



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, April 11, 2023 – 10:00 a.m.

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

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

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

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

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA ? Any Commissioner may remove items for discussion

- 1a. Approval of vouchers for the week of April 3

Approval of vouchers 

- 1b. Approval of minutes for the week of April 3

Approval of minutes 

- 1c. Legal engagement letter regarding outside counsel for tax appeals

Letter 

Updated Document - added 4-10-23 

- 1d. Proclamation recognizing and honoring Sasquatch

Proclamation 

- 1e. Proclamation recognizing Clallam County international Dark Sky Week April 15-22, 2023

Proclamation 

- 1f. Proclamation recognizing Food Waste Prevention Week April 10-16, 2023

Proclamation 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a. Agreement amendment 11 with Department of Health for BEACH Program, shellfish, sanitary survey, and solid waste

Agreement amendment 11 

ADMINISTRATION

- 3a. Request for waiver of bid/RFP/quote requirement for testing system HACH DR3900 Spectrophotometer

Request 

- 3b. Resolution appointing Trina Cozzolino and Cara Cristion to the Fair Advisory Board

Resolution 

BUDGET

- 4a. Notice that the following supplemental appropriations will be adopted by Resolution on April 25:
HHS - Developmental Disabilities - Additional funding from DSHS/DDD for increasing services provided to individuals with developmental disabilities and increase in administration funds/\$546,167
HHS Operations - Funding received for providing COVID 19 services and providing lodging and housing assistance/\$71,387

Supplemental appropriations 

- 4b. Resolution calling for a hearing to be held April 25 at 10:30 a.m. for the following debatable emergencies:
Sheriff ? Animal Control ? Additional funding to meet increased contract costs for the Humane Society for 2023/\$21,000
PW ? Roads ? Employee retirement vacation and sick pay out/\$37,530
PW ? Carlsborg Sewer - Adjustment of 2022 City of Sequim True-Up due to incorrect rates and underbilling/\$79,936

Debatable emergencies 

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

- H1. Ordinance amending Clallam County Code Chapter 33.57 Signs

Ordinance 

- H2. Resolution adopting a Policy regarding Survey Monument Preservation

Resolution 

PUBLIC COMMENT ? Please limit comments to three minutes

EXECUTIVE SESSION

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

The following meetings are scheduled for the Board of Commissioners April 10 -14:

Monday, April 10:

9:00 a.m. Work Session

12:00 p.m. WSAC Virtual Update

3:00 p.m. Executive Session

5:00 p.m. Joint Meeting with City of Port Angeles (located at City of PA)

Tuesday, April 11:

10:00 a.m. Board Meeting

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

11:00 a.m. Federal Funding Workshop hosted by Representative Kilmer

Wednesday, April 12:

8:00 a.m. Coffee with Colleen

Thursday, April 13:

1:00 p.m. KONP Radio Show

Friday, April 14:

1:00 p.m. Highway 101 Construction Meeting (located at the PUD)

4:00 p.m. KSQM Radio Show

INSTRUCTIONS FOR SPEAKING AT A COMMISSIONERS' MEETING:

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

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

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



19
APR 11 2023

Date of report: April 5, 2023

General	\$529,147.86
Other	\$1,088,677.53
Total	\$1,617,825.39

STATE OF WASHINGTON

County of Clallam

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

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____ 2023.

SHOONA RIGGS COUNTY AUDITOR

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

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

MARK OZIAS, Chair

MIKE FRENCH

RANDY JOHNSON

RICH SILL (County Administrator)

Weekly Expenditures

April 3 - 7, 2023

Fund #	Department	Expenditures		Use Tax	
		General Fund	Other	General Fund	Other
00100.211	Assessor	594.24			
00100.221	Auditor	2,023.88			
00100.241/291	Commissioners (BOCC)	445,415.42			
00100.244	BOCC - Board of Equalization	383.18			
19961.291	BOCC - American Rescue Plan Act		20,273.97		
00100.331-334	Dept. of Community Develop't (DCD)	26,222.55			
00100.881	District Court II	1,794.89			
11301.511	Health & Human Services (HHS)		6,408.70		
00100.511	HHS - Environmental Health	2,374.75		9.57	
11322.511	HHS - Homeless Task Force		6,740.39		
11323.511	HHS - Chem Dep/Mental Hlth		27,644.20		
00100.851	Juvenile Services	4,254.04			
00100.911/912	Parks Fair Facilities (PFF)	14,095.82			
30101.911	PFF - REET 1 (Real Estate Excise Tax)		187,702.46		
30201.911	PFF - REET 2 (Real Estate Excise Tax)		195.73		
30501.911	PFF - Capital Projects		4,928.73		
00100.841-843	Prosecuting Attorney	10,637.12			
	Public Works (PW)				
10101.611	PW - Roads		584,225.00		
30401.331	PW - Dungeness Reservoir		26,493.09		
40201.611	PW - Solid Waste		270.57		
41401.611	PW - Clallam/Seki Sewer		3,096.44		
42401.611	PW - Carlsborg Sewer		283.97		
43401.611	PW - Bullman Beach Water System		368.63		
50301.611	PW - ER&R (Equip't Rental & Revolving)		214,781.79		
00100.811-815,817	Sheriff	11,862.54			
00100.816	Sheriff - Jail Medical	5,500.75			
11008.811	Sheriff - OPNET Drug		3,607.56		
11065.811	Sheriff - OPSCAN Operations		526.30		
00100.861	Superior Court	2,823.35			
12905.861	Superior Court - Dispute Resolution		410.00		
12911.861	Superior Court - Courthouse Facilitator		720.00		
00100.891	Superior Court Clerk	1,046.92			
00100.231	Treasurer	108.84			
Total		529,138.29	1,088,677.53	9.57	-

Report Reconciliation		Totals			
Total	1,617,815.82	General Fund	529,147.86		
Final Check Lists	1,617,815.82	Other	1,088,677.53		
Difference	-	Total	1,617,825.39	Use Tax	9.57

COPY

Prepared by:

Sara DeBiddle, Clallam County Auditor's Office

Invoice History Use Tax Report
CLALLAM COUNTY

Tran Date	Vendor Name	Invoice / Credit Memo No.	Doc Group	Taxable Amount	Tax Amount	Invoice Total
4/11/2023	MICROTECH SCIENTIFIC	28569-a	cthompso	108.75	9.57	108.75
Totals:				108.75	9.57	108.75

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000023	ADVANCED TRAVEL	MD ADV TR 600	3/30/2023	ADVANCE TRAVEL FOR MEG	517.94	517.94
4/11/2023	0001211	PENINSULA DAILY NEWS	PDN 3-2023	3/30/2023	PDN SUBSCRIPTION	46.80	46.80
Sub total for U S BANK:							564.74

0.*
1,617,815.82*+
108.84+
1,046.92+
3,953.35+
5,500.75+
15,996.40+
26,763.66+
652.60+
587,321.44+
214,781.79+
10,637.12+
206,922.74+
4,254.04+
43,168.04+
1,794.89+
26,222.55+
383.18+
465,689.39+
2,023.88+
29.50+
564.74+
0.*

apChkLst
04/05/2023 8:31:47AM

Final Check List
CLALLAM COUNTY

Assessor (2) Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	4/11/2023	0042306 DUNCAN, MEGAN	MD REIM TR 60	3/30/2023	REIMBURSEMENT FOR MEAL	29.50	29.50
Sub total for U S BANK:							29.50

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04/05/2023 8:52:15AM

Final Check List
CLALLAM COUNTY

Auditor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000152	BALLOT & BUSINESS FORMS,	6250	3/20/2023	5,000 VOTER REGISTRATION	1,262.08	1,262.08
4/11/2023	0002515	RIGGS, SHOONA	Riggs 3-21-23	3/21/2023	FINANCE CONFERENCE TRA	761.80	761.80
Sub total for U S BANK:							2,023.88

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04/05/2023 9:29:25AM

Final Check List
CLALLAM COUNTY

Bocc

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000368	CLALLAM PUBLIC DEFENDER	Pub Def 4/2023	3/30/2023	2ND QUARTER PAYMENT PEI	442,748.00	442,748.00
4/11/2023	0000382	CODE PUBLISHING COMPANY	GC00120609	3/30/2023	ANNUAL WEB FEES, WEB UP	830.00	830.00
4/11/2023	0000546	EXPRESS SERVICES, INC	28803377	3/30/2023	RICH MEIER 3/26/2023	429.45	429.45
4/11/2023	0001300	PUBLIC UTILITY DISTRICT	15291	3/30/2023	ARPA CONTRACT #19961.21.0	14,532.97	14,532.97
4/11/2023	0029076	PORT ANGELES FARMERS M/	ARPA PAFM 3/21	3/30/2023	ARA CONTRACT # 19961.22.0	5,741.00	5,741.00
4/11/2023	0041493	LANE, MARK	ML 3/23/2023	3/30/2023	WASAC AUDITOR'S FINANCE	450.04	450.04
4/11/2023	0047087	TURNER, REBECCA	RT 3/23/2023	3/30/2023	WSAC AUDITOR'S FINANCE C	957.93	957.93
Sub total for U S BANK:							465,689.39

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04/05/2023 9:32:53AM

Final Check List
CLALLAM COUNTY

BOE

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	4/11/2023	0002447	GIBBS, GORDON	GGMarchMileag	3/29/2023 BOE - TRAVEL FOR BOE HEA	383.18	383.18
Sub total for U S BANK:							383.18

DCD

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000360	CLALLAM COUNTY ER&R	2023.090E	3/22/2023	BDI 800 CE 400 ER&R MARCH	1,200.00	1,200.00
4/11/2023	0000546	EXPRESS SERVICES, INC	28750445	3/15/2023	CE BURKHARDT TO 3-05-2023	112.65	112.65
4/11/2023	0001970	WARREN, ANNETTE	WARREN 3-27-2	3/27/2023	WARREN WABO TRAING TRA	74.00	74.00
4/11/2023	0003431	HI-TECH SECURITY, INC.	REF 032023	3/22/2023	REFUND BPT2023-247 VALUE	26.00	26.00
4/11/2023	0022152	FAULK, WILLIAM	FAULK 3-27-23	3/27/2023	FAULK WABO TRAING TRAVE	120.15	120.15
4/11/2023	0028740	REBEKAH BROOKS CONTRA	332-32-002-002	3/28/2023	G133 NOBLE MARCH 2023	1,012.50	1,012.50
4/11/2023	0030221	BAILEY, GEORGE	BAILEY 3-27-23	3/27/2023	BAILEY WABO TRAING TRAVI	74.00	74.00
4/11/2023	0036990	ANCHOR QEA LLC	15573	3/23/2023	G156 MCD CRK PRO SERV TI	11,516.50	
			11611	9/19/2022	G156 MCD CRK PRO SERV TC	2,595.75	14,112.25
4/11/2023	0041292	BLANTON ENVIRONMENTAL	4232923	3/29/2023	G133 NOBLE PRO SERV FEB-	8,330.00	8,330.00
4/11/2023	0042096	AQUATIC BIOLOGY ASSOCIAT	1788	3/27/2023	SKEEPERS PRO SERV OCT 2	900.00	900.00
4/11/2023	0048437	GREAT IMPROVEMENTS	REF 031723	3/28/2023	REFUND BPT2023-241 WITHI	261.00	261.00
Sub total for U S BANK:							26,222.55

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Final Check List
CLALLAM COUNTY

District Court II Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0001509	CORDANT HEALTH SOLUTION	24681	4/11/2023	PROBATION TESTING SUPPL	114.89	114.89
4/11/2023	0002298	JOHN D BLACK, PLLC	23-0001	4/11/2023	CONFLICT COUNSEL	375.00	375.00
4/11/2023	0045706	ST MARIE LAW PLLC	5	4/11/2023	CONFLICT COUNSEL	1,305.00	1,305.00
Sub total for U S BANK:							1,794.89

HHs

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000360	CLALLAM COUNTY ER&R	2023.091E	3/22/2023	OSS-MARCH VEHICLE RENT	1,368.00	1,368.00
4/11/2023	0036231	FISHER SCIENTIFIC COMPAN	1220963	3/13/2023	WLAB-LAB SUPPLIES	510.71	510.71
4/11/2023	0001920	MICROTECH SCIENTIFIC	28569-a	2/9/2023	WLAB-LAB SUPPLIES	108.75	108.75
4/11/2023	0001149	OLYMPIC STATIONERS INC	97073	3/21/2023	OSS-DATE STAMP	69.69	69.69
4/11/2023	0021192	SOILS APPLICATIONS LLC	REFUND-03242	3/8/2023	OSS-PRELIMINARY SOILS RE	317.60	317.60
4/11/2023	0041598	AMAZON CAPITAL SERVICES,	1D7G-J6WW-6F	3/1/2023	HOPS - HAPPY LIGHTS (11)	598.29	598.29
4/11/2023	0000546	EXPRESS SERVICES, INC	28750451	3/15/2023	HOPS - EXTRA HELP EMPLO	1,279.20	1,279.20
4/11/2023	0000577	FIRST STEP FAMILY SUPPOR	FSFSC 02-2023	3/21/2023	HOPS - HOTEL LEASING & RE	850.00	850.00
4/11/2023	0042813	LAW, LISA	LL BT 3-27-23	3/27/2023	HOPS - BUSINESS MILEAGE -	166.11	166.11
4/11/2023	0046683	ODP BUSINESS SOLUTIONS	L301689144001	3/21/2023	HOPS - TRASH BAGS, KLEEN	156.25	
			30195937001	3/21/2023	HOPS - ENVELOPES & WHITE	77.18	
			301689114001	3/30/2023	HOPS - TRI-FOLD TOWELS	62.20	
			301685579001	3/21/2023	HOPS - TOLIET PAPER	34.45	330.08
4/11/2023	0015513	OLYMPIC PENINSULA COMM	L0PCC 02-23-2	3/6/2023	HOPS - HOTEL LEASING & RE	2,711.07	2,711.07
4/11/2023	0046988	RICHARDSON, SUMMER	SR BT 3-20-23	3/20/2023	HOPS - BUSINESS MILEAGE	3.94	3.94
4/11/2023	0001433	SERENITY HOUSE OF CLALL	ASH04-2023	3/28/2023	HOPS - SEQUIM WIC RENT -	200.00	200.00
4/11/2023	0001508	STERICYCLE, INC	3006399066	3/13/2023	HOPS - SYRINGE DISPOSAL	191.76	191.76
4/11/2023	0033201	WESTSIDE PIZZA	WP 3-17-23	3/17/2023	HOPS - SUPPLIES FOR HARM	78.25	78.25
4/11/2023	0000224	BOYS & GIRLS CLUB OF OLYM	11322-21-BGCO	3/10/2023	HTF - LIFE SKILLS TRAINING	3,071.43	3,071.43
4/11/2023	0000396	CONCERNED CITIZENS	113622-21-CC 2	3/9/2023	HTF - A FOOT FORWARD-SNI	3,604.84	3,604.84
4/11/2023	0046683	ODP BUSINESS SOLUTIONS	L296065304001	2/24/2023	HTF - OFFICE SUPPLIES	44.55	
			296063171001	2/24/2023	HTF - OFFICE SUPPLIES	19.57	64.12
4/11/2023	0001509	CORDANT HEALTH SOLUTION	TC-9901210228	2/28/2023	CD/MH - LIFT COURT - FEBRU	111.03	111.03
4/11/2023	0021279	KITSAP COUNTY HEALTH DIS	KPHD 3-9-23	3/9/2023	CD/MH - CD/MH SERVICES -	3,123.75	3,123.75
4/11/2023	0015513	OLYMPIC PENINSULA COMM	L11323-22-23-OP	3/6/2023	CD/MH - REDISCOVERY	11,491.60	11,491.60
4/11/2023	0001209	PENINSULA BEHAVIORAL HEA	L113232223PBHL	3/7/2023	CD/MH - ACCESS TO BH SER	11,400.66	
			113232223PBHF	3/7/2023	CD/MH - PATH OUTREACH SE	1,517.16	12,917.82
Sub total for U S BANK:							43,168.04

Juv Svcs

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000360	CLALLAM COUNTY ER&R	2023.099E	3/22/2023	VEHICLE RENTAL/LEASE	1,500.00	1,500.00
4/11/2023	0002030	WAJCA, ANGIE HOLLIS TREA	JDM-SPRING20	3/28/2023	REGISTRATION	100.00	100.00
4/11/2023	0017787	DAIRY FRESH FARMS INC	8182308208	3/23/2023	DET FOOD	117.85	
			8182308313	3/24/2023	DET FOOD	38.52	156.37
4/11/2023	0023334	TOGA'S SOUP HOUSE DELI &	032423TSH	3/24/2023	FOOD	150.42	150.42
4/11/2023	0041147	AMERIGAS PROPANE LP	3148393517	3/24/2023	UTILITIES	1,775.20	1,775.20
4/11/2023	0041605	HOME DEPOT PRO	736910068	3/22/2023	DET SUPPLIES	63.84	63.84
4/11/2023	0046683	ODP BUSINESS SOLUTIONS L	301044100001	3/9/2023	OFFICE SUPPLIES	246.23	
			301050207001	3/9/2023	OFFICE SUPPLIES	198.89	
			301050206001	3/8/2023	OFFICE SUPPLIES	63.09	508.21
Sub total for U S BANK:							4,254.04

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000091	ANGELES MILLWORK & LUMB	328477	3/30/2023	DL BOILED LINSEED OIL	90.46	
			328550	3/30/2023	2301CH RSTR JV BLD WATEF	87.96	
			328394	3/30/2023	2301CH RSTR JV BLD DRILL I	48.78	
			328542	3/30/2023	CH AXIS EXT WOOD SHOP SI	43.62	
			K28511	3/30/2023	FG SEC LT PWR SHOVEL	40.25	
			328436	3/30/2023	CB ROOFING BRK CLNR	15.81	326.88
4/11/2023	0000094	ANGELES PLUMBING INC	37411	3/30/2023	2301CH RSTR JV BLD RESTC	1,841.99	1,841.99
4/11/2023	0000289	CDW GOVERNMENT, INC.	se2204129	3/30/2023	CH ACCESS CONTROL SYST	185,066.52	185,066.52
4/11/2023	0000290	CED/STUSSER - SEATTLE	5948-1034842	3/30/2023	FG SEC LT PWR EL BELL PVC	200.78	200.78
4/11/2023	0000561	FERGUSON ENTERPRISES IN	1348144	3/30/2023	CB GALV FLR END HDPE PIP	4,678.10	
			1393599	3/30/2023	FG SEC LT PWR COUP UNIOI	84.99	
			1383539	3/30/2023	CH URN REP KIT	43.01	4,806.10
4/11/2023	0000714	HARTNAGEL BLDG SUPPLY IN	850484	3/30/2023	DL BOILED LINSEED OIL	82.67	82.67
4/11/2023	0001198	PART WORKS INC, THE	INV91579	3/30/2023	2301CH RSTR JV BLD TOILET	285.97	
			INV91468	3/30/2023	CH VACUUM BREAKER TOILE	229.22	515.19
4/11/2023	0001203	PEN PRINT INC	39467	3/30/2023	DRA SC 10K CAMP FEE ENVE	2,393.60	
			39466	3/30/2023	2302UP RH STRM DMG SIGNI	261.12	
			39465	3/30/2023	2207FAC EV CHG STN PLANS	195.73	2,850.45
4/11/2023	0001253	PORT ANGELES SOLID WAST	1111266	3/30/2023	FG DUMP FEE	48.50	
			1110179	3/30/2023	2301CH RSTR JV BLD DUMP I	25.22	
			1111743	3/30/2023	CH DUMP FEE	17.46	
			1112860	3/30/2023	CH DUMP FEE	13.58	
			1111245	3/30/2023	2301CH RSTR JV BLD DUMP I	10.00	
			1111236	3/30/2023	2301CH RSTR JV BLD DUMP I	10.00	
			1110176	3/30/2023	CH DUMP FEE	10.00	
			1112223	3/30/2023	CH DUMP FEE	10.00	
			11142245	3/30/2023	SMPK PT WILL DUMP FEE	5.12	
			1110333	3/30/2023	CH DUMP FEE	5.00	154.88
4/11/2023	0001258	PORT ANGELES POWER EQU	98009232	3/30/2023	FG AL 300 FAST CHARGER	119.45	119.45
4/11/2023	0001300	PUBLIC UTILITY DISTRICT	43120 2/23	3/30/2023	RH FEB ELECT	408.63	408.63
4/11/2023	0001331	RAINBOW SWEEPERS INC	45450	3/30/2023	FG FIRST AID BLD CLNUP	285.60	285.60
4/11/2023	0001540	SWAIN'S GENERAL STORE IN	310617	3/30/2023	CH MISC SHOP SUPPLIES	121.70	
			310801	3/30/2023	CH MULTI MAT	32.61	154.31
4/11/2023	0019740	PENINSULA FIRE INC.	68125	3/30/2023	FG FIRE SUPP SYSTEM ANNI	915.93	915.93

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0020756	GROVES CRANE COMPANY, L	7171581	3/30/2023	2301UP JV BLR REPAIR CRAN	667.89	667.89
4/11/2023	0024514	ADAMIRE CONCRETE & EXCA	Adamire 3.29.23	3/30/2023	FG FIRST AID BLD REMV COM	3,714.12	3,714.12
4/11/2023	0038174	COASTAL FARM & RANCH	2299	3/30/2023	SC TRAPSTIK TRAP REFILLS	54.64	54.64
4/11/2023	0041605	HOME DEPOT PRO	737748376	3/30/2023	SC NITRILE GLOVES	27.32	27.32
4/11/2023	0041765	CALL LUKE LLC	3189	3/30/2023	SC REFILL BAIT STATIONS	108.80	108.80
4/11/2023	0048312	DRAPERIES NORTHWEST	Draperies NW 3.	3/30/2023	CH 5 PINCH PLT DRAPERIES	4,020.59	4,020.59
4/11/2023	0048432	LANGSTON PROFESSIONAL	£230207	3/30/2023	RH LAND APPRAISAL	600.00	600.00
Sub total for U S BANK:							206,922.74

Prosecutor

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000421	CRAVERS RENT A SPACE	5833	3/30/2023	CRAVERS / STORAGE UNIT	4,103.00	4,103.00
4/11/2023	0000546	EXPRESS SERVICES, INC	28778891	3/30/2023	EXPRESS SERVICES	388.56	
			28750465	3/30/2023	EXPRESS SERVICES	356.18	744.74
4/11/2023	0001154	OLYMPIC VIEW PROPERTIES	OLYMPIC03/30/23	3/30/2023	2ND QUARTER LEASE	5,520.00	5,520.00
4/11/2023	0046683	ODP BUSINESS SOLUTIONS	L300196670001	3/30/2023	OFFICE SUPPLIES	75.29	
			300197166001	3/30/2023	OFFICE SUPPLIES	14.09	89.38
4/11/2023	0047010	HAMLIN, ROBERT	20233	3/30/2023	PROCESS SERVER FEES	180.00	180.00
Sub total for U S BANK:							10,637.12

