



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, March 26, 2024 – 10:00 a.m.

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

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

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

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

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA ? Any Commissioner may remove items for discussion

- 1a. Approval of vouchers for the week of March 18

Approval of vouchers 

- 1b. Approval of minutes for the week of March 18

Approval of minutes 

- 1c. Resolution appointed Judith Sarles to the Trails Advisory Committee

Resolution 

- 1d. Letter of support for the Lower Elwha Klallam Tribe and Port of Port Angeles Congressionally Directed Spending request

Letter 

- 1e. Resolution closing Public Works RID #149 Osborn Road fund

Resolution 

- 1f. Proclamation recognizing Welcome Home Vietnam Veterans Day

Proclamation 

- 1g. Proclamation recognizing Dark Sky Week

Proclamation 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a. Memorandum of understanding with Agnew Irrigation District for the McDonald Creek Irrigation and Fish Passage Project

MOU 

- 2b. Agreement amendment 1 with Washington State Recreation and Conservation Office for the North Olympic Peninsula LE BN 23-25 Project

Agreement amendment 1 

- 2c. Agreement amendment 17 with Department of Health for various Health and Human Services Programs

Agreement amendment 17 

- 2d. Agreement with Washington Association of Sheriffs and Police Chiefs for 24-7 Sobriety Program

Agreement 

PUBLIC WORKS

- 3a. Annual certification for Road Fund expenditures for fish passage barrier removal and traffic law enforcement

Certification 

BUDGET

- 4a. Resolution to consider adopting the following Budget Reductions:
PW - RID #149 Osborn Road - The Road Improvement District #149 Osborn Road project was completed in 2023. This fund will no longer be used as it is now inactive, and will be closed/\$836

Budget revisions 

- 4b. Resolution to consider adopting the following Budget Revisions:
NonDept - American Rescue Plan Act - Reallocation of ARPA funding for the Board room technology project; additional 2023 invoice not received until 2024/\$49,072
District Court I - To fund the unbudgeted promotion of a Clerk I employee to a Court Clerk II position beginning March 2024. This revision is needed to shift funding from Extra Help to Salaries and Benefits/\$2,000
WSU Extension - Reallocation of funding to cover 2023 expenditures paid in 2024, and reallocating budget for actual expenses/\$99,101

Budget reductions 

4c. Resolution to consider adopting the following Supplemental Appropriations:

HHS Operations -

* The Washington State Department of Health Consolidated Contract is adding additional WIC funding. This funding will be used to support the budgeted costs of the WIC program/\$34,113

* Additional funding is received from FPHS Communications to be used for the installation of a new electronic sign at the 3rd Street building location/\$50,000

HHS - Developmental Disabilities - The DSHS Developmental Disabilities state contract is adding additional revenue for administration. This funding will be used for supplies and furnishings. Purchases will include replacing and older desk that is being shared by two individuals to be better able to accommodate two employees, bookshelves, additional secure locking file storage, and replenish program supplies/\$25,152

Sheriff - Operations - WASPC has awarded the Sheriff's Office with \$44,865 to pay for the initial contract payment of our Axon Body Worn Camera implementation. This will reimburse the first year of contract coverage providing equipment, digital storage, licenses, and maintenance. County Risk covered this cost, so this reimbursement will allow the Sheriff's Office to repay Risk's investment in this program/\$44,865

Supplemental appropriations 

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

- H1. Ordinance amending Title 31, Comprehensive Plan May, and Title 33, Zoning May, of the Clallam County Code Application REZ 2023-00001 & 2 Yakovich

Ordinance 

- H2. Consideration of resolution adopting the following Debatable Emergencies:

NonDept - Indigent Defense - Additional funding is needed to cover two conflict attorney contracts. One for District Court, the other for Juvenile Offender. These new contracts were not yet in progress when the 2024 Budget was adopted/\$29,723

Debatable emergencies 

PUBLIC COMMENT ? Please limit comments to three minutes

EXECUTIVE SESSION - 1 p.m.

The Board of County Commissioners, pursuant to RCW 42.30.080, has scheduled a special meeting to be held at 1 p.m., Tuesday, March 26, 2024 in the Commissioner's Board Room, 223 East 4th Street, Port Angeles, Room 160.

The purpose of the special meeting is to facilitate an Executive Session with the Prosecuting Attorney's Office, per RCW 42.30.110. No virtual option will be available.

Agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party...

The Board of County Commissioners will take no action while in Executive Session but reserves the right to take action at the conclusion of the Executive Session once it is back in open 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 March 25 - 29:

Monday, March 25:

9:00 a.m. Work Session

12:00 p.m. Joint Meeting with Clallam PUD (located at PUD in Carlsborg)

1:00 p.m. Revenue Advisory Committee Meeting

Tuesday, March 26:

10:00 a.m. Board Meeting

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

1:00 p.m. Executive Session

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

Wednesday, March 27:

8:00 a.m. Coffee with Colleen

Friday, March 29:

1:00 p.m. Vietnam Veterans Day Ceremony

INSTRUCTIONS FOR SPEAKING AT A COMMISSIONERS' MEETING:

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

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

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



1a
MAR 26 2024

Date of report: March 20, 2024

General	\$324,749.85
Other	\$385,184.62
Total	\$709,934.47

STATE OF WASHINGTON

County of Clallam

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

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

SHOONA RIGGS COUNTY AUDITOR

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

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

MIKE FRENCH, Chair

RANDY JOHNSON

MARK OZIAS

TODD MIELKE, County Administrator

Weekly Expenditures

March 18 - 22, 2024

Fund #	Department	Expenditures		Use Tax	
		General Fund (GF)	Other Funds	General Fund (GF)	Other Funds
00100.221	Auditor	50,512.98		399.47	
12401.221	Auditor - Document Preservation		80.58		
00100.241/291/831	Commissioners (BOCC)	26,012.59			
19914.291	BOCC - Veterans Relief		1,237.00		
19951.291	BOCC - Affordable Housing Sales Tax		52.36		
00100.331-334	Dept. of Community Develop't (DCD)	5,346.77			
30301.331	DCD - Lower Dungeness Floodplain		61,037.04		
00100.881	District Court II	296.48			
11301.511	Health & Human Services (HHS)		5,781.56		
00100.511	HHS - Environmental Health	1,863.76			
00100.513	HHS - Admin	1,069.30			
11322.511	HHS - Homeless Task Force		4,106.79		
11323.511	HHS - Chem Dep/Mental Hlth		14,963.90		
11331.511	HHS - Developmental Disabilities		17,871.64		
	Human Resources (HR)				
50401.461	HR - Risk Management		43,816.01		
50501.461	HR - Workers Compensation		400.00		
00100.411	Information Technology (IT)	12,180.33			
00100.851	Juvenile Services	18,541.35		12.02	
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		347.37		
00100.911/912	Parks Fair Facilities (PFF)	33,286.85		111.16	
30101.911	PFF - REET 1 (Real Estate Excise Tax)		6,022.05		
30501.911	PFF - Capital Projects		494.00		43.97
00100.841-843	Prosecuting Attorney	52,530.66			
	Public Works (PW)				
10101.611	PW - Roads		28,001.01		
41401.611	PW - Clallam/Seki Sewer		158,967.55		
42401.611	PW - Carlsborg Sewer		18.00		
50301.611	PW - ER&R (Equip't Rental & Revolving)		35,268.80		
00100.811-815,817	Sheriff	61,350.97		60.16	
00100.816	Sheriff - Jail Medical	86.81			
11003.811	Sheriff - Boating Safety		545.00		
11008.811	Sheriff - OPNET Drug		1,122.34		
11065.811	Sheriff - OPSCAN Operations		1,420.37		
11080.811	Sheriff - Inmate Commissary		791.11		3.67
00100.861	Superior Court	21,641.79			
12905.861	Superior Court - Dispute Resolution		890.00		
12911.861	Superior Court - Courthouse Facilitator		380.00		
00100.891	Superior Court Clerk	38,146.47		169.29	
00100.231	Treasurer	295.91			
12201.231	Treasurer - O&M (Operation & Maintenance)		1,522.50		
00100.931	WSU Extension	834.73			
Total		323,997.75	385,136.98	752.10	47.64

VISA statement balance:

Statement date:

Report Reconciliation		Totals			
Total	709,134.73	General Fund	324,749.85		
Final Check Lists	709,134.73	Other Non-GF	385,184.62		
Difference	-	VISA charges	-		
		Total	709,934.47	Use Tax	799.74

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
3/26/2024	ACOM SOLUTIONS, INC	0212996-IN	sprice1	1,695.00	150.86	1,695.00
3/26/2024	ANDERSON RESOURCE GROUP	6565	nbotnen	1,902.14	169.29	1,902.14
3/26/2024	STREAMDYNAMICS LLC	7674	sprice1	2,581.00	229.71	2,581.00
3/26/2024	SWANSONS SERVICES CORP.	1816897	jkoon	41.21	3.67	41.21
3/26/2024	U S BANK	SafeScan 67715	mearley1	1,248.99	111.16	1,248.99
3/26/2024	U S BANK	ADA Sign240037	mearley1	494.00	43.97	494.00
3/26/2024	U S BANK	215914A	sprice	212.38	18.90	212.38
3/26/2024	U S BANK	4018	moliver5	135.00	12.02	135.00
3/26/2024	U S BANK	0945-Mar24	jkoon2	579.99	51.62	5,057.14
3/26/2024	U S BANK	6730-Mar24	jkoon2	96.00	8.54	2,122.20
Totals:				8,985.71	799.74	15,489.06

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0000011	ACOM SOLUTIONS, INC	0212996-IN	3/13/2024	AP CHECK STOCK QTY 25,00	1,695.00	1,695.00
3/26/2024	0000546	EXPRESS SERVICES, INC	30466924	3/13/2024	SAVANAH WISE	311.04	311.04
3/26/2024	0001140	OLYMPIC PRINTERS INC	34220	3/5/2024	FEE FOR FOLDING CURE FO	49.01	49.01
3/26/2024	0019068	K & H PRINTERS INC	065913	3/11/2024	PRINTING & BINDING SUBSE	40,835.83	40,835.83
3/26/2024	0020849	U S BANK	113-0727466-67	2/27/2024	DESK FOR ELECTIONS AND F	729.66	
			113-4513817-82	2/7/2024	FOUR INTERCOM SPEAKERS	213.40	
			215914A	2/12/2024	ELECTION SEALS	212.38	
			113-2912852-84	2/9/2024	SEALS, BADGE HOLDERS, LA	157.70	
			4827123S185	2/1/2024	DOCUMENT SHREDDING	80.58	
			113-3574983-37	2/9/2024	TABLE FOR ELECTIONS	63.72	
			113-5359204-72	2/23/2024	NAME BADGE ORGANIZER	63.22	
			113-5053209-40	2/23/2024	NAME BADGE DIVIDERS	35.65	
			113-5152993-90	2/9/2024	NAME BADGES	15.29	1,571.60
3/26/2024	0044186	RUNBECK ELECTION SERVICE	001778	1/15/2024	12 BELTS FOR AGILIS	2,424.71	
			001811	2/27/2024	FEEDER BELTS	411.68	2,836.39
3/26/2024	0044251	FANE, ALEX	Fane 3-6-24	3/6/2024	MILEAGE FOR EMPTYING EA	21.71	
			Fane 3-8-24	3/8/2024	MILEAGE FOR EMPTYING EA	21.71	
			Fane 3-11-24	3/11/2024	MILEAGE FOR EMPTYING EA	21.71	
			Fane 3-13-24	3/14/2024	MILEAGE FOR EMPTYING EA	21.71	86.84
3/26/2024	0045736	STREAMDYNAMICS LLC	7674	3/11/2024	OSPREY TALON ENCODER F	2,581.00	2,581.00
3/26/2024	0047584	MURRAIN, GLENN	Murray 3-8-24	3/8/2024	MILEAGE FOR EMPTYING WE	123.68	
			Murray 3-13-24	3/13/2024	MILEAGE FOR EMPTYING WE	123.68	
			Murray 3-12-24	3/12/2024	MILEAGE FOR CLOSING CAR	12.73	260.09
3/26/2024	0047585	JANNI, DARRELL	Janni 3-11-24	3/11/2024	MILEAGE FOR EMPTYING WE	116.71	
			Janni 3-12-24	3/12/2024	MILEAGE FOR EMPTYING EA	25.73	
			Janni 2-13-24	2/13/2024	MILEAGE FOR CLOSING CAR	4.02	146.46
3/26/2024	0047588	WIMBERLY, SHANEE	Wimberly 3-12-2	3/12/2024	MILEAGE FOR CLOSING NEA	56.95	56.95
3/26/2024	0047781	STRAIT SIGNS	SS030880	3/13/2024	INSTALL AND REMOVE VOTIN	163.35	163.35
Sub total for U S BANK:							50,593.56

709,134.73*+
38,146.47+
1,818.41+
1,237.00+
834.73+
21,631.79+
1,270.00+
86.81+
15,126.68+
50,103.11+
158,985.55+
28,001.01+
35,268.80+
47,280.66+
5,250.00+
39,802.90+
347.37+
18,541.35+
12,180.33+
44,216.01+
45,656.95+
296.48+
66,383.81+
26,064.95+
50,593.56+

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0000716	HAYDEN, JOHN F	Apr-24	3/13/2024	SUPERIOR COURT CONFLIC	2,333.00	2,333.00
3/26/2024	0001607	KAREN L UNGER, P.S.	Apr-24	3/13/2024	SUPERIOR COURT CONFLIC	4,000.00	4,000.00
3/26/2024	0001641	VERIZON WIRELESS	9957529775	3/13/2024	CELL PHONE - TIMOTHY DAL	52.36	52.36
3/26/2024	0020849	U S BANK	4Imprint 2/2024	3/13/2024	COUNT COFFEE MUGS	751.14	
			Logging Conf CF	3/13/2024	OLYMPIC LOGGING CONFER	440.00	
			OPTS Summit C	3/13/2024	OLYMPIC PENINSULA TOURIS	145.00	
			WCAA Conf ATM	3/13/2024	WCAA CONFENERNCE ATM	125.00	
			WCAA Conf ML	3/13/2024	WCAA CONFERNECE MARK I	125.00	
			WCAA Members	3/13/2024	WCAA 2024 MEMBERSHIP	50.00	
			amazon 1/24/202	3/13/2024	WALL CLOCK	26.22	
			F29122	3/13/2024	PAINT FOR BOARD ROOM	13.47	1,675.83
3/26/2024	0021617	WOLFLEY LAW OFFICE P.S.	Apr-24	3/13/2024	SUPERIOR COURT CONFLIC	4,000.00	
			Apr-24 JW	3/13/2024	SUPERIOR COURT CONFLIC	1,050.00	5,050.00
3/26/2024	0023383	PAYNE LAW, PS	Apr-24	3/13/2024	SUPERIOR COURT CONFLIC	4,000.00	4,000.00
3/26/2024	0028699	SOUND PUBLISHING INC	8128537	3/13/2024	BUDGET CHANGES	297.14	297.14
3/26/2024	0033510	OZIAS, MARK	CMO 2/28/2024	3/13/2024	WSAC LEGISLATIVE STEERIN	309.15	309.15
3/26/2024	0045706	ST MARIE LAW PLLC	Apr-24	3/13/2024	DISTRICT COURT I CONFLIC	2,000.00	2,000.00
3/26/2024	0045724	THOMAS GARVEY LAW PLLC	Apr-24	3/13/2024	DISTRICT COURT I CONFLIC	2,000.00	2,000.00
3/26/2024	0046683	ODP BUSINESS SOLUTIONS	L355535380001	3/13/2024	BOX FOLDERS	69.73	
			354627469001	3/13/2024	PAPER	48.50	
			35553581001	3/13/2024	HANGING FOLDERS	29.24	147.47
3/26/2024	0049596	LAW OFFICES OF ALEX SIDLE	Sidles-Clallam-01	3/13/2024	CUP2023-00012	2,800.00	
			Sidles-Clallam-01	3/13/2024	VAR2023-00001	1,400.00	4,200.00
Sub total for U S BANK:							26,064.95

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0001140	OLYMPIC PRINTERS INC	34183	3/6/2024	CP OPERATING SUPPLY	980.10	980.10
3/26/2024	0002337	BAUMANN, CHERYL	BAUMANN 2-29	2/29/2024	G133 GRANT ROUND MEETIN	420.06	420.06
3/26/2024	0026563	MAHAN, REBECCA	MAHAN 3-4-24	3/4/2024	G23 TASK 2 PACIFIC OYSTER	107.53	
			MAHAN 3-4-24	3/4/2024	G23 TASK 2 PACIFIC OYSTER	98.67	
			MAHAN 3-7-24	3/7/2024	MARCH MILEAGE G23 T2 \$94	94.47	
			MAHAN 3-7-24	3/7/2024	G145 T2 MARCH MILEAGE	16.82	317.49
3/26/2024	0028699	SOUND PUBLISHING INC	8123378	12/31/2023	DECEMBER 2024 ADVERTISII	428.28	
			8128538	2/29/2024	CURRENT PLANNING FEB AC	267.26	695.54
3/26/2024	0028740	REBEKAH BROOKS CONTRA	(NOPL-2024-00	3/13/2024	G133 PROFESSIONAL SERVI	862.50	
			24-002	3/13/2024	G145 T1 FEBRUARY 26, 2024	300.00	1,162.50
3/26/2024	0036135	WEAVER, SHANNON MARIE	5	3/8/2024	G133 FEBRUARY 2024 PRO S	1,350.00	1,350.00
3/26/2024	0036994	SHANNON & WILSON INC	145796	3/8/2024	G157 PROFESSIONAL SERVI	61,037.04	61,037.04
3/26/2024	0042760	COCHNAUER, TIM	COCHNAUER 3	3/1/2024	G145 TASK 2 MILEAGE	97.82	97.82
3/26/2024	0046683	ODP BUSINESS SOLUTIONS	L356826080001	2/27/2024	ADMIN OFFICE SUPPLY	41.92	
			356825925001	2/27/2024	G145 T1 OPERATING SUPPLY	22.59	64.51
3/26/2024	0049361	HAGOOD, CHUCK	HAGOOD 2-28-2	2/28/2024	CE TRAINING TRAVEL	258.75	258.75
Sub total for U S BANK:							66,383.81

apChkLst
03/19/2024 10:38:27AM

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
	3/26/2024	0000890	LANGUAGE LINE SERVICES, I 11243672	3/26/2024	KOREAN INTERPRETER	8.62	8.62
	3/26/2024	0001179	PACIFIC OFFICE EQUIPMENT 1136984	3/26/2024	CANON IR1025 MAINTENANC	27.15	
			1136985	3/26/2024	CANON IRA4845 MAINTENAN	26.18	53.33
	3/26/2024	0001641	VERIZON WIRELESS 9957529773	3/26/2024	PROBATION OFFICER CELL	54.53	54.53
	3/26/2024	0019100	PLUMLEY, WILLIAM L 690859	3/26/2024	SPANISH INTERPRETER GON	180.00	180.00
Sub total for U S BANK:							296.48

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/26/2024	0000700	HACH COMPANY	13943344	3/1/2024	WATER LAB - LAB SUPPLIES	673.96	673.96
	3/26/2024	0001002	MILLIPORE CORP	11208451	2/29/2024	WATER LAB - LAB SUPPLIES	790.36	
				11208450	2/29/2024	WATER LAB - LAB SUPPLIES	76.12	866.48
	3/26/2024	0020849	U S BANK	4878 3-6-24 1	2/9/2024	ONSITE - AMAZON - OFFICE S	105.64	
				4878 3-6-24 2	2/11/2024	ONSITE - AMAZON - OFFICE S	61.90	
				4878 3-6-24 5	2/26/2024	ONSITE - OFFICE DEPOT - OF	60.43	
				4878 3-6-24 3	2/12/2024	ONSITE - AMAZON - OFFICE S	53.63	
				4878 3-6-24 4	2/26/2024	ONSITE - AMAZON - OFFICE S	23.33	
				4878 3-6-24 6	2/27/2024	ONSITE - OFFICE DEPOT - OF	18.39	323.32
	3/26/2024	0046683	ODP BUSINESS SOLUTIONS	L355599464001	2/27/2024	HADM - CHAIR	378.95	
				354331344001	2/26/2024	HADM - COPY PAPER	129.01	
				354370432001	2/24/2024	HADM - STAMP	28.01	535.97
	3/26/2024	0020849	U S BANK	5502-2 02-11-24	3/6/2024	HADM - AMAZON - FASTENEF	478.24	
				5502-3 02-25-24	3/6/2024	HADM - AMAZON - ENVELOPI	41.23	
				5502-1 02-10-24	3/6/2024	HADM - AMAZON - POCKET F	13.86	533.33
	3/26/2024	0000296	CENTURYLINK	CL 03-06-24	3/6/2024	HOPS - FORKS OFFICE PHON	333.24	333.24
	3/26/2024	0020849	U S BANK	9705-5 02-26-24	3/6/2024	HOPS - LA QUINTA INN - TEM	2,438.40	
				9705-1 02-20-24	3/6/2024	HOPS - BLINDS.COM - BLINDS	1,146.36	
				9705-2 02-25-24	3/6/2024	HOPS - AMAZON - TONER	469.75	
				9705-4 02-26-24	3/6/2024	HOPS - COSTCO - PLATES, B	328.46	
				5178-1 02-06-24	3/6/2024	HOPS - COMPLIANCE SIGNS.	202.04	
				5178-4 02-11-24	3/6/2024	HOPS - AMAZON - WALL POC	201.06	
				5178-2 02-10-24	3/6/2024	HOPS - AMAZON - OUTDOOR	158.90	
				5178-8 03-01-24	3/6/2024	HOPS - COSTCO - PATIENT C	102.77	
				5178-5 02-13-24	3/6/2024	HOPS - AMAZON - BUSINESS	100.52	
				5178-6 02-16-24	3/6/2024	HOPS - WALMART - CELL PHO	93.42	
				9705-3 02-24-24	3/6/2024	HOPS - AMAZON - POWER AI	45.84	
				5178-7 02-16-24	3/6/2024	HOPS - SAFEWAY - GROUP S	20.87	
				5178-3 02-11-24	3/6/2024	HOPS - AMAZON - MINI DRY E	7.18	5,315.57
	3/26/2024	0033201	WESTSIDE PIZZA	WP 03-08-24	3/8/2024	HOPS - GROUP SUPPORT SL	132.75	132.75
	3/26/2024	0000224	BOYS & GIRLS CLUB OF OLYM	11322-23-BGCO	3/5/2024	HTF - LIFE SKILLS TRAINING	4,106.79	4,106.79
	3/26/2024	0046310	OLYMPIC ANGELS	11323-24-TOA 2	3/11/2024	CD/MH - LOVE BOX AND DAR	1,081.06	1,081.06
	3/26/2024	0001252	PORT ANGELES, CITY OF	11323-24-PAFD	2/28/2024	CD/MH - COMMUNITY PARAM	7,933.05	
				11323-24-PAFD	2/26/2024	CD/MH - COMMUNITY PARAM	5,949.79	13,882.84

Bank : apbank U S BANK			(Continued)				
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/26/2024	0000396	CONCERNED CITIZENS	CC SSD 2-24	3/6/2024	DDD - SSD - FEBRUARY 2024	3,140.00
				CC PASD 2-24	3/6/2024	DDD - PASD - FEBRUARY 202	2,460.00
							5,600.00
	3/26/2024	0017530	PIERCE JONES & ASSOCIATE	PJA QVSD 2-24	3/7/2024	DDD - QVSD - FEBRUARY 202	3,680.00
				PJA SSD 2-24	3/7/2024	DDD - SSD - FEBRUARY 2024	3,580.00
				PJA PASD 2-24	3/7/2024	DDD - PASD - FEBRUARY 202	2,420.00
							9,680.00
	3/26/2024	0020849	U S BANK	4951-1 02-09-24	3/6/2024	DDD - AMAZON - PRINTER TC	157.89
							157.89
	3/26/2024	0001685	W.I.S.E.	10339	2/29/2024	DDD - PROFESSIONAL SERVI	2,433.75
							2,433.75
Sub total for U S BANK:							45,656.95

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Final Check List
CLALLAM COUNTY

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/26/2024	0001680	WA COUNTIES RISK POOL	C24022913	3/14/2024	CLAIMS SETTTL - INV C 240229	21,791.47
				C24022915	3/14/2024	CLAIMS SETTTL - INV C240229	8,036.94
				C24022978	3/14/2024	CLAIMS SETTLE INC C240229	2,941.50
				C24022914	3/14/2024	CLAIMS SETTTL INV C2402291	647.00
				C24022916	3/14/2024	CLAIMS SETTTL - INV C240229	617.00
				C24022912	3/14/2024	CLAIMS SETTTL - INV C240229	174.00
							34,207.91
3/26/2024	0025324	CEDAR GROVE COUNSELING	16983	3/14/2024	PRE EMPLOYMENT INV 16983	500.00	500.00
3/26/2024	0048504	MENKE JACKSON BEYER LLP	ACCT 482 2/29/24	3/14/2024	LEGAL SVS STMT 2/29/2024	5,208.10	5,208.10
3/26/2024	0048906	DR PANZA LLC	1189	3/14/2024	AUDIOLOGY - PRE EMP INV 1	4,040.00	
			1190	3/14/2024	AUDIOLOGY PRE EMP - INV 1	260.00	4,300.00
Sub total for U S BANK:							44,216.01

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Final Check List
CLALLAM COUNTY

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0000268	WAVE BUSINESS	1039512011-010	3/1/2024	CPI FIBER	4,293.57	4,293.57
3/26/2024	0003410	LEMAY MOBILE SHREDDING	4830979S185	3/1/2024	FEB 2024 SHREDDING	37.50	37.50
3/26/2024	0020849	U S BANK	19756270-41109	2/22/2024	IT20240222	2,776.95	
			545422	2/15/2024	IT20240215	789.93	
			546021	2/26/2024	IT20240226A	527.14	
			20107175-11814	3/2/2024	IT20240312A	500.00	
			2000117091660	2/26/2024	TREAS20240226	411.64	
			546035	2/26/2024	TREAS20240222A	266.96	
			1000225181	2/20/2024	IT20240312B	249.99	
			B1-418027153	2/14/2024	SHER20240214	164.99	
			5852154	3/4/2024	IT20240304	139.90	
			114-9851712-071	2/12/2024	IT20240214A	77.02	
			11318522371-16	2/26/2024	IT20240126B	-57.52	5,847.00
3/26/2024	0045293	LUMEN	680012009	3/1/2024	LEVEL 3 COMM TRUNK	2,002.26	2,002.26
Sub total for U S BANK:							12,180.33

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/26/2024	0001547	SYSCO FOOD SERVICES OF	555536893	3/6/2024	DET FOOD & DET SUPPLIES	1,173.91	1,173.91
	3/26/2024	0002271	JACOBSEN, JODY	031124JJ	3/12/2024	TRVL TRNG-REIMB J.JACOBS	354.79	354.79
	3/26/2024	0003702	MCBRIDE, MIKE	030624MMC	3/6/2024	TRVL BUS-MCBRIDE REIMB	14.75	14.75
	3/26/2024	0017787	DAIRY FRESH FARMS INC	8122407217	3/12/2024	DET FOOD	164.67	
				8182406607	3/6/2024	DET FOOD	28.76	193.43
3/26/2024	0020849	U S BANK	026318	2/12/2024	DET FOOD-COSTCO	315.94		
			050101	2/26/2024	DET FOOD & DET SUP-COST	264.04		
			119509	3/1/2024	SOFTWARE LICENSE-RELIAT	217.80		
			4018	3/1/2024	SOFTWARE LICENSE-CASA M	135.00		
			114-0831337-38	2/27/2024	ADVERTISING-AMAZON	45.07		
			112-4831366-95	2/23/2024	DET SUPPLIES-AMAZON	40.92		
			012414	2/12/2024	DET FOOD-WALMART	32.12		
			00082807	2/14/2024	FOOD-SAFEWAY	32.07		
			4830977S185	3/1/2024	PRO SVCS-LEMAY MOBILE SI	23.70		
			112-3314430-35	2/23/2024	DET SUPPLIES-AMAZON	19.75		
			4827127S185	2/1/2024	PRO SVCS-LEMAY MOBILE SI	18.96		
			069009	2/26/2024	DET FOOD-WALMART	16.12		
			112-3314430-35	2/23/2024	DET SUPPLIES-AMAZON CRE	-15.64		
			112-4831366-95	2/23/2024	DET SUPPLIES-AMAZON CRE	-16.32		1,129.53
3/26/2024	0022041	THOMAS SHERRY, M.S.	5018	2/29/2024	PRO SVCS-SSODA	300.00		
			5019	2/29/2024	PRO SVCS-SSODA	300.00		
			5020	2/29/2024	PRO SVCS-SSODA	300.00		
			5021	2/29/2024	PRO SVCS-SSODA	300.00		1,200.00
3/26/2024	0038145	MULLEN, HUGH	022924HM	3/6/2024	CAP VOL-MILEAGE	72.43		72.43
3/26/2024	0041147	AMERIGAS PROPANE LP	3162054679	3/13/2024	UTILITIES	2,164.66		2,164.66
3/26/2024	0041605	HOME DEPOT PRO	793753682	3/8/2024	DET SUPPLIES	300.79		
			793255167	3/6/2024	DET SUPPLIES	213.80		
			792985061	3/5/2024	DET SUPPLIES	84.92		599.51
3/26/2024	0042355	BRILEY, JUDITH	022924JB	3/5/2024	CAP VOL-MILEAGE	28.94		28.94
3/26/2024	0045712	RAUCH, NANCY	022924NR	3/6/2024	CAP VOL-MILEAGE	546.71		546.71
3/26/2024	0047950	KITSAP COUNTY	0124ASO	3/11/2024	MISC-REIMB	24.36		24.36
3/26/2024	0048357	SANDERS, AMANDA	CPWIFEB24	3/11/2024	PRO SVCS	10,388.33		10,388.33
3/26/2024	0049599	DORSETT, JENNIFER	8	3/11/2024	REGISTRATION	650.00		650.00

Sub total for U S BANK: 18,541.35

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Final Check List
CLALLAM COUNTY

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/26/2024	0001540	SWAIN'S GENERAL STORE IN 324495	3/5/2024	FOAM BRUSHES; RDS = \$6.34	6.34	6.34
	3/26/2024	0001641	VERIZON WIRELESS 9957529774	2/24/2024	PHONE BILL; RDS = \$53.10	138.60	138.60
	3/26/2024	0020849	U S BANK US Bank 3-6	3/6/2024	HERBICIDE; RDS = \$202.43	202.43	202.43
Sub total for U S BANK:							347.37

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Final Check List
CLALLAM COUNTY

