



WORK SESSION AGENDA

BOARD OF CLALLAM COUNTY COMMISSIONERS

223 East 4th Street Room 160

Port Angeles, Washington

Monday, March 22, 2021 – 8:00 a.m.

****ATTENTION****

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

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

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

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

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

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

Administration – 9 a.m.

1. Calendar/Correspondence
2. Pre-application questionnaire for BJA Therapeutic Courts

Pre-application questionnaire 

3. Agreement amendment 1 with Washington State Military Department for the Operation Stonegarden Grant (2a)*

Agreement amendment 1

Public Works

4. Acquiring agency concurrence and authorization form for the Towne Road Dike Relocation Project (4a)*

Acquiring agency concurrence and authorization form 

5. Review and next steps for Surface Transportation Block Grant Program

Review and next steps 

Community Development

6. Resolution to appoint Joel Green to the North Pacific Coast Lead Entity

Resolution 

Board of Commissioners

7. Discussion on Conservation Futures Program Advisory Board

Discussion 

Budget

8. Review the "How Did We Do" reports comparing each month's actual performance against the 2021 Annual Budget

Review the "How Did We Do" 

General Discussion/Items for Future Agendas

- A. Commissioners Conversation Meeting – CANCELLED (April 5 at 7:30 a.m.)
- B. Charter Review Commission recommendation hearing (April 6 at 10:30 a.m.)
- C. Charter Review Commission recommendation hearing (April 12 at 1 p.m.)
- D. Charter Review Commission recommendation hearing (April 12 at 5 p.m.)
- E. Charter Review Commission recommendation DCD discussion on next steps (April 12)
- F. Charter Review Commission recommendation hearing (April 13 at 10:30 a.m.)
- G. Charter Review Commission recommendation hearing (April 19 at 1 p.m.)
- H. Charter Review Commission recommendation hearing (April 26 at 5 p.m.)
- I. Joint Meeting with the Port of Port Angeles (April 26 at 11 a.m.) – Location TBD
- J. Noise Ordinance (TBD)

EXECUTIVE SESSION

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

- Other items may be added at the discretion of the Board and additional Work Sessions may be scheduled if more time is needed to allow for adequate discussion.
- Written testimony presented by members of the public during the Board meeting is considered a public document and must be submitted to the Clerk of the Board.
- Copies of public documents from Board meetings are available by contacting the Public Records Department.



AGENDA ITEM SUMMARY

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

2
3/22/21

Department: District Court I

WORK SESSION ☒ Meeting Date: 03/22/21

REGULAR AGENDA ☐ Meeting Date:

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Request to Apply for Grant

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

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

Approve request to apply for Grant.

County Official signature & print name:

David Neupert / David Neupert

Name of Employee/Stakeholder attending meeting:

Keith Wiles

Relevant Departments:

Date submitted: 03/21

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

Clallam County

Grant Application Information

DEPARTMENT: **District Court I**

DATE SUBMITTED TO W/S: **03/22/21**

GRANT NAME: **BJA Therapeutic Court**

APPLICATION DEADLINE: **03/31/21**

ISSUING AGENCY: **BJA**

IS THIS A RENEWAL? **No**

LENGTH OF GRANT: **4 year**

RENEWAL POSSIBLE? **Yes**

TOTAL AWARD: **500,000**

ANNUAL AMOUNT :**125,000**

MATCH REQUIRED? **Yes**

MATCH AMOUNT: **25 %**

DESCRIPTION OF GRANT AND PURPOSE:

Therapeutic court start up for Mental Health Substance Abuse

EXPLAIN HOW THIS GRANT WILL BE USED FOR THE GOOD OF CLALLAM COUNTY CITIZENS:

Start therapeutic court for Mental Health Substance Abuse

DOES THE GRANT ACTIVITY FURTHER THE DEPARTMENT'S MISSION OR CORE FUNCTIONS? HAS IT BEEN A PART OF LONG TERM DEPARTMENT OR COUNTY GOALS?

Yes. Mental Health and or therapeutic court has been discussed in several forms by several groups within the Law and Justice arena and the court.

DOES THE GRANT ACTIVITY INCREASE AN EXISTING SERVICE OR ADD A NEW SERVICE? TO WHAT DEGREE? IF THE GRANT WERE NOT AVAILABLE, WOULD THE SERVICE HAVE BEEN NECESSARY?

Both, increases and adds more specific or targeted assistance to the public. Both Mental Health and Substance Abuse treatment will continue to be necessary in the community.

WHAT MEASUREMENTS (PERFORMANCE MEASURES) WILL BE USED TO EVALUATE THE SUCCESS OF THE ACTIVITIES PROVIDED BY THE GRANT? WILL PERFORMANCE MEASURES BE DEVELOPED?

Performance measures may continue to be developed. The primary performance measure will be to asses if individuals that participated have a measurable reduction of recidivism.

DOES THE GRANT ACTIVITY CREATE A NEW SERVICE OR LEVEL OF SERVICE WHICH IS EXPECTED TO BE CONTINUED FROM LOCAL FUNDING AT THE END OF THE GRANT PERIOD?

Yes

IF MATCHING FUNDS ARE REQUIRED, WHERE WILL THEY COME FROM? DOES THE DEPARTMENT HAVE EXISTING RESOURCES TO COVER MATCH REQUIREMENTS? FROM WHERE?

If the grant is awarded, match or continued resources could be devoted from the dedicated tax reserves.

WILL THE ACTIVITY IN THIS GRANT HAVE IMPACTS ON OTHER DEPARTMENTS? HAS THIS BEEN DISCUSSED? DO OTHER DEPARTMENTS HAVE SUFFICIENT RESOURCES TO DEAL WITH ADDITIONAL IMPACTS?

Discussions are been on-going, but other departments should not require any additional resources.

WILL NEW POSITIONS BE ADDED? IF SO, HOW MANY AND WHAT TYPE ARE EXPECTED? ARE ALL WAGES AND BENEFITS PAID IN THE GRANT? WHAT WILL HAPPEN TO THE POSITIONS WHEN THE GRANT PERIOD ENDS?

A court coordinator is needed. It is possible that the wages and benefits could be paid in the grant. Additional funding or continued funding from the dedicated tax reserves would need to be budgeted.

DOES YOUR DEPARTMENT HAVE SUFFICIENT RESOURCES TO ADMINISTER THE GRANT? PROVIDE FOR TIMELY REIMBURSEMENT AND ACTIVITY REPORTS?

Yes

ARE THERE IMPACTS TO THE COUNTY IF THE GRANT IS NOT RECEIVED? WHAT ARE THEY?

Funding the program would need to be considered.

ARE INDIRECT COSTS ALLOWABLE ON THIS GRANT? IF SO, ARE THERE LIMITATIONS? WILL THEY BE CHARGED AND ALLOCATED AS INDIRECT?

Indirect costs cannot apply toward the matching costs.

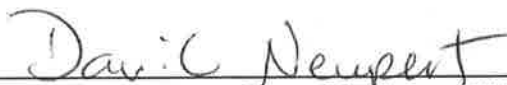
ARE THERE OTHER ACTIVITIES (GRANT OR OTHERWISE) THAT ARE BUDGETED FOR THIS YEAR THAT WILL NOT BE COMPLETED IF THIS GRANT IS APPROVED?

No

WHAT BUDGET CHANGES ARE NECESSARY? INCLUDE REVENUES AND EXPENDITURES.

Additions, if the funds are received, and the matching costs.

OTHER COMMENTS



ELECTED OFFICIAL/DEPARTMENT HEAD SIGNATURE

Rich Sill, ADMINISTRATOR

APPROVAL

Submit in duplicate to the Board of Commissioners for Work Session discussion and approval by the Administrator prior to application for any grant. The approved form must be included with the grant contract when it is submitted to the Board for approval. Refer to Administrative Policies 120 and 562.



AGENDA ITEM SUMMARY

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

3
3/22/21
29

Department: Sheriff

WORK SESSION ☒ **Meeting Date:** 03/22/21

REGULAR AGENDA ☒ **Meeting Date:** 03/23/21

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

Item summary:

- | | |
|---|---|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 11068-19-01 Amendment 1 |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Amendment 1 to the E20-053 '18 Operation Stonegarden Grant with the Washington State Military Department. The original grant agreement expires March 31, 2021. This Amendment changes the end date from 03/31/21 to 07/31/21 to allow time to reallocate and spend remaining funds on overtime and equipment purchases. The budget reallocation will be handled in a subsequent amendment. Amendment 1 also changes key personnel information and amends the modification language.

Budgetary impact:

No budget changes are necessary.

Recommended action:

Request approval and signature by the Board. The approval to submit this Amendment for work session and regular agenda in the same week has been granted by the County Administrator due to the need to have the Amendment signed by both parties prior to March 31, 2021.

County Official signature & print name: W.L. Benedict W.L. Benedict, Sheriff

Name of Employee/Stakeholder attending meeting: Beth Waknitz and Alice Hoffman

Relevant Departments: Sheriff

Date submitted: 03/16/21

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

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

Washington State Military Department AMENDMENT

1. Subrecipient Name and Address: Clallam County Sheriff's Office 223 East 4th Street, Suite 12 Port Angeles, WA 98362-3000		2. Grant Agreement Number: E20-053	3. Amendment Number: 1
4. Subrecipient Contact, phone/email: Alice Hoffman, (360) 417-2257 ahoffman@co.clallam.wa.us		5. Department Contact, phone/email: Gary Stumph, 253-512-7483 gary.stumph@mil.wa.gov	
6. EIN: 91-6001298	7. Assistance Listings # (formerly CFDA) & Title: 97.067 18HSGP (18OPSG)	8. Federal Funding Identification #: EMW-2018-SS-00088-S01	
9. Funding Authority: Washington State Military Department (the "DEPARTMENT") and the US Department of Homeland Security (DHS)			
10. Description/Justification of Amendment: Due to the ongoing COVID-19 impact on staff availability to work operational overtime, the Grant Agreement End Date is being extended to ensure expenditures remain within the allowable period of performance. Changes are noted in strikethrough and grey highlight.			
11. AMENDMENT TERMS AND CONDITIONS: 1. The Grant Agreement Amount of \$400,000 remains unchanged. 2. Change the Grant Agreement End Date from March 31, 2021 to July 31, 2021, as described on Page 2 of this Amendment. 3. Revise the Original Exhibit A, Article I-Key Personnel, as described on Page 2 of this Amendment. 4. Revise the Original Exhibit B, Section A.3 AMENDMENTS AND MODIFICATIONS, as described on Page 2 of this Amendment 5. Replace the Original Attachment 2 with Revised Attachment 2, as described on Page 2 of this Amendment. This Amendment is incorporated in and made a part of the Grant Agreement. Except as amended herein, all other terms and conditions of the Grant Agreement remain in full force and effect. Any reference in the original Grant Agreement or an Amendment to the "Grant Agreement" shall mean "Grant Agreement as amended". The Department and Subrecipient acknowledge and accept the terms of this Amendment as identified above, effective on the final date of execution below. By signing this Amendment, the signatories warrant they have the authority to execute this Amendment.			
IN WITNESS WHEREOF, the parties have executed this Amendment:			
FOR THE DEPARTMENT:		FOR THE SUBRECIPIENT:	
Signature _____ Date _____ Regan Anne Hesse, Chief Financial Officer Washington State Military Department BOILERPLATE APPROVED AS TO FORM: Brian E. Buchholz 7/30/2018 Assistant Attorney General		Signature _____ Date _____ Mark Ozias, Chair Clallam County BOCC APPROVED AS TO FORM (if applicable): <i>Elizabeth Stanley</i> 03/12/21 Applicant's Legal Review Date	

Washington State Military Department Amendments to Agreement E20-053

1. Change the Grant Agreement End Date from March 31, 2021 to July 31, 2021.

- a. Agreement Face Sheet, Box 6 – ~~March 31, 2021~~ **July 31, 2021**

2. Revise Exhibit A, Article I-Key Personnel.

- a. Exhibit A, at the Subrecipient Key Personnel:
i. Add Elizabeth Waknitz.

SUBRECIPIENT		DEPARTMENT	
Name	Alice Hoffman	Name	Gary Stumph
Title	Chief Civil Deputy	Title	Program Coordinator
E-Mail	ahoffman@co.clallam.wa.us	E-Mail	gary.stumph@mil.wa.gov
Phone	360-417-2257	Phone	253-512-7483
Name	Ron Cameron	Name	Gail Cram
Title	Undersheriff	Title	Program Manager
E-Mail	rcameron@co.clallam.wa.us	E-Mail	gail.cram@mil.wa.gov
Phone	360-417-2570	Phone	253-512-7472
Name	Elizabeth Waknitz	Name	
Title	Grant Coordinator	Title	
E-Mail	ewaknitz@co.clallam.wa.us	E-Mail	
Phone	360-417-2393	Phone	

3. Revise Original Exhibit B, General Terms and Conditions, Section A.3 AMENDMENTS AND MODIFICATIONS.

- a. **Revise Section A.3 Amendments and Modifications.**

~~The Subrecipient or the Department may request, in writing, an amendment or modification of this Agreement. However, such amendment or modification shall not be binding, take effect or be incorporated herein until made in writing and signed by the authorized representatives of the Department and the Subrecipient. No other understandings or agreements, written or oral, shall be binding on the parties.~~

The Subrecipient or the Department may request, in writing, an amendment or modification of this Agreement. However, such amendment or modification shall not be binding, take effect or be incorporated herein until made in writing and signed by the authorized representatives of the Department and the Subrecipient. No other understandings or agreements, written or oral, shall be binding on the parties.

The Agreement performance period shall only be extended by (1) written notification of DHS/FEMA approval of the Award performance period, followed up with a mutually agreed written amendment, or (2) written notification from the Department to the Subrecipient to provide additional time for completion of the Subrecipient's project(s).

4. Replace Original Attachment 2

- a. **Replace Attachment 2 with attached Revised Attachment 2.**

**FFY18 Homeland Security Grant Program (HSGP)
Operation Stonegarden (OPSG)**

The OPSG Program provides funding to support joint efforts to secure the United States' borders along routes of ingress from international borders to include travel corridors in states bordering Mexico and Canada, as well as states and territories with international water borders.

Per the FY18 Notice of Funding Opportunity, responsibilities of the Subrecipient include:

- Conduct operations, on an as-needed basis throughout the length of the grant performance period;
- Integrate law enforcement partners from contiguous counties and towns into their tactical operations to expand the layer of security beyond existing areas;
- Ensure all required reports, including reports from friendly forces, are submitted to the Border Patrol and the State Administrative Agency (SAA), when applicable, in the proper format and within established timeframes;
- Ensure applicable Operation Stonegarden derived data is shared with the designated fusion center in the state and/or Urban Area.
- Request instruction and information from the SAA, when applicable, and/or Border Patrol and other federal law enforcement agencies regarding techniques, methods, and trends used by transnational criminal organizations in the area; and
- Provide the SAA and Border Patrol a single point of contact that maintains subject-matter expertise in OPSG who can coordinate, collect, and report operational activities within the established reporting procedures.

Attachment 2 includes the Work Plan/Budget and Timeline.

The Work Plan/Budget is made up of the 18OPSG Operation Order Approval Letter and the Personnel Cap Waiver Approval Letter (if required) addressed to Adjutant General Daugherty on behalf of the Subrecipient.

- Personnel expenditures will not exceed 50% of the agreement award stipulated by the grant. If the amount for personnel costs allocated in the budget is greater than 50%, the personnel costs over 50% will not be reimbursed unless a personnel cap waiver has been approved by DHS. Once a Personnel Cap Waiver Approval Letter is received, the Subrecipient will be held to the approved amount. If the total personnel expenditure amount exceeds the DHS approved amount, a revised Personnel Cap Waiver request will need to be submitted and approved by DHS, and the expenditures above the approved amount will not be reimbursed unless and until a revised approval letter is received from DHS.
- OPSG funds shall not be used to supplant inherent routine patrols and law enforcement operations or activities not directly related to providing enhanced coordination between local, state, tribal, and Federal law enforcement agencies.
- Cumulative transfers between budget categories in excess of 10% of the Grant Agreement amount will not be reimbursed without prior written authorization from the Department.

WORK PLAN/BUDGET

U.S. Department of Homeland Security
Washington, DC 20472



FEMA

July 31, 2019

Bret Daugherty
Adjutant General
Washington Military Department
Militia Drive, Building 1
Camp Murray, WA 98430-5122

Based on the Department of Homeland Security, Federal Emergency Management Agency's (FEMA) Operation Stonegarden Grant Program (OPSG) guidelines and special conditions associated with this program, the below referenced Operations Order as submitted is approved:

Operations Order No: 19-BLWBLW-11-009 V0

Fiscal Year: 2018

Amount Approved: \$400,000.00

Operations Order Dates: 9/1/2018 – 8/31/2021

Recipient: Clallam County

Expenditures from the Operations Order (OPORD) that were reviewed and approved by FEMA and U.S. Customs and Border Protection/Border Patrol (CBP) are outlined below. These expenses will assist the County in conducting border centric, intelligence driven operations with the goal of reduction or elimination of threat, risk, and vulnerability along our Nation's borders. Please see below for all approved costs for this OPORD and refer to the OPORD for specific items.

Category	Amount
Overtime:	\$226,317.13
Fringe:	\$57,497.23
Equipment:	\$80,205.00
Fuel:	\$7,200.00
Maintenance:	\$0
Mileage:	\$3,626.64
Travel:	\$0
County M&A:	\$20,000.00
Indirect Cost:	\$5,154.00
Total	\$400,000.00

Please find the below special conditions associated with OPSG and retain this letter for your grant files. If you have any questions, please feel free to contact me at (202) 786-9886.

Sincerely,

FOR OFFICIAL USE ONLY – LAW ENFORCEMENT SENSITIVE

George L. Mitchell

George L. Mitchell
Program Analyst
U.S. Department of Homeland Security
Federal Emergency Management Agency
Grant Programs Directorate

GEORGE L
MITCHELL

Digitally signed
by GEORGE L
MITCHELL
Date: 2019.07.31
14:21:33 -04'00'

Cc: U.S. Customs and Border Protection/ Border Patrol

The following Special Conditions are associated with this Operation Stonegarden award:

1. Construction and construction-type activities are prohibited.
2. Lethal or less than lethal forces including, but not limited to: weapons, firearms, ammunition and tasers are prohibited.
3. Per the *Personnel Reimbursement for Intelligence Cooperation and Enhancement (PRICE) of Homeland Security Act* (Public Law 110-412), the sum of all personnel related expenses shall not exceed 50% of the recipient's allocation without first obtaining a waiver from the FEMA Administrator.
4. All participating agencies shall monitor, review and track expenditures of OPSG funds under individual Operations Orders issued. Participating agencies shall not obligate, and/or encumber OPSG grant funds beyond the total of their allocation issued by FEMA.
5. The Operations Order has been reviewed and approved under the Environmental and Historic Preservation Program (EHP) guidelines as being categorically excluded from further EHP review.
6. Recipients must submit a letter of justification for all proposed vehicles or equipment items in excess of \$100,000. This justification will be reviewed by CBP and FEMA.

FOR OFFICIAL USE ONLY – LAW ENFORCEMENT SENSITIVE



FEMA

May 30, 2019

Bret Daugherty
Adjutant General
Washington Military Department
Militia Drive, Building 1
Camp Murray, WA 98430-5122

Dear Adjutant General Daugherty:

The Federal Emergency Management Agency (FEMA) has reviewed the request submitted by Clallam County Sheriff's Office, WA to waive the 50 percent Personnel Cap imposed by Section 2008 of the *Homeland Security Act of 2002*, Public Law 107-296, as amended (6 U.S.C. § 609).

Clallam County Sheriff's Office has requested to expend \$303,814.36 or approximately 76 percent of its total FY 2018 Operation Stonegarden allocation of \$400,000 on operational overtime and related personnel costs under Operations Order # 19-BLWBLW-11-009 V0.

This request is consistent with the terms and conditions of the grant award and is necessary for the continued success of border security operations. This request is therefore approved pursuant to the waiver authority provided by 6 U.S.C § 609(b)(2)(B).

As a reminder, future personnel waiver requests must also be submitted to FEMA Grant Programs Directorate for prior approval. Please contact your Program Analyst, George L. Mitchell, at (202) 786-9886 if you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Bridget Bean".

Bridget Bean
Acting Assistant Administrator
Grant Programs Directorate

CC: Mike O'Hare, Regional Administrator, Region X
Christopher P. Logan, Acting Deputy Assistant Administrator, Grant Programs Directorate
Stacey Street, Director of Grant Operations
Brian Willis, Acting Director, Preparedness Grants Division
Chris Jonientz-Trisler, Grants Division Director, Region X
George L. Mitchell, Program Analyst

www.fema.gov

Clallam County Sheriff's Office 18OPSG Revised Timeline

Date		Task
September 1, 2018		Grant Agreement Start Date
July 31, 2019		Operations Order approved by FEMA
September 1, 2019		Estimated date work will begin
NLT	January 31, 2020	Submit Reimbursement Request
NLT	March 15, 2020	Submit 2020 Indirect Rate Agreement
NLT	April 30, 2020	Submit Reimbursement Request
NLT	July 31, 2020	Submit Reimbursement Request
NLT	October 31, 2020	Submit Reimbursement Request
NLT	January 31, 2021	Submit Reimbursement Request
NLT	February 25, 2021	In collaboration with U.S. Border Patrol, assess status of award. Determine if additional time is needed to complete operations and/or if there is a need to submit a FRAG Order changing the approved Operations Order.
NLT	March 15, 2021	Submit 2021 Indirect Rate Agreement
NLT	April 30, 2021	Submit Reimbursement Request
	March 31, 2021 July 31, 2021	Grant Agreement End Date. All work ceases.
NLT	May 15, 2021 September 14, 2021	Submit Final Reimbursement Request and Closeout Report. Reports are due before final invoice will be reimbursed.

Grant Performance Period: September 1, 2018 - August 31, 2021



AGENDA ITEM SUMMARY

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

4
3/22/21
4a

Department: Public Works/Road

WORK SESSION ☒ **Meeting Date:** 03/22/2021

REGULAR AGENDA ☒ **Meeting Date:** 03/23/2021

Required originals approved and attached? ☒

Will be provided on:

Item summary:

- | | | |
|---|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | ☐ Budget Item |
| ☐ Resolution | ☐ Proclamation | ☒ Other Agency Concurrence & Authorization |
| ☐ Draft Ordinance | ☐ Final Ordinance | |
- Documents exempt from public disclosure attached: ☐

Executive summary:

The Clallam County Road Department needs to purchase R/W for the Towne Road Dike Relocation project. The County is purchasing 7.93 acres of land and 13.91 acres of Temporary Construction Easement (TCE) from the Washington State Department of Transportation (WSDOT) for this project. Due to the Special Benefits accrued to the remaining WSDOT property in the form of an additional 1.335 of Common Compensation Units of Mitigation Credits valued at \$185,000 per Mitigation Credit. These Special Benefits can be used to offset the determined land value of \$39,850 only to the extent of this determined value as enumerated on the Review of Appraisal Report dated 3/12/2021. The "Acquiring Agency Concurrence and Authorization" is the Elected Body's concurrence with said value determination and authorization to proceed with a written purchase offer to WSDOT.

