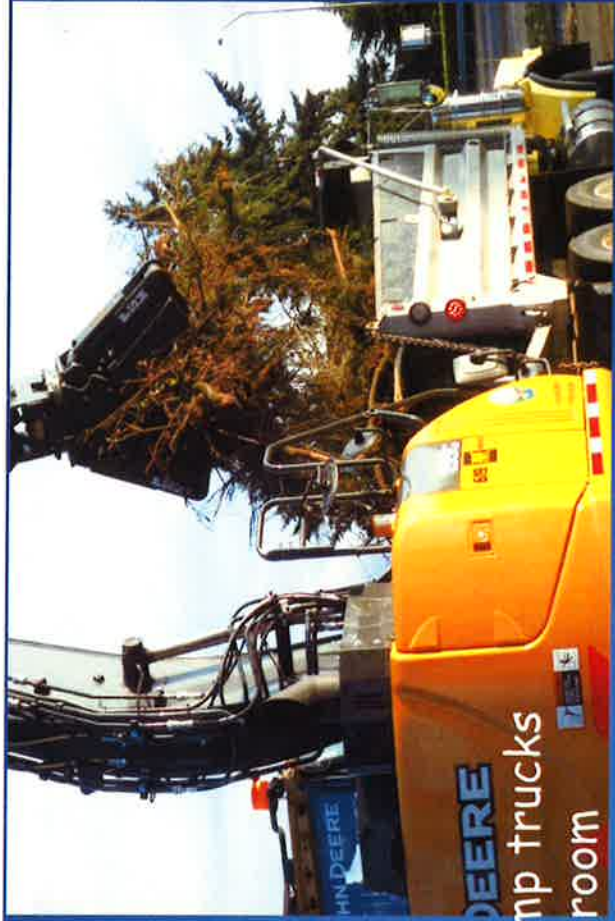
Projects 2020



Deer Park Scotch broom patch~ 2.5 acres







Over 30 dump trucks
of Scotch broom



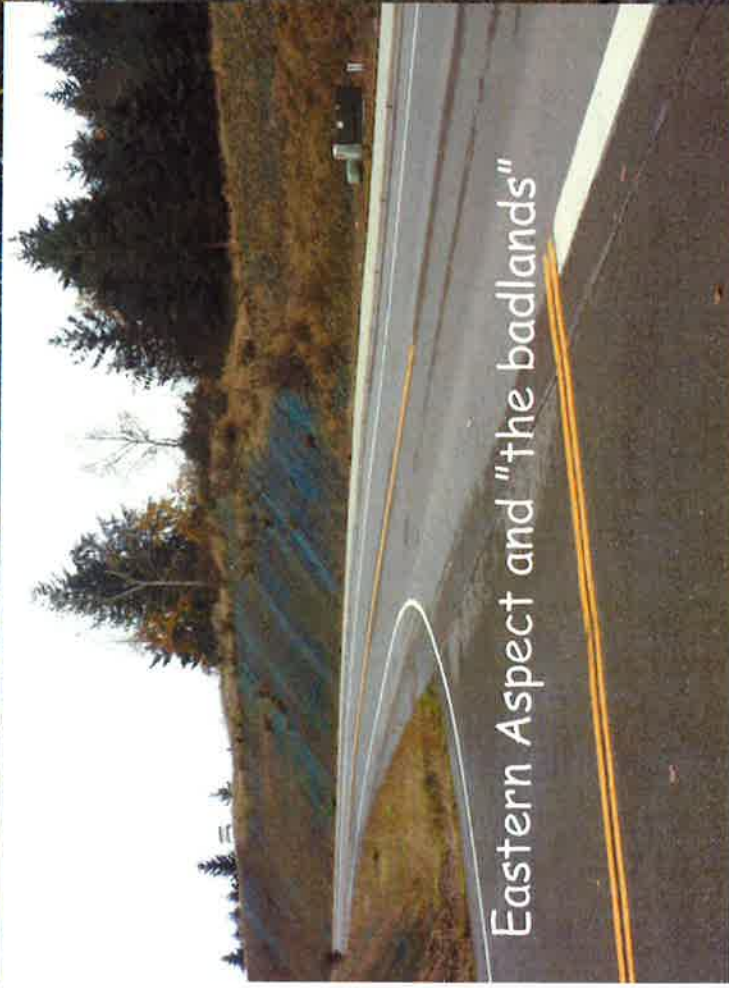




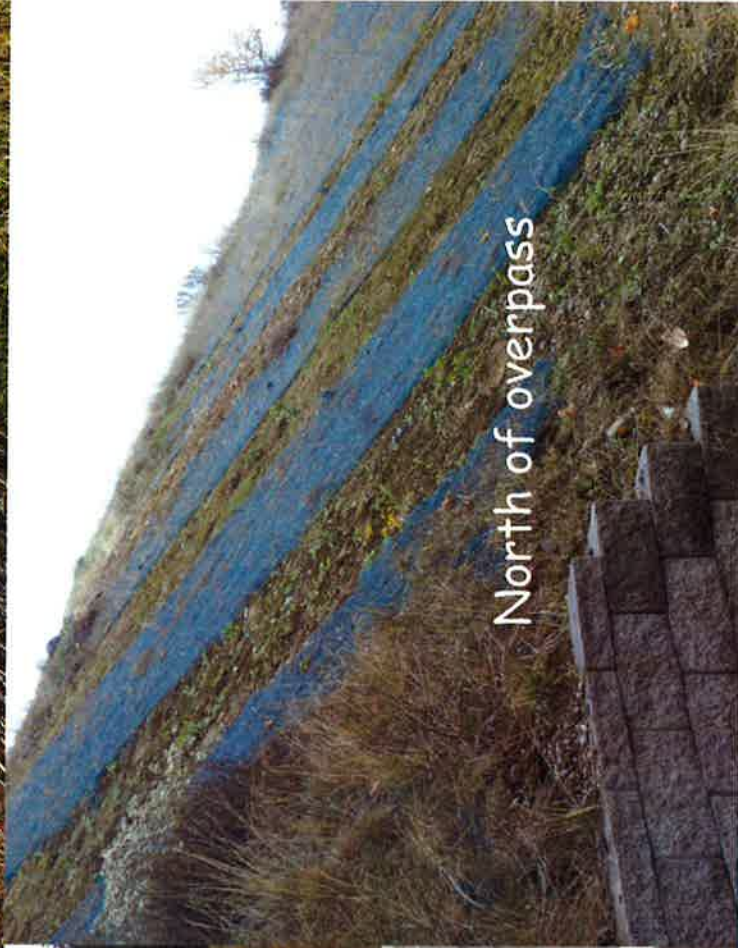
Northern Aspect



"oak savanna"



Eastern Aspect and "the badlands"



North of overpass

ODT berm (thistle hill)

August 2020

October 2020

ODT berm

8 species
646 plants



Twinberries (hard to see)



Other County Revegetation Sites



Hoko Ozette- 1700 plants
Dean Creek-65 plants
Ward Bridge- 140 plants
Gossett Bridge- 45 plants

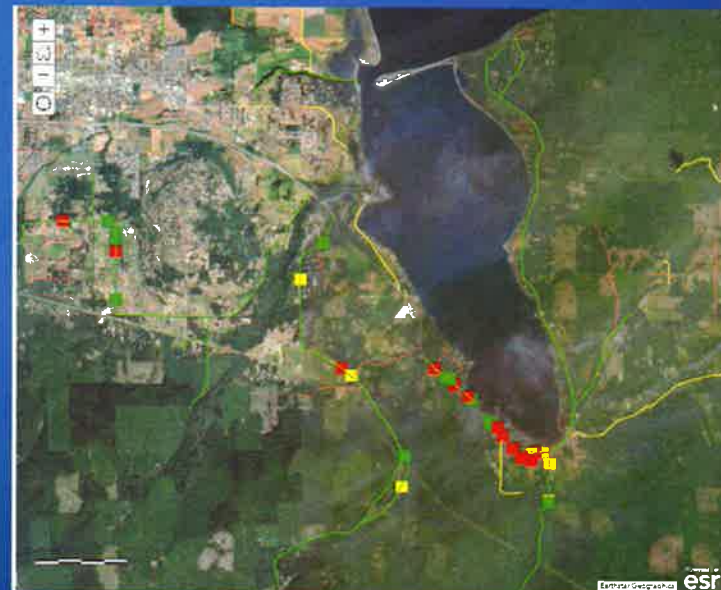
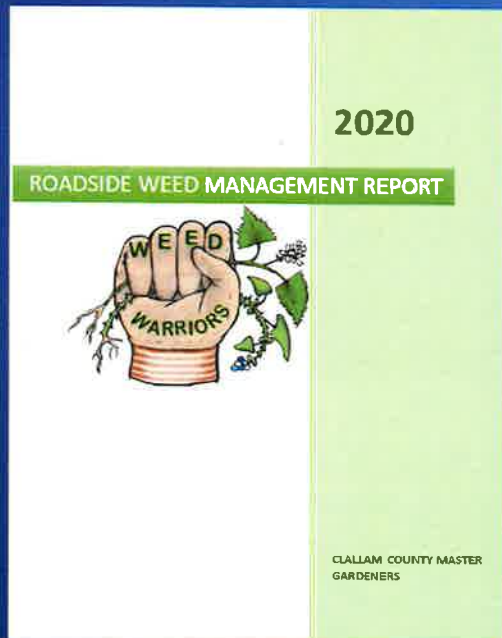
Monitoring/Projects

Monitoring: By WSU Master Gardeners
Roadside Weed Management Team

- 57 roads
- 400 hours
- Continued study on no mow pilot program
- Development of website
- Planning interpretive signs for pollinator program



Example of follow up point taking by RWMT

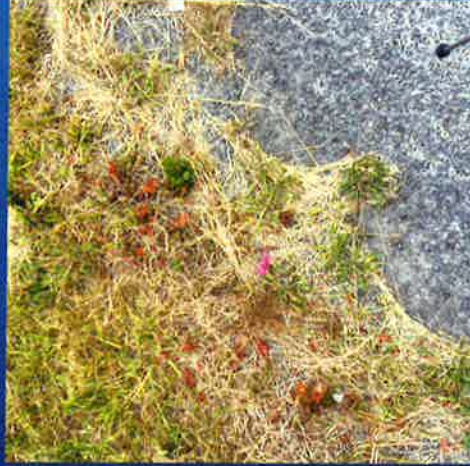


Report: included in annual report, posted online

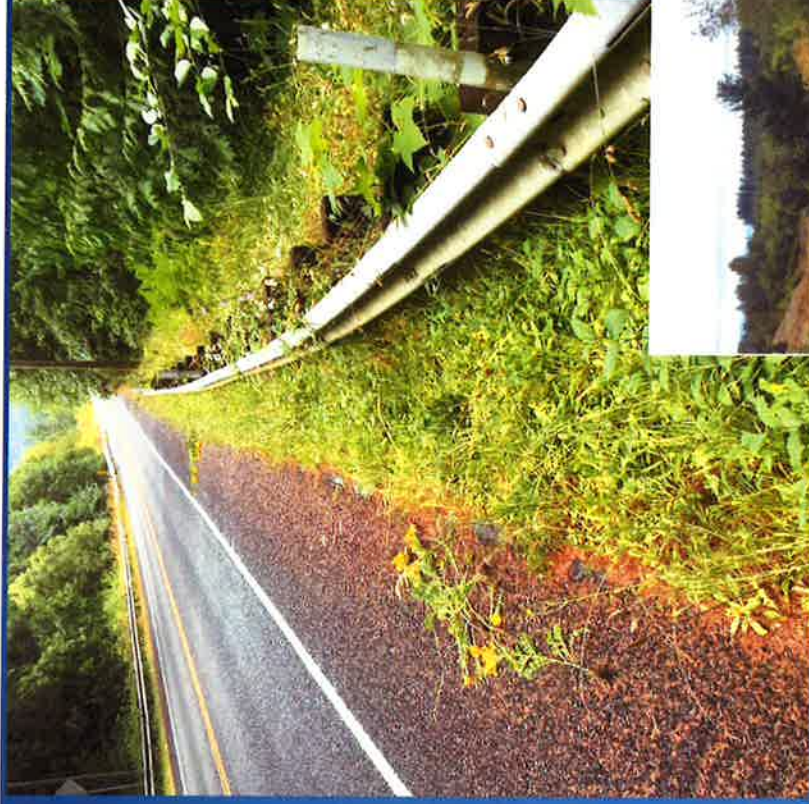
Retreatments



More small manual treatments, easier to find, and battles different life cycles



prevents seeding



Extra level of monitoring/ surveying

2021 IWM Work Plan

Communication:

- Synchronize IWM with Roads
- Chain Gang
- ODT (volunteering opportunities)
- Review/Strategize Pit Plans
- Listen-Department needs



Upcoming Volunteer Events

- Partnering with Broom Busters on Earth Day, April 22nd
- &
- Peninsula Trails Coalition April 28th Old Blyn Highway

2021 Pollinator Projects



ODT berm



County property
surrounding Deer
Park slopes



Deer Park slopes





Inhospitable environment, needs consistent watering in summer (once every two weeks minimum), labor intensive. WSU Master Gardener Coordinator assisted greatly in 2020



Polymers incorporated into planting for water retention. Hopefully will help reduce watering needs in summer





AGENDA ITEM SUMMARY

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

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4/12/21
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a30

Department: BOCC

WORK SESSION ☒ Meeting Date: 4-12-21 @ a30am

REGULAR AGENDA ☐ Meeting Date:

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 discussion with Serenity House on Monday will include two topics:

- 1) Homeless Trends and the current information from the Point in Time Count for Clallam County
- 2) Update on the Serenity House expansion including expected cost and timeline

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.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Serenity House

Relevant Departments: Board of Commissioners

Date submitted: April 7, 2021

* 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)

April 6, 2021 - City Council

▀ Serenity House of Clallam County

2018 to 2021 Homeless Trends

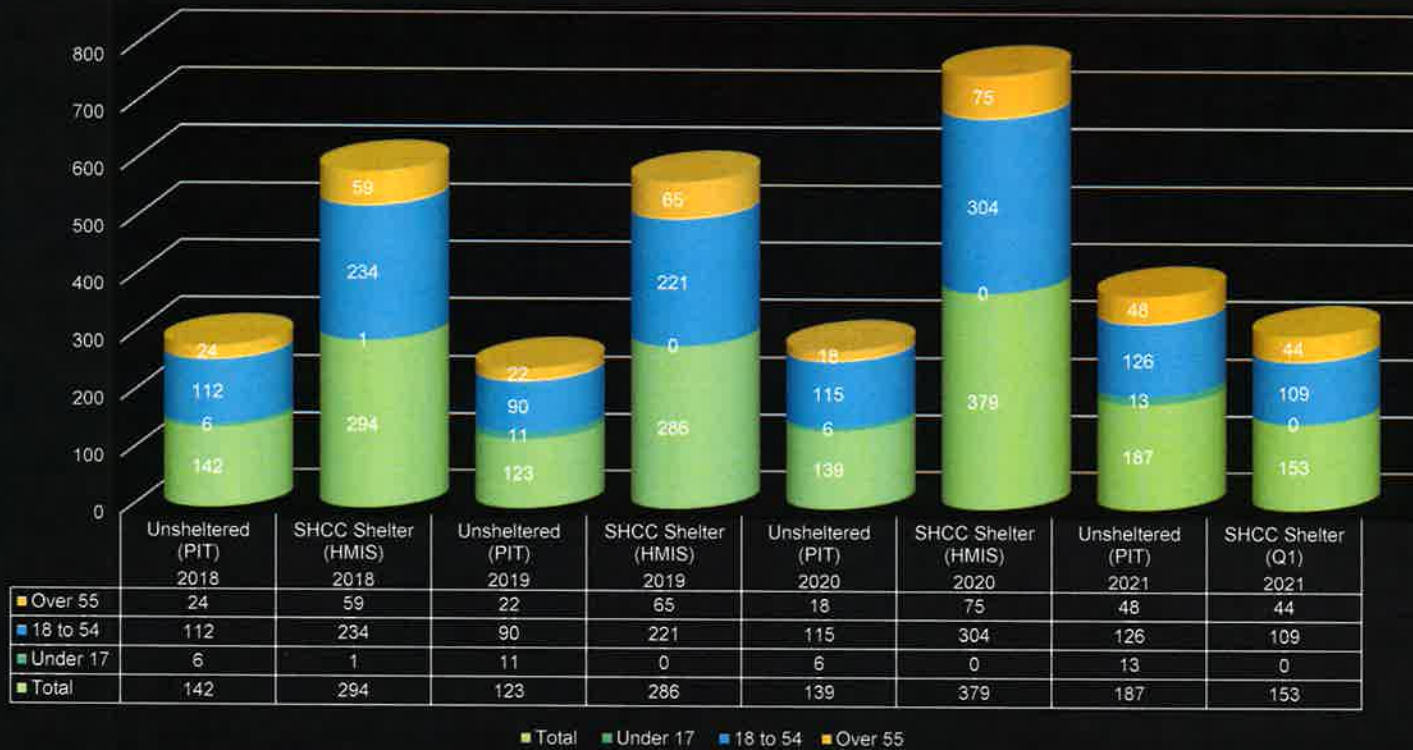


General Information

- Commerce Point In Time Count (PIT Count) is an annual event conducted by the community at a specific date. This year was January 28th.
- This year due to COVID many counties opted out of performing an unsheltered PIT count. Clallam conducted an unsheltered PIT count because this information is important for our community.
- Location of PIT count is all of Clallam County. Over 21 agencies provide both sheltered and unsheltered homeless counts. We collect specified data for Commerce to support strategic development and funding requests.
- Example:
 - Sheltered homeless data comes from intake documents taken at time of stay at Serenity House's Enhanced Congregate Shelter. Serenity House data is also public record through Homeless Management Information (HMIS) dash boards.
 - Unsheltered homeless data from PIT counts people living in tents, doorways, parking lots, woods, cars, and campers at the side of the road. Counts are provided by volunteer agencies that literally go to wherever we can find the homeless and conduct interviews.
- Interview forms are then submitted to Serenity House for data input into the HMIS/PIT count program. Commerce takes this data and combines it with sheltered occupancy on the night of the count to develop a full picture of sheltered and unsheltered homelessness. Full data from Commerce is generally available in May-June.



Combined PIT Count and Shelter



Year	Combined	Count
2018	Sheltered and Unsheltered	436
2019	Sheltered and Unsheltered	409
2020	Sheltered and Unsheltered	518
2021	Sheltered and Unsheltered	340 (SHCC totals for 2021 are from Q1)



Data Observations

- Over 55 is consistently between 80 to 95 – issues are that there are no extended care services for this demographic which are greatly needed
- 18-54 is between 311 and 419. There was a 25% increase between 2019 and 2020.
- 17 and under is consistent between 6 and 11.
 - The data below represents youth count from Serenity House programs and the Washington Office of Superintendent of Public Instruction (OSPI).