Park's Fair Facilities (Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0000196	BILLS PLUMBING & SANIKAN	s3668134	3/14/2024	SMPK RDG SANIKAN	100.00	
			s3667316	3/14/2024	DRA SANIKAN	100.00	
			s3668496	3/14/2024	DRA SANIKAN	100.00	
			s3668193	3/14/2024	DRA SANIKAN SANITIZER	16.34	316.34
3/26/2024	0000290	CED/STUSSER - SEATTLE	5948-1050902	3/14/2024	CH FASTON TERMINALS	59.90	59.90
3/26/2024	0000359	CLALLAM COUNTY PUBLIC W	1480 2/23	3/14/2024	CB FEB SEWER	141.25	141.25
3/26/2024	0000374	CLEANTECH CARPET CARE	593	3/14/2024	2007FAC CH 2ND FLOOR SCF	2,795.00	2,795.00
3/26/2024	0000561	FERGUSON ENTERPRISES IN	2398945	3/14/2024	CDJ FIRE PUMP PVC CMT	446.05	
			2381181	3/14/2024	SC SANITARY RV HATCH CO	325.80	
			2384562	3/14/2024	CDJ FIRE PUMP PARTS	58.11	829.96
3/26/2024	0000677	GRAINGER INC	9034855214	3/14/2024	CH EXP ANCHOR LEAD	32.96	32.96
3/26/2024	0000750	HOME DEPOT CREDIT SERVI	615123116	3/14/2024	CH FRUITFLY KILLER	481.92	
			6025256	3/14/2024	DRA LED ANTIFREEZE HDWF	129.31	
			22368	3/14/2024	SMPK SHOVELS RATCHET S	70.68	
			3243108	3/14/2024	CH FRUITFLY KILLER	35.93	
			1614691	3/14/2024	SMPK STOP RUST STAPLES	26.06	743.90
3/26/2024	0001198	PART WORKS INC, THE	INV 103668	3/14/2024	2402FAC JV HVAC EQUIP	3,227.05	
			INV 103771	3/14/2024	JV CHECK STOP ACORN RUE	93.55	
			INV 103010	3/14/2024	CH VALVE GATE	41.14	3,361.74
3/26/2024	0001252	PORT ANGELES, CITY OF	63871-98716 2/2	3/14/2024	CH FEB UTIL	21,282.55	
			63871-147906 2/	3/14/2024	CH FEB UTIL	3,578.83	
			60327-89776 2/2	3/14/2024	3RD ST FEB UTIL & GARBAGI	975.32	25,836.70
3/26/2024	0001300	PUBLIC UTILITY DISTRICT	22216 2/24	3/14/2024	CDJ FEB ELECT	412.91	
			25839 2/24	3/14/2024	DRA FEB ELECT	392.23	
			25837 2/24	3/14/2024	DRA FEB ELECT	319.12	
			25840 2/24	3/14/2024	DRA FEB ELECT	132.24	
			25838 2/24	3/14/2024	DRA FEB ELECT	51.39	
			67069 2/24	3/14/2024	SMPK CLINE SPIT UNMETERI	23.62	1,331.51
3/26/2024	0001576	THURMAN SUPPLY	894594	3/14/2024	SMPK DRILL BIT TOILET FLAI	49.87	49.87
3/26/2024	0004958	NORTHWEST PRO RODEO AS	228	3/14/2024	FG 2024 MEMBERSHIP DUES	90.00	90.00

Bank : apbank U S BANK			(Continued)					
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/26/2024	0020849	U S BANK					
			SafeScan 67715	3/13/2024	FG BILL VALUE COUNTER & C	1,248.99		
			SprinklerWrrhs2	3/13/2024	CH SPRINKLER PARTS	756.01		
			WRPA 9418	3/13/2024	M R PARSONS PLYGRND INS	605.00		
			ADA Sign240037	3/13/2024	2403FAC OFC SPC RCNFG M	494.00		
			Harbor Frght 430	3/13/2024	CH 5 DRWR MECH TOOLBOX	309.26		
			VIASAT A524066	3/13/2024	CDJ SATELLITE INTERNET	96.21		
			viasat A5103094	3/13/2024	SC SATELLITE INTERNET	91.20		
			AMAZ 7886611	3/13/2024	FG CASH REGISTER ROLLS	58.77		
			Workamper 135	3/13/2024	DRA SC CAMP HOST ADS	58.00		
			Amaz 5045063	3/13/2024	DRA TONER CARTRIDGE FOI	30.94		3,748.38
	3/26/2024	0028699	SOUND PUBLISHING INC	8128509	3/14/2024	CDJ ADVERT ONE TANK GAS	460.00	460.00
	3/26/2024	0041605	HOME DEPOT PRO	793753674	3/14/2024	DRA PLSTC BOTTLE	5.39	5.39
Sub total for U S BANK:							39,802.90	

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/26/2024	0045696	THURSTON COUNTY CORONICCC-3012024	3/13/2024	FEBRUARY CASES	1,050.00	1,050.00
	3/26/2024	0045735	PACIFIC NW FORENSIC PATH2024-CO-055	3/13/2024	JARRETT WILSON AUTOPSY	2,100.00	
			2024-CO-054	3/13/2024	KALEB WALLECE AUTOPSY	2,100.00	4,200.00
					Sub total for U S BANK:		5,250.00

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0000421	CRAVERS RENT A SPACE	CRAVERS3/13/2	3/13/2024	ANNUAL CRAVERS/STORAGE	4,103.00	4,103.00
3/26/2024	0000918	LINCOLN STREET STATION	223546	3/13/2024	POSTAGE	13.45	13.45
3/26/2024	0001179	PACIFIC OFFICE EQUIPMENT	1137028	3/13/2024	POE CONTRACT	362.96	
			1137027	3/13/2024	POE CONTRACT	231.75	
			1137029	3/13/2024	POE CONTRACT	122.87	
			1137030	3/13/2024	POE CONTRACT	41.00	758.58
3/26/2024	0001641	VERIZON WIRELESS	9957442830	3/13/2024	VERIZON	1,047.79	1,047.79
3/26/2024	0020849	U S BANK	849659728	3/13/2024	WESTLAW SUBSCRIPTION	3,259.85	
			849735035	3/13/2024	WESTLAW SUBSCRIPTION	469.22	
			80290836489	3/13/2024	CERTIFICATION FEE / COROI	350.00	
			7394654	3/13/2024	OFFICE SUPPLIES	85.78	
			6532240	3/13/2024	OFFICE SUPPLIES	81.65	
			8348229	3/13/2024	OFFICE SUPPLIES	81.03	
			1675084	3/13/2024	LEMAY SHREDDING	63.36	
			6097865	3/13/2024	OFFICE SUPPLIES	56.09	
			80417035	3/13/2024	REGISTRATION FOR CORON	50.00	
			17044	3/13/2024	COURT OF APPEALS	49.08	
			5115441	3/13/2024	OFFICE SUPPLIES	10.99	
			1671616	3/13/2024	LEMAY SHREDDING/FAMILY S	4.74	
			3/13/24USCRED	3/13/2024	CREDIT FOR HOTEL STAY	-0.36	4,561.43
3/26/2024	0041230	LEGAL FILES SOFTWARE INC	15254	3/13/2024	LEGAL FILES RENEWAL	28,478.00	28,478.00
3/26/2024	0045455	SWAN, BRANDY	SWAN3/13/24	3/13/2024	MILEAGE REIMBURSEMENT	22.11	22.11
3/26/2024	0046683	ODP BUSINESS SOLUTIONS	L357215464001	3/13/2024	OFFICE SUPPLIES	296.30	296.30
3/26/2024	0049503	GLISSON & MORRIS	GLISSON03/13/24	3/13/2024	GLISSON & MORRISON SERV	8,000.00	8,000.00
Sub total for U S BANK:							47,280.66

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Final Check List
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Public Works ER+R Page: 1

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0000599	FORKS OUTFITTERS	29FEB2024	2/29/2024	Broom - LC	19.54	19.54
3/26/2024	0000848	PAPE KENWORTH NORTHWE	14442492	2/12/2024	Housing Ring - LC 240	509.64	
			14499424	3/5/2024	4QT Metal RE - PA 238	324.41	
			14498413	3/4/2024	Valve - PA 242	107.73	
			14499646	3/4/2024	Hoses, Clamps - PA 238	82.49	
			14504399	3/6/2024	Connectors - PA 242	51.23	1,075.50
3/26/2024	0001187	PAPE MACHINERY INC	15016932	1/19/2024	Bushings, Mounts, Pins - PA 44	283.14	
			15099912-24	3/4/2024	Filters - PA Stores	223.90	507.04
3/26/2024	0001252	PORT ANGELES, CITY OF	934-358/030924	3/9/2024	Utility Charges - PA	4,338.07	4,338.07
3/26/2024	0001300	PUBLIC UTILITY DISTRICT	22716/03042024	3/4/2024	Electric Utility, 384 Frontier - CE	159.81	159.81
3/26/2024	0001405	LES SCHWAB TIRE CENTERS	38000853401	3/7/2024	Tires - PA Stores	1,408.39	
			38000845975	1/24/2024	Return Credit - PA Stores	-770.00	638.39
3/26/2024	0001781	WHITEHEADS AUTO PARTS IN	02272024WHER	2/27/2024	Wiper Motor - LC 104	77.74	
			280078CR	2/28/2024	Return Credit - LC 104	-21.46	56.28
3/26/2024	0004211	CENTURYLINK	4766812B/03052	3/5/2024	Phone Services 812B - CH 20-F	104.57	104.57
3/26/2024	0017663	ARAMARK UNIFORM SVCS IN	5120426974	3/12/2024	Laundry Services - PA	21.30	
			5120426960	3/12/2024	Laundry Services - LC	16.28	37.58
3/26/2024	0022435	RACE STREET AUTO PARTS	665182	3/11/2024	Oil Filter, Air Filters - PA MP155	43.63	
			665300	3/11/2024	Spark Plugs - PA 155MP	13.98	57.61
3/26/2024	0038262	WILDER AUTO CENTER	5121899	3/11/2024	Mater Cylinder - PA 124	59.46	59.46
3/26/2024	0043469	PETROCARD	0513501-IN	3/14/2024	Unleaded - PA	12,199.32	
			0513278-IN	3/12/2024	Unleaded - CH	11,863.80	
			0509888-IN 2.0	1/31/2024	Dyed Diesel - PA	1,832.56	
			0512854-IN	3/1/2024	Breakaway Snap Back, FL SWI	279.13	26,174.81
3/26/2024	0043863	CUMMINS SALES AND SERVI	07-81950	12/3/2024	Quickserve Subscription - PA 20	816.75	816.75
3/26/2024	0044360	OSW EQUIPMENT AND REPAI	521694	11/7/2023	Tailgate - PA MP196	1,077.12	1,077.12
3/26/2024	0045842	CINTAS CORPORATION #2	5201136817ER&	3/7/2024	First Aid Supplies - PA	116.32	116.32
3/26/2024	0048865	SARGENT TOOLS LLC	03062426235	3/6/2024	Torxplus - PA 20-SMTOOL	29.95	29.95
Sub total for U S BANK:							35,268.80

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0000196	BILLS PLUMBING & SANIKAN	IS3668064	3/1/2024	ODT SANIKAN	310.00	310.00
3/26/2024	0000709	HARBOR SAW & SUPPLY	789415	3/14/2024	MAINTENANCE SUPPLIES-PA	268.46	
			788644	3/6/2024	MAINTENANCE SUPPLIES- LC	267.47	
			788551	3/5/2024	MAINTENANCE SUPPLIES- TF	41.15	
			788645	3/7/2024	MAINTENANCE SUPPLIES-PA	16.30	593.38
3/26/2024	0001059	NC MACHINERY CO	L55128	2/5/2024	RENTAL OF EXC 320 CB W/TH	9,834.76	9,834.76
3/26/2024	0001148	OLYMPIC SPRINGS INC	260547-022924	2/29/2024	DRINKING WATER -LC	58.32	58.32
3/26/2024	0001156	OLYPEN INC	240311-0014	3/11/2024	OLYPEN MLS & OLS DUES	40.50	40.50
3/26/2024	0001258	PORT ANGELES POWER EQU	5128167	3/6/2024	MAINTENANCE SUPPLIES-PA	98.82	98.82
3/26/2024	0001300	PUBLIC UTILITY DISTRICT	30702-030624	3/6/2024	02/24-03/02 66 LOWER DAM F	50.34	50.34
3/26/2024	0001740	WSU EXTENSION OF CLALLA	JO0224	3/8/2024	02/24 J OAKES WEED MANAG	7,269.26	7,269.26
3/26/2024	0004211	CENTURYLINK	681-2667 03072	3/4/2024	360-681-2667 726B	216.17	216.17
3/26/2024	0017663	ARAMARK UNIFORM SVCS IN	5120426973	3/12/2024	LAUNDRY SERVICE-PA	16.34	
			5120426961	3/12/2024	LAUNDRY SERVICE-LC	16.30	32.64
3/26/2024	0021386	STAPLES ADVANTAGE	7624231158	1/23/2024	OFFICE SUPPLIES	555.78	
			3561200875	3/2/2024	MAINTENANCE SUPPLIES- LC	58.75	
			3561737713	3/9/2024	OFFICE SUPPLIES	31.96	
			3561200880	3/2/2024	MAINTENANCE SUPPLIES- LC	31.28	
			3561200882	3/2/2024	MAINTENANCE SUPPLIES- LC	22.99	700.76
3/26/2024	0030969	CAMPBELL, ADAM	CAMPBCDL0308	3/8/2024	A CAMPBELL REIM FOR CDL	102.00	102.00
3/26/2024	0036092	AQUA TERRA CULTURAL, RE	JE-04-20-029	11/30/2022	SLOUGH BRIDGE REPLACEM	8,485.13	8,485.13
3/26/2024	0041605	HOME DEPOT PRO	791323900	2/23/2024	MAINTENANCE SUPPLIES-TF	151.63	151.63
3/26/2024	0045842	CINTAS CORPORATION #2	5201136817	3/7/2024	MAINTENANCE SUPPLIES-PA	57.30	57.30
Sub total for U S BANK:							28,001.01

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0036092	AQUA TERRA CULTURAL, RES	JE-04-20-033	2/1/2024	AQUA TERRA CULTURAL RES	11,277.77	11,277.77
3/26/2024	0000594	DECKER CITY HARDWARE, TI	816483	3/5/2024	MAINTENANCE SUPPLIES- W	98.04	98.04
3/26/2024	0001300	PUBLIC UTILITY DISTRICT	22718-030424	3/4/2024	01/25-02/28 410 FRONTIER ST	998.83	
			22602-030424	3/4/2024	01/25-02/28 BOGAČHIEL & PIC	271.93	1,270.76
3/26/2024	0035530	TAPANI INC	FINALESTCB24	3/5/2024	LIGHTHOUSE PUMP FINAL	145,556.91	145,556.91
3/26/2024	0001621	USA BLUE BOOK	959589-1	3/11/2024	WWTP SUPPLIES	164.07	164.07
3/26/2024	0001700	WA ST DEPT OF ECOLOGY	LAU-WA-W699-	3/11/2024	03/24-03/25 LAB ACCREDITAT	600.00	600.00
3/26/2024	0000331	CLALLAM COUNTY AUDITOR	24-161161LRELI	3/14/2024	LIEN RELEASE 24-161161	18.00	18.00
Sub total for U S BANK:							158,985.55

Sheriff (1)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0000159	BOB BARKER CO INC	#INV1996108	3/4/2024	INMATE CLOTHING	341.61	
			#INV1996509	3/5/2024	INMATE CLOTHING	113.09	454.70
3/26/2024	0000179	BEERS, RICHARD B	Apr 2024	3/14/2024	RENTAL AGREEMENT	545.00	545.00
3/26/2024	0000268	WAVE BUSINESS	1032293.02	3/1/2024	CABLE TV - INMATES	333.62	333.62
3/26/2024	0000268	WAVE BUSINESS	1032290-02-Mar	3/1/2024	CABLE TV - OPERATIONS & J	286.32	286.32
3/26/2024	0000268	WAVE BUSINESS	1240306-01-Mar	3/1/2024	CABLE TV - EDWARDS RD	135.27	135.27
3/26/2024	0000296	CENTURYLINK	406092135-Mar2	3/6/2024	DATA CONNECTION	1,236.30	1,236.30
3/26/2024	0000296	CENTURYLINK	300421654-Mar2	3/6/2024	TELEPHONE SERVICE	227.93	227.93
3/26/2024	0000593	FORKS, CITY OF	2886	3/4/2024	PRISONER BOARD BILL - FEE	316.75	316.75
3/26/2024	0000608	FRANZ FAMILY BAKERIES	117101005042	2/29/2024	FOOD	235.08	
			117101004970	2/15/2024	FOOD	218.28	
			117101004906	2/1/2024	FOOD	184.72	
			117101004958	2/12/2024	FOOD	168.00	
			117101004938	2/8/2024	FOOD	151.20	
			117101004925	2/5/2024	FOOD	134.40	
			117101004991	2/18/2024	FOOD	134.40	
			117101005026	2/26/2024	FOOD	134.40	
			117101005006	2/22/2024	FOOD	134.36	1,494.84
3/26/2024	0001140	OLYMPIC PRINTERS INC	34142	3/6/2024	CASH RECEIPT BOOK	1,207.70	1,207.70
3/26/2024	0001148	OLYMPIC SPRINGS INC	364826	2/20/2024	WATER	155.94	
			364317	2/5/2024	WATER	107.21	
			365203	2/29/2024	WATER COOLER RENT	43.34	306.49
3/26/2024	0001179	PACIFIC OFFICE EQUIPMENT	1137992	3/14/2024	FURNITURE FOR RECORDS I	1,658.76	1,658.76
3/26/2024	0001252	PORT ANGELES, CITY OF	82495-151160-M	3/9/2024	UTILITIES - FRONT ST	492.38	492.38
3/26/2024	0001298	PUBLIC UTILITY DISTRICT NO	14741000-Mar24	3/4/2024	UTILITIES - OPSCAN TOWER	81.05	81.05
3/26/2024	0001300	PUBLIC UTILITY DISTRICT	22794-Mar24	3/4/2024	UTILITIES - FRONTIER #1	216.93	
			96237-Mar24	3/4/2024	UTILITIES - FRONTIER #2	52.65	
			65837-Mar	3/4/2024	MORSE CRK HOOKUP	50.34	319.92
3/26/2024	0001426	SEQUIM, CITY OF	Apr 2024	3/14/2024	LEASE AGREEMENT	1,100.00	1,100.00
3/26/2024	0001540	SWAIN'S GENERAL STORE IN	324415	3/2/2024	MOISTURE ABSORBER	26.07	26.07
3/26/2024	0001543	SWANSONS SERVICES CORP	1816897	2/29/2024	INDIGENT PACKS	41.21	41.21
3/26/2024	0001545	SYMBOL ARTS	0485375	2/20/2024	SHERIFF'S STAR BADGES	843.98	843.98

Bank : apbank U S BANK		(Continued)						
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
3/26/2024	0001547	SYSKO FOOD SERVICES OF	555508008	2/22/2024	FOOD	3,444.15		
			555522475	2/29/2024	FOOD	1,227.59		
			555469104	2/1/2024	FOOD & SUPPLIES	1,044.83		
			555495462	2/15/2024	FOOD & SUPPLIES	1,009.38		
			555482404	2/8/2024	FOOD	749.84		
			555508009	2/22/2024	SUPPLIES FOR JAIL	682.98		
			555522476	2/29/2024	SUPPLIES	259.94		
			555522477	2/29/2024	SUPPLIES	22.53		
			555505336	2/21/2024	FOOD CREDIT MEMO	-6.14	8,435.10	
3/26/2024	0003410	LEMAY MOBILE SHREDDING	4830982S 185	3/1/2024	SHREDDING 1685860	63.36		
			4830976S 185	3/1/2024	SHREDDING 1685870	16.84	80.20	
3/26/2024	0004211	CENTURYLINK	360-417-5383-M	3/2/2024	INTERNET	65.00	65.00	
3/26/2024	0006886	SYSTEMS FOR PUBLIC SAFE	146130	3/11/2024	OUTFITTING A 2023 FORD - P	6,314.54	6,314.54	
3/26/2024	0014681	PROFORCE LAW ENFORCEM	543765	3/5/2024	TASER X2 HOLSTER L/H BLA	342.45	342.45	
3/26/2024	0017787	DAIRY FRESH FARMS INC	8082403913	2/8/2024	FOOD	401.19		
			8082406012	2/29/2024	FOOD	400.50		
			8082405312	2/22/2024	FOOD	399.21		
			8082403209	2/1/2024	FOOD	348.12		
			8082404610	2/15/2024	FOOD	342.29	1,891.31	
3/26/2024	0020819	7 CEDARS CASINO, FOOD & E	1-11867	3/2/2024	CCSO AWARDS DINNER	4,477.00	4,477.00	
3/26/2024	0020862	GERMAN, NANCY	Apr 2024	3/14/2024	LEASE AGREEMENT	2,388.15	2,388.15	
3/26/2024	0024819	QUILEUTE TRIBE	Apr 2024	3/14/2024	LEASE AGREEMENT	1,200.00	1,200.00	
3/26/2024	0037247	HAIR BY NICOLE	031224	3/12/2024	INMATE HAIRCUTS	195.00	195.00	
3/26/2024	0042636	HARBOR FOODSERVICE	737586	2/19/2024	FOOD	2,256.75		
			740929	2/26/2024	FOOD	1,757.55		
			742194	2/27/2024	CREDIT MEMO	-219.15	3,795.15	
3/26/2024	0049293	NORTH PACIFIC DESIGN LLC	2428	3/14/2024	VEHICLE WRAP FOR REPLAC	9,810.92	9,810.92	
Sub total for U S BANK:							50,103.11	

Sheniff (2)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0019258	WATERHOUSE, SANDRA	021324	2/13/2024	TRAVEL - RENTON, WA	84.50	84.50
3/26/2024	0020849	U S BANK	0945-Mar24	3/6/2024	MADISON,GOOD2GO,FBI-LEE	5,057.14	
			0097-Mar24	3/6/2024	HILTON, AMAZON, QUALITY L	2,310.48	
			0037-Mar24	3/6/2024	AMAZON, GLOBALSTAR	2,255.49	
			6730-Mar24	3/6/2024	LEIRA, WAPRO, 4IMPRINT, IN	2,122.20	
			6528-Mar24	3/6/2024	AXON, PENN AWARDS & TRC	1,684.67	
			8739-Mar24	3/6/2024	REID & ASSOCIATES, TOTAL	615.57	
			4738-Mar24	3/6/2024	FBINAA, AMAZON, SWAIN'S	356.12	
			7275-Mar24	3/6/2024	GOOD2GO, TRADecraft TR	349.40	
			6236-Mar24	3/6/2024	BROADCAST SUPPLY, THURI	258.54	
			7400-Mar24	3/6/2024	SIMPLISAFE	32.57	15,042.18
Sub total for U S BANK:							15,126.68

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Final Check List
CLALLAM COUNTY

Sheriff Jail Med

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/26/2024	0001136	OLYMPIC MEDICAL CENTER OMC-3.14.24	3/14/2024	INMATE MEDICAL	45.03	45.03
	3/26/2024	0041537	MCKESSON MEDICAL-SURGI(21779814	2/29/2024	MEDICAL CLINIC SUPPLIES	41.78	41.78
Sub total for U S BANK:							86.81

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03/20/2024 11:18:05AM

Final Check List
CLALLAM COUNTY

Superior Court (1)

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/26/2024	0000357	CLALLAM-JEFFERSON CO PR02-24 CF	3/11/2024	FEBRUARY 2024 - COUR FAC	380.00	380.00
	3/26/2024	0001212	PENINSULA DISPUTE RESOL02-24 PDRC	3/11/2024	FEBRUARY 2024 - PDRC SUF	890.00	890.00
Sub total for U S BANK:							1,270.00

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Final Check List
CLALLAM COUNTY

Superior Court (2) Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0001037	MUSCATEL, KENNETH, PHD	3328	3/8/2024	23-8-00015-05, ST. V. FORSH	5,000.00	
			3335	3/8/2024	22-1-00299-05, ST. V. RUSSEL	5,000.00	
			3338	3/8/2024	23-1-00048-05, ST. V. TREMPER	4,500.00	14,500.00
3/26/2024	0001179	PACIFIC OFFICE EQUIPMENT	1137045	3/8/2024	2/2024-CONTRACT COST RATE	141.65	
			1136706	3/8/2024	2/23/24-TONER CARTRIDGE,	135.36	
			1137043	3/8/2024	3/2024-CONTRACT BASE RATE	32.67	
			1137048	3/8/2024	2/2024-CONTRACT COST RATE	28.90	
			1137047	3/8/2024	3/2024-CONTRACT BASE RATE	27.23	
			1137046	3/8/2024	3/2024-CONTRACT BASE RATE	20.77	
			1137044	3/8/2024	2/2024-CONTRACT COST RATE	20.27	406.85
3/26/2024	0001203	PEN PRINT INC	39712	3/8/2024	2/29/24-BUSINESS CARDS (DI	35.36	35.36
3/26/2024	0001764	WEST PAYMENT CENTER, TH	849885146	3/8/2024	MARCH 2024 - LIBRARY PLAN	303.62	303.62
3/26/2024	0033156	ACOSTA SERVICES	ATS 2024 0046	3/8/2024	23-1-00158-05, ST. V. IBARRA	160.00	160.00
3/26/2024	0036997	MARK R MCCLUNG MDPC	13510	3/8/2024	23-1-00207-05, ST. V. CELIA, E	1,837.50	1,837.50
3/26/2024	0039420	MUCKLEY, TIFFANY	1977634MUC	3/8/2024	FEBRUARY 2024 - MILEAGE F	310.88	310.88
3/26/2024	0046114	ROWLAND, KRISTIN	1977648ROW	3/8/2024	23-3-00288-05, IN RE ADAIR/C	900.00	900.00
3/26/2024	0046756	PENA, KONNING MAURICIO	INV 000046	3/8/2024	23-1-00138-05, ST. V IBARRA,	135.00	
			INV 000051	3/8/2024	24-1-00038-05, ST. V. MORALI	135.00	
			INV 000052	3/8/2024	23-1-00158-05, ST. V. IBARRA	135.00	
			INV 000055	3/8/2024	24-1-00038-05, ST V. MORALE	135.00	540.00
3/26/2024	0046965	WARREN, MICHELLE	1977654WAR	3/8/2024	2/27/24-WALMART KUDOS (P	79.94	
			1977653WAR	3/8/2024	2/27/24-WALMART KUDOS (P	29.94	
			1977655WAR	3/8/2024	FEBRUARY 2024 - MILEAGE F	26.80	
			1977652	3/8/2024	2/27/24-SHORE AQUATIC KUC	17.00	153.68
3/26/2024	0048426	ONE STEP SOFTWARE INC	14349	3/8/2024	2024 SOFTWARE SUBSCRIPT	1,680.00	1,680.00
3/26/2024	0049041	MONTEJO, CARLA	1977649MON	3/8/2024	23-4-00413-05, IN RE TORRES	503.00	503.00
3/26/2024	0049148	CARLSON, KAREN	22650	3/8/2024	14-3-00307-9, IN RE WOLFE V	150.00	150.00
3/26/2024	0049210	SHINZATO-FISCHER, LICIA	WA-0149	3/8/2024	23-1-00271-05, ST. V. JONES,	130.00	130.00
3/26/2024	0049513	LAWLER, CANDICE	1977629LAW	3/8/2024	FEB. 2024 - MILEAGE RECOR	20.90	20.90
Sub total for U S BANK:							21,631.79

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Final Check List
CLALLAM COUNTY

Superior Court (3)

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/26/2024	0049598	CHARON, ELECTRA	CHA1978302	3/13/2024	23-1-00227-05-THOMAS-WITH	10.00	10.00
Sub total for U S BANK:							10.00	

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03/20/2024 10:37:59AM

Final Check List
CLALLAM COUNTY

Clerk

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/26/2024	0000674	GOVCONNECTION, INC.	75060893	3/14/2024	BARCODE LABELS - CLERK'S	298.21	298.21
	3/26/2024	0018197	ANDERSON RESOURCE GRO	6565	3/14/2024	CLERK'S OFFICE JURY SUMM	1,902.14	1,902.14
	3/26/2024	0027983	HYLAND SOFTWARE INC	LE01-341039	3/14/2024	ONBASE MAINT 5/1/24 - 4/30/24	35,946.12	35,946.12
Sub total for U S BANK:							38,146.47	

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03/20/2024 10:51:32AM

Final Check List
CLALLAM COUNTY

Treasurer

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
3/26/2024	0000331	CLALLAM COUNTY AUDITOR	24-160957	3/13/2024	SPECIAL CLASS REMOVAL RI	1,522.50	1,522.50
3/26/2024	0003410	LEMAY MOBILE SHREDDING	4831972S185	3/13/2024	ANNUAL SHRED	87.60	87.60
3/26/2024	0046683	ODP BUSINESS SOLUTIONS	L356512065001	3/13/2024	OFFICE SUPPLIES	208.31	208.31
Sub total for U S BANK:							1,818.41

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Final Check List
CLALLAM COUNTY

Veterans

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	3/14/2024	0001300	PUBLIC UTILITY DISTRICT	MJ7934 3/14/24	3/14/2024 UTILITIES	187.00	187.00
	3/14/2024	0020849	U S BANK	GT1313 3/14/24	3/14/2024 FUEL	150.00	
				KR9828 3/14/24	3/14/2024 FOOD	150.00	
				MB8950 3/14/24	3/14/2024 FOOD	150.00	
				RJ9337 3/14/24	3/14/2024 FOOD	150.00	
				WS8839 3/14/24	3/14/2024 FOOD	150.00	
				HG1393 3/14/24	3/14/2024 FOOD	100.00	
				MD8585 3/14/24	3/14/2024 FOOD	100.00	
				RJ6829 3/14/24	3/14/2024 FOOD	100.00	1,050.00
Sub total for U S BANK:							1,237.00

WSU Ext

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	3/26/2024	0001179	PACIFIC OFFICE EQUIPMENT	1137049	3/26/2024	PACIFIC OFFICE EQUIPMENT	264.53	264.53
	3/26/2024	0020849	U S BANK	feb2024	3/26/2024	US BANK	570.20	570.20
Sub total for U S BANK:							834.73	



BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of March 18 – 22, 2024

16
MAR 26 2024

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, March 18, 2024. Present were Commissioners Ozias, Johnson and French, and Administrator Mielke.

Items of discussion per the agenda published March 14 were:

- Calendar/Correspondence
- Resolution appointed Judith Sarles to the Trails Advisory Committee
- Discussion with Department of Transportation regarding Highway 101 Projects
- Letter of support for improving reliability to west Clallam County – Clallam PUD
- Agreement amendment 17 with Department of Health for various Health and Human Services Programs
- Discussion regarding the Joint Public Safety Facility JPSF
- Agreement with Washington Association of Sheriffs and Police Chiefs for 24-7 Sobriety Program
- Postponed: Update on the 2024 Clallam County Comprehensive Parks and Recreation Master Plan survey
- Annual certification for Road Fund expenditures for fish passage barrier removal and traffic law enforcement
- Memorandum of understanding with Agnew Irrigation District for the McDonald Creek Irrigation and Fish Passage Project
- Agreement amendment 1 with Washington State Recreation and Conservation Office for the North Olympic Peninsula LE BN 23-25 Project
- Towne Road update
- Agreement with Peninsula Daily News for Legal Advertising July 1, 2024 – June 30, 2025
- Resolution closing Public Works RID #149 Osborn Road fund
- Letter of support for the Lower Elwha Klallam Tribe and Port of Port Angeles Community Project Funding request

Action Items

- 1a Letter of support for the Lower Elwha Klallam Tribe and Port of Port Angeles Community Project Funding request

ACTION TAKEN: CRJm to approve, CMOs, mc

Public Comment

- Ed Bowen, Clallam Bay, commented on item 1a

Meeting concluded at 10:41 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair French called the meeting to order at 10 a.m., Tuesday, March 19, 2024. Also present were Commissioners Ozias and Johnson and Administrator Mielke.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

PUBLIC COMMENT

- Ed Bowen, Clallam Bay, commented on item 1d and 2c

CONSENT AGENDA

- 1a Approval of vouchers for the week of March 11
- 1b Approval of payroll for the period ending February 29
- 1c Approval of minutes for the week of March 11
- 1d Resolution appointing members to the Revenue Advisory Committee
- 1e Resolution modifying and closing revolving, petty cash, and change funds for the Health and Human Services Department
- 1f Letter of support for improving reliability to west Clallam County – Clallam PUD

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

REPORTS AND PRESENTATIONS

- CRJ commented on Home Show
- CMO commented on Washington State Association of Counties interim Director search, Health Care Authority Workgroup, Olympic Coast National Marine Sanctuary
- CMF commented on Department of Natural Resources Carbon Workgroup, Home Show, Boys and Girls Club breakfast, Economic Development Council Gala, Safe Supply Workgroup, Recompete

CONTRACTS AND AGREEMENTS

- 2a Agreement with Department of Natural Resources for 2022 Community Wildfire Defense Grant

ACTION TAKEN: CRJm to approve, CMOs, mc

- 2b Agreement amendment 1 with County Road Administration Board CRAB for the Carlsborg Repaving Project

ACTION TAKEN: CRJm to approve, CMOs, mc

- 2c Land purchase agreement with Peeshbad LLC for fish passage barrier on the Hoko-Ozette Road

ACTION TAKEN: CRJm to approve, CMOs, mc

ADMINISTRATION

- 3a Call for bids to be received no later than Tuesday, April 9, 2024 at 10 a.m. regarding the Lake Pleasant Piling Replacement Project

ACTION TAKEN: CRJm to issue notice, CMOs, mc

- 3b Purchase order with ESRI Inc., for government enterprise agreement annual subscription

ACTION TAKEN: CRJm to approve, CMOs, mc

COMMUNITY DEVELOPMENT

- 4a An Ordinance adding a Chapter 21.06 to the Clallam County Code titled Park Model Placement

ACTION TAKEN: CRJm to approve, CMOs, mc

PUBLIC COMMENT

- John Worthington, Sequim, commented on North Olympic Development Council, Dungeness Valley, Elwha, Levy, ICLEI
- Rebecca Horst, Sequim, commented on Towne Road
- Denise Lapiro, Sequim, commented on Towne Road, road projects
- Jeff Tozzer, Sequim, commented on Towne Road, legal advertising financial support, elected official (see attached)
- Cindy Kelm, Sequim, commented on Towne Road
- Karen Hubert, Sequim, commented on Towne Road
- Matt Heins, Sequim, commented on Towne Road
- Jamie Porter, Sequim, commented on Towne Road
- Ed Bowen, Clallam Bay, commented on Department of Transportation update, road projects
- David Kelm, Sequim, commented on Towne Road

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of March 18-22, 2024
Page 3

- Charles Main, Sequim, commented on Towne Road
- Karin Cummins, Sequim, commented on Noise Ordinance, tax statement, Towne Road, Clallam Conservation District voting
- Derrick Eberle, Sequim, commented on Towne Road

Meeting concluded at 11:30 a.m. and continued to 9 a.m., Monday, March 25, 2024.