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?** ☐

698-1606 \$0.00

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

That the Commissioners review, approve and sign this document authorizing the action to proceed with the acquisition of this property.

County Official signature & print name: Mary Peterson, Ross Tyler, P.E.

Name of Employee/Stakeholder attending meeting: Joe Swordmaker

Relevant Departments: Roads

Date submitted: 3/16/21

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

Agenda Item Summary TRD WSDOT concurrence

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

Revised: 3-04-2019



Clallam County Road Department

223 E. Fourth St., Suite 6
Port Angeles, WA 98362-3015

Acquiring Agency Concurrence and Authorization

Clallam County does hereby indicate concurrence with the attached Appraisal Review of Real Property owned by the Washington State Department of Transportation including Special Benefits and with the recommended compensation in the amount of \$0.00 due to said Special Benefits, and does further authorize action by Clallam County to proceed with the acquisition of the property according to established procedures.

Date

Approved By:
BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

REVIEW OF APPRAISAL REPORT

Parcel Nos.: 043136140020, 043136148090,
043136148070, 043136148050 and 043136410000.
Owner: State of Washington
Federal Aid No. N/A
Project: Lower Dungeness River Floodplain Restoration
& Levee Realignment Project
Plan Sheet Nos.: EX-1, EX-2 & EX-3
Map Approval Date: N/A
Date of last map revision: April 2020

TO: Joe Swordmaker, Clallam County Road Department
FROM: George A. Brooks (ComPraise), Review Appraiser

The following appraisals have been made on subject property:

APPRAISER	DATE OF VALUATION	BEFORE VALUE	AFTER VALUE	VALUE DIFFERENCE	APPRAISER'S ALLOCATION TAKING	DAMAGES
1. Timothy D. Newman	2/2/2021	\$173,600	\$173,600	\$0	\$0	\$0

A self-contained narrative appraisal report has been prepared and reviewed. I am qualified by education and experience to perform this appraisal review competently. My resume is provided at the end of this report. The report was signed on March 5, 2021 and received for review on March 5, 2021. I inspected the subject on February 2, 2021 and the comparables sales used in my sales comparison approach analysis at earlier dates as part of previous appraisal assignments. The appraisal problem is to evaluate the impact of the fee simple acquisition of 7.93 acres of property and a temporary construction easement (TCE) on 13.91 acres of the subject.

The subject includes five Clallam County tax parcels, totaling 45.68 acres, currently owned by the State of Washington. The subject contains no improvements and is mostly level. The subject is covered by the zoning designation of Agricultural Retention (AR) and currently has legal access from Towne Road. Electrical and phone services are available along Towne Road adjacent to the subject. All five parcels, which comprise the subject, were acquired by the Washington State Department of Transportation (WSDOT) between March 2012 and March 2013 to provide wetlands mitigation required from impacts to existing wetlands damaged in the U.S. Highway 101 widening project which occurred in 2013 and 2014. As required, certain actions were taken by WSDOT to increase the wetland mitigation value of the subject property to mitigate the damages to existing wetlands from the U.S. Highway 101 project. Based on field surveys by Shannon & Wilson, the subject currently has wetlands identified on about 75 percent of the property and the east portion is bisected by Meadowbrook Creek. The highest and best use of the subject is considered to be for recreational use since 33 CFR, Part 332.7(a)(1) requires a restrictive covenant must be placed on properties used for wetland mitigation purposes, which would prohibit development of the property in perpetuity. I have been informed that WSDOT has not placed a restrictive covenant on the subject at this time but they would place such a covenant if they ever sold the property.

The appraiser estimated the market value of the subject by the Sales Comparison Approach using five comparables. Two of the comparables are properties located in Clallam County, one in Pacific County and two are sales of portions of the subject by WSDOT. The price per acre of these comparables range from \$12,967/ac to \$2,062/ac. The following table provides details regarding the comparable sales used in the appraiser's analysis and my comments regarding the comparables based on my research. Comments regarding the suitability of these comparables for comparison to the subject follows.

- Sale 1-CI – While this sale is recent, located in the subject's vicinity, is similar in size and contains considerable wetlands, it would require a significant adjustment since the sale price was based on the belief that it has legal access from a public road, which it does not. While the property borders a public road, intervening wetlands prevent access from the road for development purposes. This sale is not considered suitable for this analysis since the sale price appears to be based in incorrect information.
- Sale 2-Pa - While this sale is recent, is similar in size and contains considerable wetlands, it is not located in the subject's vicinity. In addition, it would require a significant adjustment since the property has the potential for residential development. Based on my research, the property has public access to large areas not classified as wetlands and has a zoning designation which allows residential development. It is a well-established belief in the real estate profession that a major contributor to a property's value is the potential for development, residential or commercial. I realize that this comparable is located in a region of the state which has low demand for residential development due to its remote location. However, portions of Clallam County have a low demand for residential development and recent sales have occurred. Therefore, in my opinion, Clallam County sales are more suitable for valuation purposes due to the closer location and in the same county.

- Sale 3-CI – This sale is located in the same market area as the subject and has no development potential since the land area is completely covered by the channel migration zone of the Dungeness River. Clallam County does not allow development on property covered by this zone. While this property is smaller than the subject, it is considered acceptable for use in this valuation analysis since it cannot be developed as the subject. This property has a great benefit that the subject does not have due to the fact that it has about 1,900 linear feet of low bank frontage on the Dungeness River.
- Sale 4-CI – This is the sale of a portion of the subject in 2013 when WSDOT purchased the property to be a wetlands mitigation site. While this property is smaller than the entire subject, it is typically desirable to utilize a previous sale of the subject for valuation purposes. However, the property included development potential and is currently covered by additional wetlands at the date of value of this appraisal. Due to these factors and the fact that the sale occurred about eight years ago, significant adjustments should be considered for valuation analysis.
- Sale 5-CI – This is the sale of a portion of the subject in 2012 when WSDOT purchased the property to be a wetlands mitigation site. While this property is smaller than the entire subject, it is typically desirable to utilize a previous sale of the subject for valuation purposes. However, the property included development potential and is currently covered by additional wetlands at the date of value of this appraisal. Due to these factors and the fact that the sale occurred about nine years ago, significant adjustments should be considered for valuation analysis.

ORIGINAL COMPARABLES DATA							
Comp ID	Location	Land Area	Sale Date	Sale Price	Price/ac	Dev. Potential	Comments
1-CI	4.2 mi. SE of Pt. Angeles Clallam County	30.19 ac	7/24/2020	\$220,000	\$7,287/ac	None	Sale based on assumption of legal access. Confirmed to have no legal access.
2-PA	21 mi. SW of South Bend Pacific County	61.12 ac	5/13/2020	\$126,000	\$2,062/ac	1 dr Potential	About 60 % Wetlands. Appears to have developable area with access.
3-CI	2.9 mi. SW of Sequim Clallam County	16.16 ac	9/21/2017	\$45,000	\$2,785/ac	None	Inside channel migration zone. About 1,900 feet of low bank frontage on Dungeness River.
4-CI	Portion of Subject Clallam County	12.03 ac	2/11/2013	\$53,500	\$4,447/ac	1 dr When Sold	Wetlands enhanced after purchase
5-CI	Portion of Subject Clallam County	9.64 ac	5/12/2012	\$125,000	\$12,967/ac	1 dr When Sold	Wetlands enhanced after purchase

Based on the above discussion, comparable 3-CI is the best indicator of the subject market value due to its similar characteristics (size, no development potential, critical area coverage, sale date, etc.) However, this comparable should be considered to have a higher market value than the subject since it has about 1,900 linear feet of low bank frontage on the Dungeness River. The subject does have frontage on Meadowbrook Creek which is considered to have much less amenity value than frontage on a large river. Therefore, the concluded market value for the subject should be considerable less than the sale price of this comparable. The Appraiser's concluded market value is actually more than the sale price of this comparable (\$3,800/ac – Appraiser's value; \$2,785/ac – Comparable 3-CI Sale Price). This analysis indicates that only comparable 3-CI, used in the Appraiser's valuation analysis, is suitable for this analysis due to development potential, physical characteristics and location. Therefore, I do not concur with the Appraiser's valuation analysis and provide the following valuation analysis to estimate the market value of the subject in the before condition.

BEFORE CONDITION PROPERTY VALUATION

Introduction

Valuation of the subject relies upon a land sales comparison analysis. Identifying differences in the relevant elements of comparison between a given subject and the sale comparison properties is essential in the valuation process. Significant differences must be adjusted either quantitatively or qualitatively in the analysis. Therefore, it is important to have a good understanding of the comparable properties' attributes. On the following page, I have provided a map showing the location of four properties that are considered comparable to the subject. Following that are data sheets of the comparables that provide details pertaining to their characteristics and sale transactions.

Elements of Comparison Adjustments

The land sales comparison analysis identifies the relevant elements of comparison between a given subject and the sale comparison properties. Any significant differences must be adjusted either quantitatively or qualitatively in the analysis. USPAP and UASFLA allow for quantitative as well as qualitative adjustments between a subject and sales comparables. In this instance, all of the adjustments are qualitative except for merchantable timber, expenditures after the sale and site improvements. If a comparable property has a superior attribute to the subject this warrants a downward adjustment, and vice versa. In the Adjustment Grid on page 10, the quantitative adjustments are made first and then followed by all of the qualitative adjustments.

Comparable 1 had merchantable timber on the property which could be harvested at the time of sale. The estimated value of the harvestable timber on comparable one was provided by a recent timber cruise. No other comparables included any merchantable timber at the time of sale. The potential value of the existing premerchantable timber on the subject and all comparables is considered in the vegetation element of comparison which is addressed later in this report.

Expenditures after the sale refers to cash outlays by the buyer to correct conditions that were known to exist at the time of the transaction but which the seller has not agreed to correct. Typically, such expenditures pertain to issues of deferred maintenance or removal of obsolete improvements. In this case, the subject and all comparables had any such conditions and no adjustments are warranted in this regard.

The next adjustment is for site improvements. The subject and all comparables included no improvements and no adjustments are warranted in this respect.

All of the comparables were transactions of the fee simple interest and there are no adjustments warranted for these comparables. Similarly, all of the comparables transacted on a cash equivalent basis with warranty or bargain and sale deeds, which would be similar to the subject.

Conditions of sale pertains to the motivation of the buyer and seller. Typical market transactions are at arm's length in which both parties are inclined to maximize their economic gain and have no unusual influences or motivations. This is the case for all of the comparables and the market definition used in this report assumes any transaction of the subject would be under these circumstances.

With regard to market conditions, two of the comparables transacted in 2020 and two in 2017. The best means of quantifying an adjustment rate for market conditions is through analysis of a given property that sold and resold over a period of time or a matched pair analysis of similar properties that sold at different times. While this is a good means of determining a quantitative market conditions adjustment in an active market with a large number of sales, it is much more difficult to ascertain a numeric factor in a very rural market such as the subject's in which there tend to be fewer sales (or sales and resales of the same property). My search did not reveal adequate market data of matched pair transactions. As a result, I have concluded that a qualitative adjustment is most appropriate to account for market conditions over time.



SALES COMPARISON MAP

Sale Comparison No. 1



1) XXX State Route 112, Sekiu

- 2) a. Access: Paved Public Road
b. Use at Sale: Timberland
c. H & B Use: Timberland/Recreational
d. Zoning: Rural-20
e. Land Area: 51.29 acres
f. Sale Date: December 11, 2017
g. Sale Price: \$260,000
h. Instrument Type: Warranty Deed
i. Terms: Cash
j. Document #: 1358374
k. Seller: Kenneth L. Flink
l. Buyer: State of Washington
m. Confirmed with: Ken Graham, WA State Parks & Recreation Commission
(360) 902-8680
NWMLS, Clallam County Assessor

3) Tax Parcel Numbers

APN: 133210340000, 133215210010 & 133215220110

4) Comments:

The property is vacant land which borders State Route 112 about 3 miles west of Sekiu. The property has about 38 acres of merchantable trees on the property which was valued at about \$150,000 by a recent timber cruise. The property has about 260 linear feet of low bank frontage on the Hoko River along a portion of the east boundary. The property is slightly sloping.

Sale Comparison No. 2



1) XXX Frontier Street, Clallam Bay

- 2) a. Access: Paved Public Road to South Portion
- b. Use at Sale: Timberland/Recreational
- c. H & B Use: Recreational
- d. Zoning: Commercial Forest & Urban Res. High Density
- e. Land Area: 76.60 acres
- f. Sale Date: July 30, 2020
- g. Sale Price: \$41,720
- h. Instrument Type: Bargain & Sale Deed
- i. Terms: Cash
- j. Document #: 2020-1401934
- k. Seller: Rayonier Forest Resources, L.P.
- l. Buyer: North Olympic Land Trust
- m. Confirmed with: Michele Canale, NOLT
(360) 417-1815
Clallam County Assessor

3) Tax Parcel Numbers

APN: 123221210000, 123221310000,
1232212300000 & 123221240000

4) Comments:

The property is vacant land that is located in the community of Clallam Bay. The south portion of the property is accessible by a paved public road but the north portion currently has no legal access. The south portion of the property is mostly level and is bisected by about 1,800 linear feet of low bank frontage on the Clallam River. The north portion of the property is steeply sloping. The property contained about 12 year old premerchtable trees on 20 acres outside of the riparian area. The south portion of the property is identified as being wetlands on about 70 percent of the area.

Sale Comparison No. 3



1) XXX Ozette Lake Road, Clallam Bay

- 2) a. Access: Shared Forest Service Road
b. Use at Sale: Timberland
c. H & B Use: Timberland/Recreational
d. Zoning: Commercial Forest
e. Land Area: 94.06 acres
f. Sale Date: March 19, 2020
g. Sale Price: \$181,000
h. Instrument Type: Warranty Deed
i. Terms: Cash
j. Document #: 1393144
k. Seller: Brisadal Real Estate Inc.
l. Buyer: Shoo Chuss LLC
m. Confirmed with: Mike Jernquist, Coldwell Banker Bain
(425) 454-0470
NWMLS, Clallam County Assessor

3) Tax Parcel Number

APN: 143124210000

4) Comments:

The property is vacant land that is accessed from forest service roads. The property has about 14 year old premerchtable trees on 65 acres. The property is slightly sloping with about 1,080 linear feet of low bank frontage on a tributary of the Hoko River.

Sale Comparable #4



1) XXX Kinkade Road, Sequim

- 2) a. Access: Short Gravel Road to Paved
- b. Use at Sale: Recreational
- c. H & B Use: Recreational
- d. Zoning: R5 (1du/5 acres)
- e. Land Area: 16.16 acres
- f. Sale Date: September 21, 2017
- g. Price: \$45,000
- h. Instrument Type: Warranty Deed
- i. Terms: Cash
- j. Document No.: 1355499
- k. Seller: John R. & Lori R. Dickinson
- l. Buyer: Richard Krebsbach & Vikki Boyer
- m. Confirmed with: Richard Krebsbach (Co-Owner)
Clallam County Assessor

3) Tax Parcel Number

APN: 042902410150

4) Comments:

This property is located about 3.5 miles southwest of Sequim on Kinkade Island. The property is bordered by the Dungeness River and bisected by a side channel of the river. The property has about 1,900 feet of frontage on the river. The property is partially forrested. The land is level with 100% falling within the floodway and the river meander hazard zone. The property was not listed for sale by a real estate agent.

The market data included in the Appraiser's report illustrates that home sales have had an overall increase in home prices since 2000. The NWMLS does not track changes in vacant land prices. My research indicates that the vacant land market in Clallam County has been increasing since 2000 but at a much slower pace than the housing market. Based upon the foregoing considerations I have concluded that no market conditions adjustment is appropriate for sales that transacted within the past 24 months. A moderate upward adjustment is required for the comparables that sold between 24-48 months prior to the date of value of this report.

Location is very relevant to the valuation process as it may be that two properties have very similar physical characteristics but nevertheless show value differences owing to circumstances of proximity or lack thereof to populated areas. The subject is located about 4 miles north of Sequim. The respective locations of the comparables are noted on the summary grid and appropriate adjustments have been made.

The subject has access from a paved public road as is the case for comparable 1. Comparable 2 has access from a paved public road to the south portion and is considered similar to the subject. Comparable 3 only has access from forest service roads for forest management purposes and is considered somewhat inferior to the subject. Comparable 4 has access from a short gravel road from a paved public road and is considered similar to the subject in this regard.

With respect to vegetation, the subject contains mostly grasses and shrubs. The respective timber characteristics of the comparables are noted on the summary grid and appropriate adjustments have been made.

The topography of property can affect the sale price. The subject and comparables 1, 3 and 4 are either mostly level or slightly sloping and no adjustments are warranted. Comparable 2 includes steep slopes in the north portion and is considered inferior to the subject in this respect.

Since the subject's highest and best use is for recreational purposes, it is appropriate to consider the waterfrontage on the subject and comparables. The subject has about 700 total linear feet of low bank frontage on Meadowbrook Creek. The adjustment grid notes the comparables which have river or creek frontage and adjustments have been made accordingly.

Properties with good views typically garner a premium in the market over those without it. The subject and all comparables, except for number 4, have a territorial view and no adjustments are warranted. Comparable 4 has a view of the Dungeness River and is considered somewhat superior to the subject in this regard.

The next element of comparison pertains to development potential. The subject has no development potential since it is a designated wetland mitigation site. Comparable 1 has three entitled development rights and is considered superior to the subject. All other comparables have no effective development rights and are considered similar to the subject in this respect.

The category for extraordinary site conditions considers unusual physical conditions, both positive and negative, that would impact the highest and best use of a property and therefore its value. The subject is identified as having about 75 percent of the property covered with wetlands and 100 percent within the 100-yr floodplain. Comparables 1 and 3 have no extraordinary site conditions and are considered somewhat superior to the subject. Comparable 2 is identified as having about 70 percent of the property identified as being wetlands and therefore is considered similar to the subject. Comparable 4 is identified as being inside of the channel migration zone and the floodway of the Dungeness River and is considered similar to the subject in this regard.

The final element of comparison pertains to size. It is a well-established tenet of real estate valuation that all other things being equal a large property will tend to show a lower \$/acre value than a small property. The reason for this is based upon the concept of marginal utility that suggests a typical user gains somewhat less benefit from each incremental unit added. Based on my research, the size of recreational property, in most cases, does not impact the sales price of property as in land with development potential. The respective sizes of the comparables are noted on the summary grid relative to the subject and all comparables are considered similar to the subject in this respect.

BEFORE CONDITION LAND SALES ADJUSTMENT GRID

	Subject	Comparable 1	Comparable 2	Comparable 3	Comparable 4
Location	Clallam County	Clallam County	Clallam County	Clallam County	Clallam County
Sale Price	Appraisal	\$260,000	\$41,720	\$181,000	\$45,000
Date	Feb-21	Dec-17	Jul-20	Mar-20	Sep-17
<i>Merchable Timber</i>	None	37 ac Merchable	None	None	None
Adjustment		(\$150,000)	\$0	\$0	\$0
Adj \$		\$110,000	\$41,720	\$181,000	\$45,000
<i>Expenditure After Sale</i>	None	None	None	None	None
Adjustment		\$0	\$0	\$0	\$0
Adj \$		\$110,000	\$41,720	\$181,000	\$45,000
<i>Site Improvements</i>	None	None	None	None	None
Adjustment		\$0	\$0	\$0	\$0
Adj \$		\$110,000	\$41,720	\$181,000	\$45,000
<i>Property Rights</i>	Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	No Adj	No Adj	No Adj
<i>Financing</i>	Cash Equiv	Cash Equiv	Cash Equiv	Cash Equiv	Cash Equiv
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	No Adj	No Adj	No Adj
<i>Condition of Sale</i>	Arm's Length	Arm's Length	Arm's Length	Arm's Length	Arm's Length
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	No Adj	No Adj	No Adj
<i>Market Conditions</i>	Feb-21	38 mos	6 mos	10 mos	40 mos
Comparison		<u>Somewhat Inferior</u>	<u>Similar</u>	<u>Similar</u>	<u>Somewhat Inferior</u>
Adjustment		Somewhat Upward	No Adj	No Adj	Somewhat Upward
<i>Location</i>	4 mi. N of Sequim CBD	44 mi. W of Port Angeles CBD	Adjacent to Clallam Bay Community	47 mi. W of Port Angeles CBD	3.5 mi. SW of Sequim
Comparison		<u>Inferior</u>	<u>Inferior</u>	<u>Inferior</u>	<u>Similar</u>
Adjustment		Upward Adj	Upward Adj	Upward Adj	No Adj
<i>Access</i>	Paved Public Road	Paved Public Road	Paved Public Road to South Portion	Forest Service Roads for	Short Gravel Road To Paved
			No Legal Access to North Portion	Forest Management Only	
Comparison		<u>Similar</u>	<u>Somewhat Inferior</u>	<u>Somewhat Inferior</u>	<u>Similar</u>
Adjustment		No Adj	Somewhat Upward	Somewhat Upward	No Adj
<i>Vegetation</i>	Mostly Grasses & Shrubs	Partially Forested	Partially Forested	Partially Forested	Partially Forested
Comparison		<u>Somewhat Superior</u>	<u>Somewhat Superior</u>	<u>Somewhat Superior</u>	<u>Somewhat Superior</u>
Adjustment		Somewhat Downward	Somewhat Downward	Somewhat Downward	Somewhat Downward
<i>Topography</i>	Mostly Level	Slightly Sloping	Steeply Sloping in North Portion	Slightly Sloping	Mostly Level
Comparison		<u>Similar</u>	<u>Inferior</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	Upward Adj	No Adj	No Adj
<i>Waterfrontage</i>	700 linear feet, Meadowbrook Creek	260 linear feet, Low Bank, Hoko River	1,800 linear feet, Low Bank, Clallam River	1,080 linear feet, Low Bank, Hoko River Tributary	1,900 linear feet, Low Bank, Dungeness River
Comparison		<u>Similar</u>	<u>Somewhat Superior</u>	<u>Somewhat Superior</u>	<u>Superior</u>
Adjustment		No Adj	Somewhat Downward	Somewhat Downward	Downward Adj
<i>View</i>	Territorial	Territorial	Territorial from Accessible Portion	Territorial	Dungeness River
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Somewhat Superior</u>
Adjustment		No Adj	No Adj	No Adj	Somewhat Downward
<i>Effective Development Potential</i>	None	3 Entitled	None	None	None
Comparison		<u>Superior</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		Downward Adj	No Adj	No Adj	No Adj
<i>Extraordinary Site Conditions</i>	75% Wetlands 100% Floodplain	None	70% Wetlands in South Portion	None	100% Migration Hazard Zone 100% Floodway
Comparison		<u>Somewhat Superior</u>	<u>Similar</u>	<u>Somewhat Superior</u>	<u>Similar</u>
Adjustment		Somewhat Downward	No Adj	Somewhat Downward	No Adj
<i>Total Acreage</i>	45.68 ac	51.29 ac	76.60 ac	94.06 ac	16.16 acres
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	No Adj	No Adj	No Adj
<i>Quantitative Adjusted Sale Price</i>		\$110,000	\$41,720	\$181,000	\$45,000
<i>Quantitative Adjusted \$/ac</i>		\$2,145/ac	\$545/ac	\$1,924/ac	\$2,785/ac
<i>Qualitative Adjustments</i>					
	Property Rights	No Adj	No Adj	No Adj	No Adj
	Financing	No Adj	No Adj	No Adj	No Adj
	Condition of Sale	No Adj	No Adj	No Adj	No Adj
	Market Conditions	Somewhat Upward	No Adj	No Adj	Somewhat Upward
	Location	Upward Adj	Upward Adj	Upward Adj	No Adj
	Access	No Adj	Somewhat Upward	Somewhat Upward	No Adj
	Vegetation	Somewhat Downward	Somewhat Downward	Somewhat Downward	Somewhat Downward
	Topography	No Adj	Upward Adj	No Adj	No Adj
	Waterfrontage	No Adj	Somewhat Downward	Somewhat Downward	Downward Adj
	Effective Development Potential	Downward Adj	No Adj	No Adj	No Adj
	Extraordinary Site Conditions	Somewhat Downward	No Adj	Somewhat Downward	No Adj
	Total Acreage	No Adj	No Adj	No Adj	No Adj
Overall Value Indication \$/Acre	\$2,000/ac	High Indicator	Low Indicator	Balanced Indicator	High Indicator

Valuation Analysis

The various quantitative and qualitative adjustments for each comparable relative to the subject are shown on the Before Condition Land Sales Adjustment Grid on the previous page. At the bottom of the adjustment grid is the adjusted gross sale price with the adjusted \$/acre price highlighted below that. This is the most relevant unit of value for recreational land that has no development density potential.