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000091	ANGELES MILLWORK & LUMB	328431	3/24/2023	Drum Liner - PA 20-B201	20.66	20.66
4/11/2023	0000172	BAXTER A/P OFFICE	15663-41815	3/24/2023	Microfiber - PA	21.51	21.51
4/11/2023	0000592	FORKS AUTO ELECTRIC	934530	3/13/2023	31mhd - LC 240	716.54	
			934526	3/9/2023	Switchs, Lamps - LC 155	199.06	
			933121	2/15/2023	Radio Repairs - LC 104	183.87	1,099.47
4/11/2023	0000599	FORKS OUTFITTERS	22MAR2023	3/22/2023	Clothing - LC	14.11	14.11
4/11/2023	0000677	GRAINGER INC	9649566776	3/22/2023	Valve Extension - LC 720, 738	132.28	132.28
4/11/2023	0000772	INDUSTRIAL HYDRAULICS INC	A342724	3/24/2023	Crimp Fitting, Ferulok Unions -	364.35	364.35
4/11/2023	0000848	PAPE KENWORTH NORTHWE	11798881	3/15/2023	Insite Pro Regi - PA 20-SMTOO	1,033.60	
			11798501	3/15/2023	Insite 5.4 Lite - SQ	969.21	
			11795265	3/14/2023	Yoke - PA 206	534.27	
			11814574	3/22/2023	Adjuster, Camshaft, Cam Kit - I	393.85	
			11796155	3/14/2023	Rivnuts - PA 238	129.12	3,060.05
4/11/2023	0001187	PAPE MACHINERY INC	14269306	3/20/2023	Cutting Edge - PA 336	288.03	288.03
4/11/2023	0001251	PORT ANGELES AUTO GLASS	0073287	3/29/2023	Windshield - PA S334	614.72	614.72
4/11/2023	0001255	PRICE FORD LINCOLN MERCI	5047874	3/29/2023	Moulding - Wind - PA S334	448.74	
			5047842	3/28/2023	Motor Asy - PA S334	79.06	
			5047795	3/23/2023	Switch ASY - PA S342	71.86	
			5047796	3/23/2023	Thermostat Seal and ASY - PA S	28.71	628.37
4/11/2023	0001300	PUBLIC UTILITY DISTRICT	21685-03232023	3/23/2023	Electric Utility Charges- 51 Bedr	1,048.41	1,048.41
4/11/2023	0001364	CLALLAM CO RISK MANAGEM	1STHALF2023E	3/30/2023	1st Half 2023 ERR	187,699.76	187,699.76
4/11/2023	0001385	SAFETY-KLEEN CORP	90956631	3/13/2023	Washer Solvent - SQ	272.98	272.98
4/11/2023	0001405	LES SCHWAB TIRE CENTERS	38000786343	3/16/2023	Snow Plow Tire - PA 1661	159.22	
			38000787881	3/23/2023	Service Call - PA 449	146.60	305.82
4/11/2023	0001426	SEQUIM, CITY OF	1295.0 0401202	4/1/2023	Utility Charges (Water & Sewer)	300.71	300.71
4/11/2023	0001463	SNAP-ON TOOLS	03222317247	3/22/2023	Wyang Wrench, HDR Torx, Pow	606.56	606.56
4/11/2023	0001551	TACOMA SCREW PRODUCTS	100181511-00	3/7/2023	Convolutd Tubing - LC	155.07	155.07
4/11/2023	0001767	WEST WASTE & RECYCLING	0000279777	3/31/2023	Sanican, 410 Frontier - CB	120.00	
			0000277750	3/31/2023	Garbage Collection, 51 Bedrock	72.00	
			0000277751	3/31/2023	Garbage collection 410 Frontier	36.00	228.00
4/11/2023	0001781	WHITEHEADS AUTO PARTS IN	251923	3/22/2023	FlshrThrmI, PastiDp, Brush, Hose	41.82	
			252040	3/23/2023	Hose End, Flasher-Thermal - L	19.01	60.83
4/11/2023	0004211	CENTURYLINK	4295169B/03232	3/23/2023	Phone services - ER&R 169B P	41.17	41.17

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0017663	ARAMARK UNIFORM SVCS IN	5120212022	3/28/2023	Laundry Services - PA	20.46	
			5120209217	3/23/2023	Laundry Services - WE	18.93	39.39
4/11/2023	0022435	RACE STREET AUTO PARTS	625715	3/28/2023	Premium Agm, Core Deposit - F	483.14	
			625776-23	3/29/2023	Front Brake Rotor - PA S344	286.43	
			625779-23	3/29/2023	Emer Service Rotors - PA Store	286.43	
			625029-23	3/23/2023	ICP Sensor - PA 101	167.82	
			625752-23	3/29/2023	Battery, Core Deposit - PA SCP	166.68	
			624130-23	3/16/2023	Filters: Oil, Air, Fuel - PA Stpres	156.40	
			624859-23	3/22/2023	Fleetranner Belt - PA 1037	69.68	
			625607-23	3/28/2023	Oil Filter -PA Stores	66.06	
			625845-23	3/29/2023	Oli Filter - PA Stores	66.06	
			625942	3/30/2023	Battery Accessories - PA	60.88	
			624391-23	3/17/2023	Serpentine Belt - PA 408	47.86	
			625249	3/24/2023	Oli Filter - PA 20-SHERIFF, SAI	5.80	1,863.24
4/11/2023	0030295	WESTERN PETERBILT INC	259155401	3/22/2023	Tensioner Belts - PA Stores	749.87	749.87
4/11/2023	0036418	PA FAR WEST MACHINE &, HY	0323-8304H	3/28/2023	Mofs Mob 90 Adapter - PA 413	55.42	55.42
4/11/2023	0038943	SIX ROBBLEES INC	23R4088	3/30/2023	Steel Tailgate Latch Assembly -	191.03	191.03
4/11/2023	0040272	MATT'S TOOLS USA LLC	132879	3/28/2023	Nitrile Gloves - PA	55.05	55.05
4/11/2023	0042561	ALL BATTERY SALES & SERVI	22075195	3/28/2023	Batteries - PA Stores	739.57	739.57
4/11/2023	0042872	PROPANE NORTHWEST	1509862363	3/29/2023	Propane - SQ	459.75	
			1509759996	3/20/2023	Propane - LC	202.38	662.13
4/11/2023	0043469	PETROCARD	0479652-IN	3/27/2023	UL and DD Purchase - SQ	12,824.94	12,824.94
4/11/2023	0044360	OSW EQUIPMENT AND REPAI	525384	3/14/2023	Contrl,Rugby,DBL-ACT,Yellow -	638.29	638.29
Sub total for U S BANK:							214,781.79

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000023	ADVANCED TRAVEL	WILSON032223	3/22/2023	WILSON ANVANCED REIMBU	343.67	
			ARCHIBALD032	3/20/2023	REIMBURSEMENT ADVANCEI	335.52	
			CAMPBELL032C	3/20/2023	REIMBURSEMENT ADVANCEI	335.52	
			KING032023	3/20/2023	REIMBURSEMENT ADVANCEI	335.52	
			MCELR032223	3/22/2023	MCELROY-REIMBURSEMENT	321.77	
			MCGINLEY0322	3/22/2023	MCGINLEY ADVANCED REIME	321.77	
			SPRINGTRAVEL	3/22/2023	REIMBURSEMENT ADVANCEI	321.77	
			MANEVAL03202	3/20/2023	REIMBURSEMENT ADVANCEI	313.62	
			AMSDILLTRAVE	3/20/2023	REIMBURSEMENT ADVANCEI	299.87	
			PARKE032223	3/22/2023	PARKE ADVANCED REIMBUR	299.87	
			CARMICHAELT	3/22/2023	REIMBURSEMENT ADVANCEI	299.87	
			HULLTRAVEL23	3/22/2023	REIMBURSEMENT ADVANCEI	299.87	
			FRAKER032023	3/20/2023	REIMBURSEMENT ADVANCEI	291.72	
			ADAMICH03222	3/22/2023	ADAMICH ADVANCED REIMBI	277.97	
			BECKTRAVEL23	3/22/2023	REIMBURSEMENT ADVANCEI	277.97	4,676.30
4/11/2023	0000056	ALPINE PRODUCTS INC	TM-214169	1/11/2023	MAINTENANCE SUPPLIES -P/	79,462.08	79,462.08
4/11/2023	0000091	ANGELES MILLWORK & LUMB	328572	3/27/2023	MAINTENANCE SUPPLIES	36.72	36.72
4/11/2023	0000244	BRUCH & BRUCH CONSTRUC	2303045-IN	3/20/2023	BIP RAP- SUPPLIES -LC	4,907.46	4,907.46
4/11/2023	0000546	EXPRESS SERVICES, INC	28778871-10101	3/22/2023	EXPRESS 03/13-03/19	581.50	581.50
4/11/2023	0000594	DECKER CITY HARDWARE, TI	761841	3/24/2023	MAINTENANCE SUPPLIES-W/	82.47	82.47
4/11/2023	0000677	GRAINGER INC	9639503615	3/14/2023	MAINTENANCE SUPPLIES-LC	413.31	413.31
4/11/2023	0000709	HARBOR SAW & SUPPLY	746371	3/30/2023	MAINTENANCE SUPPLIES-PA	117.83	
			745509	3/23/2023	MAINTENANCE SUPPLIES-PA	81.08	
			746333	3/30/2023	MAINTENANCE SUPPLIES-PA	58.75	
			746332	3/30/2023	MAINTENANCE SUPPLIES-PA	15.12	272.78
4/11/2023	0000885	LAKESIDE INDUSTRIES, INC	224400	3/11/2023	MAINTENANCE SUPPLIES- P/	264.38	
			225834	3/25/2023	SUPPLIES-EZ STREET ASPH/	184.42	448.80
4/11/2023	0001156	OLYPEN INC	230330-0017	3/30/2023	OLYPEN SERVICE 4/10-5/10	161.25	161.25
4/11/2023	0001300	PUBLIC UTILITY DISTRICT	23007-032323	3/23/2023	02/16-03-21 176 FRONT ST	885.54	
			22991-032323	2/23/2023	02/16-03/21 HWY 112 OPP 158	253.27	
			23221-032323	3/23/2023	02/16-03/21 12901 HWY 112	231.57	
			23040-032323	3/23/2023	02/16-03/21 FRONT ST	189.39	
			110606-032223	3/22/2023	PUD-02/16-3/21 SENIC OVERL	108.50	1,668.27

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0001364	CLALLAM CO RISK MANAGE	RISKINS123-10	3/30/2023	2023 RISK INSURANCE -1ST I	483,184.18	
			RISKINS123-414	3/30/2023	2023 RISK INSURANCE -1ST I	335.79	483,519.97
4/11/2023	0001540	SWAIN'S GENERAL STORE IN	310807	3/29/2023	SIGN MANITENANCE SUPPLI	60.86	60.86
4/11/2023	0001551	TACOMA SCREW PRODUCTS	140072235-00	3/16/2023	MAINTENANCE SUPPLIES-PA	2,491.10	
			140072235-01	3/21/2023	MAINTENANCE SUPPLIES-PA	199.36	
			140072319-00	3/16/2023	MAINTENANCE SUPPLIES-PA	36.95	2,727.41
4/11/2023	0001586	TRAFFIC SAFETY SUPPLY CO	INV057634	3/21/2023	MAINTENANCE SUPPLIES-PA	3,347.78	3,347.78
4/11/2023	0001767	WEST WASTE & RECYCLING	0000277758	3/31/2023	VWTP-GARBAGE SERVICE	36.00	36.00
4/11/2023	0001781	WHITEHEADS AUTO PARTS IN	252137-032423	3/24/2023	MAINTENANCE SUPPLIES-W	920.10	920.10
4/11/2023	0002816	MCGINLEY, JUSTIN W	MCGINLEY3202	3/20/2023	MCGINLEY- REIMBURSEMEN	83.43	83.43
4/11/2023	0003716	MCELROY, PATRICK	MCELR32023	3/20/2023	PAT MCELROY- REIMBURSEM	63.26	63.26
4/11/2023	0017663	ARAMARK UNIFORM SVCS IN	5120212026	3/28/2023	LAUNDRY SERVICE -PA	16.32	16.32
4/11/2023	0019251	HULL, CHAD	HULL032023	3/22/2023	REIMBURSEMENT TRAVEL-H	13.75	13.75
4/11/2023	0020524	AMSDILL, CHRISTOPHER	AMSDILL032023	3/22/2023	REIMBURSEMENT TRAVEL-A	13.75	13.75
4/11/2023	0022435	RACE STREET AUTO PARTS	624069-23	3/15/2023	MAINTENANCE SUPPLIES- SC	172.82	
			623134-23	3/8/2023	MAINTENANCE SUPPLIES-SC	104.33	277.15
4/11/2023	0024854	WILSON, MICHAEL	WILSON32023	3/20/2023	WILSON REIMBURSEMENT T	13.75	13.75
4/11/2023	0024909	DAVIS, WAYNE	DAVISW032923	3/29/2023	REIMBURSEMENT W DAVIS -	136.00	136.00
4/11/2023	0028309	SPRINGFIELD, CHAD	SPRINGFIELD2	3/22/2023	REIMBURSEMENT TRAVEL-S	364.83	364.83
4/11/2023	0029002	3M	9421878132	3/20/2023	MAINTENANCE SUPPLIES - S	784.03	784.03
4/11/2023	0030212	CARMICHAEL, ADAM	CARMICHAEL2	3/22/2023	REIMBURSEMENT TRAVEL-C	13.75	13.75
4/11/2023	0031890	ADAMICH, COLBY	ADAMICH32023	3/20/2023	ADAMICH REIMBURSEMENT	13.75	13.75
4/11/2023	0033811	BECK, ED	BECK032023	3/22/2023	REIMBURSEMENT TRAVEL-B	13.75	13.75
4/11/2023	0034946	PARKE, RAYMOND	PARKE32023	3/20/2023	PARKE REIMBURSEMENT TR	13.75	13.75
4/11/2023	0038943	SIX ROBBLEES INC	23P3299	12/30/2022	MAINTENANCE SUPPLIES- SC	2,014.80	2,014.80
4/11/2023	0043469	PETROCARD	0234505-32423	3/23/2023	MAINTENANCE SUPPLIES-W	26.04	26.04
4/11/2023	0048441	SWEENEY, KENNETH	SWEENEY0321	3/21/2023	REIMBURSEMENT PW- SWE	136.27	136.27
Sub total for U S BANK:							587,321.44

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Final Check List
CLALLAM COUNTY

Public Works (3)

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	4/11/2023	0000546	EXPRESS SERVICES, INC	28778871-43401	3/22/2023 EXPRESS -CROSS 3/19	277.30	277.30
	4/11/2023	0001300	PUBLIC UTILITY DISTRICT	24561-032323	3/23/2023 02/18-03/19 BULLMAN BEACH	91.33	91.33
	4/11/2023	0004211	CENTURYLINK	4574719-031423	3/14/2023 360-457-4719 856B	82.50	82.50
	4/11/2023	0001364	CLALLAM CO RISK MANAGEN	2023RISK1-4240	4/30/2023 2023 RISK INSURANCE 1ST H	201.47	201.47
Sub total for U S BANK:							652.60

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Final Check List
CLALLAM COUNTY

Public Works (4)

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
9907421	4/11/2023	0001364	CLALLAM CO RISK MANAGEM	2023RISK1-4020	4/1/2023	2023 RISK INSURANCE - 1ST	134.31	134.31
9907422	4/11/2023	0000360	CLALLAM COUNTY ER&R	2023.094E	3/22/2023	03/23 EQUIPMENT RENT	0.21	0.21
9907423	4/11/2023	0000361	CLALLAM COUNTY ROAD DEF	2023.022R	3/22/2023	02/16/23~03/15/23 EMPLOYEE	136.05	136.05
9907424	4/11/2023	0036990	ANCHOR QEA LLC	14943	2/15/2023	DUNGENESS RESERVOIR CC	26,493.09	26,493.09

Sub total for U S BANK:

26,763.66

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0000270	CAPTAIN TS	43619	3/10/2023	UNIFORM - HERRERA	113.41	113.41
4/11/2023	0000360	CLALLAM COUNTY ER&R	2023.100E	3/22/2023	RENTAL OF CHAIN GANG VEI	3,800.00	3,800.00
4/11/2023	0001022	MOTOROLA SOLUTIONS, INC	8281581829	2/28/2023	RADIOS AND ACCESSORIES	831.24	831.24
4/11/2023	0001140	OLYMPIC PRINTERS INC	32053	3/22/2023	INTAKE MEDICAL PRE-BOOK	275.26	
			32014	3/22/2023	FORMS - DIVERSION NOTICE	88.13	363.39
4/11/2023	0001165	ORKIN PEST CONTROL INC	241355926	3/28/2023	PEST CONTROL - SLIP POINT	154.20	154.20
4/11/2023	0001641	VERIZON WIRELESS	9930235233	3/15/2023	CELL PHONE SERVICE	4,435.02	4,435.02
4/11/2023	0001677	WA ASSOC OF SHERIFFS & P	DUES 2023-004	3/23/2023	AFFILIATE DUES - SHORE	75.00	75.00
4/11/2023	0001697	WA ST CRIMINAL JUSTICE	201137745	3/21/2023	REGISTRATION FOR PROPEF	200.00	200.00
4/11/2023	0001767	WEST WASTE & RECYCLING	0000277915	3/31/2023	GARBAGE DISPOSAL - SLIP F	72.00	72.00
4/11/2023	0002929	WA ST TREASURER, ATTN: S	033023	3/30/2023	WA ST TREASURER'S TEN PE	3,369.95	3,369.95
4/11/2023	0004211	CENTURYLINK	206-T01-0387-M	3/16/2023	DATA CONNECTION	336.06	
			360-457-2911-M	3/14/2023	TELEPHONE SERVICE	70.12	
			360-457-9044-M	3/14/2023	TELEPHONE SERVICE	70.12	
			206-Z14-0050-M	3/14/2023	TELEPHONE SERVICE	69.43	545.73
4/11/2023	0031772	WE PROMOTE YOU	41763984	2/14/2023	HOME SHOW SWAG	984.88	984.88
4/11/2023	0041605	HOME DEPOT PRO	735465494	3/14/2023	KITCHEN SUPPLIES	847.73	
			734508567	3/7/2023	KITCHEN SUPPLIES	30.18	877.91
4/11/2023	0045809	CHORLEY, JUSTINE	032423	3/24/2023	MILEAGE FOR MEETINGS IN	91.05	91.05
4/11/2023	0046683	ODP BUSINESS SOLUTIONS	L303892456001	3/16/2023	RADIOS AND ACCESSORIES	82.62	82.62
Sub total for U S BANK:							15,996.40

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Final Check List
CLALLAM COUNTY

Sheriff Jail Med

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0001136	OLYMPIC MEDICAL CENTER	OMC 3.30.23	3/30/2023	INMATE MEDICAL	2,699.59	2,699.59
4/11/2023	0001209	PENINSULA BEHAVIORAL HEALTH	2023-02	3/3/2023	INMATE MEDICAL	525.00	525.00
4/11/2023	0001254	PORT ANGELES FIRE DEPARTMENT	15-2023-000008	3/30/2023	INMATE MEDICAL	540.92	
			15-2023-000005	3/30/2023	INMATE MEDICAL	540.92	1,081.84
4/11/2023	0001508	STERICYCLE, INC	3006400400	3/13/2023	BIOHAZARD WASTE	54.19	54.19
4/11/2023	0025115	RADIA INC PS	ZAHHA7M	3/30/2023	INMATE MEDICAL	23.50	23.50
4/11/2023	0041537	MCKESSON MEDICAL-SURGICAL	20342834	2/21/2023	CLINIC SUPPLIES	336.92	
			20414278	3/13/2023	CLINIC SUPPLIES	146.10	
			20404165	3/9/2023	CLINIC SUPPLIES	109.46	
			20390537	3/6/2023	CLINIC SUPPLIES	55.55	
			20365447	2/27/2023	CLINIC SUPPLIES	49.40	
			20433366	3/17/2023	CLINIC SUPPLIES	42.00	
			20347553	2/22/2023	CLINIC SUPPLIES	37.52	
			20354490	2/23/2023	CLINIC SUPPLIES	35.52	
			20425952	3/16/2023	CLINIC SUPPLIES	33.58	
			20424496	3/15/2023	CLINIC SUPPLIES	33.09	
			20401360	3/9/2023	CLINIC SUPPLIES	26.48	
			20424611	3/15/2023	CLINIC SUPPLIES	18.90	
			20354122	2/23/2023	CLINIC SUPPLIES	18.76	
			20345511	2/22/2023	CLINIC SUPPLIES	11.21	954.49
4/11/2023	0048022	SOUND INPATIENT PHYSICIAN	ZAHR4Y9	3/30/2023	INMATE MEDICAL	115.24	
			ZAEBY1F	3/30/2023	INMATE MEDICAL	46.90	162.14
Sub total for U S BANK:							5,500.75

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0021517	TUCKER, CHRISTIE	TUC1839452	3/28/2023	19-3-00374-05, IN RE JOHNSC	135.01	135.01
4/11/2023	0041834	OXFORD HOUSE GREENLIEF GRE	1839438	3/28/2023	3/20/23, GREENLIEF OXFORD	550.00	550.00
4/11/2023	0046683	ODP BUSINESS SOLUTIONS L	300360582001	3/28/2023	3/10/23-OFFICE CHAIRS FOR	531.51	
			296084995001	3/28/2023	2/27/23-CHAIRS FOR JUDICIA	345.49	
			300195696001	3/28/2023	3/10/23-OFFICE SUPPLIES, DI	61.50	
			300440667001	3/28/2023	3/10/23-OFFICE SUPPLIES, M	51.93	
			300440671001	3/28/2023	3/10/23-OFFICE SUPPLIES, R	43.51	
			300440036001	3/28/2023	3/10/23-OFFICE SUPPLIES, DI	32.89	
			301461854001	3/28/2023	3/14/23-OFFICE SUPPLIES, CI	14.46	1,081.29
4/11/2023	0047954	OLSEN & MCFADDEN INC PS	OLS1839442	3/28/2023	16-2-00898-7, ALASKA V. FRA	57.05	57.05
4/11/2023	0048424	NEWELL, KENDALL	NEW1839440	3/28/2023	23-2-00159-05, IN RE LINKER	250.00	
			NEW1839441	3/28/2023	23-1-00069-05, ST. V. LINGER	250.00	500.00
4/11/2023	0048427	JANICE B EDWARDS PHD	JAN1839439	3/28/2023	22-4-00557-05, GUARDIANSHI	500.00	500.00
4/11/2023	0000357	CLALLAM-JEFFERSON CO PR	02-23 CF	3/24/2023	FEBRUARY 2023 - COURT FA	720.00	720.00
4/11/2023	0001212	PENINSULA DISPUTE RESOL	02-23 PDRC	3/24/2023	FEBRUARY 2023 - PDRC SUR	410.00	410.00
Sub total for U S BANK:							3,953.35

apChkLst
04/05/2023 12:11:09PM

Final Check List
CLALLAM COUNTY

Clerk

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
9907447	4/11/2023	0048350	BERTELSON, DARIN	PCR15863	3/29/2023	BLAKE LFO REFUND	770.00	770.00
9907448	4/11/2023	0027983	HYLAND SOFTWARE INC	LE01-296201	3/29/2023	EAC - 86 CONTRIBUTE USER	276.92	276.92
Sub total for U S BANK:							1,046.92	

apChkLst
04/05/2023 12:27:11PM

Final Check List
CLALLAM COUNTY

Treasurer

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
4/11/2023	0040381	ACI PAYMENTS INC	1000089398	3/29/2023	ONLINE PAYMENT RETURNS	8.00	8.00
4/11/2023	0046683	ODP BUSINESS SOLUTIONS	L300277699001	3/29/2023	OFFICE SUPPLIES	100.84	100.84
Sub total for U S BANK:							108.84



16
APR 11 2023

BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of April 3 – 7, 2023

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, April 3, 2023. Present were Commissioners Ozias, Johnson, and French and Deputy Administrator Reyes. Administrator Sill was excused.