The Board of Commissioners attended WSAC Virtual Update, Department of Natural Resources Meeting, Board of Health, Coffee with Collen during the week of March 18.

PASSED AND ADOPTED this 26th day of March 2024.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, MMC, Clerk of the Board

KEY TO ABBREVIATIONS:

ATM Administrator Todd Mielke

CMO Commissioner Mark Ozias

CRJ Commissioner Randy Johnson

CMF Commissioner Mike French

m moved
mc motion carried
s seconded

Public Comment
Jeff Tozzer
3/19/24

Jeff Tozzer, Jamestown Road, Sequim

Thank you for the Towne Road update yesterday and for moving the project forward. To summarize, the next "Towne Road Update" will be either April 1st or 8th when the bid documents are reviewed at the normal work session. The project is scheduled to go out to bid on either April 2nd or April 9th.

Thank you County Engineer Joe Donisi for working with a tight time frame. We appreciate his understanding that reopening this road is about connecting the diverse needs of our community, providing equal access for all, and creating a balance that includes both recreation and safety. This was never a political issue for our county engineer.

Speaking of politics, yesterday Commissioner Ozias said that he is thinking about the county government's role in providing financial support to our local newspapers. Once local media starts accepting money from the county, it could become "beholden" to that source of money and not to the people who rely on a free press. This would be similar to an elected official becoming *beholden* to his campaign's top donor. Like the elected official, the media could begin serving political interests instead of public interests.

In the past year, we've seen one elected county leader use his political influence on the Board of Commissioners to delay the completion of Towne Road five times. He has used his commissioner seat to influence the Sequim School District, the City of Sequim, the Jamestown S'Klallam Tribe, and the Department of Community Development to prevent a gravel pit from reopening next to his private residence. We've seen the same politician manipulate the Prosecuting Attorney and Sheriff's Office into investigating constituents who are critical of his behavior. And now, the same elected official is poised to use the Clallam Conservation District to satisfy the wishes of his campaign's top donor instead of addressing the concerns of people he swore to represent "faithfully and impartially."

The same elected official stood before a packed community meeting last September and told residents about the recreational benefits of a closed Towne Road. This was done after a home had burned and the Fire Chief had said that the road's closure contributed to the loss of a family who was rendered homeless. For political reasons, that was not shared with the community. The county also knew that home insurance rates could more than double for Dungeness residents and that emergency response times could increase by 3-7 minutes. Would local media be expected to propagandize information as the county has?

By financially supporting the media, the county would continue to control, dictate, and restrict what information is released to the public. In a county culture that has made reopening a road a political issue, the media could become manipulated to promote elected leaders' hidden agendas.

If the commissioners want to support local media, consider becoming more transparent so the media can cover *all* the news. But please don't put our local media on the county payroll.

BOCC Mail Correspondences Received from other Jurisdictions



PUBLIC NOTICE

- VIRTUAL and Public Hearing for a Rezone Permit Application (REZ 24-04) -

WHO: All property owners within 300 feet of the proposed action are provided notice directly by mail. The notice is mailed to the name/address listed as one of the vicinity property owners by Clallam County Assessor's Office. Stakeholders and all community members are provided notice indirectly in the Peninsula Daily News, the City's website, at the proposal's location, and at City Hall (321 East 5th Street).

General public are provided notice onsite or as close as available of the proposed action with this posting. Stakeholders and all community members are provided notice indirectly in the Peninsula Daily News, the City's website, at the proposal's location, and at City Hall (321 East 5th Street).

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

APPLICATION DETAILS: No. 24-04	
APPLICATION TYPE: Rezone	DESCRIPTION: Rezone proposal for parcels 06-30-08-41-0010 and 06-30-08-58-2400 from R9, Residential Low Density to CSD, Community Shopping District for future commercial use.
APPLICANT: 6S DG Port Angeles WA LLC	APPLICATION SUBMITTED: January 30, 2024
LOCATION: Parcels 06-30-08-41-0010 and 06-30-08-58-2400 between US 101, Old Joe Rd, and Doyle Rd.	APPLICATION COMPLETE: February 27, 2024
ZONE: R9, Residential Low Density	SEPA COMMENT PERIOD CLOSE: SEPA Exemption per WAC 197-11-800.6.c
PUBLIC HEARING DETAILS	
WHEN: April 18, 2024 @ 9:00 AM	
Link to Agenda Packet Information*: www.cityofpa.us/Meetings-Agendas	
(*The Staff Report will be uploaded no later than April 12, 2024)	
Learn About This Live Meeting: www.cityofpa.us/Live-Virtual-Meetings	
(*Audio Only Testimony for those without internet access: Instructions will be given during meeting)	

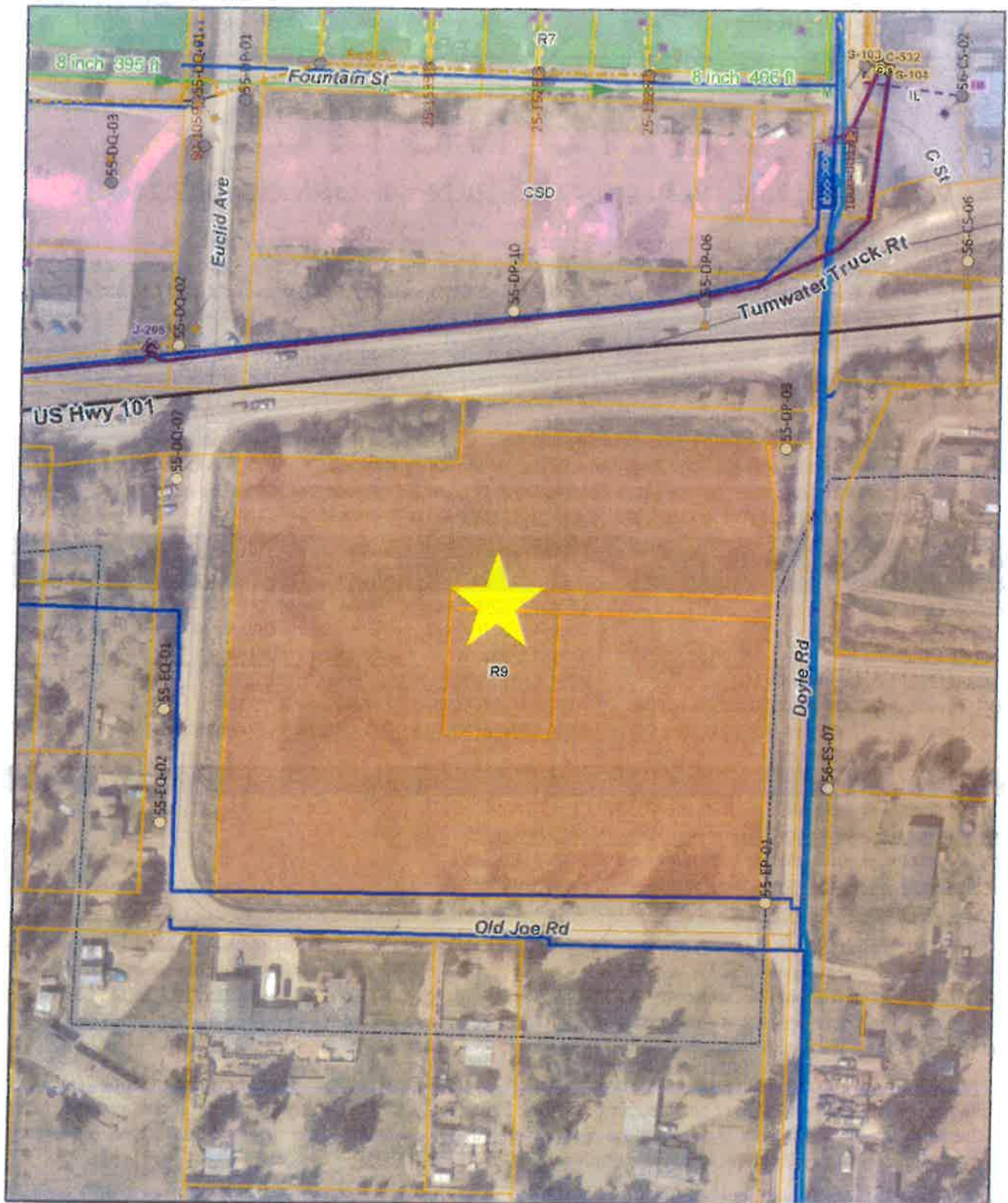
HOW TO COMMENT: Interested parties are encouraged to comment on the Application Proposal and may request a copy of the decision once it's been made. Any interested parties may submit written comment during the 14-day public comment period care of the Department of Community & Economic Development (DCED) via email ced@cityofpa.us, or addressed to 321 E 5th St., Port Angeles, WA 98362 no later than the comment period closing date of March 23, 2024. Verbal Comments can be made during the Public Hearing public comment period on the date listed below.

HEARING PARTICIPATION: The Audio Only and Live Hearing function will be available 30 minutes prior to the meeting. If you are unable to attend the hearing, or unable to deliver audio public testimony during the public hearing as described above, you may submit your written public testimony in advance of the hearing to ced@cityofpa.us for the Hearing Examiner's consideration (all written public testimony must be received prior to the hearing date of April 18, 2024).

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

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

FOR ADDITIONAL INFORMATION PLEASE CONTACT: Pat Bartholick at (360) 417-4750 or ced@cityofpa.us.



Printed: 3/6/2024

This map is not intended to be used as a legal description. Locations of features are approximate only. Topographic features are shown for reference only. The map is produced by the City of Port Angeles for its own use and purposes. No reliance of this map should be the responsibility of the City.

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

75
 Feet
 Vertical Datum = NAVD 83
 Horizontal Datum = NAD 83





RECEIVED
CLALLAM CO. COMMISSIONERS

MAR 13 2024

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

February 23, 2024

Mr. Joe Donisi, County Engineer
Clallam County Public Works Department
223 E. 4th St., Ste. 6
Port Angeles, WA 98362

Dear Mr. Donisi,

On behalf of the residents of Sunland, the Board of Directors of the Sunland Owners Association would like to say thank you for maintaining the roads throughout our community. We are especially grateful for the attention given by the street sweeper in removing road debris in a timely manner.

One ongoing area of concern for the Board is the condition of our roads throughout Sunland. The asphalt is breaking up on many of our streets, and large cracks are widening and crumbling, making walking and biking somewhat hazardous.

We would like to request a "condition analysis" by the County. We realize that limited funding requires that only so many projects get addressed per calendar year, and that they are projected out several years in advance. We request this analysis in the near future, so that any re-surfacing projects can be initiated in a timely manner.

We thank you, in advance, for your consideration of this subject.

The Sunland Owners Association Board of Directors

John Hammond

John Hammond (Feb 23, 2024 14:23 PST)
John Hammond, President

Erik Skogsberg

Erik Skogsberg (Mar 3, 2024 19:45 PST)
Erik Skogsberg, Vice-President

Joe Rees

Joe Rees (Feb 26, 2024 10:19 PST)
Joe Rees, Treasurer

Kathy Renehan

Kathy Renehan (Feb 25, 2024 10:59 PST)
Kathy Renehan, Greenbelts

David Walp

David Walp (Feb 23, 2024 13:49 PST)
David Walp, Architecture

Nikolaus Skogsberg

Nikolaus Skogsberg (Feb 25, 2024 20:24 PST)
Nikolaus Skogsberg, Landscaping

P.P. Jeremy Long

Jeremy Long, RV

Kirsten Rene

Kirsten Rene (Feb 23, 2024 14:26 PST)
Kirsten Rene, Recreation

Jeff Norberg

Jeff Norberg (Feb 23, 2024 11:41 PST)
Jeff Norberg, Roads and Safety

cc: Mark Ozias, Clallam County Commissioner

**MEET AND
GREET
JAMESTOWN
HEALTH CLINIC
STAFF**

**March 27, 2024
6 Pm**

Meet the Jamestown health clinic
and see the services. Also see
Fire District 5 levy

*Sekiu Community Center
42 Rice St Sekiu Wa 98381*
CLALLAM COUNTY FIRE DIST 5



1C
MAR 26 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 3-18-24**

REGULAR AGENDA ☒ **Meeting Date: 3-26-24**

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the Trails Advisory Committee due to the expiration of term.

A press release was issued during the months of January and February 2024 soliciting applications. Three applications were received.

Public Works / Road Department endorses the appointment of Judith Sarles to the Trails Advisory Committee.

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

None

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve and sign resolution appointing.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Steve Gray – Public works / Road Department

Relevant Departments: Public Works/Roads/BOCC

Date submitted: 3-13-24

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



RESOLUTION _____, 2024

APPOINTING A MEMBER TO THE TRAILS ADVISORY COMMITTEE

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Trails Advisory Committee due to the expiration of term.
2. A press release was issued during the months of January and February 2024 soliciting applications. Three applications were received.
3. Public Works / Road Department endorses the appointment of Judith Sarles to the Trails Advisory Committee.

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

1. That **Judith Sarles** is appointed to the Backcountry Horseman Alternate position for the term expiring December 31, 2025.

PASSED AND ADOPTED this 26th day of March 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, CMC, Clerk of the Board

A22.177
Appointee
Public Works



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda) 1d
MAR 26 2024

Department: BOCC

WORK SESSION ☒ **Meeting Date: 3-25-24**

REGULAR AGENDA ☒ **Meeting Date: 3-26-24**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

The Lower Elwha Klamath Tribe and Port of Port Angeles are seeking Congressionally Directed Spending (CDS) funds to complete land restoration on 6 acres surrounding the Tribe's ancestral Tse-whit-zen village site. Funds will be used to remove existing industrial infrastructure and prepare the site for use in future cultural and historical preservation activities.

The letter of support is due no later than April 1, 2024.

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

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Port of Port Angeles – Katharine Frazier

Date submitted: 3-20-24

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

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

Community Project Funding Letter Port of PA 3-26-24

Revised: 3-04-2019



Board of Clallam County Commissioners

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

Email: commissioners@clallamcountywa.gov

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

TODD MIELKE, County Administrator

March 26, 2024

The Honorable Patty Murray
United States Senate
154 Russell Senate Office building
Washington, D.C. 20510

The Honorable Maria Cantwell
United States Senate
511 Hart Senate Office Building
Washington, D.C. 20510

RE: Lower Elwha Klallam Tribe and Port of Port Angeles FY25 CDS Request

Dear Senators Murray and Cantwell:

The Clallam County Board of Commissioners strongly supports the Lower Elwha Klallam Tribe (Tribe) and Port of Port Angeles (Port) in their FY25 Congressionally Directed Spending (CDS) request to restore the protection area around the Tribe's sacred *č̓ix̌wícən* (Tse-whit-zen) village on the Port Angeles waterfront.

Since it was unearthed in 2003, Tse-whit-zen – the ancestral Klallam village site buried under industrial fill at the base of Ediz Hook – has garnered local, state, and national attention for its archaeological significance. A 20-acre parcel of the property was transferred to the Tribe for the reinterment of Klallam ancestors and other cultural and historic preservation purposes. However, Tse-whit-zen is known to extend beyond those 20 acres into Port-owned land that is currently operated as a log yard.

The Tribe and Port are now collaboratively developing an agreement to transfer 6+ acres of the Port-owned site to ownership by the Tribe.

Today, these 6+ acres are still home to industrial equipment and infrastructure from a century of use as a sawmill, a state dry dock facility, and log yard. Though the Tribe will soon own this land, old infrastructure makes it difficult for the site to fully move forward as a space honoring Tribal heritage.

This CDS project will rehabilitate the 6-acre site by removing industrial remnants including woody debris, truck scales, asphalt paving, and building foundations. Additionally, the Port and Tribe will work together to remove a derelict chip export tower adjacent to Tse-whit-zen that has not been used for more than 20 years and is a blight to the Port Angeles waterfront. Work will also include fencing the restoration area to better separate it from the Port's neighboring Intermodal Handling & Transfer Facility (IHTF), as well as adding signage identifying the Tse-whit-zen site in both English and Klallam. The intended project outcome is that, upon taking

ownership, the Tribe will be able to determine the land's future without the burden of removing industrial infrastructure.

Restoration of Tse-whit-zen is an essential project for the Port Angeles community. It represents the culmination of decades of inter-agency collaboration and, most significantly, long-awaited justice for the Tribe. Returning Tse-whit-zen to a non-industrial condition is a vital step that will allow the Tribe to move forward with further activities that protect and honor the site's history and cultural significance.

This project has great potential to have wide-reaching impacts on cultural heritage and equity in the Port Angeles community. Clallam County is excited to support this land restoration effort, and we urge full consideration of this funding request.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

DRAFT



1e

AGENDA ITEM SUMMARY

MAR 26 2024

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

Department: BOCC/Finance

WORK SESSION ☒ **Meeting Date:** 3/18/2024

REGULAR AGENDA ☒ **Meeting Date:** 3/26/2024

Required Originals Approved and Attached? ☒

Will Be Provided On:

Item Summary:*

- ☐ Call for Hearing
☒ Resolution
☐ Draft Ordinance

- ☐ Contract/Agreement/MOU**
☐ Proclamation
☐ Final Ordinance

- Contract #
☐ Budget Item
☐ Other

Documents exempt from public disclosure attached: ☐

Executive Summary:

The Road Improvement District #149 Osborn Road project was completed in 2023. This fund will no longer be used, it is now inactive and should be closed.

This resolution closes the fund that is no longer in use. PW – RID #149 Osborn Road Fund (27401) – has a zero balance and is no longer in use.

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?** ☒

A Budget Reduction has been submitted for consideration on March 26, 2024, to zero out the budget.

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

Please review and sign.

County Official signature & print name: Debi Cook

A handwritten signature in dark ink, appearing to read "Debi Cook", written over a horizontal line.

Name of Employee/Stakeholder attending meeting: Finance, Public Works

Relevant Departments: BOCC, Finance

Date Submitted: 2/12/2024

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



RESOLUTION _____, 2024

CLOSING THE PW – RID #149 OSBORN ROAD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. PW – RID #149 Osborn Road Fund (27401), has a zero balance and is now inactive.
2. PW – RID #149 Osborn Road Fund should be closed.

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

1. PW – RID #149 Osborn Road Fund is closed.

PASSED AND ADOPTED this 26th day of March 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Mark Ozias

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 2/08/2024 ✓

Budget Hearing/Meeting Date: 3/26/2024 ✓

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

Budget Number xxxxx.xxx.	27401.611 ✓	Budget Name	PW – RID #149 Osborn Road ✓
--------------------------	-------------	-------------	-----------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
27401.611 ✓	PW – RID #149 Osborn Road ✓	59295.89.0000 ✓	Other Debt Service Costs	836 ✓
Total				836 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
27401.611 ✓	PW – RID #149 Osborn Road ✓	50800.00.0000 ✓	Ending Fund Balance	836 ✓
Total				836 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The Road Improvement District #149 Osborn Road project was completed in 2023. This fund will no longer be used, it is now inactive and will be closed.

County Official Approval: _____

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



12
MAR 26 2024

PROCLAMATION

RECOGNIZING MARCH 29 AS WELCOME HOME VIETNAM VETERANS DAY

WHEREAS, on February 2, 2010, Governor Gregoire signed a proclamation declaring every March 29 in Washington State as "Welcome Home Vietnam Veterans Day" after the tireless efforts of Vietnam Veteran Norman Goodin to have this day officially recognized; and

WHEREAS, March 29, 2024 represents the 51st anniversary of the end of the American involvement in the Vietnam conflict; and

WHEREAS, thousands of brave Americans served our country in this conflict with courage, honor, and valor; and

WHEREAS, more than 58,000 individuals made the ultimate sacrifice in Vietnam and more than 300,000 more were wounded in combat; and

WHEREAS, 1,584 Americans are still missing and unaccounted for from the Vietnam conflict, and their families, friends, and fellow veterans still endure uncertainty concerning their fate.

NOW, THEREFORE, WE THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby proclaim March 30 as

WELCOME HOME VIETNAM VETERANS DAY

in Clallam County and urge all citizens to join in this special observance and take the opportunity to honor and thank our Vietnam Veterans for all they have given in the service of our country.

Signed this 26th day of March 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias



19
MAR 26 2024

**PROCLAMATION
RECOGNIZING INTERNATIONAL DARK SKY WEEK APRIL 2-8, 2024**

WHEREAS, the aesthetic beauty and wonder of a natural night sky is a shared heritage of all humankind; and

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

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

WHEREAS, the experience of standing beneath a starry night sky inspires feelings of wonder and awe, and encourages a growing interest in science and nature, especially among the young within our local communities; and

WHEREAS, the loss of the night sky goes beyond human enjoyment of a starry sky as most species are guided by a circadian rhythm, an internal clock attuned to light and dark that governs cycles of activity and rest; and

WHEREAS, light pollution has scientifically-established economic and environmental consequences, which result in significant impacts to the ecology and human health of all communities; and

WHEREAS, reducing light pollution has the potential to save Clallam County residents, businesses, and government thousands of dollars per year; and

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; and

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 2-8, 2024

CLALLAM COUNTY INTERNATIONAL DARK SKY WEEK

Signed this 26th day of March 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias



AGENDA ITEM SUMMARY

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

MAR 26 2024

Department: DCD

WORK SESSION ☒ Meeting Date: 3/18/2024

REGULAR AGENDA ☒ Meeting Date: 3/26/2024

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

Item summary:

- | | |
|---|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # 334.24.008 |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary: The purpose of this agreement is to describe the assistance to be provided by Clallam County to Agnew Irrigation District for improvements in fish passage, irrigation water conveyance efficiency, and the obligations and responsibilities of Agnew Irrigation District in exchange for such 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?** ☐ No budgetary impact.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Please sign the MOU with Agnew Irrigation District

County Official signature & print name: Bruce Emery

A handwritten signature in blue ink that reads "Bruce W. Emery".

Names of Relevant Departments/Employees/Stakeholders attending meeting:

Rebecca Mahan/ Bruce Emery

Date submitted: 3/13/2024

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

**MEMORANDUM OF UNDERSTANDING
BETWEEN
AGNEW IRRIGATION DISTRICT
AND
CLALLAM COUNTY
FOR CONSTRUCTING AND MAINTAINING THE
MCDONALD CREEK IRRIGATION AND FISH PASSAGE PROJECT**

THIS is a binding agreement entered into, by, and between Clallam County, hereinafter referred to as "CLALLAM COUNTY" and the Agnew Irrigation District, hereinafter referred to as the "IRRIGATION DISTRICT". The purpose of this agreement is to describe the assistance to be provided by CLALLAM COUNTY to the IRRIGATION DISTRICT for improvements in irrigation water conveyance efficiency, and the obligations and responsibilities of the IRRIGATION DISTRICT in exchange for such assistance.

1. **Purpose.**

This MOU is to formalize the partnership between the Agnew Irrigation District and Clallam County in upgrading public irrigation infrastructure, and improve fish passage, habitat conditions and ensure reliability of water supply for irrigation.

The purpose of this MOU is to establish the terms, conditions, and responsibilities of each party to manage cooperatively, within parameters established by both parties, certain aspects of the McDonald Creek Irrigation and Fish Passage Project. The goal of this MOU is to: (a) support effective, efficient, timely, and respectful communication and discourse between the parties; (b) improve coordination and collaboration; (c) facilitate sharing of information and expertise; (d) promote collaboration in the protection, use and conservation of natural and cultural resources for the benefit of present and future generations; and (e) identify responsibilities and obligations.

2. **Term of MOU.**

This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect for the useful life of the structure, or until this agreement is terminated as provided for below.

3. **Termination of Agreement.**

This agreement may be terminated by Clallam County, on 10 days written notice to the other party(ies), in the event that the County is unable to procure sufficient funding from outside sources to fund the County's obligations in paragraph 5 below. The County shall make reasonable efforts to secure such funding.

4. **Background.**

McDonald Creek (also known locally as McDonnell Creek) is located west of the Dungeness River in Water Resource Inventory Area (WRIA) 18. The watershed has a drainage of 23 square miles of mainstem and 17.9 miles of tributaries. McDonald Creek is one of the larger independent streams within the Dungeness River Area Watershed. Continuous flow measurements are not available for McDonald Creek but precipitation ranges from 18 inches in Sequim to 65 inches in the headwaters in Olympic National Park.

Peak flows in McDonald Creek are dominated by winter rains and spring snowmelt, with dry summers creating low stream flow conditions typically from July through September. United States Geological Survey (USGS) has collected a number of miscellaneous flow measurements; ranging from less than 1 cfs in the late summer to early fall and 20-25cfs in mid and late spring.

ESA-Listed Puget Sound Steelhead, Coho, late chum, Cutthroat, Pacific lamprey utilize McDonald Creek up to RM 5.2 where salmonid migration is blocked by a natural barrier. Due to lack of surveys, it is unknown if the falls are a barrier to Pacific lamprey.

The Agnew Irrigation District (AID) has historic water rights in McDonald Creek and the Dungeness River. AID removes water from McDonald Creek at RM 3.1. To mitigate loss of instream flow in McDonald Creek, water from the Dungeness River is added to McDonald Creek at RM 5.0.

As identified in the WRIA 18 Limiting Factors Analysis, a 5-foot-high irrigation diversion dam, equipped with a small and intermittently functional steep-pass Denil fishway spans McDonald Creek inhibiting passage for both adult and juvenile salmonids. Built in the mid-1980's, the facility is outdated, and WDFW no longer considers the structure viable for long term fish passage. Washington Department of Fish and Wildlife estimated that the diversion structure is a complete barrier to juvenile fish, and a 33% barrier to adult fish. To remedy the fish passage barrier, an updated irrigation outtake was designed, permitted, and will be constructed by Clallam County with funding from Ecology, USFWS, and SRFB.

5. **Agnew Irrigation District will:**

Maintenance Task	Responsibility	Frequency
Inspect and Clean, As Needed, Diversion Dam and Fish Passage Structure; Remove Debris from Debris Rack	AID	Annually, Prior to Irrigation Season
Inspect, clean, and prepare fish screen for irrigation season. Lubricate gears, paddle wheel, other moving parts.	WDFW	Annually, Prior to Irrigation Season
Place and secure mechanical hoist in sleeve at top of dam.	AID	Annually, Early in Irrigation Season
Place removeable grating on supports behind notch in dam.	AID	Annually, Early in Irrigation Season
Place slide gate and stop logs in diversion dam and adjust to create appropriate upstream water level for diversion.	AID	Annually, Early in Irrigation Season
Open headgate and gate at pipe inlet to initiate diversions.	AID	Annually, Beginning of Irrigation Season
Inspect diversion, read staff gage in flume, remove debris from debris rack, adjust gates as needed to maintain diversions.	AID	Daily, During Irrigation Season
Inspect fish screen and fish passage structure, make adjustments as needed for fish passage.	WDFW	Weekly, During Irrigation Season
Inspect Parshall Flume and flow monitoring equipment.	Ecology	As needed, Prior to and During Irrigation Season
Close head gate and gate at pipe inlet to terminate diversions.	AID	Annually, End of Irrigation Season
Remove fish from fish passage structure, as needed.	WDFW, AID	Annually, End of Irrigation Season
Remove boards in fish passage weirs and open sluice gate to flush water and sediment from structure.	WDFW, AID	Annually, End of Irrigation Season
Place boards in fish passage weirs again once water and sediment has been flushed from structure.	WDFW, AID	Annually, End of Irrigation Season
Remove remaining sediment from fish passage weirs with shovel or other methods, as needed to clean structure.	WDFW, AID	Annually, End of Irrigation Season
Shut down, winterize fish screen and paddle wheel.	WDFW	Annually, End of Irrigation Season
Remove slide gate and stop logs from diversion dam and place in secure location for winter.	AID	Annually, After Irrigation Season

Remove removeable grating from behind notch in dam and place in secure location for winter.	AID	Annually, After Irrigation Season
Inspect, clean, and repair (as needed) gates, pipe, and other equipment.	AID	Annually or as needed, After Irrigation Season
Inspect rock weirs and streambed boulders protecting right bank of channel.	WDFW, AID	Annually
Replace or move streambed boulders, as needed to maintain stream channel.	WDFW, AID	As Needed
Repair any bank erosion, as needed to protect irrigation infrastructure.	AID	As Needed, Coordinate with WDFW
Monitor fish passage and coordinate on adaptive management of stream channel, screening, and passage facilities.	County, WDFW, AID	Annually, As Needed
Clean and repair Parshall Flume and update monitoring equipment.	Ecology	As Needed

5. **Clallam County will:**

- Remain the sponsor of the fish passage and irrigation project until project completion.
- Secure funding for new fish passage irrigation project.
- Contract with Engineer/Consulting firm to prepare designs and secure permits.
- Bid project and contract with Contractor.
- Monitor fish passage and coordinate on adaptive management of stream channel, screening, and passage facilities.

6. **General Provision**

- Nothing herein is intended to conflict with Tribal, Federal, State, or local laws or regulations.
- Upon signing this MOU, the parties shall each designate an individual and an alternate to serve as the principal contact or liaison for its implementation.

○ Clallam County:

Bruce Emery
 Director–Department of Community
 Development
 223 East 4th Street – Suite 5
 (360) 417-2323

○ Agnew Irrigation District: Jerry Schmidt
PO Box 340
Carlsborg, WA 98362
(360) 460-5733

- The Irrigation District or the County can initiate an amendment, if necessary, and work with the other party to finalize amendment language and pass through each parties' oversight authority for approval. Amendment or any modification or change of this MOU will be effective only if it is in writing signed by the authorized representatives of both parties.
- Should any conflict arise between the terms of this MOU and any grant or funding requirements, the requirements set out in the grant and other funding sources shall control.