The comparables show a range of value from \$545/ac to \$2,785/ac. The final step in the analysis is to apply the qualitative adjustments. The resulting "Overall Value Indication" column shows how each comparable's adjusted value fares as a relative indication for the subject based upon the cumulative impact of the adjustments. Based upon the forgoing analysis I have concluded with a market value estimate for the subject land at \$2,000/ac, which is well bracketed by the comparable data. It should be noted that comparables 1, 2 and 3 are located in remote areas of the county. This fact is due to the inability to identify additional comparables with similar characteristics as the subject in the immediate vicinity. Applying the derived unit land value to the subject's 45.68 acres results in a value indication of \$91,360 or a rounded value of \$91,000.

Fee Simple Value In Before Condition

\$91,000

In the after condition, the Clallam County Road Department intends to relocate the dike along a portion of the lower Dungeness River and the existing Towne Road such that they cover 7.93 acres of the subject property. The proposed project will result in the dike and Towne Road bisecting the subject at an elevation of between five to twelve feet higher than the existing land topography. In order to construct the new dike and roadway, 13.91 acres of the subject is planned for intermittent use during the expected three years for the larger construction project. The impacts of the current dike and road relocation project is analyzed in the report entitled "Lower Dungeness River Project Impact Statement, Effects on WSDOT's Towne Road Mitigation Site, Clallam County, Washington" by Shannon & Wilson, dated November 2, 2020. Certain portions of this report have been subsequently updated with minor corrections. This report details that the Clallam County project will have direct and indirect effects on the WSDOT Towne Road Mitigation Site (subject) which will require 15.07 acres of wetlands creation or equivalent mix of creation, rehabilitation or enhancement. All of the mitigation required from these impact to the subject will be provided by Clallam County on other property, not part on the subject and not owned by WSDOT. As a result of the negotiated mitigation efforts reflected in the Corps of Engineers permit, additional mitigation efforts will be made to the subject which will increase the wetlands on the subject to about 80 percent of the property. Since the subject is designated a wetland mitigation site, the highest and best use of the remainder does not change from the before condition.

The appraiser utilized the sale comparables used in his valuation of the subject in the before condition. As previously discussed, only one of these comparables is considered suitable for this analysis. Therefore, I do not concur with the Appraiser's valuation analysis of the subject in the after condition and provide the following valuation analysis to estimate the market value of the subject's remainder.

LAND VALUATION - AFTER CONDITION

Introduction

The nature of this appraisal problem requires valuation of the total subject property in the before condition and then in the after condition when a proposed partial acquisition of the property rights. The difference in the before and after values represents the market value of the prospective acquisition, including any impact to the remainder property. The appraisal approach utilized in the following analysis is the direct sales comparison approach, which is the most typical appraisal methodology relevant to vacant land. The comparables used in this after condition analysis are the same ones used in the before condition analysis and therefore, the location map and data sheets are not duplicated in this section. The location map and data sheets are for this analysis are included on pages 4 through 8 of this report.

Comparable Data

The land sales comparison analysis identifies the relevant elements of comparison between a given subject and the sale comparison properties. Any significant differences must be adjusted either quantitatively or qualitatively in the analysis. USPAP allow for quantitative as well as qualitative adjustments between a subject and sales comparables. In this instance, all adjustments are qualitative except for site improvements and expenditures after the sale. If a comparable property has a superior attribute to the subject, a downward adjustment is warranted, and vice versa. In the After Condition Sales Adjustment Grid on the following page, the quantitative adjustments are made first and then followed by all of the qualitative adjustments.

Since all element of comparison in the after condition analysis, except for extraordinary site conditions and the size of remainder, are identical to the before condition analysis, the discussions are not duplicated in this section. Therefore, this section only discusses the elements of comparisons for extraordinary site conditions and the size of remainder.

The first element of comparison which is different from the before condition analysis pertains to the extraordinary site conditions of the remainder. In this condition, the subject will have about 80 percent of the land area identified as being wetlands, 100 percent of the land area identified as being inside of the 100-yr floodplain and will be bisected by a dike and a roadway. The extraordinary site conditions of the comparables are detailed in the adjustment grid and appropriate adjustment have been made.

The final element of comparison pertains to size. It is a well-established tenet of real estate valuation that all other things being equal a large property will tend to show a lower \$/acre value than a small property. The reason for this is based upon the concept of marginal utility that suggests a typical user gains somewhat less benefit from each incremental unit added. Based on my research, the size of recreational property, in most cases, does no impact the sales price of property as in land with development potential. In the after condition, the remainder property will total 37.75 acres. The respective sizes of the comparables are noted on the summary grid relative to the subject and all comparables are considered similar to the subject in this respect.

Valuation Analysis

The most relevant unit of comparison applied in the analysis is the \$/acre as this is the basis upon which buyers would compare recreational property. The various quantitative and qualitative adjustments for each comparable are shown on the adjustment grid on the following page. At the bottom of the grid the “Quantitative Adjusted Total Sale Price” and the “Qualitative Adjusted \$/ acre” is shown. The final step in the analysis is to apply the qualitative adjustments to these values as is noted on the adjustment grid. The various quantitative and qualitative adjustments for each comparable relative to the subject are shown on the After Condition Land Sales Adjustment Grid on the following page. At the bottom of the adjustment grid is the adjusted gross sale price with the adjusted \$/acre price highlighted below that.

Underneath the quantitatively adjusted \$/acre sales prices all of the qualitative adjustments are shown. Applying the composite qualitative adjustments to the adjusted sale prices provides an indication of the relative adjusted value of each comparable to the subject. Comparable 1 is considered to be a high value indicator at \$2,145/ac. Comparable 2 is noted as being a somewhat low value indicator at \$545/ac. Comparable 3 is considered to be a somewhat high value indicator at \$1,924/ac. Comparable 4 is considered to be a high value indicator at \$2,785/ac.

Based upon the forgoing analysis I have concluded with a market value estimate for the subject of \$1,500/ac. This value conclusion is well bracketed by all comparables. Applying this unit value to the subject’s 37.75 acres of land results in a total value indication of \$56,625 or a rounded value of \$57,000.

Fee Simple Value In After Condition.....\$57,000

AFTER CONDITION LAND SALES ADJUSTMENT GRID

	Subject	Comparable 1	Comparable 2	Comparable 3	Comparable 4
Location	Clallam County	Clallam County	Clallam County	Clallam County	Clallam County
Sale Price	Appraisal	\$260,000	\$41,720	\$181,000	\$45,000
Date	Feb-21	Dec-17	Jul-20	Mar-20	Sep-17
<i>Merchantable Timber</i>	None	37 ac Merchantable	None	None	None
Adjustment		(\$150,000)	\$0	\$0	\$0
Adj \$		\$110,000	\$41,720	\$181,000	\$45,000
<i>Expenditure After Sale</i>	None	None	None	None	None
Adjustment		\$0	\$0	\$0	\$0
Adj \$		\$110,000	\$41,720	\$181,000	\$45,000
<i>Site Improvements</i>	None	None	None	None	None
Adjustment		\$0	\$0	\$0	\$0
Adj \$		\$110,000	\$41,720	\$181,000	\$45,000
<i>Property Rights</i>	Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	No Adj	No Adj	No Adj
<i>Financing</i>	Cash Equiv	Cash Equiv	Cash Equiv	Cash Equiv	Cash Equiv
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	No Adj	No Adj	No Adj
<i>Condition of Sale</i>	Arm's Length	Arm's Length	Arm's Length	Arm's Length	Arm's Length
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	No Adj	No Adj	No Adj
<i>Market Conditions</i>	Feb-21	38 mos	6 mos	10 mos	40 mos
Comparison		<u>Somewhat Inferior</u>	<u>Similar</u>	<u>Similar</u>	<u>Somewhat Inferior</u>
Adjustment		Somewhat Upward	No Adj	No Adj	Somewhat Upward
<i>Location</i>	4 mi. N of Sequim CBD	44 mi. W of Port Angeles CBD	Adjacent to Clallam Bay Community	47 mi. W of Port Angeles CBD	3.5 mi. SW of Sequim
Comparison		<u>Inferior</u>	<u>Inferior</u>	<u>Inferior</u>	<u>Similar</u>
Adjustment		Upward Adj	Upward Adj	Upward Adj	No Adj
<i>Access</i>	Paved Public Road	Paved Public Road	Paved Public Road to South Portion No Legal Access to North Portion	Forest Service Roads for Forest Management Only	Short Gravel Road To Paved
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Somewhat Inferior</u>	<u>Similar</u>
Adjustment		No Adj	No Adj	Somewhat Upward	No Adj
<i>Vegetation</i>	Mostly Grasses & Shrubs	Partially Forested	Partially Forested	Partially Forested	Partially Forested
Comparison		<u>Somewhat Superior</u>	<u>Somewhat Superior</u>	<u>Somewhat Superior</u>	<u>Somewhat Superior</u>
Adjustment		Somewhat Downward	Somewhat Downward	Somewhat Downward	Somewhat Downward
<i>Topography</i>	Mostly Level	Slightly Sloping	Steeply Sloping in North Portion	Slightly Sloping	Mostly Level
Comparison		<u>Similar</u>	<u>Inferior</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	Upward Adj	No Adj	No Adj
<i>Waterfrontage</i>	700 linear feet, Meadowbrook Creek	260 linear feet, Low Bank, Hoko River	1,800 linear feet, Low Bank, Clallam River	1,080 linear feet, Low Bank, Hoko River Tributary	1,900 linear feet Low Bank, Dungeness River
Comparison		<u>Somewhat Superior</u>	<u>Somewhat Superior</u>	<u>Somewhat Superior</u>	<u>Superior</u>
Adjustment		Somewhat Downward	Somewhat Downward	Somewhat Downward	Downward Adj
<i>View</i>	Territorial	Territorial	Territorial from Accessible Portion	Territorial	Dungeness River
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Somewhat Superior</u>
Adjustment		No Adj	No Adj	No Adj	Somewhat Downward
<i>Effective Development Potential</i>	None	3 Entitled	None	None	None
Comparison		<u>Superior</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		Downward Adj	No Adj	No Adj	No Adj
<i>Extraordinary Site Conditions</i>	80% Wetlands 100% Floodplain Bisected by Dike & Roadway	None	70% Wetlands in South Portion	None	100% Migration Hazard Zone 100% Floodway
Comparison		<u>Superior</u>	<u>Somewhat Superior</u>	<u>Superior</u>	<u>Somewhat Superior</u>
Adjustment		Downward Adj	Somewhat Downward	Downward Adj	Somewhat Downward
<i>Total Acreage</i>	37.75 ac	51.29 ac	76.60 ac	94.06 ac	16.16 acres
Comparison		<u>Similar</u>	<u>Similar</u>	<u>Similar</u>	<u>Similar</u>
Adjustment		No Adj	No Adj	No Adj	No Adj
<i>Quantitative Adjusted Sale Price</i>		\$110,000	\$41,720	\$181,000	\$45,000
<i>Quantitative Adjusted \$/ac</i>		\$2,145/ac	\$545/ac	\$1,924/ac	\$2,785/ac
<i>Qualitative Adjustments</i>					
	Property Rights	No Adj	No Adj	No Adj	No Adj
	Financing	No Adj	No Adj	No Adj	No Adj
	Condition of Sale	No Adj	No Adj	No Adj	No Adj
	Market Conditions	Somewhat Upward	No Adj	No Adj	Somewhat Upward
	Location	Upward Adj	Upward Adj	Upward Adj	No Adj
	Access	No Adj	No Adj	Somewhat Upward	No Adj
	Vegetation	Somewhat Downward	Somewhat Downward	Somewhat Downward	Somewhat Downward
	Topography	No Adj	Upward Adj	No Adj	No Adj
	Waterfrontage	Somewhat Downward	Somewhat Downward	Somewhat Downward	Downward Adj
	Effective Development Potential	Downward Adj	No Adj	No Adj	No Adj
	Extraordinary Site Conditions	Downward Adj	Somewhat Downward	Downward Adj	Somewhat Downward
	<i>Total Acreage</i>	No Adj	No Adj	No Adj	No Adj
<i>Overall Value Indication \$/Acre</i>	\$1,500/ac	High Indicator	Somewhat Low Indicator	Somewhat High Indicator	High Indicator

Temporary Construction Easement Valuation

As previously discussed, Clallam County proposes to place a temporary construction easement (TCE) on 13.91 acres of the subject for a period of three years. In the Appraiser's report, the value of the TCE was estimated by analyzing the lack of the potential to rent the land area. The Appraiser estimated an appropriate rate of return of 7 percent and applied this discount factor to the land included in the TCE for a three-year period. I concur with this method but I have previously provided, in this report, a different \$/acre land value for the subject in the before condition. Based on my analysis, the market value for the TCE is estimated as follows:

$$13.91 \text{ TCE acres} \times 7\%/\text{annum} \times 3 \text{ years} \times \$2,000/\text{acre contributory land value} = \$5,842 \text{ (unrounded)}$$

The major damages to the subject include removing portions of the subject which are used for wetlands mitigation and bisecting the subject with a dike and roadway. The damages to the wetland mitigation areas will be compensated for by Clallam County by off-site mitigation efforts as detailed in the Corps of Engineers Permit. Damages to the site by placing the dike and roadway on the subject are accounted for in the before-after valuation analysis. All other minor damages to the subject are addressed in the before-after valuation analysis. Therefore, no additional damages estimation is considered compensatory other than what is addressed in the before-after valuation analysis.

Special Benefits

The Shannon & Wilson report analyzes unintended impacts to the WSDOT property (subject) which would increase the wetlands mitigation value of this property. WSDOT anticipated that the future Lower Dungeness River Floodplain Restoration & Levee Realignment Project during the design of the Towne Road Mitigation Site and considered the future location of the relocated dike in determining mitigation credits. Unintended impacts of the final Clallam County Project were the result of relocation of the dike, placement of Towne Road on top of the relocated dike and removal of Towne Road from the west boundary of the mitigation site. Shannon & Wilson concluded that additional mitigation credits are expected from other actions performed on the subject which are delineated in the Corps of Engineers Permit. The total unintended benefits is estimated by Shannon & Wilson to be 2.255 mitigation credits and the portion from permit conditions total 0.92 mitigation credits. While I understand that the permit conditions were negotiated, these additional credits are not considered a special benefit since they are required by permit. The additional mitigation credits deemed unintended (relocation of the dike and roadway and removal of Towne Road) are considered a special benefit since they provide value to WSDOT who can use these credits for other future construction project which require wetland mitigation. The result of the Shannon & Wilson analysis demonstrates that the WSDOT Towne Road Mitigation Site (subject) will have an additional 1.335 Common Compensation Units (Creation) available from implementation of the Clallam County dike and Towne Road relocation project. It is my understanding that WSDOT is allowed to utilize these wetland mitigation credits to satisfy wetland damages on other WSDOT projects after the intended mitigation values are obtained and vested. Dave Cline, Shannon & Wilson, indicated that a typical vesting period of ten years for wetland mitigation credits.

I concur with the overall method the Appraiser used for estimating the market value of the special benefits. However, as previously discussed, I disagree that the total unintended benefits calculated by Shannon & Wilson are compensatory as special benefits. In addition, I disagree that the mitigation credit value should be discounted by 10 percent based on national trend data since the mitigation credit value was obtained from a local wetlands mitigation bank. The appraiser appears to discount the mitigation credit further due to the probability that the proposed project will occur and WSDOT will apply the recognized mitigation credit in the future. This further discounting is not considered appropriate since the purpose of this appraisal assignment is to estimate the damages to the subject after completion of the project, not to estimate the probability of it occurring. Based on my analysis the market value for special benefits is estimated as follows:

$$1.335 \text{ Mitigation Credits} \times 7\%/\text{annum} \times 10 \text{ years} \times \$185,000 = \$227,083 \text{ (unrounded)}$$

The concluded value of the unintended benefits of the project is greater than the estimated value of the acquired property and subsequent damages. Since special benefits cannot exceed the value of the damages to the subject from the acquisition, the applicable special benefits is equal to the total of the estimated values of the property acquisition and the TCE.

REVIEWER'S DETERMINATION OF VALUE (This Review):

As discussed in this report, I agree with the background information and many of the methods provided by the Appraiser in the original report. I do not concur with any of the concluded values of the original report and this review provides my valuations of all components of the assignment. However, I do concur that the final just compensation in the Appraiser's report is correct. Provided below are the results of the value estimate included in this report since they are different than the Appraiser's.

Just Compensation is \$ 0.00

Allocation:

Acquisition:

Land

Before Condition Land Value \$ 91,000

After Condition Land Value \$ 57,000

Land Value (Before – After) \$ 34,000

Easement (TCE) \$ 5,850 (Rounded)

Total Land & TCE \$ 39,850

Improvements

Bldg (if any) \$ 0.00

Site \$ 0.00

Total Imps \$ 0.00

Total Acquisition \$ 39,850

Damages \$ 0.00

Special Benefits \$(39,850)

Total Compensation \$ 0.00

The market data is adequate and appropriate. In general, the appraisal uses the correct methods and techniques. The market conclusions are not considered reasonable and fit the evidence. The cost and income approaches were not applied as this is a land valuation problem. This review is subject to the "SALIENT INFORMATION" and "ASSUMPTIONS AND LIMITING CONDITIONS" statements contained in the Appraiser's original report.

JUST COMPENSATION \$ 0.00

AS OF February 2, 2021

I, the review appraiser, certify that, to the best of my knowledge and belief:

1. The facts and data reported by the review appraiser and used in the review process are true and correct.
2. The analyses, opinions, and conclusions in this review report are limited only by the assumptions and limiting conditions stated in this review report, and are my personal, unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and I have no personal interest or bias with respect to the parties involved.
4. My compensation is not contingent on an action or event resulting from the analyses, opinions, or conclusions in, or the use of, this review report.
5. I have made the appraisal review and prepared this report in conformity with the Uniform Appraisal Standards for Federal Land Acquisition
6. I have made the appraisal review and prepared this report in conformity with the Appraisal Foundation's Uniform Standards of Professional Appraisal Practice (USPAP), except to the extent that the Uniform Appraisal Standards for Federal Land Acquisitions required invocation of USPAP's Jurisdictional Exception Rule, as described in Section D-1 of the Uniform Appraisal Standards for Federal Land Acquisitions.
7. I did personally inspect the subject property of the report under review.
8. No one provided significant professional assistance to the person signing this review report.

I further certify that I understand that if the determination is to be used in conjunction with a Federal aid highway project or other federally funded project, and because of items compensable under State law, but not eligible for Federal reimbursement, none of the approved just compensation is ineligible for Federal reimbursement.

Washington State-certified general real
estate appraiser certificate number: 1102323

Signature George A. Brooks
(Name) George A. Brooks
Date March 12, 2021

ComPraise

425 Ericksen Avenue NE, Suite 215
Bainbridge Island, WA 98110

George A. Brooks
(206) 201-3557
Email: george@compraise.com

In September of 2015, George A. Brooks established the firm **ComPraise**. Prior to that he worked with Stephen Shapiro Commercial Appraisal, LLC from 2011-2015.

Mr. Brooks has held a variety of professional positions throughout his career, including environmental engineer, hazardous waste engineer, environmental consultant, environmental manager and general contractor. Prior to becoming a certified general appraiser he managed his own contracting company, Sound Earth Services.

Mr. Brooks has a broad range of appraisal experience over a variety of property types including office and industrial buildings, commercial land, residential subdivision property, natural resource and habitat land, timberland and high-end estate homes. He has appraised numerous properties for conservation easements as well as right of way acquisitions under eminent domain.

Mr. Brooks is licensed as a certified general real estate appraiser by the State of Washington (License no. 1102323). He has successfully completed the following courses approved by the State of Washington:

- Basic Appraisal Principles
- Basic Appraisal Procedures
- Standards of Professional Appraisal Practice, Parts A and B
- General Appraisal Market Analysis Highest and Best Use
- General Appraisal Sales Comparison Approach
- General Appraisal Site Valuation and Cost Approach
- General Report Writing and Case Studies
- Commercial Appraisal Review - Subject Matter Elective
- General Appraisal Income Approach
- Expert Witness for Commercial Appraisal - Subject Matter Electives
- Statistics, Modeling and Finance
- Uniform Appraisal Standards for Federal Land Acquisitions
- Appraisal of Assisted Living Facilities
- IRWA 421 – The Valuation of Partial Acquisitions (Eminent Domain)
- Appraisal of Land Subject to Ground Leases
- Basic Hotel Appraising – Limited Service Hotels
- Appraisal of Owner-Occupied Commercial Properties

Education:

West Virginia University, M.S., Chemical Engineering, 1974; Virginia Military Institute, B.S. Civil Engineering, 1973.