Items of discussion per the agenda published March 30 were:

- Calendar/Correspondence
- Request for waiver of bid/RFP/quote requirement for testing system HACH DR3900 Spectrophotometer
- Agreement amendment 11 with Department of Health for BEACH Program, shellfish, sanitary survey, and solid waste
- Resolution appointing Trina Cozzolino and Cara Cristion to the Fair Advisory Board
- Marine Discovery Center update
- Legislative Session update

Meeting concluded at 10:15 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair Ozias called the meeting to order at 10 a.m., Tuesday, April 4, 2023. Also present were Commissioners Johnson and French and Deputy Administrator Reyes. Administrator Sill was excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA

1a Approval of vouchers for the week of May 27

1b Approval of minutes for the week of May 27

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

REPORTS AND PRESENTATIONS

- CMO recognized Marilyn Westman for over 24 years of service to Clallam County
 - Joe Donisi, recognized Westman
 - Westman thanked the BOCC, Road/Public Works Department, and her family for their support over the years
- CRJ commented on Welcome Home Vietnam Veterans Ceremony, Serenity House, funding
- CMF commented on department staff meeting, Serenity House
- CMO commented on Washington Association of Counties Meeting, Senator Murray roundtable, Senate Bill 5353, Clallam Transit System Awards Ceremony

CONTRACTS AND AGREEMENTS

2a Agreement with PUD No. 1 of Clallam County for American Rescue Plan Act Funds ARPA

ACTION TAKEN: CRJm to approve, CMFs, mc

2b Contract amendment A with Salish Behavioral Health Administrative Services organization for True Star Behavioral Health Services

ACTION TAKEN: CRJm to approve, CMFs, mc

2c Agreement with Peninsula Daily News as the Official County Newspaper

ACTION TAKEN: CRJm to approve, CMFs, mc

2d Agreement with Olympic Peninsula Humane Society for animal sheltering services

ACTION TAKEN: CRJm to approve, CMFs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of April 3-7, 2023
Page 2

BIDS AND AWARDS

3a Bid opening – McDonald Creek Irrigation and Fish Passage Improvement Project
ACTION TAKEN: No action taken. Clerk Gores noted no bids were received

ADMINISTRATION

4a Purchase order with CDW-G for Cisco technology needs
ACTION TAKEN: CRJm to approve, CMFs, mc

4b Resolution appointing Charlie Commeree to the Homelessness Task Force
ACTION TAKEN: CRJm to adopt, CMFs, mc

4c Resolution appointing Gordon Gibbs to the Board of Equalization
ACTION TAKEN: CRJm to adopt, CMFs, mc

COMMUNITY DEVELOPMENT

5a Approval of Dungeness River Management Team membership roster
ACTION TAKEN: CRJm to approve, CMFs, mc

PUBLIC WORKS

6a Notice of hearing to be held Tuesday, April 18, 2023 at 10:30 a.m. regarding allocation of Regional Surface Transportation Block Grant STBG Program Federal Funding
ACTION TAKEN: CRJm to issue notice, CMFs, mc

PUBLIC COMMENT

- Cathy Lear, Port Angeles, commented on Senator Murray, Northwest Straits Administration, Poet Laureate book release

Meeting concluded at 10:38 a.m. and continued to 9 a.m., Monday, April 10, 2023.

There are no Zoom chat logs for the week of April 3.

The Board of Commissioners attended WSAC Virtual update, Coffee with Colleen, Housing Solutions Committee and WSAC Legislative update during the week of April 3.

PASSED AND ADOPTED this 11th day of April 2023.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

Randy Johnson

Mike French

ATTEST:

Loni Gores, MMC, Clerk of the Board

KEY TO ABBREVIATIONS:

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

m moved
mc motion carried
s seconded



1C

AGENDA ITEM SUMMARY

APR 11 2023

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

Department: Prosecuting Attorney's Office

WORK SESSION ☒ **Meeting Date: April 10, 2023**

REGULAR AGENDA ☒ **Meeting Date: April 11, 2023**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

The Prosecuting Attorney's Office is requesting a work session with the Clallam County Board of County Commissioners to discuss a legal engagement letter, the terms of which will facilitate outside counsel providing representation to the County Assessor in connection with two complex tax appeals.

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

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?) Discuss any questions at work session and execute the legal engagement letter during regular meeting.

County Official signature & print name: Mark Nichols Mark B. Nichols

Name of Employee/Stakeholder attending meeting: Mark Nichols, Prosecuting Attorney

Relevant Departments: Assessor's Office, Board of County Commissioners, Prosecuting Attorney's Office, Administrator's Office and Risk Management.

Date submitted: April 5, 2023

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

MENKE JACKSON BEYER, LLP

Attorneys at Law

807 NORTH 39TH AVENUE • YAKIMA, WASHINGTON 98902
(509) 575-0313 • FAX: (509) 575-0351

ANTHONY F. MENKE
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KENNETH W. HARPER
QUINN N. PLANT
SEANN M. MUMFORD
AZIZA L. FOSTER

Of Counsel
ROCKY L. JACKSON
G. SCOTT BEYER

March 27, 2023

Mr. Mark B. Nichols, Prosecuting Attorney
CLALLAM COUNTY
223 E. 4th Street, Ste 11
Port Angeles, WA 98362

via email

RE: Terms of Engagement for Providing Services

Dear Mr. Nichols:

Thank you for engaging Menke Jackson Beyer, LLP, to represent Clallam County. We are pleased to have the County as a client and look forward to working with you.

This letter and the attached Statement of Terms will govern our engagement. Please review the terms carefully and, if you have any questions or concerns about them, please contact me to discuss them. Except for the recitations as to the scope of representation, the attorneys responsible for that representation, and our hourly rates, the terms of this letter and the attached Statement of Terms will also apply to all future matters in which we represent the County.

Scope of Representation. You have engaged us to represent Clallam County in connection with Board of Tax Appeals matters. Our services will be limited to providing the foregoing representation and will not extend to the County's general business, personnel, or legal affairs, or to any other aspect of its activities. You understand and agree that our receipt or use of confidential or other information from the County or anyone else in the course of this representation will not give rise to any expectation by you that we will render any other advice or services.

Responsibility. The attorneys and paralegals of our firm have extensive experience in a variety of legal specialties and disciplines. We assign work to the person best suited to perform it, with the goal of creating the best quality product on the most cost-effective basis. At all times, however, I will remain responsible and accountable to you. If you have any question or concern about our staffing or provision of services to you, please do not hesitate to contact me (509-575-0313).

Fees. As the attached statement explains in more detail, our fees are ordinarily based on the hourly rates for attorneys and others who work on a matter. These rates are reset from time to time, usually at the beginning of each year, with changes reflected in the following month's

Mr. Mark B. Nichols, Prosecuting Attorney
CLALLAM COUNTY
March 27, 2023
Page 2

billing statement. The current hourly rate for Ken Harper and Kirk Ehlis is \$255.00. The hourly rate for all other partners and of counsel attorneys is \$240.00 and for associate attorneys is \$215.00. The rate for paralegals is \$100.00 per hour. Travel time is billed at the hourly rate and billings are based on a one-tenth (1/10) hour minimum.

Invoices. As explained in the attached statement, we will bill you monthly and request payment upon receipt. We reserve the right to charge interest on unpaid invoices. If any invoice remains unpaid for more than 60 days, we may, consistent with our ethical obligations and requirements, cease performing services until satisfactory arrangements have been made.

Document Retention. Please note that at the conclusion of the engagement, you may request the return of original records you have provided to us, and of original records we have created for you. If you request additional materials or a copy of your entire file, you agree to pay our reasonable copying expenses. Materials associated with this matter that are not returned may be destroyed in accordance with our file retention policy.

Agreement. Our policy is that we cannot begin work on this engagement until we have received a copy of this letter countersigned by you. Accordingly, if the terms meet your approval, please sign and return the enclosed copy to me upon receipt. If you ask us to start work before then, we will be happy to do so, but will consider that request as your agreement to the terms of this letter and statement.

We appreciate your choice of Menke Jackson Beyer, LLP, to serve Clallam County's legal needs. As in every engagement we undertake, our goal is to understand your needs, provide the highest quality service and exceed your expectations. We welcome discussion of this letter and encourage you to be frank with us about how best to serve you. Should you ever have any questions about any aspect of our engagement, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Kenneth W. Harper", with a long, sweeping horizontal stroke extending to the right.

KWH:tah
Enclosure

CLALLAM COUNTY, by its Prosecuting Attorney, agrees to the above terms of engagement.

Mark B. Nichols

MENKE JACKSON BEYER, LLP
STATEMENT OF TERMS OF ENGAGEMENT

In addition to the foregoing letter, the following terms are an important part of our agreement with you and may be modified only if both parties agree in writing. Unless expressly changed, these terms will apply to the matter described in the engagement letter and to future matters in which we represent you. Please review these terms carefully and keep this document and the engagement letter in your files.

CONFLICTS

We have examined our internal data to determine whether any conflicts of interest exist that would preclude us from representing you, and have found no such conflicts. Our examination is based upon our existing information and the information you have provided to us. Because circumstances change, both we and you must be continually alert to the development of additional information that may give rise to a conflict. Please call us immediately if you become aware of such information.

COOPERATION

We want to provide you the best representation possible. To do so, it is essential that you cooperate with us by providing timely, complete, and accurate responses to our requests for information. In addition, it may be necessary for you to make employees available to discuss issues and to participate in meetings, work sessions, or judicial proceedings related to the matter. We cannot be responsible for the consequences of a failure to cooperate in these respects: not only will it hinder our ability to represent your interests, but it could necessitate our withdrawal from representation.

CONFIDENCES

With rare exceptions, ethical rules prevent us from disclosing to persons outside our firm information we have obtained from a client, without first obtaining the client's permission to do so. In many engagements, however, we may work with persons outside our firm who have been retained to perform services on the client's behalf. You agree that in the event such persons are retained on your behalf, we can disclose to such persons information that is, in our judgment, necessary to the performance of their duties and to the representation of your interests. Our effective representation also may require disclosures of information among members of our firm, but we will never make such disclosures unnecessarily.

CLIENT DEPOSITS

As a general practice, and consistent with our ethical and fiscal responsibilities, we will deposit any advance deposit in a pooled interest-bearing trust account called an IOLTA account, a statewide procedure approved by the Washington Supreme Court. The interest accruing on such funds, net of transaction costs, is paid to the Legal Foundation of Washington, which uses it to provide lawyers to persons who cannot afford them. The interest is not taxable to clients. Unless you request otherwise, we will place such deposits into the IOLTA account. If you do request otherwise in writing, and if funds are such that interest would exceed accounting fees and expenses, we will establish a separate trust account for your funds. In that event, interest earned, net of the financial institution's charges, will be deposited in that trust account and taxable to you.

FEES

Our fees will be primarily based on the amount of time spent by lawyers, paralegals, and in some cases, other professionals or law clerks. Fees are determined by multiplying the number of hours worked by the hourly rate of the person performing the work. The rates charged will be those in effect at the time the work is performed. Our rates are based upon an individual's experience and expertise. Our rates are reviewed annually and may be adjusted without notice.

We are often asked to estimate the amount of fees and costs likely to be charged in connection with a particular matter. Whenever possible, we will be happy to furnish such an estimate based on our best professional judgment. However, it is important to understand that any such estimate is not a guaranteed maximum. We generally cannot give maximum fee quotations because it is often not possible to predict exactly how much time and effort will be required. This is especially true in matters involving litigation or negotiation, where factors that are not within our control often affect the ultimate fee.

Each month before a bill is issued, a review is performed to assess the nature and quality of the services performed, and in cases where there is a disparity between the services rendered and the time charged, the bill is adjusted as appropriate. Time charges are not absolutes to which we adhere without

analysis. We may consider factors other than time such as the novelty or complexity of issues and problems encountered, the extent of responsibility involved, the results achieved, the efficiency of our work, and the customary fees for similar legal services in arriving at a fair fee.

COSTS AND DISBURSEMENTS

A variety of costs may be incurred in the course of our representation of your interests. These may include charges for long distance telephone, delivery or messenger services, faxing, photocopying, travel expenses, filing fees, court reports, transcripts, witness fees, service of process, and the use of other service providers, such as expert witnesses and court reporters. We may also charge for computerized legal research services, as the use of such services greatly reduces lawyer research time and thus assists in controlling the cost to you.

Any disbursements advanced by our firm are done as a courtesy to the client and to expedite performance--the client is liable for all advanced disbursements. Please note that billing of such costs may lag the actual expenditures because of delays in the receipt of third-party bills and the posting of accounts. In certain circumstances, we may request that you pay expenses directly to a service provider.

PAYMENT OF INVOICES

Unless otherwise agreed, invoices will be sent monthly reflecting work performed in the previous month, as well as expenses or disbursements incurred on your behalf. Payment is due upon receipt of our invoice, and should be made by check or sent by wired funds to "Menke Jackson Beyer, LLP." If we do not receive questions about the invoice within 30 days from the date of the invoice, we will assume that you have reviewed the invoice and found it in order. Unless otherwise agreed, bills not paid within 30 days shall accrue interest at an annual rate of 9% (or .75% per month). If any invoice remains unpaid for more than 60 days, we may, consistent with our ethical obligations and judicial requirements, cease performing services for you until arrangements satisfactory to the firm have been made for payment of the account in arrears as well as future fees.

DELINQUENT ACCOUNTS

Should an account become delinquent, the firm has collection procedures that it will follow to ensure that the account is paid promptly. These collection procedures have been established in fairness to the very high percentage of the firm's clients who pay their bills each month as rendered.

TERMINATION OF REPRESENTATION

Both you and we have the right at any time to terminate the attorney-client relationship. If you decide to terminate the relationship, you must notify us immediately of your decision in writing. Your termination of our representation does not eliminate your responsibility to pay for work performed prior to termination.

If we determine that we are no longer able to represent you, we will abide by the applicable Rules of Professional Conduct regarding the withdrawal of representation.

QUESTIONS?

We encourage you to be frank with us about how best we can serve you. If you have any questions about any aspect of our arrangements, please do not hesitate to discuss them with the attorney responsible for your matter.

MENKE JACKSON BEYER, LLP
807 North 39th Avenue
Yakima, Washington 98902

MENKE JACKSON BEYER, LLP

Attorneys at Law

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Of Counsel
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April 10, 2023

Ms. Pamela R. Rushton, Clallam County Assessor
223 East 4th Street, Ste. 2
Port Angeles, WA 98362

Mr. Mark B. Nichols, Prosecuting Attorney
Clallam County
223 East 4th Street, Ste. 11
Port Angeles, WA 98362

Mr. Mark Ozias, Chair, Clallam County Board of County Commissioners
223 East 4th Street, Ste. 4
Port Angeles, WA 98362

RE: Terms of Engagement for Providing Services

Dear Ms. Rushton and Messrs. Nichols and Ozias:

Thank you for engaging Menke Jackson Beyer, LLP, to represent Ms. Pamela R. Rushton, Clallam County Assessor (Assessor). We are pleased to have the Assessor as a client and look forward to working with her.

This letter and the attached Statement of Terms will govern our engagement. Please review the terms carefully and, if you have any questions or concerns about them, please contact me to discuss them. Except for the recitations as to the scope of representation, the attorneys responsible for that representation, and our hourly rates, the terms of this letter and the attached Statement of Terms will also apply to all future matters in which we represent the County.

Scope of Representation. You have engaged us to represent the Assessor in connection with Board of Tax Appeals matters. Our services will be limited to providing the foregoing representation and will not extend to the County's general business, personnel, or legal affairs, or to any other aspect of its activities. You understand and agree that our receipt or use of confidential or other information from the County or anyone else in the course of this representation will not give rise to any expectation by you that we will render any other advice or services.

Responsibility. The attorneys and paralegals of our firm have extensive experience in a variety of legal specialties and disciplines. We assign work to the person best suited to

Ms. Pamela R. Rushton, Clallam County Assessor
Mr. Mark B. Nichols, Prosecuting Attorney
Mr. Mark Ozias, Chair, Clallam County Board of County Commissioners
Clallam County
April 10, 2023
Page 2

perform it, with the goal of creating the best quality product on the most cost-effective basis. At all times, however, I will remain responsible and accountable to you. If you have any question or concern about our staffing or provision of services to you, please do not hesitate to contact me (509-575-0313).

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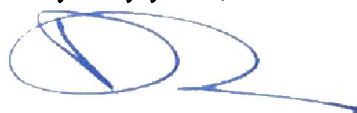
Invoices. As explained in the attached statement, we will bill you monthly and request payment upon receipt. We reserve the right to charge interest on unpaid invoices. If any invoice remains unpaid for more than 60 days, we may, consistent with our ethical obligations and requirements, cease performing services until satisfactory arrangements have been made.

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We appreciate your choice of Menke Jackson Beyer, LLP, to serve the Assessor's legal needs. As in every engagement we undertake, our goal is to understand your needs, provide the highest quality service and exceed your expectations. We welcome discussion of this letter and encourage you to be frank with us about how best to serve you. Should you ever have any questions about any aspect of our engagement, please do not hesitate to contact me.

Very truly yours,



Kenneth W. Harper
KWH:tah
Enclosure

Ms. Pamela R. Rushton, Clallam County Assessor
Mr. Mark B. Nichols, Prosecuting Attorney
Mr. Mark Ozias, Chair, Clallam County Board of County Commissioners
Clallam County
April 10, 2023
Page 3

CLALLAM COUNTY, by and through its Assessor, Prosecuting Attorney, and Board of County Commissioners agrees to the above terms of engagement.

Pamela R. Rushton, Clallam County Assessor

Mark B. Nichols, Clallam County Prosecuting Attorney

Mark Ozias, Chair, Clallam County Board of County Commissioners

MENKE JACKSON BEYER, LLP

STATEMENT OF TERMS OF ENGAGEMENT

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CONFLICTS

We have examined our internal data to determine whether any conflicts of interest exist that would preclude us from representing you, and have found no such conflicts. Our examination is based upon our existing information and the information you have provided to us. Because circumstances change, both we and you must be continually alert to the development of additional information that may give rise to a conflict. Please call us immediately if you become aware of such information.

COOPERATION

We want to provide you the best representation possible. To do so, it is essential that you cooperate with us by providing timely, complete, and accurate responses to our requests for information. In addition, it may be necessary for you to make employees available to discuss issues and to participate in meetings, work sessions, or judicial proceedings related to the matter. We cannot be responsible for the consequences of a failure to cooperate in these respects: not only will it hinder our ability to represent your interests, but it could necessitate our withdrawal from representation.

CONFIDENCES

With rare exceptions, ethical rules prevent us from disclosing to persons outside our firm information we have obtained from a client, without first obtaining the client's permission to do so. In many engagements, however, we may work with persons outside our firm who have been retained to perform services on the client's behalf. You agree that in the event such persons are retained on your behalf, we can disclose to such persons information that is, in our judgment, necessary to the performance of their duties and to the representation of your interests. Our effective representation also may require disclosures of information among members of our firm, but we will never make such disclosures unnecessarily.

CLIENT DEPOSITS

As a general practice, and consistent with our ethical and fiscal responsibilities, we will deposit any advance deposit in a pooled interest-bearing trust account called an IOLTA account, a statewide procedure approved by the Washington Supreme Court. The interest accruing on such funds, net of transaction costs, is paid to the Legal Foundation of Washington, which uses it to provide lawyers to persons who cannot afford them. The interest is not taxable to clients. Unless you request otherwise, we will place such deposits into the IOLTA account. If you do request otherwise in writing, and if funds are such that interest would exceed accounting fees and expenses, we will establish a separate trust account for your funds. In that event, interest earned, net of the financial institution's charges, will be deposited in that trust account and taxable to you.

FEES

Our fees will be primarily based on the amount of time spent by lawyers, paralegals, and in some cases, other professionals or law clerks. Fees are determined by multiplying the number of hours worked by the hourly rate of the person performing the work. The rates charged will be those in effect at the time the work is performed. Our rates are based upon an individual's experience and expertise. Our rates are reviewed annually and may be adjusted without notice.

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Each month before a bill is issued, a review is performed to assess the nature and quality of the services performed, and in cases where there is a disparity between the services rendered and the time charged, the bill is adjusted as appropriate. Time charges are not absolutes to which we adhere without

analysis. We may consider factors other than time such as the novelty or complexity of issues and problems encountered, the extent of responsibility involved, the results achieved, the efficiency of our work, and the customary fees for similar legal services in arriving at a fair fee.

COSTS AND DISBURSEMENTS

A variety of costs may be incurred in the course of our representation of your interests. These may include charges for long distance telephone, delivery or messenger services, faxing, photocopying, travel expenses, filing fees, court reports, transcripts, witness fees, service of process, and the use of other service providers, such as expert witnesses and court reporters. We may also charge for computerized legal research services, as the use of such services greatly reduces lawyer research time and thus assists in controlling the cost to you.

Any disbursements advanced by our firm are done as a courtesy to the client and to expedite performance--the client is liable for all advanced disbursements. Please note that billing of such costs may lag the actual expenditures because of delays in the receipt of third-party bills and the posting of accounts. In certain circumstances, we may request that you pay expenses directly to a service provider.

PAYMENT OF INVOICES

Unless otherwise agreed, invoices will be sent monthly reflecting work performed in the previous month, as well as expenses or disbursements incurred on your behalf. Payment is due upon receipt of our invoice, and should be made by check or sent by wired funds to "Menke Jackson Beyer, LLP." If we do not receive questions about the invoice within 30 days from the date of the invoice, we will assume that you have reviewed the invoice and found it in order. Unless otherwise agreed, bills not paid within 30 days shall accrue interest at an annual rate of 9% (or .75% per month). If any invoice remains unpaid for more than 60 days, we may, consistent with our ethical obligations and judicial requirements, cease performing services for you until arrangements satisfactory to the firm have been made for payment of the account in arrears as well as future fees.

DELINQUENT ACCOUNTS

Should an account become delinquent, the firm has collection procedures that it will follow to ensure that the account is paid promptly. These collection procedures have been established in fairness to the very high percentage of the firm's clients who pay their bills each month as rendered.