SIGNATORIES:

AGNEW IRRIGATION DISTRICT

 3-13-2024
Jerry Schmidt, Chair, Agnew Irrigation District Date

CLALLAM COUNTY

Mike French

Chair, Board of County Commissioners

Date

Approved as to form only by


Bert Dee Boughton
Civil Deputy Prosecuting Attorney
Clallam County

EXHIBIT A Site Map

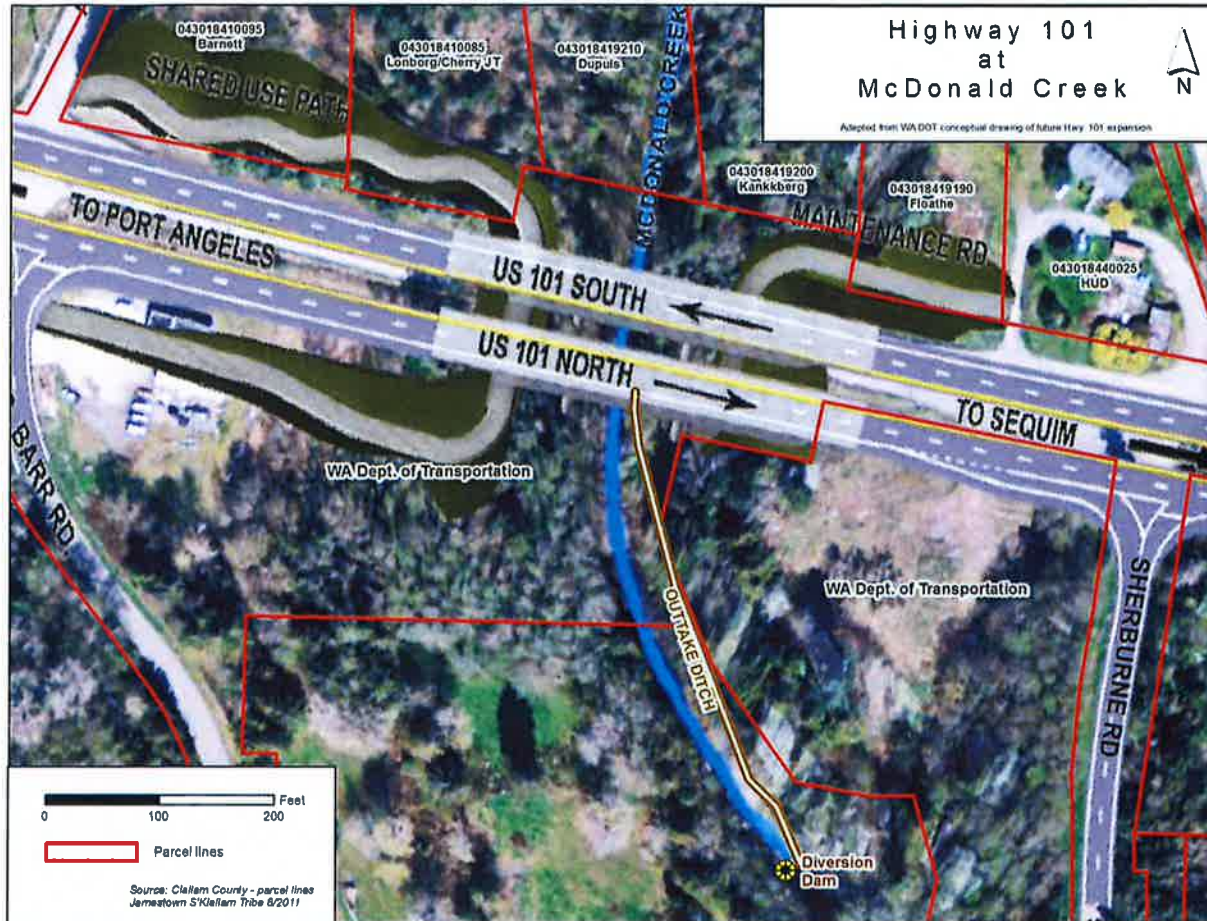


EXHIBIT B
Clallam County Resolution
To Assume Obligations of Local Cooperation



26
MAR 26 2024

AGENDA ITEM SUMMARY

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

Department: Community Development

WORK SESSION **X Meeting Date: Mon. March 18, 2024**

REGULAR AGENDA **Meeting Date: Tues. March 26, 2024**

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

Item summary:

☐ Call for Hearing

Contract/Agreement/MOU -

332.23,008

☐ Resolution

☐ Proclamation

☐ Budget Item

☐ Draft Ordinance

☐ Final Ordinance

X ☐ Other Grant Amendment

Documents exempt from public disclosure attached: ☐

Executive summary: The purpose of this action will be to amend the existing grant agreement with the Washington State Recreation and Conservation Office, Project #23-1232P, North Olympic Peninsula LE BN 23-25, to include Puget Sound Acquisition & Restoration (PSAR) Funding.

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

No budgetary impact, this will not impact the General Fund.

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

We are requesting that the Board sign the attached one page RCO Amendment which adds funding to our existing grant agreement.

County Official signature & print name: Bruce Emery

Name of Employee/Stakeholder attending meeting: Cheryl Baumann, Lead Entity Coordinator & Bruce Emery, DCD Director

Relevant Departments: DCD

Date submitted: March 13, 2024

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

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

Agenda Item Summary Adding funding to LE_
Revised: 3-04-2019

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

332.23.008



Amendment to Grant Agreement

Project Sponsor: Clallam County
Project Title: North Olympic Peninsula LE BN 23-25

Project Number: 23-1232P
Amendment Number: 1

Amendment Type:

Cost Change

Amendment Description:

Adding \$59,903 in PSAR 21-23 for a contract total of \$341,792

Project Funding:

The total cost of the project for the purpose of this Agreement changes as follows :

	Old Amount		New Amount	
	Amount	%	Amount	%
RCO - ADMIN-SALMON OP	\$2,000.00	0.71%	\$2,000.00	0.59%
RCO - PSAR-LEAD ENT	\$161,777.00	57.39%	\$221,680.00	64.86%
RCO - SALMON-LE ST	\$118,112.00	41.90%	\$118,112.00	34.56%
Project Sponsor	\$0.00	0.00%	\$0.00	0.00%
Total Project Cost	\$281,889.00	100%	\$341,792.00	100%
Admin Limit	\$0.00	0.00%	\$0.00	0.00%
A&E Limit	\$0.00	0.00%	\$0.00	0.00%

Agreement Terms

In all other respects the Agreement, to which this is an Amendment, and attachments thereto, shall remain in full force and effect. In witness whereof the parties hereto have executed this Amendment.

State of Washington
Recreation and Conservation Office

Clallam County

BY: _____
Megan Duffy

TITLE: Director

DATE: _____

Pre-approved as to form:

BY: /S/
Assistant Attorney General

AGENCY: _____

BY: _____

TITLE: _____

DATE: _____

25



AGENDA ITEM SUMMARY

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

MAR 26 2024

Department: Health and Human Services

WORK SESSION ☒ **Meeting Date:** March 18, 2024

REGULAR AGENDA ☒ **Meeting Date:** March 26, 2024

Required originals approved and attached? ☒

Will be provided on:

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 11301-22-CONCON, Amendment#17 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Attached is Consolidated Contract Amendment #17 between the Department of Health and Clallam County Health and Human Services. As proposed, the amendment will amend the statement of work/adding \$322,551 to the following program(s):

- Women, Infants, and Children (WIC) Nutrition Program - \$116,051
- Swimming Beach Act Grant - \$6,500
- CDC Covid -19 (Workforce Development) - \$200,000

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?** ☒ A supplemental appropriation will be processed in April 2024.

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 13, 2024

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

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

11301-22-CONCON, Amendent #17

Revised: 3-04-2019

22

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

CONTRACT NUMBER: CLH31005

AMENDMENT NUMBER: 17

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/sitpages/home.aspx?e1:9a94688da2d94d3ea80ac7fbc32e4d7c>
 - ☒ Adds Statements of Work for the following programs:
 BEACH Program- Effective March 1, 2024
 - ☒ Amends Statements of Work for the following programs:
 DCHS - ELC COVID-19 Response - Effective January 1, 2022
 Executive Office of Resiliency & Health Security-WFD LHJ - Effective July 1, 2023
 WIC Nutrition Program - Effective January 1, 2022
 - ☐ Deletes Statements of Work for the following programs:
2. Exhibit B-17 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-16 Allocations as follows:
 - ☒ Increase of \$322,551 for a revised maximum consideration of \$7,627,838.
 - ☐ 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%

Indirect Rate January 1, 2023 through December 31, 2023: 34.53%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work LHIJ Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period Sub Total	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY25 USDA WIC Client Svs Contracts	NGA Not Received	Amd 16	10.557	333.10.55	10/01/24	12/31/24	10/01/24	09/30/25	\$64,225	\$64,225	\$854,116
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 17	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$116,051	\$373,478	
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 16	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$194,688		
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 15	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$1,438		
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 14	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$3,000		
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 13, 14	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$2,588		
FFY24 USDA WIC Client Svs Contracts	7WA700WA7	Amd 10, 14	10.557	333.10.55	10/01/23	09/30/24	10/01/23	09/30/24	\$55,713		
FFY23 USDA WIC Client Svs Contracts	7WA700WA7	Amd 13	10.557	333.10.55	10/01/22	09/30/23	10/01/22	09/30/23	\$5,175	\$232,638	
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		
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	333.10.55	01/01/23	09/30/23	10/01/22	09/30/23	\$2,800	\$2,800	\$2,800
FFY23 USDA FMNP Prog Mgmt	7WA810WA7	Amd 14	10.572	333.10.57	06/01/23	09/30/23	10/01/22	09/30/23	\$598	\$598	\$1,170
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	
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 15	66.123	333.66.12	01/01/22	11/30/23	07/01/17	11/30/23	(\$20,000)	\$247,677	\$247,677
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)		
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		
FFY24 Swimming Beach Act Grant IAR (ECY)	NGA Not Received	Amd 17	66.472	333.66.47	03/01/24	09/30/24	01/01/24	11/30/24	\$6,500	\$6,500	\$19,500
FFY23 Swimming Beach Act Grant IAR (ECY)	01J74301	Amd 11	66.472	333.66.47	03/01/23	10/31/23	03/01/23	10/31/23	\$6,500	\$6,500	
FFY22 Swimming Beach Act Grant IAR (ECY)	01J74301	Amd 2	66.472	333.66.47	03/01/22	10/31/22	01/01/22	11/30/22	\$6,500	\$6,500	
FFY23 PHEP BP5 LHJ Funding	NU90TP922043	Amd 14	93.069	333.93.06	07/01/23	06/30/24	07/01/23	06/30/24	\$59,979	\$59,979	\$174,640
FFY22 PHEP BP4 LHJ 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	
FFY21 PHEP BP3 LHJ 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 LHJ 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 12	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	(\$35,254)	\$187,476	\$187,476
COVID19 Vaccines	NH23IP922619	Amd 4	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$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

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

Indirect Rate January 1, 2023 through December 31, 2023: 34.53%

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 CDC VFC Ops	NH23IP922619	Amd 14	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$560	\$6,160	\$6,160
FFY24 CDC VFC Ops	NH23IP922619	Amd 13	93.268	333.93.26	07/01/23	06/30/24	07/01/23	06/30/24	\$5,600		
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, 17	93.323	333.93.32	01/01/22	06/30/24	01/15/21	07/31/24	(\$54,305)	\$436,445	\$436,445
FFY20 ELC EDE LHHJ Allocation	NU50CK000515	Amd 2, 9, 11, 17	93.323	333.93.32	01/01/22	06/30/24	01/15/21	07/31/24	\$490,750		
FFY23 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 12	93.323	333.93.32	08/01/23	09/30/23	08/01/23	09/30/23	\$1,200	\$1,200	\$6,000
FFY22 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 12	93.323	333.93.32	08/01/22	07/31/23	08/01/22	07/31/23	\$1,800	\$3,300	
FFY22 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5, 12	93.323	333.93.32	08/01/22	07/31/23	08/01/22	07/31/23	\$1,500		
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	
FFY21 CDC COVID-19 PHWFD-LHHJ	NU90TP922181	Amd 17	93.354	333.93.35	07/01/23	06/30/24	07/01/23	06/30/24	\$200,000	\$200,000	\$200,000
FFY22 PH Infrastructure Comp A1-LHHJ	NE11OE000053	Amd 16	93.967	333.93.96	01/01/24	12/31/24	12/01/22	06/30/25	\$200,000	\$200,000	\$200,000
FFY24 HRSA MCHBG LHHJ Contracts	B04MC52960	Amd 14	93.994	333.93.99	10/01/23	09/30/24	10/01/23	09/30/24	\$66,916	\$66,916	\$133,832
FFY23 HRSA 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	
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	\$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		
State Drug User Health Program		Amd 12	N/A	334.04.91	07/01/23	12/31/23	07/01/23	12/31/23	\$7,500	\$7,500	\$7,500
Rec Shellfish/Biototoxin		Amd 13	N/A	334.04.93	07/01/23	12/31/24	07/01/23	06/30/25	\$10,000	\$10,000	\$23,850
Rec Shellfish/Biototoxin		Amd 11	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$3,350	\$13,850	
Rec Shellfish/Biototoxin		Amd 7	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$3,000		
Rec Shellfish/Biototoxin		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 13	N/A	334.04.93	07/01/24	12/31/24	07/01/23	06/30/25	\$33,333	\$33,333	\$102,951
Small Onsite Management (ALEA)		Amd 13	N/A	334.04.93	07/01/23	06/30/24	07/01/23	06/30/25	\$33,333	\$33,333	
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	
Small Onsite Management (ALEA)		Amd 13	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	\$2,500	\$21,285	
Small Onsite Management (ALEA)		Amd 12	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	(\$3,715)		
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		

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

Indirect Rate January 1, 2023 through December 31, 2023: 34.53%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #**	BARS Revenue Code**	Statement of Work LHJ 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			
Small Onsite Management (GFS)		Amd 15	N/A	334.04.93	07/01/24	12/31/24	07/01/23	07/01/25	(\$8,334)	\$0	\$0
Small Onsite Management (GFS)		Amd 13	N/A	334.04.93	07/01/24	12/31/24	07/01/23	07/01/25	\$8,334		
SFY25 Wastewater Management-GFS		Amd 15	N/A	334.04.93	07/01/24	12/31/24	07/01/23	07/01/25	\$31,970	\$31,970	\$61,970
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	
FPHS-LHJ-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-LHJ-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-LHJ-Proviso (YR2)		Amd 1	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$690,000		
FPHS-LHJ-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-LHJ-Proviso (YR1)		Amd 1	N/A	336.04.25	01/01/22	06/30/22	07/01/21	06/30/23	\$690,000		
SFY24 FPHS-LHJ-Funds-GFS		Amd 14	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/25	\$857,000	\$2,100,000	\$2,100,000
SFY24 FPHS-LHJ-Funds-GFS		Amd 13	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/25	\$1,243,000		
SFY24 Lead Management (FPHS)		Amd 16	N/A	336.04.25	07/01/23	06/30/24	07/01/23	06/30/24	\$10,000	\$10,000	\$10,000
YR 25 SRF - Local Asst (15%) SS		Amd 15	N/A	346.26.64	01/01/24	12/31/24	07/01/23	06/30/25	\$2,800	\$2,800	\$10,200
YR 25 SRF - Local Asst (15%) SS		Amd 14	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	\$600	\$3,600	
YR 25 SRF - Local Asst (15%) SS		Amd 11	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	\$3,000		
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 SS-State		Amd 15	N/A	346.26.65	01/01/22	12/31/24	07/01/21	12/31/24	\$2,800	\$10,200	\$10,200
Sanitary Survey Fees SS-State		Amd 14, 15	N/A	346.26.65	01/01/22	12/31/24	07/01/21	12/31/24	\$600		
Sanitary Survey Fees SS-State		Amd 11, 15	N/A	346.26.65	01/01/22	12/31/24	07/01/21	12/31/24	\$3,000		
Sanitary Survey Fees SS-State		Amd 7, 11, 15	N/A	346.26.65	01/01/22	12/31/24	07/01/21	12/31/24	(\$1,600)		
Sanitary Survey Fees SS-State		Amd 1, 11, 15	N/A	346.26.65	01/01/22	12/31/24	07/01/21	12/31/24	\$5,400		
YR 25 SRF - Local Asst (15%) 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									\$7,627,838	\$7,627,838	
Total consideration:	\$7,305,287										
	\$322,551										
GRAND TOTAL	\$7,627,838									GRAND TOTAL	\$7,627,838
										Total Fed	\$3,516,681
										Total State	\$4,111,157

*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, 2024

Local Health Jurisdiction Name: Clallam County Health & Human Services
Contract Number: CLH31005

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

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: March 1, 2024 through September 30, 2024

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
FFY24 SWIMMING BEACH GRANT IAR (ECY)	26505924	66.472	333.66.47	03/01/24 09/30/24	0	6,500	6,500
					0	0	0
					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 2024 Annual meeting.	Summarize time spent on administrative duties in annual report.	Annual meeting held in March 2024. Annual report due September 30, 2024.	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 Coordinator in advance if samples cannot be collected. Coordinate deviations from the QAPP and/or schedule with the BEACH Program Coordinator. - Post and/or remove swimming advisory signs as needed. Provide public education about beach water	1. Enter data into Department of Ecology's BEACH Program Database. 2. Email copies of laboratory analytical reports to BEACH Program Coordinator. 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 September 30, 2024.	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	quality. Notify BEACH Program Coordinator of swimming advisories as soon as possible.			
3	<u>Illness Pollution Investigations</u> Notify BEACH Program Coordinator of any illness reports related to recreational swimming beaches. Conduct illness investigations as needed.	1. Provide notification via telephone to BEACH Program Coordinator. 2. Summarize illness investigation in annual report.	1. Within fourteen (14) business days. 2. Annual report due September 30, 2024.	

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

The funds for this project are being provided by an Environmental Protection Agency grant, Agreement Number CU-01J74301-3, 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)** 4

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 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 12/31/23 to 6/30/24.

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
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	1897140E	93.323	333.93.32	01/01/22	06/30/24	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 6/30/2024 ~~12/31/2023~~

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: Executive Office of Resiliency & Health Security-
WFD LHJ - Effective July 1, 2023

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Original **Revision # (for this SOW)** 1

Period of Performance: July 1, 2023 through July 31, 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 is to provide funding to establish, expand, train, and sustain the LHJ public health workforce to support jurisdictional COVID-19 prevention, preparedness, response, and recovery initiatives, in accordance with the CDC Crisis Response Cooperative Agreement: COVID-19 Public Health Workforce Development (WFD).

Note: Program does not expect to be able to extend funding beyond June 30, 2024. LHJs will not be provided a fund allocation. Program will review invoices and manage use of funds across all LHJs who want to access these funds. Timely invoicing of costs by LHJs to DOH is essential. The program also asks LHJs to inform DOH as soon as possible if they do not plan to invoice for any of these funds.

Revision Purpose: The purpose of this revision is to add funds to the statement of work. There was a change to the process. described in the Note above. The Program decided to add funds to these statements 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 Increase (+)	Total Allocation
FFY21 CDC COVID-19 PHWFD-LHJ	3190621G	93.354	333.93.35	07/01/23 06/30/24	0	200,000	200,000
					0	0	0
					0	0	0
					0	0	0
					0	0	0
					0	0	0
TOTALS					0	200,000	200,000

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Submit names, position titles, email addresses and phone numbers of key LHJ staff responsible for this statement of work, including management, program staff, and accounting and/or financial staff.	Submit information by September 15, 2023, and any changes within 30 days of the change.	September 15, 2023 Within 30 days of the change.	Reimbursement for actual costs not to exceed total funding allocation amount.
2	Develop a plan to use these funds for one or more of the allowable costs listed below.	Implementation Plan	December 31, 2023, or sooner.	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	Submit plan to the DOH Program Contact for review and prior approval as soon as possible. We want to be sure your planned activities are allowable, and we will be able to reimburse you for the expenses.			
3	Funding is intended to establish, expand, train, and sustain public health staff to support LHJ COVID-19 prevention, preparedness, response, and recovery initiatives. Funding can be used for permanent full-time and part-time staff, temporary or term-limited staff, fellows, interns, contractors, and contracted employees. Allowable costs include: - Costs including, wages and benefits, related to recruiting, hiring, and training of new or existing public health staff. - Purchase of supplies and equipment to support the expanded and/or current workforce and any training related to the use of supplies and equipment. - Training and education (and related travel) for new and existing staff on topics such as incident management training, health equity issues, working with underserved populations, cultural competency, disease investigations, informatics or data management, or other needs identified by the LHJ. - Costs of contractors and contracted staff. Notes: - Preapproval from DOH is required to contract with these funds. - Preapproval is required for the purchase of equipment. (Equipment is a tangible item with an original per-unit cost of \$5,000 or more.)	Implementation Plan Data on form provided by DOH.	December 31, 2023, or sooner. January 10, 2024 July 10, 2024	
4	Data collection, as applicable, based on activities LHJ has completed during the reporting period. Data collection includes: - Total new hires - Describe challenges or experiences that have impacted progress toward achieving set hiring goals.	Data on form provided by DOH.	January 10, 2024 July 10, 2024	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	- Describe promising practices or activities that should be considered for sustained funding. - Explain your approach and mitigation plans to address challenges in meeting these hiring goals. - Health Equity – Identify metrics to address Diversity, Equity, and Inclusion (DEI) in hiring. - Administrative Support Staff – New Hires - Professional or Clinical Staff – New Hires - Disease Investigation Staff – New Hires - Program Management Staff – New Hires - Existing Staff budget for this funding. Note: Reporting periods are July 1 – December 31, 2023, and January 1 – June 30, 2024.			

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

Follow all Federal requirements for use of Federal funds:

Code of Federal Regulations (CFR), Title 2, Subtitle A, Chapter II, Part 200

Uniform Administrative Requirements, Cost Principle, and Audit Requirements for Federal Awards

eCFR :: 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

The following expenses are not allowable with these funds:

- Clothing (except for vests to be worn during exercises or responses).
- Food or beverages.
- Incentives.
- Items to be given to community members (members of the public).
- Salaries at a rate more than Executive Level II (Federal Pay Scale).
- Vehicles (with preapproval, funds may be used to lease vehicles).

Preapproval from DOH is required to use these funds for:

- Contracting.
- Purchasing equipment. (Equipment is a tangible item with an original per-unit cost of \$5,000 or more.)
- Disposition of equipment with a current value of \$5,000 or more.
(Equipment is a tangible item with an original per-unit cost of \$5,000 or more.)
- Leasing vehicles.
- Out of state travel.

Note: Preapproval is no longer required for paying overtime.

See also DOH *A19 Documentation Matrix* for additional expenses that may require preapproval.

BILLING

All expenses on invoices must be related to statement of work tasks.

Submit invoices monthly on a signed A19 with backup documentation appropriate for risk level. DOH will provide A19 and risk level.

- If your invoice includes indirect costs, you must have an indirect rate cost agreement approved by DOH.
- If you have no expenses related to this contract for a month, let your DOH Primary Point of Contact know via email.
- Submit final billing within 60 days of the end of the contract period.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: WIC Nutrition Program - Effective January 1, 2022

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 7

Period of Performance: January 1, 2022 through December 31, 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 is to provide Women, Infants, and Children (WIC) Nutrition Program services by following WIC federal regulations, WIC state office policies and procedures, WIC directives, and other rules. Refer to the Program Specific Requirements section of this document.

Revision Purpose: To add FFY24 USDA WIC CLIENT SVS CONTRACTS funds, add deliverable due dates, and update Billing Requirements.

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
FFY22 USDA WIC CLIENT SVS CONTRACTS	76101234	10.557	333.10.55	01/01/22	09/30/22	183,775	0	183,775
FFY23 USDA WIC CLIENT SVS CONTRACTS	76101244	10.557	333.10.55	10/01/22	09/30/23	232,638	0	232,638
FFY22 USDA FMNP PROG MGMT	76540237	10.572	333.10.57	05/01/22	09/30/22	572	0	572
FFY23 USDA WIC PROG MGMT CSS	76101242	10.557	333.10.55	01/01/23	09/30/23	2,800	0	2,800
FFY24 USDA WIC CLIENT SVS CONTRACTS	7610124B	10.557	333.10.55	10/01/23	09/30/24	257,427	116,051	373,478
FFY23 USDA FMNP MGMT	76540248	10.572	333.10.57	06/01/23	09/30/23	598	0	598
FFY25 USDA WIC CLIENT SVS CONTRACTS	76101251	10.557	333.10.55	10/01/24	12/31/24	64,225	0	64,225
						0	0	0
TOTALS						742,035	116,051	858,086

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	WIC Nutrition Program			See "Billing Requirements" below.
1.1	Maintain authorized participating caseload at 100% based on quarterly average as determined from monthly caseload management reports generated at state WIC office. The Department of Health (Department) State WIC Nutrition Program has the option of reducing authorized participating caseload and corresponding funding when: - Unanticipated funding situations occur. - Reallocations are necessary to redistribute caseload statewide. - Caseload declines.	Outcomes based on monthly participation data from state WIC caseload management reports.	Authorized participating caseload for January 2022 through December 2024 = <u>915</u> Revised authorized participating caseload for January 2023 through December 2024 = <u>795</u>	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
			Revised authorized participating caseload for July 2023 through December 2024 = <u>840</u> Revised authorized caseload for October 2023 through December 2024 = <u>865</u> Revised authorized caseload for January 2024 through December 2024 = <u>900</u>	
1.2	Submit the annual Nutrition Services Plan for each year of the contract.	Nutrition Services Plan	First year due 9/30/22 Second year due 9/30/23 Third year due 9/30/2024	Payment withheld if not received by due date.
1.3	Submit the annual Nutrition Services Expenditure Report for each year of the contract.	Nutrition Services Expenditure Report	11/30/22 11/30/23 11/30/2024	Payment withheld if not received by due date.
1.4	Tell participants about other health services in the agency. If needed, develop written agreements with other health care agencies and refer participants to these services.	Documentation must be available for review by WIC monitor staff.	Biennial WIC Monitor	
1.5	Provide nutrition education services to participants and caregivers in accordance with federal and state requirements.	Documentation must be available for review by WIC monitor staff.	Biennial WIC Monitor	
1.6	Issue WIC benefits while assuring adequate WIC card security and reconciliation.	Documentation must be available for review by WIC monitor staff.	Biennial WIC Monitor	
1.7	Collect data, maintain records, and submit reports to effectively enforce the non-discrimination laws (Refer to Civil Rights Assurances below).	Documentation must be available for review by WIC monitor staff.	Biennial WIC Monitor	
1.8a	Submit entire WIC and Breastfeeding Peer Counseling Budget Workbook for each year of the contract	Budget Workbook	First year due 9/30/22 Second year due 9/30/23 Third year due 9/30/24	
1.8b	Submit Rev-Exp Report spreadsheet from the WIC Budget Workbook monthly with A-19	Revenue and Expense Report and A-19	First year due monthly through December 31, 2022 Second year due monthly through December 31, 2023 Third year due monthly through December 31, 2024	
2	Breastfeeding Promotion			See "Billing Requirements" below.
2.1	Provide breastfeeding promotion activities in accordance with federal and state requirements.	Status report of chosen activities in Nutrition Services Plan.	First year due 11/30/22 Second year due 11/30/23 Third year due 11/30/2024	

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
		Documentation must be available for review by WIC monitor staff.	Biennial WIC Monitor	
2.2	Work with community partners to improve practices that affect breastfeeding. Choose one or more of the following projects: - Provide staff, health care providers and community partners virtual breastfeeding training resources. - Work with employers who likely employ low-income people to create worksite environments that support breastfeeding. - Work with birthing hospitals to improve maternity care practices that affect WIC participant breastfeeding rates. - Provide participants access to lactation consultants. Other projects will need pre-approval from the State WIC Office	Status report of chosen activities in Nutrition Services Plan. Documentation must be available for review by WIC monitor staff.	First year due 8/30/22 Second year due 8/30/23 Third year due 11/30/2024 Biennial WIC Monitor	
3	Farmers Market Nutrition Program (FMNP)			See "Billing Requirements" below.
3.1	Distribute all Farmers Market Nutrition Program checks to eligible WIC participants between June and September 30 of current year.	Send completed readable copy of FMNP check registers to State WIC office on a weekly basis following FMNP procedures. Documentation must be available for review by WIC monitor staff.	Weekly June-Sept. 2022 and June-Sept. 2023 All sent by Oct. 1, 2022, Oct. 1, 2023, and Oct 1, 2024 Biennial WIC Monitor	

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

Program Manual, Handbook, Policy References:

The LHJ shall be responsible for providing services according to rules, regulations and other information contained in the following:

- WIC Federal Regulations, USDA, and FNS 7CFR Part 246.

- Washington State WIC Nutrition Program Policy and Procedure Manual
- Office of Management and Budget, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR 200
- Farmers Market Nutrition Program Federal Regulations, USDA, FNS 7CFR Part 248
- Other directives issued during the term of the contract

Staffing Requirements:

The LHJ shall:

- Use Competent Professional Authority staff, as defined by WIC policy, to determine participant eligibility, prescribe an appropriate food package and offer nutrition education based on the participants' needs.
- Use a Registered Dietitian (RD) or other qualified nutritionist to provide nutrition services to high risk participants, to include development of a high-risk care plan. The RD is also responsible for quality assurance of WIC nutrition services. See WIC Policy for qualifications for a Registered Dietitian and other qualified nutritionist.
- Assign a qualified person to be the Breastfeeding Coordinator to organize and direct local agency efforts to meet federal and state policies regarding breastfeeding promotion and support. The Breastfeeding Coordinator must be an International Board Certified Lactation Consultant or attend an intensive lactation management course, or other state approved training.

Restrictions on Funds:

The LHJ shall follow the instructions found in the Policy and Procedure Manual under WIC Allowable Costs and 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Special References:

What is the WIC program?

1. The WIC program in the state of Washington is administered by the Department of Health.
2. The WIC program is a federally funded program established in 1972 by an amendment to the Child Nutrition Act of 1966. The purpose of the program is to provide nutrition and health assessment; nutrition education; nutritious food; breastfeeding counseling; and referral services to pregnant, breastfeeding, and postpartum women, infants, and young children in specific risk categories.
3. Federal regulations governing the WIC program (7 CFR Part 246) require implementation of standards and procedures to guide the state's administration of the WIC program. These regulations define the rights, responsibilities, and legal procedures of WIC employees, participants, persons acting on behalf of a participant, and retailers. They are designed to promote:
 - a. High quality nutrition services;
 - b. Consistent application of policies and procedures for eligibility determination;
 - c. Consistent application of policies and procedures for food benefit issuance and delivery; and
 - d. WIC program compliance.
4. The WIC program implements policies and procedures stated in program manuals, handbooks, contracts, forms, and other program documents approved by the USDA Food and Nutrition Service.
5. The WIC program may impose sanctions against WIC participants for not following WIC program rules stated on the WIC rights and responsibilities.
6. The WIC program may impose monetary penalties against persons who misuse WIC benefits or WIC food but who are not WIC participants.

Monitoring Visits:

Program and fiscal monitoring are done on a biennial (every two years) basis and are conducted onsite.

The LHJ must maintain on file and have available for review, audit and evaluation:

- All criteria used for certification, including information on income, nutrition risk eligibility and referrals
- Program requirements
- Nutrition education
- All financial records

Assurances/Certifications:**1. Computer Equipment Loaned by the Department of Health WIC Nutrition Program**

In order to perform WIC program activities, the Department requires computer equipment, such as computers, signature pads, document scanners, card readers and printers to be in local WIC clinics or to be transported to mobile clinics. This equipment ("Loaned Equipment") is owned by the Department and loaned to the local agency (Contractor). The Loaned Equipment is supported by the Department. This equipment shall be used for WIC business only or according to WIC Policy and Procedures.

An inventory of Loaned Equipment is kept by the Department. Each time Loaned Equipment is changed, the parties shall complete the Equipment Transfer Form and the Department updates the inventory. A copy of the Transfer Form will be provided to the contractor. Copies of the updated inventory list may be requested at any time.

The LHJ agrees to:

- a. Defend, protect and hold harmless the Department or any of its employees from any claims, suits or actions arising from the use of this Loaned Equipment.
- b. Assume responsibility for any loss or damage from abnormal wear or use, or from inappropriate storage or transportation. The Department may enforce this by:
 - 1) Requiring reimbursement from the LHJ of the value of the Loaned Equipment at the time of the loss or damage.
 - 2) Requiring the LHJ to replace the Loaned Equipment with equipment of the same type, manufacturer, and capabilities (as pre-approved by the Department), or
 - 3) Assertion of a lien against the Contractor's property.
- c. Notify the Department immediately of any damage to Loaned Equipment.
- d. Notify the Department prior to moving or replacing any Loaned Equipment.

The Department recommends Contractors carry insurance against possible loss or theft.