Mr. Brooks has performed appraisal services for a wide variety of clients, and a partial client list follows:

Municipal and Public

- City of Bainbridge Island
- City of Port Townsend
- WA State Department of Natural Resources
- WA State Department of Fish & Wildlife
- Kitsap County Dept. Parks and Recreation
- Kitsap County Department of Public Works
- King Count Dept. Natural Resources & Parks
- City of Poulsbo
- Colville Confederated Tribes
- Jefferson County Environmental Health Department
- City of Gig Harbor
- Clallam County Public Works Department
- Jamestown S'Klallam Tribe
- Washington State Parks and Recreation Commission
- Lower Elwha Klallam Tribe
- USDA – Farm Service Agency
- Whatcom County
- Kitsap Transit
- Grays Harbor County

Private Companies

- Pope Resources, Inc.
- Green Diamond Resources Company
- Voyager Montessori Elementary School
- Gary Merlino Construction Company
- Viewside Community Water System
- Whidbey Institute
- Dock Street Bldg LLC
- Lakeland Farms, LLC

Banks

- Kitsap Bank
- Union Bank
- Live Oak Lending Company
- Northern Trust – Chicago
- Sound Community Bank

Conservation Organizations

- Trust For Public Land
- The Nature Conservancy
- Bainbridge Island Land Trust
- Forterra
- Great Peninsula Conservancy
- Whidbey Camano Land Trust
- Methow Conservancy
- Northwest Watershed Institute
- Capitol Land Trust
- Jefferson Land Trust
- Nisqually Land Trust
- North Olympic Land Trust
- Center for Natural Lands Management
- Northwest Rangeland Trust
- Chehalis River Basin Land Trust
- Coastal Watershed Institute
- Whatcom Land Trust



AGENDA ITEM SUMMARY

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

5
3/22/21

Department: Public Works/Roads Department

WORK SESSION ☒ **Meeting Date: March 22, 2021**

REGULAR AGENDA ☐ **Meeting Date:**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary: The Public Works/Road Department issued a call for project applications for Federal Fiscal Year (FFY) 2021/2022 Surface Transportation Block Grant (STBG) Program federal funding on January 25, 2021 to local transportation agencies. The STBG Program provides for federal funding up to 86.5% of project costs to preserve and improve the conditions and performance on eligible federal aid highways; bridge and tunnel projects on any public road; pedestrian, bicycle and recreational trails; transit capital projects; ferry boats and terminal facilities; and other eligible activities under 23 U.S.C 133. STBG funding can pay for 86.5% of an eligible project phase costs with a minimum 13.5% local match. Five project applications were received by the March 5 deadline:

FFY 2021 Applications

- \$57,803 City of Forks Bogachiel Way Overlay Project (for Preliminary Engineering)
- \$633,180 City of Sequim W. Washington St. (River Rd. to 9th Avenue) Arterial Overlay (for Construction)
- \$350,000 Clallam County Sequim-Dungeness Way and Woodcock Road Roundabout (for construction)
- \$550,000 City of Port Angeles Race Street Complete Street – Phase 1 (\$32,000 for Preliminary Engineering; \$518,000 for construction).

FFY 2022 Applications

- \$386,760 City of Forks Bogachiel Way Overlay Project (for Construction)
- \$825,000 Clallam County Olympic Discovery Trail—Forks Calawah River Park to Sitkum-Sol Duc Road Project (for construction).

Clallam County is the lead agency for prioritizing and selection of eligible local projects for STBG funding. The Washington State Department of Transportation (WSDOT) provides the County an annual STBG allocation for eligible local project funding selection. This allocation and any eligible prior year carry-forward equals the County's regional obligation authority (OA) target. This OA target

* 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)

is intended to be obligated in the respective FFY no later than August 1 to avoid risk of being sanctioned by WSDOT for redistribution to other areas.

Clallam County's total STBG available for local project allocations in FFY 2021 is \$2,228,656 with an OA target of \$1,857,753. The OA target for FFY 2022 is currently estimated to be \$1,052,594. The County only selects projects for funding allocation. Securing funding requires the local agency to enter into a local agency agreement with WSDOT to "obligate" the federal funding and comply with all state and federal requirements. Obligation is the federal government's commitment to reimburse the federal share of eligible project costs. To "obligate" a project requires WSDOT approval and authorization of a local agency project through a local agency agreement.

Previously approved local projects for STBG funding allocation that are pending obligation include: (1) \$550,000 for preliminary engineering for the City of Sequim US 101 East Sequim Corridor Improvement Project (Resolution 44, 2020); (2) \$500,000 for the Port Angeles Race Street Project (Resolution 64, 2021); and (3) \$169,000 (\$30,000 engineering; \$139,000 construction) for the City of Forks Bogacheil Way Overlay Project (Resolution 36, 2017). At this time, it is unknown whether WSDOT will be commencing engineering for the US 101 East Sequim Corridor Improvement Project in 2021. The Port Angeles Race Street Project is at 90% design and construction is planned to commence this summer. The pending Port Angeles's application for \$550,000 would bring their total STBG FFY 2021 funding allocation to \$1,050,000. The City of Forks has updated project cost estimates for their Bogachiel Way Overlay project for their pending request of \$57,803 in FFY 2021 for preliminary engineering and \$386,760 in FFY 2022 for construction.

The applications received and additional information on the STBG Program call for projects is attached.

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

None

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

Review the attached applications and select a date to hold a public hearing to consider the applications for allocation of FFY 2021 and 2022 STBG funding to support local agency projects.

County Official signature & print name:

 for Ross Tyler
Mary Peterson

Name of Employee/Stakeholder attending meeting: Steve Gray

Relevant Departments: Public Works/Roads

Date submitted: March 17, 2021

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

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



Clallam County Public Works/Road Department

223 E. Fourth St., Suite 6

Port Angeles, WA 98362-3000

360-417-2327 Fax: 360-417-2513 E-mail: sgray@co.clallam.wa.us

January 25, 2021

RE: 2021/2022 Surface Transportation Block Grant Program (STBG) Call for Projects

Clallam County is now accepting applications for eligible local transportation projects for federal funding under the federal Surface Transportation Block Grant Program (STBG) Program. ***This application round is for selection of eligible projects for STBG Federal Fiscal Year (FFY) 2021 and 2022.***

Eligible STBG Projects

The STBG program provides flexible funding that may be used to preserve and improve the conditions and performance on federal aid highways; bridge and tunnel projects on any public road; pedestrian, bicycle and recreational trails; transit capital projects; ferry boats and terminal facilities; and other eligible activities under 23 U.S.C. 133. Many types of projects are eligible. Roadway construction must be functionally classified as collector or above, unless the project meets the exceptions under 23 U.S.C. 133. For more information, refer to the attached Federal Highway Administration (FHWA) STBG Implementation Guidance Memorandum (dated March 7, 2016).

STBG Funding

The FHWA is responsible for annual apportioning of authorized funding for the various highway programs among the states according to formulas established by statute. For STBG funds, the Washington State Department of Transportation (WSDOT) then provides annual program sub-allocations to Metropolitan Planning Organizations (MPO), Regional Transportation Planning Organizations (RTPO) and County lead agencies, as applicable. Clallam County is the lead agency for prioritizing and selection of eligible local projects for STBG funding throughout Clallam County.

Each County lead agency's annual allocation (plus their previous year carry-forward) equals their regional obligation authority (OA) target. This OA target is intended to be delivered (i.e., obligated) in the respective FFY no later than August 1 to avoid risk of being sanctioned by WSDOT for redistribution to other areas. Obligation is the federal government's commitment to reimburse the federal share of eligible project costs. To "obligate" a project requires WSDOT approval and authorization of a local agency submitted project through a local agency agreement. Consult the WSDOT Local Agency Guidelines Manual for more information.

STBG FFY 2021 QA Target

Our Clallam County estimated STBG FFY 2021 OA Target is \$1,869,638 [*\$1,064,479 (FFY 2021 STBG Allocation) + \$805,159 (FFY 2020 STBG Carry-over)*]. Most of the \$805,159 carry-over is due to: (1) the de-obligation (i.e., returned funds) of \$240,763 from the Sequim W. Fir Street project; and (2) WSDOT not yet moving forward to obligate the \$550,000 allocated for the US 101 East Sequim Corridor project.

In 2020, the County approved both STBG funding requests received: (1) City of Port Angeles Race Street Improvement Project (\$500,000 for FFY 2021 Construction); and (2) the City of Sequim US 101 East Sequim Corridor Improvement Project (\$550,000 for FFY 2020 Preliminary Engineering). The City of Port Angeles is on track and expected to obligate the Race Street Project in 2021, but it is unknown whether the US 101 East Sequim Corridor Project will move forward and obligate this year. Therefore, for this application round, the County estimates between \$819,638 and \$1,369,638 available to program to meet our STBG FFY 2021 OA target. WSDOT has also indicated that we are allowed to obligate one year allocation beyond our OA target.

IMPORTANT: As noted above, *Clallam County did not meet our FFY 2020 OA target. Per the WSDOT's revised Local Agency OA Policy (November 2020), the unobligated amount was carried forward and added to our STBG FFY 2021 OA target. If Clallam County does not meet our STBG FFY 2021 OA Target, WSDOT will sanction any undelivered amount not obligated by August 1, 2021.*

STBG FFY 2022 OA Target

Our estimated Clallam County FFY 2021 OA Targets is \$1,064,000. There are no current local projects yet programmed for STBG funding in FFY 2022. This means there will be an estimated \$1,064,000 of STBG funding for local eligible project obligation by August 1, 2022.

Application Considerations

If your project is selected, things to keep in mind when applying for STBG funding:

- The maximum federal share cannot exceed 86.5% of total project costs.
- Agencies that use federal funds must comply with administrative and project compliance requirements over which Clallam County has no control over.
- Prior to obligation approval, the project will need to be included in the Statewide Transportation Improvement Program (STIP). STIP amendment due dates and related information are available at: <https://wsdot.wa.gov/LocalPrograms/ProgramMgmt/STIP.htm>
- Your agency must enter into an agreement (i.e., Local Agency Agreement) with WSDOT before the STBG funds become obligated and available.
- Failure to meet obligation commitment deadlines may result in loss of STBG funding for your project, and potential sanctioning of STBG funding to our region the following FFY. To avoid risk of loss of STBG funding, your project package submittal must be "approved" (i.e., obligated) by WSDOT by August 1 of the respective FFY (2021 and/or 2022 in this application round) . It is recommended to submit project funding packages as soon as possible to WSDOT and at least 6 to 8 weeks in advance of the August 1 deadline.
- Once your project is obligated WSDOT and FHWA expect regular progress.

Application Submittal Process and Deadline

To submit an application, complete the Clallam County 2021/2022 Surface Transportation Block Grant (STBG) Funding Application on the County form provided. Please also see the instructions on the application form for filling out and attaching any supporting documentation.

The final selection of STBG funding awards will be by the Board of Clallam County Commissioner (BOCC). It is anticipated that selected projects for allocating FFY 2021 and 2022 STBG funding allocations will be announced in early-April, 2021. The BOCC will hold a work session and public hearing on applications received prior to selecting projects.

Where to Send Applications: Please email the completed application to Steve Gray, Clallam County Transportation Program Manager, at: sgray@co.clallam.wa.us

Application Deadline: Applications must be received *by email* (see above) by **midnight March 5, 2021**.

Please contact me if you have any questions.

Sincerely,



Steve Gray
Transportation Program Manager
360-775-1340
Email: sgray@co.clallam.wa.us

ATTACHMENT: FHWA Memorandum (dated March 7, 2016)



Memorandum

Subject: **INFORMATION:** Surface Transportation
Block Grant Program (STBG)
Implementation Guidance (Revised by the
FAST Act)

Date: March 7, 2016

/s/ Signed by Pete Stephanos

From: Walter C. Waidelich, Jr.
Associate Administrator for Infrastructure

In Reply Refer To:
HIPA-10

To: Division Administrators
Directors of Field Services

On December 4, 2015, the President signed the Fixing America's Surface Transportation (FAST) Act into law (Pub. L. 114-94). The FAST Act amended the Surface Transportation Program (STP) contained in 23 U.S.C. 133, and changed the program name to the Surface Transportation Block Grant Program (STBG). The attached STBG Implementation Guidance provides information on funding, eligible activities, and requirements of the STBG.

This memorandum supersedes the "Revised STP Implementation Guidance," dated July 21, 2014. Separate guidance is being developed for "transportation alternatives" eligibilities contained in 23 U.S.C. 133(h). The effective date of this Implementation Guidance is October 1, 2015. The STBG requirements in effect on October 1, 2015, will apply to all related funding obligated on or after that date, whether funded from new STBG authorizations or STP funds authorized in previous years.

This document will be accessible on the FAST Act Website <http://www.fhwa.dot.gov/fastact/> and through the Federal Highway Administration's Policy and Guidance Center <https://www.fhwa.dot.gov/pgc/>.

For questions about the STBG, except for 23 U.S.C. 133(h), please contact Mr. David Bartz (512-536-5906) or Mr. Peter Kleskovic (202-366-4652) of the Office of Program Administration. For questions about the Transportation Alternatives Set-Aside under 23 U.S.C. 133(h), please contact Mr. Christopher Douwes (202-366-5013) of the Office of Human Environment.

Attachment

Surface Transportation Block Grant Program (STBG) Implementation Guidance
March 7, 2016

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A. PROGRAM PURPOSE

The Fixing America's Surface Transportation (FAST) Act converts the long-standing Surface Transportation Program (STP) into the Surface Transportation Block Grant Program (STBG) acknowledging that this program has the most flexible eligibilities among all Federal-aid highway programs and aligning the program's name with how the Federal Highway Administration (FHWA) has historically administered it. The STBG promotes flexibility in State and local transportation decisions and provides flexible funding to best address State and local transportation needs. (FAST Act § 1109(a))

B. GOVERNING AUTHORITIES

1. Section 1101 of the FAST Act authorizes funds for the STBG.
2. Section 1104 of the FAST Act provides for apportionment of funds under 23 U.S.C. 104.
3. Section 1109 of the FAST Act amends 23 U.S.C. 133.
4. Section 1111 of the FAST Act amends 23 U.S.C. 144 for Bundling of Bridge Projects.
5. Section 1407 of the FAST Act amends 23 U.S.C. 133 for an additional eligibility.
6. Section 1437 of the FAST Act provides for Border State Infrastructure.
7. Section 1446 of the FAST Act amends title 23, United States Code, for technical corrections.

C. FUNDING

1. **Authorization Levels:** Estimated annual STBG funding under the FAST Act is:

Estimated Annual STBG Funding	
FY 2016	\$11.162 B
FY 2017	\$11.424 B
FY 2018	\$11.667 B
FY 2019	\$11.876 B
FY 2020	\$12.136 B

23 U.S.C. 133(h) sets aside funding for projects and activities that were described in 23 U.S.C. 101(a)(29) or 213 before the enactment of the FAST Act. FHWA is calling this set aside the "Transportation Alternatives Set-Aside" or "TA Set-Aside." The TA Set-Aside guidance is accessible on the FAST Act Web site (<http://www.fhwa.dot.gov/fastact/>) and through the [FHWA Policy and Guidance Center](#).

The FAST Act distributes formula funds annually based on the amounts of formula funds each State received under the Moving Ahead for Progress in the 21st Century (MAP-21) Act. The methodology for making the apportionments under 23 U.S.C. 104 is discussed in [FHWA Notice 4510.802](#).

From the State's STBG apportionment, the following sums are to be set aside:

- a. 2 percent for State Planning and Research (SPR). (23 U.S.C. 505, as amended by the FAST Act)
- b. Bridges not on Federal-aid highways ("off-system bridges"). See Section G below.
- c. Border State Infrastructure projects. See Section I below.
- d. TA Set-Aside under 23 U.S.C. 133(h). See separate TA Set-Aside guidance.

The Fiscal Management Information System Program Codes for these STBG funds are as follows:

Program Code	Program Description	Statutory Reference
Z240	Surface Transportation Program (STBG) Flex	23 U.S.C. 133(d)(1)(B)
Z230	STBG – Urbanized Areas With Population Over 200K	23 U.S.C. 133(d)(1)(A)(i)
Z231	STBG – Areas with Population Over 5K to 200K	23 U.S.C. 133(d)(1)(A)(iii)
Z232	STBG – Areas with Population 5K and Under	23 U.S.C. 133(d)(1)(A)(ii)
Z233	STBG Off-System Bridge	23 U.S.C. 133(f)(2)
Z234	Special Rule for Areas of 5,000 or Less Population	23 U.S.C. 133(g)(2)
Z500	STBG – Border State Infrastructure	FAST 1437(a)
Z300	TA Set-Aside – Flex	23 U.S.C. 133(h)(2)
Z301	TA Set-Aside – Urbanized Areas With Population Over 200K	23 U.S.C. 133(h)(2)
Z302	TA Set-Aside – Areas with Population Over 5K to 200K	23 U.S.C. 133(h)(2)
Z303	TA Set-Aside – Areas with Population 5K and Under	23 U.S.C. 133(h)(2)
Z304	TA Set-Aside – Large Urbanized areas 50% for any STBG purpose	23 U.S.C. 133(h)(6)(B)
Z940	Recreational Trails Program (RTP)	23 U.S.C. 133(h)(5)
Z941	Return of 1% for RTP Administration	23 U.S.C. 133(h)(5)(B)
ZR10	State RTP Administration	23 U.S.C. 206(d)(2)(H)
ZR20	RTP Educational Programs	23 U.S.C. 206(d)(2)(G)

2. **Period of Availability:** STBG funds are contract authority. STBG obligations are reimbursed from the Highway Account of the Highway Trust Fund. STBG funds are available for obligation for a period of 3 years after the last day of the fiscal year for which the funds are authorized. Thus funds are available for obligation for up to 4 years. (23 U.S.C. 118)

STP and TAP funds from previous authorizations continue to be available for their original period of availability, but new obligations of STP and TAP funds must follow the requirements and eligibilities of 23 U.S.C. 133, as amended by the FAST Act.

3. **Obligation Limitation:** STBG funds are subject to the annual obligation limitation imposed on the Federal-aid highway program.
4. **Federal Share:** The Federal share is governed by 23 U.S.C. 120. It is generally 80 percent. The Federal share for projects on the Interstate System is 90 percent unless the project adds lanes that are not high-occupancy-vehicle or auxiliary lanes. For projects that add single occupancy vehicle capacity, that portion of the project will revert to the 80 percent level. An upward sliding scale adjustment is available to States having public lands (<http://www.fhwa.dot.gov/legregs/directives/notices/n4540-12.cfm>). States may use a lower Federal share on Federal-aid projects as provided in 23 U.S.C. 120.

Certain types of improvements, predominantly safety improvements, listed in 23 U.S.C. 120(c)(1) may have a Federal share of 100 percent. Use of this provision is limited to 10 percent of the total funds apportioned to a State under 23 U.S.C. 104. See FHWA Memo, "Increased Federal Share under 23 U.S.C. 120(c)(1)," dated November 25, 2014 (<http://www.fhwa.dot.gov/federalaid/141125.cfm>).

23 U.S.C. 120(f) allows funds apportioned under 23 U.S.C. 104 to be used at 100 percent Federal share for Federal-aid highways within Indian reservations, national parks, and monuments.

The Federal share for workforce development, training, and education activities carried out with STBG funds under 23 U.S.C. 504(e)(1)(A)-(F) is 100 percent. Under 23 U.S.C. 504(b)(3)(A)(ii), STBG funds can be used as the non-Federal share to match the 50 percent Federal share for projects funded by the Local Technical Assistance Program.

The Federal share for projects located on toll roads and subject to the provisions of 23 U.S.C. 129 is limited to 80 percent.

Section 1435 of the FAST Act amended Section 1528 of MAP-21 concerning the Federal share for Appalachian Development Highway System (ADHS) projects as provided in 40 U.S.C. 14501. For FY 2012 through 2050, the Federal share for local access roads and ADHS projects that contribute to the completion of the ADHS and are included in the latest approved Cost to Complete Estimate, may be up to 100 percent, as determined by the State. Work on completed segments of the ADHS or a section that was listed as ineligible in the latest approved Cost to Complete Estimate could be eligible for the National Highway Performance Program (NHPP) or STBG funds but only at a Federal share specified in 23 U.S.C. 120.

Projects incorporating Innovative Project Delivery as described in 23 U.S.C. 120(c)(3) may be increased by up to 5 percent of the total project cost not to exceed a 100 percent Federal share, subject to limitations in 23 U.S.C. 120(c)(3). (FAST Act §1408(a))

5. **Transferability of STBG Funds:** 23 U.S.C. 126 (Transferability of Federal-aid highway funds) provides for and has conditions on the transfer of funds apportioned under 23 U.S.C. 104(b). Transferred funds are to be obligated for the same purposes and to meet the same requirements of the category to which they were transferred. See FHWA Order 4551.1, "Fund Transfers to Other Agencies and Among Title 23 Programs," dated August 12, 2013 (<http://www.fhwa.dot.gov/legregs/directives/orders/45511.cfm>).

The following STBG funds have transferability restrictions:

- a. Funds suballocated under 23 U.S.C. 133(d)(1)(A) may not be transferred. See [Section E](#) below.
- b. Funds suballocated under 23 U.S.C. 133(h) have transfer restrictions. See separate [TA Set-Aside](#) guidance.