TERMINATION OF REPRESENTATION

Both you and we have the right at any time to terminate the attorney-client relationship. If you decide to terminate the relationship, you must notify us immediately of your decision in writing. Your termination of our representation does not eliminate your responsibility to pay for work performed prior to termination.

If we determine that we are no longer able to represent you, we will abide by the applicable Rules of Professional Conduct regarding the withdrawal of representation.

QUESTIONS?

We encourage you to be frank with us about how best we can serve you. If you have any questions about any aspect of our arrangements, please do not hesitate to discuss them with the attorney responsible for your matter.

MENKE JACKSON BEYER, LLP
807 North 39th Avenue
Yakima, Washington 98902

1d

APR 11 2023



PROCLAMATION

RECOGNIZING AND HONORING SASQUATCH

WHEREAS, legends, sightings, research, investigation and recognition by various counties in various States support the notion that Sasquatch (aka Bigfoot, yeti, and giant hairy ape) exists; and

WHEREAS, if Sasquatch exists, it is not flourishing – given the very unusual event of being sighted and it is likely an endangered species and subject to great harm and extinction if it continues to be unprotected;

WHEREAS, Clallam County desires that its citizens recognize the need to protect Sasquatch if it exists;

NOW, THEREFORE, WE THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby

Request all citizens of Clallam County recognize this County as a refuge for Sasquatch to prove both protection and security and also supports the Forks Sasquatch Day May 26th through May 28th, 2023

Signed this 11th day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

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APR 11 2023



PROCLAMATION

RECOGNIZING CLALLAM COUNTY INTERNATIONAL DARK SKY WEEK APRIL 15 – 22, 2023

WHEREAS, a study published in [*Science*](#) reports that between 2011 and 2022, global sky brightness increased by an estimated 9.6% per year,

WHEREAS, the Globe at Night community science project finds that light pollution is doubling globally every eight years,

WHEREAS, in the United States and Europe 99% of people live under a light-polluted sky, yet few are aware of the impact,

WHEREAS, the damage of artificial light at night blocks our view of stars and disrupts migratory patterns of wildlife,

WHEREAS, light pollution has an impact on the overall quality of life of all Clallam County residents and warrants attention,

WHEREAS, light pollution has been shown to disrupt the sleeping patterns of humans and living creatures,

WHEREAS, the beauty and wonder of a night sky can grow interest in science and nature,

WHEREAS, Clallam County is home to Olympic National Park which is among the best places in the entire country to view the night sky through programs like the Hurricane Ridge Astronomy Program,

WHEREAS, as nature's stewards, we can help preserve the beauty of our given natural surroundings in as good or better condition for generations to come while demonstrating a willingness and generosity to provide for its care.

NOW, THEREFORE BE IT PROCLAIMED the Board of Clallam County Commissioners hereby recognize April 15-22, 2023 as:

CLALLAM COUNTY INTERNATIONAL DARK SKY WEEK

Signed this 11TH day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

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APR 11 2023



PROCLAMATION

RECOGNIZING FOOD WASTE PREVENTION WEEK APRIL 10-16, 2023

WHEREAS, up to 35% of all food produced in the United States is thrown away rather than eaten. Safe and nutritious food that is currently thrown away could help feed hungry people; and

WHEREAS, Everyone benefits from better utilizing food resources; and

WHEREAS, a family of four can save an average of \$1,800 on uneaten food annually; and

WHEREAS, K-12 schools and universities have a special role in educating the next generation to reduce, recover, and recycle food; and

WHEREAS, we have the opportunity to save shared resources, like land, water and energy, used to produce and transport food that ultimately goes uneaten; and

WHEREAS, Food in landfills decomposes slowly, releasing methane gas which contributes to climate change;

WHEREAS, in 2019 the State of Washington declared a statewide goal to reduce food waste generated by 50%, and to reduce at least half of edible food waste, by 2030. Furthermore, Clallam County's goal in the 2021 Solid Waste Management Plan is to reduce organics in the solid waste stream by nearly 50% by 2025 through public education and other strategies;

NOW, THEREFORE BE IT PROCLAIMED the Board of Clallam County Commissioners hereby recognize April 10-16, 2023 as:

FOOD WASTE PREVENTION WEEK

And encourage all residents to commit to reducing food waste.

Signed this 11TH day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French



2a

AGENDA ITEM SUMMARY

APR 11 2023

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

Department: Health and Human Services

WORK SESSION ☒ **Meeting Date:** April 3, 2023

REGULAR AGENDA ☒ **Meeting Date:** April 11, 2023

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 11301-22-CONCON, Amendment#11 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Attached is Consolidated Contract Amendment #11 between Department of Health and Clallam County Health and Human Services. As modified, this amendment changes the following programs:

- Adds Statements of work to the BEACH Program;
- Adds \$16,850 to Swimming Beach Grant, shellfish, sanitary survey, and solid waste assistance.

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?** ☐ Currently in 2023 .

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

Approve and move to regular BOCC meeting for final signature.

County Official signature & print name:  Kevin LoPiccolo

Name of Employee/Stakeholder attending meeting: Kevin LoPiccolo

Relevant Departments: Health and Human Services

Date submitted: March 29, 2023

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

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

11301-22-CONCON, Amendent #11

Revised: 3-04-2019

**CLALLAM COUNTY HEALTH & HUMAN SERVICES
2022-2024 CONSOLIDATED CONTRACT**

11301-22-CONCON

CONTRACT NUMBER: CLH31005

AMENDMENT NUMBER: 11

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as "DOH", and CLALLAM COUNTY HEALTH & HUMAN SERVICES, a Local Health Jurisdiction, hereinafter referred to as "LHJ", pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, includes the following statements of work, which are incorporated by this reference and located on the DOH Finance SharePoint site in the Upload Center at the following URL:
<https://stateofwa.sharepoint.com/sites/doh-ofsfundingresources/sitepages/home.aspx?e1:9a94688da2d94d3ea80ac7fbc32e4d7c>
 - ☒ Adds Statements of Work for the following programs:
 BEACH Program- Effective March 1, 2023
 - ☒ Amends Statements of Work for the following programs:
 DCHS - ELC COVID-19 Response - Effective January 1, 2022
 Injury & Violence Prevention Overdose Data to Action - Effective September 1, 2022
 Office of Drinking Water Group A Program - Effective January 1, 2022
 Office of Immunization COVID-19 Vaccine - Effective January 1, 2022
 Recreational Shellfish Activities - Effective January 1, 2022
 - ☐ Deletes Statements of Work for the following programs:
2. Exhibit B-11 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-10 Allocations as follows:
 - ☒ Increase of \$16,850 for a revised maximum consideration of \$4,521,053.
 - ☐ Decrease of _____ for a revised maximum consideration of _____.
 - ☐ No change in the maximum consideration of _____.
 Exhibit B Allocations are attached only for informational purposes.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

CLALLAM COUNTY HEALTH & HUMAN SERVICES	STATE OF WASHINGTON DEPARTMENT OF HEALTH
Signature:	Signature:
Date:	Date:

APPROVED AS TO FORM ONLY
Assistant Attorney General

Indirect Rate January 1, 2022 through December 31, 2022: 28.94%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work LHHJ Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period SubTotal	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY24 USDA WIC Client Svs Contracts	NGA Not Received	Amd 10	10.557	333.10.55	10/01/23	12/31/23	10/01/23	12/31/23	\$55,713	\$55,713	\$466,951
FFY23 USDA WIC Client Svs Contracts	7WA700WA7	Amd 10	10.557	333.10.55	10/01/22	09/30/23	10/01/22	09/30/23	\$167,138	\$227,463	
FFY23 USDA WIC Client Svs Contracts	7WA700WA7	Amd 1	10.557	333.10.55	10/01/22	09/30/23	10/01/22	09/30/23	\$60,325		
FFY22 USDA WIC Client Svs Contracts	7WA700WA7	Amd 1	10.557	333.10.55	01/01/22	09/30/22	10/01/21	09/30/22	\$183,775	\$183,775	
FFY23 USDA WIC Prog Mgmt CSS	7WA700WA7	Amd 10	10.557	333.10.57	01/01/23	09/30/23	10/01/22	09/30/23	\$2,800	\$2,800	\$2,800
FFY22 USDA FMNP Prog Mgmt	7WA810WA7	Amd 4	10.572	333.10.57	05/01/22	09/30/22	10/01/21	09/30/22	\$572	\$572	\$572
PS SSI 1-5 OSS Task 4	01J18001	Amd 2	66.123	333.66.12	01/01/22	05/31/22	07/01/17	06/30/23	\$36,970	\$36,970	\$36,970
PS SSI 1-5 PIC Task 4	01J18001	Amd 9	66.123	333.66.12	01/01/22	11/30/23	07/01/17	11/30/23	(\$44,131)	\$267,677	\$267,677
PS SSI 1-5 PIC Task 4	01J18001	Amd 2, 7	66.123	333.66.12	01/01/22	11/30/23	07/01/17	11/30/23	\$311,808		
FFY23 Swimming Beach Act Grant IAR (ECY)	NGA Not Received	Amd 11	66.472	333.66.47	03/01/23	10/31/23	03/01/23	10/31/23	\$6,500	\$6,500	\$13,000
FFY22 Swimming Beach Act Grant IAR (ECY)	NGA Not Received	Amd 2	66.472	333.66.47	03/01/22	10/31/22	01/01/22	11/30/22	\$6,500	\$6,500	
FFY22 PHEP BP4 LHHJ Funding	NU90TP922043	Amd 7	93.069	333.93.06	07/01/22	06/30/23	07/01/22	06/30/23	\$58,979	\$58,979	\$114,661
FFY21 PHEP BP3 LHHJ Funding	NU90TP922043	Amd 4	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$32,090	\$55,682	
FFY21 PHEP BP3 LHHJ Funding	NU90TP922043	Amd 2	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$23,592		
FFY22 Overdose Data to Action Prev	NU17CE925007	Amd 10	93.136	333.93.13	09/01/22	08/31/23	09/01/22	08/31/23	\$155,332	\$249,749	\$393,691
FFY22 Overdose Data to Action Prev	NU17CE925007	Amd 9	93.136	333.93.13	09/01/22	08/31/23	09/01/22	08/31/23	\$7,417		
FFY22 Overdose Data to Action Prev	NU17CE925007	Amd 7	93.136	333.93.13	09/01/22	08/31/23	09/01/22	08/31/23	\$87,000		
FFY21 Overdose Data to Action Prev	NU17CE925007	Amd 4	93.136	333.93.13	01/01/22	08/31/22	09/01/21	08/31/22	\$34,252	\$143,942	
FFY21 Overdose Data to Action Prev	NU17CE925007	Amd 2	93.136	333.93.13	01/01/22	08/31/22	09/01/21	08/31/22	\$109,690		
COVID19 Vaccines	NH23IP922619	Amd 4	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$222,730	\$222,730	\$222,730
COVID19 Vaccines R4	NH23IP922619	Amd 1	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$359,803	\$359,803	\$359,803
FFY19 COVID CARES	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	04/22/22	04/23/20	07/31/24	\$9,372	\$9,372	\$9,372
FFY19 ELC COVID Ed LHHJ Allocation	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	10/18/22	05/19/20	10/18/22	\$68,654	\$68,654	\$68,654
FFY20 ELC EDE Care Coordination	NU50CK000515	Amd 7	93.323	333.93.32	01/16/22	09/30/22	01/15/21	07/31/23	\$40,704	\$122,111	\$122,111
FFY20 ELC EDE Care Coordination	NU50CK000515	Amd 2, 7	93.323	333.93.32	01/16/22	09/30/22	01/15/21	07/31/23	\$81,407		
FFY20 ELC EDE LHHJ Allocation	NU50CK000515	Amd 4, 9, 11	93.323	333.93.32	01/01/22	12/31/23	01/15/21	07/31/24	(\$54,305)	\$436,445	\$436,445
FFY20 ELC EDE LHHJ Allocation	NU50CK000515	Amd 2, 9, 11	93.323	333.93.32	01/01/22	12/31/23	01/15/21	07/31/24	\$490,750		

Indirect Rate January 1, 2022 through December 31, 2022: 28.94%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work LHHJ Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period SubTotal	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY22 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5	93.323	333.93.32	08/01/22	09/30/22	08/01/22	07/31/23	\$1,500	\$1,500	\$3,000
FFY21 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5	93.323	333.93.32	06/01/22	07/31/22	08/01/21	07/31/22	\$1,500	\$1,500	
FFY23 MCHBG LHHJ Contracts	B04MC47453	Amd 7	93.994	333.93.99	10/01/22	09/30/23	10/01/22	09/30/23	\$66,916	\$66,916	\$123,180
FFY22 MCHBG LHHJ Contracts	B04MC45251	Amd 4	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$6,077	\$56,264	
FFY22 MCHBG LHHJ Contracts	B04MC45251	Amd 1	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$50,187		
Rec Shellfish/Biotoxin		Amd 11	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$3,350	\$13,850	\$13,850
Rec Shellfish/Biotoxin		Amd 7	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$3,000		
Rec Shellfish/Biotoxin		Amd 1	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$7,500		
Small Onsite Management (ALEA)		Amd 1	N/A	334.04.93	07/01/22	06/30/23	07/01/21	06/30/23	\$15,000	\$15,000	\$37,500
Small Onsite Management (ALEA)		Amd 1	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	\$22,500	\$22,500	
Wastewater Management-GFS		Amd 1	N/A	334.04.93	07/01/22	06/30/23	07/01/21	06/30/23	\$30,000	\$30,000	\$30,000
FPHS-LHHJ-Proviso (YR2)		Amd 6	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$1,243,000	\$1,243,000	\$1,782,486
FPHS-LHHJ-Proviso (YR2)		Amd 7	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	(\$690,000)	\$0	
FPHS-LHHJ-Proviso (YR2)		Amd 1	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$690,000		
FPHS-LHHJ-Proviso (YR1)		Amd 9	N/A	336.04.25	01/01/22	06/30/22	07/01/21	06/30/23	(\$150,514)	\$539,486	
FPHS-LHHJ-Proviso (YR1)		Amd 1	N/A	336.04.25	01/01/22	06/30/22	07/01/21	06/30/23	\$690,000		
YR 25 SRF - Local Asst (15%) (FO-SW) SS		Amd 11	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	\$3,000	\$3,000	\$6,800
YR24 SRF - Local Asst (15%) (FO-SW) SS		Amd 7	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	(\$1,600)	\$3,800	
YR24 SRF - Local Asst (15%) (FO-SW) SS		Amd 1	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$5,400		
Sanitary Survey Fees (FO-SW) SS-State		Amd 11	N/A	346.26.65	01/01/22	12/31/23	07/01/21	12/31/23	\$3,000	\$6,800	\$6,800
Sanitary Survey Fees (FO-SW) SS-State		Amd 7, 11	N/A	346.26.65	01/01/22	12/31/23	07/01/21	12/31/23	(\$1,600)		
Sanitary Survey Fees (FO-SW) SS-State		Amd 1, 11	N/A	346.26.65	01/01/22	12/31/23	07/01/21	12/31/23	\$5,400		
YR 25 SRF - Local Asst (15%) (FO-SW) TA		Amd 11	N/A	346.26.66	01/01/23	12/31/23	01/01/23	12/31/23	\$1,000	\$1,000	\$2,000
YR24 SRF - Local Asst (15%) (FO-SW) TA		Amd 1	N/A	346.26.66	01/01/22	12/31/22	07/01/21	06/30/23	\$1,000	\$1,000	
TOTAL									\$4,521,053	\$4,521,053	
Total consideration:	\$4,504,203									GRAND TOTAL	\$4,521,053
	\$16,850										
GRAND TOTAL	\$4,521,053									Total Fed	\$2,641,617
										Total State	\$1,879,436

*Catalog of Federal Domestic Assistance

**Federal revenue codes begin with "333". State revenue codes begin with "334".

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: BEACH Program - Effective March 1, 2023

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Original **Revision # (for this SOW)**

Period of Performance: March 1, 2023 through October 31, 2023

Funding Source ☒ Federal Subrecipient ☐ State ☐ Other	Federal Compliance (check if applicable) ☒ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
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Statement of Work Purpose: The Beach Environmental Assessment, Communication, and Health (BEACH) Program works with LHJ to monitor water at marine swimming beaches for bacteria and provide public notification when levels are unsafe.

Revision Purpose: N/A

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date	Current Allocation	Allocation Change Increase (+)	Total Allocation
FFY23 SWIMMING BEACH GRANT IAR (ECY)	TBD	66.472	333.66.47	03/01/23 10/31/23	0	6,500	6,500
					0	0	0
					0	0	0
					0	0	0
					0	0	0
					0	0	0
TOTALS					0	6,500	6,500

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	<u>BEACH Program Administration and Annual Meeting:</u> Time spent on administrative duties related to the BEACH Program and the 2023 Annual meeting.	Summarize time spent on administrative duties in annual report.	Annual meeting held in March 2023. Annual report due October 31, 2023.	Reimbursement for actual costs up to \$6,500 for tasks 1-3. Subrecipient may use their discretion in prioritizing which task(s) to pay with this award.
2	<u>Bacteria Monitoring & Public Notification</u> - Collect samples and field observations in accordance with BEACH Program Quality Assurance Project Plan (QAPP). Notify BEACH Program Manager in advance if samples cannot be collected. Coordinate deviations from the QAPP and/or schedule with the BEACH Program Manager. - Post and/or remove swimming advisory signs as needed. Provide public education about beach water quality. Notify BEACH Program Manager of swimming advisories as soon as possible.	1. Enter data into Department of Ecology's BEACH Program Database. 2. Email copies of laboratory analytical reports to BEACH Program Data Manager. 3. Include a list of swimming advisories in annual report.	1. Enter data results into database by Friday each week of sample collection. 2. Email copies of reports upon receipt. 3. Annual report due October 31, 2023.	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
3	<u>Illness Pollution Investigations</u> Notify BEACH Program Manager of any illness reports related to recreational swimming beaches. Conduct illness investigations as needed.	1. Provide notification via telephone to BEACH Program Manager. 2. Summarize illness investigation in annual report.	1. Within fourteen (14) business days. 2. Annual report due October 31, 2023.	

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](https://www.usaspending.gov) by DOH as required by P.L. 109-282.

Program Specific Requirements

The funds for this project are being provided by an Environmental Protection Agency grant, Agreement Number CU-01J74301-1, Catalog of Federal Domestic Assistance Number 66.472 – Beach Monitoring and Notification Program Implementation Grants.

Program Manual, Handbook, Policy References:

Quality Assurance Project Plan <https://apps.ecology.wa.gov/publications/SummaryPages/1903119.html>

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: DCHS - ELC COVID-19 Response -
Effective January 1, 2022

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 3

Period of Performance: January 1, 2022 through December 31, 2023

Funding Source ☒ Federal Subrecipient ☐ State ☐ Other	Federal Compliance (check if applicable) ☒ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
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Statement of Work Purpose: The purpose of this statement of work (SOW) is to provide supplemental funding for the LHJ to ensure adequate culturally and linguistically responsive testing, investigation and contract tracing resources to limit the spread of COVID-19.

Revision Purpose: Extend the Period of Performance and LHJ Funding End Date from 07/31/23 to 12/31/23.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date	Current Allocation	Allocation Change None	Total Allocation
					0	0	0
FFY19 ELC COVID ED ALLOCATION	1897129G	93.323	333.93.32	01/01/22 10/18/22	68,654	0	68,654
FFY20 ELC EDE LHJ ALLOCATION	1897120E	93.323	333.93.32	01/01/22 12/31/23	436,445	0	436,445
					0	0	0
					0	0	0
					0	0	0
TOTALS					505,099	0	505,099

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	Participate in public health emergency preparedness and response activities for COVID-19. This may include surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications and or other preparedness and response activities for COVID-19. Examples of key activities include: • Incident management for the response • Testing • Case Investigation/Contact Tracing • Sustainable isolation and quarantine • Care coordination • Surge management • Data reporting			

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
NOTE: The purpose of this agreement is to supplement existing funds for local health jurisdictions to carry out surveillance, epidemiology, case investigations and contact tracing, laboratory capacity, infection control, mitigation, communications, community engagement, and other public health preparedness and response activities for COVID-19.				
DCHS COVID-19 Response				
1	Establish a budget plan and narrative to be submitted to the Department of Health (DOH) Contract Manager. DOH will send the "Budget narrative Template", "Budget Guidance" and any other applicable documents that may be identified.	Submit the budget plan and narrative using the template provided.	Within 30 days of receiving any new award for DCHS COVID-19 Response tasks.	Reimbursement of actual costs incurred, not to exceed: \$68,654 FFY19 ELC COVID ED LHJ ALLOCATION Funding (MI 1897129G) Funding end date 10/18/2022
2	1) LHJ Active monitoring activities. In partnership with WA DOH and neighboring Tribes, the LHJ must ensure adequate culturally and linguistically responsive testing, investigation and contact tracing resources to limit the spread disease. LHJs must conduct the following activities in accordance with the guidance to be provided by DOH. a. Allocate enough funding to ensure the following Contact Tracing and Case Investigation Support: Hire a minimum of 1.0 data entry FTE to assure system requirements for task 2.1.a. i. Contact tracing 1. Strive to maintain the capacity to conduct targeted investigations as appropriate. 2. Have staff that reflect the demographic makeup of the jurisdiction and who can provide culturally and linguistically competent and responsive services. In addition, or alternatively, enter into an agreement(s) with Tribal, community-based and/or culturally-specific organizations to provide such services. DOH centralized investigations will count towards this minimum. 3. Ensure all contact tracing staff are trained in accordance with DOH investigative guidelines and data entry protocols. 4. Coordinate with Tribal partners in conducting contact tracing for Tribal members. 5. Ensure contact tracing and case investigations activities meet DOH case and Contact Tracing Metrics. (Metrics to be determined collaboratively by DOH, LHJs and Tribes.)	Data collected and reported into DOH systems daily. Enter all contact tracing data in CREST following guidance from-DOH.	Enter performance metrics daily into DOH identified systems Quarterly performance reporting updates	\$436,445 FFY20 ELC EDE LHJ ALLOCATION Funding (MI 1897120E) Funding end date ~~7~~12/31/2023

[illegible]

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	c. Surveillance FTE support at a minimum of .5 FTE Epidemiologist to support daily reporting needs below. i. Ensure all COVID positive lab test results from LHJ are entered in to WDRS by 1) entering data directly in to WDRS, 2) sending test results to DOH to enter, or 3) working with DOH and entities conducting tests to implement an electronic method for test result submission. ii. Maintain records of all COVID negative lab test results from the LHJ and enter into WDRS when resources permit or send test results to DOH. iii. Collaborate with Tribes to ensure Tribal entities with appropriate public health authority have read/write access to WDRS and CREST to ensure that all COVID lab results from their jurisdictions are entered in WDRS or shared with the LHJ or DOH for entry. d. Tribal Support. Ensure alignment of contact tracing and support for patients and family by coordinating with local tribes if a patient identified as American Indian/Alaska Native and/or a member of a WA tribe. e. Support Infection Prevention and control for high-risk populations i. Migrant and seasonal farmworker support. Partner with farmers, agriculture sector and farmworker service organizations to develop and execute plans for testing, quarantine and isolation, and social service needs for migrant and seasonal farmworkers. ii. Congregate care facilities: In collaboration with the state licensing agency (DSHS), support infection prevention assessments, testing. Infection control and isolation and quarantine protocols in congregate care facilities. iii. High risk businesses or community-based operations. In collaboration with state licensing agencies and Labor and Industries, partner with food processing and manufacturing businesses to ensure adequate practices to prevent COVID-19	on testing locations and volume as requested. Ensure all COVID positive test results are entered into WDRS within 2 days of receipt Quarterly performance updates related to culturally and linguistic competency and responsiveness, tribal support, infection prevention and control for high-risk populations, community education and regional active monitoring activities. Performance update should include status of all projects listed.		