2. Civil Rights Assurance

- a. The LHJ shall perform all services and duties necessary to comply with federal law in accordance with the following Civil Rights Assurance.
- b. "The Program applicant hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); all provisions required by the implementing regulations of the Department of Agriculture; Department of Justice Enforcement Guidelines, 28 CFR 50.3 and 42; and FNS directives and guidelines, to the effect that, no person shall, on the ground of race, color, national origin, sex, age or handicap, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the Program applicant receives Federal financial assistance from FNS; and hereby gives assurance that it will immediately take measures necessary to effectuate this agreement.
- c. "By accepting this assurance, the Program applicant agrees to compile data, maintain records and submit reports as required, to permit effective enforcement of the nondiscrimination laws and permit authorized USDA personnel during normal working hours to review such records, books and accounts as needed to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, Food and Nutrition Service, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Program applicant, its successors, transferees, and assignees, as long as it receives assistance or retains possession of any assistance from the Department. The person or persons whose signatures appear on the contract are authorized to sign this assurance on behalf of the Program applicant."

3. 2CFR 200

The LHJ shall comply with all the fiscal and operations requirements prescribed by the state agency as directed by Federal WIC Regulations (7CFR part 246.6), 2CFR part 200, the debarment and suspension requirements of 2CFR part 200.213, if applicable, the lobbying restrictions of 2CFR part 200.245, and FNS guidelines and instructions and shall provide on a timely basis to the state agency all required information regarding fiscal and program information.

Billing Requirements:**1. Definitions**

Contract Period: January 1, 2022 - December 31, 2024

Contract Budget Period: The time period for which the funding is budgeted.

- There are four federal budget periods

January 1, 2022 through September 30, 2022;

October 1, 2022 through September 30, 2023;
 October 1, 2023 through September 30, 2024;
 October 1, 2024 through December 31, 2024.

2. Billing Information:
- Billings are submitted on an A-19-1A invoice. These invoices are provided by the Department in the WIC Budget Workbook and include accounting codes for different budget categories.
 - A-19s are submitted monthly and must be received by the Department within 60 30 days following the close of each calendar month. Additional A-19s may be submitted at any time, but must be received within 90 60 days of the close of the federal budget period.
 - Funds are allocated by budget categories and by federal budget periods (refer to the budget spreadsheet).
 - Funds are encumbered or spent only during the budget period; no carry forward from previous time periods or borrowing from future time periods is allowed.
 - Payments are limited to the amounts allocated for the budget period for each budget category.
 - Billings are based on actual costs for completed activities. Advance payments are not allowed. Back up documentation must be retained by the LHJ and available for inspection by the Department or other appropriate authorities.
 - Payments will be made only for WIC approved expenditures. Refer to the Washington State WIC Nutrition Program Policy and Procedure Manual Volume 2, Chapter 4 – Allowable Costs and 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
 - If billing for indirect costs, a Cost Allocation Plan or Federal Indirect Cost Agreement must be submitted prior to payment.

Special Instructions:

The LHJ shall:

- Maintain complete, accurate, and current accounting of all local, state, and federal program funds received and expended.
- Provide, as necessary, a single audit in accordance with the provisions of 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. This circular requires all recipients and sub-recipients of federal funds to have a single audit performed should they spend \$750,000 or more of federal grants or awards from all sources. Contractors spending less than \$750,000 in federal grants or awards may also be subject to audit.
- Use Breastfeeding Peer Counseling (BFPC) Program funds only to support the peer counseling program. Once the program is established and peer counselors are trained, the majority of the salary costs must be paid to peer counselors to provide direct services to WIC participants. For a list of allowable costs see Volume 2, Chapter 4 – Allowable Costs. The priority use of BFPC funds is to hire and train peer counselors to provide breastfeeding peer counseling services to WIC participants.

SPECIAL REQUIREMENTS			
Contract Funding Period	Time Period special requirement funds are available	Amount	Special Requirement Description
January 2022 to September 2024	January 2022 to September 2022	\$2,800	Added in the USDA WIC Client Services Contracts category to cover training and travel expenses for all local WIC staff to participate in WIC-related trainings.
January 2023 - September 2023	January 2023 - September 2023	\$2,800	This funding is for all WIC staff to participate in WIC-related training. Added in the USDA WIC Client Services Contracts category to cover training registrations, travel expenses, staff time to participate in training (salary/benefits or contractor), and other approved WIC training expenses.
October 2023 - September 2024	October 2023 - September 2024	\$3,000	This funding is for all WIC staff to participate in WIC-related training. Added in the USDA WIC Client Services Contracts category to cover training registrations, travel expenses, staff time to participate in training (salary/benefits for part-time or contractors), and other approved WIC training expenses.

Other:

Any program requirements that are not followed may be subject to corrective action and may result in monetary fines or repayment of funds.

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted:

Budget Hearing/Meeting Date:

- ☒ **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.	11301.511	Budget Name	Health & Human Services Operations (HHS Operations)
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REVENUE/SOURCE

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

EXPENDITURES

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

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

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

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

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted:

Budget Hearing/Meeting Date:

- ☒ **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.	11301.511	Budget Name	Health & Human Services Operations (HHS Operations)
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REVENUE/SOURCE

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

EXPENDITURES

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

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

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

County Official Approval:

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



AGENDA ITEM SUMMARY

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

20
MAR 26 2024

Department: Sheriff

WORK SESSION ☒ **Meeting Date:** 3/18/24

REGULAR AGENDA ☒ **Meeting Date:** 3/26/24

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 815-24-02 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary: The Jail's 24-7 Sobriety Program has been a crucial part of the recovery process for many Driving Under the Influence (DUI) offenders over the past 8 years. This program is coordinated statewide by the Washington Association of Sheriffs and Police Chiefs (WASPC), and due to our on-going success rate, our facility is the last remaining provider of the program. This agreement extends the program for another two years, and establishes what costs the participants are responsible for paying as well as how much of the program revenue is remit back to the state.

Budgetary impact: This agreement has no effect on county budget.

Recommended action: BOCC approval

County Official signature & print name: Brian King, Sheriff

A handwritten signature in black ink, appearing to read "Brian King", written over a horizontal line.

Name of Employee/Stakeholder attending meeting: ___Don Wenzl___

Relevant Departments: ___Sheriff___

Date submitted: 3/13/24

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

**INTERAGENCY AGREEMENT
BETWEEN
WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS
AND THE CLALLAM COUNTY SHERIFF DEPARTMENT**

THIS AGREEMENT ("Agreement") is made and entered into by and between the Washington Association of Sheriffs and Police Chiefs ("WASPC"), and the Clallam County Sheriff Department ("Participating Agency").

THEREFORE, IT IS MUTUALLY AGREED THAT the Participating Agency shall establish and maintain a 24/7 Sobriety Program as outlined in RCW 36.28A.300-390 and Exhibit A hereto, to monitor people charged with, arrested for, or convicted of, one or more prior offenses under RCW 46.61.502 (DUI), 46.61.504 (Physical Control), or as defined in 46.61.5055 (14) (Penalties) per the terms and conditions of this Agreement.

1. ADMINISTRATION, FINANCING, AND PROPERTY ACQUISITION

This Agreement will be administered by the Parties as set forth in Exhibit A, which is incorporated into this Agreement by this reference. This Agreement does not create any separate legal or administrative entity, nor does it contemplate any joint financing. This Agreement does not contemplate the joint acquisition of property by the parties. At termination, each party will remain the sole owner of its own property.

2. TERM

The Term of this Agreement shall commence on February 1, 2024 and remain in effect for a period of two calendar years.

3. COMPENSATION

The cost of and fees collected to accomplish the work is described in Exhibit A.

4. RECORDS MAINTENANCE

The parties to this Agreement shall each maintain books, records, documents and other evidence that sufficiently and properly reflect all direct funds expended by either party in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, or the Office of the State Auditor so authorized by law. All books, records, documents, and other material relevant to this Agreement shall be retained for six years.

Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available any software specific material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties. However, both parties recognize that documents may be subject to disclosure pursuant to RCW

42.56, and nothing in this section is intended to otherwise limit disclosure otherwise required subject to reasonable notice of the intent to disclose software specific material being provided to the other party.

5. RIGHTS IN DATA

Unless otherwise provided, WASPC data that originates from this Agreement shall be owned by WASPC. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.

6. INDEPENDENT CAPACITY

The employees or agents of each party engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

7. AGREEMENT ALTERATIONS AND AMENDMENTS

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

8. TERMINATION

Either party may terminate this Agreement upon sixty (60) days prior written notice to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

9. TERMINATION FOR CAUSE

If either party fails to fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such default and the opportunity to cure within thirty (30) business days. If the default is not timely cured, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

10. NONDISCRIMINATION

The Participating Agency will comply with all applicable State statutes and implementing regulations relating to nondiscrimination.

11. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute

Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, agreement terms and applicable statutes and rules, and decide the dispute. The decision of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

12. GOVERNANCE

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

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

- a. Applicable state, county, and city statutes and rules;
- b. Terms and Conditions of this agreement;
- c. Any Amendment executed under this Contract;
- d. Any Statement of Work executed under this Contract; and
- e. Any other provisions of the agreement, including materials incorporated by reference.

13. WAIVER

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

14. SEVERABILITY

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

15. ALL WRITINGS CONTAINED HEREIN

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

16. DESIGNATED CONTACT

The following named individuals will serve as designated contacts for each of the parties, for all communications regarding the performance of this Agreement:

WASPC Contact	AGENCY Contact
WA Assn. of Sheriffs and Police Chiefs Jamie Weimer, Projects & Programs Manager 3060 Willamette Drive NE, Suite 200 Lacey, WA 98516 360.486.2419 jweimer@waspc.org	Clallam County Sheriff's Office Alicia Newhouse, Sergeant 223 East 4th Street, Suite 12 Port Angeles, WA 98362 360.417.2566 alicia.newhouse@clallamcountywa.gov

IN WITNESS WHEREOF, the parties have executed this Agreement.

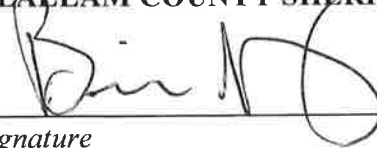
WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS

_____ <i>Signature</i>	_____ <i>Date</i>
<u>Kim Goodman</u> <i>Printed Name</i>	<u>Chief of Staff</u> <i>Title</i>

PARTICIPATING AGENCY

_____ <i>Signature</i>	_____ <i>Date</i>
<u>Mike French</u> <i>Printed Name</i>	<u>Chair, Board of County Commissioners</u> <i>Title</i>

CLALLAM COUNTY SHERIFF'S OFFICE

 <i>Signature</i>	<u>03/13/24</u> <i>Date</i>
<u>Brian King</u> <i>Printed Name</i>	<u>Sheriff</u> <i>Title</i>

Approved as to form only by

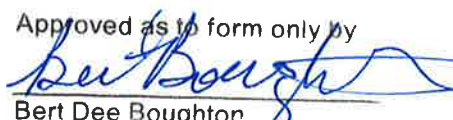

Bert Dee Boughton
Civil Deputy Prosecuting Attorney
Clallam County

EXHIBIT A

STATEMENT OF WORK

Pursuant to RCW 10.21.055 and 46.61.5055, people charged with, arrested for, or convicted of alcohol and/or drug offenses under RCW 46.61.502 (DUI), 504 (Physical Control), or as defined in 46.61.5055 (14) (Penalty) may be ordered by the judge as a condition of bond, pre-trial release, or sentence, to participate in the 24/7 Sobriety Program.

The program name “24/7 Sobriety Program” means a twenty-four hour and seven day a week monitoring program in which a participant submits to the testing of their blood, breath, urine, or other bodily substances in order to determine the presence of alcohol, marijuana, or any controlled substance in the participant’s body.

ACTIVITIES

WASPC agrees to provide to Participating Agency:

- (1) A data management system for the 24/7 Sobriety Program;
- (2) Liaison with the 24/7 Sobriety Program data management vendor;
- (3) Assistance in obtaining alcohol monitoring devices and supplies for the 24/7 Sobriety Program;
- (4) Form templates necessary for the 24/7 Sobriety Program;
- (5) Assistance and coordination with the local 24/7 program and their stakeholders in the implementation of the 24/7 Sobriety Program.
- (6) Liaison with Washington Traffic Safety Commission in the development of media and other educational material related to the 24/7 Sobriety Program and impaired driving.
- (7) Liaison with the Governor and Legislators in matters related to the 24/7 Sobriety Program and impaired driving.

PARTICIPATING AGENCY agrees to:

- (1) Assign a program manager to establish and oversee their 24/7 Sobriety Program;
- (2) Establish and maintain a local 24/7 Sobriety Program working group. This working group, at a minimum, shall include a member of the local judicial staff, judge, law enforcement, prosecutor, probation, corrections, and public defender/defense bar.
- (3) Establish a county or city 24/7 sobriety account.
- (4) Comply with court orders, written directives, authorizing statutes, policy/procedures in conducting enrollment, testing, fee collection, and reporting activities;
- (5) Establish the 24/7 testing locations, testing device(s) used, and times for testing.
- (6) Provide Information Technology infrastructure, testing equipment, associated supplies, personnel, test site(s) and all overhead costs.
- (7) Timely submit all applicable fees received for deposit in the 24/7 Sobriety Accounts;

- (8) In the event a participating agency designates one or more entities to perform enrollment, testing and reporting functions under the 24/7 Sobriety Program, participating agency agrees to require such designated entity or entities to comply with the terms and conditions of this AGREEMENT resulting from such designation;
- (9) Abide by the terms of the WASPC/Vendor data management system contract;
- (10) Abide by the Washington 24/7 Sobriety Program “Guidelines for Participating Agencies” document.
- (11) Use on-site PBT testing as the default alcohol testing protocol.
- (12) Fully cooperate with WASPC and other participating agencies in implementing, troubleshooting, and reviewing the 24/7 Sobriety Program.

24/7 PARTICIPANTS AND TESTING DEVICES

- (1) A participant in the 24/7 Sobriety Program shall submit to court ordered breath alcohol testing, through the use of a PBT, at least twice a day, approximately 12 hours apart, at a physical location chosen by the participating agency.
- (2) A participant may be placed on a remote testing device that is capable of scheduled and/or random breath tests or continuous monitoring by the use of transdermal alcohol technology.
- (3) All testing devices must have the capability to immediately report participants’ electronic instrument’s installation date, and testing results to the 24/7 test site or other designated contact.

24/7 TESTING FEES

- (1) Enrollment
 - a. Each participant enrolled in the 24/7 Sobriety Program will pay a one-time thirty dollar (\$30.00) enrollment fee. The enrollment fee will be collected by the participating agency for deposit into the local 24/7 Sobriety Account.
- (2) On-Site Portable Breath Test (PBT) User and Participation Fee.
 - a. Each participant assigned to on-site breath testing shall pay two dollars (\$2.00) per test (one dollar and fifty cents (\$1.50) test fee and fifty cents (\$.50) participation fee. These fees will be collected by the participating agency for deposit into the local 24/7 Sobriety Account. The City/County Treasurer will transfer on a monthly basis fifty cents (\$0.50) per test to the state’s 24/7 Sobriety account. The fee is payable contemporaneously or in advance on a weekly basis, or in accordance with a schedule established at the testing site. This does not preclude the participant from paying in advance for a period of time more than one week.
- (3) Remote Electronic Alcohol Monitoring Participation Fee.
 - a. No more than twelve dollars (\$12.00) per day for a remote breath testing device.

This fee will be collected by the participating agency for deposit into the local 24/7 Sobriety Account. The City/County Treasurer will transfer on a monthly basis fifty cents (\$0.50) of the per day fee to the state's 24/7 Sobriety Account.

- b. No more than fifteen dollars (\$15.00) per day for a transdermal device (ankle bracelet) plus a thirty dollar (\$30.00) de-activation fee. These fees will be collected by the participating agency for deposit into the local 24/7 Sobriety Account. The City/County Treasurer will transfer on a monthly basis fifty cents (\$0.50) of the per day fee to the state's 24/7 Sobriety Account.

(4) Urinalysis/Drug Patch User and Participation Fee.

- a. Ten dollars (\$10.00) per test for urinalysis plus the charge of laboratory confirmation on a positive screening test if necessary. The fees will be collected by the participating agency for deposit into the local 24/7 Sobriety Account. The City/County Treasurer will transfer on a monthly basis fifty cents (\$0.50) per test recorded into the sobriety database to the state's 24/7 Sobriety Account.
- b. Fifty dollars (\$50.00) per patch per week for drug patch testing. The fees will be collected by the participating agency for deposit into the local 24/7 Sobriety Account. The City/County Treasurer will transfer on a monthly basis fifty cents (\$0.50) per test to the state's 24/7 Sobriety Account.
- c. The duration and frequency of drug testing will be determined by the court. The time and location of the urine testing will be determined by the individual 24/7 sobriety testing center.

(5) Juvenile Participant Fees.

- a. The same fees applicable to adult participants are applicable to juveniles ordered by the Juvenile Court to participate in the 24/7 sobriety program.

ALL PARTIES AGREE THAT:

- (1) Fees will be collected by the sheriff or chief, or an entity designated by the sheriff or chief, and deposited with the county or city treasurer. The proceeds of which shall be applied and used only to defray the recurring costs of the 24/7 sobriety program including maintaining equipment, funding support services, and ensuring compliance;
- (2) Fees will be collected, deposited, and dispersed in accordance with RCW 36.28A.320, 36.28A.370 and OFM rules.
- (3) All applicable fees shall be paid by the participant contemporaneously or in advance of the time when the fee becomes due. There will be no participant credit allowed and testing will not proceed without fee payment.
- (4) The court shall not waive or reduce fees or associated costs charged for participation in the 24/7 Sobriety Program.
- (5) A participant may be removed from the 24/7 sobriety program by the court at any time.



3a
MAR 26 2024

AGENDA ITEM SUMMARY

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

Department: Roads

WORK SESSION ☒ **Meeting Date: 3/18/2024**

REGULAR AGENDA ☒ **Meeting Date: 3/26/2024**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

This item is the Annual Certification for 2023, Certification of Road Fund Expenditures for Fish Passage Barrier Removal and Certification of Road Fund Expenditures for Traffic Law Enforcement as required by the County Road Administration Board (CRAB) by April 1st of each year.

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

No budgetary impact.

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

That the Commissioners review and authorize the Chair to sign this certification.

County Official signature & print name:

Joe Donisi Joe Donisi

Name of Employee/Stakeholder attending meeting: Brian King, Shoona Riggs, Joe Donisi

Relevant Departments: Sheriff, Auditor & Public Works

Date submitted: 3/13/2024

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

Fish Passage Certification

WAC 136-150-023

Clallam

2023

Fish Passage Barrier Removal Projects

Project Name	Total Project Cost	Cost Outside of ROW	% of Total Cost (25% Allowed by WAC)
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Total Expenditures for Fish Passage Barrier Removal Outside County Rights-of-Way

Total Annual Road Construction Budget:

	x 0.005
1/2% of Total Annual Road (Limit of "Outside of Right-of-Way" expense)	\$0.00
Total Expenditure for Fish Passage Barrier Removal Outside County Right-of-Way	\$0.00

RCW 36.79.140 provides that only those counties that during the preceding twelve months have spent all revenues collected for road purposes only for such purposes, including removal of barriers to fish passage and accompanying streambed and stream bank repair as specified and limited by RCW 36.82.070 , as are allowed by Article II, Section 40 of the Washington State Constitution, are eligible to receive funds from the Rural Arterial Trust Account.

Certification of Diversion and Road Fund Expenditures for Traffic Law Enforcement

WAC 136-150-022

Clallam

2023

Total Road Levy

Budgeted Road Levy revenue (as listed on the Road Levy Certification - WAC 136-150-021):	\$8,131,689.00
Actual Road Levy revenue produced:	\$8,187,879.25

Road Levy Diversion

Budgeted Road Levy Diversion (as listed on the Road Levy Certification - WAC 136-150-021):	\$0.00
Actual amount of Diverted Road Levy:	\$0.00
Was Diverted Road Levy deposited in a specific and identifiable account (RCW 36.82.040):	Yes

Traffic Law Enforcement Paid by Road Fund Expenditures

Budgeted cost reimbursements and/or operating transfers from the Road Fund:	\$500,000.00
Actual total amount of cost reimbursements and/or operating transfers from the Road Fund:	\$500,000.00
 Total Road Portion Traffic Law Enforcement Expenditures:	 \$500,000.00
Total Traffic Law Enforcement Expense (ALL COUNTY FUNDS):	\$1,272,886.75

RCW 36.79.140 provides that only those counties that during the preceding twelve months have spent all revenues collected for road purposes only for such purposes, including traffic law enforcement, as are allowed by Article II, Section 40 of the Washington State Constitution, are eligible to receive funds from the Rural Arterial Trust Account.

This form must be reviewed and certified (on the "April Engineer Certification") by:

- County Sheriff
- County Auditor OR Charter designated Chief Financial Officer
- Char, Board of County Commissioners OR County Executive

Annual Certification

Clallam County
2023

General

1	During the current year the County Engineer performed the duties and had the responsibilities specified in RCW 36.80.030? Explanation:	Yes
2	At any time during the current year was there a vacancy/change in the position of County Engineer? If so, were the procedures in WAC 136-12 followed? Explanation:	No
3	The processing of County Road Accident Reports during the current year complied with WAC 136-28? Explanation:	Yes
4	Priority Programming techniques were applied to the ranking of all potential projects on the arterial road system in the current year per WAC 136-14-020. Explanation:	Yes
5	Projects to which expenditures were charged were all on the originally adopted Annual Construction Program of the Reporting year or as amended per WAC 136-16-042? Explanation:	Yes
6	Attached Amendments	
7	The county's construction by county forces limit for the current computed by CRAB in accordance with RCW 36.77.065.	\$1,268,003.75
8	The actual expenditure for construction by county forces as reported in the current year Annual Construction Report.	\$263,579.45
9	Date of which a written Bridge and Inspection Report for the current year was furnished to the Legislative Authority as required by WAC 136-20-060.	2023-10-26
10	Uploaded Engineer's Stamped Cover/Title Page for the Bridge and Inspection Report	Bridge_Inspection_Signed.pdf

Policies and Documents

Policy	WAC	Updated	Date of Current Version	Uploaded Adopting Resolution
Re: Organization	WAC 136-50-050(1)	No	2023-03-28	
Re: Complaint Handling	WAC 136-50-050(2)	No	2007-05-15	
Re: Work for Others	WAC 136-50-050(3)	No	1983-12-06	
Re: County Road Standards	WAC 136-50-050(4)	No	1996-05-28	
Survey Monument Preservation	WAC 136-50-050(5)	No	2023-04-11	
Priority Programming	WAC 136-14-030	No	2020-06-22	
ER & R Policy	WAC 136-600-070	No	2003-03-27	
ER & R Policy (Adopted Rates)	WAC 136-600-070	N/A	N/A	ERR_2023_Rate.pdf
ER & R Policy (Adopting Resolution)	WAC 136-600-070	N/A	N/A	ERR_Rate_Adoption_2023.pdf

Document	WAC	Due Date	Date Of Adoption	Date Sent to CRAB
Six-Year Program	136-15-050	2022-12-31	2022-11-08	
Annual Construction Program	136-16-040 & 136-300-090	2022-12-31	2022-03-29	
CAPP Program	136-300-060	2022-12-31	2022-03-13	
Road Fund Budget Summary		2022-12-31	2022-12-27	
Maintenance Management Work Plan & Budget	136-11-040	2022-12-31	2022-12-29	
Road Levy Certification	136-150-021	2023-02-01	2023-02-02	
Certification of Diversion and Road Fund Exp. For Traffic Law Enforcement	136-150-022	2023-04-01	2023-03-28	
Engineer's Certification of Fish Barrier Removal Costs	136-150-023	2023-04-01	2023-03-28	
Certification of Road Fund Exp. for Marine Navigation and Moorage	136-150-025	2023-04-01		
Annual Construction Report	136-16-050	2023-04-01	2023-03-01	
CAPP Report	136-300-090	2023-04-01	2023-03-28	
Maintenance Management Certification	136-11-050	2023-04-01	2023-03-28	
Annual Certification	136-04-030	2023-04-01	2023-03-28	
Road Log Update	136-60-030	2023-04-01		
PMS Certification for CAPA Eligibility	136-07-070	2023-12-31	2023-12-31	
ER & R Submittals: Adopted Rates	136-600-070	2023-12-31	2023-12-05	
ER & R Submittals: Adopting Resolution	136-600-070	2023-12-31	2023-12-05	@DSP_AprilhDate@



49

AGENDA ITEM SUMMARY

MAR 26 2024

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

Department: BOCC

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 3-26-24**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget reductions on March 26, 2024.

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

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

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2024

ADOPTING THE BUDGET REDUCTION IN THE FUND LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.100, in open, public meeting, after proper notice, the following facts create the need for the budget reduction shown below:

PW – RID #149 Osborn Road – The Road Improvement District #149 Osborn Road project was completed in 2023. This fund will no longer be used as it is now inactive, and will be closed/\$836

2. The Budget Director has verified the accounting method for these budget reductions and approved it by numbering and initialing the attached Budget Change Forms.

NOW, THEREFORE, THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby adopts a reduction within the funds, departments, or programs budgets as set forth in the attached Budget Change Forms.

PASSED AND ADOPTED this 26th day of March 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

ATTEST:

Loni Gores, Clerk of the Board

Mark Ozias

c: Budget Director
Treasurer
Affected Department

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 2/08/2024 ✓ Budget Hearing/Meeting Date: 3/26/2024 ✓

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

Budget Number xxxxx.xxx.	27401.611 ✓	Budget Name	PW – RID #149 Osborn Road ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
27401.611 ✓	PW – RID #149 Osborn Road ✓	59295.89.0000 ✓	Other Debt Service Costs	836 ✓
Total				836 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
27401.611 ✓	PW – RID #149 Osborn Road ✓	50800.00.0000 ✓	Ending Fund Balance	836
Total				836 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The Road Improvement District #149 Osborn Road project was completed in 2023. This fund will no longer be used, it is now inactive and will be closed.

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

[Signature]



4b
MAR 26 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 3-26-24

Item summary:

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

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget revisions on March 26, 2024.

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

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

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2024

ADOPTING A BUDGET REVISION FOR THE DEPARTMENT/FUND LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

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

NonDept – American Rescue Plan Act – Reallocation of ARPA funding for the Board room technology project; additional 2023 invoice not received until 2024/\$49,072

District Court I – To fund the unbudgeted promotion of a Clerk I employee to a Court Clerk II position beginning March 2024. This revision is needed to shift funding from Extra Help to Salaries and Benefits/\$2,000

WSU Extension – Reallocation of funding to cover 2023 expenditures paid in 2024, and reallocating budget for actual expenses/\$99,101

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

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

PASSED AND ADOPTED this 26th day of March 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Mark Ozias

c: Budget Director
Treasurer
Affected Department

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 2/23/2024 ✓

Budget Hearing/Meeting Date: 3/26/2024 ✓

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

Budget Number xxxxx.xxx.	19961.291 ✓	Budget Name	NonDept – American Rescue Plan Act
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19961.291 ✓	NonDept – ARPA ✓	51420.49.0225 ✓	Unanticipated Services	49,072
Total				49,072 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19961.291 ✓	NonDept – ARPA ✓	59411.64.5500 ✓	Information Technology Capital	49,072
Total				49,072 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of ARPA funding for the Board room technology project; additional 2023 invoice not received until 2024.

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

[Signature]

MAR 04 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/1/2024

Budget Hearing/Meeting Date: 3/26/2024 ✓

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

Budget Number xxxxx.xxx.	00100.871 ✓	Budget Name	District Court 1 ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.871. ✓	District Court 1 ✓	51240.10.0600	Extra Help	\$2000 ✓
Total				2,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.871 ✓	District Court 1 ✓	51240.10.0010 ✓	Regular Time	\$1,500
00100.871 ✓	District Court 1 ✓	51240.20.0020 ✓	Benefits	\$500
Total				\$2000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To fund the unbudgeted promotion of a Clerk I employee to a Court Clerk II position beginning March 2024, this revision is needed to shift \$2,000 of budget funding from DCI's extra help to salaries and benefits

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

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

MAR 04 2024



Date Submitted: 3-1-24

Budget Hearing/Meeting Date: 3-26-24

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

Budget Number xxxxx.xxx.	00100.931	Budget Name	WSU Extension
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.931	WSU Extension	55360.31.0020	Operating Supplies	4,701
00100.931	WSU Extension	55360.41.0020	Professional Services	91,740
00100.931	WSU Extension	57121.41.0020	Professional Services	2,660
Total				99,101

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.931	WSU Extension	57121.41.0015	WSU Contract- Chairman	3,592
00100.931	WSU Extension	57121.41.0018	WSU Contract- 4H Youth Agent	10,150
00100.931	WSU Extension	57121.41.0043	WSU Contract- Community Health Agent	10,750
00100.931	WSU Extension	57121.41.0046	WSU Contract-Animal Agriculture Agent	13,750
00100.931	WSU Extension	57121.41.0048	WSU Contract- Master Gardener	60,859
Total				99,101

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of funding to cover 2023 expenditures paid in 2024, and reallocating budget for actual expenses.

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

[Handwritten signature]

22



4C
MAR 26 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 3-26-24

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on March 26, 2024.

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

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

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2024

ADOPTING A SUPPLEMENTAL BUDGET FOR DEPARTMENTS/FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

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

HHS Operations –

- The Washington State Department of Health Consolidated Contract is adding additional WIC funding. This funding will be used to support the budgeted costs of the WIC program/\$34,113
- Additional funding is received from FPHS Communications to be used for the installation of a new electronic sign at the 3rd Street building location/\$50,000

HHS – Developmental Disabilities – The DSHS Developmental Disabilities state contract is adding additional revenue for administration. This funding will be used for supplies and furnishings. Purchases will include replacing and older desk that is being shared by two individuals to be better able to accommodate two employees, bookshelves, additional secure locking file storage, and replenish program supplies/\$25,152

Sheriff – Operations – WASPC has awarded the Sheriff's Office with \$44,865 to pay for the initial contract payment of our Axon Body Worn Camera implementation. This will reimburse the first year of contract coverage providing equipment, digital storage, licenses, and maintenance. County Risk covered this cost, so this reimbursement will allow the Sheriff's Office to repay Risk's investment in this program/\$44,865

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

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

PASSED AND ADOPTED this 26th day of March 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, Clerk of the Board

c: Budget Director
Treasurer
Affected Department

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

FEB 22 2024



Date Submitted: 2/22/23 ✓

Budget Hearing/Meeting Date: 3/26/24 ✓

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

Budget Number xxxxx.xxx.	11301.511 ✓	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 ✓	33310.55.0010 ✓	WIC	34,113
Total				34,113 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBERxxxxx.xx.xx xx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	50800.00.0000 ✓	Ending Fund Balance	34,113
Total				34,113 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The Washington State Department of Health Consolidated Contract is adding additional WIC funding. This funding will be used to support the budgeted costs of the WIC program.

County Official Approval:

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

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CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 3/04/2024

Budget Hearing/Meeting Date: 03/26/24 ✓

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

Budget Number xxxxx.xxx.	Budget Name
11301.511 ✓	HHS Operations ✓

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	34620.00.0214 ✓	Interfund: FPHS Administration	50,000
Total				50,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	59462.63.0010- 0100	Other Improvements	50,000
Total				50,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding is received from FPHS Communications funding to be used for the installation of a new electronic sign at the 3rd street building location.

County Official Approval: _____

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

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FEB 22 2024



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 2/22/23 ✓

Budget Hearing/Meeting Date: 3/26/24 ✓

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

Budget Number xxxxx.xxx.	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 ✓	33404.68.1554	State DSHS Grant Administration	25,152
Total				25,152 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11331.511 ✓	HHS – Developmental Disabilities ✓	59468.64.0065 ✓	Furnishings	10,000
11331.511 ✓	HHS – Developmental Disabilities ✓	56810.31.0010 ✓	Office Supplies	5,000
11331.511 ✓	HHS – Developmental Disabilities ✓	50800.00.0000 ✓	Ending Fund Balance	10,152
Total				25,152 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The DSHS Developmental Disabilities state contract is adding additional revenue for administration. This funding will be used for , supplies and furnishings. Purchases will include replacing an older desk that is being shared by two individuals to be better able to accommodate two employees, bookshelves, additional secure locking file storage, and replenish program supplies.