D. ELIGIBILITY

1. Eligible Projects and Activities:

- a. Location of Projects (23 U.S.C. 133(c)): STBG projects may not be undertaken on a road functionally classified as a local road or a rural minor collector unless the road was on a Federal-aid highway system on January 1, 1991, except—
 - (1) For a bridge or tunnel project (other than the construction of a new bridge or tunnel at a new location);
 - (2) For a project described in 23 U.S.C. 133(b)(4)-(11) and described below under "Eligible Activities" (b)(4) through (11);
 - (3) For transportation alternatives projects described in 23 U.S.C. 101(a)(29) before enactment of the FAST Act (these are described in 23 U.S.C. 133(h) and in separate TA Set-Aside guidance.); and
 - (4) As approved by the Secretary.
- b. Eligible Activities (23 U.S.C. 133(b)): Subject to the location of projects requirements in paragraph (a), the following eligible activities are listed in 23 U.S.C. 133(b):
 - (1) Construction, as defined in 23 U.S.C. 101(a)(4), of the following:
 - i. Highways, bridges, and tunnels, including designated routes of the Appalachian development highway system and local access roads under 40 U.S.C. 14501;
 - ii. Ferry boats and terminal facilities eligible under 23 U.S.C. 129(c);
 - iii. transit capital projects eligible under chapter 53 of title 49, United States Code;

- iv. Infrastructure-based intelligent transportation systems capital improvements, including the installation of vehicle-to-infrastructure communication equipment;
 - v. Truck parking facilities eligible under Section 1401 of MAP-21 (23 U.S.C. 137 note); and
 - vi. Border infrastructure projects eligible under Section 1303 of SAFETEA-LU (23 U.S.C. 101 note).
- (2) Operational improvements and capital and operating costs for traffic monitoring, management, and control facilities and programs. Operational improvement is defined in 23 U.S.C. 101(a)(18).
 - (3) Environmental measures eligible under 23 U.S.C. 119(g), 328, and 329, and transportation control measures listed in Section 108(f)(1)(A) (other than clause (xvi) of that section) of the Clean Air Act (42 U.S.C. 7408(f)(1)(A)).
 - (4) Highway and transit safety infrastructure improvements and programs, including railway-highway grade crossings.
 - (5) Fringe and corridor parking facilities and programs in accordance with 23 U.S.C. 137 and carpool projects in accordance with 23 U.S.C. 146. Carpool project is defined in 23 U.S.C. 101(a)(3).
 - (6) Recreational trails projects eligible under 23 U.S.C. 206, pedestrian and bicycle projects in accordance with 23 U.S.C. 217 (including modifications to comply with accessibility requirements under the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.)), and the Safe Routes to School Program under Section 1404 of SAFETEA-LU (23 U.S.C. 402 note).
 - (7) Planning, design, or construction of boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.
 - (8) Development and implementation of a State asset management plan for the National Highway System (NHS) and a performance-based management program for other public roads.
 - (9) Protection (including painting, scour countermeasures, seismic retrofits, impact protection measures, security countermeasures, and protection against extreme events) for bridges (including approaches to bridges and other elevated structures) and tunnels on public roads, and inspection and evaluation of bridges and tunnels and other highway assets.
 - (10) Surface transportation planning programs, highway and transit research and development and technology transfer programs, and workforce development, training, and education under chapter 5 of title 23, United States Code.
 - (11) Surface transportation infrastructure modifications to facilitate direct intermodal interchange, transfer, and access into and out of a port terminal.
 - (12) Projects and strategies designed to support congestion pricing, including electronic toll collection and travel demand management strategies and programs.
 - (13) Upon request of a State and subject to the approval of the Secretary, if Transportation Infrastructure Finance and Innovation Act (TIFIA) credit assistance is approved for an STBG-eligible project, then the State may use

STBG funds to pay the subsidy and administrative costs associated with providing Federal credit assistance for the projects.

- (14) The creation and operation by a State of an office to assist in the design, implementation, and oversight of public-private partnerships eligible to receive funding under title 23 and chapter 53 of title 49, United States Code, and the payment of a stipend to unsuccessful private bidders to offset their proposal development costs, if necessary to encourage robust competition in public-private partnership procurements.
- (15) Any type of project eligible under 23 U.S.C. 133 as in effect on the day before the FAST Act was enacted. Among these are:
 - i. Replacement of bridges with fill material;
 - ii. Training of bridge and tunnel inspectors;
 - iii. Application of calcium magnesium acetate, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and deicing compositions for bridges (and approaches to bridges and other elevated structures) and tunnels;
 - iv. Projects to accommodate other transportation modes continue to be eligible pursuant to 23 U.S.C. 142(c) if such accommodation does not adversely affect traffic safety;
 - v. Transit capital projects eligible for assistance under chapter 53 of title 49, United States Code, including vehicles and facilities (publicly or privately owned) that are used to provide intercity passenger bus service;
 - vi. Approach roadways to ferry terminals to accommodate other transportation modes and to provide access into and out of the ports;
 - vii. Transportation alternatives previously described in 23 U.S.C. 101(a)(29) and described in 23 U.S.C. 213;
 - viii. Projects relating to intersections having disproportionately high accident rates, high levels of congestion (as evidenced by interrupted traffic flow at the intersection and a level of service rating of "F" during peak travel hours, calculated in accordance with the Highway Capacity Manual), and are located on a Federal-aid highway;
 - ix. Construction and operational improvements for any minor collector if the minor collector and the project to be carried out are in the same corridor and in proximity to an NHS route; the construction or improvements will enhance the level of service on the NHS route and improve regional traffic flow; and the construction or improvements are more cost-effective, as determined by a benefit-cost analysis, than an improvement to the NHS route;
 - x. Workforce development, training, and education activities discussed in 23 U.S.C. 504(e);
 - xi. Advanced truck stop electrification systems. Truck stop electrification system is defined in 23 U.S.C. 101(a)(32);
 - xii. Installation of safety barriers and nets on bridges, hazard eliminations, projects to mitigate hazards caused by wildlife;
 - xiii. Electric vehicle and natural gas vehicle infrastructure in accordance with 23 U.S.C. 137;

- xiv. Data collection, maintenance, and integration and the costs associated with obtaining, updating, and licensing software and equipment required for risk-based asset management and performance based management, and for similar activities related to the development and implementation of a performance based management program for other public roads;
- xv. Construction of any bridge in accordance with 23 U.S.C. 144(f) that replaces any low water crossing (regardless of the length of the low water crossing); any bridge that was destroyed prior to January 1, 1965; any ferry that was in existence on January 1, 1984; or any road bridge that is rendered obsolete as a result of a Corps of Engineers flood control or channelization project and is not rebuilt with funds from the Corps of Engineers. Not subject to the Location of Project requirement in 23 U.S.C. 133(c); and
- xvi. Actions in accordance with the definition and conditions in 23 U.S.C. 144(g) to preserve or reduce the impact of a project on the historic integrity of a historic bridge if the load capacity and safety features of the historic bridge are adequate to serve the intended use for the life of the historic bridge. Not subject to the Location of Project requirement in 23 U.S.C. 133(c).

2. **Applicability of Planning Requirements (23 U.S.C. 133(d)(5)):** Projects must be identified in the Statewide Transportation Improvement Program (STIP)/Transportation Improvement Program (TIP) and be consistent with the Long-Range Statewide Transportation Plan and the Metropolitan Transportation Plan(s). When obligating suballocated funding (discussed below), the State must coordinate with relevant metropolitan planning organizations (MPO) or rural planning organizations (23 U.S.C. 133(d)(3)). Programming and expenditure of funds for projects shall be consistent with 23 U.S.C. 134 and 135.

STBG projects for eligible planning purposes must be reflected in the statewide SPR work program or Metropolitan Unified Planning Work Program. Further, these projects must be in the STIP/TIP unless the State DOT or MPO agree that they may be excluded. (23 CFR 420.119(e))

3. **Applicability of 23 U.S.C. 217(i) for Bicycle Projects:** 23 U.S.C. 217(i) requires that bicycle facilities “be principally for transportation, rather than recreation, purposes.” However, 23 U.S.C. 133(b)(6) and 133(h) list “recreational trails projects” as eligible activities under STBG. Therefore, the requirement in 23 U.S.C. 217(i) does not apply to recreational trails projects (including for bicycle use) using STBG funds. Section 217(i) continues to apply to bicycle facilities other than trail-related projects, and Section 217(i) continues to apply to bicycle facilities using other Federal-aid highway program funds (e.g., NHPP, Highway Safety Improvement Program, and Congestion Mitigation and Air Quality Improvement Program). The transportation requirement under Section 217(i) is applicable only to bicycle projects; it does not apply to any other trail use or transportation mode.

E. SUBALLOCATION (23 U.S.C. 133(d))

1. After setting aside funds for SPR and the TA Set-Aside, a percentage of a State's STBG apportionment is suballocated to areas of the State based on their relative share of the State's population. This percentage varies from 51 percent in 2016 to 55 percent in 2020, as shown in the table below. The remainder of STBG funds may be used anywhere in the State.

STBG suballocation based on relative share of State population	
Fiscal Year	Percent Suballocated
2016	51%
2017	52%
2018	53%
2019	54%
2020	55%

2. The suballocated funds are divided into three categories:
 - a. Urbanized areas of the State with a population over 200,000. These funds are distributed among the individual areas based on their relative share of the population. The State and the relevant MPOs may jointly apply to the FHWA division office for permission to base the distribution on other factors. These funds may be obligated in the metropolitan area established under 23 U.S.C. 134 that encompasses the urbanized area. (23 U.S.C. 133(d)(2))

Over the period of FYs 2016-2020, each State must provide obligation limitation to the urbanized areas with a population over 200,000 for use with their suballocated STBG funds. Over that period, the amount of obligation limitation provided to each urbanized area must be equal to the amount obtained by multiplying the total amount of contract authority suballocated to the area by the ratio of the total amount of obligation authority distributed to the State for the 5-year period to the total of apportionments to the State for that period (excluding amount exempt from the limitation). Each State, each affected MPO, and the Secretary of transportation must jointly ensure compliance with this requirement. (23 U.S.C. 133(e))

- b. Areas of the State with a population of 5,000 or less. See also Section F below.
 - c. Areas of the State with a population of 5,001 to 200,000. Prior to obligating funds attributed to an area of this type, the State must consult with the regional transportation planning organizations that represent the area, if there are any. (23 U.S.C. 133(d)(3))

F. SPECIAL RULE FOR AREAS OF 5,000 OR LESS POPULATION (23 U.S.C. 133(g))

In each of FYs 2016 through 2020, a State may obligate up to 15 percent of the STBG amounts suballocated for that year for use in areas with a population of 5,000 or less on roads

functionally classified as minor collectors. For areas of 5,000 or less, the construction of a new bridge or tunnel at a new location on a rural minor collector is eligible for STBG funding, subject to the overall 15 percent limit. The Secretary may suspend this special rule with respect to a State if the FHWA division office determines that this authority is being used excessively by the State.

G. BRIDGES NOT ON FEDERAL-AID HIGHWAYS (23 U.S.C. 133(f))

1. An off-system bridge is a highway bridge located on a public road that is not a Federal-aid highway. 23 U.S.C. 133(f)(2)(A) sets aside from the STBG an amount equal to 15 percent of Highway Bridge Program funds apportioned to the State for FY 2009 for activities for off-system bridges. Funding pursuant to this provision is provided to the States with a specific program code, as shown in the program code table in this guidance. Eligible activities for the set aside for off-system bridges are replacement (including replacement with fill material), rehabilitation, preservation, protection (including painting, scour countermeasures, seismic retrofits, impact protection measures, security countermeasures, and protection against extreme events) and application of calcium magnesium acetate, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and deicing compositions for bridges (and approaches to bridges and other elevated structures) and tunnels on public roads of all functional classifications, including any such construction or reconstruction necessary to accommodate other transportation modes.¹ A State may choose to expend funds in excess of the off-system set-aside.

The FHWA Administrator may reduce the requirement for expenditures for off-system bridges if the FHWA Administrator, after consultation with State and local officials, determines that the State has inadequate needs to justify the expenditure. See the following memoranda:

- a. Special Rule for Bridges Not on Federal-Aid Highways (Surface Transportation Program of MAP-21), dated October 17, 2012 (<http://www.fhwa.dot.gov/bridge/121017.cfm>); and
 - b. Highway Bridge Program, Off-System Bridges - Reduction of Expenditures, dated June 11, 2007 (<http://www.fhwa.dot.gov/bridge/070611.cfm>).
2. The credit for bridges not on Federal-aid highways under 23 U.S.C. 133(f)(3) is continued. Up to 80 percent of the construction cost incurred from bridge replacement and rehabilitation projects that are wholly funded from State and local sources and are not on Federal-aid highways may be credited to the non-Federal share of Federal-aid bridge projects. Credits may be earned if the “source” bridge project is:
 - a. Non-controversial;

¹ In this case, 23 U.S.C. 133(f) is referring to the list of eligible activities in 23 U.S.C. 133(b)(2) as in effect before enactment of the FAST Act.

- b. Certified by the State to have been carried out in accordance with all standards applicable to such projects under 23 U.S.C. 133; and
- c. Determined by the Secretary upon completion to be no longer a deficient bridge.

The “source” bridge project is not required to satisfy typical Federal-aid requirements, such as National Environmental Policy Act clearance and the Uniform Relocation Assistance and Real Property Acquisition Policies Act. Additionally, the phrase “applicable standards” refers to State laws, regulations, directives, safety standards, and construction standards.

H. BUNDLING OF BRIDGE PROJECTS (23 U.S.C. 144(j))

This provision encourages States to save costs and time by bundling multiple eligible bridges into one project using STBG or NHPP funds under one project agreement.

By law, each bridge project to be included in a bundle to be funded from STBG funds must:

1. Have the same financial characteristics, such as the same funding category or subcategory and the same Federal share;
2. Be eligible under 23 U.S.C. 133;
3. Be included as a single bundled project in the applicable TIP or STIP; and
4. Be awarded to a single consultant or contractor pursuant to a contract for engineering and design or construction between the contractor and an eligible entity.

Bundled bridge projects carried out under 23 U.S.C. 144(j) are exempt from the payback provisions of 23 U.S.C. 102(b).

I. BORDER STATE INFRASTRUCTURE (FAST Act § 1437)

Section 1437 of the FAST Act allows the Governor of a State that shares a land border with Canada or Mexico to designate for each fiscal year not more than 5 percent of STBG funds made available for any area of the State under 23 U.S.C. 133(d)(1)(B), for border infrastructure projects eligible under Section 1303 of SAFETEA-LU (Coordinated Border Infrastructure Program). Projects must meet the requirements of Section 1303. Before making such designation, the Governor must certify that the designation is consistent with transportation planning requirements under title 23, United States Code. Funding pursuant to this provision is provided to applicable States with a specific program code, as shown in the program code table in this guidance. Note that border infrastructure projects may be funded with any STBG funds, not just from the set-aside designated by the Governor. See the FAST Act’s Questions and Answers on Border State Infrastructure (<http://www.fhwa.dot.gov/hep/guidance/section1437.cfm>).

J. TREATMENT OF PROJECTS (23 U.S.C. 133(i))

Projects funded under 23 U.S.C. 133, including projects carried out under the TA Set-Aside under 23 U.S.C. 133(h), but excluding Recreational Trails Program (RTP) projects carried out under 23 U.S.C. 133(h)(5), shall be treated as projects on a Federal-aid highway.

This subjects all STBG projects (excluding the RTP set-aside) to, among other things, Davis-Bacon Act prevailing wage requirements and other Federal-aid requirements (e.g., Buy America, planning, environmental review, letting, etc.).

However, Section 1524 of MAP-21 remains in effect. It provided exceptions to certain requirements regarding pay rates and contracting requirements for projects using qualified youth service or conservation corps. This provision requires the DOT/FHWA to “encourage the States and regional transportation planning agencies to enter into contracts and cooperative agreements with qualified youth service or conservation corps. . . to perform appropriate projects eligible under Sections 162, 206, [former] 213, and 217 of title 23, United States Code, and under Section 1404 of the SAFETEA-LU.” These projects include scenic byways, recreational trails, transportation alternatives, bicycle and pedestrian, and safe routes to school. Section 1524 of MAP-21 applies to any projects eligible under these sections, including projects developed with other Federal-aid highway program funds. See the MAP-21 Questions and Answers (<http://www.fhwa.dot.gov/map21/qandas/qayscc.cfm>) and Youth Workforce Development Resources. (http://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/youth_workforcedev.cfm)

To the extent the requirements of 23 U.S.C. 133 relating to Treatment of Projects conflicts with the express provisions in Section 1524, the provisions in Section 1524 prevail because they are more specific than the general provision of 23 U.S.C. 133(i).

K. TRANSPORTATION ALTERNATIVES SET-ASIDE (23 U.S.C. 133(h))

See the “Transportation Alternatives Set-Aside” or “TA Set-Aside” guidance on the FAST Act website (<http://www.fhwa.dot.gov/fastact/>) and through the FHWA Policy and Guidance Center.

Clallam County 2021/2022 Surface Transportation Block Grant (STBG) Funding Application

Instructions

Please complete application in the space provided. Attachments are optional, but if added please do not exceed five (8.5 x 11 size only) pages (not counting vicinity map and any letter of support). Attachments should be limited to provide supplemental information (e.g., photos, maps, illustrations, cross-sections). If you have any questions, contact Steve Gray, Clallam County Transportation Program Manager, at 360-417-2290.

A. GENERAL INFORMATION

Project Title: Bogachiel Way Overlay

Agency/Sponsor: City of Forks

Contact Person/Title: Paul Hampton/Public Works Director

Telephone: 360-640-1535

Email: paulh@forkswashington.org

B. PROJECT TYPE (Mark all Categories that Apply)

Many types of projects are eligible for STBG funding. Roadway construction must be functionally classified as collector or above, unless the project meets the exceptions under 23 U.S.C. 133. For more information, refer to application packet.

B.1: Indicate below the project type(s) you are seeking STBG funding for:

2-R Rural Major Collector

B.2. Functional Class (Road Projects Only): Rural Major Collector

C. PROJECT DESCRIPTION

Briefly describe the proposed project, the need, and anticipated benefits. Describe project location and attach a vicinity map (8.5" x 11"), if applicable.

This segment of Bogachiel Way from 6th Ave to Russell Road that has severe cracking and depressions. This road services a major part of the City and is an alternative route for emergencies. The overlay project will fix depressions and cracking that are affecting the roadway surface. Anticipated benefits would be the safety and preservation of the existing roadway. The project location begins at 6th Ave. and proceeds West approximately .36 miles to Russell Road.

D. SUMMARY FINANCIAL INFORMATION

Total Estimated Project Cost: \$ 444,563

Federal Fiscal Year 2021 STBG Request:* \$ 57,803

Federal Fiscal Year 2022 STBG Request:* \$ 386,760

***Note:** Requires project phase obligation by August 1 of the respective FFY.

Will this project likely require seeking STBG funding beyond FFY 2022? Yes or No

If yes, what is the total anticipated STBG funding request? _____

E. DETAILED FINANCIAL INFORMATION

Project Cost by Phase: Complete the section for your project type. Specify costs only for the project phase(s) applicable to this proposal. Do not include costs for prior or subsequent phases of work.

Project Type	STBG Funding Request	Total Costs
Infrastructure Projects		
Preliminary Engineering/Design	50,000	50,000
Right-of-Way		
Construction	334,500	334,500
Non-Infrastructure Projects		
Program/Services		
Planning/Study		
Vehicles		
Other: _____		
TOTALS	384,500	384,500

STBG Funding Request and Other Project Revenue:

Funding Source	Amount
Federal STBG Funding Request	384,500
Local Funding	58,063
State Funding	2,000
Other Funding	
Total Project Revenue	444,563

Matching Funds: Applicants must provide a minimum 13.5% non-federal share. Federal share cannot exceed 86.5% of total project costs. Below list the source, status, and amount of all matching funds.

Source of Funds	Current Status (secured or reasonably expected)	Amount
Local	secured	60,063

Briefly describe the timing of matching funds listed as "reasonably expected" to be secured (e.g., grant award date) and any limitations of such funds on the timing of project obligation:

F. PROJECT ELEMENTS

The information requested in this section is based upon the state transportation system policy goals under RCW 47.04.280 and addressed in the *Washington Transportation Plan – 2040 and Beyond* and *Peninsula Regional Transportation Plan 2040*. These goals are **NOT** in any order of priority, and not every project is expected to align with each policy goal area.

F.1 Economic Vitality

Goal: Promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy? If applicable, briefly describe how the proposal supports this goal.

F.2 Preservation and Maintenance

Goal: Maintain, preserve, and extend the life and utility of prior investments in transportation systems and services. If applicable, briefly describe existing conditions and the type of preservation and maintenance efforts the proposal will perform.

This road services a major part of the City and is an alternative route for emergencies. The overlay project will fix depressions and cracking that are affecting the roadway surface. Anticipated benefits would be the safety and preservation of the existing roadway.

F.3 Safety

Goal: Provide for and improve the safety and security of transportation customers and the transportation system. If applicable, briefly describe the factors that contribute to the safety risks and how the proposal will mitigate (e.g., countermeasures) the safety issues.

This road services a major part of the City and is an alternative route for emergencies. The overlay project will fix depressions and cracking that are affecting the roadway surface.

F.4 Mobility & Multimodal Transportation System

Goal: Improve the predictable movement of goods and people, including congestion relief and improved freight mobility. Goal: Move toward an integrated multimodal transportation system that increases travel options, reducing the need to drive alone and vehicle miles reduced. If applicable, briefly describe how the proposal meets these goals.

F.5 Environment & Health

Goal 1: Enhance quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment. If applicable, briefly describe how the proposal meets this goal.

F.6 Stewardship

Goal: Continuously improve the quality, effectiveness, and efficiency of the transportation system. If applicable, briefly describe how the proposal meets this goal such as incorporating multiple modes, providing system efficiency benefits (e.g., travel time, emission, congestion, or operational/maintenance costs reductions), or other expected improvements.

G. Project Readiness and Delivery Information:

Is this project adopted in your 6-Year Transportation Improvement Program?	X	Yes	No
Is this project already in the Statewide Transportation Improvement Plan (STIP)?*	X	Yes	No

***Note:** Projects need to be in the STIP prior to project obligation. Refer to STIP amendment due dates and other information at: <https://wsdot.wa.gov/LocalPrograms/ProgramMgmt/STIP.htm>

Below briefly describe the readiness of your project to proceed (or the steps that will be taken) to obligate your project by August 1 of the respective FFY (2021 and/or 2022) you are applying for STBG funding—see application packet for information on project obligation.

This application is for the engineering and future construction of this project. This application is to secure Federal Funding.

H. Certification Acceptance (CA)

Projects are to be administered by a state approved Certification Acceptance (CA) agency—see Washington State Department of Transportation (WSDOT) Local Agency Guidelines Manual. If an agency does not have CA status, the following two options are available for administration of STBG federal funded projects: (1) Non-CA agency enters into agreement with a CA agency to administer all aspects of the project (requires approval of the WSDOT Region Local Programs Engineer); or (2) the WSDOT Region Local Programs Engineer acts as the CA Agency (requires approved plan between Region Local Program Engineer and the agency).

Applicant is a CA
Agency:

☐

Yes

☒

No

If No, please indicate who will act
as the project CA Agency:

State of Washington Department of Transportation

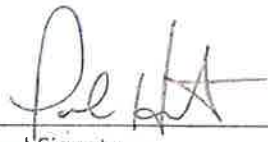
I. Application Acknowledgment and Authorization

The project as described is financially feasible and the costs reflect current planning level estimates of what is needed to accomplish the work described. If awarded STBG funds, the match revenue and project obligation year described reflects a realistic commitment and schedule. Our agency/organization is aware that failure to meet the obligation deadline (August 1 in the respective FFY) may result in funds being reallocated to a different project, possibly resulting in delays or loss of funding to this project.