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	exposure, conduct testing and respond to outbreaks. iv. Healthcare: Support infection prevention and control assessments, testing, cohorting, and isolation procedures. Provide educational resources to a variety of healthcare setting types (e.g., nursing homes, hospitals, dental, dialysis). v. Non-healthcare settings that house vulnerable populations: In collaboration with state corrections agency (DOC) and other state partners, support testing, infection control, isolation and quarantine and social services and wraparound supports for individuals living or temporarily residing in congregate living settings, including detention centers, prisons, jails, transition housing, homeless shelters, and other vulnerable populations. vi. Schools: In collaboration with OSPI and local health jurisdictions, support infection prevention and control and outbreak response in K-12 and university school settings. f. Ensure adequate resources are directed towards H2A housing facilities within communities, fishing industries and long-term care facilities to prevent and control disease transmission. Funds can be used to hire support staff, provide incentives or facility-based funding for onsite infection prevention efforts, etc. g. Community education. Work with Tribes and partners to provide culturally and linguistically responsive community outreach and education related to COVID-19. h. Establish sustainable isolation and quarantine (I&Q) measures in accordance with WAC 246-100-045 (Conditions and principles for isolation or quarantine). i. Have at least one (1) location for conducting I&Q operations identified and confirmed. This location should be sufficient for supporting I&Q services that are adequate for the population for your jurisdiction and have an ability to expand if	Quarterly performance updates to include name, address and capacity of identified location that can support isolation and quarantine, and confirmation of appropriate planning and coordination as required.		

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	needed. This can be through contract/formal agreement; alternatively, the jurisdiction may establish with an adjacent jurisdiction a formal agreement to provide the isolation and quarantine capacity adequate to the population for your jurisdiction with the ability to expand. ii. Maintain ongoing census data for isolation and quarantine for your population. iii. Planning must incorporate transfer or receipt of people requiring I&Q support to and from adjacent jurisdictions or state facilities in the event of localized increased need. iv. Planning must incorporate indicators for activating and surging to meet demand and describe the process for coordinating requests for state I&Q support, either through mobile teams or the state facility.	Report census numbers to include historic total by month and monthly total for current quarter to date		

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

Program Specific Requirements

All work will be performed in accordance with the revised and approved project plans to be submitted to DOH.

Restrictions on Funds (what funds can be used for which activities, not direct payments, etc)

CDC Funding Regulations and Policies

<https://www.cdc.gov/grants/documents/General-Terms-and-Conditions-Non-Research-Awards.pdf>

Monitoring Visits (frequency, type)

The DOH program contact may conduct monitoring visits during the life of this project. The type, duration, and timing of visit will be determined and scheduled in cooperation with the subawardee. The DOH Fiscal Monitoring Unit may conduct fiscal monitoring site visits during the life of this project

Special Billing Requirements:

Payment: Upon approval of deliverables and receipt of an invoice voucher, DOH will reimburse for actual allowable costs incurred. Billings for services on a monthly fraction of the budget will not be accepted or approved.

Submission of Invoice Vouchers: The LHJ shall submit correct monthly A19-1A invoice vouchers for amounts billable under this statement of work to DOH by the 25th of the following month or on a frequency no less often than quarterly.

Other: Required activities, deliverables, and funding is for the entire project period: January 2021 through specified date above. Unspent funds and tasks not completed by December 31, 2021 were reauthorized for work in this new consolidated contract term beginning January 1, 2022. It is the LHJ's responsibility to assure that the unspent funding amount carried forward to this statement of work does not exceed the remaining available balance from the 2018-2021 contract.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Injury & Violence Prevention Overdose Data to Action - Effective September 1, 2022

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 3

Funding Source ☒ Federal Subrecipient ☐ State ☐ Other	Federal Compliance (check if applicable) ☒ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
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Period of Performance: September 1, 2022 through August 31, 2023

Statement of Work Purpose: The purpose of this statement of work (SOW) is to add level funding for Overdose Data to Action (OD2A) Year 3 Supplement. Clallam County Health & Human Services (CCHHS) will support Strategy 5 - Integration of State and Local Prevention Efforts, Strategy 6 - Establishing Linkages to Care, and Strategy 9 - Empowering Individuals to Make Safer Choices.

Revision Purpose: The purpose of this revision is to add contingency language.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date	LHJ Funding Period End Date	Current Allocation	Allocation Change None	Total Allocation
FFY22 OVERDOSE DATA TO ACTION PREV	77520272	93.136	333.93.13	09/01/22	08/31/23	249,749	0	249,749
						0	0	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
TOTALS						249,749	0	249,749

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1.	Strategy 5: Foster ongoing collaborative relationships with community partners involved in overdose response.	Progress report: Report on meetings, events, and projects demonstrating collaboration with community partners.	Quarterly progress reports to DOH for all tasks.	Monthly invoices for actual cost reimbursement will be submitted to DOH.
2.	Strategy 6: Track current drug use patterns and overdose history and link overdose survivors to harm reduction and treatment services. They will collect and track non-HIPPA data for stimulant overdoses and HIPPA data for opioid overdoses (per Clallam County's declaration of opioid overdose as a reportable condition, as allowed by WAC 246-101-505 (3) granting each local health officer the authority to require the notification of additional conditions of public health importance occurring within the jurisdiction of the local health officer)	Progress report: Describe program design, procedures, and policies. Describe successes, challenges, and ongoing changes to program. Demonstrate how work aligns with OD2A logic model.	Due Dates: September-November due December 9, 2022. December-February due March 10, 2023. March-May due June 9, 2023.	Total of all invoices will not exceed \$249,749 through August 31, 2023. (See Special Billing Requirements below.)

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	through ESSENCE and only follow up with an individual if the overdose is disclosed in the SSP by those individuals. They have replaced the practice of cold calls to overdose survivors recognizing that outreach from trusted individuals with established relationships fosters more impactful long-term health and safety outcomes for overdose survivors.		June-August final report for this funding period due September 29, 2023.	
3.	Strategy 6: Establish linkages to care for people who have experienced opioid overdose including linking stimulant overdose survivors to evidenced-based treatment and wraparound services as needed. Clallam county will purchase Naloxone vending machines to increase low-barrier access to Naloxone.	Progress report: Report on how awareness and coordination of care was improved. Are there any changes in number of referrals or amount of awareness for evidence-based treatment? Were any policies or procedures developed?		
4.	Strategy 9: The Prevention Specialist will connect with MOUD providers and other treatment programs, as well as community outreach to people who use drugs. Clallam County will continue to distribute small items purchased in Y3 to overdose survivors and SSP participants to help encourage engagement in the program including personal hygiene items and warm clothes and supplies. Additional warmth and hygiene items will be purchased as needed (paid for with redirected funding). Drug test strips will be purchased to distribute to Harm Reduction Health Center participants and partner agencies such as clinics and treatment programs. They will also be distributed for use by participants to test their drugs, thus providing them with more information to engage in harm reduction, safety planning, and overdose prevention (paid for with redirected funding). Clallam County will continue social media advertising to reach individuals who are at risk of overdose due to polysubstance use. The prevention specialist will work with the communications team to develop materials for social media advertisements. Harm Reduction billboard messages will be displayed for 9 months. Harm Reduction social media messaging will be "boosted" throughout Clallam County, and through other advertising and messaging avenues as needed.	Progress report: Report on outreach endeavors with community partners. How was awareness increased on safer use practices? Provide media plan and data of outcomes. Report when fentanyl test strips are distributed, number of test kits distributed, and any feedback received. Demonstrate how work aligns with OD2A logic model.		

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	Clallam County will distribute naloxone (~~DOH provides us with naloxone~~) and fentanyl test kits to people who use drugs and other community members when appropriate. **contingent on anticipated CDC approval** Clallam County will purchase a vehicle to offer mobile outreach including all services offered in our syringe exchange. This will increase the range of locations at which services are provided, and thus, increase the county's ability to connect their most remote community members with naloxone, overdose prevention education and linkage to care.			
5.	<i>Dependent on LHJ need and contingent on CDC approval, the county may purchase and distribute naloxone under prevention strategies.</i> <i>Funding cannot be spent for naloxone until the LHJ receives written approval from DOH. Reimbursement for naloxone purchases will be allowable after written approval is provided by DOH.</i>	<i>Progress report, if applicable:</i> <i>a. Number of staff/volunteers trained to use and distribute naloxone kits</i> <i>i. If possible, please share the description/topics of the training</i> <i>b. Number of kits purchased and in inventory</i> <i>c. Number of people who received naloxone kits and education on use</i> <i>i. If possible, please share the description/contents of the provided education</i> <i>d. Number of nasal kits distributed</i> <i>i. If applicable, the number of kits distributed through vending machines and settings for vending machine locations</i> <i>ii. If possible, please share an average/estimate of number of kits/doses given per person</i> <i>e. Number of intramuscular kits distributed</i> <i>i. If possible, please share an average/estimate of number of kits/doses given per person</i> <i>f. Number of overdose reversals reported</i> <i>i. If known, please share the number of doses used per overdose reversal</i> <i>g. Do you plan to make any changes/updates in implementation or to the implementation plan?</i>		

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
		<i>h. What have been successes/challenges in distribution? Please share any lessons learned or innovations.</i>		
~~5-6.~~	Participate in quarterly calls with DOH and other grant partners. Share lessons learned and successes. More frequent one on one calls with DOH when needed.	Collaboration with other partners and DOH to improve statewide efforts to address the opioid/all drug epidemic.		

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

Program Specific Requirements

Restrictions on Funds (i.e., disallowed expenses or activities, indirect costs, etc.):

- Subrecipients may not use funds for research.
- Subrecipients may not use funds for clinical care except as allowed by law.
- Subrecipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, subrecipients may not use funds to purchase furniture or equipment.
- No funds may be used for:
 - Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body.
 - In accordance with the United States Protecting Life in Global Health Assistance policy, all non-governmental organization (NGO) applicants acknowledge that foreign NGOs that receive funds provided through this award, either as a prime recipient or subrecipient, are strictly prohibited, regardless of the source of funds, from performing abortions as a method of family planning or engaging in any activity that promotes abortion as a method of family planning, or to provide financial support to any other foreign non-governmental organization that conducts such activities. See Additional Requirement (AR) 35 for applicability (<https://www.cdc.gov/grants/additional-requirements/index.html>).
- Program funds cannot be used for purchasing naloxone, implementing or expanding drug “take back” programs or other drug disposal programs (e.g. drop boxes or disposal bags), or directly funding or expanding direct provision of substance abuse treatment programs. Such activities are outside the scope of this Notice of Funding Opportunity (NOFO).

Monitoring Visits (i.e., frequency, type, etc.):

DOH program staff may conduct site visits up to twice per funding year.

Billing Requirements:

Billing on an A19-1A invoice voucher must be received by DOH monthly.

Special Instructions:

The following funding statement must be used for media (publications, presentations, manuscripts, posters, etc.) created using OD2A funding:

This publication (journal article, etc.) was supported by the Grant or Cooperative Agreement Number, NU17CE925007, funded by the Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention or the Department of Health and Human Services.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Office of Drinking Water Group A Program - Effective January 1, 2022.

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 2

Period of Performance: January 1, 2022 through December 31, 2023

Funding Source ☒ Federal Contractor ☒ State ☐ Other	Federal Compliance (check if applicable) ☒ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☐ Reimbursement ☒ Fixed Price
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Statement of Work Purpose: The purpose of this statement of work is to provide funding to the LHJ for conducting sanitary surveys and providing technical assistance to small community and non-community Group A water systems

Revision Purpose: The purpose of this revision is to extend the period of performance and SS-State funding end date from 12/31/22 to 12/31/23 and provide additional Sanitary Survey, Sanitary Survey State and Technical Assistance funding.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date		Current Allocation	Allocation Change Increase (+)	Total Allocation
SANITARY SURVEY FEES (FO-SW) SS-STATE	24232522	N/A	346.26.65	01/01/22	12/31/23	3,800	3,000	6,800
YR 24 SRF - LOCAL ASST (15%) (FO-SW) SS	24239224	N/A	346.26.64	01/01/22	12/31/22	3,800	0	3,800
YR 24 SRF - LOCAL ASST (15%) (FO-SW) TA	24239224	N/A	346.26.66	01/01/22	12/31/22	1,000	0	1,000
YR 25 SRF - LOCAL ASST (15%) (FO-SW) SS	24239225	N/A	346.26.64	01/01/23	12/31/23	0	3,000	3,000
YR 25 SRF - LOCAL ASST (15%) (FO-SW) TA	24239225	N/A	346.26.66	01/01/23	12/31/23	0	1,000	1,000
						0	0	0
						0	0	0
TOTALS						8,600	7,000	15,600

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Trained LHJ staff will conduct sanitary surveys of small community and non-community Group A water systems identified by the DOH Office of Drinking Water (ODW) Regional Office. See Special Instructions for task activity. The purpose of this statement of work is to provide funding to the LHJ for conducting sanitary surveys and	Provide Final* Sanitary Survey Reports to ODW Regional Office. Complete Sanitary Survey Reports shall include: - Cover letter identifying significant deficiencies, significant findings, observations, recommendations, and referrals for further ODW follow-up. - Completed Small Water System checklist.	Final Sanitary Survey Reports must be received by the ODW Regional Office within 30 calendar days of conducting the sanitary survey.	Upon ODW acceptance of the Final Sanitary Survey Report, the LHJ shall be paid \$400 for each sanitary survey of a non-community system with three or fewer connections. Upon ODW acceptance of the Final Sanitary Survey Report, the LHJ shall be paid \$800 for each sanitary survey of a non-community system with four or more connections and each community system.

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	providing technical assistance to small community and non-community Group A water systems.	3. Updated Water Facilities Inventory (WFI). 4. Photos of water system with text identifying features 5. Any other supporting documents. *Final Reports reviewed and accepted by the ODW Regional Office.		Payment is inclusive of all associated costs such as travel, lodging, per diem. Payment is authorized upon receipt and acceptance of the Final Sanitary Survey Report within the 30-day deadline. Late or incomplete reports may not be accepted for payment.
2	Trained LHJ staff will conduct Special Purpose Investigations (SPI) of small community and non-community Group A water systems identified by the ODW Regional Office. See Special Instructions for task activity.	Provide completed SPI Report and any supporting documents and photos to ODW Regional Office.	Completed SPI Reports must be received by the ODW Regional Office within 2 working days of the service request.	Upon acceptance of the completed SPI Report, the LHJ shall be paid \$800 for each SPI. Payment is inclusive of all associated costs such as travel, lodging, per diem. Payment is authorized upon receipt and acceptance of completed SPI Report within the 2-working day deadline. Late or incomplete reports may not be accepted for payment.
3	Trained LHJ staff will provide direct technical assistance (TA) to small community and non-community Group A water systems identified by the ODW Regional Office. See Special Instructions for task activity.	Provide completed TA Report and any supporting documents and photos to ODW Regional Office.	Completed TA Report must be received by the ODW Regional Office within 30 calendar days of providing technical assistance.	Upon acceptance of the completed TA Report, the LHJ shall be paid for each technical assistance activity as follows: • Up to 3 hours of work: \$250 • 3-6 hours of work: \$500 • More than 6 hours of work: \$750 Payment is inclusive of all associated costs such as consulting fee, travel, lodging, per diem. Payment is authorized upon receipt and acceptance of completed TA Report within the 30-day deadline. Late or incomplete reports may not be accepted for payment.
4	LHJ staff performing the activities under tasks 1, 2 and 3 attend periodic required survey training as directed by DOH. See Special Instructions for task activity.	For training attended in person, prior to attending the training, submit an "Authorization for Travel (Non-Employee)" DOH Form 710-013 to the ODW Program Contact for	Annually	For training attended in person, LHJ shall be paid mileage, per diem, lodging, and registration costs as approved on the pre-authorization form in accordance with the

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
		approval (to ensure enough funds are available).		current rates listed on the OFM Website http://www.ofm.wa.gov/resources/travel.asp

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov. Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

Program Manual, Handbook, Policy References: Field Guide (DOH Publication 331-486).

Special References:

Chapter 246-290 WAC is the set of rules that regulate Group A water systems. By this statement of work, ODW contracts with the LHJ to conduct sanitary surveys (and SPIs and provide technical assistance) for small community and non-community water systems with groundwater sources. ODW retains responsibility for conducting sanitary surveys (and SPIs and provide technical assistance) for small community and non-community water systems with surface water sources, large water systems, and systems with complex treatment.

LHJ staff assigned to perform activities under tasks 1, 2, and 3 must be trained and approved by ODW prior to performing work. See special instructions under Task 4, below.

Special Billing Requirements

The LHJ shall submit quarterly invoices within 30 days following the end of the quarter in which work was completed, noting on the invoice the quarter and year being billed for. Payment cannot exceed a maximum accumulative fee of ~~\$7,600~~ **\$13,600** for **Task 1**, and ~~\$1,000~~ **\$2,000** for **Task 2, Task 3 and Task 4** combined during the contracting period, to be paid at the rates specified in the Payment Method/Amount section above. When invoicing for sanitary surveys, bill half to BARS Revenue Code 346.26.64 and half to BARS Revenue Code 346.26.65.

When invoicing for **Task 1**, submit the list of WS Name, ID #, Amount Billed, Survey Date and Letter Date for which you are requesting payment.

When invoicing for **Task 2-3**, submit the list of WS Name, ID #, TA Date and description of TA work performed, and Amount Billed.

When invoicing for **Task 4**, submit receipts and the signed pre-authorization form for non-employee travel to the ODW Program Contact below and a signed A19-1A Invoice Voucher to DOH Grants Management, billing to BARS Revenue Code 346.26.66 under Technical Assistance (TA).

Special Instructions

Task 1

Trained LHJ staff will evaluate the water system for physical and operational deficiencies and prepare a Final Sanitary Survey Report which has been accepted by ODW. Detailed guidance is provided in the *Field Guide for Sanitary Surveys, Special Purpose Investigations and Technical Assistance* (Field Guide). The sanitary survey will include an evaluation of the following eight elements: source; treatment; distribution system; finished water storage; pumps, pump facilities and controls; monitoring, reporting and data verification; system management and operation; and certified operator compliance. If a system is more complex than anticipated or other significant issues arise, the LHJ may request ODW assistance.

- No more than 1 surveys of non-community systems with three or fewer connections be completed between January 1, 2022 and December 31, 2022.

- No more than 9 surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2022 and December 31, 2022.
- *No more than 1 surveys of non-community systems with three or fewer connections be completed between January 1, 2023 and December 31, 2023.*
- *No more than 7 surveys of non-community systems with four or more connections and all community systems to be completed between January 1, 2023 and December 31, 2023.*

The process for assignment of surveys to the LHJ, notification of the water system, and ODW follow-up with unresponsive water systems; and other roles and responsibilities of the LHJ are described in the Field Guide.

Task 2

Trained LHJ staff will perform Special Purpose Investigations (SPIs) as assigned by ODW. SPIs are inspections to determine the cause of positive coliform samples or the cause of other emergency conditions. SPIs may also include sanitary surveys of newly discovered Group A water systems. Additional detail about conducting SPIs is described in the Field Guide. The ODW Regional Office must authorize in advance any SPI conducted by LHJ staff.

Task 3

Trained LHJ staff will conduct Technical Assistance as assigned by ODW. Technical Assistance includes assisting water system personnel in completing work or verifying work has been addressed as required, requested, or advised by the ODW to meet applicable drinking water regulations. Examples of technical assistance activities are described in the Field Guide. The ODW Regional Office must authorize in advance any technical assistance provided by the LHJ to a water system.

Task 4

LHJ staff assigned to perform activities under tasks 1, 2, and 3 must be trained and approved by ODW prior to performing work.

If required trainings, workshops or meetings are not available, not scheduled, or if the LHJ staff person is unable to attend these activities prior to conducting assigned tasks, the LHJ staff person may, with ODW approval, substitute other training activities to be determined by ODW. Such substitute activities may include one-on-one training with ODW staff, co-surveys with ODW staff, or other activities as arranged and pre-approved by ODW. LHJ staff may not perform the activities under tasks 1, 2, and 3 without completing the training that has been arranged and approved by ODW.

**Exhibit A
Statement of Work
Contract Term: 2022-2024**

DOH Program Name or Title: Office of Immunization COVID-19 Vaccine -
Effective January 1, 2022

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 5

Period of Performance: January 1, 2022 through June 30, 2024

Funding Source ☒ Federal Subrecipient ☐ State ☐ Other	Federal Compliance (check if applicable) ☒ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
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Statement of Work Purpose: The purpose of this statement of work (SOW) is to provide funding to conduct COVID-19 vaccine activities.