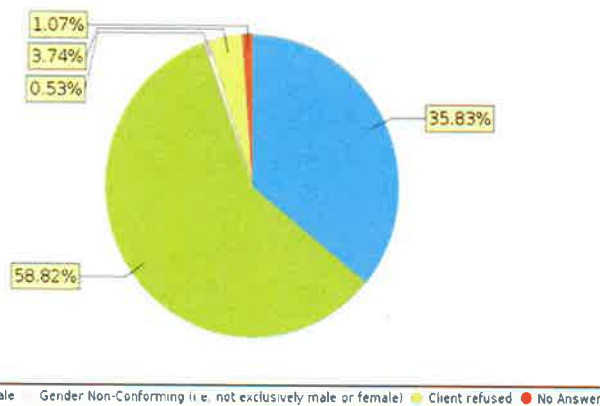
Year	Source SHCC -HMIS/OSPI-WEB	SHCC	OSPI	Total
2018	Program Numbers	28	603	631
2019	Program Numbers	131	411	542
2020	Program Numbers	194	Unavailable	
2021	Program Numbers (Q1)	129	Unavailable	



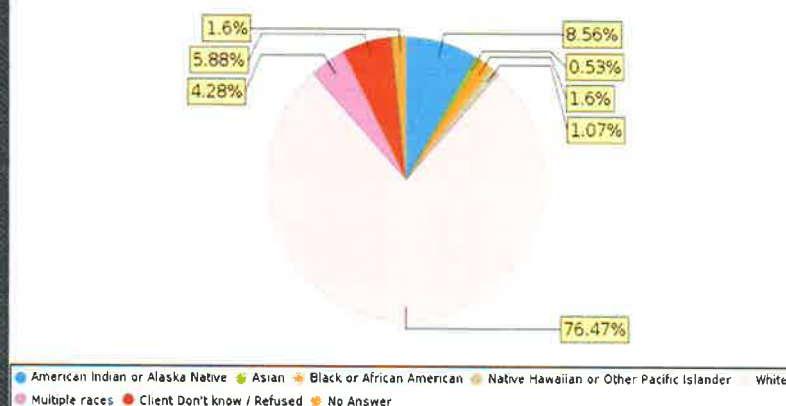
2021 demographics

- * 59% of homeless are male
- * 76 % are white
- ▶ * 90 % are from Clallam County or have family in Clallam County
- * 36% Disabled

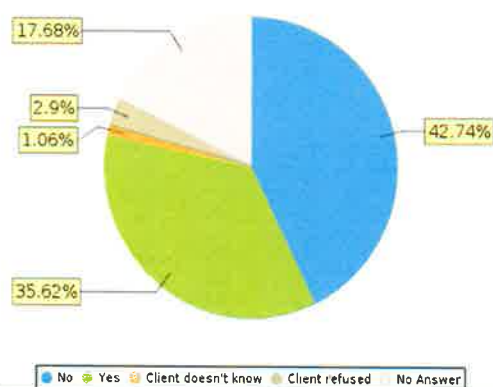
Gender



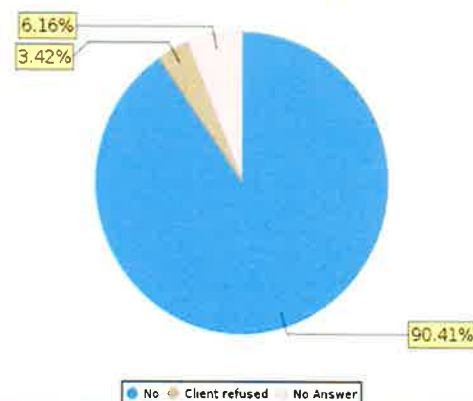
Race



Disabled Demographic (Adults & HoHH) Chart



Veteran Status - Adults Only



Community Challenges

Good News

- Serenity House being open 24X7 allows for homeless to stay at our site.
- 3 meals are served daily, creating food stability.
- Homeless can access Wrap Around Services because they are not turned out every day.
 - Medical care, vaccines, and substance abuse counselling is at the shelter weekly.
- SHCC shelter was approved to expand. Design is in permitting. Due to additional city permitting requirements SHCC is fundraising.
- United Methodist Church and Serenity House are partnering to provide additional services to youth.
- Shelter security protocol of 3 people per shift and neighborhood security continue to minimize police call outs.

Not so Good News

- Homeless with mental health or substance abuse problems have no good solutions when they have mental breakdowns.
- Aging – the homeless age faster and nursing home care does not exist due to low barrier. There are no facilities to house elderly or care agencies that come to a shelter. Agencies that come to PSH housing deny services if the person is under the influence or misbehaving.
- What should be done about the age group of 18 to 54 demographic - how do we do provide services?
- Youth count is difficult as many under the age 17 are couch surfing or staying places where they are difficult to find.
- We have a severe housing shortage. There are 145 households that qualify for housing subsidy on waiting lists for rentals.



Have Further Questions?

- You are invited to join our upcoming open house event!
- Wednesday, April 7th
- 3:00 PM-5:00 PM
- 2321 W 18th Street, Port Angeles



Serenity House of Clallam County Open House Event

Come Join Us!
April 7, 2021
3:00-5:00 PM
2321 W 18th Street, Port Angeles

Learn about our Enhanced Congregate Shelter model and the ongoing expansion project. Speak with staff, hear from agency leadership, and join our question and answer session!



www.serenityhouseclallam.org • www.facebook.com/SerenityHouseClallam



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4
4/12/21

Department: BOCC

WORK SESSION ☒ Meeting Date: 4-12-21

REGULAR AGENDA ☐ Meeting Date:

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| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other - Update |

Documents exempt from public disclosure attached: ☐

Executive summary:

Update on Sequim Health and Housing Collaborative:

The Sequim Health and Housing Collaborative was formed in response to the City of Sequim's desire to increase funding for vital social services in the Sequim community. The effort has grown substantially since its inception and today's presentation will update the Commissioners and the greater community on the impact being made by the SHHC as well as highlighting potential next steps for the organizations spearheading this collaborative effort.

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?)
Update on Sequim Health and Housing Collaborative.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Sequim Food Bank and Peninsula Behavioral Health

Relevant Departments: Board of Commissioners

Date submitted: April 5, 2021

* Work Session Meeting - Submit 1 single sided/not stapled copy
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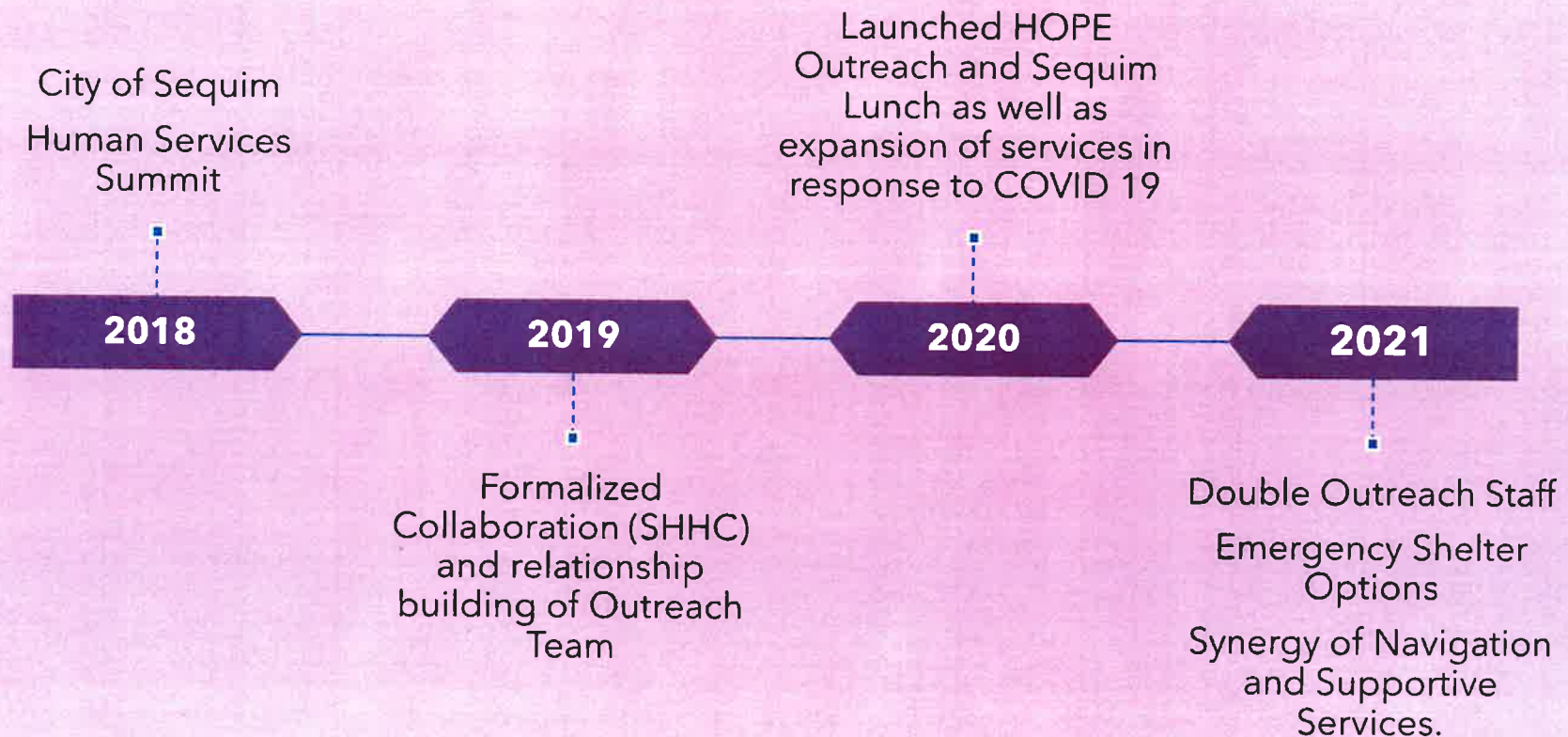
**SEQUIM HEALTH &
HOUSING COLLABORATIVE**

SHHC

Mission: To promote community health and pathways to housing with a synergistic and unified approach.

- Healthy Families of Clallam County
- Olympic Peninsula Community Clinic
- Olympic Community Action Programs
 - Peninsula Behavioral Health
 - Sequim Food Bank
 - Sequim Free Clinic

History of SHHC



Origin of the City's Human Services Summit

- City historically spent \$75,000 on human services each year
 - Internal gap analysis
 - Treatment - Access to Care
 - Housing - Homeless & Supportive
- *Martin v. Boise* decision
- Citizen complaints
- Council's desire to enforce livability laws
- Revisit human services funding strategy

WHO: Sequim's homeless, have a vehicle, RV or tent without a place to locate it, aware of local resources, mental health or substance abuse conditions, suspicious, trespassing, disturbances, chronically homeless.

NEEDS: Place to stay, gas fare, gas money, shower, laundry & food

GROUP A RESIDENT HOMELESS POPULATION

WHO: Transient, out of the area, passing through, may have mental health and / or substance abuse conditions, commit crimes such as shoplifting and trespass, most visible to public, panhandling, sleeping in motor homes, tents, etc.

NEEDS: Place to stay, gas fare, gas money, shower, laundry & food

SEQUIM'S HOMELESS

GROUP B TRANSIENT HOMELESS POPULATION

WHO: Active addiction, couch surfing, come in from County and surrounding cities, crimes of possession of controlled substances, thefts, burglaries, intent to sell.

NEEDS: Treatment / suboxone, mental health, Work Source / training, subsidized housing, teen drop-in center.

GROUP C ACTIVE ADDICTION

GROUP D HOMELESS FAMILY

WHO: Have families, minimal income or one income, displaced by hard times, domestic situations.

NEEDS: Healthy families, housing, mental health, childcare, access to available resource centers, job training / retraining, education.



City Council Adopted Guiding Principles

- Focus on outcomes and results rather than on the identity of the provider
- Encourage provider collaboration to achieve the best value
- Collaborate with all funding sources to maximize funding investments
- Consider prioritizing funding for areas that have been identified as the greatest need for the citizens of the City of Sequim



The Summit

- Attended by approximately 50 human services stakeholders
 - Agreed upon gaps in service
 - Identified solutions for solving them
- Council approved a single RFP for full \$75,000
 - Designed to implement Guiding Principles
 - Focused on sheltering, food insecurity, substance use disorder, and physical and mental health



SHHC Goals

- Research Needs and Gaps of Service
- Address Health and Access Disparities in Sequim
- Build Capacity and Increase Access to Services in Sequim
- Build Campaign for Capital Project (Solution Center)

HOPE Outreach Encounters

HOPE Outreach had
832 Encounters in the
2020 Year.

44% Street Outreach
and SPD Ride-Alongs

26% Online Requests

27% Mass Food
Distribution and Sequim
Food Bank

3% Community Lunches

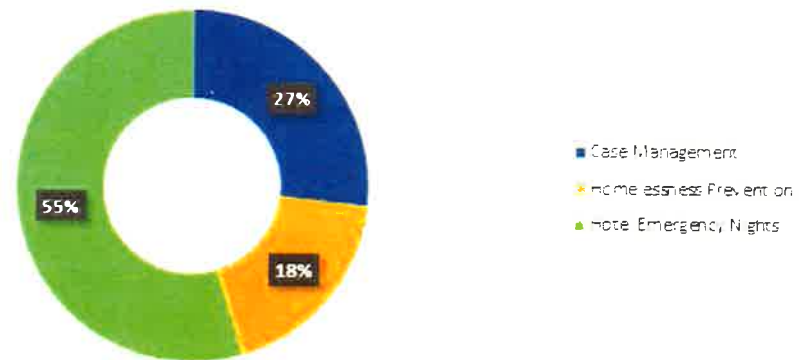
Community Lunches



The 832 Encounters Resulted In...

- 54 Households were prevented from Homelessness (\$45,682 Dollars)
- 78 Households were enrolled in Intensive Case Management Programs
- 160 Nights of Emergency Shelter were provided for households who for varying reasons were unable to or did not qualify for traditional Shelter options (i.e. families, medically needy) that were impacted directly by COVID-19.
- 569 Nights of Emergency Shelter were provided for Sequim Residents through Healthy Families in 2020 - outside of SHHC or COVID Funding

HOPE Services Provided





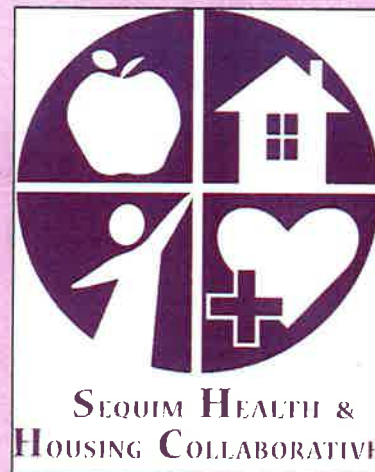
Food Distribution

- The HOPE Team works with Sequim Food Bank and Sequim Police Department:
 - Outreach at Traditional Food Distribution Days and Family Holiday Meal Bags
 - Partnering for Sequim Free Lunches
- Medi-Van Outreach



Looking Ahead

1. Continue Expanding Sequim-centric Human Services
2. Expand Formal Partnerships
3. Solution Hub Feasibility and Capital Project Development



5
4/12/21



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Executive summary:

Charter Review Commission Recommendation - Third Party Review of County ordinances

The Charter Review Commission forwarded a formal recommendation to the BOCC as follows: "The BOCC and the DCD shall jointly agree to commission a third party review of the County ordinances and solicit a report on proposed changes to ordinances and operating procedures to clarify the roles and responsibilities of the DCD. The BOCC will consider, after public review and hearings, any proposed ordinances for adoption within 120 days of the receipt of the commissioned report. BOCC shall place on the November 2022 ballot, if needed, any necessary charter changes to clarify the powers and duties of an elected DCD Director."

The Prosecuting Attorney's Office has produced a legal memo outlining the relative scope(s) of responsibility, and potential conflict, between the BOCC and the DCD which helps to clarify the basic working relationship. In discussions at a previous work session, Director Winborn agreed that our Prosecuting Attorney's office would be appropriate to take the lead in addressing the specific recommendation, namely performing a third party review of the County ordinances and producing a report with proposed changes that would clarify the roles and responsibilities of the DCD.

The purpose of today's discussion will be to engage all parties (DCD, BOCC and Prosecutor's Office) to develop a mutually agreed-upon plan and timeline for addressing this recommendation. Assuming that the end result is a report with proposed changes, the next step in the process would be to set one or more public hearings to solicit testimony from the public on these proposed changes.

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

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

Charter Review recommendation 4-12 DCD.docx

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

Revised: 3-04-2019

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Charter Review Commission Recommendation - Third Party Review of County ordinances

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Department of Community Development, Charter Review Commission

Relevant Departments: Board of Commissioners, Department of Community Development, Prosecuting Attorney's Office

Date submitted: March 17, 2021

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

Charter Review recommendation 4-12 DCD.docx

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

Revised: 3-04-2019

CLALLAM COUNTY PROSECUTING ATTORNEY

MARK B. NICHOLS

PROSECUTING ATTORNEY

223 EAST 4TH STREET, SUITE 11
PORT ANGELES, WA 98362
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NOT CONFIDENTIAL

To: County Commission
DCD Director Winborn
From: DPA David Alvarez
Date: March 16, 2021
Re: Review of possible areas of conflict between DCD Director and BoCC

Background: The 2020 Charter Review Commission exercised its authority to send a recommendation to the County Commission, specifically, and to paraphrase, identify the sources of the conflict known to occur or that might occur between the DCD Director and the County Commission or BoCC. One such conflict arose from specific circumstances known to all. Thus, it is entirely possible that there will not be conflicts in the future between the DCD Director and the BoCC.

To the extent there have been or will be conflicts between DCD and the BoCC, the likely cause of such conflicts is that the executive authority of the BoCC may infringe upon or overlap the executive authority of the DCD Director pursuant to the text of the Home Rule Charter. And like the BoCC the DCD Director is an elected official, responsible only to the electorate. Clallam's DCD Director is believed to be the only elected planning director in the United States.

To understand why conflict might arise, the reader needs to know the state laws relating to each of the positions.

State laws: Although Clallam County has had a Home Rule Charter since 1976, the existence of the charter only supplements or amends Chapter 36.32 RCW, which is the general statute governing counties. That state law reflects that counties are "creatures" of the State of WA, and counties are formally known as "political subdivisions of the State of WA." It is probably best to think them as a corporation of sorts, a "municipal corporation" with the BoCC as the governing body akin to a corporation's Board of Directors. The powers of the BoCC are listed at RCW 36.32.120 and can be summarized as follows:

- Provide for the construction and repair of county buildings

- Create or discontinue county roads
- License ferries and grant licenses for groceries
- Fix the amount of county taxes to be assessed
- Audit the accounts of the persons responsible for handling county money
- Ultimate responsibility for county property and county money
- To Sue and be sued
- Enforce local police power regulations that don't conflict with state law
- Utilize such other powers granted to the BoCC by other state laws
 - Planning under The Growth Management Act might fall under this broad umbrella
- Forgive debt owed to the County
- Administer oaths and affirmations as needed
- To define what is a "public nuisance" and collect "special assessments" chargeable against landowners who own property cleaned up at the expense of the county.

While some of these powers are anachronistic, the core powers of taxation, regulation, roads, and the fiduciary duty regarding public monies remain fully relevant today. As does the ability of the BoCC to control litigation, be it as a Defendant or Plaintiff since a suit against the County is, in reality, a suit against the municipal corporation.