Agencies/organizations that use federal funds must comply with administrative and project compliance requirements over which the Lead Agency (Clallam County) has no control. The costs and schedule for this proposal were developed with this awareness of federal requirements. The Lead Agency is not responsible for cost overruns or delays that may be attributed to the use of federal funds.

Our agency/organization further acknowledges that if our project is selected for STGB funding we are responsible for:

- Abiding by all current state and federal policies and procedures for project phase obligation, transfer of funds and federal project implementation over which the Lead Agency (Clallam County) has no control.
- Providing the required matching funds.
- Meeting project phase obligation timing commitments.
- Providing for all ineligible project costs or cost overruns.


Authorized Signature

3/4/21
Date

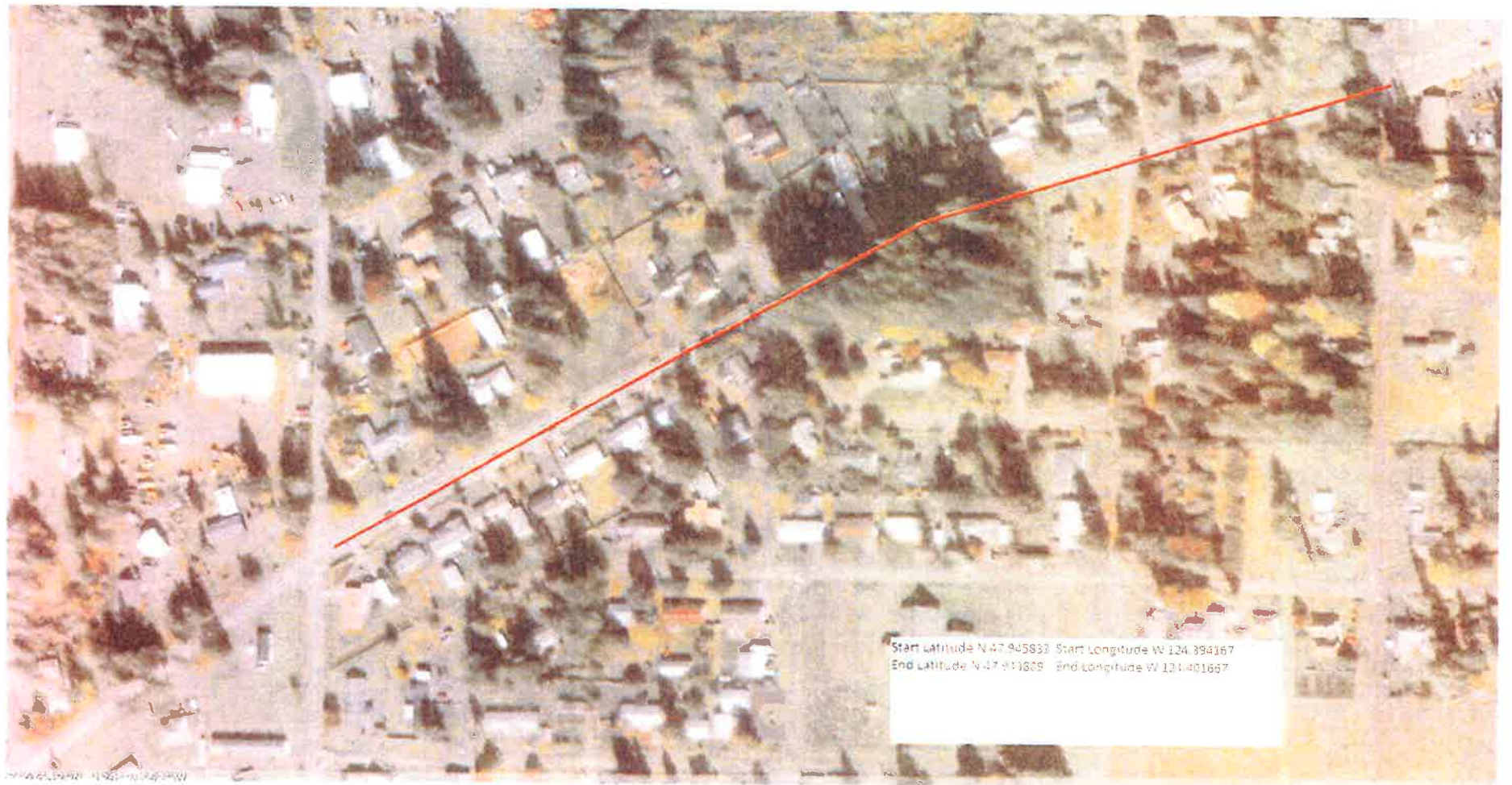
Paul Hampton, Public Works Director

Print Name, Title

SUBMITTAL PROCESS

*Please email completed application packets to Steve Gray, Clallam
County Transportation Program Manager, at:
sgray@co.clallam.wa.us*

Applications must be received by midnight March 5, 2021



Start Latitude N 47 405832 Start Longitude W 124 394167
End Latitude N 47 413609 End Longitude W 124 401667

Clallam County 2021/2022 Surface Transportation Block Grant (STBG) Funding Application

Instructions

Please complete application in the space provided. Attachments are optional, but if added please do not exceed five (8.5 x 11 size only) pages (not counting vicinity map and any letter of support). Attachments should be limited to provide supplemental information (e.g., photos, maps, illustrations, cross-sections). If you have any questions, contact Steve Gray, Clallam County Transportation Program Manager, at 360-417-2290.

A. GENERAL INFORMATION

Project Title: **W. Washington St Arterial Overlay, River Rd to 9th Ave**

Agency/Sponsor: **City of Sequim**

Contact Person/Title: **Matt Klontz, Interim Director of Public Works**

Telephone: **360-582-2472** Email: mklontz@sequimwa.gov

B. PROJECT TYPE (Mark all Categories that Apply)

Many types of projects are eligible for STBG funding. Roadway construction must be functionally classified as collector or above, unless the project meets the exceptions under 23 U.S.C. 133. For more information, refer to application packet.

B.1: Indicate below the project type(s) you are seeking STBG funding for:

This is a highway pavement preservation construction project, according to 23 U.S.C. 133.

W. Washington Street is the highest volume arterial in Sequim and serves the greater Clallam County region and beyond into Jefferson and other counties.

B.2. Functional Class (Road Projects Only): _____ Urban Minor Arterial _____

C. PROJECT DESCRIPTION

Briefly describe the proposed project, the need, and anticipated benefits. Describe project location and attach a vicinity map (8.5" x 11"), if applicable.

Location: W. Washington Street from west of the roundabout at 9th Avenue to a point immediately east of the roundabout at River Road (see attached vicinity map)

This pavement preservation project will overlay the pavement on the section of W. Washington with the lowest pavement condition index value for the entire Washington Street corridor, Sequim's main arterial through the city. It is very timely since the current PCI rating is 57 for a significant segment of the street proposed for the project. (PCI curves are attached)

Project benefits center on the value of extending the pavement life for this vital corridor before high-cost, full-depth reconstruction is required. The project is on the City's CIP for 2021 for this reason. It is beneficial to conduct the work in 2021 to avoid added cost as well as the economic impacts associated with the extended time traffic would be disrupted for full-depth reconstruction.

The current pavement condition is appropriate for an overlay treatment and the chosen segment has a minimal amount of obstructions and impediments or code deficiencies to be corrected prior to overlay. New pavement markings will be installed, clarifying traffic flow options and new overhead detection cameras will be installed to optimize intersection efficiency at the intersection of W. Washington St. and Priest Road.

This part of Washington Street, in particular, warrants immediate attention because of
(1) high volume use: the project site is the sole route in/out of the city from/to the west and is used by the greater North Olympic Peninsula area for access to regional destination box-store retail including Home Depot, Costco, and Wal-Mart, as well as the entry point into the City for all transit routes from the west; and
(2) heavy use: large semi delivery trucks use this route to serve many retail establishments including those listed above.

D. SUMMARY FINANCIAL INFORMATION

Total Estimated Project Cost:	\$732,000
Federal Fiscal Year 2021 STBG Request:*	\$633,180
Federal Fiscal Year 2022 STBG Request:*	\$0

***Note:** Requires project phase obligation by August 1 of the respective FFY.

Will this project likely require seeking STBG funding beyond FFY 2022? Yes or **No**

If yes, what is the total anticipated STBG funding request? _____

E. DETAILED FINANCIAL INFORMATION

Project Cost by Phase: Complete the section for your project type. Specify costs only for the project phase(s) applicable to this proposal. Do not include costs for prior or subsequent phases of work.

Project Type	STBG Funding Request	Total Costs
<u>Infrastructure Projects</u>		
Preliminary Engineering/Design	\$0	\$0
Right-of-Way	\$0	\$0
Construction	\$633,180	\$732,000
<u>Non-Infrastructure Projects</u>		
Program/Services	\$0	\$0
Planning/Study	\$0	\$0
Vehicles	\$0	\$0
Other: _____	\$0	\$0
TOTALS	\$633,180	\$732,000

STBG Funding Request and Other Project Revenue:

Funding Source	Amount
Federal STBG Funding Request	\$633,180
Local Funding	\$98,820
State Funding	\$0
Other Funding	\$0
Total Project Revenue	\$732,000

Matching Funds: Applicants must provide a minimum 13.5% non-federal share. Federal share cannot exceed 86.5% of total project costs. Below list the source, status, and amount of all matching funds.

Source of Funds	Current Status (secured or reasonably expected)	Amount
Construction: Local (REET)	Secured	\$98,820

Briefly describe the timing of matching funds listed as "reasonably expected" to be secured (e.g., grant award date) and any limitations of such funds on the timing of project obligation:

Real Estate Excise Tax (REET) has been identified **and secured** as a source for local funds as identified in the City's annual budget and in the 6-Year Capital Improvement Program under the Streets Category. This project has been identified in the CIP as a Pavement Preservation Project, STR-065RR. The project **design and construction management** will be provided exclusively by the City of Sequim through in-house staff.

F. PROJECT ELEMENTS

The information requested in this section is based upon the state transportation system policy goals under RCW 47.04.280 and addressed in the *Washington Transportation Plan – 2040 and Beyond* and *Peninsula Regional Transportation Plan 2040*. These goals are **NOT** in any order of priority, and not every project is expected to align with each policy goal area.

F.1 Economic Vitality

Goal: Promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy? If applicable, briefly describe how the proposal supports this goal.

This proposal aligns with Economic Vitality goals by:

- Supporting existing major commercial activity served directly by this section of W Washington St.
 - Wal-Mart Supercenter
 - Office Depot + Petco
 - Home Depot + Garden Center
 - Costco + Costco Fueling Station
 - Grocery Outlet
 - Multiple medium-sized and small establishments
- Enhancing the movement of people and goods from the broader region accessing this retail hub
- Supporting development of remaining vacant commercial lots in the vicinity

F.2 Preservation and Maintenance

Goal: Maintain, preserve, and extend the life and utility of prior investments in transportation systems and services. If applicable, briefly describe existing conditions and the type of preservation and maintenance efforts the proposal will perform.

This proposal aligns with Preservation and Maintenance goals by:

- Extending the service life of W. Washington St., subject to high wear-and-tear:
 - High loading from freight vehicles
 - High volume since it serves a regional population
- Maximizing prior investments in this section of pavement by doing an overlay before full-depth reconstruction is needed
- Adhering to our CIP on schedule
- Making ongoing maintenance more efficient

F.3 Safety

Goal: Provide for and improve the safety and security of transportation customers and the transportation system. If applicable, briefly describe the factors that contribute to the safety risks and how the proposal will mitigate (e.g., countermeasures) the safety issues.

This proposal aligns with Safety goals by:

- Adding an ADA curb ramp to the Priest Rd intersection
- Updating street markings which will also improve visibility
 - Crosswalks
 - Lane lines
 - Center turn lane
 - Transit stops
- Eliminating rough surfaces

F.4 Mobility & Multimodal Transportation System

Goal: Improve the predictable movement of goods and people, including congestion relief and improved freight mobility. Goal: Move toward an integrated multimodal transportation system that increases travel options, reducing the need to drive alone and vehicle miles reduced. If applicable, briefly describe how the proposal meets these goals.

Through pavement preservation we ensure the continued operation of W. Washington Street into the future, which functions to achieve Mobility & Multimodal goals. This timely project:

- Supports access by the regional population as well as freight to/from the commercial hub surrounding this project
 - Without this project users of the transportation system may be inclined to bypass the arterial by utilizing parking lots and other alternative routes
- Supports public transit riders at bus stops
- Enhances safety by updating street markings
 - Highly visible markings will enhance safety
 - Improved safety will encourage active transportation including ped/bike
- Complements existing pedestrian facilities on both the north and south sides of W. Washington, which are in good condition
- Complements existing cycling facilities on the south side of W. Washington (separated shared-use path)

F.5 Environment & Health

Goal 1: Enhance quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment. If applicable, briefly describe how the proposal meets this goal.

This proposal aligns with Environment & Health goals by:

- Avoiding full-depth reconstruction for the 2,400-foot length of roadway means savings in capital construction *as well as ongoing operations & maintenance* in several areas
 - Materials
 - Emissions / air quality
 - Waste (avoiding throwing away most or all asphalt or aggregate)
 - Energy
 - Cost (both labor and expenses)

F.6 Stewardship

Goal: Continuously improve the quality, effectiveness, and efficiency of the transportation system. If applicable, briefly describe how the proposal meets this goal such as incorporating multiple modes, providing system efficiency benefits (e.g., travel time, emission, congestion, or operational/maintenance costs reductions), or other expected improvements.

This proposal aligns with Stewardship goals by:

- Addressing/reducing the increasing maintenance needs of a deteriorating surface
- Conserving maintenance dollars
- Conserving resources by taking care of what we've got rather than allowing it to deteriorate
- Avoiding travel delays and increased air pollution that can result from slower traffic navigating rough, degraded roadways

G. Project Readiness and Delivery Information:

Is this project adopted in your 6-Year Transportation Improvement Program?	☒	Yes	☐	No
Is this project already in the Statewide Transportation Improvement Plan (STIP)?*	☐	Yes	☒	No

***Note:** Projects need to be in the STIP prior to project obligation. Refer to STIP amendment due dates and other information at: <https://wsdot.wa.gov/LocalPrograms/ProgramMgmt/STIP.htm>

Below briefly describe the readiness of your project to proceed (or the steps that will be taken) to obligate your project by August 1 of the respective FFY (2021 and/or 2022) you are applying for STBG funding—see application packet for information on project obligation.

1. Submit request for amendment of the STIP to include the project – March 2021

2. In-house design* – April-May 2021

3. Submit funding package to WSDOT – by June 15, 2021

*Each year the City delivers a pavement preservation program and is well-versed with the process, including contracting and public notification aspects. Also, the design effort will be straightforward, with only one ADA element needing to be addressed.

H. Certification Acceptance (CA)

Projects are to be administered by a state approved Certification Acceptance (CA) agency—see Washington State Department of Transportation (WSDOT) Local Agency Guidelines Manual. If an agency does not have CA status, the following two options are available for administration of STBG federal funded projects: (1) Non-CA agency enters into agreement with a CA agency to administer all aspects of the project (requires approval of the WSDOT Region Local Programs Engineer); or (2) the WSDOT Region Local Programs Engineer acts as the CA Agency (requires approved plan between Region Local Program Engineer and the agency).

Applicant is a CA Agency:

☐

Yes

☒

No

If No, please indicate who will act as the project CA Agency:

City of Sequim (WSDOT delegates CA authority to the City of Sequim through a project-specific CA agreement)

I. Application Acknowledgment and Authorization

The project as described is financially feasible and the costs reflect current planning level estimates of what is needed to accomplish the work described. If awarded STBG funds, the match revenue and project obligation year described reflects a realistic commitment and schedule. Our agency/organization is aware that failure to meet the obligation deadline (August 1 in the respective FFY) may result in funds being reallocated to a different project, possibly resulting in delays or loss of funding to this project.

Agencies/organizations that use federal funds must comply with administrative and project compliance requirements over which the Lead Agency (Clallam County) has no control. The costs and schedule for this proposal were developed with this awareness of federal requirements. The Lead Agency is not responsible for cost overruns or delays that may be attributed to the use of federal funds.

Our agency/organization further acknowledges that if our project is selected for STGB funding we are responsible for:

- Abiding by all current state and federal policies and procedures for project phase obligation, transfer of funds and federal project implementation over which the Lead Agency (Clallam County) has no control.
- Providing the required matching funds.
- Meeting project phase obligation timing commitments.
- Providing for all ineligible project costs or cost overruns.

Digitally signed by Matt Klontz
Date: 2021.03.05 14:08:09-08'00'

Authorized Signature

Date

Matt Klontz, City of Sequim Public Works Director (Interim)

Print Name, Title

ATTACHED:

1. *Project/vicinity map*
2. *Street Saver excerpts showing PCI deterioration curves and current rating*
3. *Cost Estimate*

SUBMITTAL PROCESS

Please email completed application packets to Steve Gray, Clallam County Transportation Program Manager, at: sgray@co.clallam.wa.us

Applications must be received by midnight March 5, 2021





City of Sequim
152 W Cedar St
615 N 5th Ave
Sequim, WA 98382
(360) 683-4908

Section Summary

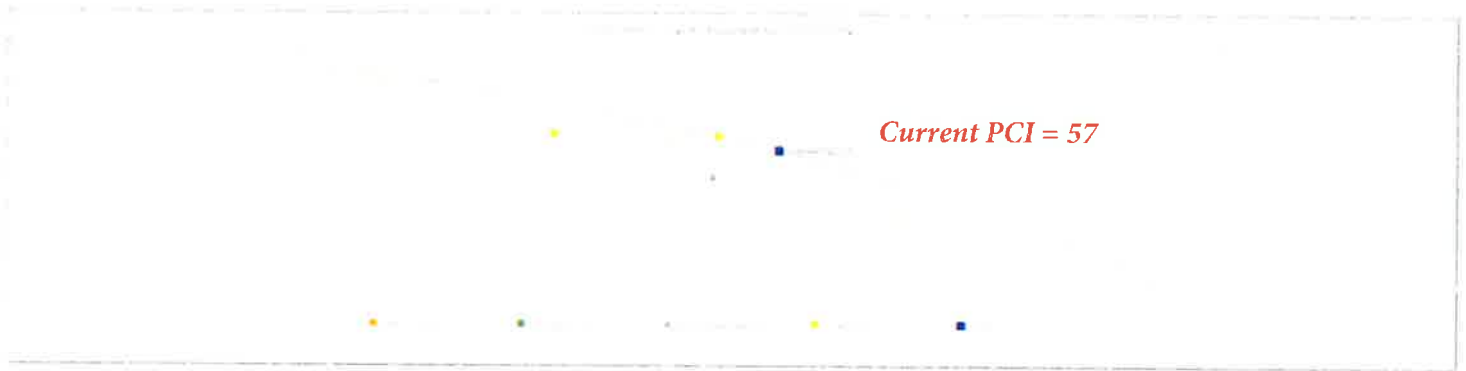
Printed 3/2/2021

Street ID: WASHIN
Section ID: 030
Street Name: W WASHINGTON ST
Functional Class: Arterial
Surface Type: AC
General Code:
Area ID:
Funding Source:
Parking Lot Type:
Comments:

Begin Location: PRIEST RD
End Location: 9TH AVE
No. Lanes: 3
Length (ft): 2,053
Width (ft): 43
Area (sq ft): 88,279
Slab Length: 0.00
Slab Width: 0.00
of Slabs: 0



Constructed: 07/01/2002



Recommended Treatments

Year	Treatment	Treatment Cost
2019	MEDIUM OVERLAY (2.0 INCHES) W/PATCHING	\$475,726
2022	SEAL CRACKS	\$109

Other History

Transact Date	Transact Type	Attribute	Value
3/15/2012 1:29:54 PM	Attribute change	User 1	Water
3/15/2012 1:29:54 PM	Attribute change	User 2	Sewer

Inspection History

Inspection Date: 02/01/2012 **Section PCI:** 64

Inspection #	Length	Area	No Distresses	Special
1	50.00	2150.00	☐	☐
2	50.00	2150.00	☐	☐
3	50.00	2150.00	☐	☐



City of Sequim
152 W Cedar St
615 N 5th Ave
Sequim, WA 98382
(360) 683-4908

Section Summary

Printed: 3/2/2021

Inspection History

Inspection Date: 02/01/2012

Section PCI: 64

Inspection #	Length	Area	No Distresses	Special
4	50.00	2150.00	☐	☐
5	50.00	2150.00	☐	☐

Inspection Date: 10/01/2018

Section PCI: 63

Inspection #	Length	Area	No Distresses	Special
1	50.00	2150.00	☐	☐
2	50.00	2150.00	☐	☐
3	50.00	2150.00	☐	☐
4	50.00	2150.00	☐	☐
5	50.00	2150.00	☐	☐

Maintenance Rehabilitation History

Maint. Date	Treatment	Sq. Ft.	Thickness	PCI after M&R	Cost Maint.
07/01/2018	SEAL CRACKS	0	0	46	\$0



City of Sequim
152 W. Cedar St.
615 N. 5th Ave.
Sequim, WA 98382
(360) 683-4908

Section Summary

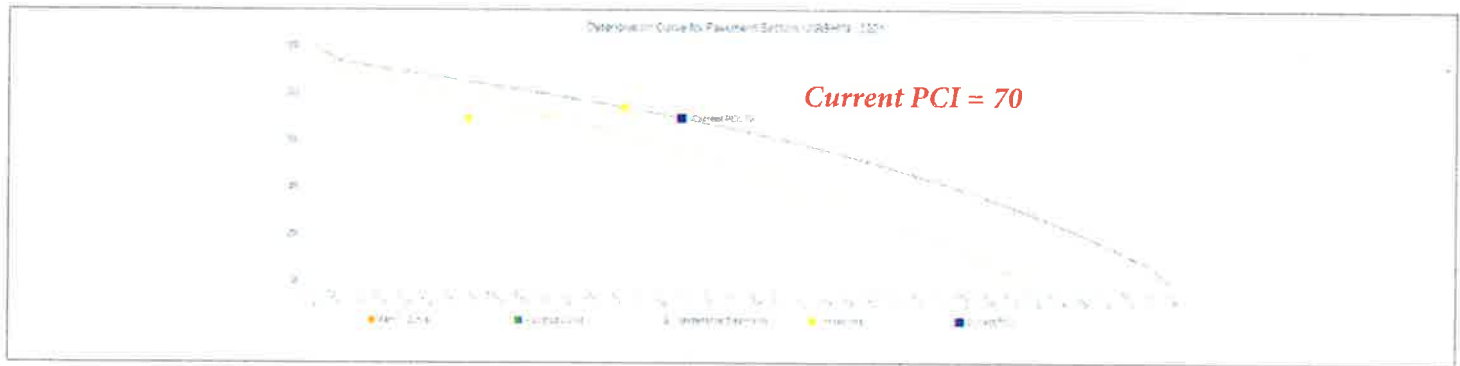
Printed: 2/25/2021

Street ID: WASHIN
Section ID: 020
Street Name: W WASHINGTON ST
Functional Class: Arterial
Surface Type: AC
General Code:
Area ID:
Funding Source:
Parking Lot Type:
Comments:

Begin Location: 200 FT W. OF ROUNDABOUT
End Location: PRIEST RD
No. Lanes: 5
Length (ft): 918
Width (ft): 64
Area (sq ft): 58,752
Slab Length: 0.00
Slab Width: 0.00
of Slabs: 0



Constructed: 07/01/2005



Recommended Treatments

Year 2021
Treatment THIN AC OVERLAY(1.5 INCHES)

Treatment Cost
\$199,110

Inspection History

Inspection Date: 02/01/2012

Section PCI: 69

Inspection #	Length	Area	No Distresses	Special
1	50.00	3200.00	☐	☐
2	50.00	3200.00	☐	☐

Inspection Date: 10/01/2018

Section PCI: 74

Inspection #	Length	Area	No Distresses	Special
1	50.00	3200.00	☐	☐
2	50.00	3200.00	☐	☐

Clallam County 2021/2022 Surface Transportation Block Grant (STBG) Funding Application

Instructions

Please complete application in the space provided. Attachments are optional, but if added please do not exceed five (8.5 x 11 size only) pages (not counting vicinity map and any letter of support). Attachments should be limited to provide supplemental information (e.g., photos, maps, illustrations, cross-sections). If you have any questions, contact Steve Gray, Clallam County Transportation Program Manager, at 360-417-2290.