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

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FEB 23 2024



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 2/23/24 ✓

Budget Hearing/Meeting Date: 3/26/24 ✓

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

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

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	36991.00.0010 ✓	Other Miscellaneous Revenue	44,865
Total				44,865 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations	52122.48.0155 ✓	Software as Service	44,865
Total				44,865 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

WASPC has awarded the Sheriff's Office with \$44,865 to pay for the initial contract payment of our Axon Body Worn Camera implementation. This will reimburse the first year of contract coverage providing equipment, digital storage, licenses, and maintenance. County Risk covered this cost, so this reimbursement will allow the Sheriff's Office to repay Risk's investment in this program.

County Official Approval: _____

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

[Signature]

[Signature]

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MAR 26 2024

AGENDA ITEM SUMMARY

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

Department: DCD

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date:** March 26, 2024

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

The Department of Community Development received two application requests for rezones for the 2023 round. The Planning Commission completed their review and final recommendations to forward to the Board of County Commissioners at their February 7, 2024 meeting. The Board of County Commissioners shall now hold their public hearing on the requests and decide if they approve the proposed Comprehensive Plan and Zoning Map Amendments REZ2023-00001 and REZ2023-00002. The staff reports, letter of transmittal from the Planning Commission, and draft ordinances with maps are attached.

REZ2023-00001 is a request to change the zoning of an approximate 38.19 acre parcel referenced as parcel number 093132-120000 and owned by Dennis and Karen Yakovich from the current Commercial Forest (CF) zone to Commercial Forest Mixed-5 (CFM5). Staff recommended approval of the proposal, but the Planning Commission voted 3-2 to deny the application.

REZ2023-00002 is a request to change the zoning of an approximate 5.19 acre parcel owned by Fire District #3 and referenced as parcel number 053014-240050 from the current Public (P) zone to Rural Character Conservation-3 (RCC3). Staff recommended approval of the proposal and the Planning Commission voted 5-0 to approve the application.

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 or Deny draft ordinances to rezone properties.

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

County Official signature & print name: Bruce Emergy 

Name of Employee/Stakeholder attending meeting: Donella Clark, Principal Planner

Relevant Departments: DCD

Date submitted: 3/20/2024

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

Agenda3-20-2024
Revised: 3-04-2019

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

LETTER OF TRANSMITTAL

To: Clallam County Board of Commissioners

From: Clallam County Planning Commission

Subject: Transmittal to BOCC: Findings and Conclusions regarding proposed Comprehensive Plan and Zoning Map Application REZ2023-00001, Dennis and Karen Yakovich

Dear Commissioners:

The Clallam County Planning Commission has completed its review and public hearing on the proposed Type C Application to amend the Clallam County Comprehensive Plan and Zoning Map and recommends denial of the proposal. The Planning Commission completed its review and approved its final recommendations to forward to the BOCC at its meeting of February 7, 2024. As Chairman 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 Comprehensive Plan and Zoning Map Amendment Application:

FINDINGS OF FACT:

1. The Planning Commission held a public hearing February 7, 2024, on Comprehensive Plan and Zoning Map Amendment Application No. REZ2023-00001, submitted by Steve Wirth on behalf of Dennis and Karen Yakovich, to amend the Clallam County Zoning Code, Title 33 CCC, to change parcel 093132-120000 from the current Commercial Forest (CF) designation to Commercial Forest Mixed-5 (CFM5).
2. The property is an undeveloped 38.19 acre property located west of the Joyce Urban Growth Area, south of Highway 101, identified as parcel number 093132-120000.
3. In 1995, the County adopted final Commercial Forest (CF) comprehensive plan land use and zoning designations. The subject property was owned by a timber company at the time of the CF zoning designation, whereas the surrounding privately owned properties were designated CFM5.
4. The required showing for comprehensive plan and zoning map amendments must demonstrate consistency with all of the criteria contained at CCC 33.35.090 in the Zoning Code, and at CCC 31.08.370 in the Comprehensive Plan.
5. The state Growth Management Act (GMA) enacted in 1990 supports maintaining and enhancing productive timberlands and discouraging incompatible land uses RCW 36.70A.020 (8).
6. The Countywide Comprehensive Plan Policy CCC 31.02.140(23) states that:

"Land designated as Commercial Forest shall remain in this classification unless a strong case can be made that the zoning could be changed without affecting

the commercial viability of the surrounding forest land. Zone change applications shall meet one of the following criteria:

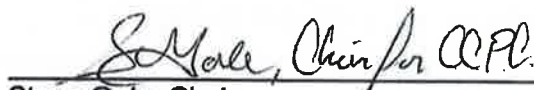
- a. An error was made in application of the criteria establishing the zone; or
- b. The Board of County Commissioners after giving careful consideration to the value of the resource to the community finds that commercial forestry cannot generate a reasonable return on investment when compared to other forested properties and that growth could not be directed to other non-forested rural lands in the same vicinity." CCC 31.02.140(23)

7. The Staff report presented with this case states that the parcel does not meet all criteria for designation of Commercial Forest zone, but was rightfully designated because of the ownership of the property by a timber company at the time the CF and CFM5 zones were designated in the area. Since the timber company sold the parcel to an individual owner the conditions of the original designation have been altered.
8. The subject property borders State lands to the south and west and privately owned properties zoned CFM5 to the east and north. The property to the north is a 33.23 acre parcel with a residential component and the property to the east is an 18.53 acre parcel with a single-family residence. Rezones must be evaluated with respect to application to other similarly situated properties. The subject property borders State lands to the south and west that are zoned CF and CFM5 zoning of the privately owned residentially developed parcels to the north and east.
9. With the large amount of State owned lands west of Joyce, there are limited areas for residential development. The Comprehensive Plan acknowledges that parcels less than 80 acres can realize long-term timber production, but would likely require a residential development component [CCC 31.02.130 (4); CCC 31.02.140 (12)].
10. The Zoning Code is to "direct the future growth and development of the County consistent with the Comprehensive Plan"; and "implement the goals and policies of the Comprehensive Plan in a manner which protects private property rights and is the least intrusive manner possible."
11. An evaluation of the cumulative effects of a decision to approve or deny a particular application must consider whether the rationale for the decision would be sustainable and consistent with adopted policies and standards if applied to similarly situated properties across the County.
12. The Planning Commission voted 3-2 with one abstention to recommend denial of the application. Commissioners on the side of approval deemed the application appropriate and consistent with the surrounding neighborhood. Those who voted for denial did so in the interest of continuing forest land and preserving this property as a transitional land from residential to the larger timber lands also in the CF zone.

Because of the above-described facts and findings, and attachments hereto, the Commission adopts and transmits the following conclusion to the Clallam County Board of Commissioners.

CONCLUSION: The required showing for map amendments to the comprehensive plan and zoning land use and zoning map designations did not meet all of the criteria contained at CCC 33.35.090 in the Zoning Code, and at CCC 31.08.370 in the Comprehensive Plan.

Now therefore in light of the above Findings of Fact, the Clallam County Planning Commission concludes that the proposed revisions to the Clallam County Comprehensive Plan and associated development and zoning regulations, and mapping changes, recommended for denial to the BOCC and as Chair of the Commission, has directed me as its duly authorized agent to transmit this recommendation to the BOCC on the above-inscribed date.


Steve Gale, Chair


Date

Ordinance _____

An ordinance amending Title 31, Comprehensive Plan Map, and Title 33, Zoning Map, of the
Clallam County Code (Application REZ 2023-00001)

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 1. Section.010, Property.

Title 31, Comprehensive Plan Map, and Title 33, Zoning Map of the Clallam County Code is hereby amended by changing the classification of the property referenced by Assessor's Tax Parcel Number 093132-120000 from "Commercial Forest" (CF) to "Commercial Forest Mixed-5" (CFM5). The property is an approximate 38.19 acre parcel within a portion of the Northwest ¼ of the Northeast ¼ of Section 32, Township 31 N, Range 9 and is described in the Statutory Warranty Deed Auditor File Number 2007-1204994. The subject property is shown on the map prepared by the Clallam County Department of Community Development that is attached to this Ordinance as Exhibit A.

Section 2. Section.020, Applicability.

The Board has determined that this amendment is in the best interest of the public health, safety, and welfare.

Section 3. Section.030. Effective Date.

This ordinance shall become effective on the date upon which the Board of County Commissioners takes legislative action to comply with the requirements of RCW 36.70A.130 for annual updates, or on December 31, 2024, whichever date comes first.

ADOPTED this _____ day of _____ 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Mark Ozias

Exhibit A

Amending Title 31, Comprehensive Plan Map, and Title 33, Zoning Map of the Clallam County Code (Application No. REZ2023-00001)

Pursuant to Ordinance _____ the property described below and shown on this map is hereby re-designated from Commercial Forest (CF) to Commercial Forest Mixed-5 (CFM5). The property is described as 38.19 acres, located south of Hwy 112, west of the Urban Growth Area of Joyce, near Springhaven Road (APN 093132-120000).

ADOPTED this _____ day of _____, 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

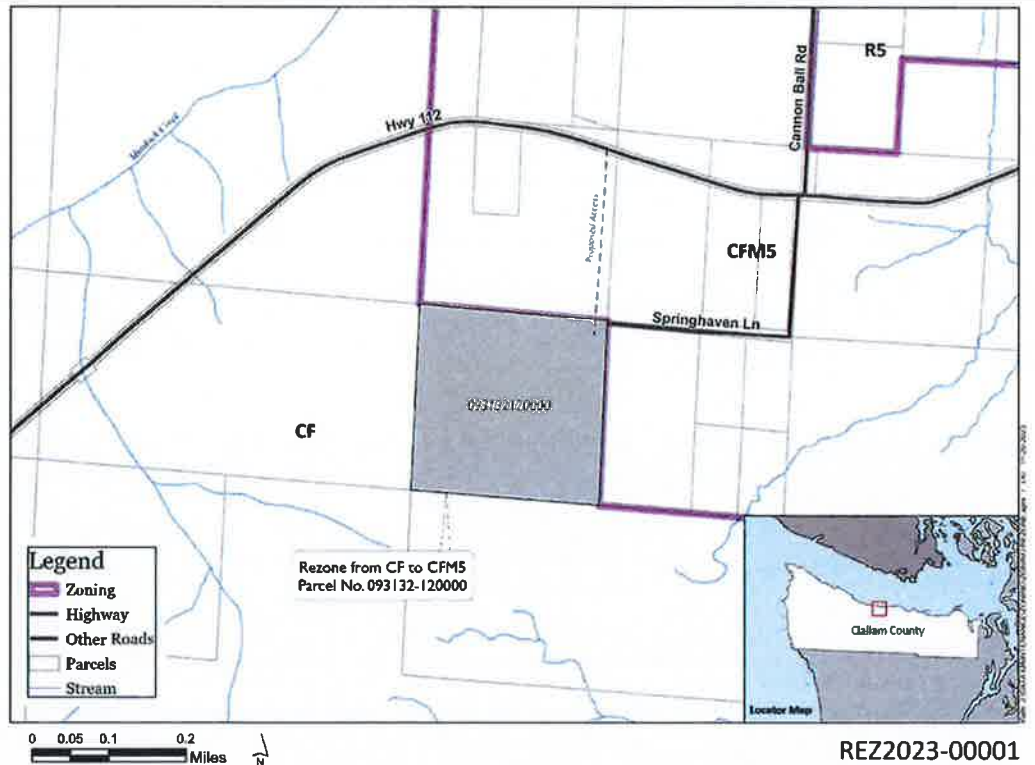
Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, Clerk of the Board



REZ2023-00001



Staff Report
Clallam County Department
of Community Development

Date: January 10, 2024
To: Clallam County Planning Commission
From: DCD Planning Division
Re: Rezone and Comprehensive Plan and Zoning Map Amendment
Application 2023-00001 – Yakovich

REQUEST

Dennis and Karen Yakovich submitted an application to request a Comprehensive Plan Land Use and Zoning Map amendment for approximately 38.19 acres, referenced as parcel number 093132-120000. The property is located south of Highway 112, west of the Urban Growth Area of Joyce, near Springhaven Lane. The request is:

- Change the designation of the property from Commercial Forest (CF) to Commercial Forest Mixed-5 (CFM5).

APPLICATION SUMMARY

The full application submitted is provided in Appendix A. The rationale in support of the requested rezone is found in the applicant's "Justification". The rationale is reliant on the opportunity of the landowner to be able to develop at the density of the other surrounding private landowners. The property changed ownership from a large timber company to a private landowner in 2007.

BACKGROUND

Ownership

The property is described as "NW NE 32-31-9" in a Statutory Warranty Deed Auditor File Number 2007-1204994 recorded July 12, 2007 transferring the property from Green Crow Timber LLC to Dennis Yakovich (Exhibit). Green Crow Corporation purchased the property from GC Forest Inc in 1997 through a Bargain and Sale Deed, AFN 762642. The property has historically been owned by timber companies, presumably since the designation of the property as the current Commercial Forest zone implemented in 1995.

Existing Land Use/Land Cover

The property is currently forested and undeveloped. The purpose of CF zone is to "protect large forest land parcels from encroachment of uses which threaten effective forest management practices" (CCC 33.07.020). The property was part of a survey conducted in 1982 for L. Baker, Vol 8 Pg 10 for the entire 80 acre section. The subject property is currently described as a quarter quarter section and is just shy of 40 acres. The property is enrolled in, and taxed as, Open Space Timberland through the Assessor's Office and is currently forested.

Residential density in the CF zone is one dwelling unit per 80 acres. Development of a single-family residence on the subject property would require approval of a conditional use permit since the property was part of an ownership with more than 640 acres of other Commercial Forest lands on June 27, 1995, CCC 33.07.

Surrounding Land Use/Land Cover

The property abuts State owned timberlands on the southern and western property boundaries. The surrounding privately owned parcels in the near vicinity are all designated Commercial Forest Mixed-5 (CFM5). These parcels are largely forested with development of single-family residences, and vary in size from 5 to 35 acres.

Access

The property is served by a private easement that travels south from Highway 112 to the subject property.

Utilities

Electricity and telephone services would need to be extended to the subject property, but there is existing services to the residences to the north and east of the subject property. The surrounding properties are served by on-site septic systems and are within the service area of Fire District #4.

Critical Areas

There are no critical areas identified on the subject property. The property sits south of Highway 112 and is over 3800 feet from the Strait of Juan de Fuca.

MAP AMENDMENT CRITERIA OF APPROVAL

When considering an application for rezone, the Planning Commission and Board of County Commissioners (BOCC) are required to evaluate the amendment with regard to six criteria contained under CCC 33.35.090 in the Zoning Code, and at CCC 31.08.370 in the Comprehensive Plan. These six criteria, or "Required Showing for an Amendment," provide the scope of consideration that the Planning Commission and BOCC must respond to in order to determine if a rezone should be approved. The following summarizes staff's preliminary analysis with regard to the required showing for amendment.

Criterion 1. The proposed amendment is consistent with the spirit and intent of the Clallam County Comprehensive Plan.

The goals and policies adopted by the Board of County Commissioners in the Clallam County Comprehensive Plan, the various Regional Plans, and the Clallam County Zoning Code provide the framework for land use decisions in Clallam County. Particularly relevant to this request are the goals and policies that were specifically developed to guide the designation of both Commercial Forest (CF) and Commercial Forest Mixed-5 (CFM5), both resource zones in the Clallam County Code. For your convenience, excerpts of any referenced county code sections are attached as Appendix B. For the full text of the County's Code, go to <https://clallam.county.codes/CCC>

The Comprehensive Plan states that *"It is the task of this plan to provide the policy framework necessary to protect our remaining forest lands from conversion to other uses, through regulations and incentives to landowners,"* at CCC 31.02.130(2), and lists as its very first forest land use goal that *"suitable forest land in the County [be retained] in commercial forest land use, because of general economic benefits to the people of the county derived from forests, including timber production and processing, watershed conservation, recreation, and fish and wildlife*

conservation." CCC 31.02.140(1). Pressure to Forest Lands comes from permanent conversion to uses incompatible with growing trees. Parcels devoted to growing trees have been identified as being economically viable if they remain 20 to 80 acres in size with a residential component necessary to achieve practical use of the property.

Specific criteria is identified for the designation of Commercial Forest Lands and is defined in the Comprehensive Plan as:

"land primarily devoted to growing trees for long-term commercial timber production on land that can be economically and practically managed for such production, including Christmas trees subject to the excise tax imposed under RCW 84.33.100 through 84.33.140, and that has long-term commercial significance. In determining whether forest land is primarily devoted to growing trees for long-term commercial timber production on land that can be economically and practically managed for such production, the following factors shall be considered:

- (a) The proximity of the land to urban, suburban, and rural settlements;*
- (b) Surrounding parcel size and the compatibility and intensity of adjacent and nearby land uses;*
- (c) Long-term local economic conditions that affect the ability to manage for timber production;*
- (d) The availability of public facilities and services conducive to conversion of forest land to other uses. (CCC 31.02.050 (18))"*

Designation of Commercial Forest (CF) Land. The Comprehensive Plan contains several key policies that guide designation of Commercial Forest land from both a "county-wide" and "regional" standpoint.

The Comprehensive Plan establishes eight criteria for designating Commercial Forest lands under CCC 31.02.140(8). These criteria apply as follows to the subject property:

1. The land is primarily devoted to growing trees (includes clearcuts and plantations). The property was zoned Commercial Forest in 1995 when it was owned by a timber company. The property was transferred to Dennis and Karen Yakovich on July 12, 2007 through a Quit Claim Deed. County records indicate that the property continues to be enrolled in, and taxed as, Open Space Timberland.

2. The "private forest land grade" established in RCW Title 84 is 1 through 4 or the site index for Douglas Fir is greater than 83 feet and for Hemlock is greater than 82 feet (50 year rotation base). The soil type found on the subject property is identified as "Sadie gravelly loam, 0 to 35 percent slopes" which has a mean index for Douglas fir estimated at 118 for a 50 year period, well above the minimum standard for commercial forest land of 82-feet.

3. The land does not have access (hookup rights) to municipal sewers. The property does not have access to municipal sewer service. The surrounding residential developments are served by on-site septic systems.

4. The parcel has a minimum parcel size of 80 acres or 1/8 of a standard section subdivision or contiguous parcels under one ownership can be grouped to total 80 acres or 1/8 of a standard section subdivision. The subject property is described as "the Northwest Quarter of the Northeast Quarter in Section 32, Township 31 North, Range 9 West, W.M., Clallam County, Washington" and is indicated in the Assessor's Records as being 38.19 acres. The property was surveyed with the northern 40 acres in

1982 for L. Baker under Volume 8 Page 10, but was separately sold over time from the subject property. The northern portion of the 80 acres was divided in 1986, creating an approximate five acre and 35 acre parcels that are currently developed with single-family residences and zoned CFM5. The subject property has historically been owned by timber companies and was acquired by the current owner in 2007 from Green Crow Timber LLC.

5. The parcel does not meet criteria a) through d) above, but are surrounded on at least three sides by lands meeting the definition of Commercial Forest Resource Lands.

The subject parcel meets three of the four criteria for designation as commercial forest and is only adjacent to State owned Department of Natural Resources land on the south and western property lines. The residential parcels to the north and east are zoned Commercial Forest Mixed-5 (CFM5) and are developed with single-family residences, but retain large forested areas on those residential lots.

6. The parcel is not within the city limits of an incorporated city. The subject property is not within any city limits.

7. Forest lands are usually found in large contiguous blocks of ownership and are not generally surrounded by residential development (densities do not exceed one dwelling per five acres). The property is a single privately owned parcel surrounded to the north and east by residential development. When the parcel was owned by Green Crow, a timber company, the commercial forest designation of the 40 acre parcel was understandable. Circumstances changed when the property was sold in 2007 to a private land owner.

8. While slope is not a primary criteria for determination of commercial forest, steep slopes in excess of 40% slope should generally be included with commercial forest lands due to their unsuitability for development. The subject property is relatively flat and is not unsuitable for development.

The subject property does not appear to meet the full extent of the criteria for designation in the Commercial Forest land, CCC 31.02.140(8), however, at the time of its designation the intended use and ownership appeared to factor into the decision of its designation.

Conversion of Commercial Forest (CF) land. The Comprehensive Plan at CCC 31.02.130(2) states that "County forest lands are being permanently and irreversibly lost through conversion to other uses such as residential development." The first goal listed under CCC 31.02.140(1) is to "Retain suitable forest land in the County in commercial forest land use, because of general economic benefits to the people of the County derived from forests, including timber production and processing, watershed conservation, recreation, and fish and wildlife conservation."

The Countywide Comprehensive Plan Policy CCC 31.02.140(23) states that "lands designated as Commercial Forest shall remain in this classification unless a strong case can be made that the zoning could be changed without affecting the commercial viability of the surrounding forest land" [emphasis added]. It goes on to state that zone change applications "shall meet one of the following criteria:

- An error was made in application of the criteria establishing the zone; or
- The Board of County Commissioners after giving careful consideration to the value of the resource to the community finds that commercial forestry cannot generate a

reasonable return on investment when compared to other forested properties and that growth could not be directed to other non-forested rural lands in the same vicinity.” CCC 31.02.140(23) [emphasis added].

An analysis of how CCC 31.02.140(23) applies to this request follows:

Point One: The first part of Policy CCC 31.02.140(23) indicates Commercial Forest zoning shall not be changed unless it can be shown that a change will not affect the commercial viability of the surrounding forest land. The property is adjacent to residential development to the north and east and State owned commercial forest lands to the south and west. Conversion to the Commercial Forest Mixed-5 zone will allow continued timber production with a residential component to increase its economic viability. The property is currently only 40 acres in size, which the Comprehensive Plan identifies as being economically viable with a residential component, CCC 31.02.130(4).

The Straits Regional Plan recognizes commercial forestry/residential mixed zoning as a tool to manage commercial forestry by smaller land owners, CCC 31.05.300(4). The intent of the zone is to allow some development while maintaining buffers from commercial forest operations and residences. CFM zones allow for the clustering of residences or development on larger parcels at low densities. Under the proposed rezone, the property would be similarly zoned to the properties adjacent to the subject property and will be zoned to allow residential development and the retention of forested property.

Point Two. Removal of land from Commercial Forest designation may occur if it can be shown that an “error” in designation occurred in the application of the criteria for establishing the zone. As discussed above, an initial review of the Comprehensive Plan polices for designating Commercial Forest lands reveals no evidence that the subject property was designated in error. The property met many of the criteria for designation as a Commercial Forest zone and was owned by timber companies until 2007. The property was designated based on the criteria of commercial forest lands as well as the ownership and intended use of the property during the Comprehensive Planning and Zoning Map of 1995.

Point Three. Excluding evidence that an error in designation was made, CCC 31.02.140(23)(b) does allow the Board of County Commissioners to *“find that commercial forestry cannot generate a reasonable return on investment when compared to other forested properties and that growth could not be directed to other non-forested rural lands in the same vicinity.”*

The property is described as 1/16th of a section of land and is nearly 40 acres in size. The property was formerly owned by Green Crow Timber until 2007 when it became owned by the applicant. Surrounding properties are a mixture of State managed Commercial Forest lands and residentially developed timbered properties. According to the Comprehensive Plan, CCC 31.02.130 (4), *“long-term commercial timber production can be realized on parcels 80 acres and larger. Owners of land between 20 and 80 acres in size can realize long-term timber production, but would likely require a residential development component in order to achieve economic and practical use of the parcel.”* To implement this policy, the Zoning Code at CCC 33.07.020, Commercial Forest, lists “single family dwellings” as an allowed use in Commercial Forest lands *“[o]n lots which were not part of an ownership of more than 640 acres located in the Commercial Forest zoning district, on June 27, 1995,”* and otherwise lists “single family dwellings” as a conditional use. Because the subject property was owned by a large timber company until 2007, construction of a single-family residence would require conditional use approval. Approval of a conditional use permit

would allow standards to be enforced to protect the surrounding commercial forestry lands from intrusion by a non-compatible use.

Under the proposed rezone to CFM5, residential development could be expanded to include up to 7 single family dwellings, plus associated accessory dwelling units. Development of the parcel will be reviewed for protection of the forestry potential and would encourage clustering with a forest reserve. CFM5 is considered a resource zone and the surrounding lots are similarly zoned with the same potential for development on similarly sized lots.

Conclusion: The parcel does not meet all criteria for designation of Commercial Forest Land, but was rightfully designated Commercial Forest Land because of the ownership at the time the zoning was decided. Rezoning of the property would provide the same opportunities for this property as those adjacent with similar characteristics in the near vicinity, and allow for the protection of timber resources by allowing a residential component. The Comprehensive Plan identifies that parcel less than 80 acres should have the ability to add residences to achieve economic and practical use of the parcel.

Criterion 2. **The proposed amendment is consistent with the spirit and intent of the Clallam County Zoning Code and with Interlocal agreements, transportation, parks and recreation, capital facility, utility, watershed, and other applicable land use and environmental plans and policies adopted by the County.**

The spirit and intent of the Clallam County Zoning Code is defined under the purpose statement of CCC 33.01.020. This section identifies a clear link between the Zoning Code and the Comprehensive Plan in that the Zoning Code is to *"direct the future growth and development of the County consistent with the Comprehensive Plan"*; and *"implement the goals and policies of the Comprehensive Plan in a manner which protects private property rights and in the least intrusive manner possible."*

The stated purpose of the Commercial Forest (CF) zoning district that currently applies to the subject property is to *"protect large forest parcel from encroachment of uses which threaten effective forest management practices."* CCC 33.07.020. The purpose of the Commercial Forest/Residential Mixed Use 5 zone is to "maintain and enhance the forest resources of Clallam County through conservation of productive forest lands and discouragement of incompatible land uses. The Commercial Forest/Residential Mixed Use 5 zone provides for a compatible mix of commercial forest and residential land uses. The Commercial Forest/Residential Mixed Use 5 zone is usually found in association with the Commercial Forest zone and the forest reserves provided for under the cluster development option provide a buffer between Commercial Forest zoning and the housing allowed in the CFM zones and adjacent rural residential zones" CCC 33.07.040. Both zones are intended to protect productive forest lands.

Conclusion: The current zoning designation of CF is meant to *"protect large forest parcel from encroachment of uses which threaten effective forest management practices."* Under the proposed rezone a potential 7 residences could be developed with the designation of a forest reserve, providing a transitional zone between truly productive timber parcels and rural development. The zone is intended to provide a mix of opportunities for parcels that do not meet the specified criteria of Commercial Forest Lands and is consistent with the spirit and intent of the zoning code.

Criterion 3. The proposed amendment will not be detrimental to the public health, safety and welfare.

Development of the subject property, if granted the rezone, would be conditioned to meet all regulations of the subdivision code, environmental health regulations, stormwater requirements, and building regulations which would adequately protect public health, safety and welfare and could provide additional residential opportunities. The subject property does not contain any noted critical areas.

Criterion 4. The proposed amendment is necessary due to changed conditions or circumstances from the time the property was given its present designation which warrants consideration of a different land use [and zoning] designation.

The northern half of the original surveyed 80 acres was designated CFM5 while the subject property was designated CF because it was privately owned at the time of its designation. The subject property does not meet all the criteria of Commercial Forest land, but was owned by a timber company, so was designated CF. Since the time of its original designation as Commercial Forest, conditions on the subject property have changed in that a timber company no longer owns the subject property, but this is the only condition that has changed. Had a timber company not owned the almost 40 acre parcel it is perceived that the property would have been CFM5 similarly to the surrounding properties.

Criterion 5. The proposed amendment will not result in probable significant adverse impact to the adequacy of public facilities and services including, but not limited to transportation, sewer, water, storm water, utilities, and parks required to meet urban or rural needs, and will not place uncompensated burdens upon existing and planned services.

Approval of the rezone would increase the potential of residential development. Approval of any subsequent land use application would be subject to review under applicable land use and environmental health regulations, including the availability and adequacy of public facilities and services.

Criterion 6. The cumulative effects of all proposed amendments have been assessed and determined to be consistent with the spirit and intent of the Clallam County Comprehensive Plan.

In taking action on an application for rezone and Comprehensive Plan amendment, the Board of County Commissioners makes policy decisions that not only directly impact the subject property owners, but directly and indirectly impact other property owners, both in the immediate area and throughout the County. Zoning designations control what uses are allowed or prohibited on a particular piece of property. While an applicant may have a specific use in mind that he or she is able to achieve through a change in zoning, the applicant is nevertheless under no obligation to limit land use activities to that original plan. The applicant would in fact be eligible for any of the land uses listed as Allowed in the underlying zoning district. For this reason, the applicant's stated intent on their application must not be the sole or primary criteria for a zoning change, and an evaluation of a rezone application must consider all possible uses allowed under the proposed zoning district.

Additionally, a decision on a rezone must be evaluated with respect to its application to other similarly situated properties. The original CF designation was not done in error even though it did not meet all of the criteria to be designated a viable commercial forest land, but was likely

designated due to location and ownership of the property by a timber company. Because of these factors, the CF zone was appropriately assigned. Similar properties adjacent to the subject property that were privately owned were designated the Commercial Forest Mixed 5 (CFM5) zoning designation. The property which is now owned by a private individual is being requested to have this same designation as the surrounding properties with similar circumstances. Rezoning the subject parcel from the CF zone to the CFM5 zone would appear to meet point 3 for a rezone and would not reduce the viability of any surrounding commercial forest lands. Redesignation to CFM5 would allow the land owner to continue timber management with a residential component to make the property more economically viable, which is consistent with the spirit and intent of the Comprehensive Plan.

STAFF RECOMMENDATION

Approval of this proposal would provide the land owner the same opportunities of similarly sized properties within the vicinity of the property. The property would likely have been designated CFM5 if privately owned, but was owned and utilized for timber production by a timber company at the time of the zoning designation in 1995. The property alone does not meet all criteria to qualify as a viable Commercial Forest land within Clallam County, and the Comprehensive Plan suggests a residential component to be more economically viable. Designation of CFM5 maintains characteristics of timber lands with a residential component that helps provide a transition area between residentially zoned lands and commercial forest zones.

Based on the above analysis, Planning Division staff believes that Rezone and Comprehensive Plan Map Amendment Application REZ2023-00001 is supported by existing policies and **recommends approval** of the request.