Despite the Home Rule Charter, the BoCC is both the legislative branch of county government and in a limited way, the executive branch of the county, as it supervises Roads, Health and Human Services, Risk Management, Human Resources and probably other divisions. Yes, there are elected officials doing "executive branch" work, specifically the Auditor, Assessor, Treasurer and Sheriff, but the BoCC supervises some of the executive branch.

The head honcho of any city or county planning department, whether elected or not, and regardless of their exact title, functions pursuant to a different set of state laws and their related WACs.

- Planning Enabling Act, Ch. 36.70 RCW
- Growth Management Act, Ch. 36.70A RCW

- Land Use Petition Act, Ch. 36.70C RCW
- State Environmental Policy Act, Ch. 43.21C RCW
- Shoreline Management Act, Ch. 90.58 RCW
- Watershed Planning, Ch. 90.82 RCW, this one creates the WRIAs.
- Building code
- Fire code
- And others that are too numerous to mention

Pursuant to the Planning Enabling Act, Community Development and the County Planning Commission jointly make up the “planning agency,” which is created to draft and recommend Comprehensive Plans and development regulations for possible enactment by the BoCC.

It is also the job of the DCD Director to see that the County obtains and maintains compliance with the many laws and regulations that govern the development of land and the activities that may be undertaken at any specific location. In most cases, the only way to obtain and maintain compliance with these many laws that fall under the rubric of “land use” or “environmental law” is through enactment of legislation. Only the County Commission can enact or repeal legislation.

But our county is a Home Rule Charter county and the existence of the charter means the Charter may, but does not have to, contain text that changes/enlarges/decreases the respective roles of the BoCC and the DCD Director. So we need to examine the Charter’s text.

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Home Rule Charter: Here is the relevant text

County Commission	DCD Director
§§ 2.10, 2.20, 2.30	§4.25
Section 2.10: The Board of County Commissioners The legislative and executive body shall be the Board of County Commissioners, hereafter referred to as the "Commissioners." Section 2.20: Composition and Term of Office The Board of County Commissioners shall consist of three members. The Commissioners shall be nominated by the voters from each of the three districts and elected by the voters countywide for a term of four years as provided in this Charter. (Amendment proposed by the Charter Review Commission and approved by the voters November 3, 2015.) Section 2.30: Powers 2.30.10: Legislative Power The legislative power of the county, not reserved to the people, shall be vested in the Board of Commissioners. The Commissioners shall exercise their legislative power by adoption and enactment of ordinances; shall levy taxes, appropriate revenue and adopt budgets for the county; shall establish the compensation to be paid to all county officers and employees and shall provide for the reimbursement of expenses. Except as otherwise provided in this chapter or by ordinance, they may have the power to establish, abolish, combine or divide offices, departments and agencies; establish their powers, duties and responsibilities as provided by law or ordinance. They shall have the power to adopt by ordinance, comprehensive plans for the present and future development of the county. They shall have the power to conduct public hearings	The Director of the Department of Community Development shall administer, enforce and advise the County Commissioners on all laws, except health, with respect to the environment, natural resources, and land and shoreline development, including, but not limited to, zoning, land divisions, environmental policy, building and fire codes, forest management, mining, agriculture, watershed planning, and floodplains. The Director shall prepare and present to the County Commissioners for consideration of adoption by ordinance, with or without amendment, comprehensive or other plans and use or development regulations for the use and physical development of the county. In addition to Section 4.20 of this Charter, state law generally applicable to county officers shall apply to the Director. It is the intent that the Director have the administrative and managerial rights and responsibilities common to elected officers. Ordinances shall be reviewed and amended, if necessary, by December 31, 2004 to incorporate changes required by the conversion from an appointed administrative position to an elected office. Until such time as the review is

to assist them in the performance of their legislative responsibilities; to subpoena witnesses, documents and other evidence and to administer oaths. Any witness appearing before them shall have the right to be represented by counsel. The enumeration of particular legislative powers shall not be construed as limiting the legislative powers to the Commissioners as provided by law. 2.30.20: Executive Power The executive power of the county shall be vested in the Board of Commissioners except those powers assigned to other elected officials and other elected boards and commissions by law. The Commissioners shall exercise their executive power by executing and enforcing laws and ordinances; interpreting ordinances, resolutions and policies; employing and discharging personnel; appointing and removing members of boards and commissions; directing the preparation of the budget; conducting or serving on boards and commissions; signing or causing to be signed contracts, vouchers, deeds and other instruments. The Commissioners shall delegate duties, functions and responsibilities but will remain accountable for all executive actions.	complete and amendments, if any, adopted, the duties and responsibilities set forth therein with respect to the administrative Director of the Department of Community Development shall apply to the elected Director
---	---

Reading those Charter provisions one sees the BoCC has every executive power “except those powers assigned to other elected officials,” while the DCD Director has the power to “administer, enforce and advise the County Commissioners on all laws, except health, with respect to the environment, natural resources, and land and shoreline development, including, but not limited to, zoning, land divisions, environmental policy, building and fire codes, forest management, mining, agriculture, watershed planning, and floodplains.”

Thus, the list of powers of the BoCC found in the Charter is non-exclusive since its authority extends to everything “except,” while the Charter provides the DCD Director with an exclusive or complete list of his or her authority.

So where might conflict arise between the BoCC and the DCD Director?

A conflict may arise if some future BoCC enacts an Ordinance to alter the text of the Charter §4.25 and thereby alter the role or authority of the DCD Director. Such an Ordinance would have to be approved by a majority of those qualified electors voting at the next election according to §11.20.040 of the Charter.

A conflict may arise over budgeting if an enacted County budget does not provide Community Development with the quantity or quality of resources the DCD Director believes is necessary to comply with the laws listed on pages 2 and 3 of this memo. Given the perpetual nature of insufficient revenue local governments work under, DCD and all the other departments will have to come to a “grand bargain” that will presumably leave everyone a little bit dissatisfied. One way that budgetary conflict is avoided is to provide each department with what a lay person would call a “lump sum” appropriation and the department can then shift funds within its subcategories as long as the lump sum amount is not exceeded. A second way this budgetary conflict is avoided is the ability of a department head or elected official to ask for a budget supplement as the year progresses.

A conflict may arise over legislation. Hypothetically, this conflict would arise if the BoCC chose to enact legislation in the “land use” or “environmental law” arena despite the DCD Director either recommending different text for enactment or expressly asking that such legislation not be enacted. While the DCD Director would be powerless to stop such unwanted legislation, the BoCC would be facing the reality that it was, by enacting such an Ordinance, overriding or ignoring the opinion of the very county agency holding the expertise regarding land use or environmental laws. The idea of a local government divided internally might be enough to prevent this possible conflict from ever occurring.

A conflict may arise over personnel and personnel decisions. Hypothetically, this conflict would arise when the DCD Director chooses to terminate or reassign an employee working in his or her department. In such a circumstance, the DCD Director will be required to follow federal and state law, the established County policies and the direction provided to him/her by Human Resources due to the Home Rule Charter at §2.30.20.

A conflict HAS ARISEN in the PAST in the context of litigation arising from a “final land use decision,” specifically a building permit application. As happens in every land use litigation the municipal corporation known as Clallam County was named as a Defendant, AND the current DCD Director was named as a co-Defendant. Note land use litigation does not always include naming a specific County official or employee as a co-Defendant to the local government.

When the Plaintiff in this now-closed litigation alleged its building permit application would not be able to obtain a fair and impartial review by DCD, the County Commission, based on its statutory authority to sue and be sued pursuant to RCW 36.32.120(6)¹, considered the litigation and hired an outside planning consultant to provide an impartial and neutral review of the building permit application. The BoCC asked the outside firm to compare the application to the County’s development regulations. The BoCC was asking the outside firm to be the “planning department” for the County for ONLY this specific building permit application. The County Commission did so as part of its litigation strategy.

Supplanting the reviewing function of DCD by hiring an outside firm to review a particular building permit application is what created the conflict between the DCD Director and the BoCC. This supplanting of the review function appears to be in direct conflict with the Charter §4.25, which states the DCD Director (or his/her staff) is responsible for “administer(ing), enforce(ing) and advis(ing) the County Commissioners on all laws, except health, with respect to the environment, natural resources, and land and shoreline development...” Deciding whether to grant a building permit by reviewing what the applicant has submitted fits snugly into “administering” and “enforcing” the development regulations in place that apply to a specific application.

¹ “...and in the name of the county prosecute and defend all actions for and against the county....”

While the DCD Director's ire is well-grounded upon Charter §4.25, the text of the Home Rule Charter must give way to the higher authority of state law found at RCW 36.32.120(6), where two duties are imposed on all County legislative bodies, regardless of whether there is also at play a Home Rule Charter. Those twin duties are 1) "have the care of the county property and the management of the county funds" (a fiduciary duty), and 2) "in the name of the county prosecute and defend all actions for and against the county."

In short, the decision to hire an outside firm to review the building permit application was done to possibly speed up resolution of the litigation and resolve the litigation at a smaller cost to the county. The RCW clearly states control of litigation against the County rests with the BoCC.² Conversely, any planning director, including the DCD Director, must impartially implement and interpret development regulations enacted by the BoCC, and a planning director risks being named as a defendant in litigation when (s)he expresses an opinion as to whether a particular development regulation or a specific application is "good" or "bad."

But certainly, all parties involved want to avoid this type of conflict arising again.

This conflict can be easily avoided with a well-reasoned and thorough staff report supporting DCD's decision to either grant or deny the permit applied for as long as there is no separate statement or action by any DCD personnel, including the Director, that shows or may be perceived as showing bias and a lack of impartiality towards the applicant. Such a detailed staff report makes the County's legal defense under LUPA or Ch. 64.40 RCW easier.

CONCLUSION

Because the authority of the BoCC rests upon state law and is a list of enumerated and unstated powers while the DCD Director's authority comes from the Home Rule Charter and is purely enumerated, the BoCC has more powers and the BoCC and the DCD must "work in unison" when any of the five possible conflicts listed above arise. Signed by David Alvarez

² The DCD Director is correct that simply because an applicant asserts it is not able to obtain an impartial review of its application by DCD and files a lawsuit, does not mean the applicant is therefore entitled to a substitute reviewing agency. And yet that is not what occurred in this specific case because there was the extra wrinkle of the Director being a co-Defendant for allegedly showing bias against this applicant and allegedly pre-deciding that the application should not be granted.

Memo studying potential for conflict between BoCC and DCD Director
NOT CONFIDENTIAL
March 16, 2021
Page 9



AGENDA ITEM SUMMARY

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

6
4/12/21
4b

Department: BOCC

WORK SESSION ☒ Meeting Date: 4-12-21

REGULAR AGENDA ☒ Meeting Date: 4-13-21

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

Item summary:

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

Executive summary:

Congress reinstated the appropriation of funding to local governments and non-profits much like earmarks but now rebranded as Community Project Funding. The Jamestown S'Klallam Tribe submitted a proposal for FY2022 Community Project Funding for consideration for constructions of a roundabout on Highway 1010 at Sophus Road in Blyn, Washington. The Tribe completed a planning study and recently gained approval from the Washington State Department of Transportation for construction of a roundabout to calm traffic and create a safe pedestrian access to the Olympic Discovery Trail. This project benefits our entire community as Highway 101 is one of the most critical pieces of infrastructure in our region.

The Jamestown S'Klallam Tribe is requesting letters of support of Community Leaders to help direct this funding.

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?)
Review and approve a letter of support.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Jamestown S'Klallam Tribe

Relevant Departments: Board of Commissioners

Date submitted: April 6, 2021

* 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)



MARK OZIAS, District 1, Chair
RANDY JOHNSON, District 2
BILL PEACH, District 3

Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493
Email: commissioners@co.clallam.wa.us

RICH SILL, County Administrator

April 13, 2021

Representative Derek Kilmer
332 E 5th St
Port Angeles, WA 98362

Re: Letter of Support for Jamestown S’Klallam Tribe - Traffic Calming and Pedestrian Safety in Blyn, Washington

Dear Representative Kilmer,

The Clallam County Board of Commissioners is aware that the Jamestown S’Klallam Tribe submitted a proposal for FY2022 Community Project Funding consideration for construction of a roundabout on Highway 101 at Sophus Road in Blyn, Washington. This letter demonstrates our support for their efforts to improve vehicle safety and provide traffic calming in an area that has seen increased congestion and accidents in recent years, and we are particularly interested in supporting a solution that affords a safe, much-needed crossing that connects the Olympic Discovery Trail to homes, businesses and lodging on the south side of the highway. Public safety is a high priority for Clallam County and we look forward to any improvements in this arena.

Given the short timeline for submission to the “Community Projects” list your office is accumulating we have not had the opportunity to fully-vet the roundabout design and wish to better understand the analysis that WSDOT has done to elevate the roundabout as the preferred alternative at this location. We also look forward to reviewing the feedback to this project generated by other interested parties such as the Peninsula Trails Coalition and our Regional Transportation Planning Organization.

Please accept this as an enthusiastic letter of support for the goals of this project, with the recognition that we simply need to know more before endorsing a specific design solution.

Sincerely,

Clallam County Board of Commissioners

Mark Ozias, Chair

Randy Johnson

Bill Peach

Intersection Control Evaluation

US 101 at Sophus Road

March 2021



SCJ ALLIANCE
CONSULTING SERVICES

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US 101 at Sophus Road

SR 101 MP 270.99

Intersection Control Evaluation

March 2021

Region Traffic Engineer Approval:

Sarah Ott, P.E.

Olympic Region Traffic Engineer

Date

HQ Traffic Approval:

Brian Walsh, P.E.

State Traffic Design & Operations Manager

Date

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Appendix A	Turning Movement Counts and Traffic Volume Calculations
Appendix B	Capacity Analysis Worksheets
Appendix C	Intersection Alternative Layouts

1. STEP 1 – BACKGROUND AND PROJECT NEED

1.1 BACKGROUND

The Jamestown S’Klallam Tribe desires to improve the intersection of US Highway 101 and Sophus Road to improve safety by reducing travel speeds and providing a safer crossing for bicycle/pedestrians. This Intersection Control Evaluation (ICE) report has been prepared to determine a preferred future intersection control type. US Highway 101 is a north/south highway that connects most of the West Coast of the United States, running from Los Angeles, California to Olympia, Washington. As it passes through Clallam County on the north edge of the Olympic Peninsula, it serves the community of Blyn including a project area that is centered on Jamestown S’Klallam tribal land. The highway through the project area is located adjacent to mixed retail, tribal government buildings, and the Olympic Discovery Trail. The Washington State Department of Transportation (WSDOT) has classified this portion of US 101 primarily as a rural principal arterial. The route has a speed limit of 45 mph with an estimated 2019 daily traffic volume (AADT) of 17,000 vehicles per the WSDOT Traffic GeoPortal. The site vicinity map is shown in **Figure 1-1**.

Figure 1-1. Site Vicinity Map



1.2 BASELINE AND CONTEXTUAL NEEDS

The baseline need for the US Highway 101 and Sophus Road intersection is to ensure safe and acceptable operational performance. Due to high operating speeds, high vehicle volumes, and increased pedestrian activity at the intersection, the Tribe is looking to increase safety and efficiency for all users at the intersection. The Olympic Discovery Trail currently runs along the north side of US 101 through this area and the Tribe would like to connect the trail to the south side of the highway for safer pedestrian access to the tribal businesses.

Baseline Needs

- Connect Olympic Discovery Trail to Tribal businesses on south side of US 101
- Increase pedestrian safety across US 101 to/from Olympic Discovery Trail
- Increase vehicle safety at intersection
- Improve operational performance of intersection

Contextually, US 101 provides the main connections to/from Port Angeles, Sequim, and the northern Olympic Peninsula and other parts of the Puget Sound region. Within this context the highway needs to accommodate inter-regional through traffic and freight traffic. Additionally, Tribal properties, businesses, and households are accessed by several intersections along US 101 through the project area which means the highway is vital for tribal activity as well.

Contextual Needs

- Accommodate inter-regional tourism and freight traffic
- Accommodate high vehicle speeds
- Ease of access to tribal properties located along the corridor

1.3 EXISTING CONDITIONS

US Highway 101 is a heavily traveled corridor in this area as it is the quickest route from other parts of Puget Sound area to Port Angeles and the northern Olympic Peninsula. Sophus Road and US 101 is a three-legged intersection with no northern leg. At this location, US Highway 101 has one through lane in each direction, a left-turn lane for the westbound approach, a right turn lane for the eastbound approach, and an add lane for northbound left turns onto US Highway 101 from Sophus Road. Sophus Road is a three-lane roadway section consisting of one southbound lane, one northbound left turn lane and one northbound right turn lane. The northbound left and right lanes are stop controlled, and the eastbound/westbound lanes are free flowing.

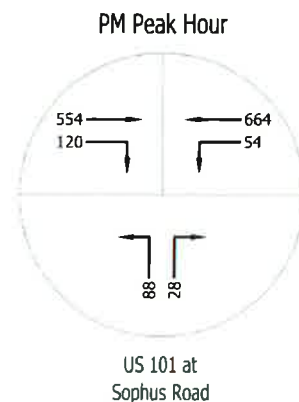
With the Olympic Discovery Trail lying directly to the north, the Tribe has seen an increase in the amount of non-motorized trail users crossing the highway to access tribal businesses on the south side of the road. Although the collected turning movement count data (shown in **Appendix A**) did not catch any of these non-motorized users, it is visible in the aerial that the non-motorized users have created and are maintaining a path through the vegetation between the trail and the intersection. The study intersection is shown in **Figure 1-2**.

Figure 1-2. Existing US 101/Sophus Road Intersection

1.3.1 2020 Turning Movement Counts

Figure 1-3 shows the existing PM peak hour traffic counts. These counts were taken on Tuesday, September 22, 2020, with data collected between 4:00 PM and 7:00 PM. The turning movement counts are included in **Appendix A**.

As the traffic count data was collected during the COVID-19 pandemic when traffic activity has typically been reduced, this data was evaluated to determine if adjustments to approximate more “normal” traffic patterns would be necessary. The existing count data from the nearest WSDOT Permanent Traffic Recorder (PTR) #RO23S on US 101 was obtained and evaluated to make this determination. Looking at the PTR data, traffic volumes were much lower than the previous year in March and April when the pandemic first hit the state. However, by July 2020 volumes had basically normalized from what they were a year prior. No adjustment was made to the traffic count data.

Figure 1-3. Existing 2020 Analysis Volumes

1.3.2 2020 Intersection Traffic Operations

The intersection is currently operating at a level of service C with 20.7 seconds of average vehicle delay, which meets the WSDOT level of service C standard for this area. This analysis result includes the westbound acceleration lane provided to accommodate northbound left-turn traffic. It is understood that this acceleration lane is uncomfortable for some users, given the intersection is located in a super-elevated curve that affects the vertical grade of US 101, which slopes downward towards Sequim Bay. Removal of the acceleration lane entirely from the analysis results in a level of service F with 59.5 seconds of average delay. Depending on the level of utilization of the westbound acceleration lane actual operational performance of the intersection is likely to lie between these two results but could easily fall below the LOS C standard for the area. Tools, methods, and assumptions used in this analysis are described in Section 3.1. Traffic operations analysis worksheets are included in **Appendix B**.