A. GENERAL INFORMATION

Project Title: Sequim-Dungeness Way and Woodcock Road Roundabout

Agency/Sponsor: Clallam County Public Works-Roads

Contact Person/Title: Steve Gray, Transportation Program Manager

Telephone: 360-417-2290

Email: sgray@co.clallam.wa.us

B. PROJECT TYPE (Mark all Categories that Apply)

Many types of projects are eligible for STBG funding. Roadway construction must be functionally classified as collector or above, unless the project meets the exceptions under 23 U.S.C. 133. For more information, refer to application packet.

B.1: Indicate below the project type(s) you are seeking STBG funding for:

The project is for construction of a roundabout at the intersection of two roads classified as major collectors and is eligible for funding under 23 U.S.C. 133 .

B.2. Functional Class (Road Projects Only): Major Collector

C. PROJECT DESCRIPTION

Briefly describe the proposed project, the need, and anticipated benefits. Describe project location and attach a vicinity map (8.5" x 11"), if applicable.

The proposed project is to construct a roundabout at the intersection of Sequim-Dungeness Way and Woodcock Road located approximately 1.2 miles north of the City of Sequim. The planned roundabout will be 150 feet to 160 feet in diameter with a 15-foot wide travel lane. The majority of the roundabout footprint located within existing right-of-way and paved intersection area. Refer to the attached vicinity map and preliminary design for more information.

Sequim-Dungeness Way is a north/south major collector that provides a key travel route between Sequim and the north Sequim-Dungeness Valley and coastal areas. Woodcock Road is also a major collector providing east/west access across the Sequim-Dungeness Valley.

The Sequim-Dungeness Way and Woodcock Road intersection is characterized by high traffic volumes and speeds. Year 2017/2018 ADT counts for Sequim-Dungeness Way and Woodcock Road were approximately 8,000 and 1,200, respectively. Traffic thru the intersection on Woodcock Road is currently controlled by stop signs. There is no stop sign for traffic on the significantly busier Sequim-Dungeness Way, with a posted speed limit thru the intersection being 45 mph.

Sequim-Dungeness Way and Woodcock Roads have experienced the second and third highest number of accidents on County managed roads, respectively, and their intersection has been the site of a number of serious injury accidents. The roundabout improvement will support continuous intersection traffic flow, reduce intersection speeds to improve safety, and significantly reduce the potential for and cause of injury accidents at this intersection.

D. SUMMARY FINANCIAL INFORMATION

Total Estimated Project Cost: \$ 900,000

Federal Fiscal Year 2021 STBG Request:* \$ 350,000

Federal Fiscal Year 2022 STBG Request:* \$ 0.00

***Note:** Requires project phase obligation by August 1 of the respective FFY.

Will this project likely require seeking STBG funding beyond FFY 2022? No

If yes, what is the total anticipated STBG funding request? _____

E. DETAILED FINANCIAL INFORMATION

Project Cost by Phase: Complete the section for your project type. Specify costs only for the project phase(s) applicable to this proposal. Do not include costs for prior or subsequent phases of work.

Project Type	STBG Funding Request	Total Costs
Infrastructure Projects		
Preliminary Engineering/Design	\$0.00	\$50,000
Right-of-Way	\$0.00	\$50,000
Construction	\$350,000	\$800,000
Non-Infrastructure Projects		
Program/Services		
Planning/Study		
Vehicles		
Other: _____		
TOTALS	\$350,000	\$900,000

STBG Funding Request and Other Project Revenue:

Funding Source	Amount
Federal STBG Funding Request	\$350,000
Local Funding	\$60,000
State Funding	\$0.00
Other Funding	\$490,000
Total Project Revenue	\$900,000

Matching Funds: Applicants must provide a minimum 13.5% non-federal share. Federal share cannot exceed 86.5% of total project costs. Below list the source, status, and amount of all matching funds.

Source of Funds	Current Status (secured or reasonably expected)	Amount
County Road Fund	Secured	\$60,000

Briefly describe the timing of matching funds listed as "reasonably expected" to be secured (e.g., grant award date) and any limitations of such funds on the timing of project obligation:

The matching funds will be provided from the 2021 Clallam County Road Fund or other local funds (e.g., REET).

The other project funding noted above is the 2019 County Safety Program Award of \$490,000 from the Washington State Department of Transportation (WSDOT) to support roundabout engineering design, right-of-way acquisition and construction. This is federal funding from the Highway Safety Improvement Program (HSIP).

F. PROJECT ELEMENTS

The information requested in this section is based upon the state transportation system policy goals under RCW 47.04.280 and addressed in the *Washington Transportation Plan – 2040 and Beyond* and *Peninsula Regional Transportation Plan 2040*. These goals are **NOT** in any order of priority, and not every project is expected to align with each policy goal area.

F.1 Economic Vitality

Goal: Promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy? If applicable, briefly describe how the proposal supports this goal.

This project will promote safer access and improve traffic flow between the City of Sequim and the north Sequim-Dungeness Valley and coastal areas. Sequim is the major population and economic center in eastern Clallam County. The Sequim-Dungeness Valley Area and coastal area continues to be among the fastest growing areas in the County. Both Sequim and the Sequim-Dungeness Valley and coastal areas contain numerous local and visitor attractions that rely especially on the Sequim-Dungeness Way as a connecting corridor.

F.2 Preservation and Maintenance

Goal: Maintain, preserve, and extend the life and utility of prior investments in transportation systems and services. If applicable, briefly describe existing conditions and the type of preservation and maintenance efforts the proposal will perform.

This is an improvement project and not a preservation and maintenance project. It is to construct a roundabout to improve traffic flow and safety through the busy Sequim-Dungeness Way and Woodcock Road intersection.

F.3 Safety

Goal: Provide for and improve the safety and security of transportation customers and the transportation system. If applicable, briefly describe the factors that contribute to the safety risks and how the proposal will mitigate (e.g., countermeasures) the safety issues.

In recent years, Sequim-Dungeness Way and Woodcock Roads have experienced the second and third highest number of accidents on County managed roads, respectively, and their intersection has been the site of a number of serious injury accidents. Under present intersection conditions, this risk is expected to continue based on increasing traffic volumes on both roads, especially on Sequim-Dungeness Way.

Traffic volumes and speed on Sequim-Dungeness Way at this intersection present risks for the generally more severe right-angle, left-turn, and head-on collisions that often can result in serious injury accidents. Similarly, the intersection stop signs on Woodcock Road in both directions pose risks such as drivers running the stop sign or entering the intersection too soon due to either inattentiveness or impatience especially during peak traffic volume times.

Roundabouts are safer than traditional stop signs/signal-controlled intersections. According to a study by the Insurance Institute for Highway Safety (IIHS), roundabouts reduced injury crashes by 75 percent at intersections where stop signs or signals were previously used for traffic control. Studies by the IIHS and Federal Highway Administration have shown that roundabouts typically achieve: (a) 37% reduction in overall collisions; (b) 75 % reduction in injury collisions; (c) 90 % reduction in fatality collisions; and (d) 40% reduction in pedestrian collisions.

To improve safety, but still promote continuous flow of traffic, roundabout designs require drivers to slow down and yield to traffic before entering the roundabout and once in the roundabout speeds are low. The curved roads and one-way traffic forces drivers to slow down, and the most severe types of intersection crashes—right-angle, left-turn, and head-on collisions—are unlikely. The collisions that occur in roundabouts are typically minor and cause few injuries since they occur at such low speeds.

The roundabout improvement will support continuous traffic flow, reduce overall collisions and injury collisions, and significantly reduce the potential for the most severe types of intersection crashes.

F.4 Mobility & Multimodal Transportation System

Goal: Improve the predictable movement of goods and people, including congestion relief and improved freight mobility. Goal: Move toward an integrated multimodal transportation system that increases travel options, reducing the need to drive alone and vehicle miles reduced. If applicable, briefly describe how the proposal meets these goals.

The proposed roundabout improvement at this intersection of two major road collectors will promote continuous flow of traffic through the Sequim-Dungeness Way and Woodcock Road intersection versus traditional stop signs/signals. Unlike intersections with stop signs or traffic signals, traffic is not required to stop – only yield – so the intersection can handle more traffic in the same amount of time. A roundabout at this intersection will continue to allow traffic flow through in the north-south direction on Sequim-Dungeness Way and allow for improved traffic flow in east-west direction from Woodcock Road that is currently controlled by stop signs.

F.5 Environment & Health

Goal 1: Enhance quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment. If applicable, briefly describe how the proposal meets this goal.

One of the benefits of a roundabout versus traditional stop signs/traffic control is that they are designed to keep traffic moving thru the intersection. This means less travel time spent at the intersection. Improved traffic flow also reduces the time vehicles are stopped and idling benefitting local air quality and resulting in less fuel consumption. As noted in Section F.3 (Safety) above, a roundabout design is safer than traditional stop signs/signal-controlled intersections typically achieving significant reductions in overall collisions, especially injury crashes.

Conversely, adding a stop sign/traffic controls on Sequim-Dungeness Way to create a four-way stop would result in significant impacts to traffic flow through this intersection, particularly during peak travel times. This would increase localized air quality impacts and fuel consumption, and would not provide the safety benefits of a roundabout versus traditional stop sign controlled intersections.

F.6 Stewardship

Goal: Continuously improve the quality, effectiveness, and efficiency of the transportation system. If applicable, briefly describe how the proposal meets this goal such as incorporating multiple modes, providing system efficiency benefits (e.g., travel time, emission, congestion, or operational/maintenance costs reductions), or other expected improvements.

Studies shows that public opinion may initially prefer traditional sign signs/traffic signals, but quickly shifts to most drivers being in favor of roundabouts as confusion about how to get through them dissipates and drivers realize that roundabouts allow them through the intersection safely without always having to stop. Given the existence of roundabouts in Sequim, including one just 1.5 miles on Sequim-Dungeness Way to the south in the City of Sequim, most local drivers in the Sequim area are used to travel through roundabouts. The planned 150 to 160-foot diameter roundabout will provide for increased capacity and merging distance inside the roundabout to more efficiently accommodate traffic flow and the higher intersection approach speeds (45 mph) in this more rural section of Sequim-Dungeness Way in comparison to the smaller 120-foot diameter roundabout in Sequim that exhibits lower intersection approach speeds in the urban area.

G. Project Readiness and Delivery Information:

Is this project adopted in your 6-Year Transportation Improvement Program?	☒	Yes	☐	No
Is this project already in the Statewide Transportation Improvement Plan (STIP)?*	☒	Yes	☐	No

***Note:** Projects need to be in the STIP prior to project obligation. Refer to STIP amendment due dates and other information at: <https://wsdot.wa.gov/LocalPrograms/ProgramMgmt/STIP.htm>

Below briefly describe the readiness of your project to proceed (or the steps that will be taken) to obligate your project by August 1 of the respective FFY (2021 and/or 2022) you are applying for STBG funding—see application packet for information on project obligation.

Clallam County anticipates obligating the construction phase this spring and no later than August 1. To-date, accomplishments that support readiness of the project for obligation include:

- Project is in the approved 2021-2024 Statewide Transportation Improvement Plan (STIP).
- The County has already secured significant funding for this project. The Washington State Department of Transportation (WSDOT) selected the project for a 2019 County Safety Program Award in December 2019. The award is for \$490,000 under the Highway Safety Improvement Program (HSIP) federal funding program to support roundabout engineering, right-of-way acquisition, and construction for the roundabout
- Clallam County received Local Agency Agreement for preliminary engineering by WSDOT in April 2020.
- WSDOT approved completion of NEPA Categorical Exclusion and cultural resource review in July 2020.
- The majority of the roundabout is located within the existing right-of-way and paved intersection area.

H. Certification Acceptance (CA)

Projects are to be administered by a state approved Certification Acceptance (CA) agency—see Washington State Department of Transportation (WSDOT) Local Agency Guidelines Manual. If an agency does not have CA status, the following two options are available for administration of STBG federal funded projects: (1) Non-CA agency enters into agreement with a CA agency to administer all aspects of the project (requires approval of the WSDOT Region Local Programs Engineer); or (2) the WSDOT Region Local Programs Engineer acts as the CA Agency (requires approved plan between Region Local Program Engineer and the agency).

Applicant is a CA Agency: ☒ Yes ☐ No

If No, please indicate who will act as the project CA Agency: _____

I. Application Acknowledgment and Authorization

The project as described is financially feasible and the costs reflect current planning level estimates of what is needed to accomplish the work described. If awarded STBG funds, the match revenue and project obligation year described reflects a realistic commitment and schedule. Our agency/organization is aware that failure to meet the obligation deadline (August 1 in the respective FFY) may result in funds being reallocated to a different project, possibly resulting in delays or loss of funding to this project.

Agencies/organizations that use federal funds must comply with administrative and project compliance requirements over which the Lead Agency (Clallam County) has no control. The costs and schedule for this proposal were developed with this awareness of federal requirements. The Lead Agency is not responsible for cost overruns or delays that may be attributed to the use of federal funds.

Our agency/organization further acknowledges that if our project is selected for STGB funding we are responsible for:

- Abiding by all current state and federal policies and procedures for project phase obligation, transfer of funds and federal project implementation over which the Lead Agency (Clallam County) has no control.
- Providing the required matching funds.
- Meeting project phase obligation timing commitments.
- Providing for all ineligible project costs or cost overruns.


Authorized Signature

3/5/2021
Date

ROSS TYLER, DIRECTOR OF PUBLIC WORKS / COUNTY ENGINEER
Print Name, Title

SUBMITTAL PROCESS

Please email completed application packets to Steve Gray, Clallam County Transportation Program Manager, at:
sgray@co.clallam.wa.us

Applications must be received by midnight March 5, 2021



SEQUIM-DUNGENESS WAY & WOODCOCK ROAD ROUND-ABOUT

SEQUIM-DUNGENESS WAY #95250, MILEPOST 2.52
WOODCOCK ROAD #95000, MILEPOST 4.54
WOODCOCK ROAD #52500, MILEPOST 0.00

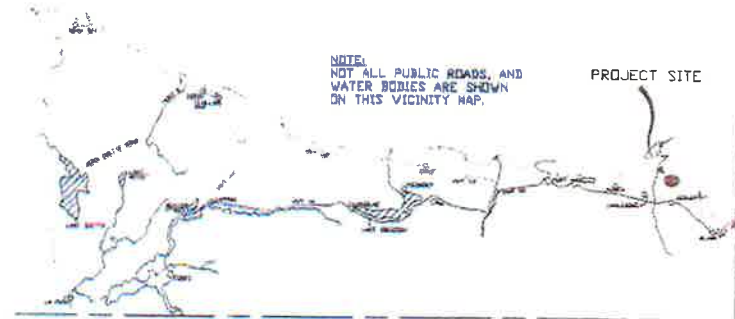
SECTIONS 5, 6, 7, 8 In T30N, R3W, W.M
CRP# XXX-XXX

ROAD DESIGN PARAMETERS

POSTED/DESIGN SPEED =	45 MPH
ADT (2017) =	6,820 (#95250)
	1,805 (#95000)
	1,015 (#52500)
DESIGN CLEAR ZONE =	12.0'
SUPERELEVATION DESIGN SPEED =	N/A
MAXIMUM SUPERELEVATION =	N/A

NOTE:
NOT ALL PUBLIC ROADS, AND
WATER BODIES ARE SHOWN
ON THIS VICINITY MAP.

PROJECT SITE



CLALLAM COUNTY
NOT TO SCALE

CONSTRUCTION NOTES

1. UTILITY POSITIONS ARE AS RECORDED IN THE SURVEY PERFORMED IN MAY OF 2018. UTILITIES MAY BE IN DIFFERENT POSITIONS AT THE TIME OF CONSTRUCTION. THE CONTRACTOR SHALL CONTACT UTILITY OWNERS FOR LOCATIONS PRIOR TO CONSTRUCTION. CONTRACTOR TO CALL IN UNDERGROUND UTILITY LOCATE (CALL BEFORE YOU DIG) PRIOR TO MOBILIZATION OF EQUIPMENT ON CONSTRUCTION SITE.
2. ALL TREES WITHIN THE CLEARING LIMITS SHALL BE REMOVED WITH THOSE MARKED BY THE ENGINEER TO REMAIN. NO ADDITIONAL TREES SHALL BE CUT OR REMOVED WITHOUT THE EXPRESSED WRITTEN CONSENT OF THE ENGINEER.
3. RECONSTRUCT AND PAVE ALL DRIVEWAYS TO THE R/W LINES. DRIVEWAY WIDTH AT THE RIGHT OF WAY LINE SHALL BE 15' FOR SINGLE FAMILY RESIDENCES UNLESS OTHERWISE DIRECTED. PROVIDE 15' RADIUS ON RETURNS UNLESS STAKED OR DIRECTED OTHERWISE BY THE ENGINEER.
4. EXCESS SOILS MAY BE DISPOSED OF WITHIN THE PROJECT LIMITS, AS DIRECTED BY THE ENGINEER AND AS SHOWN ON THE PLANS UP TO THE QUANTITY SHOWN ON THE PROPOSAL. SAID QUANTITY IS FOR BIDDING PURPOSES AND THE ENGINEER MAY ALLOW EXCESS SOILS TO BE PLACED WITHIN THE PROJECT LIMITS IF POSSIBLE OR TO REQUIRE EXCESS SOILS TO BE HAULED AND DISPOSED OF TO A CONTRACTOR PROVIDED WASTE SITE.

NOTE:
NOT ALL PRIVATE ROADS,
PUBLIC ROADS, AND WATER
BODIES ARE SHOWN ON
THIS VICINITY MAP.

PROJECT SITE

VICINITY MAP
NOT TO SCALE

SEQUIM-DUNGENESS WAY & WOODCOCK ROAD ROUND-ABOUT

ROSS TYLER, PE COUNTY ENGINEER DATE

BOARD OF CLALLAM
COUNTY COMMISSIONERS

PRELIMINARY
Subject to Revision

BILL PEACH, MEMBER

RANDY JOHNSON, MEMBER

CLALLAM COUNTY

ROSS TYLER, PE
COUNTY ENGINEER

Drawn by: A. BENTLEY, PE PRINT DATE: February 9, 2021
Reviewed by: J. BENTLEY, PE

SHEET 1 OF 6

DATE

SEQUIM-DUNGENESS WAY &
WOODCOCK ROAD ROUND-ABOUT

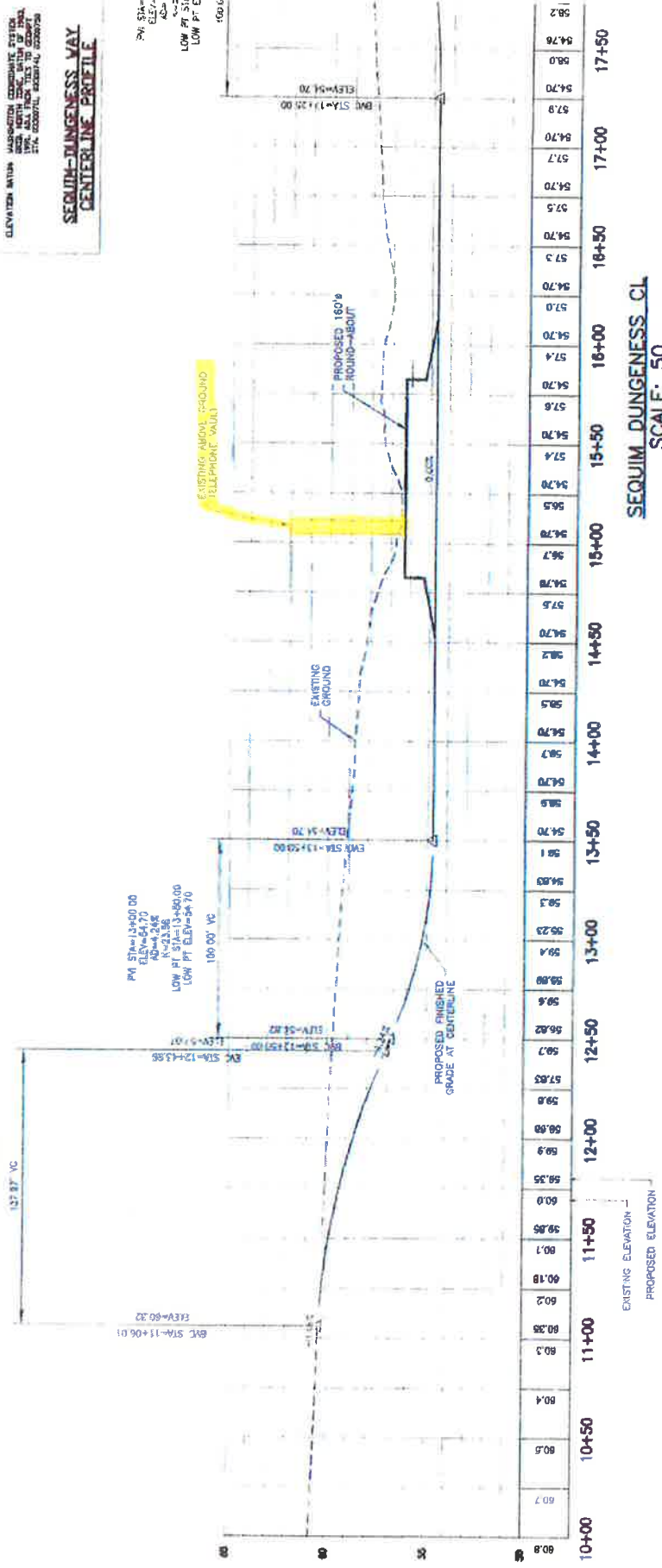
SEQUIM-DUNGENESS WAY
#95250 MP 2.52
WOODCOCK ROAD #95000
MP 4.54, #95250 MP 0.00