Revision Purpose: The purpose of this revision is to modify the statement of work.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date	Current Allocation	Allocation Change None	Total Allocation
COVID19 Vaccines R4	74310230	93.268	333.93.26	01/01/22 06/30/24	359,803	0	359,803
COVID 19 Vaccines	74310229	93.268	333.93.26	01/01/22 06/30/24	222,730	0	222,730
					0	0	0
					0	0	0
					0	0	0
					0	0	0
TOTALS					582,533	0	582,533

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
The purpose of this statement of work is to identify activities and provide funding to support COVID vaccine response outreach, education, and operations. The activities may include other vaccines recommended for the audience population, as long as COVID vaccine is the primary focus and references to other vaccines are secondary.				
3.A	Identify activity/activities to support COVID vaccine response in your community, using the examples below as a guideline. Example 1: Develop and implement communication strategies with health care providers, community, and/or other partners to help build vaccine confidence broadly and among groups anticipated to receive early vaccination, as well as dispel vaccine misinformation. Document and provide a plan that shows the communication strategies used with health care providers and other partners and the locally identified population anticipated to reach.	Summary of the engagement strategies to be used with health care providers and other partners, and the locally identified population to be reached.	January 31, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	Example 2: Engage in other vaccination planning activities such as partnership development, provider education, vaccination point of dispensing (POD) planning, tabletop exercises, engagement with communities, leaders, non-traditional provider, or vulnerable populations to develop strategies to ensure equitable access to vaccination services			
3.B	Implement the communication strategies or other activities, working with health care providers and other partners to reach the locally identified population, support providers in vaccination plans, and support equitable access to vaccination services.	Written report describing activity/activities and progress made to-date and strategies used (template to be provided)	June 30, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.C	Catalog activities and conduct an evaluation of the strategies used	Written report, showing the strategies used and the final progress of the reach (template to be provided)	June 30, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.D	As needed to meet community needs, perform as a vaccine depot to provide COVID vaccine. Duties include ordering and redistributing of COVID-19 vaccine, assure storage space for minimum order sizes, initiating transfer in the Immunization Information System (IIS), coordinate with providers for physical transport of doses, and maintaining inventory of COVID vaccine by manufacturer. Immunization COVID-19 funding is specifically required to address COVID-19 vaccination activities. However, the funding can be leveraged to also address and incorporate other non-COVID vaccination activities concurrent to COVID-19 vaccination activities. For example, COVID vaccine storage and distribution may also support monkeypox vaccine storage and distribution, concurrently	a. Complete a redistribution agreement. b. Report inventory reconciliation page. c. Report lost (expired, spoiled, wasted) vaccine to the IIS. d. Report transfer doses in the IIS and VaccineFinder. e. Monitor and maintain vaccine temperature logs from digital data logger and/or the temperature monitoring system for a minimum of 3 years.	a. Submit upon completion b. Reconcile and submit inventory once monthly in the IIS. c. Report lost vaccine within 72 hours in the IIS. d. Update within 24 hours from when transfers occur. e. Download as needed (retain temperature data on site for 3 years)	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.E	As needed to meet community needs, expand operations to increase vaccine throughput (i.e., providing vaccinations during evenings, overnight, and on weekends) <i>or adjust vaccine delivery approaches to optimize access</i> . Activities may include vaccine strike teams, mobile vaccine clinics, satellite clinics, temporary, or off-site clinics to travel and provide vaccination services in non-traditional settings, or to supplement the work of local health departments in underserved communities, and may include administration costs for other vaccines co-administered at the events. These activities may be done by the local health department or in collaboration with community partners. (See Restrictions on Funds below)	Reports summarizing quantity, type, and frequency of activities	December 31 and June 30, annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.F	At the LHJ discretion, provide incentives to persons receiving COVID vaccine, adhering to <i>LHJ Guidance for COVID Initiatives Application</i> requirements and allowable/unallowable use of federal funds.	a. LHJ Incentive Plan Proposal	a. Prior to implementing b. June 30, Annually	Reimbursement for actual costs incurred, not to

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
		b. Report that summarizes quantity of incentives purchased and distributed		exceed total funding consideration amount.

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on USASpending.gov by DOH as required by P.L. 109-282.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Recreational Shellfish Activities -
Effective January 1, 2022

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 2

Period of Performance: January 1, 2022 through June 30, 2023

Funding Source ☐ Federal <Select One> ☒ State ☐ Other	Federal Compliance (check if applicable) ☐ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
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Statement of Work Purpose: The purpose of this statement of work (SOW) is to provide funds for shellfish harvesting safety.

Revision Purpose: The purpose of this revision is to add funds for biotoxin monitoring.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date	LHJ Funding Period End Date	Current Allocation	Allocation Change Increase (+)	Total Allocation
Rec. Shellfish/Biotoxin	26402600	N/A	334.04.93	01/01/22	06/30/23	10,500	3,350	13,850
						0	0	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
TOTALS						10,500	3,350	13,850

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Biotoxin Monitoring - Collect monitoring samples on schedule according to Department of Health (DOH) Biotoxin Monitoring Plan, coordinate deviations from the schedule with DOH, notify DOH in advance if samples cannot be collected. - Conduct emergency biotoxin sampling when needed. - Post / remove recreational shellfish warning and / or classification signs on beaches and restock cages as needed. - Issue biotoxin news releases during biotoxin closures in Clallam County. - This task may also include recruiting, training, and coordination of volunteers, and fuel reimbursement funds for volunteer biotoxin monitoring.	Submit annual report on DOH approved format of activities for the year, including the number of sites monitored and samples collected, and number and names of beaches posted with signs.	Email Report to DOH by February 15, 2023 (See Special Instructions below.)	~~\$10,100~~ \$13,450

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
2	Outreach - Staff educational booths at local events. - Distribute safe shellfish harvesting information.	Submit annual report including the number of events staffed and amount of educational materials distributed.	Email Report to DOH by: February 15, 2023 (See Special Instructions below.)	\$400

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Program Specific Requirements

Program Manual, Handbook, Policy References: Department of Health's Biotxin Monitoring Plan

Special References:

Chapter 246-280 WAC

<http://www.doh.wa.gov/CommunityandEnvironment/Shellfish/RecreationalShellfish>

<http://www.doh.wa.gov/AboutUs/ProgramsandServices/EnvironmentalPublicHealth/EnvironmentalHealthandSafety/ShellfishProgram/Biotoxins>

Special Instructions:

Report for work performed in 2022 must be submitted via email to Liz Maier (liz.maier@doh.wa.gov) by February 15, 2023.

The report format will be provided by DOH and may be modified throughout the period of performance via email announcement.



AGENDA ITEM SUMMARY

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

3a
APR 11 2023

Department: HHS-Environmental Health

WORK SESSION ☒ **Meeting Date:** 4/3/23

REGULAR AGENDA ☒ **Meeting Date:** 4/11/23

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

The Environmental Health drinking water laboratory processes hundreds of nitrate water samples per year for required public and private drinking water systems. Components of the existing HACH testing meter required upgrades which necessitated the purchase of a specific piece of equipment from a sole vendor.

A waiver request of the BID/RFP/Quote Requirement pursuant to Clallam County Code, Chapter 3.12 and Administrative Policy 560, for the purchase of a HACH DR3900 Spectrophotometer for nitrate testing, specifically, a waiver of the three-bid requirement. This equipment is proprietary without options to purchase elsewhere.

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

The funds are in the 2023 budget. EH drinking water lab equipment upgrade was a planned capital project expense.

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

Support staff's request for equipment.

County Official signature & print name:  Kevin LoPiccolo

Name of Employee/Stakeholder attending meeting: Ben Majors

Relevant Departments: Health and Human Services-Environmental Health

Date submitted: 3/29/23

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

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



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

Department: **HHS -- Environmental Health**

Date: 03/28/2023

Contract Number: _____

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

Goods or Services to be Purchased:

HACH DR3900 Spectrophotometer.

Cost of Purchase: \$7,027.40

Vendor to be Awarded Contract:

HACH

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

County Official Signature:

A handwritten signature in blue ink, appearing to read "Mark Ozias", written over a horizontal line.

Approved:

Mark Ozias, Chair

Date

The HACH DR3900 Spectrophotometer is used for testing concentrations of certain chemical compounds in drinking water samples. Nitrate testing is required regularly for all public water systems and many residential and commercial building permits.



3b

AGENDA ITEM SUMMARY

APR 11 2023

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 4/3/23**

REGULAR AGENDA ☒ **Meeting Date: 4/11/23**

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:

Vacancies exist on the Clallam County Fair Advisory Board due to expired terms.

A press release was issued during the month of January 2023 soliciting applications from interested citizens. Two applications were received.

The Director of Parks, Fair and Facilities supports the appointments of Trina Cozzolino and Cara Cristion to the Fair Advisory Board.

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 a resolution to appoint.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Parks, Fair & Facilities

Relevant Departments: Board of Commissioners, Parks, Fair & Facilities

Date submitted: 3-24-23

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



RESOLUTION _____, 2023

3b
APR 11 2023

APPOINTING MEMBERS TO THE FAIR ADVISORY BOARD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Vacancies exist on the Clallam County Fair Advisory Board due to expired terms.
2. A press release was issued during the month of January 2023 soliciting applications from interested citizens. Two applications were received.
3. The Director of Parks, Fair and Facilities supports the appointment of Trina Cozzolino and Cara Cristion to the Fair Advisory Board.

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

1. **Trina Cozzolino** is appointed as the Garden Clubs representative for a term ending January 1, 2027.
2. **Cara Cristion** is appointed as the Horse Groups representative for a term ending January 1, 2027.

PASSED AND ADOPTED this 11th day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French

c: A22.159
Parks, Fair, and Facilities
Appointee(s)

4a



AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ Meeting Date: 4/10/23

REGULAR AGENDA ☒ Meeting Date: 4/11/23

Item summary:

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

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on April 25, 2023.

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

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

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



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 25, 2023 in the Commissioners' Meeting Room (160) of the Clallam County Courthouse.

HHS – Developmental Disabilities – Additional funding from DSHS/DDD for increasing services provided to individuals with developmental disabilities and increase in administration funds/\$546,167

HHS Operations – Funding received for providing COVID 19 services and providing lodging and housing assistance/\$71,387

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: April 11, 2023

Mark Ozias, Chair

Publish: April 16

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

MAR 16 2023



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 3/16/23 ✓

Budget Hearing/Meeting Date: 4/25/23 ✓

☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds

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

☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law

☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase

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

Budget Number xxxxx.xxx.	11331.511 ✓	Budget Name	HHS – Developmental Disabilities ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11331.511 ✓	HHS – Developmental Disabilities ✓	33404.68.1552 ✓	DSHS State Grant	510,436
11331.511 ✓	HHS – Developmental Disabilities ✓	33404.68.1554 ✓	DSHS State Grant Administration	35,731
Total				546,167 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11331.511 ✓	HHS – Developmental Disabilities ✓	56800.41.0350 ✓	Developmental Disabilities Services	510,436
11331.511 ✓	HHS – Developmental Disabilities ✓	56800.43.0020 ✓	Travel Training	5,000
11331.511 ✓	HHS – Developmental Disabilities ✓	56800.49.0060 ✓	Registration	3,000
11331.511 ✓	HHS – Developmental Disabilities ✓	50800.00.0000 ✓	Ending Fund Balance	27,731
Total				546,167 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding from DSHS / DDD for increasing services provided to individuals with developmental disabilities (510,436). Funding includes an increase in administration funds (35,731).

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

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MAR 20 2023



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 3/20/23 ✓

Budget Hearing/Meeting Date: 4/23/23 ✓

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

11301.511

11301.511	11331.511	Budget Name	HHS Operations
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REVENUE/SOURCE

BUDGET NUMBER XXXXX.XXX.	DEPT NAME	BARS NUMBER XXXXX.XX.XXXX	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	33393.32.3020 ✓	DOH ELC EDE LHJ Allocation	27,519
11301.511 ✓	HHS Operations ✓	33404.20.2030 ✓	DOH Hotel Leasing & Rapid Rehousing	43,868
Total				71,387 ✓

EXPENDITURES

BUDGET NUMBER XXXXX.XXX.	DEPT NAME	BARS NUMBER XXXXX.XX.XXXX	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	56210.41.0020 ✓	Professional Services	63,587
11301.511 ✓	HHS Operations ✓	56210.31.0065 ✓	Food	7,800
Total				71,387 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

HHS is receiving an additional \$27,519 of funding for providing Covid 19 services. Also, receiving an additional \$43,868 from the Department of Commerce for the hotel leasing & rapid rehousing services grant to provide lodging and housing assistance.

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

[Signature]

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4b

AGENDA ITEM SUMMARY

APR 11 2023

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 4/10/23**

REGULAR AGENDA ☒ **Meeting Date: 4/11/23**

Item summary:

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

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on April 25, 2023

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

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

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

County Official signature & print name: Loni Gores Loni Gores

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2023

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:

Sheriff – Animal Control – Additional funding to meet increased contract costs for the Humane Society for 2023/\$21,000

PW – Roads – Employee retirement vacation and sick pay out/\$37,530

PW – Carlsborg Sewer - Adjustment of 2022 City of Sequim True-Up due to incorrect rates and underbilling/\$79,936

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 25, 2023 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 11th day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, CMC, Clerk of the Board

Publish: April 15, 2023

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

MAR 22 2023

CLALLAM COUNTY BUDGET CHANGE FORM



²²
Date Submitted: 3/20/23

Budget Hearing/Meeting Date: 4/25/23 ✓

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

Budget Number xxxxx.xxx.	00100.813 ✓	Budget Name	Sheriff - Animal Control ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	21,000
Total				21,000 ✓

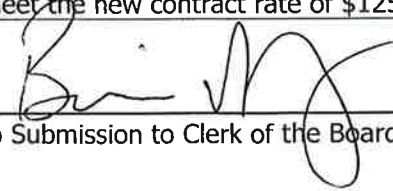
EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.813 ✓	Sheriff - Animal Control ✓	55430.49.0077 ✓	Humane Society Sheltering ✓	21,000
Total				21,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The Humane Society is seeking increased contract costs for 2023. Their operating costs have increased substantially and they have not received an increase in their contract rate for many years. The established budget is for \$104,000, so an additional \$21,000 is requested to meet the new contract rate of \$125,000.

County Official Approval:  03/22/23
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)



CLALLAM COUNTY BUDGET CHANGE FORM

MAR 30 2023



Date Submitted: 03.30.23 ✓

Budget Hearing/Meeting Date: 04.25.23 ✓

— **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds

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

— **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law

— **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase

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

Budget Number xxxxx.xxx.	10101.611 ✓	Budget Name	PW - Roads ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	50800.00.0000 ✓	Ending Fund Balance	\$37,530
Total				\$37,530 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	54420.10.0010 ✓	Regular Time	\$37,530
Total				\$37,530 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Employee retirement vacation and sick pay out.

County Official Approval: _____

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

[Handwritten signature]

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MAR 30 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 03.30.23 ✓

Budget Hearing/Meeting Date: 04.25.23 ✓

— **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds

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

— **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law

— **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase

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

Budget Number xxxxx.xxx.	42401.611 ✓	Budget Name	PW – Carlsborg Sewer ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
42401.611 ✓	PW – Carlsborg Sewer ✓	50800.00.0000 ✓	Ending Fund Balance	\$79,936
Total				\$79,936 ✓

EXPENDITURES

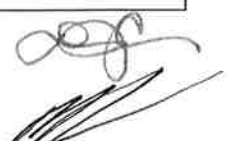
BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
42401.611 ✓	PW – Carlsborg Sewer ✓	53550.41.7777 ✓	PW Other Services and Charges	\$79,936
Total				\$79,936 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

2022 City of Sequim True-Up. From March 2022 – February 2023, the City mistakenly billed us at 1.32 cents per cubic foot instead of 1.32 cents per gallon. This resulted in ~ \$60K underbilling for 12-month period. Actual true up costs for 2022 + Jan/Feb 2023 increased from 1.32 cents per gallon to 1.52 cents per gallon. This resulted in ~ \$19K adjustment and likely will be the rate used for remainder of 2022.

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


48



AGENDA ITEM SUMMARY

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

41
APR 11 2023

Department: DCD

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 4-11-23

Item summary:

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

Documents exempt from public disclosure attached: ☐

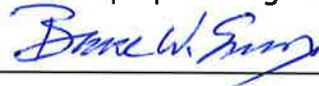
Executive summary:

The Clallam County Planning Commission has completed its review and public hearing process regarding revisions to the Clallam County Sign Ordinance. The Planning Commission held a public hearing on March 1, 2023 and voted 6-0 that day to forward the Sign Ordinance to the Board of County Commissioners. The Board may now review the ordinance for adoption and move forward with their public hearing process. The changes to the ordinance include updates to the Goals and Intent of the sign code, adds 17 new definitions to help identify different types of signs previously undefined, revises Exempt and Prohibited signs to ensure content neutral standards, clarifies permitting requirements, adds standards for freestanding and façade signs, removes specific zones listed in code, clarifies nonconforming signs, and aims to streamline enforcement actions.

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?)
Requesting to hold a public hearing and approval of a proposed Sign Ordinance.

County Official signature & print name:  Bruce Emery, Director

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Donella Clark – DCD and Bruce Emery – DCD

Relevant Departments: Board of Commissioners, Department of Community Development

Date submitted: 4-5-23

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

Sign Ordinance agenda item summary
Revised: 3-04-2019

LETTER OF TRANSMITTAL

To: Clallam County Board of Commissioners

From: Clallam County Planning Commission

Subject: Transmittal to BOCC: Findings and Conclusions regarding revisions to Title 33.57 Signs

Dear Commissioners:

The Clallam County Planning Commission has completed its review and public hearing process regarding revisions to CCC 33.57 Signs. The Planning Commission completed its review and approved its final recommendations to forward to the BOCC at its meeting on March 1, 2023. As Chair of the Clallam County Planning Commission, having first received the authorization of the Commission, I am transmitting herewith the findings and recommendations of the Commission on this proposed Ordinance:

FINDINGS OF FACT:

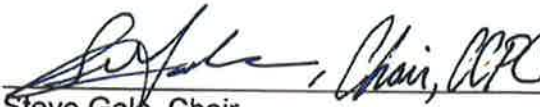
1. The Clallam County Planning Commission is proposing revisions to the Sign Ordinance, CCC 33.57.
2. DCD staff initiated discussion of the deficiency of the sign code to the Planning Commission in June 2022.
3. DCD met with the Planning Commission on August 17, 2022, September 21, 2022, October 19, 2022, November 16, 2022, December 14, 2022, January 4, 2023, January 18, 2023, February 1, 2023 to develop the ordinance.
4. During the August 17, 2022 meeting a presentation by the Northwest Sign Council was given on Electronic and Digital Signs.
5. Staff attended the Board of County Commissioners Work Session on January 30, 2023 to inform the Board of the proposed revisions and the upcoming stakeholder's meeting and public hearing.
6. Letters were sent to stakeholders inviting them to attend the February 1, 2023 to specifically discuss the revisions to the ordinance, however, nobody attended.
7. DCD issued a SEPA Threshold Determination of Non-Significance on February 10, 2023 with the comment period ending February 27, 2023.
8. Staff forwarded the proposed draft ordinance to the Jamestown S'Klallam and Elwha Tribes on February 22, 2023 and informed them of the public hearing.

9. Legal notice was published twice in the Peninsula Daily News, Sequim Gazette, and Forks Forum prior to public hearing.
10. A public hearing was conducted on March 1, 2023 regarding the proposed Ordinance. No comments were received from the public, other agencies, and there was nobody in attendance at the hearing.
11. The Planning Commission requested minor changes to the draft ordinance at the March 1, 2023 meeting and voted 6-0, with 2 members absent, for the amended ordinance to be forwarded to the BOCC for consideration.
12. Based on the above facts and findings, and the attached proposed revisions to CCC 33.57 Signs, the Planning Commission adopts and transmits the following conclusion to the Clallam County Board of Commissioners.

CONCLUSION: The Clallam County Planning Commission concludes that the proposed Ordinance shall be included in the zoning code to:

1. Update the Goals and Intent into a Purpose Section to better reflect the purpose of the sign code.
2. Add definitions (17) to help identify different types of signs previously undefined.
3. Review the list of Exempt and Prohibited signs to ensure content neutral standards.
4. Clarify permitting requirements and provisions to require inclusion of drawings and details of the proposed sign.
5. Addition of standards proposed for both commercial/industrial freestanding and façade signs, incorporating design standards to integrate a top, middle and base, requiring landscaping, integrating architectural features, and prohibiting electronic/digital signs.
6. Removal of specific zones listed in the code.
7. Clarify section regarding legal nonconforming signs and remove the section regarding special variance provisions. Variances are identified in a separate section of the Zoning code and are not specifically needed in the sign code.
8. Outline Enforcement action, clarifying the process in an effort to streamline the process to ensure compliance of the code.

The Planning Commission recommends approval by the BOCC and as Chair of the Commission, has directed me as its duly authorized agent to transmit this recommendation to the BOCC.


Steve Gale, Chair

3/3/2023
Date

An ordinance amending Clallam County Code Chapter 33.57 Signs

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 33.57.010. Goals and intent~~Purpose~~ is amended to read as follows:

- ~~(1) The goals of these sign regulations are:~~
- ~~(1a) To exempt certain signs from permitting requirements, prohibit specific signs as listed herein, and to establish minimum standards and permitting requirements for signs neither prohibited or allowed outright; encourage the effective use of signs as a means of communication in the County;~~
 - ~~(b) To maintain and enhance the visual environment and the County's ability to attract sources of economic development and growth;~~
 - ~~(2e) To minimize excessive lighting in rural Clallam County along designated scenic highways;~~
 - ~~(3d) To maintain and enhance not impede scenic views along the County scenic highways;~~
 - ~~(4e) To improve traffic and pedestrian safety and to eliminate minimize distractions to vehicle drivers;~~
 - ~~(5f) To minimize the potential adverse effects of signs on neighboring public and private property;~~
 - ~~(6) To prevent damage and personal injury from signs improperly constructed;~~
 - ~~(7g) To ensure compliance with the Scenic Vistas Act and the Growth Management Act; and~~
 - ~~(8h) To enable the fair and consistent enforcement of the sign regulations.~~

~~This chapter is adopted under the zoning authority of the County in furtherance of the more general purposes set forth in this title.~~

- ~~(2) It is the intent of this chapter that signs may be erected, placed, established, painted, created or maintained in the County only in conformance with the standards, procedures, exemptions and other requirements of this chapter. The intent of this chapter, as more specifically set forth herein, is:~~
- ~~(a) To permit a variety of types of signs in commercial and industrial zones and a limited variety of signs in other zones, subject to the standards of this chapter;~~
 - ~~(b) To permit certain signs which are small, unobtrusive, and incidental to the principal use of the lots on which they are located; provided, that these types of signs are not portable signs which often cause safety problems due to blockage of vehicle/pedestrian sight lines and are further subject to the substantive requirements of this chapter;~~
 - ~~(c) To bring existing, nonconforming signs which exceed an area/height/number cap set in this chapter into compliance with these standards after a set period of time in order to further the goals and intent set forth in this chapter;~~
 - ~~(d) To prohibit signs not expressly permitted by this chapter; and~~
 - ~~(e) To provide for monitoring and compliance with the provisions of this chapter. This chapter distinguishes between signs by their structural type and duration of use but to the maximum extent possible does not distinguish between signs by their content. Certain types of signs are classified as temporary if they are only up for a short and specified period of time. Signs required by law, public signs required for safety, and public signage, the purpose of which is to inform the traveling public of public roadside facilities, are exempt from the ordinance requirements.~~

Section 33.57.020. Definitions is amended to read as follows:

Except where specifically defined herein, all words used in this chapter shall carry their customary meanings. Words used in the present tense include the future, and the plural includes the singular. The word "shall" is mandatory; the word "may" denotes a use of administrative discretion in making a

decision. The words “used” or “occupied” shall be considered as though followed by the words “or intended, maintained, arranged or designated to be used or occupied.”

(1) “Abandoned sign” means a sign that, for a period of more than six (6) months, no longer correctly identifies, exhorts, or advertises any person, business, lessor, lessee owner, product or activity conducted or available on or off the premises on which the sign is located. Signage on a property which is continuously listed for sale or lease shall not be considered abandoned. ~~for a period of six (6) months after which it shall be considered abandoned and subject to conformance with this chapter.~~

(2) “Administrator” means the Director of the Clallam County Department of Community Development or ~~their~~ his/her designee.

(3) “Advertising” means to announce publicly by emphasizing a printed notice or to call public attention to desirable qualities so as to arouse a desire to patronize. This also includes logos, borders, backgrounds and accents.

(4) “A-frame sign” or “Sandwich Board sign” means two ~~usually~~ hinged boards not permanently attached to the ground and generally oriented to pedestrians.

(5) “Animation” means the manipulation of electronic images in order to create moving images; or a sign depicting action, motion, light, ~~or color changes through electrical or mechanical means.~~

(6) “Awning” means a shelter extending from the exterior wall of a building and composed of nonrigid materials except for the supporting framework.