1.3.3 Existing Crash History

Under 23 U.S. Code §148 and 23 U.S. Code §409, safety data, reports, surveys, schedules, list compiled or collected for the purpose of identifying, evaluating, or planning the safety enhancement of potential crash sites, hazardous roadway conditions, or railway-highway crossings are not subject to discovery or admitted into evidence in a Federal or State court proceeding or considered for other purposes in any action for damages arising from any occurrence at a location mentioned or addressed in such reports, surveys, schedules, lists, or data.

Crash data was obtained for a five-year period between January 1, 2015 and December 31, 2019. This information was obtained from the WSDOT's Crash Data and Reporting Branch and is presented in **Table 1-1**.

Table 1. Type of Crash (2015-2019)

Description	Fatal/Serious (crashes)	Fatal/All Injury (crashes)	Total (crashes)
Entering at Angle	0	1	4
Sideswipe	0	0	2
Other*	0	0	2
Total	0	1	8

During this five-year period there were eight total crashes reported at the study intersection, with one possible injury. Of these eight crashes, five involved a vehicle turning left being struck by a vehicle going straight or making a left, two crashes were same direction sideswipes and one was a road departure.

1.4 PROJECT ALTERNATIVES

The US 101 and Sophus Road intersection currently operates as a two-way stop controlled (TWSC) intersection with traffic free flowing for the east and west highway approaches and stop control for the northbound Sophus Road approach. This report will include an evaluation of the proposed intersection design under the following intersection control alternatives:

Existing Control

This alternative will include the existing TWSC intersection configuration and channelization.

Roundabout Control

This alternative will be a single-lane roundabout and will include evaluation of opening year channelization. **(Appendix C)**

Traffic Signal Control

This alternative will be traffic signal control with the existing intersection geometry.

1.5 INITIAL ALTERNATIVES EVALUATION

1.5.1 *Existing Control*

The minor street stop control alternative will assess the existing control to confirm there is still a need for intersection control improvements in the long-range planning horizon year of 2030. This “No Build” alternative will be advanced to Step 2.

1.5.2 *Roundabout Control*

This alternative meets the baseline and contextual needs of the intersection and will be advanced to Step 2.

1.5.3 *Traffic Signal Control*

It was determined that a traffic signal at this location, as an isolated signal on a high-speed highway and located in a curve, would not meet the baseline need of the intersection. Additionally, WSDOT noted the additional financial cost of maintaining a traffic signal at this location due to the distance from the nearest signal shop. Traffic signal warrants were not assessed and this alternative was not advanced to Step 2.

2. STEP 2 – INTERSECTION FEASIBILITY ANALYSIS

2.1 RIGHT OF WAY

Step 2 evaluates two different intersection alternatives: TWSC and a single-lane roundabout. The existing intersection configuration is located within existing right of way. The roundabout alternative will likely require small amount of right of way acquisition with strip right of way takes on the north side and southeast and southwest corners.

2.2 ENVIRONMENTAL

Both the existing configuration and the roundabout options are located at the existing intersection of US 101 and Sophus Road and will be primarily within existing US 101 right of way. Any improvements will have minimal environmental impacts. Based on discussion with the Tribe, there is no anticipated historical/cultural issues with the project area.

2.3 CONTEXT/SUSTAINABILITY

The roundabout option will improve safety for all users. Roundabouts provide substantial safety and operational benefits compared to a traffic signal and stop-controlled intersections. They moderate vehicular speeds thus reducing crash severity. The roundabout option will provide an effective alternative to manage the interaction of vehicles and pedestrians at the intersection and allow for safer entering and exiting vehicles from Sophus Road to/from the high-speed traffic on US 101. Sustainably, the roundabout option eliminates the hardware, maintenance and electrical costs that are associated with a traffic signal. Additionally, WSDOT does not have a signal shop near this intersection, further increasing the cost and time need for maintaining a traffic signal system.

2.4 FEASIBILITY CONCLUSION

Both options are located at the existing intersection of US 101 and Sophus Road and can feasibly be accommodated by the surrounding area and environment. The roundabout alternative would be consistent with the WSDOT preferred control type. Each of the feasibility evaluations are consistent with the project's baseline and contextual needs.

3. STEP 3 – OPERATIONAL AND SAFETY PERFORMANCE ANALYSIS

This section documents Step 3 analysis for each of the intersection alternatives, focusing on a discussion of traffic operations, off-peak operations, corridor continuity and driver expectation, safety effects, and accommodation of multimodal transportation needs.

3.1 ANALYSIS METHODS

3.1.1 *Analysis Times and Years*

Analysis of the intersection traffic control alternatives has been conducted for two horizon years, 2025 and 2030. Horizon year 2025 is the expected opening year for intersection improvements. The 2030 horizon year was determined by WSDOT to be the appropriate forecast year for analysis purposes given US 101's link capacity and characteristics. Analysis has been performed for the PM peak hour in these two time periods.

3.1.2 *Traffic Forecasting Approach*

Future intersection traffic volume projections for the 2025 and 2030 PM peak hours were prepared using an annual growth rate of 3 percent. This annualized growth rate was identified based on WSDOT historic annual average daily traffic (AADT) volume data for the twenty-eight year period from 1991 to 2019. The data was collected at WSDOT US 101 milepost 270.04, which is located approximately one mile north of the project location. This growth rate was also used to represent the background growth for the Jamestown S'Klallam Tribe's Long-Range Transportation Plan, which was published in 2015 (amended in 2017).

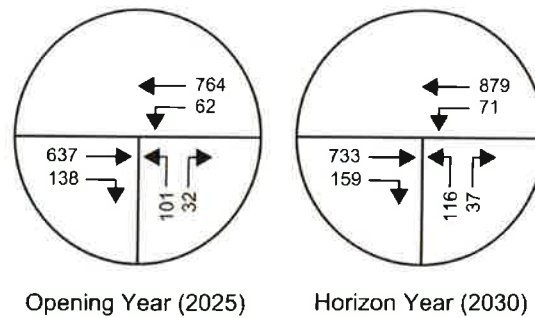
3.1.3 *Traffic Operational Analysis Tools*

The operational analysis has been performed for the projected 2025 and 2030 PM peak hour traffic volumes and complies with WSDOT's traffic operations analysis policies and protocols as of the date of this report using the following software packages:

- The Synchro Version 10.0 software package was used to analyze operations for the future No Build Alternative. Output from this package included average vehicle delay, level of service (LOS), and volume-to-capacity (v/c) ratios.
- The SIDRA Version 9.0 software package was used to analyze the Roundabout-control Build Alternative. Average delay, v/c ratios, LOS, and traffic queuing were all calculated as output.

3.2 FORECASTED TRAFFIC VOLUMES

The traffic volume forecasts for the 2025 and 2030 horizon years were prepared using the background growth rate described above. This forecast is shown in **Figure 3-1**. The forecasted volumes calculations are included in **Appendix A**.

Figure 3-1. US 101 and Sophus Road PM Peak Hour Analysis Values

3.3 OPERATIONAL ANALYSIS

Intersection operations analysis results are described in terms of Level of Service (LOS). Level of Service calculations determine the amount of “control delay” (in seconds) that drivers will experience while proceeding through an intersection. Control delay includes all deceleration delay, stopped delay, and acceleration delay caused by the traffic control device. The LOS is directly related to the amount of delay experienced.

For modern roundabouts, the intersection average delay is used to assess potential impacts. **Table 3-1** shows the Level of Service criteria for both a signalized intersection/roundabout and a stop-controlled intersection. The capacity analysis worksheets are provided in **Appendix B**.

Table 3-1. Level of Service Criteria

Level of Service	Stop-Controlled Intersection Average Control Delay (seconds/vehicle)	Traffic Signal/Roundabout Intersection Average Control Delay (seconds/vehicle)
A	≤ 10	≤ 10
B	> 10-15	> 10-20
C	> 15-25	> 20-35
D	> 25-35	> 35-55
E	> 35-50	> 55-80
F	> 50	> 80

WSDOT has classified this portion of US 101 as Rural Other Principal Arterial and assigned a Level of Service Standard C as the minimum LOS standard of acceptable operation for any intersection.

In this analysis, the 95th percentile maximum back of queue has been estimated for each control alternative. The 95th percentile queue value reflects the queue length (in feet) that has only a 5-percent probability of being exceeded during the peak hour. The 95th percentile queue is a useful parameter for determining the appropriate length of turn pockets but is not typical of what the average driver would experience.

3.4 OPERATIONAL AND QUEUEING ANALYSIS RESULTS

Operational analysis was completed for the following control alternatives:

- No Build Alternative - Existing two-way stop control
- Build Alternative - One-lane roundabout control

Each of these alternatives was evaluated for the opening year and horizon year volume scenarios. The analysis results are provided in **Table 3-2**.

Table 3-2. PM Peak Hour Operational Analysis Summary

Opening Year (2025)				Horizon Year (2030)		
Approach	LOS (delay)	V/C Ratio	95th Percentile Queue	LOS (delay)	V/C Ratio	95th Percentile Queue
Two-Way Stop Control						
EB	A (0.0)	0.00	40 feet	A (0.0)	0.00	50 feet
WB	A (9.6)	0.07	66 feet	B (10.1)	0.09	108 feet
NB	D (28.7)	0.40	138 feet	E (41.4)	0.55	421 feet
Intersection	C (24.9)			D (34.9)		
Roundabout						
EB	A (4.3)	0.57	127 feet	A (4.5)	0.66	183 feet
WB	A (5.1)	0.63	160 feet	A (5.5)	0.74	231 feet
NB	B (11.5)	0.15	21 feet	B (12.3)	0.19	30 feet
Intersection	A (5.2)			A (5.5)		

3.4.1 No Build Alternative - Existing Two-Way Stop Control

In the 2025 PM peak hour, the existing two-way stop-controlled intersection is projected to operate at LOS C with a delay of 24.9 seconds. In the 2030 long-term horizon the PM peak hour is projected to operate at LOS D with 34.9 seconds of delay, which is worse than the acceptable LOS standard. These analysis results assume full utilization of the existing westbound acceleration line. The no build alternative fails to address any of the baseline needs and addresses two of the contextual needs of the intersection.

3.4.2 Build Alternative - Roundabout Alternative

This alternative includes a full one-lane roundabout with yield control on all approaches. In the 2025 PM peak hour, the intersection is projected to operate at LOS A with the westbound 95th percentile queue spilling back an estimated 160 feet. In the 2030 PM peak hour the intersection is also projected to operate at LOS A, with the westbound queue of 231 feet being the longest projected queue approaching the intersection. The roundabout alternative addresses all seven of the baseline and contextual needs of the intersection.

3.5 OFF-PEAK TRAFFIC CIRCULATION ISSUES

During both analysis years the roundabout alternative is projected to provide acceptable levels of service during the PM peak hour and would be expected to operate acceptably during the off-peak hours when overall traffic volumes are expected to be lower. The existing stop control, which is projected to operate below the LOS C standard for the 2030 PM peak hour, is likely to experience

congestion for additional hours. With two of the baseline needs being increased vehicle safety and improved operation, the circulation of traffic with the roundabout option will meet both of these needs. Additionally, the circulation of traffic at the roundabout will help meet all three of the contextual needs.

3.6 CORRIDOR EFFECTS AND DRIVER EXPECTATIONS

This criterion evaluates the effect of the new intersection on area-wide transportation circulation and determines whether it is generally comprehensible to the traveling public. The existing intersection is currently stop-controlled for its northbound side street movement and there are no traffic signal or roundabout control types for several miles along US 101 in either direction. The roundabout alternative will increase circulation for the local roadway network and is a common control treatment that will be readily familiar to the traveling public.

3.7 SAFETY EFFECTS/CONFLICT AREAS

Overall studies have shown that roundabouts are safer than stop-sign control. With safety being in both the baseline and contextual needs of this project, the roundabout alternative would increase safety for both cars and pedestrians and meet the baseline and contextual needs.

3.8 MULTIMODAL SAFETY AND OPERATIONS

There are currently no sidewalks or bike lanes provided along US 101 in the study area, but the Olympic Discovery Trail travels east/west north of US 101. There are no crosswalks provided across US 101 within many miles of this location, but the trail provides a grade-separated tunnel crossing approximately ½ mile east of the Sophus Road intersection.

The close proximity of the Olympic Discovery Trail to the intersection of US 101 with Sophus Road, attracts pedestrian and bicycle activity that crosses the highway to reach the commercial developments located on the south side of US 101. Consistent with the baseline goal of more safety connecting the trail to businesses on the opposite side of the highway, a roundabout alternative would provide a safer crossing on US 101 for bikes and pedestrians and could include active warning signage, such as Rectangular Rapid Flashing Beacons to warn drivers of the presence of non-motorized travelers.

4. STEP 4 – ALTERNATIVES EVALUATION

4.1 ALTERNATIVES EVALUATION

Two-way stop control and roundabout control were assessed at this intersection. The two-way stop control (No Build Alternative) would operate at a LOS C in the opening year PM peak hour (2025) and LOS D in the horizon year (2030) PM peak hour. The roundabout would operate at LOS A for both the 2025 and 2030 PM peak hours. The roundabout option would also handle the flow from all legs of the intersection more efficiently than the TWSC option.

A roundabout is estimated to cost approximately \$2,500,000.

The roundabout alternative is the safest and most sustainable option for this area.

A summary of each alternative and how they measure against the baseline and contextual needs is shown below in **Table 4-1**.

Table 4-1. Baseline and Contextual Needs Met

		TWSC	Roundabout
Baseline Needs	Connect Olympic Discovery Trail to Tribal businesses on south side of US 101		✓
	Increase pedestrian safety across US 101 to/from Olympic Discovery Trail		✓
	Increase vehicle safety at intersection		✓
	Improve operation performance of intersection		✓
Contextual Needs	Accommodate inter-regional tourism and freight traffic	✓	✓
	Accommodate high vehicle speeds	✓	✓
	Ease of access to tribal properties located along the corridor		✓

5. STEP 5 – SELECTION

5.1 RECOMMENDATION

The evaluation documented in Steps 2-4 above show the existing intersection control will fall below the operational LOS standard for this portion of US 101. The roundabout alternative will improve intersection delay compared to the two-way stop control alternative, is the safest option for all users, and is the best fit given the baseline and contextual needs of the intersection.

In addition to construction of roundabout control at this intersection the project will include the continuation of the Olympic Discovery Trail from the north side of US 101 to Tribal businesses on the southern side. This will likely be a crosswalk on the west leg of the roundabout, as shown in **Appendix C**. The Tribe is also planning to add a shared-use path that will continue from the Longhouse Market and Deli to the northeast, which will further increase the pedestrian usage of this crossing and connect several tribal areas.

APPENDIX A

TURNING MOVEMENT COUNTS AND TRAFFIC VOLUME CALCULATIONS



Prepared for: **SCJ Alliance**

Traffic Count Consultants, Inc.

Phone: (253) 770-1407 FAX: (253) 770-1411 E-Mail: Team@TC2inc.com

WBE/DBE

Intersection: Hwy 101 & 7 Cedars Casino Entrance

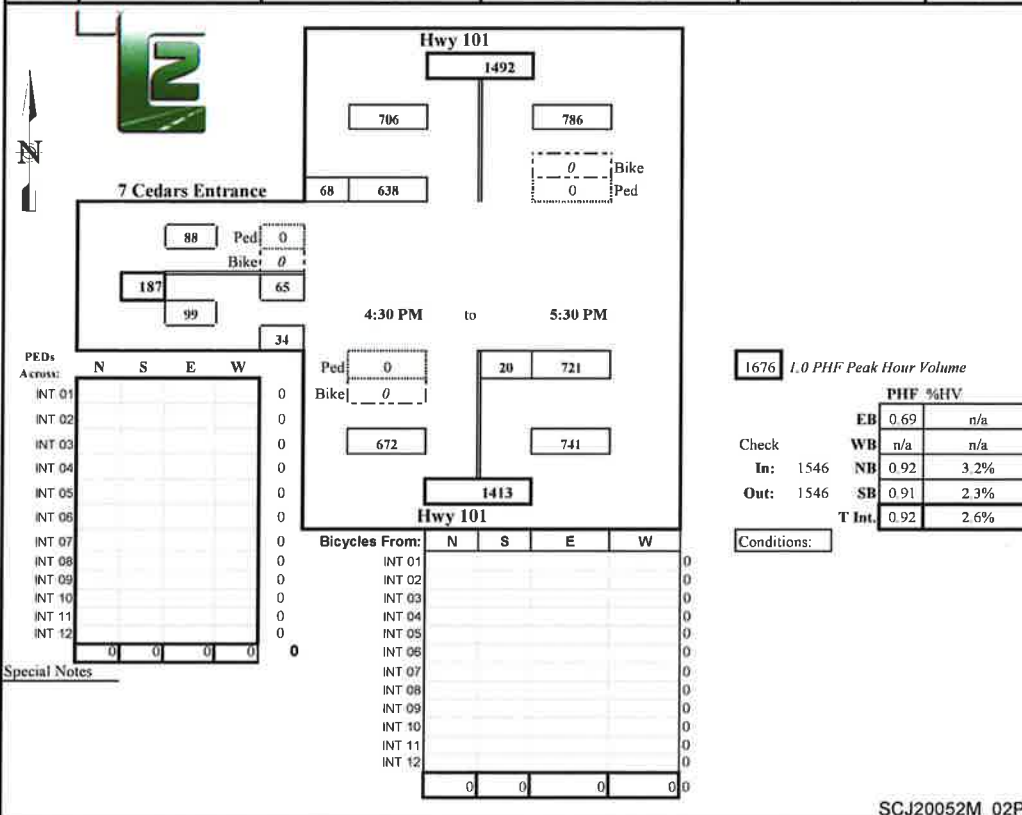
Date of Count: Tue 09/22/2020

Location: Blyn, Washington

Checked By: Jen

Time Interval Ending at	From North on (SB) Hwy 101				From South on (NB) Hwy 101				From East on (WB) 0				From West on (EB) 7 Cedars Entrance				Interval Total
	T	L	S	R	T	L	S	R	T	L	S	R	T	L	S	R	
4:15 P	4	0	163	12	9	4	184	0	0	0	0	0	0	17	0	9	389
4:30 P	8	0	132	16	5	7	149	0	0	0	0	0	0	13	0	3	320
4:45 P	9	0	159	20	4	5	192	0	0	0	0	0	0	13	0	10	399
5:00 P	5	0	162	20	6	3	198	0	0	0	0	0	0	29	0	7	419
5:15 P	0	0	174	21	10	3	172	0	0	0	0	0	0	12	0	7	389
5:30 P	2	0	143	7	4	9	159	0	0	0	0	0	0	11	0	10	339
5:45 P	3	0	152	11	7	2	129	0	0	0	0	0	0	10	0	9	313
6:00 P	2	0	131	17	1	7	79	0	0	0	0	0	0	15	0	5	254
6:15 P	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:30 P	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:45 P	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:00 P	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Total Survey	33	0	1216	124	46	40	1262	0	0	0	0	0	0	120	0	60	2822
Peak Hour: 4:30 PM to 5:30 PM																	
Total	16	0	638	68	24	20	721	0	0	0	0	0	0	65	0	34	1546
Approach	706				741				0				99				1546
%HV	2.3%				3.2%				n/a				n/a				2.6%
PHF	0.91				0.92				n/a				0.69				0.92