Reference List:

Map 1 Vicinity Map
Map 2 Critical Area Map
Map 3 Aerial Photo

Appendix A: Application and Justification

Exhibit 1 Statutory Warranty Deed AFN2007-1204994
Exhibit 2 Survey Volume 8, Page 10
Exhibit 3 Bargain and Sale Deed GC Forest to Green Crow Corporation Book 1206 Page 581

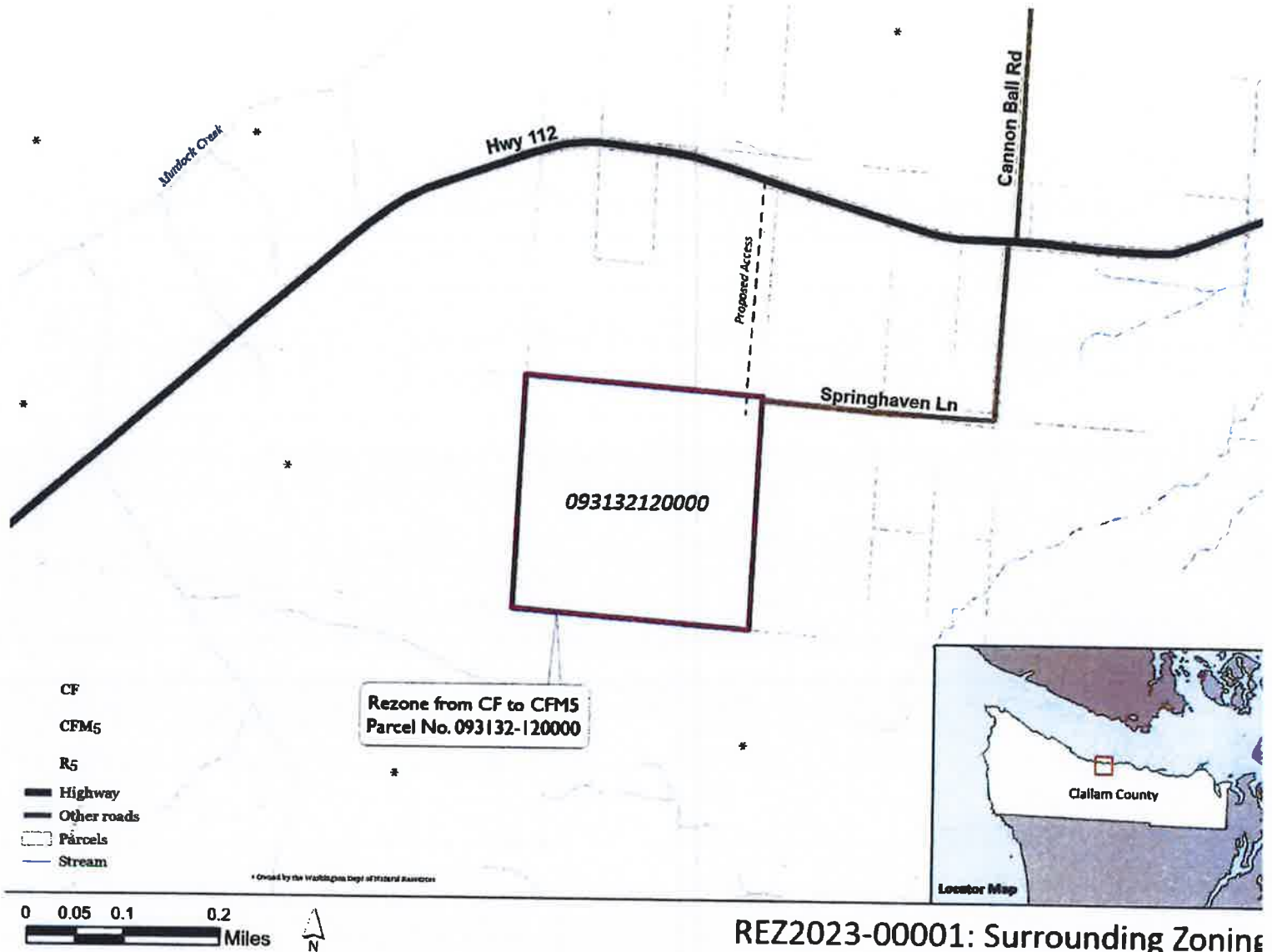
Relevant code citations, found at: <https://clallam.county.codes/>

Text of Zoning Code

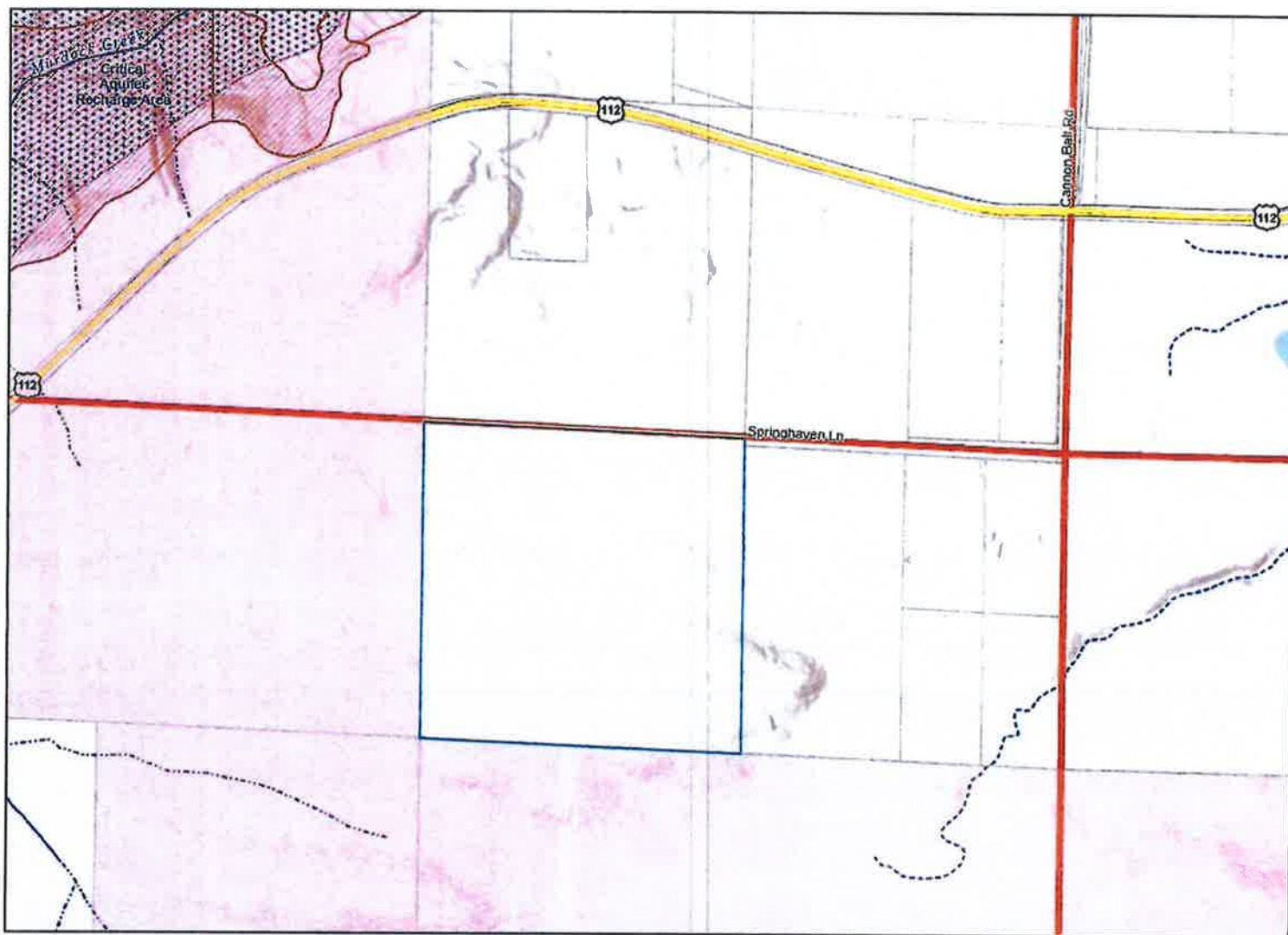
CCC 33.07.020, Commercial Forest (CF)
CCC 33.07.040, Commercial Forest Mixed 5 (CFM5)

Text of Comprehensive Plan

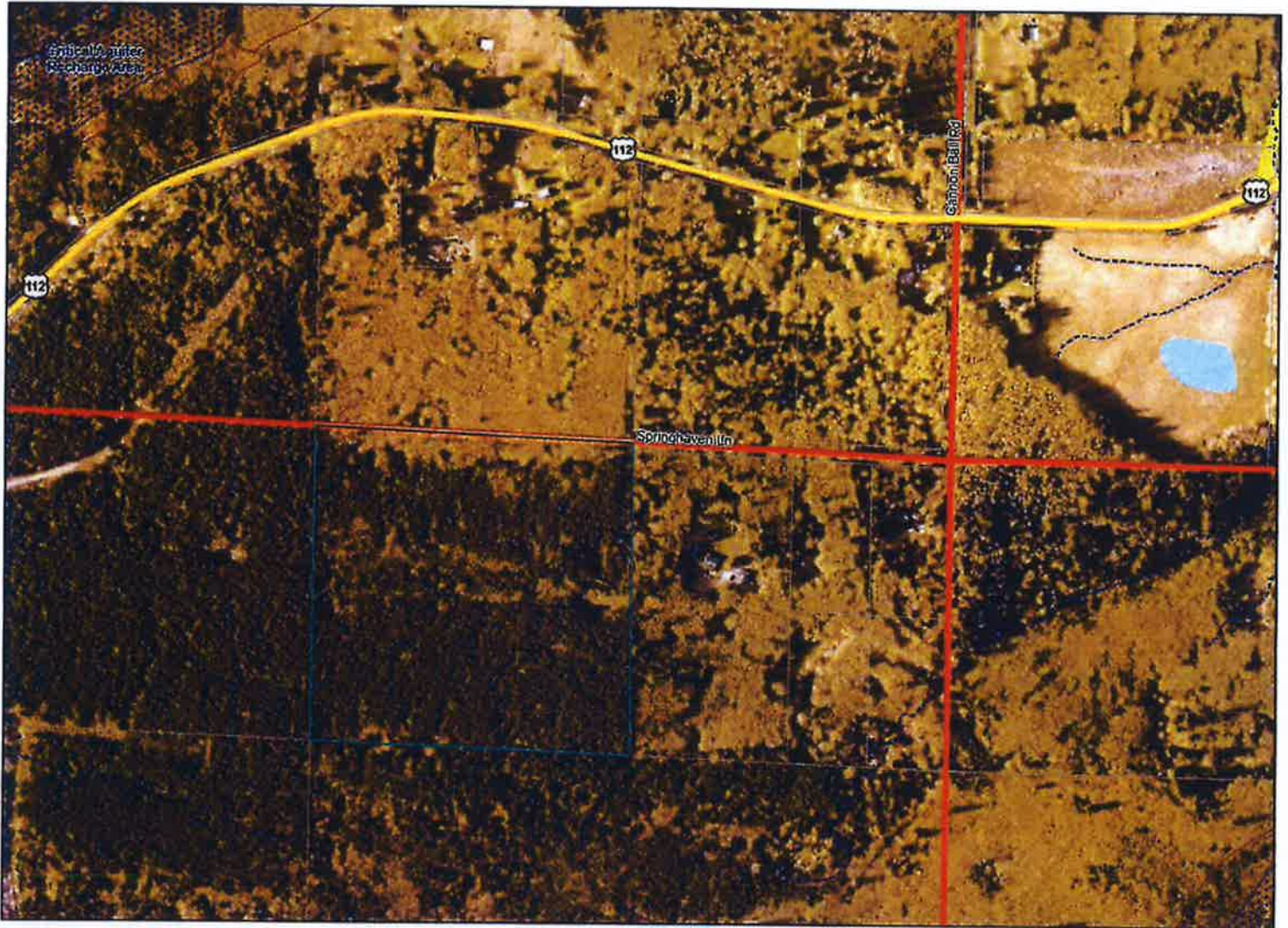
CCC 31.02.130, Forest land issues
CCC 31.02.140, Forest land goals
CCC 31.02.260, Rural growth.
CCC 31.05.290, Resource element from the Straits planning area.
CCC 31.05.300, Forest land use issues.



REZ2023-00001: Surrounding Zoning



We are happy to share our maps and hope that you find them helpful. Please be advised, however, that these maps are intended to serve as a guide to the general location of features shown. The accuracy of the individual layers varies and layers may not align with one another. Determination of actual regulatory location of features shown on this map typically requires a field examination by qualified staff. Any person or entity that relies on any information contained herein does so at their own risk. Clallam County makes no warranty of the accuracy or usefulness of this data.



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Appendix A: Application



Clallam County
Department of Community Development
223 East 4th Street, Suite 5, Port Angeles, WA 98362
(p) 360-417-2420 ♦ (f) 360-417-2443
email: dcdplan@clallamcountywa.gov

NOTE: ADDITIONAL INFORMATION MAY BE ATTACHED ON SUPPLEMENTAL SHEETS.

PROPERTY OWNER INFORMATION

Name Dennis & Karen Yakovich
Mailing Address P.O. Box 2051
City Port Angeles St. Wa Zip 98362
Phone Number (360) 460-2500 Business Phone same
Email (optional): _____

AGENT INFORMATION (If applicable)

Name Steve Winth
Mailing Address 333 Crescent Bay Lane
City Port Angeles St. WA Zip 98363
Phone Number 360-928-3069 ³⁶⁰ 888-1254 Contact Person Steve Winth
Email (Optional): whalewinth@gmail.com

PROJECT INFORMATION

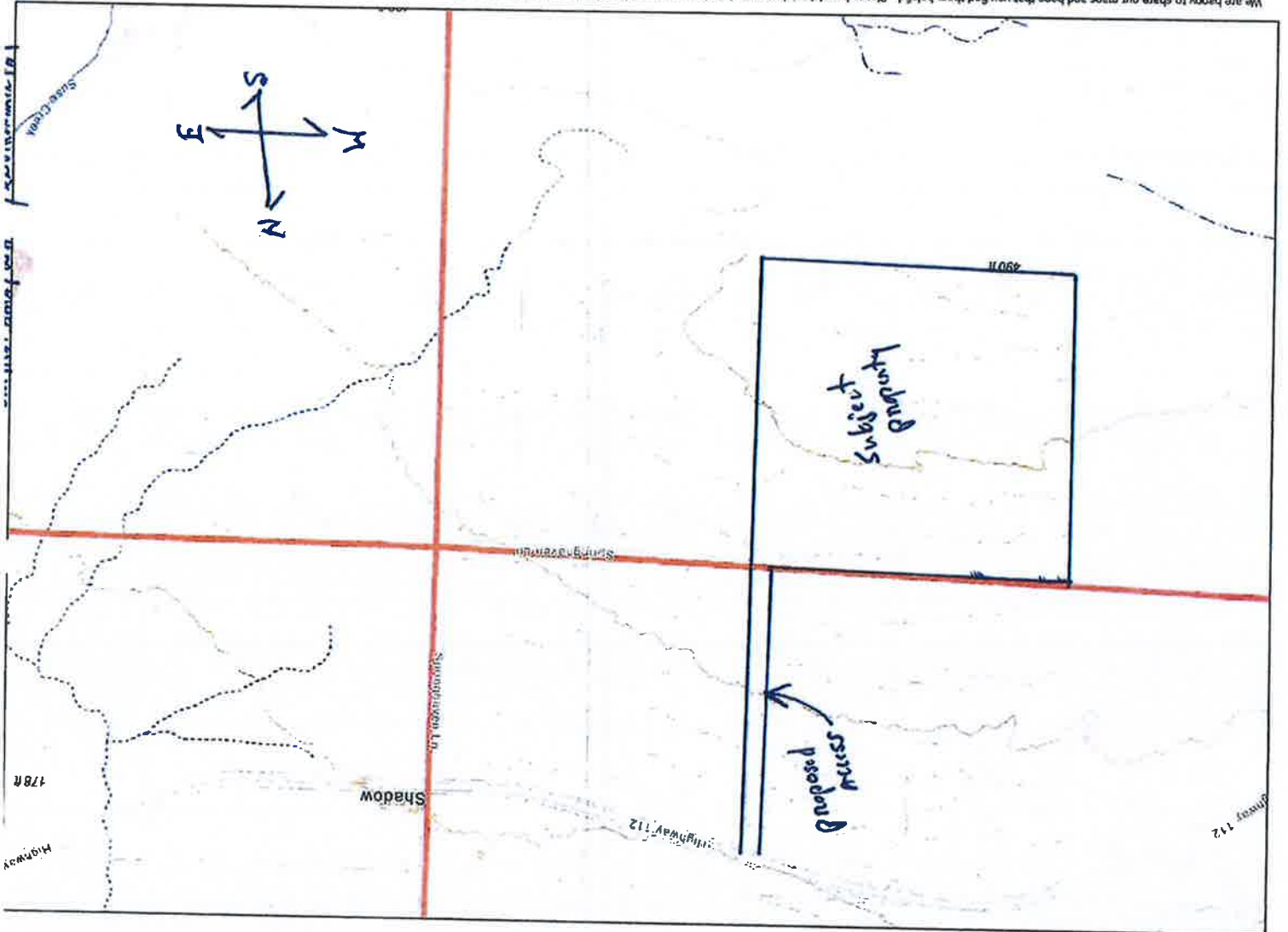
Tax Parcel Number(s) 09-31-32-12-0000
Total Acreage 38.19 Acre Current Zoning CF Requested Zoning CFMS
Existing Land Use timber Proposed Land Use Residential
Location of Critical Areas None
Directions to site Hwy 101 west turn on to Hwy 112W, go across Lyau River
turn left on Springhaven, go to the end of road
Compatibility with the existing and allowed uses in the surrounding area Yes - all property along
north side is CFMS, all property along east is CFMS - see attached
maps

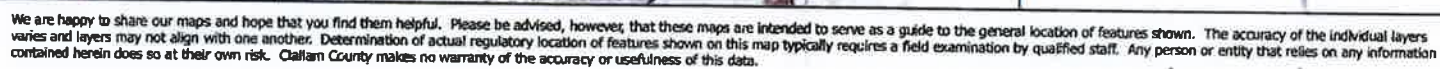
By making this application, you are hereby granting consent to the Clallam County Director of Community Development and his/her designee to enter and inspect the property, structure(s) or geophysical feature related thereto which is the subject of this application, in order that the County may verify actual physical site issues, as well as compliance with proposed conditions or conditions imposed pursuant to the application.
I certify, under penalty of perjury of the Laws of the State of Washington, that I am the owner or authorized owner of the property that is the subject of this application.

Dennis Yakovich 8/8/2023 [Signature] 8/9/2023
Applicant Date Agent Date

REZ _____ DATE RECEIVED _____ RECEIPT # _____

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Justification

Section 33.35.090 Zoning Code

1) Proposed Amendment is consistent with Comprehensive Plan in that the amendment will "provide orderly growth and improvements to unincorporated areas in this development"

2) Proposed Amendment consistent with interlocal agreements, enhances capital facilities and utilities, does not harm any watershed and the environment, and is identical to neighboring land uses

3) Proposed Amendment will not harm, but rather help the public safety, health and welfare by providing more residential opportunities which should enhance services to the area

4) Proposed Amendment is necessary to provide equal opportunity to private land owners due to the

change in ownership from a large frozen company (CF) to a small private landowner (requesting CEMs)

5) Proposed Amendment will not significantly impact the public except to potentially enhance these facilities & services to help meet outlying and urban needs.

Justification

Section 31.08.370 Comprehensive Plan

- 1) Proposed Amendment is consistent with the spirit and intent of this title.
- 2) Proposed Amendment is consistent with the zoning code as provided in "Justification" of Section 33.35.090 zoning. It will provide identical zoning options as to neighboring properties on 2 sides
- 3) Proposed Amendment will not be detrimental, but rather should enhance public health, safety, welfare, facilities and services to the area
- 4) Proposed Amendment is applicable and necessary due to a change in ownership from a large timber company to a small private owner. Also full filling a need for future residential opportunities.
- 5) Proposed Amendment will not negatively effect any public needs or services in facilities. It will not burden existing services and perhaps enhance future planned services
- 6) Proposed Amendment cumulatively are consistent with the spirit and intent of Comprehensive Plan Title.

When recorded return to:

Dennis L. Yakovich
PO Box 2439
Port Angeles, WA 98362

STATUTORY WARRANTY DEED

Escrow No.: 1928
Title Order No.: 101358 *e*

THE GRANTOR(S)

Green Crow Timber LLC, a Washington limited liability company

for and in consideration of mere change in identity or form with no consideration in hand paid, conveys,
and warrants to

Dennis L. Yakovich

the following described real estate, situated in the County of Clallam, State of :

Abbreviated Legal Descriptions:
Parcel A: Parcel 3 of Survey 48/23
Parcel B: NW NE 32-31-9
Parcel C: Parcel 2 of Survey 10/146

Full Legal Descriptions attached here to as Exhibit A

Tax Parcel Number(s): 053035 310000, 093132 120000, 052904 320020

Dated: JULY 11, 2007

Green Crow Timber LLC

BY: *Randy Johnson*
Randy Johnson
Its: Managing Member

STATE OF WASHINGTON)
COUNTY OF CLALLAM) ss

I certify that I know or have satisfactory evidence that Randy Johnson is the person who appeared before me, and said person acknowledged that he signed this instrument and on oath stated that he is authorized to execute the instrument and acknowledged it as the Managing Member of Green Crow Timber, LLC to be the free and voluntary act of such party for the uses and purposes mentioned in this instrument

Dated: JULY 11, 2007

Randall E. Reid
RANDALL E. REID
Notary in and for the state of Washington
Residing at PORT ANGELES
My appointment expires: 2/23/10



Exhibit "A"

Parcel "A"

Parcel 3 of Survey recorded November 15, 2001 in Volume 48 of Surveys, page 23 under Auditor's File No. 2001 1073828, located in the Southwest Quarter of Section 35, Township 30 North, Range 5 West, W.M., Clallam County, Washington;
Except that portion lying West of the center of Siebert Creek conveyed by deed recorded July 14, 2006 under Auditor's File No. 2006 1084050.

Parcel "B"

The Northwest Quarter of the Northeast Quarter in Section 32, Township 31 North, Range 9 West, W.M., Clallam County, Washington.
Together with an easement for ingress, egress and utilities, over and across the East 60 feet of the Southwest Quarter of the Southeast Quarter of Section 29, Township 31 North, Range 9 West, W.M., lying Southerly of State Highway 112, and over and across the South 30 feet of the Southwest Quarter of the Southeast Quarter of said Section 29.

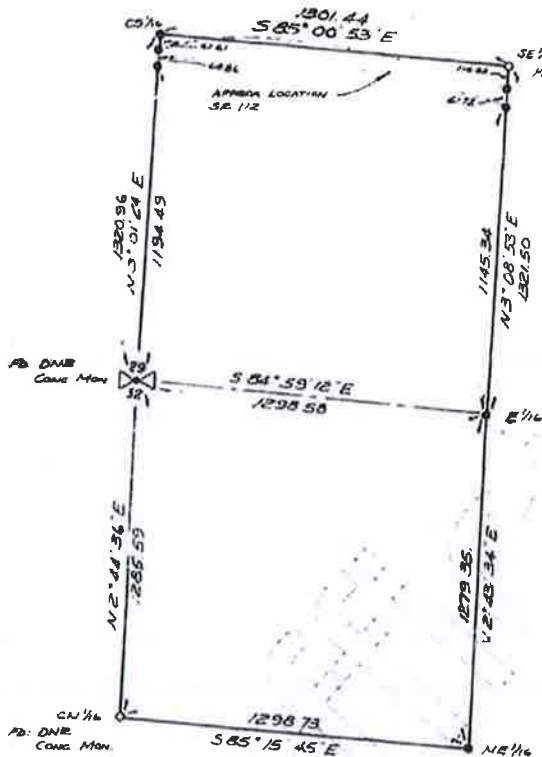
Parcel "C"

Parcel 2 of Survey recorded July 30, 1985 in Volume 10 of Surveys, page 146, under Auditor's File No. 569024, being a portion of the Northwest Quarter of the Southwest Quarter of Section 4, Township 29 North, Range 5 West, W.M., Clallam County, Washington.

Situate in the County of Clallam, State of Washington.

REVISED -
RECORD OF SURVEY

SW 1/4 SE 1/4 SECTION 29 & NW 1/4 NE 1/4 SECTION 32
 TWP. 31 N., RGE. 9 W., W.M.
 CLALLAM CO., WASH.
 for
 L. BAKER



MILEY CORRO SYSTEM - NORTH ARROW

SCALE 1" = 300'

• • • DEVOTES 1/8" ROBAR W/ PLASTIC CAP "LS 18104"

NOTE: THIS SURVEY IS TO REVEAL THE SURVEY RECORDED IN VOLUME 7, PAGE 79 OF SURVEYS UNDER AUDITOR'S FILE NO. 529798 ON APRIL 15, 1982.

AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS 15th DAY OF September, 1982 AT 10:45 AM. IN BOOK 8 OF SURVEYS AT PAGE 112 BY THE REGISTER OF D. H. WINTERS CO.,

Dep. Register
 D. H. WINTERS CO.

SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEYING ACT AS THE REGISTER OF L. BAKER IN SEPTEMBER, 1982.



R. H. WINTERS CO.
 SURVEYING & MAPPING

439 W. WASH.
 P.O. BOX 1042
 SEQUIM, WASH.
 PH. 683-3383

After Recording Return To:
Green Crow Corporation
P.O. Box 2469
805 E. 8th Street
Port Angeles, WA 98362
Attn: Randy Reid
(A) - - - - -

762642

NO. 762642
CLALLAM COUNTY
TRANSACTION EXCISE TAX
PAID OCT 13 1997
AMOUNT - - -
COUNTY TREASURER
BY *[Signature]*

BARGAIN AND SALE DEED

Land Title Company
RECORDED
OCT 15 PM 3:27
BOOK 1206 PAGE 580
CLALLAM COUNTY
BY *[Signature]*

Grantor(s):

1. G.C. Forest, Inc., a Washington corporation
☐ Additional names on page ____ of document

Grantee(s):

1. Green Crow Corporation, a Washington corporation
☐ Additional names on page ____ of document

Abbreviated Legal Description (lot, block and plat name, or section-township-range): SE
1/4 of NW 1/4 and NW 1/4 of SE 1/4 of Section 23, Township 31N, Range 15W.

☒ Additional legal description is on Exhibit A attached hereto.

Assessor's Property Tax Parcel Account Number(s): 153123-240200, 053027-430010,
0630000-22455, 143129-240000, and 0830031-30100. See additional Assessor's Property
Tax Parcel Account Numbers on Exhibit B attached hereto.

Reference Numbers of Related Documents (If applicable):

☐ Reference numbers of related documents on page ____ of document

THIS DEED MUST BE
FILED WITH THE DEED OF
RECORD AS A BARGAIN AND SALE
DEED TO BE VALID FOR
THE PURPOSES OF THE
DEED ACT.

2192719100143.COV/10.13.97

BOOK 1206 PAGE 580

WHEN RECORDED, RETURN TO:

Green Crow Corporation
PO Box 2469
805 E. 8th Street
Port Angeles, WA 98362
Attn: Randy Reid

BARGAIN AND SALE DEED
Clallam County

*Mayr, Wenzel, PA Realty, Palmquist, L. Sands, Phillips,
Ray Green, Arbeter, Tate, Barnes, Ridgeway, Powell,
Little River Ridge, Pancratz, Hill, Volkersz, Mayr,
Little River Road, Gasman Road, Paulsen, Strehlow, Corning,
Burrowes, Murray, Blynn, Wilbert, Krutch*

The Grantor, G.C. Forest, Inc., a Washington corporation, for and in consideration of a merger of Grantee into Grantor and of other good and valuable consideration in hand paid, bargains, sells and conveys to Green Crow Corporation, a Washington corporation, the Grantee, the real estate, situated in the County of Clallam, State of Washington described on Exhibit A attached hereto and made a part hereof, subject to all matters of record, all leases affecting the property and the rights of tenants under those leases and all encroachments and matters of location, boundary and area that an accurate survey may disclose.

Dated this 1st day of November, 1996.

GRANTOR: G.C. Forest, Inc., a Washington corporation

By

Randall S. Johnson
Randall S. Johnson
Its President

317771902007.FPS/10.17.96
Seattle

BOOK 1206 PAGE 581

LETTER OF TRANSMITTAL

To: Clallam County Board of Commissioners

From: Clallam County Planning Commission

Subject: Transmittal to BOCC: Findings and Conclusions regarding proposed Comprehensive Plan and Zoning Map Application REZ2023-00002, Fire District #3

Dear Commissioners:

The Clallam County Planning Commission has completed its review and public hearing on the proposed Type C Application to amend the Clallam County Comprehensive Plan and Zoning Map and recommends approval of the proposal. The Planning Commission completed its review and approved its final recommendations to forward to the BOCC at its meeting of February 7, 2024. As Chairman 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 Comprehensive Plan and Zoning Map Amendment Application:

FINDINGS OF FACT:

1. The Planning Commission held a public hearing February 7, 2024, on Comprehensive Plan and Zoning Map Amendment Application No. REZ2023-00002, submitted by Fire District #3, to amend the Clallam County Zoning Code, Title 33 CCC, to change parcel 053014-240050 from the current Public (P) designation to Rural Character Conservation-3 (RCC3).
2. The property is an undeveloped 5.19 acres located north of Sieberts Creek, and was designated Public (P) in 2012 when the Fire District purchased the property with the intent of building a Fire Station. The Fire District has changed their plans and intends to sell the property.
3. The required showing for comprehensive plan and zoning map amendments must demonstrate consistency with all of the criteria contained at CCC 33.35.090 in the Zoning Code, and at CCC 31.08.370 in the Comprehensive Plan.
4. The County Comprehensive Plan establishes goals and policies associated with Public Facilities and Rural lands within the Port Angeles Regional Planning Area 31.04, Public Utilities, Facilities, and Services 31.02.285, Rural land-Inventory and analysis 31.04.220, Rural and resource land use designations, purpose and designation criteria 31.04.225, Rural land-Policies 31.04.230, Fairview neighborhood 31.04.400. Rural lands are defined by what they are not, and the subject property is not designated for urban growth, it has not been designated by its resources, and it does not meet the criteria as a public facility once the Fire District sells the property.
5. The Zoning Code is to "direct the future growth and development of the County consistent with the Comprehensive Plan"; and "implement the goals and policies of the Comprehensive Plan in a manner which protects private property rights and is the least intrusive manner possible."

6. Rezones must be evaluated with respect to its application to other similarly situated properties. The subject property is surrounded by rural residential lots ranging in size from 3 acres to 23 acres that are zoned RCC3.
7. Any further division and development of the property under the resulting NC designation would be conditioned on the proposed project meeting all application regulations, including the County's Critical Areas code, Subdivisions Code, and Environmental Health Regulations, which should adequately protect most aspects of the public health, safety and welfare.
8. The property is currently undeveloped and the Fire District is intending to sell the property, providing a reason to change the zoning for the Public (P) zone and would be consistent with the spirit and intent of the Comprehensive Plan.

Because of the above-described facts and findings, and attachments hereto, the Commission adopts and transmits the following conclusion to the Clallam County Board of Commissioners.

CONCLUSION: The required showing for map amendments to the comprehensive plan and zoning land use and zoning map designations meets all of the criteria contained at CCC 33.35.090 in the Zoning Code, and at CCC 31.08.370 in the Comprehensive Plan.

Now therefore in light of the above Findings of Fact, the Clallam County Planning Commission concludes that the proposed revisions to the Clallam County Comprehensive Plan and associated development and zoning regulations, and mapping changes, recommended for denial to the BOCC and as Chair of the Commission, has directed me as its duly authorized agent to transmit this recommendation to the BOCC on the above-inscribed date.

 Chair for C.C.P.C. 2/20/2024
Steve Gale, Chair Date

Ordinance _____

An ordinance amending Title 31, Comprehensive Plan Map, and Title 33, Zoning Map, of the
Clallam County Code (Application REZ 2023-00002)

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 1. Section.010, Property.

Title 31, Comprehensive Plan Map, and Title 33, Zoning Map of the Clallam County Code is hereby amended by changing the property referenced by Assessor's Tax Parcel Number 053014240050, from Public (P) to Rural Character Conservation-3 (RCC3). The subject 5.19 acre parcel is shown on the map prepared by the Clallam County Department of Community Development that is attached to this Ordinance as Exhibit A.

Section 2. Section.020, Applicability.

The Board has determined that this amendment is in the best interest of the public health, safety, and welfare.

Section 3. Section.030. Effective Date.

This ordinance shall become effective on the date upon which the Board of County Commissioners takes legislative action to comply with the requirements of RCW 36.70A.130 for annual updates, or on December 31, 2024, whichever date comes first.

ADOPTED this _____ day of _____ 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Mark Ozias

Exhibit A

Amending Title 31, Comprehensive Plan Map, and Title 33, Zoning Map of the Clallam County Code (Application No. REZ2023-00002)

Pursuant to Ordinance _____, the property described below and shown on this map is hereby re-designated from Public (P) to Rural Character Conservation 3 (RCC3). The property is described as 5.19 acres, located north of Highway 101, north of Sieberts Creek Road between Port Angeles and Sequim (APN 053014240050).