(7) “Backlit sign” means a sign whose face is illuminated from behind.

(8) “Banner sign” means a flexible substrate on which copy or graphics are displayed. These signs can be mounted to a structure with a cord, rope, cable, or a similar method, or that may be supported by stakes in the ground. These signs are considered a temporary sign unless affixed to a building.

(9) “Building frontage” means the building frontage of a building facing an abutting public or private street. When a building fronts on multiple streets, the building frontage shall be the one building front that would result in the greatest linear frontage.

(10) “Copy” means the words, logos, symbols, or message displayed on a sign.

(11) “Digital or Electronic components” means changeable copy that uses illumination (LED-light emitting diodes, LCD-light crystal display, plasma display, individual light bulbs) to display or project copy.

(12) “Exterior illuminated sign” means a sign illuminated by a light source that is directed toward and shines on the face of a sign.

(13) “Community event sign” means a temporary informational sign that pertains exclusively to a specific upcoming event sponsored by a nonprofit organization or by a governmental entity and is removed soon after the event.

(14) “Construction sign” means a temporary informational sign that identifies the architect, engineers, contractors, suppliers or grant agencies involved in construction project or announces the character of the building and is removed soon after completion of construction.

(15) “Election sign” means any sign which serves to influence, is intended to influence, or appears to be of the type which is commonly erected to influence, an election or ballot proposition.

(16) “Facade sign” means a sign which is attached parallel to and within nine (9) inches of the wall of a building, or vertical face of an awning or parapet which is supported by and confined within the limits of such wall, awning or parapet and which displays only one sign surface. “Facade sign” also includes signs affixed to (within nine (9) inches at one point) or painted on an awning, canopy or roof so long as they do not extend above the primary roofline or more than eight (8) feet

from the outside edge of the building. Soft drink dispensing machines will be considered a facade sign if located within nine (9) inches of the building.

(14) "Fade" means a mode of message transition on a digital sign accomplished by varying light intensity or color, where the first message gradually grows faint and disappears.

(15) "Feather, Flutter, Flag, or Blade sign" means a freestanding potable sign that contains a harpoon-style pole or staff driven into the ground for support that resembles a sail or flag made of fabric, or nylon, or a flexible material.

(169) "Flashing sign" means a sign or a portion thereof which changes light intensity or switches on and off in a repetitive pattern at less than one-minute intervals, or uses electrical energy to provide motion or the optical illusion of motion.

(1710) "Freestanding sign" means a sign which is supported by permanent uprights, pole or braces to the ground and which is not connected to a building.

(1814) "Grade" means the average elevation of the natural ground surface immediately below the sign before construction, exclusive of any filling, berming, mounding or excavating solely for the purpose of locating the sign; and provided, that where the elevation of the natural ground surface of a freestanding/monument sign is below the grade of the edge of the adjacent roadway, then the height of a freestanding or monument sign shall be measured from the grade at the outer edge of the roadway nearest the proposed sign location.

(1942) "Grand opening sign" means a temporary sign of no more than thirty (30) days' duration announcing the new opening of a store or a change in ownership or product line sold.

(2043) "Illuminated sign" means any sign illuminated in any manner by an on-site artificial light source. These signs include both exterior-illuminated and backlit signs.

(21) "Illegal sign" means any sign placed without proper approval or permits as required by any applicable zoning or building code and also any sign placed contrary to the terms of time limits of any permit, or out of compliance with any applicable code.

(22) "Legal Nonconforming sign" means any sign in existence within the County on the date of adoption of Ordinance 694 codified in the year 2000 which did not conform to all applicable laws in effect on the date the sign was originally erected. Also, those signs permitted under Ordinance 694 that do not conform to the standards herein.

(23) "Marquee" means a permanent, roof-like canopy with an integral sign that extends from part or all of the building face that may or may not project over a public right-of-way.

(24) "Memorial sign" means a sign memorializing a person, event, or significance related to a site, building, or structure.

(2514) "Monument sign" means a ground-related, freestanding sign which is attached to the ground or to a base on grade by a solid sign structure and which structure extends from the ground or base to the sign face at the same or greater width as the sign face. Banner signs on fences are considered a form of monument sign and are only allowed to be placed temporarily. Signs on fences are considered a form of monument sign.

(2645) "Multiple-business complex" means a group of structures housing at least two (2) separate businesses or agencies operating under separate State tax numbers, or a single structure containing more than one business with separating walls and at least one outside or inside access for each business which shares a common lot, access and/or parking facility operating under separate State tax numbers.

(16) "Multiple-business-complex sign" means a sign that is designated to identify a multiple business complex including directory signs for businesses within the complex.

(2747) "Mural" means an outdoor wall painting on a building which consists exclusively of paint applied to the wall or to framework attached within nine (9) inches of the wall and which contains no advertising.

(2848) "Noise" means any intended or unintended sound created by the sign or its installed equipment which exceeds forty (40) decibels as measured from the nearest point adjacent to the property or place of business, whichever is closer.

~~(19) "Noneconforming sign" means any sign in existence within the County on the date of adoption of the ordinance codified in this chapter which does not conform with the provisions of this chapter, but which did conform to all applicable laws in effect on the date the sign was originally erected.~~

~~(29) "Permanent sign" means a sign attached to a building, structure, or the ground, in a manner that enables the sign to resist environmental loads, such as wind, and precludes ready removal or movement of the sign.~~

~~(3024) "Portable sign" or "Movable sign" means any moveable sign which is not permanently affixed to the ground or a structure or building. This definition includes movable reader boards, outdoor soft drink dispensers located farther than nine (9) inches from a building and sandwich boards that are placed so as to be seen from public right-of-ways.~~

~~(3124) "Primary roofline" means the roofline under which a majority of the square footage of the business is located.~~

~~(3222) "Real estate sign" means a temporary sign advertising real estate for sale, rent or lease.~~

~~(33) "Rotating sign" means a moving sign that physically revolves about an axis.~~

~~(34) "Sidewalk sign" means a moveable sign not secured or attached to the ground or surfaces upon which it is located, supported by its own frame.~~

~~(3523) "Sign" means any object, device, structure, board, banner, structure or portion thereof, including any letter, figure, design, symbol, trademark or device that uses any color, form, graphic, illumination, symbol or writing intended to advertise, announce the purpose of, or identify the purpose of a person or entity, or to attract attention to any message, activity, service, place, subject, person, firm, corporation, public performance, article, machine or merchandise or to communicate information of any kind to the public, and which is visible from any right-of-way open to the public. Lighting that highlights an architectural feature of a building and does not consist of lettering, symbols or graphics shall not be considered a sign.~~

~~(3624) "Sign area" means the entire face of the sign, including advertising surface, backlit surface, but does not include any awning, trim or molding, or supporting structure, but does not include the supporting structure.~~ Sign area is measured by multiplying the maximum horizontal width by the maximum vertical width. The surface area of a sign painted on a wall, awning or roof shall be measured by multiplying the maximum width of the copy by the maximum length of the copy. Sign areas may also be calculated by measuring the smallest square, circle, rectangle, triangle or combination thereof which encompass the extreme limits of the advertising copy, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, including an awning. Supportive framework which contains no written copy or other advertising and is clearly incidental to the display itself shall not be included in sign area calculations; provided, that the sign support structure shall be the minimum necessary to support the sign. For the purpose of this chapter the total sign area of any two (2) faced sign with parallel faces or V-type sign having an interior angle of forty-five (45) degrees or less shall be calculated as the area of the larger of the two (2) faces or one face if equal in size. All other multiple-faced or paneled signs shall be the total area of all faces or panels combined.

(3725) "Sign surface" means any surface of a sign upon which there is lettering, logos, symbols, or other advertising.

(3826) "Sign height" means the vertical distance from grade to the highest point of a sign or any projection thereof.

(3927) "Sign structure" means any structure that supports or is capable of supporting any sign as defined in this chapter. A sign structure may be a pole or poles, or may be an integral part of a building. Structures that perform a separate use, such as a telephone booth, bus shelter, recycling or used goods container, etc., shall not be considered a sign structure. Sign structures shall be the minimum necessary to support the sign and shall not depict any product being advertised.

(4028) "Street" means a public or private way open to the general public for the purpose of vehicular traffic, including all classes of roadways and easements.

(4129) "Temporary sign" means a nonpermanent sign intended for use for a short period of time, which includes election signs, construction signs, real estate signs, grand opening signs, community event signs and residential yard sale signs.

(4230) "Under common ownership" describes a situation where one person, corporation, legal entity or related legal entities owns contiguous properties occupied by closely related businesses in which case these businesses will be considered as one business, operating on the property for the purpose of applying this chapter (i.e., a car dealership may own multiple contiguous parcels and have several related businesses on these parcels but shall be considered to be "under common ownership" for the purpose of interpreting the provisions of this chapter).

(4334) "Vehicular signs" are signs affixed or painted on work vehicles, tractor-trailers, busses, vans or other vehicles.

(44) "Window sign" is any sign viewable through and/or affixed in any manner to a window or exterior glass that is intended to be viewable from the exterior. These signs count toward the square footage of façade signs.

Section 33.57.030060. Exempt signs is amended to read as follows:

The following types of signs shall be exempt from the standards established within this code and from the certificate of compliance requirements permitting requirements of this chapter: provided, that the any standards in this section are met.

(1) Official notices, authorized by a court, public body or public safety official, provided they are removed within seven (7) days after conclusion of the subject of notification;

(2) Directional, warning or information signs authorized by federal, State or municipal governments or signs required by law not exceeding 200 square feet of sign area and twenty (20) feet in height. Directional signs located within State or County right-of-way shall be administered by State standards for directional signs and, if within Clallam County right-of-way, shall be administered by the Motorist Informational Sign Ordinance, Chapter 9.21 CCC;

(3) Memorial plaques, building identification signs and building cornerstones which are cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure. Plaques, tablets, or inscriptions indicating the name of a building, its date of erection, or other commemorative information, which are an integral part of the building structure or are attached flat to the face of the building, and which are not illuminated, except incidentally from light sources used for other purposes;

(4) Sculptures, murals, landscape features, fountains, mosaics, religious symbols, and design features which do not incorporate advertising or identification;

(5) The flag of a recognized government or noncommercial institution such as a school;

(6) Traffic or pedestrian control signs or signals, or signs indicating scenic or historic points of interest which are erected by, or on the order of, a public officer in the performance of his/her public duty;

(7) Exterior signs or displays not visible from streets or ways open to the public;

(8) "No trespassing," "no dumping," "no parking," "private," and other informational warning signs which shall not exceed four (4) square feet in surface area and eight (8) feet maximum height above grade;

(9) Commercial or residential address signs with lettering not exceeding twelve (12) inches in height and newspaper boxes located within ten (10) feet of an existing commercial/industrial building; and

(10) Election signs no greater than thirty-two (32) square feet in area and five (5) feet in height above grade. Signs erected in anticipation of an election (for the purpose of advertising a candidate or proposal) shall be no greater than thirty-two (32) square feet in area and ten (10) feet in height above grade and shall be compliant with WAC 468-66-050 regarding removal;

(11) Replacement of legal nonconforming signs if not changed in height, shape, size, lighting/illumination and does not affect the structure of the sign;

(12) Painting, cleaning, relacing, or replacement of defective parts;

(13) Signs at a construction site, no more than three signs and no greater than 32 square feet each, that may identify the architect, engineers, contractors, supplies, or grant agencies involved in the construction project or announces the character of the building. Signs not permitted shall be removed fourteen days after construction is complete;

(14) Signs advertising real estate for sale, rent, or lease, no greater than thirty-two (32) square feet, and removed after the real estate transaction is complete;

(15) Grand opening or closing displays, such as temporary banners, flags, or balloons, are allowed to remain for a period of fourteen days from setup of the display, to announce the opening of a completely new business, new management, or closing of the business;

(16) Banner signs displayed for 3 months as a temporary monument sign used by businesses within commercial zones. Banner signs shall not be used as permanent monument signs. Banner signs affixed to a wall shall be required to be permitted as facade signs.

(17) Portable signs used to provide traffic and directional information during events or for agricultural businesses that do not block safety sign lines of motorists pulling into or out from a business or within safety sight triangles on corner lots, and are removed immediately upon conclusion of the event or the end of the harvest season.

Section 3.57.040070. Prohibited signs is amended to read as follows:

The following signs or displays are prohibited, except as otherwise specifically allowed within this chapter, and subject to enforcement action and/or removal by the County. Prohibited signs are subject to removal by the County at the owner's or user's expense.

(1) Signs which, by reason of their size, location, movement, content, coloring or manner of illumination may be confused with or construed as a traffic control sign, signal, or device, or the light of an emergency or radio equipment vehicle; or which obstruct the visibility of any street sign or signal device;

(2) Signs erected, altered or relocated without a permit issued by the County or any other governmental agency that requires a permit under law;

(32) Signs identifying activities, products, businesses or services which have been discontinued for more than six (6) months on the premises upon which the signs are located;

(43) Private signs on public utility poles;

(5) Any sign that interferes with safe sight distances (determined by the County Road Department) at an intersection or causes an intersection to be illuminated;

(64) Portable signs, except if placed as an exempt sign as listed in section 33.57.030, but that shall not due to fact that they are often placed where they block safety sight lines of motorists pulling into or out from a business or within safety sight triangles on corner lots;

(5) Signs erected, altered or relocated without a permit issued by the County or any other governmental agency that requires a permit under law;

(76) Signs that rotate or have a part or parts that move or revolve shall not be permitted in any zone except for the face of a clock less than six (6) square feet in size;

(87) Signs or advertising displays consisting of clusters of posters, banners not affixed to a building wall, pennants, ribbons, streamers, strings of lights other than holiday lights used exclusively for decorative purposes, spinners, twirlers or propellers, flashing signs, rotating or blinking lights, chasing or oscillating lights, light projections on other natural or manmade surfaces, television type video, flares, balloons, inflatable signs, bubble machines and similar devices of carnival nature, or containing elements creating sound greater than 40 decibels as measured from the nearest adjacent property or business boundary shall not be permitted in any zone;

(9) Banner signs that do not meet the exemption listed under 33.57.030;

(10) Pennants, ribbons, streamers, strings of lights other than holiday lights used exclusively for decorative purposes, spinners, twirlers or propellers, flashing signs, rotating or blinking lights, chasing or oscillating lights, light projections on other natural or manmade surfaces, television type video, flares, balloons, inflatable signs, bubble machines and similar devices of carnival nature, or containing elements creating sound greater than 40 decibels as measured from the nearest adjacent property or business boundary shall not be permitted in any zone;

(11) Parking of vehicles with the sole intent to remain stationary for more than three days for purposes of using the signage in or on the vehicle as advertising. Parking of registered vehicles on property with a company message is not considered intentionally advertising;

(812) Signs within the public right-of-way unless erected by Clallam County or the State of Washington. These signs are subject to removal by the Clallam County Road Department.

(13) Electronic signs.

Section 33.050030 Permitting Certificate of compliance is amended to read as follows:

No sign may be erected, relocated, constructed, or altered within the areas of the County under Clallam County jurisdiction without a permit obtained from the Clallam County Department of Community Development. A certificate of compliance for a sign is used to track sign installations for record keeping and to ensure all signs erected after passage of this chapter are in conformance with the chapter. No sign may be erected within the areas of the County under Clallam County jurisdiction without a certificate of compliance obtained from the Clallam County Department of Community Development unless specifically it is a temporary sign or an exempt sign under this code (CCC 33.57.030/33.57.080). Painting, cleaning, refacing, or replacement of defective parts may be completed without a permit; however, replacement of the sign structure will need to be reviewed by the building department to determine if a building permit is required in accordance with the International Building Code. No noneconforming sign maintenance, except exchanging the area of existing advertising copy for a business not changing land use category or repainting to freshen faded or damaged advertising copy shown on the face of the sign for a business not changing land use category or changing lighting tubes/bulbs with bulbs of the same or lesser intensity, is allowed without a certificate of compliance.

The application for permitting a sign shall include drawings and details of the proposed sign, associated support structure and method of attachment, drawing of all exterior lighting (if any), a site plan with location of all proposed and existing signs, and dimensions of all existing signs.

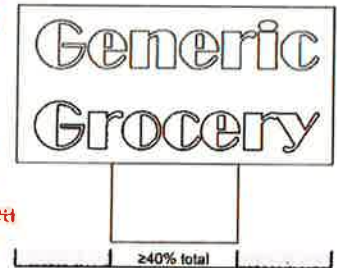
Section 33.57.060040. Commercial and industrial sign standards is amended to read as follows:

The following standards shall apply to signs placed on property zoned commercial or industrial: There are only four (4) basic types of signs that are used by business and industry. Those four (4) types include signs that are attached to the building (façade), signs that are set apart from the building (freestanding/monument), vehicular signs and temporary signs that are needed when certain conditions are met. Any sign that cannot be configured to qualify as one of these four (4) sign types and is not an exempt sign is prohibited in all zones. The time, place, number and manner regulations of these four (4) types of signs is as follows:

(1) The total area of signage attached to any face of the building(s) in one or more façade signs shall not exceed the square footage limit for a façade signage of one square foot of sign area for each linear foot of building frontage facing a single public or private road. No façade sign may extend above the primary roofline or project more than eight (8) feet from the roofline edge of the building. For multiple-business complexes each business within a plaza may have one façade sign attached to the commercial structure that is limited to one square foot of sign area per linear foot of each businesses building frontage.

(12) FA freestanding sign, or monument signs, shall meet the following standards:

- a. Shall be designed so they appear firmly anchored to the ground with a base width at least forty percent (40%) of the total sign width;
- b. Integrates a top, middle, and base element;
- c. One sign permitted for each business not part of a multiple-business complex; within a commercial or industrial zone shall be limited to one sign for each area of land under common ownership that is not the site of a multiple-business complex.



- d. Shall be designed as an integrated architectural feature of the site and include durable high-quality materials that complement the design of on-site buildings;
- e. Located outside of the public right-of-way;
- f. Shall include one square foot of decorative landscaped area around the base of the sign per one square foot of sign area. Landscaping shall include ground cover and/or non-invasive shrubs, and encourage the use of native, drought-tolerant plantings;
- g. This one sign (either freestanding or monument) shall not exceed thirty-two (32) square feet of sign area and shall not exceed ten (10) feet in height above grade. Except for multiple-business complexes advertising multiple businesses;
- h. Multiple-business complex signs shall be limited to, one freestanding sign or one monument sign may be used to advertise the plaza or complex name and the businesses within the complex. This sign shall be limited to one sign not exceeding the signage area limit of 100 square feet and whose height shall not exceed ten (10) feet in height above grade shall be used to advertise the complex name and the businesses within the complex. The business complex name shall be distinct from the names of the tenants, and can be included on a distinctive sign cap. The sign may not be used entirely for only on tenant unless it is limited to 32 square feet. Individual tenants in a multiple-business complex may not erect individual freestanding signs.

- i. Sign copy shall not exceed fourteen (14) feet in height above grade and the structure shall be maximum fifteen (15) feet above grade;
- j. Sign may be internally or externally illuminated and shall have a steady, stationary, fully shielded light source with a brightness of no greater than 0.3 foot candles at the property line and shall contain no electronic/digital components, unless displaying a numeric price per unit of a fixed item, such as the current price of gasoline at a gas station;
- k. Illumination of a business's fleet or outside inventory shall be considered advertising and shall not exceed brightness of no greater than 0.3 foot candle at the property line.

(2) Facade sign(s) shall meet the following standards:

- a. The total area of signage attached to any face of the building(s) shall not exceed a total of one square foot of sign area for each linear foot of the building frontage facing a single public or private road. Banner signs affixed to a wall count toward the total square footage for facade signs. For multiple-business complexes each business within a plaza may have one facade sign attached to the commercial structure, limited to one square foot of sign area per linear foot of each businesses building frontage;
- b. Shall not extend above the building parapet soffit, eave line, or primary roofline of the building;
- c. The sign frame shall be concealed or integrated into the building's architectural character in terms of form, color, and materials;
- d. Marquee, awning, and window signs will be considered facade signs;
- e. Shall be placed a minimum of eight feet above a sidewalk or walkway;
- f. Sign may be internally or externally illuminated and shall have a steady, stationary, fully shielded light source with a brightness of no greater than 0.3 foot candles at the property line and shall contain no electronic/digital components, unless displaying a numeric price per unit of a fixed item, such as the current price of gasoline at a gas station.