SCJ20052M_02P



Prepared for: **SCJ Alliance**
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WBE/DBE

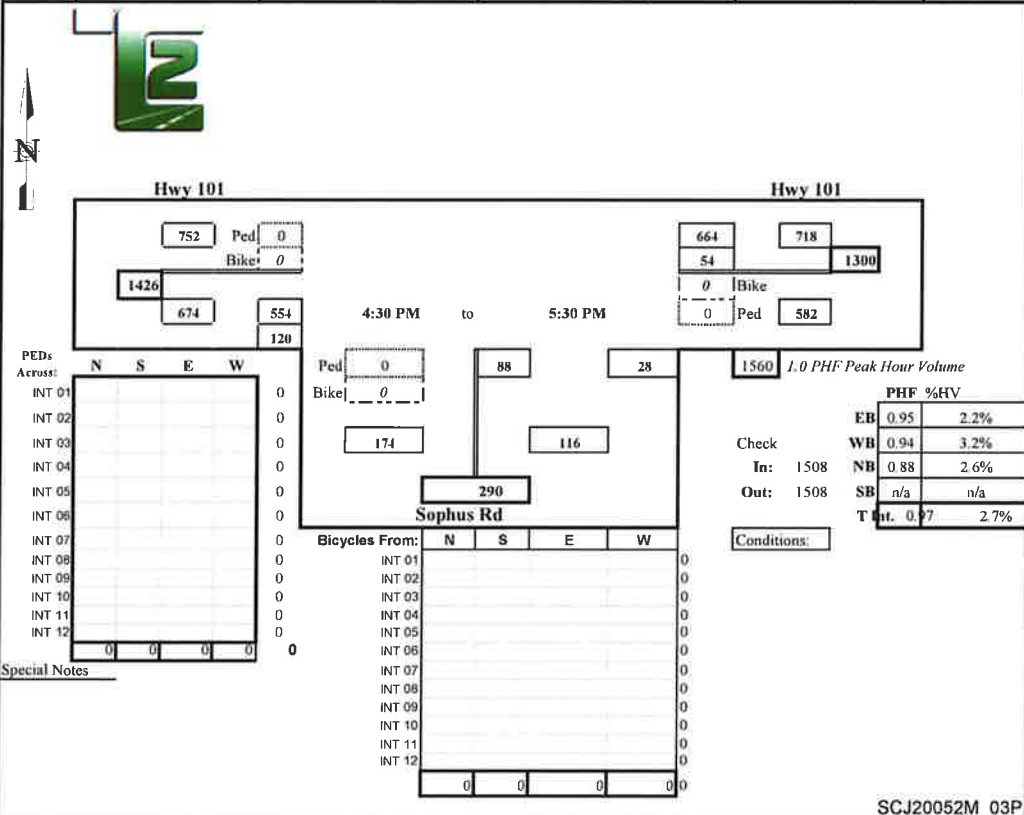
Intersection: Sophus Rd & Hwy 101

Date of Count: Tue 09/22/2020

Location: Blyn, Washington

Checked By: Jen

Time Interval	From North on (SB)				From South on (NB)				From East on (WB)				From West on (EB)				Interval Total
Ending at	T	L	S	R	T	L	S	R	T	L	S	R	T	L	S	R	
4:15 P	0	0	0	0	1	19	0	4	7	13	169	0	4	0	152	25	382
4:30 P	0	0	0	0	0	12	0	6	7	15	138	0	8	0	114	23	308
4:45 P	0	0	0	0	0	25	0	8	5	12	179	0	9	0	138	28	390
5:00 P	0	0	0	0	2	19	0	6	4	12	179	0	4	0	140	32	388
5:15 P	0	0	0	0	1	19	0	7	10	12	154	0	0	0	144	33	369
5:30 P	0	0	0	0	0	25	0	7	4	18	152	0	2	0	132	27	361
5:45 P	0	0	0	0	1	14	0	4	8	14	119	0	3	0	134	22	307
6:00 P	0	0	0	0	0	12	0	8	2	13	74	0	2	0	115	23	245
6:15 P	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:30 P	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6:45 P	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:00 P	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Survey	0	0	0	0	5	145	0	50	47	109	1164	0	32	0	1069	213	2750
Peak Hour: 4:30 PM to 5:30 PM																	
Total	0	0	0	0	3	88	0	28	23	54	664	0	15	0	554	120	1508
Approach	0				116				718				674				1508
%HV	n/a				2.6%				3.2%				2.2%				2.7%
PHF	n/a				0.88				0.94				0.95				0.97



SCJ20052M_03P



Royal Valley Mixed Use Development

PM Peak Hour Volumes

Growth Rate: 3.00%

Intersection	Movement		Existing	Background	Baseline	Background	Projected
			2020	2025	2025	2030	2030
			Volumes	Growth	Volumes	Growth	Volumes
1 Silva Road/Sophus Road Hwy 101 TMC Date: 09/22/2020 4:30 - 5:30 PHF: 0.97		L	0	0	0	0	0
	EB	T	554	83	637	96	733
		R	120	18	138	21	159
		L	54	8	62	9	71
	WB	T	664	100	764	115	879
		R	0	0	0	0	0
		L	88	13	101	15	116
	NB	T	0	0	0	0	0
		R	28	4	32	5	37
		L	0	0	0	0	0
	SB	T	0	0	0	0	0
		R	0	0	0	0	0
			1,508		1,734		1,995

APPENDIX B

TRAFFIC OPERATIONS ANALYSIS WORKSHEETS

Intersection						
Int Delay, s/veh	2.1					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑	↗	↘	↑	↘	↗
Traffic Vol, veh/h	554	120	54	664	88	28
Future Vol, veh/h	554	120	54	664	88	28
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	Free	-	None	-	Stop
Storage Length	-	150	250	-	180	-
Veh in Median Storage, #	0	-	-	0	1	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	97	97	97	97	97	97
Heavy Vehicles, %	25	25	25	25	3	3
Mvmt Flow	571	124	56	685	91	29
Major/Minor	Major1	Major2	Minor1			
Conflicting Flow All	0	-	571	0	1368	571
Stage 1	-	-	-	-	571	-
Stage 2	-	-	-	-	797	-
Critical Hdwy	-	-	4.35	-	6.43	6.23
Critical Hdwy Stg 1	-	-	-	-	5.43	-
Critical Hdwy Stg 2	-	-	-	-	5.43	-
Follow-up Hdwy	-	-	2.425	-	3.527	3.327
Pot Cap-1 Maneuver	-	0	897	-	161	518
Stage 1	-	0	-	-	563	-
Stage 2	-	0	-	-	442	-
Platoon blocked, %	-	-	-	-	-	-
Mov Cap-1 Maneuver	-	-	897	-	151	518
Mov Cap-2 Maneuver	-	-	-	-	285	-
Stage 1	-	-	-	-	563	-
Stage 2	-	-	-	-	415	-
Approach	EB	WB		NB		
HCM Control Delay, s	0	0.7		20.7		
HCM LOS	C					
Minor Lane/Major Mvmt	NBLn1	NBLn2	EBT	WBL	WBT	
Capacity (veh/h)	285	518	-	897	-	
HCM Lane V/C Ratio	0.318	0.056	-	0.062	-	
HCM Control Delay (s)	23.4	12.4	-	9.3	-	
HCM Lane LOS	C	B	-	A	-	
HCM 95th %tile Q(veh)	1.3	0.2	-	0.2	-	

HCM 6th TWSC
1: Sophus Rd & US 101

Projected 2025 Without Project
PM Peak Hour

Intersection						
Int Delay, s/veh	2.4					
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑	↗	↖	↑	↖	↗
Traffic Vol, veh/h	637	138	62	764	101	32
Future Vol, veh/h	637	138	62	764	101	32
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	Free	-	None	-	Stop
Storage Length	-	150	250	-	180	-
Veh in Median Storage, #	0	-	-	0	1	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	100	100	100	100	100	100
Heavy Vehicles, %	25	25	25	25	3	3
Mvmt Flow	637	138	62	764	101	32
Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	-	637	0	1525	637
Stage 1	-	-	-	-	637	-
Stage 2	-	-	-	-	888	-
Critical Hdwy	-	-	4.35	-	6.43	6.23
Critical Hdwy Stg 1	-	-	-	-	5.43	-
Critical Hdwy Stg 2	-	-	-	-	5.43	-
Follow-up Hdwy	-	-	2.425	-	3.527	3.327
Pot Cap-1 Maneuver	-	0	846	-	129	475
Stage 1	-	0	-	-	525	-
Stage 2	-	0	-	-	400	-
Platoon blocked, %	-	-	-	-	-	-
Mov Cap-1 Maneuver	-	-	846	-	120	475
Mov Cap-2 Maneuver	-	-	-	-	251	-
Stage 1	-	-	-	-	525	-
Stage 2	-	-	-	-	371	-
Approach	EB		WB		NB	
HCM Control Delay, s	0		0.7		24.9	
HCM LOS	C					
Minor Lane/Major Mvmt	NBLn1	NBLn2	EBT	WBL	WBT	
Capacity (veh/h)	251	475	-	846	-	
HCM Lane V/C Ratio	0.402	0.067	-	0.073	-	
HCM Control Delay (s)	28.7	13.1	-	9.6	-	
HCM Lane LOS	D	B	-	A	-	
HCM 95th %tile Q(veh)	1.8	0.2	-	0.2	-	

Queuing and Blocking Report

Projected 2025 Without Project
PM Peak Hour

Intersection: 1: Sophus Rd & US 101

Movement	EB	EB	WB	WB	NB	NB
Directions Served	T	R	L	T	L	R
Maximum Queue (ft)	63	71	81	105	167	116
Average Queue (ft)	2	5	28	5	70	4
95th Queue (ft)	34	40	66	64	138	50
Link Distance (ft)	1151			385		274
Upstream Blk Time (%)						
Queuing Penalty (veh)						
Storage Bay Dist (ft)		150	250		180	
Storage Blk Time (%)		0		0	2	
Queuing Penalty (veh)		1		0	1	

Intersection

Int Delay, s/veh 3.3

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑	↑	↑	↑	↑	↑
Traffic Vol, veh/h	733	159	71	879	116	37
Future Vol, veh/h	733	159	71	879	116	37
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	Free	-	None	-	Stop
Storage Length	-	150	250	-	180	-
Veh in Median Storage, #	0	-	-	0	1	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	100	100	100	100	100	100
Heavy Vehicles, %	25	25	25	25	3	3
Mvmt Flow	733	159	71	879	116	37

Major/Minor	Major1	Major2	Minor1
Conflicting Flow All	0	-	733 0 1754 733
Stage 1	-	-	- 733 -
Stage 2	-	-	- 1021 -
Critical Hdwy	-	-	4.35 - 6.43 6.23
Critical Hdwy Stg 1	-	-	- 5.43 -
Critical Hdwy Stg 2	-	-	- 5.43 -
Follow-up Hdwy	-	-	2.425 - 3.527 3.327
Pot Cap-1 Maneuver	-	0	776 - ~ 93 419
Stage 1	-	0	- 474 -
Stage 2	-	0	- 346 -
Platoon blocked, %	-	-	-
Mov Cap-1 Maneuver	-	-	776 - ~ 85 419
Mov Cap-2 Maneuver	-	-	- 210 -
Stage 1	-	-	- 474 -
Stage 2	-	-	- 315 -

Approach	EB	WB	NB
HCM Control Delay, s	0	0.8	34.9
HCM LOS			D

Minor Lane/Major Mvmt	NBLn1	NBLn2	EBT	WBL	WBT
Capacity (veh/h)	210	419	-	776	-
HCM Lane V/C Ratio	0.552	0.088	-	0.091	-
HCM Control Delay (s)	41.4	14.4	-	10.1	-
HCM Lane LOS	E	B	-	B	-
HCM 95th %tile Q(veh)	3	0.3	-	0.3	-

Notes

~: Volume exceeds capacity \$: Delay exceeds 300s +: Computation Not Defined *: All major volume in platoon

Intersection: 1: Sophus Rd & US 101

Movement	EB	EB	WB	WB	NB	NB
Directions Served	T	R	L	T	L	R
Maximum Queue (ft)	27	107	147	286	205	303
Average Queue (ft)	1	8	44	13	191	226
95th Queue (ft)	10	50	102	108	245	421
Link Distance (ft)	1151			385		274
Upstream Blk Time (%)				0		67
Queuing Penalty (veh)				0		0
Storage Bay Dist (ft)		150	250		180	
Storage Blk Time (%)		0	0	0	81	1
Queuing Penalty (veh)		0	0	0	30	1

SITE LAYOUT

 **Site: 3 [2030 (Site Folder: General)]**

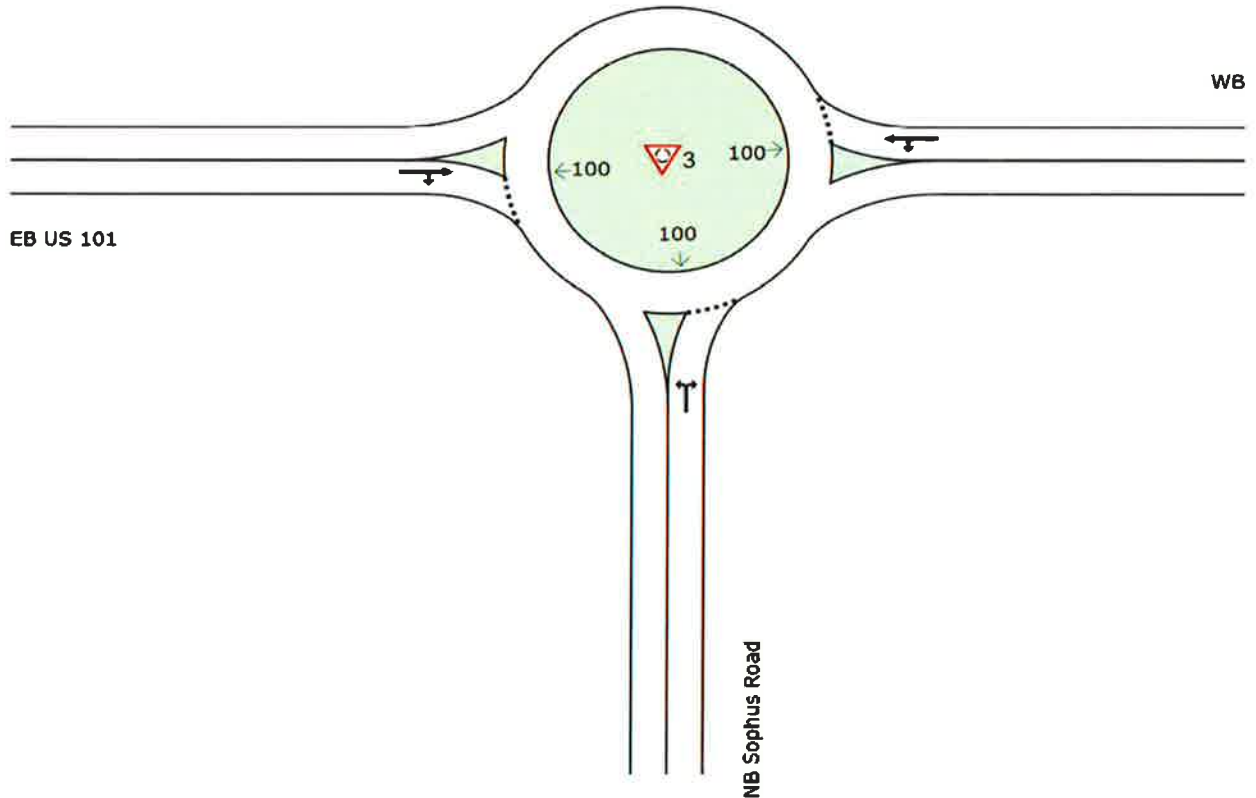
Jamestown S'Klallam ICE

Sophus Road/US 101

Site Category: (None)

Roundabout

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.



MOVEMENT SUMMARY

 **Site: 3 [2025 (Site Folder: General)]**

Jamestown S'Klallam ICE
Sophus Road/US 101
Site Category: (None)
Roundabout

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[Total veh/h	HV %	[Total veh/h	HV %				[Veh. veh	Dist] ft				
South: NB Sophus Road														
3	L2	100	3.0	100	3.0	0.145	12.8	LOS B	0.8	20.9	0.64	0.75	0.64	34.0
18	R2	30	3.0	30	3.0	0.145	6.9	LOS A	0.8	20.9	0.64	0.75	0.64	33.0
Approach		130	3.0	130	3.0	0.145	11.5	LOS B	0.8	20.9	0.64	0.75	0.64	33.8
East: WB US 101														
1	L2	60	3.0	60	3.0	0.632	10.6	LOS B	6.2	159.3	0.48	0.48	0.48	36.3
6	T1	765	3.0	765	3.0	0.632	4.7	LOS A	6.2	159.3	0.48	0.48	0.48	36.2
Approach		825	3.0	825	3.0	0.632	5.1	LOS A	6.2	159.3	0.48	0.48	0.48	36.2
West: EB US 101														
2	T1	635	2.0	635	2.0	0.566	4.3	LOS A	5.0	126.5	0.33	0.41	0.33	37.0
12	R2	140	2.0	140	2.0	0.566	4.3	LOS A	5.0	126.5	0.33	0.41	0.33	35.9
Approach		775	2.0	775	2.0	0.566	4.3	LOS A	5.0	126.5	0.33	0.41	0.33	36.8
All Vehicles		1730	2.6	1730	2.6	0.632	5.2	LOS A	6.2	159.3	0.42	0.47	0.42	36.3

Site Level of Service (LOS) Method: Delay & v/c (HCM 6). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Roundabout LOS Method: Same as Signalised Intersections.

Vehicle movement LOS values are based on average delay and v/c ratio (degree of saturation) per movement.

LOS F will result if v/c > 1 irrespective of movement delay value (does not apply for approaches and intersection).

Intersection and Approach LOS values are based on average delay for all movements (v/c not used as specified in HCM 6).