ADOPTED this _____ day of _____ 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

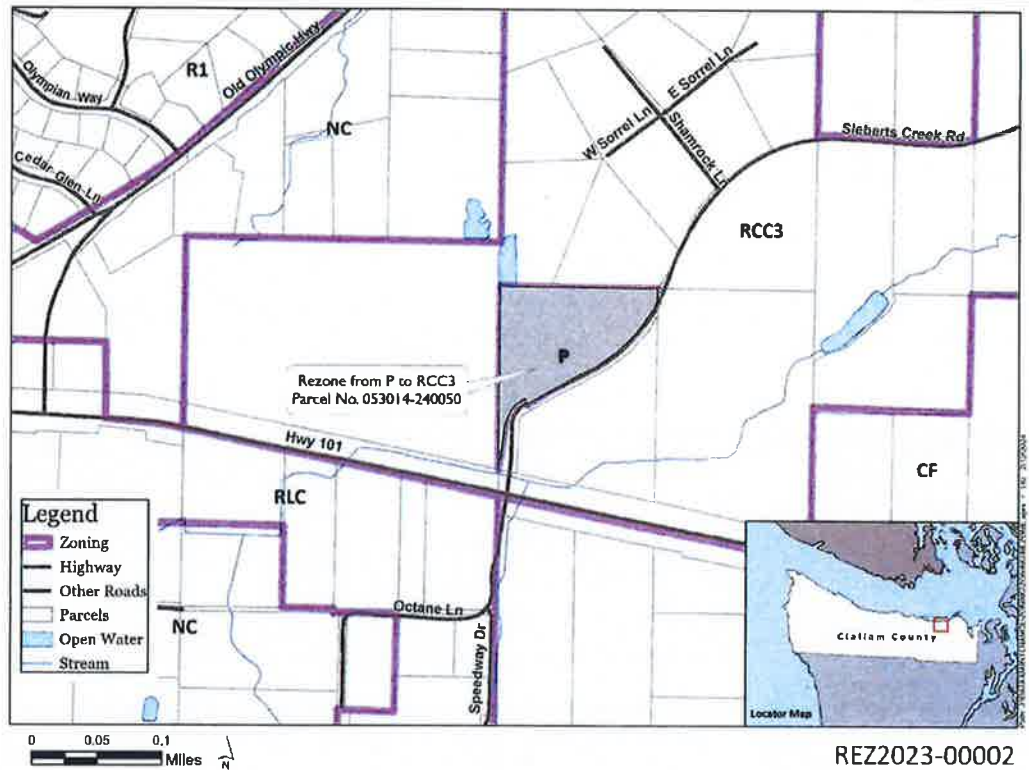
Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, Clerk of the Board





Staff Report
Clallam County Department
of Community Development

Date: January 10, 2024
To: Clallam County Planning Commission
From: DCD Planning Division
Re: Rezone and Comprehensive Plan and Zoning Map Amendment
Application 2023-00002 – Clallam County Fire District #3

REQUEST

Dan Orr on behalf of Fire District #3 submitted an application to request a Comprehensive Plan Land Use and Zoning Map amendment for approximately 5.19 acre property, referenced as parcel number 053014-240050. The subject property is located north of Highway 101, north of Sieberts Creek Road, between Port Angeles and Sequim, being within Section 14, Township 30 N, Range 5 W, W.M., Clallam County, WA. The request is:

- Change the designation of the property from Public (P) to Rural Character Conservation-3 (RCC3).

APPLICATION SUMMARY

The full application submitted is provided in Appendix A. The property was rezoned P in 2012 when the Fire District purchased the property with the intent to replace the existing R-Corner Fire Station with a new fire station to be constructed on this property. Plans for a new fire station have changed and the Fire District intends to sell the property.

BACKGROUND

Ownership

The property is described as a portion of the "W2 SE4 NW4 14-30-5" in a Statutory Warranty Deed Auditor File Number 2011-1270427 recorded September 23, 2011 transferring the property from Mark and Terralyn Dokken to Clallam County Fire Protection District 3 (Exhibit).

Existing Land Use/Land Cover

The property is currently zoned Public (P) because of the ownership of the property by the Fire District. The property is mostly cleared of trees and undeveloped. The purpose of the Public zone is to "identify properties used for the public purposes such as public buildings, schools, cemeteries, parks, playgrounds, and recreational areas" (CCC 33.07.050). The property was intended to be developed with a new fire station, but the property was never developed.

Surrounding Land Use/Land Cover

The area is a mix of rural residential lots ranging in size from 3 acres to 23 acres. A pre-existing non-conforming RV park sits directly to the south of the subject property and to the west is a

County owned mitigation site. The property is completely surrounded by Rural Character Conservation-3 (RCC3) zoned properties.

Access

The property fronts Sieberts Creek along the southern property boundary, a County road. An existing road approach is permitted off Sieberts Creek Road for the subject property.

Utilities

Electricity, water, and telephone services would need to be extended to the subject property for development, and an on-site septic developed for residential development. There are existing services to the surrounding residences and RV park, so it is believed that future development is possible.

Critical Areas

The County Critical Area Map indicates that the property contains a wetland in the northwest corner of the property. A previously submitted wetland delineation indicates that the wetlands are all Class 3 wetlands. Future development of the site will require buffer from the wetlands in accordance with CCC 27.12.215.

MAP AMENDMENT CRITERIA OF APPROVAL

When considering an application for rezone, the Planning Commission and Board of County Commissioners (BOCC) are required to evaluate the amendment with regard to six criteria contained under CCC 33.35.090 in the Zoning Code, and at CCC 31.08.370 in the Comprehensive Plan. These six criteria, or "Required Showing for an Amendment," provide the scope of consideration that the Planning Commission and BOCC must respond to in order to determine if a rezone should be approved. The following summarizes staff's preliminary analysis with regard to the required showing for amendment.

Criterion 1. The proposed amendment is consistent with the spirit and intent of the Clallam County Comprehensive Plan.

The goals and policies adopted by the Board of County Commissioners in the Clallam County Comprehensive Plan, the various Regional Plans, and the Clallam County Zoning Code provide the framework for land use decisions in Clallam County. Particularly relevant to this request are the goals and policies that were specifically developed to guide the designation of both Public (P) and Rural Character Conservation 3 (RCC3). For your convenience, excerpts of any referenced county code sections are attached as Appendix B. For the full text of the County's Code, go to <https://clallam.county.codes>

The Comprehensive Plan provides policies to guide the designation of urban, rural, and resource lands. The request is to revert the property back from the current P zone to the RCC3 zone that was changed in 2012 following the purchase of the property by the Fire District for purposes of an essential public facility. The Fire District has changed their plans to develop the subject property and intends to sell. Designation as a publicly owned parcel is no longer needed since the Fire District does not intend to develop the property. The Comprehensive Plan identifies the scenic patchwork of large open field and woodlots interspersed with rural homesteads, CCC 31.02.260, which this property would provide.

Conclusion: The designation of the subject property back to its original zoning of RCC3 meets the intent of the Comprehensive Plan.

Criterion 2. The proposed amendment is consistent with the spirit and intent of the Clallam County Zoning Code and with Interlocal agreements, transportation, parks and recreation, capital facility, utility, watershed, and other applicable land use and environmental plans and policies adopted by the County.

The spirit and intent of the Clallam County Zoning Code is defined under the purpose statement of CCC 33.01.020. This section identifies a clear link between the Zoning Code and the Comprehensive Plan in that the Zoning Code is to "*direct the future growth and development of the County consistent with the Comprehensive Plan*"; and "*implement the goals and policies of the Comprehensive Plan in a manner which protects private property rights and in the least intrusive manner possible.*"

The current Public zone was designated on the property in 2012 upon request by the Fire District for the purpose of constructing a fire station. The property was previously designated as RCC3. The stated purpose of the Rural Character Conservation 3 (RCC3) zone is "to conserve and enhance the rural character of Clallam County by providing for the retention of large rural lot sizes allowing productive woodlots, pasture lands and other rural uses typically requiring more than five (5) acres. The RCC3 zone preserves open land, sensitive natural areas, and rural community character that would be lost under conventional development while allowing developers to reduce road and utility costs," CCC 33.10.060. Designation back to what the property was zoned prior to the Fire District ownership would provide an opportunity for residential development in an area surrounded by residences.

Conclusion: Designation of the subject property back to its original zoning prior to the ownership by the Fire District will be consistent with the spirit and intent of the Zoning code and all other policies adopted by the County. Upon development the proposal will be reviewed for consistency of all current County regulations and standards.

Criterion 3. The proposed amendment will not be detrimental to the public health, safety and welfare.

Development of the subject property, if granted the rezone, would be conditioned to meet all regulations of the subdivision code, environmental health regulations, stormwater requirements, and building regulations which would adequately protect public health, safety and welfare and could provide additional residential opportunities. The property contains a delineated wetland that will be protected through the Critical Areas Ordinance.

Criterion 4. The proposed amendment is necessary due to changed conditions or circumstances from the time the property was given its present designation which warrants consideration of a different land use [and zoning] designation.

The changed plans of the Fire District wanting to sell the property has changed the circumstances surrounding the Public designation of the property. Privately owned property should not be zoned Public and should therefore be rezoned to the previous RCC3 designation before it is sold.

Criterion 5. The proposed amendment will not result in probable significant adverse impact to the adequacy of public facilities and services including, but not limited to transportation, sewer, water, storm water, utilities, and parks

required to meet urban or rural needs, and will not place uncompensated burdens upon existing and planned services.

Approval of the rezone would increase the potential for residential development. Approval of any subsequent land use application would be subject to review under applicable land use and environmental health regulations, including the availability and adequacy of public facilities and services. The property is surrounded by other developed parcels which indicates septic systems, electric, and water are readily available.

Criterion 6. The cumulative effects of all proposed amendments have been assessed and determined to be consistent with the spirit and intent of the Clallam County Comprehensive Plan.

In taking action on an application for rezone and Comprehensive Plan amendment, the Board of County Commissioners makes policy decisions that not only directly impact the subject property owners, but directly and indirectly impact other property owners, both in the immediate area and throughout the County. Zoning designations control what uses are allowed or prohibited on a particular piece of property. While an applicant may have a specific use in mind that he or she is able to achieve through a change in zoning, the applicant is nevertheless under no obligation to limit land use activities to that original plan. The applicant would in fact be eligible for any of the land uses listed as Allowed in the underlying zoning district. For this reason, the applicant's stated intent on their application must not be the sole or primary criteria for a zoning change, and an evaluation of a rezone application must consider all possible uses allowed under the proposed zoning district.

Zoning designations control what uses are allowed or prohibited on a particular piece of property. Reverting the property back to the original zoning prior to the ownership of a public agency is the appropriate action. The cumulative effects of the proposed amendment is consistent with the intention of the Comprehensive Plan since the amendment will revert the property back to the original zone of RCC3.

STAFF RECOMMENDATION

The Planning Commission must evaluate the amendment with regard to six criteria contained at CCC 33.35.090 in the Zoning Code, and at CCC 31.08.370 in the Comprehensive Plan. Based on the above analysis, Planning Division staff believes that Rezone and Comprehensive Plan Map Amendment Application REZ2023-00002 is supported by existing policies and recommends approval of the request.

The applicant is requesting to revert the zoning back to the original RCC3 designation of the property prior to the ownership of the Fire District. Since the plans of the Fire District have changed they no longer wish to own the property, therefore rendering the Public zoning designation inappropriate. Private land owner should not own Public zoned property and the matching the surrounding properties designation of RCC3 is appropriate.

Reference List:

Map 1 Vicinity Map
Map 2 Critical Area Map
Map 3 Aerial Photo

Appendix A: Application and Justification

Exhibit 1 Statutory Warranty Deed AFN2011-1270427

Relevant code citations, found at: <https://clallam.county.codes/>

Text of Zoning Code

CCC 33.10.060 Rural Character Conservation 3 (RCC3)

CCC 33.07.050 Public

Text of Comprehensive Plan

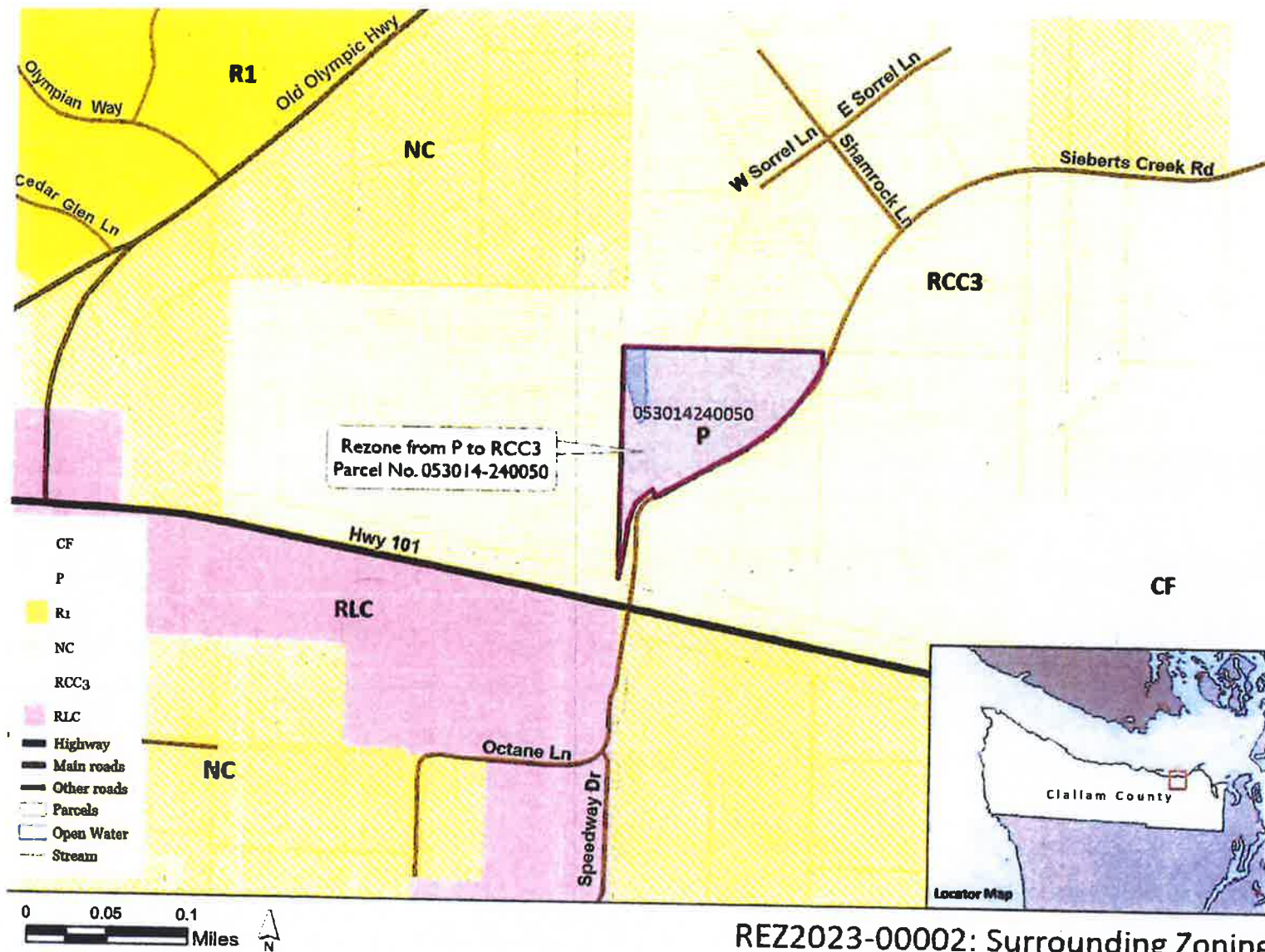
CCC 31.02.130, Forest land issues

CCC 31.02.140, Forest land goals

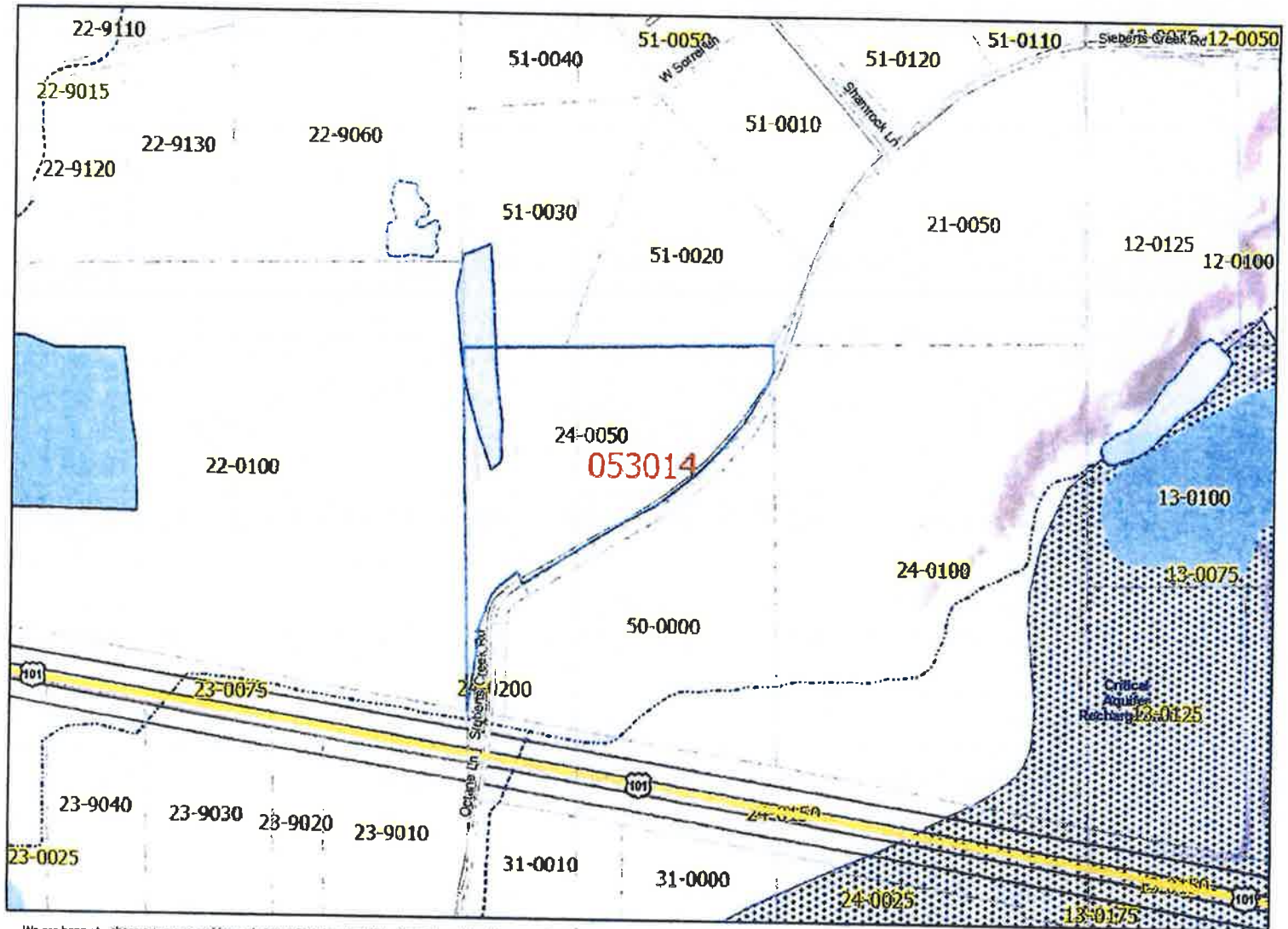
CCC 31.02.260, Rural growth.

CCC 31.05.290, Resource element from the Straits planning area.

CCC 31.05.300, Forest land use issues.



REZ2023-00002: Surrounding Zoning



We are happy to share our maps and hope that you find them helpful. Please be advised, however, that these maps are intended to serve as a guide to the general location of features shown. The accuracy of the individual layers varies and layers may not align with one another. Determination of actual regulatory location of features shown on this map typically requires a field examination by qualified staff. Any person or entity that relies on any information contained herein does so at their own risk. Chatham County makes no warranty of the accuracy or usefulness of this data.



We are happy to share our maps and hope that you find them helpful. Please be advised, however, that these maps are intended to serve as a guide to the general location of features shown. The accuracy of the individual layers varies and layers may not align with one another. Determination of actual regulatory location of features shown on this map typically requires a field examination by qualified staff. Any person or entity that relies on any information contained herein does so at their own risk. Clallam County makes no warranty of the accuracy or usefulness of this data.

Appendix A: Application



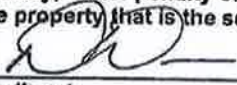
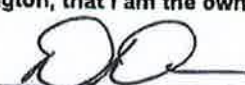
Clallam County
Department of Community Development
223 East 4th Street, Suite 5, Port Angeles, WA 98362
(p) 360-417-2420 ✦ (f) 360-417-2443
email: dcdplan@clallamcountywa.gov

NOTE: ADDITIONAL INFORMATION MAY BE ATTACHED ON SUPPLEMENTAL SHEETS.

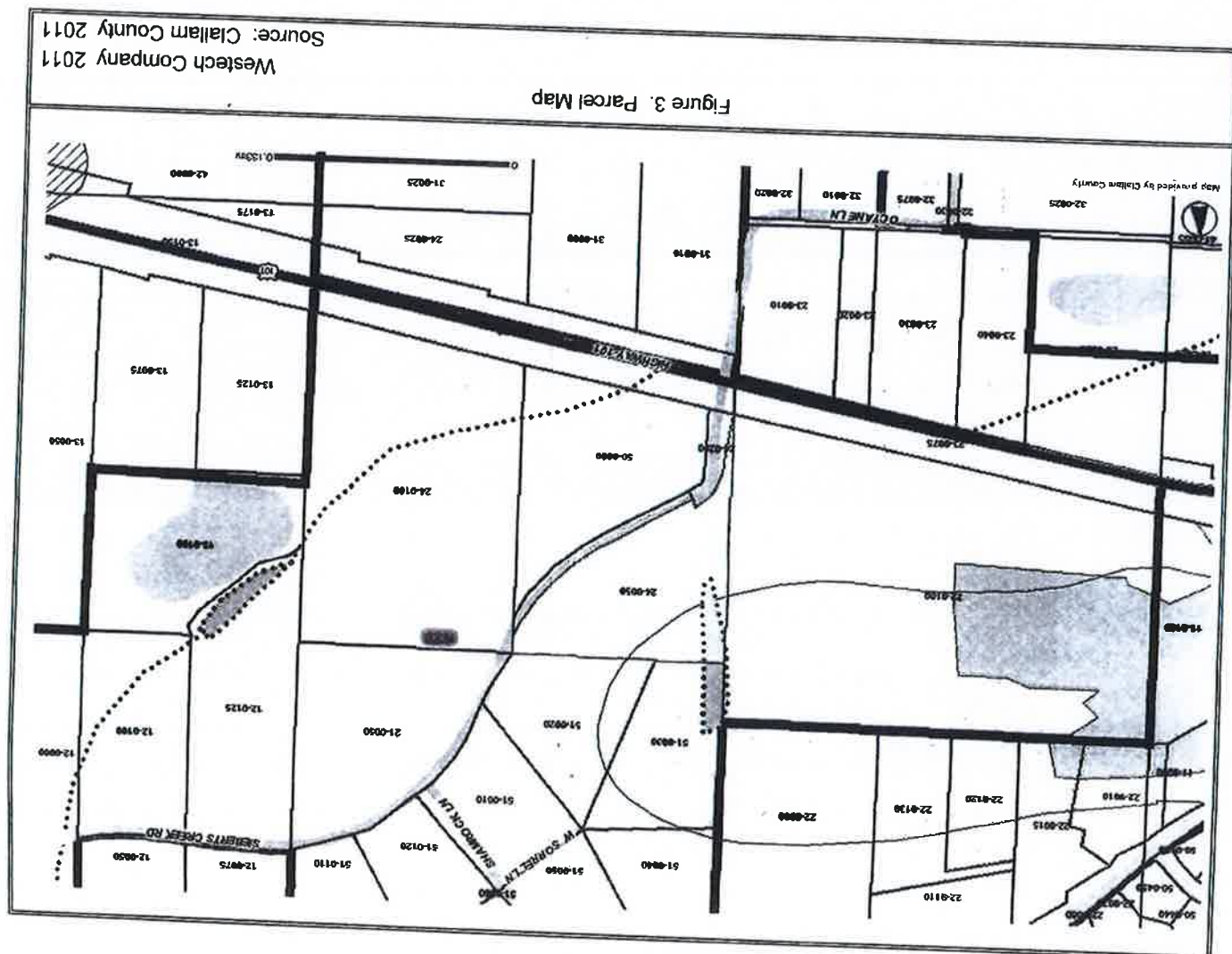
PROPERTY OWNER INFORMATION			
Name <u>Clallam County Fire District 3</u>			
Mailing Address <u>323. N. Fifth Ave.</u>			
City <u>Sequim</u>	St. <u>WA.</u>	Zip <u>98382</u>	
Phone Number <u>(360) 582-2044</u>	Business Phone <u>Same.</u>		
Email (optional): <u>dorr@ccfd3.org</u>			

AGENT INFORMATION (If applicable)			
Name <u>Don Orr</u>			
Mailing Address <u>323. N. Fifth Ave</u>			
City <u>Sequim</u>	St. <u>WA.</u>	Zip <u>98382</u>	
Phone Number <u>(360) 582-2044</u>	Contact Person <u>Dan Orr</u>		
Email (Optional): <u>dorr@ccfd3.org</u>			

PROJECT INFORMATION			
Tax Parcel Number(s) <u>#053014240050</u>			
Total Acreage <u>5.19 Acres</u> Current Zoning <u>Public</u> Requested Zoning <u>RCC3</u>			
Existing Land Use <u>Public - Fire House</u> Proposed Land Use <u>Rural Character Construction</u> 3 Zoning.			
Location of Critical Areas _____			
Directions to site <u>Heading West on 101 take the Siebert Creek Rd Exit.</u>			
<u>Property is on the north side of Siebert Creek as you exit.</u>			
Compatibility with the existing and allowed uses in the surrounding area <u>All of the properties that border said property are zoned RCC3.</u>			

By making this application, you are hereby granting consent to the Clallam County Director of Community Development and his/her designee to enter and inspect the property, structure(s) or geophysical feature related thereto which is the subject of this application, in order that the County may verify actual physical site issues, as well as compliance with proposed conditions or conditions imposed pursuant to the application.			
I certify, under penalty of perjury of the Laws of the State of Washington, that I am the owner or authorized owner of the property that is the subject of this application.			
	<u>9/5/2023</u>		<u>9/5/2023</u>
Applicant	Date	Agent	Date

REZ <u>-</u>	DATE RECEIVED _____	RECEIPT # _____
--------------	---------------------	-----------------





Escrow Number: 97165-DF

Statutory Warranty Deed

NO. 93236
CLALLAM COUNTY
TRANSACTION EXCISE TAX

DATE PAID SEP-23-2011

AMOUNT \$10,000
COUNTY TREASURER

THE GRANTORS Mark Dokken and Terralyn Dokken, husband and wife for and in consideration of TEN DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION in hand paid, conveys and warrants to Clallam County Fire Protection District 3 the following described real estate, situated in the County of Clallam, State of Washington

Abbreviated Legal:

PTN W2 SE4 NW4 S14 T30N R05WWM

For Full Legal See Attached Exhibit "A"

Tax Parcel Number(s): 05-30-14-240050/50785

Dated August 31, 2011

Mark Dokken
Mark Dokken

Terralyn Dokken
Terralyn Dokken

STATE OF WASHINGTON
COUNTY OF CLALLAM SS:

I certify that I know or have satisfactory evidence that Mark Dokken and Terralyn Dokken

are the persons who appeared before me, and said persons acknowledged that they signed this instrument and acknowledge it to be their free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: 9.12.2011



DAWN L. FLEMING
Notary Public in and for the State of WASHINGTON
Residing at SEQUIM
My appointment expires: 4-9-2014

EXHIBIT A

THAT PORTION OF THE WEST HALF OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 30 NORTH, RANGE 5 WEST, W.M., CLALLAM COUNTY, WASHINGTON, LYING NORTHERLY OF PRIMARY STATE HIGHWAY NO. 9; EXCEPT CONESTOGA QUARTERS RECREATIONAL VEHICLE PARK, AS RECORDED IN VOLUME 10 OF PLATS, PAGE 81, RECORDS OF CLALLAM COUNTY, WASHINGTON; AND EXCEPT THAT PORTION CONVEYED TO THE STATE OF WASHINGTON BY DEED RECORDED MAY 3, 1995 UNDER AUDITOR'S FILE NO. 722145.

SUBJECT TO:

1. EASEMENT AND THE TERMS AND CONDITIONS THEREOF RECORDED UNDER CLALLAM COUNTY RECORDING NO. 155412, V125, P554
2. EASEMENT AND THE TERMS AND CONDITIONS THEREOF RECORDED UNDER CLALLAM COUNTY RECORDING NO. 410819.
3. EASEMENT AND THE TERMS AND CONDITIONS THEREOF RECORDED UNDER CLALLAM COUNTY RECORDING NO. 412374.
4. EASEMENT AND THE TERMS AND CONDITIONS THEREOF RECORDED UNDER CLALLAM COUNTY RECORDING NO. 576190.
5. EASEMENT AND THE TERMS AND CONDITIONS THEREOF RECORDED UNDER CLALLAM COUNTY RECORDING NO. 577041.
6. EASEMENT AND THE TERMS AND CONDITIONS THEREOF RECORDED UNDER CLALLAM COUNTY RECORDING NO. 2006 1176114.
7. EASEMENT AND THE TERMS AND CONDITIONS THEREOF RECORDED UNDER CLALLAM COUNTY RECORDING NO. 2006 1184043.
8. RIGHT-OF-WAY FOR SIEBERTS CREEK ROAD, IF ANY, AND ANY EASEMENT RIGHTS OF ADJOINING PROPERTIES OR THE PUBLIC TO THAT PORTION OF THE LAND INCLUDED WITHIN SUCH ROAD, AS DISCLOSED BY CLALLAM COUNTY ASSESSOR'S OFFICE.



AGENDA ITEM SUMMARY

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

42
MAR 26 2024

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 3/26/24

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on March 26, 2024.

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

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

See attached forms.

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2024

ADOPTING BUDGET EMERGENCIES FOR THE DEPARTMENTS/FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, after a public hearing on March 26, the following constitute public emergencies, which could not reasonably have been foreseen at the time of budget preparation:

NonDept – Indigent Defense – Additional funding is needed to cover two conflict attorney contracts. One for District Court, the other for Juvenile Offender. These new contracts were not yet in progress when the 2024 Budget was adopted/\$29,723

2. The Budget Director has reviewed the accounting method for the debatable emergencies and approved it by numbering and initialing the attached *Budget Change Forms*.

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

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

PASSED AND ADOPTED this 26th day of March 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Mark Ozias

c: Budget Director
Treasurer
Affected Department

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 2/21/2024 ✓

Budget Hearing/Meeting Date: 3/26/2024 ✓

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

Budget Number xxxxx.xxx.	00100.831	Budget Name	NonDept – Indigent Defense ✓
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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	29,723
Total				29,723 ✓

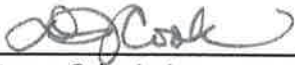
EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.831 ✓	NonDept – Indigent Defense ✓	51240.41.0065 ✓	Court Appointed Attorney	24,000
00100.831 ✓	NonDept – Indigent Defense ✓	51591.41.0142 ✓	Juvenile Offender	5,723
Total				29,723 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding is needed to cover two conflict attorney contracts. One for District Court, the other for Juvenile Offender. These new contracts were not yet in progress when the 2024 Budget was adopted.

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




16



AGENDA ITEM SUMMARY

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

ES
@ 1pm
MAR 26 2024

Department: Prosecuting Attorney's Office

Executive Session ☒ Meeting Date: 3-26-24 at 1 p.m.

Item summary:

☒ Other – Executive Session

Executive summary:

The Board of County Commissioners, pursuant to RCW 42.30.080, has scheduled a special meeting to be held at 1 p.m., Tuesday, March 26, 2024 in the Commissioner's Board Room, 223 East 4th Street, Port Angeles, Room 160.

The purpose of the special meeting is to facilitate an Executive Session with the Prosecuting Attorney's Office, per RCW 42.30.110. No virtual option will be available.

The Executive Session is to discuss the following item(s):

- ☐ The purchase or sale of real estate
- ☐ Evaluate the qualifications of an applicant for public employment, or to review the performance of a public employee
- ☒ Agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party...
- ☐ Collective bargaining...during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress. (RCW 42.30.140)

The Board of County Commissioners will take no action while in Executive Session but reserves the right to take action at the conclusion of the Executive Session once it is back in open session.

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?)
Executive Session to discuss litigation.

County Official signature & print name: Dee Boughton Dee Boughton, Chief DPA

Name of Relevant Department/Employee/Stakeholder attending meeting: BOCC, PAO,
HHS, Risk, Finance

Date submitted: 3-18-24

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

Executive Session litigation Opioid 3-26-24
Revised: 3-04-2019

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