(3) ~~Vehicular signage visible from a State scenic and recreational highway shall be limited to thirty-two (32) square feet and vehicular signage shall be set back from the lot line or right-of-public use line that fronts on the State scenic and recreational highway a minimum of fifty (50) feet. Firm identification signage and other signage at the minimum sizes required by State or federal law on commercial/industrial vehicles shall not be calculated as part of the thirty-two (32) square-foot signage limitation. Work vehicles making a delivery or making a service call away from the home base of the business are not subject to this provision, as the purpose of this provision is to prevent vehicular signs from being used as a form of long-term freestanding sign. Likewise, local franchise holders for national moving van companies are not subject to the square-footage limitation of this provision, as the local franchise holder has no control over the size of signage on the vehicles.~~

(4) ~~When the conditions for a temporary sign are met, one temporary sign may also be allowed on a commercial/industrial property. Conditions present to qualify for a temporary sign would include the sale of property/business, a grand opening, construction of a business, and when advertising a community event. Such signage is limited to one unlit thirty-two (32) square-foot sign that shall not exceed five (5) feet in height above grade.~~

(5) ~~Externally illuminated signs shall not exceed background area average illumination levels when measured five (5) feet beyond any vertical surface of the sign; lighting fixtures shall be carefully located, aimed and shielded so that light is only directed on to the sign surface with a light source that is not directly visible from the adjacent roadway. Internally illuminated signs using 800~~

~~milliamp ballasts shall not have lamps spaced closer than twelve (12) inches apart or if using 425 milliamp ballast shall not be closer than six (6) inches apart.~~

~~(6) Commercial/Industrial zoning includes the following zoning districts~~

~~Zone Name~~	~~Zoning Symbol~~
~~Light Industrial~~	~~LI~~
~~Industrial~~	~~M~~
~~Commercial~~	~~GC~~
~~Tourist Commercial~~	~~TC~~
~~Western Region Rural Center~~	~~WRC~~
~~Urban Center~~	~~UC~~
~~Urban Regional Commercial~~	~~URC~~
~~Urban Neighborhood Commercial~~	~~UNC~~
~~Rural Center~~	~~CEN~~
~~Rural Limited Commercial~~	~~RLC~~
~~Rural Neighborhood Commercial~~	~~RNC~~
~~Carlsborg Commercial~~	~~CC~~
~~Rural Village~~	~~RV~~
~~Rural Commercial~~	~~RC~~
~~Sequim General Retail District~~	~~S(GC)~~
~~Sequim Light Manufacturing~~	~~S(LM)~~
~~Sequim Bypass Commercial~~	~~S(BC)~~
~~Sequim Neighborhood Commercial~~	~~S(NC)~~

Section 33.57.070050. Residential/Resource zoning district sign standards is amended to read as follows:

~~The following standards shall apply to signs placed on property zoned residential or resource: There are only four (4) basic types of signs that are used in residential/resource zones. Those four (4) types include signs that are attached to the building (facade), signs that are set apart from the building~~

(freestanding/monument), vehicular signs and temporary signs that are needed when certain conditions are met. Any sign that cannot be configured to qualify as one of these four (4) sign types and is not an exempt sign is prohibited in all zones. The time, place, number and manner regulations of these four types of signs is as follows:

(1) ~~Freestanding, monument and facade signage in Residential/Resource zoning districts, regardless of use, is limited to one unlit sign freestanding or facade sign;~~

~~(2) Sign shall contain no electronic or digital components or be illuminated;~~

~~(3) Sign shall be no more than of one type with a maximum of six (6) square feet of signage; on residentially zoned property and no more than and provided, that within a Commercial Forest zoning district (CF) the maximum sign size is twenty (20) square feet. Signage on resource zoned property; :~~

~~(42) Freestanding sign If the one sign allowed is a freestanding sign or monument sign, it shall not exceed five (5) feet in height above grade and shall be unlit. no facade sign may extend above the primary roofline.~~

~~(3) Vehicular signage visible from a County road or State scenic and recreational highway shall be limited to a total of thirty-two (32) square feet and vehicular signage shall be set back from the lot line or public right of use line that fronts on the State scenic and recreational highway a minimum of 100 feet. On parcels that predate the effective date of this chapter that cannot meet the 100-foot vehicular sign setback due to lack of lot depth, vehicular signs can be placed within twenty (20) feet of the lot line farthest from the scenic and recreational highway. Firm identification signage and other signage at the minimum sizes required by State or federal law on commercial/industrial vehicles shall not be calculated as part of the thirty-two (32) square foot signage limitation. Work vehicles making a delivery or making a service call away from the home base of the business are not subject to this provision, as the purpose of this provision is to prevent vehicular signs from being used as a form of long-term freestanding signs.~~

~~(4) When the conditions for a temporary sign are met, one temporary sign may also be allowed on a Residential Resource property. Conditions present to qualify for a temporary sign would include property/home sale and when advertising a community event. Such signage is limited to one unlit six (6) square foot sign for a property/home sale, construction sign and community event and shall not exceed five (5) feet in height above grade.~~

~~(5) Residential/Resource Zoning includes the following zoning districts~~

~~Zone Name~~	~~Zoning Symbol~~
~~Urban Moderate Density~~	~~MD~~
~~Urban Very Low/Urban Low Density~~	~~VLD/LD~~
~~Urban Low Density~~	~~LD~~
~~Urban Very Low Density~~	~~VLD~~
~~Urban Residential Low~~	~~URL~~
~~Urban Residential High~~	~~URH~~

Zone Name	Zoning Symbol
Rural Low-Mixed	RLM
Rural Character Conservation-3	RCC3
Rural Character Conservation-5	RCC5
Quillayute Residential	QR
Western Regional Rural	RW1
Rural	R1
Rural Suburban Community	RSC
Western Regional Rural Moderate	RW2
Rural Moderate	R2
Western Regional Rural Low	RW5
Rural Low	R5
Rural Very Low	R20
Commercial Forest/Mixed Use-5	CFM5
Commercial Forest/Mixed Use-20	CFM20
Commercial Forest	CF
Agricultural Retention	AR
Public Land	P
Airport Overlay District	AO
Open Space Overlay/Open Space Corridors	OS
Sequim Urban Residential—I	S(R-I)
Sequim Urban Residential—II	S(R-II)
Sequim Urban Residential—III	S(R-III)
Sequim Urban Residential—IV	S(R-IV)

~~Zone Name~~

~~Zoning Symbol~~

~~Sequim Mixed Use~~

~~S(MU)~~

~~**Section 33.57.060. Exempt signs is amended to read as follows:**~~

~~The following types of signs shall be exempt from the standards established within this code and from the certificate of compliance requirements of this chapter, provided, that any standards in this section are met:~~

- ~~(1) Official notices authorized by a court, public body, or public safety official, provided they are removed within seven (7) days after conclusion of the project or notification;~~
- ~~(2) Directional, warning or information signs authorized by federal, State or municipal governments or signs required by law not exceeding 200 square feet of sign area and twenty (20) feet in height. Directional signs located within State or County right-of-way shall be administered by State standards for directional signs and, if within Clallam County right-of-way, shall be administered by the Motorist Informational Sign Ordinance, Chapter 22.1 CCC;~~
- ~~(3) Memorial plaques, building identification signs and building cornerstones which are cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure. Plaques, tablets or inscriptions indicating the name of a building, its date of erection, or other commemorative information, which are an integral part of the building structure or are attached flat to the face of the building, and which are not illuminated, except incidentally from light sources used for other purposes;~~
- ~~(4) Sculptures, murals, landscape features, fountains, mosaics, religious symbols, and design features which do not incorporate advertising or identification;~~
- ~~(5) The flag of a government or noncommercial institution such as a school;~~
- ~~(6) Traffic or pedestrian control signs or signals, or signs indicating scenic or historic points of interest which are erected by, or on the order of, a public officer in the performance of his/her public duty;~~
- ~~(7) Exterior signs or displays not visible from streets or ways open to the public;~~
- ~~(8) "No trespassing," "no dumping," "no parking," "private," and other informational warning signs which shall not exceed four (4) square feet in surface area and eight (8) feet maximum height above grade;~~
- ~~(9) Commercial or residential address signs with lettering not exceeding twelve (12) inches in height and newspaper boxes located within ten (10) feet of an existing commercial/industrial building; and~~
- ~~(10) Election signs no greater than thirty-two (32) square feet in area and five (5) feet in height above grade.~~

~~**Section 33.57.070. Prohibited signs is amended to read as follows:**~~

~~The following signs or displays are prohibited, except as otherwise specifically allowed within this chapter. Prohibited signs are subject to removal by the County at the owner's or user's expense.~~

- ~~(1) Signs which, by reason of their size, location, movement, content, coloring or manner of illumination may be confused with or construed as a traffic control sign, signal, or device, or the light of an emergency or radio equipment vehicle; or which obstruct the visibility of any street sign or signal device;~~

- ~~(2) Signs identifying activities, products, businesses or services which have been discontinued for more than six (6) months on the premises upon which the signs are located;~~
- ~~(3) Private signs on public utility poles;~~
- ~~(4) Portable signs, due to fact that they are often placed where they block safety sight lines of motorists pulling into or out from a business or within safety sight triangles on corner lots;~~
- ~~(5) Signs erected, altered or relocated without a permit issued by the County or any other governmental agency that requires a permit under law;~~
- ~~(6) Signs that rotate or have a part or parts that move or revolve shall not be permitted in any zone except for the face of a clock less than six (6) square feet in size;~~
- ~~(7) Signs or advertising displays consisting of clusters of pennants, banners not affixed to a building wall, pennants, ribbons, streamers, strings of lights other than holiday lights used exclusively for decorative purposes, spinners, twirlers or propellers, flashing signs, rotating or blinking lights, chasing or oscillating lights, light projections on other natural or manmade surfaces, television type video, flares, balloons, inflatable signs, bubble machines and similar devices of carnival nature, or containing elements creating sound greater than 40 decibels as measured from the nearest adjacent property or business boundary shall not be permitted in any zone;~~
- ~~(8) Signs within the public right of way unless erected by Clallam County or the State of Washington;~~

Section 33.57.080. Legal Nonconforming signs is amended to read as follows:

It is the intent of this section to ensure that nonconforming signs are brought into compliance with standards with the standards of this code. ~~of exceptional size and height are reduced in size and height in accord with this section and to ensure that nonconforming signs are retrofitted into conforming signs as expeditiously and fairly as possible while avoiding any unreasonable invasion of established property rights. The following standards apply to nonconforming signs:~~

~~(1) Residential/Resource Zones: A nonconforming sign shall not be altered in height, shape, size, lighting/illumination, or affect the base or support without conforming with the provision of this chapter. No off-premise sign shall add electronic/digital components to a sign and existing electronic/digital signs shall be no greater than 0.3 foot candles above ambient light (includes day and night) and shall remain static for a minimum of 10 seconds, changing instantaneously to avoid startling flashing of lights, and shall transition without animation;~~

~~(2) A nonconforming sign may be maintained as long as the nonconformity of the sign is not increased.~~

~~(3) Properties with nonconforming signage shall only be allowed new or replacement signage requiring a permit after an equivalent number of nonconforming signs on the property are brought into conformance with standards of this chapter.~~

~~(a) Existing, legally erected, nonconforming freestanding signs greater than 128 square feet in area and/or taller than fifteen (15) feet shall be reduced to this standard (128 square feet in area/fifteen (15) feet in height).~~

~~(b) A property whose commercial use predates the existence of a zoning code in Clallam County shall be able to retain one existing, legally erected, nonconforming freestanding sign between thirty-two (32) square feet and 100 square feet in area and fifteen (15) feet in height but any sign larger than this standard shall be reduced to this standard. All existing, legally erected, nonconforming facade signage may be retained but shall not be enlarged in area or changed in location.~~

~~(c) All existing, legally erected, nonconforming, freestanding signs not covered in subsections (1)(a) or (1)(b) of this section which are greater than twenty (20) square feet in area and/or taller than five (5) feet shall be reduced to this standard.~~

~~(2) Commercial/Industrial Zones:~~

~~_____ (a) Existing, legally erected, nonconforming, freestanding signs greater than 128 square feet in area and/or taller than fifteen (15) feet shall be reduced to this standard (128 square feet in area/fifteen (15) feet in height).~~

~~_____ (b) A property with one or more existing, legally erected, nonconforming, freestanding sign(s) larger than 128 square feet covered by subsection (2)(a) of this section, that also has a secondary sign larger than thirty-two (32) square feet but smaller than 128 square feet may retain such secondary, existing nonconforming, freestanding sign; provided, that if it is greater than sixty-four (64) square feet in size and fifteen (15) feet in height then it must be reduced to this standard.~~

~~_____ (c) A property with no existing, legally erected, nonconforming, freestanding sign(s) larger than 128 square feet may retain one existing, legally erected, nonconforming freestanding sign between thirty-two (32) square feet and 100 square feet in size and fifteen (15) feet in height but any sign larger than this standard shall be reduced to this standard if a single sign or the standards below if more than one sign exceeds this standard.~~

~~_____ (d) All existing nonconforming, freestanding signs not covered in subsections (2)(a), (2)(b) or (2)(c) of this section shall be reduced to the new sign standard of thirty-two (32) square feet in area and ten (10) feet in height.~~

~~_____ (e) All existing, legally erected, nonconforming facade signage erected prior to the passage of the 1993 sign code may be retained but shall not be enlarged in area or changed in location.~~

~~_____ (3) Clallam County passed a comprehensive sign code in 1993. Since the 1993 sign code did not require nonconforming signs to come into compliance, all owners of legally erected, nonconforming signs have already had at least seven (7) years to amortize their signs. Nonconforming signs which must be brought into conformance with the area and/or height standards of this chapter may elect to do so after an amortization period that begins either on the date of the original sign building permit and runs for a term of one year for every \$1,000 of project value claimed on the original sign building permit, or alternatively, two (2) years from the effective date of this chapter whichever is greater.~~

~~_____ (4) Any sign which was nonconforming under the sign code adopted in 1993 (formerly Chapter 9.26 CCC) or under this code that has been enlarged shall be subject to conformance with the standards of this code without the amortization periods provided in subsection (3) of this section for legally established nonconforming signs after the notice specified in this title is provided to the owner. If the enlarged portions of the sign are not removed within the period specified in the notice, the entire sign becomes a prohibited sign subject to immediate conformance with the area and height requirements of this code.~~

~~_____ (5) Any sign erected after the passage of the 1993 sign code (formerly Chapter 9.26 CCC) that was a prohibited sign under the 1993 sign code shall be subject to removal by the County after the notice specified in this title is provided to the owner.~~

~~_____ (6) Properties with nonconforming signage shall only be allowed to erect new or replacement signage requiring a certificate of compliance after bringing an equivalent number of nonconforming signs on the property into conformance with the standards of this chapter.~~

~~_____ (7) A change in commercial or industrial land use as determined from review of land uses listed for each zone or change in a conditional use or a change of use under Section 3405 of the Uniform Building Code shall require all signage to come into conformance with the new sign standards of this chapter.~~

~~_____ (8) Nonconforming signs which have had the entire sign face area taken down to the ground as a result of natural disaster or which are removed as a result of loss of lease or are removed as a result of a construction project shall not be re-erected without bringing them into conformance with this chapter. No work on an undamaged, existing nonconforming sign that brings such sign into greater conformance with this code shall be considered to be a sign removal requiring conformance with the standards for new signage.~~

~~— (9) A sign or sign structure removed by the County shall be held not less than thirty (30) days after notice to the owner by the County during which period it may be recovered by the owner upon paying the County for cost of removal and storage, and upon payment of any imposed fine. If not recovered within the thirty (30) day period, the sign or sign structure is hereby declared abandoned and title thereto shall be vested in the County for disposal in any manner permitted by law.~~

~~— (10) All existing illuminated signs, other than facade signs, located in Rural Commercial, Rural Limited Commercial and Rural Neighborhood Commercial zoning districts and which:~~

~~— (a) Are within 600 feet of the outer boundary of a designated scenic and recreational highway; and~~

~~— (b) Do not advertise a business that is open during the entire time the sign is illuminated, shall be allowed a five (5) year amortization period after which lighting to these signs must be set by timer to be off when the business closes in order to further the goal in CCC 33.57.010(1)(e).~~

~~— (11) To encourage the retrofit of nonconforming signs to the standards of this chapter, Clallam County establishes an incentive program to assist owners of such signs. The County will make available, on a competitive basis, the total sum of \$30,000 for a program to assist the owners of nonconforming signs to replace or retrofit such signs into a sign that meets the standards of this code. The \$30,000 County funding set aside for this program may also be used as a match to scenic byway grant funding available to remove outdoor advertising signs.~~

Section 33.57.090. Signage visible from a scenic highway is amended to read as follows:

A permit or other written approval is required from the Washington State Department of Transportation prior to review of certain types of sign permits by Clallam County for those areas within 600 feet of a designated scenic and recreational highway to show conformance with the Scenic Vistas Act and the Highway Advertising Control Act (Chapter 468-66 WAC).

Section 33.57.100. Variances is amended to read as follows:

~~— Applications for a variance from the standards established by this code shall be processed as Type III permits as set forth in Chapter 26.10 CCC and the review criteria outlined in Chapter 33.30 CCC, Variances. Variances shall not be permitted for modification to the number of signs and sign types specified in this chapter. Sign size variances shall not exceed 10 percent of the standard required unless it can be demonstrated that the sign qualifies as a community landmark sign and must show that the increase is required to allow the sign owner to purchase a standardized sign required by a national manufacturer who does not offer signs in a conforming size. A sign size (area) variance of less than 10 percent in area that meets the preceding criteria shall be processed as a Type II administrative variance as set forth in Chapter 26.10 CCC. Sign height variances over the 10 percent limit are available to those business owners that can demonstrate that their nonconforming sign qualifies as a community landmark sign. A community landmark sign must predate the effective date of this code by at least 20 years, have advertised the same business under the same name for all of that time, have become an important cultural landmark to County residents and would be difficult to retrofit to the nonconforming sign standard without destroying the unique character of the sign.~~

Section 33.57.100110. Review of Administrator's action (appeals) is amended to read as follows:

Any person aggrieved by the granting, denying or rescinding of a decision of the Administrator made under this chapter may seek review from the Hearing Examiner in accordance with Chapters 33.33 and 26.10 CCC. The request must be in writing setting forth the basis of the appeal and must be accompanied by the appropriate fees outlined in Chapter 5.100 CCC.

Section 33.57.110. Enforcement is amended to read as follows:

The provisions of this title are subject to enforcement and penalty provisions contained in CCC Title 20, Code Compliance, except to the extent preempted by State or Federal law, and except to the extent preempted by any contrary enforcement and penalty provisions contained in this title.

Upon identification of a noncomplying or abandoned sign by the Department of Community Development, a notice of violation will be sent to the violator and landowner (if different) requiring corrective action within 90-days. Failure to correct the violation on or before a specified date, which shall be 90 days after mailing of the notice of violation, will result in the accrual of fines. If the violation identified in the notice of violation have not been corrected by the specified date, a certified letter will be sent informing the violator and/or landowner that fines shall accrue at a rate of \$100 per day on residential property and \$250 per day on commercial/industrial property until the violations are corrected.

Section 33.57.120. Severability is amended to read as follows:

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

ADOPTED this ____ day of _____ 2023

BOARD OF CLATSOP COUNTY COMMISSIONERS

Mark Ozias

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Janet Eversen



Ha
APR 11 2023

AGENDA ITEM SUMMARY

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

Department: Road Department

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 4-11-23**

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

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☒ Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☒ Resolution – New Policy | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Executive summary:

Survey monuments are a public domain and belong to all the citizens of Washington State. RCW 58.24.040 (8), RCW 36.86.050 and WAC 332-120 requires the County Road Department to manage and protect survey monuments located within the County Road Rights of Way.

WAC 136-50-050 requires that a "Survey Monument Preservation Policy" be adopted by the County legislative authority by April 1. Joel Donisi – County Engineer/Deputy Director contacted CRAB regarding an extension to allow for the Board of Commissioners time to approve a new Policy titled "Survey Monument Preservation Policy". CRAB approved the extension to April 18, 2023.

Hold a public hearing to take testimony regarding a Resolution creating a new Policy titled "Survey Monument Preservation Policy".

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?)

Hold a public hearing to take testimony regarding a Resolution creating a new Policy titled "Survey Monument Preservation Policy".

County Official signature & print name: Joe Donisi Joe Donisi

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Steve Gray & Joe Donisi – Road Department

Relevant Departments: Board of Commissioners, Road Department

Date submitted: 3-28-23

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

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

Survey Monument Preservation Policy 4-11-23
Revised: 3-04-2019



RESOLUTION _____, 2023

ADOPTING A POLICY REGARDING SURVEY MONUMENT PRESERVATION

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Survey monuments are public domain and belong to all the citizens of Washington State.
2. RCW 58.24.040(8), RCW 36.86.050, and 332-120 WAC require county road departments to manage and protect survey monuments located within the county road rights of way.
3. No survey monument shall be removed, destroyed, or have reasonable access impeded before a permit is obtained from the DNR.
4. The County Engineer, as a licensed professional engineer in the State of Washington, can be held accountable for improper survey monument protection perpetrated by the county road department.
5. 136-50-050 WAC requires that the Survey Monument Preservation Policy be adopted by the county legislative authority.
6. Formal policies and procedures were developed and implemented in 2004 to ensure accountability in government and consistency of process.
7. The proposed policy was posted on the internet to allow the public and staff time to review and comment. The Prosecuting Attorney's Office reviewed the policy.
8. A public hearing was held April 11, 2023 to solicit testimony.

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

1. Policy 818 Survey Monument Preservation Policy are adopted for inclusion in the Clallam County Administrative Policy Manual.

PASSED AND ADOPTED this 11th day of April 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, MMC, Clerk of the Board

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SURVEY MONUMENT PRESERVATION POLICY Policy 818

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SURVEY MONUMENT PRESERVATION POLICY

.1 PURPOSE

The purpose of this policy is to ensure that the Public Works Department understands its duty to protect and preserve survey monuments within the county road right of way when performing any type of work, but in particular construction projects and pavement preservation projects where there is a risk that monuments could be disturbed or covered.

.2 TRAINING OF STAFF

Engineering, maintenance, and operations staff will be made aware of the importance of and the law regarding survey monuments and this policy on an annual basis. Maintenance staff will discuss this policy annually prior to commencing the chip-seal program.

.3 SURVEY AND ENGINEERING COMMUNITY ENGAGEMENT

This policy will be mailed to surveyors known to be active in this county upon the policy's adoption, along with a letter requesting that they notify Public Works of any covered or disturbed survey monuments within county road right of way that they are aware of, and that they are encouraged to notify Public Works if they encounter any in the future. Clallam County has a duty to address legacy issues from past road department practices once identified.

Clallam County will locate survey monuments known or visible within the county road right of way and record such information in our GIS system. Priority shall be given to locating monuments within the road surface.

.4 PROCEDURES FOR MONUMENT IDENTIFICATION FOR ROAD MAINTENANCE PROJECTS

Each year, the County Engineer or designated staff member shall prepare a report of planned preservation projects for the current year. This report shall be submitted to the Washington State Department of Natural Resources, Public Land Survey Office.

A designated staff member will inspect the subject roads and locate, mark, and make record of any known or visible survey monuments. This person will note and keep a record of whether the monument is in a monument case or should have a monument case installed or whether the monument was not visible. Monuments discovered through research or visual verification shall be cross-checked with those recorded in the GIS system, and updates made to the GIS system if needed.

The County Engineer shall prepare a report of project completion and monument recovery for the previous year's completed preservation projects. This report shall be submitted to the Washington State Department of Natural Resources, Public Land Survey Office.

.5 PROCEDURES FOR MONUMENT PRESERVATION DURING ROAD PRESERVATION PROJECTS

During chip-seal, overlay and patching projects, monuments shall be preserved in one of the following ways:

- i) Existing Monument in Case - If the survey monument is already protected in a monument case, it may only be necessary to temporarily cover the lid with tar paper or similar during chip sealing and then remove the covering after the chip seal work is completed. Staff shall ensure that the covering is removed after chip sealing and make a written record that this was accomplished. If the monument case lid is already more than 1.5 inches below the surrounding pavement surface or will become more than 1.5 inches below the pavement surface after the work is completed, a riser ring should be added to the monument case. Take care to ensure that the rings are never higher than the surrounding pavement so they will not be damaged by snow plowing.
- ii) Existing Monument Not in Case - If a survey monument is not protected by an existing monument case, it may be possible to temporarily cover it and then remove this covering after the chip seal work as described in the paragraph above. If, however, this will leave an unacceptably deep or large hole in the road, then a monument case should be installed. This work shall be performed under the direction of a licensed surveyor or the County Engineer.
- iii) Existing Monument Not Visible at the Surface - In the case of survey monuments that exist, but are not visible on the surface, the Department will map the location and make efforts to uncover these monuments and install monument cases. This work shall be performed under the direction of a licensed surveyor or the County Engineer.

.6 PROCEDURES FOR MONUMENT PRESERVATION DURING CONSTRUCTION PROJECTS

For construction projects either contracted or by County Forces, monuments shall be preserved by the following method:

- i) Public Works staff, consultant, or contractor will research Record of Surveys, Long Plats, Short Plats, Land Corner Records and Right of Way Plans depicting the possible existence and locations of survey monuments on and within the right of way of these roads where the planned work is to be performed.
- ii) Public Works staff, consultant, or contractor shall perform a field search to attempt to locate any monuments that were identified to be within the planned work area.
- iii) For all discovered monuments identified to be within the planned work area, their location shall be preserved or permitted as outlined within WAC 332-120. This work shall be under the direction of a Licensed Land Surveyor within the State of Washington or the County Engineer as necessary.