Roundabout Capacity Model: SIDRA Standard.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: HCM Queue Formula.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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Organisation: SCJ ALLIANCE | Licence: PLUS / 1PC | Processed: Friday, December 4, 2020 5:57:24 PM

Project: N:\Projects\3447 Russell Square Consulting\3447.01 Russell JSP Silverdale\Traffic\TIA\Operations\2030 RAB.sip9

MOVEMENT SUMMARY

 **Site: 3 [2030 (Site Folder: General)]**

Jamestown S'Klallam ICE
Sophus Road/US 101
Site Category: (None)
Roundabout

Vehicle Movement Performance														
Mov ID	Turn	INPUT VOLUMES		DEMAND FLOWS		Deg. Satn	Aver. Delay	Level of Service	95% BACK OF QUEUE		Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed
		[Total veh/h	HV] %	[Total veh/h	HV] %				[Veh. veh	Dist] ft				
South: NB Sophus Road														
3	L2	115	3.0	115	3.0	0.187	13.7	LOS B	1.2	29.7	0.73	0.80	0.73	33.6
18	R2	35	3.0	35	3.0	0.187	7.8	LOS A	1.2	29.7	0.73	0.80	0.73	32.6
Approach		150	3.0	150	3.0	0.187	12.3	LOS B	1.2	29.7	0.73	0.80	0.73	33.3
East: WB US 101														
1	L2	70	3.0	70	3.0	0.739	11.0	LOS B	9.0	230.7	0.64	0.51	0.64	35.7
6	T1	880	3.0	880	3.0	0.739	5.0	LOS A	9.0	230.7	0.64	0.51	0.64	35.7
Approach		950	3.0	950	3.0	0.739	5.5	LOS A	9.0	230.7	0.64	0.51	0.64	35.7
West: EB US 101														
2	T1	735	2.0	735	2.0	0.661	4.4	LOS A	7.2	182.9	0.44	0.43	0.44	36.6
12	R2	160	2.0	160	2.0	0.661	4.5	LOS A	7.2	182.9	0.44	0.43	0.44	35.5
Approach		895	2.0	895	2.0	0.661	4.5	LOS A	7.2	182.9	0.44	0.43	0.44	36.4
All Vehicles		1995	2.6	1995	2.6	0.739	5.5	LOS A	9.0	230.7	0.55	0.50	0.55	35.8

Site Level of Service (LOS) Method: Delay & v/c (HCM 6). Site LOS Method is specified in the Parameter Settings dialog (Site tab).

Roundabout LOS Method: Same as Signalised Intersections.

Vehicle movement LOS values are based on average delay and v/c ratio (degree of saturation) per movement.

LOS F will result if v/c > 1 irrespective of movement delay value (does not apply for approaches and intersection).

Intersection and Approach LOS values are based on average delay for all movements (v/c not used as specified in HCM 6).

Roundabout Capacity Model: SIDRA Standard.

Delay Model: SIDRA Standard (Geometric Delay is included).

Queue Model: HCM Queue Formula.

Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).

HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

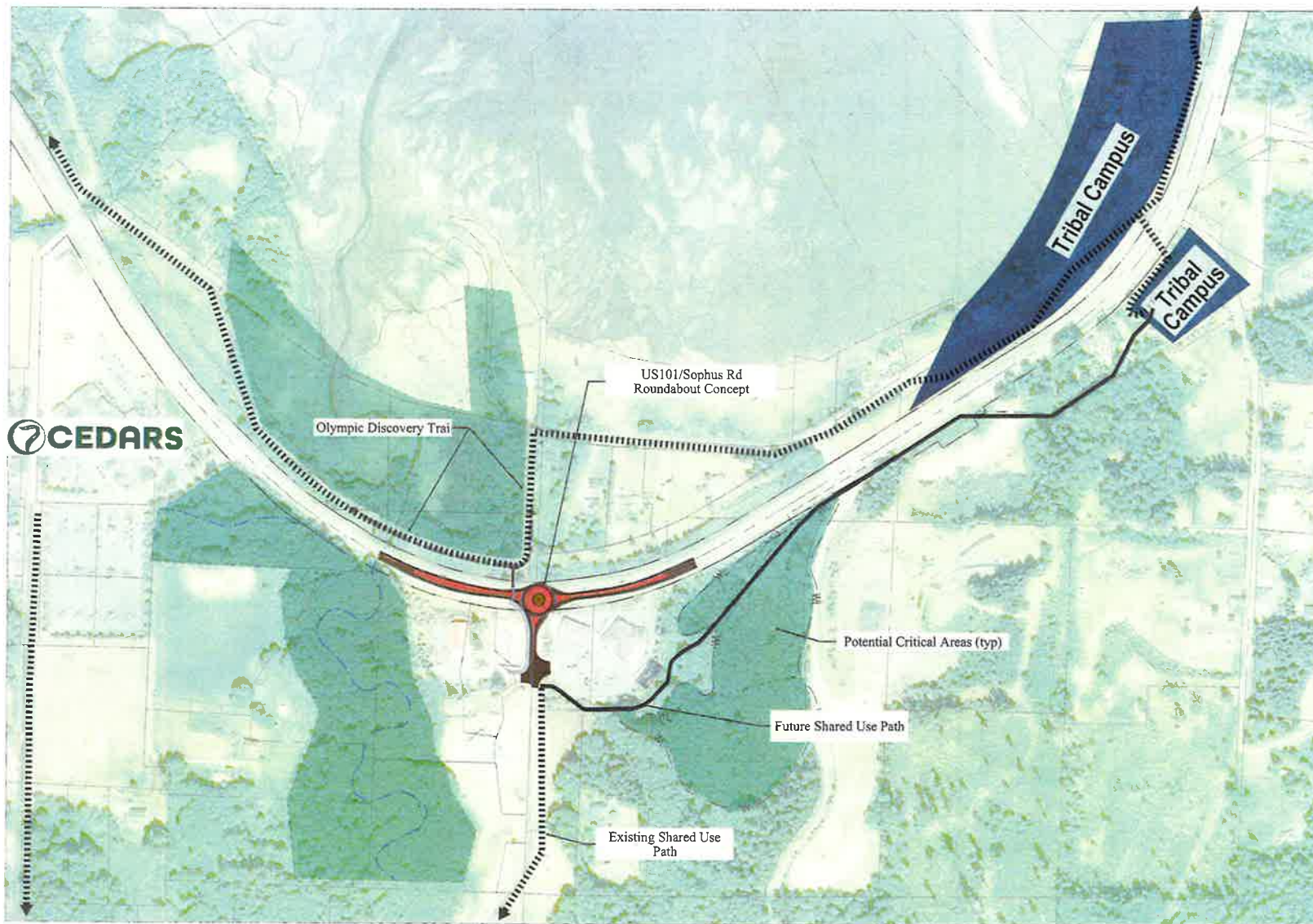
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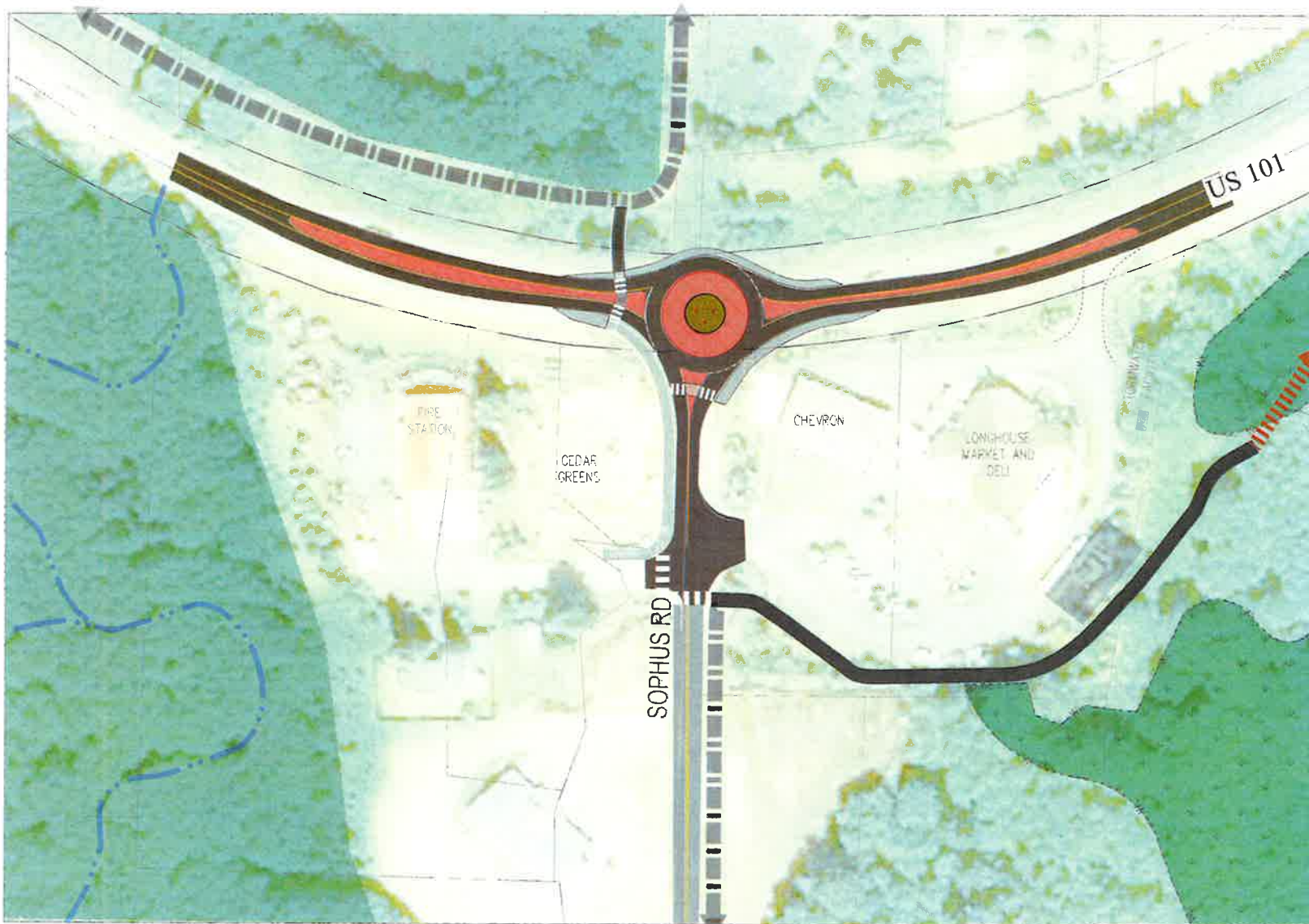
Organisation: SCJ ALLIANCE | Licence: PLUS / 1PC | Processed: Friday, December 4, 2020 5:58:29 PM

Project: N:\Projects\3447 Russell Square Consulting\3447.01 Russell JSP Silverdale\Traffic\TIA\Operations\2030 RAB.sip9

APPENDIX C

INTERSECTION ALTERNATIVE LAYOUTS







Jamestown S'Klallam Tribe US 101 and Sophus Road Roundabout Project

The Jamestown S'Klallam Tribe initiated a project at the intersection of US Highway 101 and Sophus Road to improve safety by reducing travel speeds and providing a safer crossing for bicycle/pedestrians for the Olympic Discovery Trail. The existing intersection experiences excessive speeds from over 17,000 vehicles on average per day as the primary route for Olympic Peninsula traffic. This primary regional route divides a heavily used regional trail system from essential services. This separation results in an unsafe bike/pedestrian crossing that has already experienced 8 vehicular crashes, including 1 fatality, in the past 4-years. The Jamestown S'Klallam Tribe self-funded and completed a planning study to determine the right intersection solution that recently gained approval from the Washington State Department of Transportation (WSDOT). Project benefits to the local community and regional traffic consists of the following:

- Increase bicycle and pedestrian safety across US 101 to/from the Olympic Discovery Trail
- Increase vehicle safety at intersection
- Improve operational performance of intersection
- Provide traffic calming in an area with heavy turning movements
- Project solution supported by multiple agencies and regional stakeholders

Schedule		Project Estimated Costs	
- Planning and WSDOT Intersection Control Approval - <i>completed</i>		Planning	Completed
- Final Design	6 / 2021 - 11 / 2021	Engineering	\$ 248,000
- Permitting	8 / 2021 - 1 / 2022	Right of Way	\$15,000
- Right of Way	8 / 2021 - 1 / 2022	Construction	\$ 2,837,000
- Construction	5 / 2022 - 10 / 2022	<u>Total Project</u>	<u>\$ 3.1 million</u>

Right of Way

The right of way phase will be a minor effort. The Tribe and WSDOT will work together on a perpetual easement for encroachment onto Tribal property. No third party impacts are anticipated. No acquisitions or relocations are required.

Environmental

The project permitting will follow local County and State procedures through the SEPA process. There are no critical areas or fish barriers within the project footprint that will be impacted.



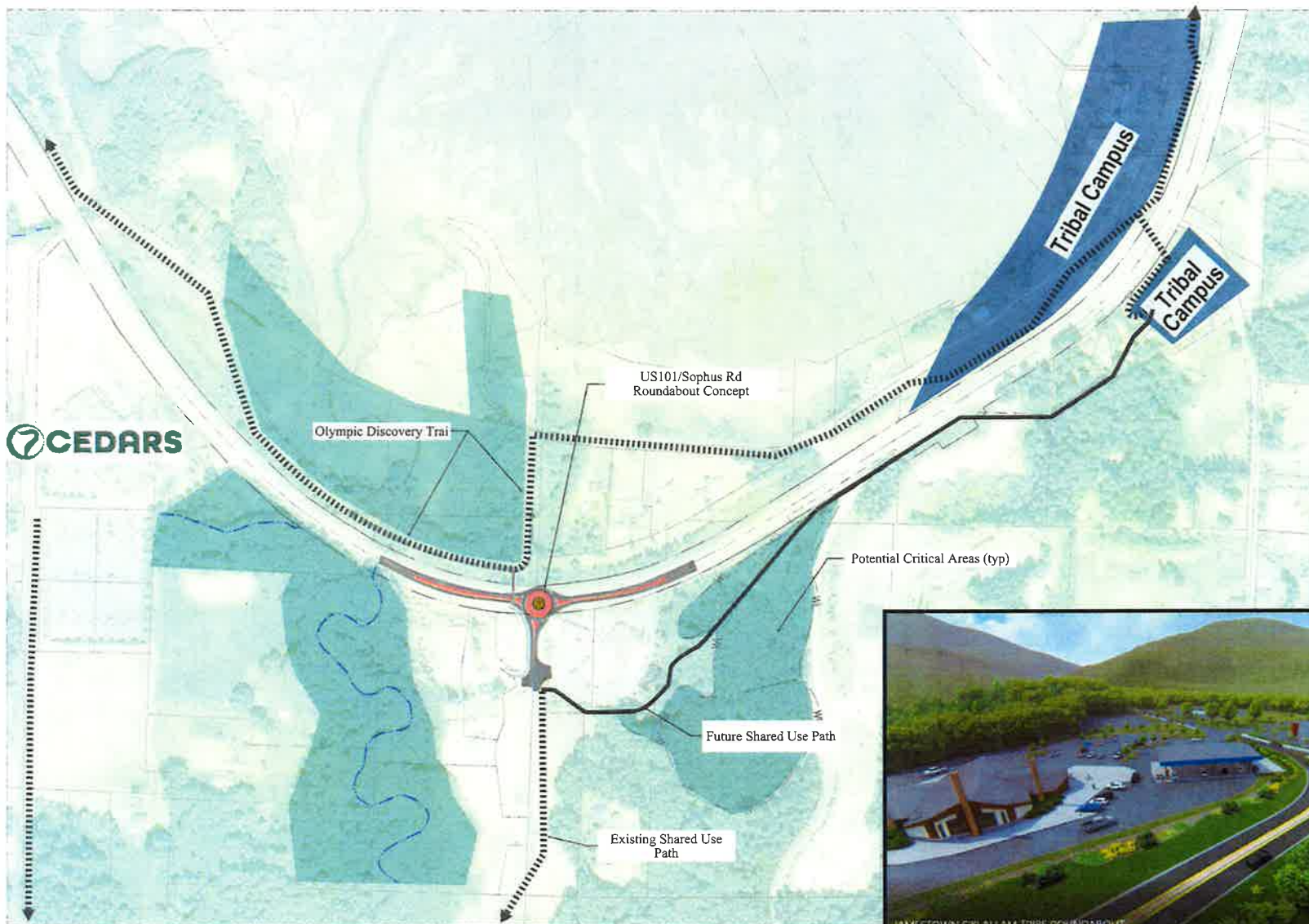
A SAFER GATEWAY TO OUR OLYMPIC PENINSULA

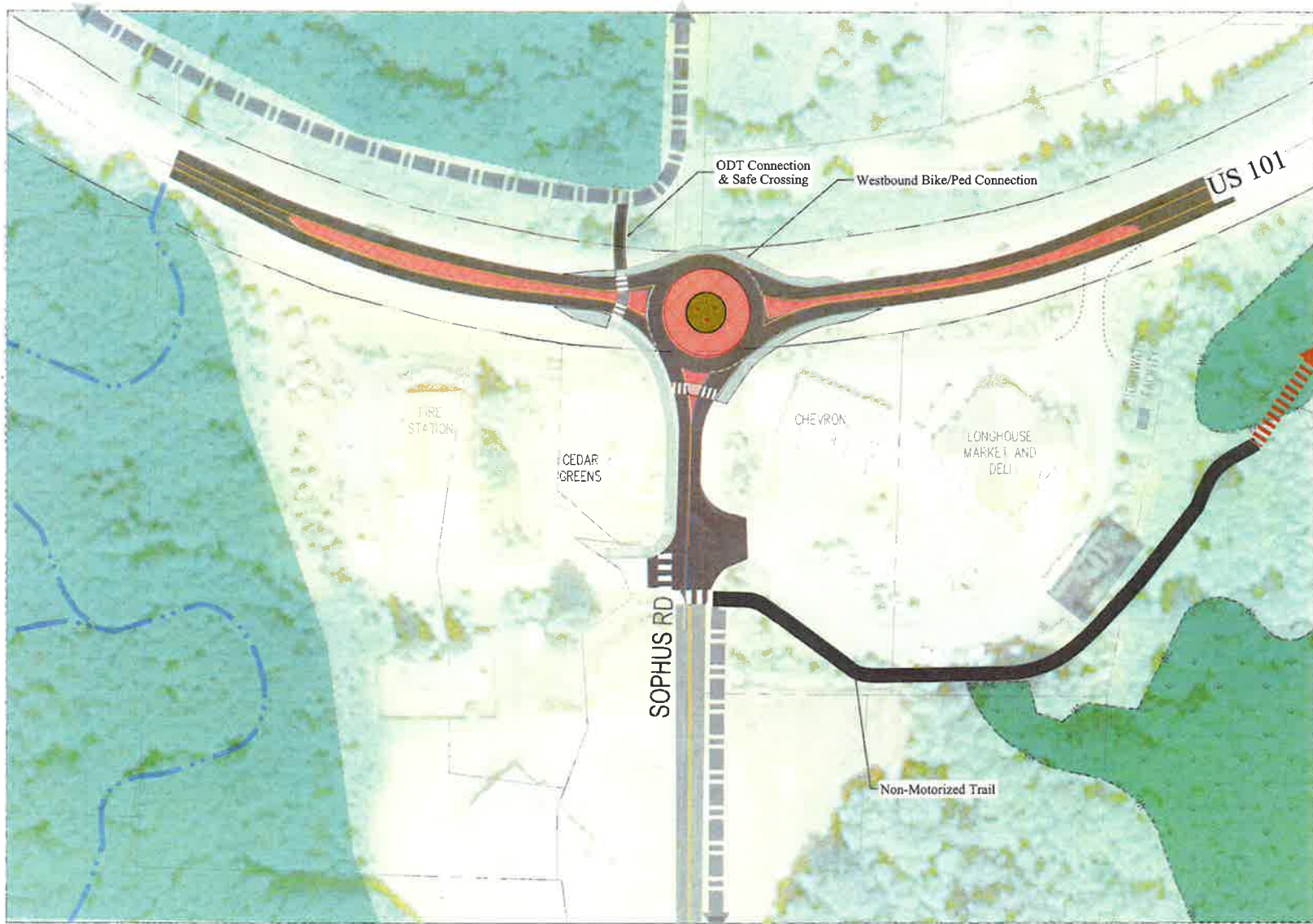


Contact:
 Ron W. Allen Tribal Chair / CEO
 Jamestown S'Klallam Tribe
 360-681-4621
rallen@jamestowntribe.org

JAMESTOWN S'KLALLAM TRIBE ROUNDABOUT







Project Name: US 101 Sophus Road Intersection Improvement
 Client Name: SCJ Alliance
 SCJ Project No.: 1428.08
 Estimate Level: Concept
 Date: 3/22/2021



BID ITEM NO.	WSDOT STD ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	TOTAL QUANTITY	Schedule A Roadway	TOTAL
PREPARATION							
1	0001	MOBILIZATION	L.S.	\$ 148,500.00	1.0	1.0	\$ 148,500
2	0025	CLEARING AND GRUBBING	ACRE	\$ 18,000.00	1.1	1.1	\$ 19,800
3	0120	REMOVING ASPHALT CONC. PAVEMENT	S.Y.	\$ 30.00	8720.0	8720.0	\$ 261,600
Subtotal:						\$429,900	\$ 429,900
GRADING							
4	0310	ROADWAY EXCAVATION INCL. HAUL	C.Y.	\$ 26.00	7400.0	7400.0	\$ 192,400
5	0408	SELECT BORROW INCL. HAUL	TON	\$ 31.00	200.0	200.0	\$ 6,200
Subtotal:						\$198,600	\$ 198,600
STORM SEWER							
6	3091	CATCH BASIN TYPE 1	EACH	\$ 2,000.00	11.0	11.0	\$ 22,000
7	3151	TESTING STORM SEWER PIPE	L.F.	\$ 5.00	1000.0	1000.0	\$ 5,000
8	3541	SCHEDULE A STORM SEWER PIPE 12 IN. DIAM.	L.F.	\$ 60.00	1000.0	1000.0	\$ 60,000
9	NS-276	STORMWATER TREATMENT VAULT	EACH	\$ 10,000.00	1.0	1.0	\$ 10,000
Subtotal:						\$97,000	\$ 97,000
SURFACING							
10	5100	CRUSHED SURFACING BASE COURSE	TON	\$ 35.00	2300.0	2300.0	\$ 80,500
11	5120	CRUSHED SURFACING TOP COURSE	TON	\$ 38.00	800.0	800.0	\$ 30,400
Subtotal:						\$110,900	\$ 110,900
CEMENT CONCRETE PAVEMENT							
12	NS-600	STAMPED/PIGMENTED CEMENT CONC. PAVING (SPLITTER ISLAND)	S.Y.	\$ 100.00	860.0	860.0	\$ 86,000
13	NS-601	STAMPED/PIGMENTED CEMENT CONC. PAVING (TRUCK APRON)	S.Y.	\$ 100.00	526.0	526.0	\$ 52,600
Subtotal:						\$138,600	\$ 138,600
HOT MIX ASPHALT							
14	5767	HMA CL. 1/2 IN. PG 68H-22	TON	\$ 100.00	2079.0	2079.0	\$ 207,900
Subtotal:						\$207,900	\$ 207,900
TRAFFIC							
15	6698	ROUNDOABOUT SPLITTER ISLAND NOSING CURB	EACH	\$ 330.00	3.0	3.0	\$ 990
16	6699	ROUNDOABOUT CEMENT CONCRETE CURB AND GUTTER	L.F.	\$ 40.00	2170.0	2170.0	\$ 86,800
17	6700	CEMENT CONC. TRAFFIC CURB AND GUTTER	L.F.	\$ 45.00	2170.0	2170.0	\$ 97,650
18	6708	ROUNDOABOUT CENTRAL ISLAND CEMENT CONCRETE CURB	L.F.	\$ 80.00	125.0	125.0	\$ 10,000
19	6709	ROUNDOABOUT TRUCK APRON CEM. CONC. CURB AND GUTTER	L.F.	\$ 60.00	280.0	280.0	\$ 16,800
20	6890	PERMANENT SIGNING	L.S.	\$ 11,000.00	1.0	1.0	\$ 11,000
21	6904	ILLUMINATION SYSTEM	L.S.	\$ 120,000.00	1.0	1.0	\$ 120,000
22	6971	PROJECT TEMPORARY TRAFFIC CONTROL	L.S.	\$ 88,300.00	1.0	1.0	\$ 88,300
Subtotal:						\$431,540	\$ 431,540
OTHER ITEMS							
23	7006	STRUCTURE EXCAVATION CLASS B INCL. HAUL	C.Y.	\$ 25.00	445.0	445.0	\$ 11,125
24	7008	SHORING OR EXTRA EXCAVATION CLASS B	S.F.	\$ 2.00	4000.0	4000.0	\$ 8,000
25	7055	CEMENT CONC. SIDEWALK	S.Y.	\$ 90.00	1200.0	1200.0	\$ 108,000
26	7058	CEMENT CONC. CURB RAMP TYPE	EACH	\$ 3,300.00	10.0	10.0	\$ 33,000
27	NS-892	ROUNDOABOUT CENTER ART	L.S.	\$ 300,000.00	1.0	1.0	\$ 300,000
Subtotal:						\$460,125	\$ 460,125
BUILDING							
28	8058	02800 LANDSCAPING	L.S.	\$ 25,000.00	1.0	1.0	\$ 25,000
Subtotal:						\$25,000	\$ 25,000

Subtotal Construction:	\$2,099,565	\$	2,099,565
Contingency @ 18%	\$377,922	\$	377,922
TOTAL CONSTRUCTION:	\$2,477,487	\$	2,477,487

Preliminary Engineering (PE) @ 10%	\$247,749	\$	247,749
Construction Management (CM) @ 8%	\$198,199	\$	198,199
Miscellaneous Costs @ 5%	\$123,874	\$	123,874
Right of Way Costs	\$15,000	\$	15,000

SCHEDULE COST TOTALS:	\$3,062,309	\$	3,062,309
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TOTAL PROJECT COST: \$ 3,062,309





AGENDA ITEM SUMMARY

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

7
4/12/21

Department: BOCC

WORK SESSION ☒ Meeting Date: 04-12-21

REGULAR AGENDA ☒ Meeting Date: 04-20-21

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:

A vacancy exists on the Solid Waste Advisory Committee due to the resignation of the representative for the City of Sequim position. A notice of the vacancy was issued in February 2021 to solicit applications.

The City of Sequim notified the Board of Commissioners of the appointment of their new representative.

The Director of Public Works and the Solid Waste Advisory Committee endorse the appointment of Keith Suggs as the City of Sequim representative.

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 and sign resolution appointing Keith Larkin to the Solid Waste Advisory Committee.

County Official signature & print name: Morgann Halencak Morgann Halencak, Deputy Clerk

Name of Employee/Stakeholder attending meeting: Meggan Uecker

Relevant Departments: Public Works/BOCC

Date submitted: 04/07/21

* 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)

Appointing Keith Larkin 04-20-21
Revised: 3-04-2019



RESOLUTION _____, 2021

APPOINTING A MEMBER TO THE SOLID WASTE ADVISORY COMMITTEE

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Solid Waste Advisory Committee due to the resignation of the representative for the City of Sequim position.
2. A notice of the vacancy was issued in February 2021 to solicit applications.
3. The City of Sequim notified staff of the appointment of their new representative.
4. The Director of Public Works and the Solid Waste Advisory Committee endorse the appointment of Keith Larkin to the Solid Waste Advisory Committee.

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

1. **Keith Larkin** is appointed to serve as the City of Sequim representative for a standing term.

PASSED AND ADOPTED this twentieth day of April 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Bill Peach

A22.177
Appointee
Public Works



AGENDA ITEM SUMMARY

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

8
4/12/21

Department: BOCC

WORK SESSION ☒ **Meeting Date: 4/12/21**

REGULAR AGENDA ☒ **Meeting Date: 4/20/21**

Item Summary:*

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

Executive Summary:

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

Clallam County Genealogical Society - \$2,400
New Dungeness Light Station - \$8,600
North Olympic History Center - \$14,500
Sequim Museum - \$14,500

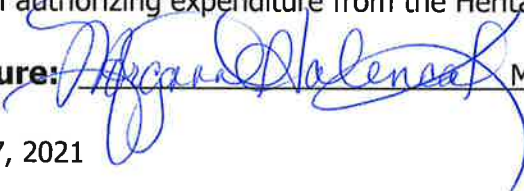
Contracts for each of the applicants will be prepared and executed later

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?** ☐

Heritage Advisory Grant Fund - \$40,000

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:  Morgann Halencak, Deputy Clerk

Date Submitted: April 7, 2021

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



RESOLUTION _____, 2021

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 press release requesting applications to be submitted for grant funding for historic preservation purposes through the Heritage Advisory Grant fund on January 13, 2021.
5. The Heritage Advisory Board met on April 5, 2021 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 Clallam County Genealogical Society, New Dungeness Light Station, North Olympic History Center and Sequim Museum.

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:

Clallam County Genealogical Society - \$2,400
New Dungeness Light Station - \$8,600
North Olympic History Center - \$14,500
Sequim Museum - \$14,500
3. Contracts for each of the applicants 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 twentieth day of April 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Bill Peach

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)

9
4/12/21
5a

Department: BOCC

WORK SESSION ☒ Meeting Date: 04/12/21

REGULAR AGENDA ☒ Meeting Date: 04/13/21

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioners will consider adopting by Resolution the attached budget reduction on April 27, 2021

Budget reductions – a reduction in revenues and/or expenditures.

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?** ☐
Department of Community Development – Long Range Planning – (\$69,981)

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

County Official signature & print name: Morgann Halencak Morgann Halencak, Deputy Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

Date submitted: April 7, 2021

* 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 BUDGET REDUCTION

Notice is hereby given Clallam County will adopt by Resolution of the Board the budget reduction shown below on April 27, 2021 at 10 a.m. in the Commissioners' Meeting Room (160), Clallam County Courthouse.

Department of Community Development – Long Range Planning – Budget reduction due to Planner III position moving from DCD – Long Range Planning to Human Resources – Risk Management/(\$69,981)

A copy of the budget change form may be reviewed at the office of the Board of County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: April 13, 2021

Mark Ozias, Chair

Publish: April 18 and 25, 2021

Bill: Commissioners' Office

c: Budget Director
Department(s)
Treasurer

MAR 31 2021

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/31/2021 ✓

Budget Hearing/Meeting Date: 4/27/2021

- **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
- X **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.334 ✓	Budget Name	DCD – Long Range Planning ✓
---------------------------------	-------------	--------------------	-----------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.334 ✓	DCD – Long Range Planning	55861.10.0010 ✓	Regular Time	49,521
00100.334 ✓	DCD – Long Range Planning	55861.20.0020 ✓	Benefits	20,460
Total				69,981 ✓

EXPENDITURES

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	69,981
Total				69,981 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Planner III position moves from DCD - Long Range Planning to HR – Risk Management resulting in a reduction to the DCD – Long Range Planning budget. (1 of 2)

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



AGENDA ITEM SUMMARY

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

10
4/12/21
Sb

Department: BOCC

WORK SESSION ☒ Meeting Date: 04/12/21

REGULAR AGENDA ☒ Meeting Date: 04/13/21

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

Item summary:

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

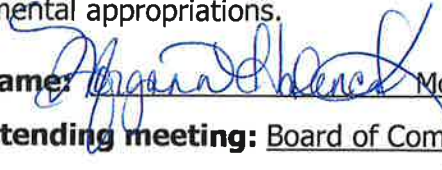
Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on April 27, 2021
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?** ☐
Sheriff – Operations - \$1,000

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

County Official signature & print name:  Morgann Halencak, Deputy Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

Date submitted: April 7, 2021

* 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 SUPPLEMENTAL APPROPRIATIONS BUDGET MEETING

Notice is hereby given Clallam County will adopt by Resolution of the Board, the supplemental budget appropriations in the following funds pursuant to RCW 36.40.100, at 10 a.m. on April 27, 2021 in the Commissioners' Meeting Room (160) of the Clallam County Courthouse.

Sheriff – Operations – Additional funds from Washington Association of Sheriffs & Police Chiefs (WASPC) to purchase 2 portable breath test instruments/\$1,000

Copies of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: 13 April 2021

Publish: April 18 and 25
Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

Mark Ozias, Chair

APR 02 2021

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 04/02/21 ✓

Budget Hearing/Meeting Date: 04/27/21 ✓

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

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

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff - Operations ✓	33320.60.0000 ✓	WASPC Traffic Safety Equip Grant	\$ 1,000
Total				\$ 1,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff - Operations ✓	52122.35.0010 ✓	Small Tools & Minor Equipment	\$ 1,000
Total				\$ 1,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To receipt revenue and expend funding from a Washington Association of Sheriffs & Police Chiefs (WASPC) Traffic Safety Equipment Grant to purchase 2 portable breath test instruments.

County Official Approval: _____

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

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AGENDA ITEM SUMMARY

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

11
4/12/21
SC

Department: BOCC

WORK SESSION ☒ Meeting Date: 4/12/21

REGULAR AGENDA ☒ Meeting Date: 4/13/21

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on April 27, 2021

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?** ☐

Park & Facilities – \$14, 530

Auditor – \$29,030

Sheriff – Emergency Services - \$5,873

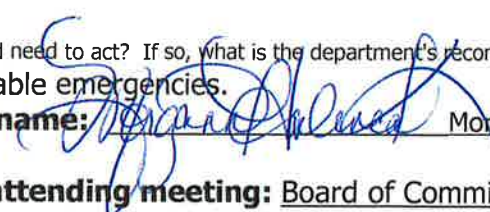
Sheriff – Jail Medical - \$20,700

Sheriff – Operations - \$10,035

Sheriff – Operations - \$3,939

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

Approve the attached notice of debatable emergencies.

County Official signature & print name:  Morgann Halencak, Deputy Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

Date submitted: April 7, 2021

- * 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 Debatables 04-13-21
Revised: 3-04-2019



BUDGET RESOLUTION _____, 2021

CALL FOR HEARING FOR DEBATABLE EMERGENCIES IN THE FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, the following facts constitute a public emergency that could not reasonably have been foreseen at the time of making the budget:

Parks & Facilities – Additional funding for expenses related to COVID-19 for goods and services expenditures incurred in January and February, 2021 expected to be reimbursed through FEMA/\$14,530

Auditor – Return unused 2020 HAVA CARES Act grant funds (received in 2020)/\$29,030

Sheriff – Emergency Services - Additional funding for expenses related to COVID-19 for goods and services expenditures incurred January - March, 2021/\$5,873

Sheriff – Jail Medical - Additional funding for expenses related to COVID-19 for inmate testing expenditures incurred January - March, 2021/\$20,700

Sheriff – Operations

- Additional funding for ExecuTime Scheduling and Time & Attendance software training project costs/\$10,035
- Additional funding for expenses related to COVID-19 for salary and benefits of Grant Coordinator incurred January - March, 2021/\$3,939

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

1. A public hearing on the debatable emergencies listed above will be held April 27, 2021 at 10:30 a.m. in Room 160 of the Clallam County Courthouse.
2. A copy of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

PASSED AND ADOPTED this 13th day of April 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board

Publish: April 18, 2021

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

MAR 30 2021

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: March 30, 2021 ✓

Budget Hearing/Meeting Date: April 27, 2021 ✓

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

Budget Number xxxxx.xxx.	00100.911. ✓	Budget Name	Parks & Facilities ✓
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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	\$ 14,530
Total				\$ 14,530 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.911. ✓	Parks & Facilities ✓	57680.31.0035 ✓	Cleaning and Sanitation Supplies	\$ 863
00100.911. ✓	Parks & Facilities ✓	57680.31.0045 ✓	Building Supplies and Materials	\$ 45
00100.911. ✓	Parks & Facilities ✓	57680.41.1030 ✓	Personnel Services	\$ 13,622
Total				\$ 14,530 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To pay for additional expenses related to the Covid 19 virus event in Clallam County that were paid from the Parks and Facilities budget in 2021. This is to cover the goods and services expenditures incurred in March, 2021, and are expected to be reimbursed through FEMA reimbursements.

County Official Approval:

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

03/30/2021

[Signature]

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MAR 30 2021

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/29/2021 ✓

Budget Hearing/Meeting Date: 04/27/2021 ✓

- **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.	00100.221 ✓	Budget Name	Auditor ✓
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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 ✓	50800.00.000 ✓	Ending Fund Balance	29,030
Total				29,030 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.221. ✓	Auditor ✓	58510.49.0098 ✓	~~Grant funds~~ Grants	29,030
Total				29,030 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To return unused 2020 HAVA CARES Act grant funds (received in 2020).

County Official Approval:

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

Shona Riegg

[Signature]

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APR 02 2021

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 04/02/21 ✓

Budget Hearing/Meeting Date: 04/27/21 ✓



- ☐ **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.	00100.817 ✓	Budget Name	Sheriff – Emergency Services ✓
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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	5,873
Total				5,873 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.817 ✓	Sheriff – Emergency Services ✓	52510.31.0020 ✓	Operating Supplies	4,922
00100.817 ✓	Sheriff – Emergency Services ✓	52510.41.0020 ✓	Professional Services	743
00100.817 ✓	Sheriff – Emergency Services ✓	52510.43.0010 ✓	Travel –Business	140
00100.817 ✓	Sheriff – Emergency Services ✓	52510.32.0015 ✓	Gasoline	68
Total				5,873 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To pay for additional expenses related to the COVID 19 virus event in Clallam County that was paid from the Emergency Services budget. This is to cover the goods and services expenditures incurred January-March 2021.

County Official Approval: _____

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

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APR 02 2021

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 04/02/21 ✓

Budget Hearing/Meeting Date: 04/27/21 ✓

- ☐ **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.	00100.816 ✓	Budget Name	Sheriff – Jail Medical ✓
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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	\$ 20,700
Total				\$ 20,700 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.816 ✓	Sheriff – Jail Medical ✓	52360.41.0086 ✓	Inmate Medical	\$ 20,700
Total				\$ 20,700 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To pay for additional expenses related to the COVID 19 virus event in Clallam County. This is to cover the inmate testing expenditures incurred January-March 2021.

County Official Approval: _____

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

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APR 02 2021

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 04/02/21 ✓

Budget Hearing/Meeting Date: 4/27/2021 ✓

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

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

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	10,035
Total				10,035 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff - Operations ✓	52110.41.0020 ✓	ExecuTime Implementation & Training Services	10,035
Total				10,035 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The software portion of the ExecuTime Scheduling and Time & Attendance software system purchase was completed in FY2020 and the software was paid in full. The implementation and training services portion was budgeted in FY2020 but is not yet completed and is continuing in 2021. This budget action moves the remaining allocated funded for the project into the FY2021 budget to pay the vendor the remainder of the project costs.

County Official Approval: _____

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

APR 02 2021

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 04/01/21

Budget Hearing/Meeting Date: 04/27/21

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

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

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	\$ 3,939
Total				\$ 3,939 ✓

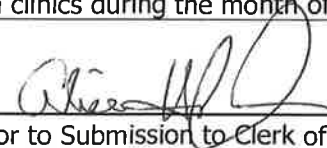
EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	52123.10.0600 ✓	Extra Help	\$ 938
00100.811 ✓	Sheriff – Operations ✓	52123.20.0020 ✓	Benefits	\$ 477
00100.811 ✓	Sheriff – Operations ✓	52122.10.0500 ✓	Overtime	\$ 2,157
00100.811 ✓	Sheriff – Operations ✓	52122.20.0020 ✓	Benefits	\$ 367
Total				\$ 3,939 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To pay for additional expenses related to the COVID 19 virus event in Clallam County that was paid from the Operations budget. This is to cover the salary and benefits of the Grant Coordinator working in the EOC Finance Section and Patrol staff assistance at the vaccination clinics during the month of January - March 2021.

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



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MEETING INFORMATION

CLALLAM COUNTY BOARD OF COMMISSIONERS

H1
4/12/21
@ 1pm

****ATTENTION****

In response to the current Governors order Clallam County has moved Phase 3 of the Healthy Washington Roadmap to Recovery Plan. To be in compliance with the Healthy Washington Roadmap to Recovery Plan the following general requirements for COVID safety for meetings held in the Board of Commissioners Board Room are as follows:

1. All attendees are encouraged to provide contact information on a sign in sheet which will be retained for 28 days for contact tracing purposes.
2. Public seating areas and Board member seating must be arranged to ensure physical distancing is maintained.
3. Meeting attendees must wear a proper face covering and maintain six feet of physical distance between other persons.
4. No food or drink should be consumed in the BOCC Board Room.
5. Meeting organizers shall clean or arrange to have cleaned high-touch surfaces before and after each meeting.
6. Hand sanitizing stations will be available in the BOCC Board Room.
7. Keep doors and windows open where possible to improve ventilation.
8. The Chair of the meeting shall ensure masking and social distancing practices are enforced and practices by all event attendees.

This meeting can be viewed on a live stream at this link: <http://www.clallam.net/features/meetings.html>

If you would like to participate in the meeting via BlueJeans audio only, call 408-419-1715 and join with Meeting ID: 875 561 784

If you would like to participate in the meeting via BlueJeans video conference, visit www.bluejeans.com and join with Meeting ID: 875 561 784

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or agores@co.clallam.wa.us.



AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 4-12-21 at 1 p.m.

Item summary:

- | | | |
|---|--|---|
| ☒ Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other - Charter Review Recommendation |

Executive summary:

The Board of Commissioners will be holding a continued public hearing regarding the following Charter Review Recommendations on Monday, April 12, 2021 at 1 p.m. and 5 p.m.

- 1) Recommendation ensuring Franchises comply with the National Environmental Protection Act
- 2) Recommendation on Legislation for Ranked-Choice Voting

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?)

The Board of Commissioners will be holding a continued public hearing regarding the following Charter Review Recommendations on Monday, April 12, 2021 at 1 p.m. and 5 p.m.

- 1) Recommendation ensuring Franchises comply with the National Environmental Protection Act
- 2) Recommendation on Legislation for Ranked-Choice Voting

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Sue Erzen – Chair of the 2020 Charter Review Commission

Relevant Departments: Board of Commissioners

Date submitted: February 19, 2021

* 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)

Charter Review recommendations 4-12-21.docx

Revised: 3-04-2019



Charter Review Commission

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
Phone: 360.417.2256 Fax: 360.417.2493
Clerk Email: agores@co.clallam.wa.us

Date: September 23, 2020
From: Clallam County Charter Review Commission
To: Clallam County Board of County Commissioners
Re: Consider an Ordinance Ensuring Franchises Comply with the National Environmental Protection Act (NEPA)

Request from Clallam County Charter Review Commissioner to Clallam County Commissioners to Consider an Ordinance Ensuring Franchises Comply with the National Environmental Protection Act (NEPA)

Whereas the Clallam County Charter Review commission voted on July 9, 2020, not to forward a proposed amendment to Article XII, Section 12.30 regarding Franchises to the ballot as a Charter Amendment,

Whereas the Clallam County Charter Review Commission voted on July 9, 2020 to forward a proposed amendment to Article XII, Section 12.30 to the County Commissioners for consideration as an ordinance amending the County Code regarding franchises,

Whereas the Clallam County Charter Review Commission received public input from 40 individuals in support and two opposed to EMF regulation which is the highest responses on any topic that the Charter Review Commission has received,

The Clallam County Charter Review Commission herewith sends to the Clallam County Commissioners the following proposal for consideration as an ordinance amending the County Code regarding franchises.

The BOCC shall take all required and necessary legal actions to ensure that any franchise associated with new radio frequency devices or systems operating in the micro or millimeter wave frequency range, be accompanied by a scientific study determining that such law, regulation or franchise is in compliance with the National Environmental Protection Act (NEPA) prior to the enactment or granting of any franchise.

Sue Erzen
Chair - Charter Review Commission

Tony Corrado
Commissioner - Charter Review Commission
Sponsor of Franchise Amendment



Charter Review Commission

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
Phone: 360.417.2256 Fax: 360.417.2493
Clerk Email: agores@co.clallam.wa.us

Date: December 14, 2020
From: Clallam County Charter Review Commission
To: Clallam County Board of County Commissioners

Request from Clallam County Charter Review Commissioner to Clallam County Commissioners to pass a resolution calling on the state legislature to pass legislation, which would enable the County (and other jurisdictions in the state) to adopt ranked-choice voting for local elections, if they so choose.

Clallam County Charter Review Commission: Recommendation in Favor of Legislation for Ranked-Choice Voting

WHEREAS, an engaged electorate is foundational to the healthy civic life of the community; and

WHEREAS, voter turnout in our primary elections is, without exception, significantly lower than in the general election, and is not reflective of the general electorate; and

WHEREAS, reasons for voter disengagement may include: fear of wasting your vote on a candidate who is not "electable"; pressure to vote tactically for the "lesser of two evils" rather than for the candidate you actually like best; limited choices on the general election ballot; negative campaigning; feeling that your vote doesn't matter; and

WHEREAS, an alternative to our "Top Two" primary system is Ranked-Choice Voting (RCV), whereby instead of being limited to choosing just one candidate in a given race, voters are empowered to rank as many candidates as they like in order of their preference (e.g., 1st choice, 2nd choice, 3rd choice); each voter has only one vote, but can indicate their backup choices; and

WHEREAS, with RCV, voters know that if their 1st choice doesn't have enough support to win, their vote will count for their 2nd choice; if their 2nd choice is defeated, their vote will count for their 3rd choice, and so on;

WHEREAS, using RCV means that the primary and the general elections can be combined into a single, high-turnout election; and

WHEREAS, demonstrated benefits of RCV include:

- saves costs for jurisdictions by preventing costly and low-turnout primary elections;
- frees voters to choose their true favorite candidate without fear of throwing away their vote;
- encourages more candidates to run because they won't fear "splitting the vote" with other similar candidates, or being a "spoiler";
- encourages candidates to reach out to more voters and build a broad coalition of support to win;
- reduces political polarization and mudslinging, and promotes civil, issue-oriented campaigns; and

WHEREAS, more than twenty U.S. jurisdictions have adopted some version of ranked-choice voting, including Minneapolis (MN), New York City (NY), Santa Fe (NM), Memphis (TN), Oakland (CA), Payson (UT), Boulder (CO), Takoma Park (MD), Benton County (OR), and the State of Maine; and

WHEREAS, in 2007, Clallam County voters were able to consider a charter amendment that would have adopted ranked-choice voting for County elections; and

WHEREAS, today, Clallam County voters no longer have the option to consider adopting ranked-choice voting, because Washington state law presently mandates a "Top Two" primary system for all jurisdictions that effectively prohibits them from adopting RCV; and

WHEREAS, two bills currently before the Washington State Legislature, HB 1722 and SB 5708 (the "Local Options Bill") as they are presently drafted, would amend state law to give local jurisdictions the option to adopt RCV; and

WHEREAS, HB 1722 and SB 5708 are merely permissive bills which do not dictate or impose any policies upon any jurisdictions, but simply provide jurisdictions with the ability, should they choose, to adopt RCV.

THEREFORE, THE CHARTER REVIEW COMMISSION RECOMMENDS that the Clallam County Board of County Commissioners pass a resolution calling on the state legislature to pass legislation, which would enable the County (and other jurisdictions in the state) to adopt ranked-choice voting for local elections, if they so choose.

Sue Erzen
Chair - Charter Review Commission

Therese Stokan
Commissioner - Charter Review Commission
Sponsor of Choice-Ranked Voting

PUBLIC HEARING

Charter Review Commission Recommendations
Recommendation Ensuring Franchises Comply with the National Environmental Protection Act
And
Recommendation on Legislation for Ranked-Choice Voting

NOTICE: The Clallam County Board of Commissioners will conduct public hearings on Tuesday, April 6, 2021 at 10:30 a.m. and on Monday, April 12, 2021 at 1 p.m. and 5 p.m., or as soon thereafter as possible in the Commissioners' Meeting Room of the Clallam County Courthouse, 223 East 4th Street, Room 160, Port Angeles, Washington. The public hearing is to take public comment on the Charter Review Commission recommendations listed above. All recommendations are available on the County website <http://www.clallam.net/bocc/homerulecharter.html>

Public comments are encouraged. Submit written comments to the proponent below before the hearings or present comments at the public hearing.

****ATTENTION****

In response to the current pandemic, to promote social distancing, and in compliance with Governor's Proclamation which prohibits in-person attendance at meetings, the Board of Commissioners strongly encourages the public to take advantage of remote options for attending open public meetings. The Board of Commissioners also strongly encourages public comments to be submitted in writing if possible.

If you would like to participate in the meeting by phone call 408-419-1715 and use Meeting ID: 875 561 784

If you would like to participate via video conference, visit www.bluejeans.com and join the Regular Meeting with Meeting ID: 875 561 784.

No in-person attendance will be allowed until Governor's Proclamation is lifted.

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
Loni Gores – Clerk of the Board
223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
Telephone: 360.417.2256
agores@co.clallam.wa.us

FORMAL IDENTIFICATION: Charter Review Commission Recommendations:
Recommendation Ensuring Franchises Comply with the National Environmental Protection Act
And
Recommendation on Legislation for Ranked-Choice Voting

SUMMARY OF RECOMMENDATIONS:

- The BOCC shall take all required and necessary legal actions to ensure that any franchise associated with new radio frequency devices or systems operating in the micro or millimeter wave frequency range, be accompanied by a scientific study determining that such law, regulation or franchise is in compliance with the National Environmental Protection Act (NEPA) prior to the enactment or granting of any franchise.
- Recommends that the Clallam County Board of County Commissioners pass a resolution calling on the state legislature to pass legislation, which would enable the County (and other jurisdictions in the state) to adopt ranked-choice voting for local elections, if they so choose.

Publish: March 28 and April 9 (PDN)
March 31 (Sequim Gazette)
April 1 (Forks Forum)

Loni Gores, CMC, Clerk of the Board

Bill: Board of Commissioners



MEETING INFORMATION

CLALLAM COUNTY BOARD OF COMMISSIONERS

H1
4/12/21
@ 5pm

****ATTENTION****

In response to the current Governors order Clallam County has moved Phase 3 of the Healthy Washington Roadmap to Recovery Plan. To be in compliance with the Healthy Washington Roadmap to Recovery Plan the following general requirements for COVID safety for meetings held in the Board of Commissioners Board Room are as follows:

1. All attendees are encouraged to provide contact information on a sign in sheet which will be retained for 28 days for contact tracing purposes.
2. Public seating areas and Board member seating must be arranged to ensure physical distancing is maintained.
3. Meeting attendees must wear a proper face covering and maintain six feet of physical distance between other persons.
4. No food or drink should be consumed in the BOCC Board Room.
5. Meeting organizers shall clean or arrange to have cleaned high-touch surfaces before and after each meeting.
6. Hand sanitizing stations will be available in the BOCC Board Room.
7. Keep doors and windows open where possible to improve ventilation.
8. The Chair of the meeting shall ensure masking and social distancing practices are enforced and practices by all event attendees.

This meeting can be viewed on a live stream at this link: <http://www.clallam.net/features/meetings.html>

If you would like to participate in the meeting via BlueJeans audio only, call 408-419-1715 and join with Meeting ID: 875 561 784

If you would like to participate in the meeting via BlueJeans video conference, visit www.bluejeans.com and join with Meeting ID: 875 561 784

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or agores@co.clallam.wa.us.



AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 4-12-21 at 5 p.m.

Item summary:

- ☒ Hearing ☐ Contract/Agreement/MOU - Contract #
- ☐ Resolution ☐ Proclamation ☐ Budget Item
- ☐ Draft Ordinance ☐ Final Ordinance ☒ Other - Charter Review Recommendation

Executive summary:

The Board of Commissioners will be holding a continued public hearing regarding the following Charter Review Recommendations on Monday, April 12, 2021 at 1 p.m. and 5 p.m.

- 1) Recommendation ensuring Franchises comply with the National Environmental Protection Act
- 2) Recommendation on Legislation for Ranked-Choice Voting

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?)

The Board of Commissioners will be holding a continued public hearing regarding the following Charter Review Recommendations on Monday, April 12, 2021 at 1 p.m. and 5 p.m.

- 1) Recommendation ensuring Franchises comply with the National Environmental Protection Act
- 2) Recommendation on Legislation for Ranked-Choice Voting

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Sue Erzen – Chair of the 2020 Charter Review Commission

Relevant Departments: Board of Commissioners

Date submitted: February 19, 2021

* 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)



Charter Review Commission

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
Phone: 360.417.2256 Fax: 360.417.2493
Clerk Email: agores@co.clallam.wa.us

Date: September 23, 2020
From: Clallam County Charter Review Commission
To: Clallam County Board of County Commissioners
Re: Consider an Ordinance Ensuring Franchises Comply with the National Environmental Protection Act (NEPA)

Request from Clallam County Charter Review Commissioner to Clallam County Commissioners to Consider an Ordinance Ensuring Franchises Comply with the National Environmental Protection Act (NEPA)

Whereas the Clallam County Charter Review commission voted on July 9, 2020, not to forward a proposed amendment to Article XII, Section 12.30 regarding Franchises to the ballot as a Charter Amendment,

Whereas the Clallam County Charter Review Commission voted on July 9, 2020 to forward a proposed amendment to Article XII, Section 12.30 to the County Commissioners for consideration as an ordinance amending the County Code regarding franchises,

Whereas the Clallam County Charter Review Commission received public input from 40 individuals in support and two opposed to EMF regulation which is the highest responses on any topic that the Charter Review Commission has received,

The Clallam County Charter Review Commission herewith sends to the Clallam County Commissioners the following proposal for consideration as an ordinance amending the County Code regarding franchises.

The BOCC shall take all required and necessary legal actions to ensure that any franchise associated with new radio frequency devices or systems operating in the micro or millimeter wave frequency range, be accompanied by a scientific study determining that such law, regulation or franchise is in compliance with the National Environmental Protection Act (NEPA) prior to the enactment or granting of any franchise.

Sue Erzen
Chair - Charter Review Commission

Tony Corrado
Commissioner - Charter Review Commission
Sponsor of Franchise Amendment



Charter Review Commission

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
Phone: 360.417.2256 Fax: 360.417.2493
Clerk Email: agores@co.clallam.wa.us

Date: December 14, 2020
From: Clallam County Charter Review Commission
To: Clallam County Board of County Commissioners

Request from Clallam County Charter Review Commissioner to Clallam County Commissioners to pass a resolution calling on the state legislature to pass legislation, which would enable the County (and other jurisdictions in the state) to adopt ranked-choice voting for local elections, if they so choose.

Clallam County Charter Review Commission: Recommendation in Favor of Legislation for Ranked-Choice Voting

WHEREAS, an engaged electorate is foundational to the healthy civic life of the community; and

WHEREAS, voter turnout in our primary elections is, without exception, significantly lower than in the general election, and is not reflective of the general electorate; and

WHEREAS, reasons for voter disengagement may include: fear of wasting your vote on a candidate who is not "electable"; pressure to vote tactically for the "lesser of two evils" rather than for the candidate you actually like best; limited choices on the general election ballot; negative campaigning; feeling that your vote doesn't matter; and

WHEREAS, an alternative to our "Top Two" primary system is Ranked-Choice Voting (RCV), whereby instead of being limited to choosing just one candidate in a given race, voters are empowered to rank as many candidates as they like in order of their preference (e.g., 1st choice, 2nd choice, 3rd choice); each voter has only one vote, but can indicate their backup choices; and

WHEREAS, with RCV, voters know that if their 1st choice doesn't have enough support to win, their vote will count for their 2nd choice; if their 2nd choice is defeated, their vote will count for their 3rd choice, and so on;

WHEREAS, using RCV means that the primary and the general elections can be combined into a single, high-turnout election; and

WHEREAS, demonstrated benefits of RCV include:

- saves costs for jurisdictions by preventing costly and low-turnout primary elections;
- frees voters to choose their true favorite candidate without fear of throwing away their vote;
- encourages more candidates to run because they won't fear "splitting the vote" with other similar candidates, or being a "spoiler";
- encourages candidates to reach out to more voters and build a broad coalition of support to win;
- reduces political polarization and mudslinging, and promotes civil, issue-oriented campaigns; and

WHEREAS, more than twenty U.S. jurisdictions have adopted some version of ranked-choice voting, including Minneapolis (MN), New York City (NY), Santa Fe (NM), Memphis (TN), Oakland (CA), Payson (UT), Boulder (CO), Takoma Park (MD), Benton County (OR), and the State of Maine; and

WHEREAS, in 2007, Clallam County voters were able to consider a charter amendment that would have adopted ranked-choice voting for County elections; and

WHEREAS, today, Clallam County voters no longer have the option to consider adopting ranked-choice voting, because Washington state law presently mandates a "Top Two" primary system for all jurisdictions that effectively prohibits them from adopting RCV; and

WHEREAS, two bills currently before the Washington State Legislature, HB 1722 and SB 5708 (the "Local Options Bill") as they are presently drafted, would amend state law to give local jurisdictions the option to adopt RCV; and

WHEREAS, HB 1722 and SB 5708 are merely permissive bills which do not dictate or impose any policies upon any jurisdictions, but simply provide jurisdictions with the ability, should they choose, to adopt RCV.

THEREFORE, THE CHARTER REVIEW COMMISSION RECOMMENDS that the Clallam County Board of County Commissioners pass a resolution calling on the state legislature to pass legislation, which would enable the County (and other jurisdictions in the state) to adopt ranked-choice voting for local elections, if they so choose.

Sue Erzen
Chair - Charter Review Commission

Therese Stokan
Commissioner - Charter Review Commission
Sponsor of Choice-Ranked Voting

PUBLIC HEARING

Charter Review Commission Recommendations Recommendation Ensuring Franchises Comply with the National Environmental Protection Act And Recommendation on Legislation for Ranked-Choice Voting

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