See 6, 7, 8 in T&E 87% W&E

ELEVATION DATA: WASHINGTON COORDINATE SYSTEM
NAD 83, NORTH ZONE, WATER OF 1983
VERTICAL CURVE: 100' PARABOLIC
STA. 0+00 TO STA. 10+00
STA. 0+00 TO STA. 10+00

SEQUIM-DUNGENESS WAY
CENTERLINE PROFILE

PM STA=11+95.00
ELEV=54.70
QA=1.78%
K=36.31
HIGH PT STA=11+06.01
HIGH PT ELEV=54.32



PM STA=11+95.00
ELEV=54.70
QA=1.78%
LOW PT STA=11+06.01
LOW PT ELEV=54.32

SEQUIM-DUNGENESS CL

SCALE: 50

EXAGGERATION: 10

CLALLAM COUNTY

ROSS TYLER, PE
COUNTY ENGINEER

PROJECT: 17-0001
Subject to Revision

DRAWN BY: J. JENSEN, PE
REVIEWED BY: J. JENSEN, PE

SHEET 3 OF 6

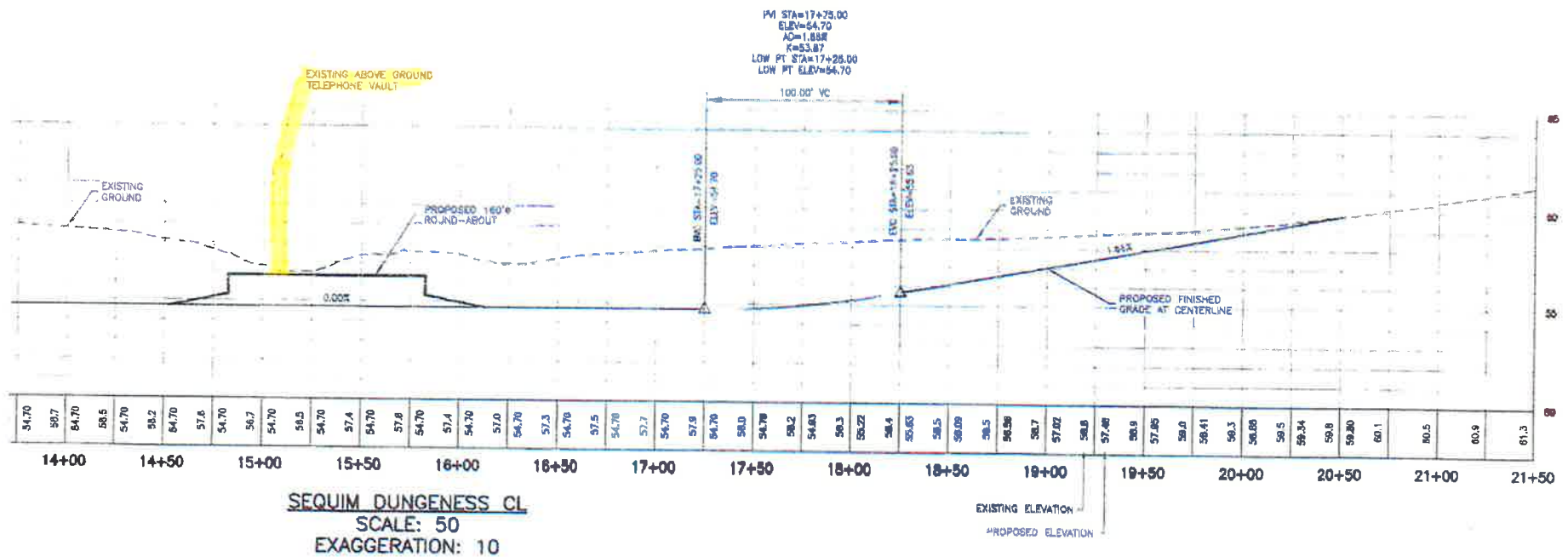
SEQUIM-DUNGENESS WAY &
WOODCOCK ROAD ROUND-ABOUT

SEQUIM-DUNGENESS WAY
#95250 MP 2.52
WOODCOCK ROAD #95000
MP4.54, #52500 MP0.00

Sec. 6, 7, 8 in T20N, R24W, N14E

ELEVATION DATUM: WASHINGTON GEODINITE SYSTEM,
LOCAL NORTH ZONE, DATUM OF 1980,
1981 ADJ. FROM TIES TO CORNER
STA. 0000713, 0000741, 0000750

SEQUIM-DUNGENESS WAY
CENTERLINE PROFILE



PRELIMINARY
Subject to Revision

CLALLAM COUNTY

ROSS TYLER, PE
COUNTY ENGINEER

DRAWN BY A. ZOTTIE, PE
REVIEWED BY J. BROWN, PE
PRINT DATE: February 9, 2001

SHEET 4 OF 6

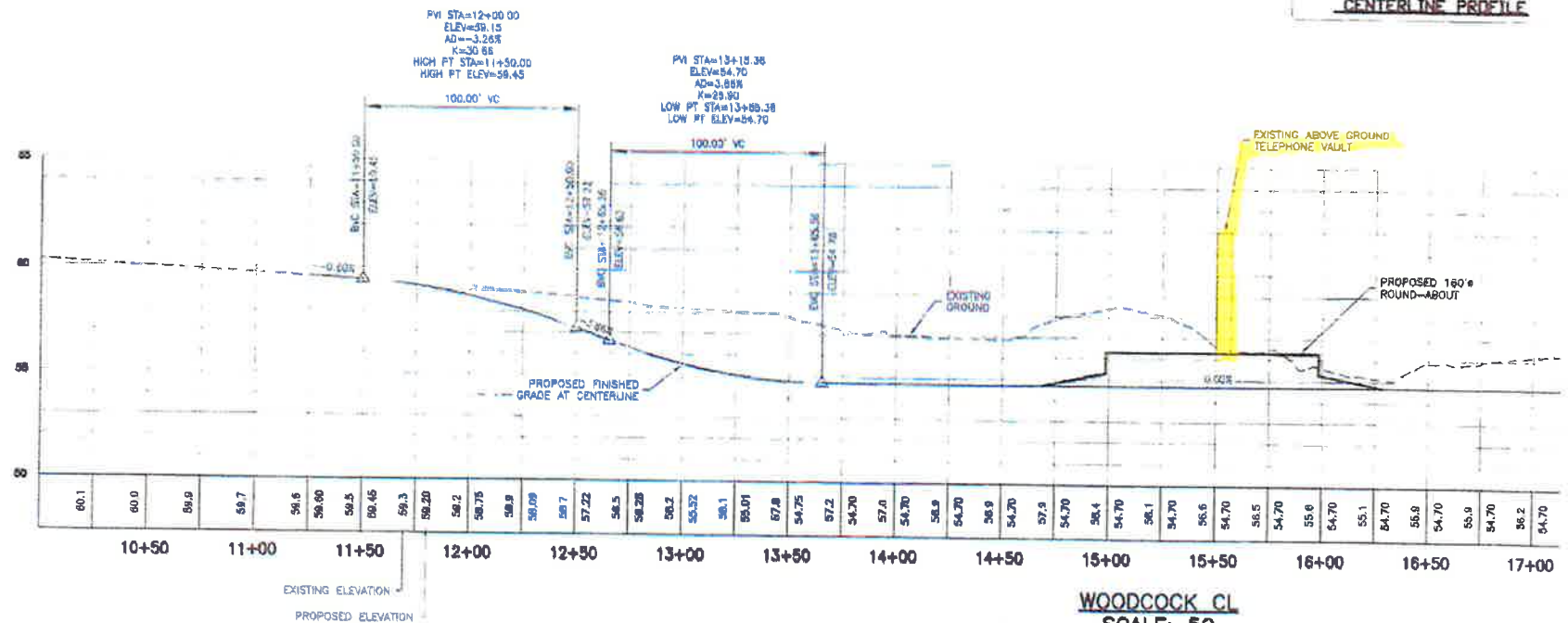
**SEQUIM-DUNGENESS WAY &
WOODCOCK ROAD ROUND-ABOUT**

**SEQUIM-DUNGENESS WAY
#95250 MP 2.52
WOODCOCK ROAD #95000
MP4.54, #52500 MP0.00**

SAC 5, 6, 7, 8, in T30V ROW, W/A

ELEVATION DATUM: WASHINGTON COORDINATE SYSTEM
GEO. NORTH ZONE, DATUM OF 1983,
1981 ADJ. FROM TIES TO GEDNEY,
STA. 00000713, 00000741, 00000750

**WOODCOCK ROAD
CENTERLINE PROFILE**



**WOODCOCK CL
SCALE: 50
EXAGGERATION: 10**

**PRELIMINARY
Subject to Revision**

CLALLAM COUNTY

**ROSS TYLER, PE
COUNTY ENGINEER**

DESIGNED BY A. JENSEN, PE
REVIEWED BY J. JENSEN, PE
PROJECT DATE: February 9, 2002

SHEET 5 OF 6

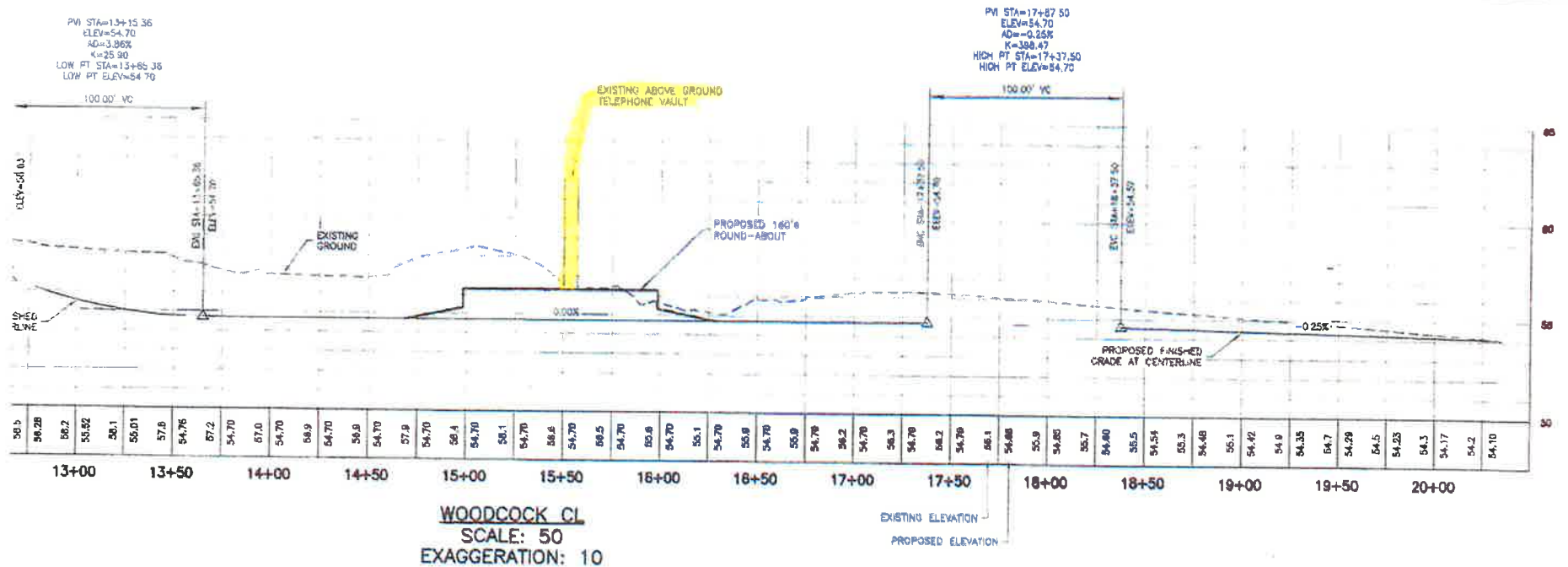
**SEQUIM-DUNGENESS WAY &
WOODCOCK ROAD ROUND-ABOUT**

SEQUIM-DUNGENESS WAY
093230 MP 2.52
WOODCOCK ROAD 093000
MP 4.54, 052500 MP 0.00

Sec 5, 6, 7, 8 in T32N, R3W, W4M

ELEVATION DATUM: WASHINGTON COORDINATE SYSTEM
DESI. NORTH ZONE DATUM OF 1988
1988 M.S.L. FROM TIDE TO GROUND
STA. 000000.000000, 000000.000000

**WOODCOCK ROAD
CENTERLINE PROFILE**



PRELIMINARY
Subject to Revision

CLALLAM COUNTY

ROSS TYLER, PE
COUNTY ENGINEER

DRAWN BY N. ZESTER, PE
REVIEWED BY J. TROST, PE
PRINT DATE: February 9, 2002

SHEET 6 OF 6

Clallam County 2021/2022 Surface Transportation Block Grant (STBG) Funding Application

Instructions

Please complete application in the space provided. Attachments are optional, but if added please do not exceed five (8.5 x 11 size only) pages (not counting vicinity map and any letter of support). Attachments should be limited to provide supplemental information (e.g., photos, maps, illustrations, cross-sections). If you have any questions, contact Steve Gray, Clallam County Transportation Program Manager, at 360-417-2290.

A. GENERAL INFORMATION

Project Title:

Race Street Complete Street – Phase 1

Agency/Sponsor: City of Port Angeles

Contact Person/Title: Jonathan Boehme

Telephone: 360-417-4803

Email: jboehme@cityofpa.us

B. PROJECT TYPE (Mark all Categories that Apply)

Many types of projects are eligible for STBG funding. Roadway construction must be functionally classified as collector or above, unless the project meets the exceptions under 23 U.S.C. 133. For more information, refer to application packet.

B.1: Indicate below the project type(s) you are seeking STBG funding for:

The City of Port Angeles is seeking funding for a pedestrian, bicycle, and recreational trail facility along Race Street between 8th Street and Olympus Avenue. Race Street is classified as a collector arterial.

B.2. Functional Class (Road Projects Only): Arterial

C. PROJECT DESCRIPTION

Briefly describe the proposed project, the need, and anticipated benefits. Describe project location and attach a vicinity map (8.5" x 11"), if applicable.

The Race Street Complete Street project reconstructs 1.15 miles of Race Street right of way, an arterial used to access Olympic National Park and Hurricane Ridge Visitor Centers and as an alternative crosstown route. The design includes a 12-foot shared use recreational path buffered by landscaping and street trees, stormwater retention features to the west, and an expansion of pedestrian safety measures and sidewalk on the east. Benefits from the project include transportation equity and safety for pedestrians, bicyclists, transit users, and personal vehicles. The design is also meant to provide safety and equity for all ages traveling to and from the Visitor Center, a Boys and Girls Club, Library, Fine Arts Center, two elementary schools, Peninsula College, local theatre, and to two large City parks that contain play equipment, a skate park, and an athletic stadium.

The City of Port Angeles is currently moving towards 100% design with design completion scheduled for May 2021. Phase I construction is scheduled to begin in August 2021. This funding request will provide for both construction costs to cover a current funding gap between available budget and engineers estimate and consultant construction management of the entirety of Phase 1 from 100% design, bid, and construction completion. The City has selected Vanir Construction to manage the construction of the project and plans on entering into contract after approval by City Council at their regular March 16, 2021 meeting.

Race Street is a major transportation facility and traffic generator within and through Port Angeles for local residents, commercial traffic, surrounding tourism generators (such as Olympic National Park, the Park Headquarters, Visitor Center, and beyond to Hurricane Ridge), two major public parks, Olympic Medical Center, the Olympic Discovery Trail, Roosevelt and Washington Elementary Schools, the local Boys and Girls Club, Mount Angeles View Public Housing, the Port Angeles Fine Arts Center, the Community Players Playhouse, and the Port Angeles Library. The City of Port Angeles has worked with community members, public stakeholders, and Olympic National Park staff to develop a street corridor that will reduce lane width from 23 to 11 feet, create a 12 foot shared use recreation path which will connect the Olympic Discovery Trail to the Olympic National Park and increase non-motorized access to all the above mentioned public facilities. Pedestrian crossing distances have been reduced, the number of crossings has been increased, and all curb ramps will be developed or reconstructed to provide for better connectivity between neighborhoods and the many destinations along the Race Street Corridor.

Visitation to Olympic National Park continues to grow. Counts show a growth of 400,000 park visitors between 2010 and 2019, with 3.25 million visitors parkwide and 125,000 vehicles counted at the fee collection station at the Hurricane Ridge entrance in 2019 alone. Increased visitation means increased traffic and danger, especially from larger vehicles such as motorhomes and trucks with trailers. Race Street also functions as alternative route for commercial trucking traffic and is used as a downtown bypass for local traffic. The City is seeking funding from the Surface Transportation Block Grant in order to increase multimodal travel safety and efficiency through this corridor and subsequently within and through the City of Port Angeles.

See 60% Section Maps and photographs listed as Attachment 2.

D. SUMMARY FINANCIAL INFORMATION

Total Estimated Project Cost: \$4,445,000 (\$4,113,000 Construction + \$300,000 CM + \$32,000 additional design)

Federal Fiscal Year 2021 STBG Request:* \$ 550,000

Federal Fiscal Year 2022 STBG Request:* \$

***Note:** Requires project phase obligation by August 1 of the respective FFY.

Will this project likely require seeking STBG funding beyond FFY 2022? Yes or No(X)

If yes, what is the total anticipated STBG funding request? _____

E. DETAILED FINANCIAL INFORMATION

Project Cost by Phase: Complete the section for your project type. Specify costs only for the project phase(s) applicable to this proposal. Do not include costs for prior or subsequent phases of work.

Project Type	STBG Funding Request	Total Costs
Infrastructure Projects		
Preliminary Engineering/Design	\$32,000	\$32,000
Right-of-Way		
Construction	\$518,000	4,413,000
Non-Infrastructure Projects		
Program/Services		
Planning/Study		
Vehicles		
Other: _____		
TOTALS	\$550,000	\$4,445,000

STBG Funding Request and Other Project Revenue:

Funding Source	Amount
Federal STBG Funding Request	550,000
Local Funding	50,000
State Funding	360,000
Other Funding	3,485,000
Total Project Revenue	4,445,000

Matching Funds: Applicants must provide a minimum 13.5% non-federal share. Federal share cannot exceed 86.5% of total project costs. Below list the source, status, and amount of all matching funds.

Source of Funds	Current Status (secured or reasonably expected)	Amount
2018 Federal Lands Access Program	Secured	\$2,000,000

2019 Surface Transportation Block Grant	Secured	\$500,000
2020 Surface Transportation Block Grant	Secured	\$500,000
Transportation Alternatives Program	Secured	\$485,000
Recreation Conservation Office WWRP Trails Grant (Under Review)	Reasonably Expected	\$360,000

Briefly describe the timing of matching funds listed as “reasonably expected” to be secured (e.g., grant award date) and any limitations of such funds on the timing of project obligation:

The City’s Recreation Conservation Office Washington Wildlife Recreation Program – Trails Category grant in the amount of \$360,000 scored 7th out of 29 and is expected to be funded by the State legislation budget by July 2021, prior to the start of construction. This funding will act as state sourced grant match to the federal sourced funds. All other funding has been secured, including \$50,000 in local Real Estate Excise Tax dedicated funds.

F. PROJECT ELEMENTS

The information requested in this section is based upon the state transportation system policy goals under RCW 47.04.280 and addressed in the *Washington Transportation Plan – 2040 and Beyond* and *Peninsula Regional Transportation Plan 2040*. These goals are **NOT** in any order of priority, and not every project is expected to align with each policy goal area.

F.1 Economic Vitality

Goal: Promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy? If applicable, briefly describe how the proposal supports this goal.

This project will provide needed alternative transportation access for both local residents and regional travelers alike. Increased pedestrian and bicycle safety and access along Race Street will enliven the corridor and increase development of vacant properties and redevelopment of properties to their highest and best use. The trail will also function as a foundational north/south element in Port Angeles' multimodal transportation network.

Throughout its expansion the Olympic Discovery Trail has been a major economic development asset for Port Angeles and the greater North Olympic region as both a tourism generator and regional transportation network. Olympic National Park sees over four million visitors each year, with a growth of over 400,000 visitors between 2010 and 2019. The Hurricane Ridge entrance to the Park counted 125,000 vehicles at the fee collection station in 2019. A trail spur connecting the waterfront to the National Park is essential to safe multimodal travel to the Park and will provide a destination in itself as the corridor increases its economic development capacity.

F.2 Preservation and Maintenance

Goal: Maintain, preserve, and extend the life and utility of prior investments in transportation systems and services. If applicable, briefly describe existing conditions and the type of preservation and maintenance efforts the proposal will perform.

The current Street prism is a 46-foot-wide two-lane arterial roadway with either no access to sidewalks, sidewalk on one side of the right of way or minimum standard sidewalks which may not meet current ADA standards. The roadway has a current average pavement rating of 75.

This project is reducing the roadway width by half and dedicating the remainder of the right of way to multimodal transportation facilities and upgrading all ADA facilities. Reducing and replacing the surface of the entire roadway within the project area will allow for longer term life expectancy and lower cost for maintenance.

F.3 Safety

Goal: Provide for and improve the safety and security of transportation customers and the transportation system. If applicable, briefly describe the factors that contribute to the safety risks and how the proposal will mitigate (e.g., countermeasures) the safety issues.

The primary project objective is the increase of safety in the Race Street corridor by:

1. Increasing pedestrian and bicycle connectivity,
2. Reducing lane widths from 23 feet to 12 feet;
3. Reducing in overall road width provides a large amount of area within the right of way allowing for a 12-foot-wide extension of the Olympic Discovery Trail along the entire corridor. This effectively provides 50% of the right of way width to multimodal options;
4. A reduced lane width will provide necessary traffic calming without sacrificing missed traffic signals or increase vehicle stacking;
5. Reducing pedestrian crossing distance and 100% curb ramp development at all street and alley intersections;
6. Up-to-date Accessible Pedestrian Signals at all signaled intersections; and
7. Crosswalks at all street intersections.

F.4 Mobility & Multimodal Transportation System

Goal: Improve the predictable movement of goods and people, including congestion relief and improved freight mobility. Goal: Move toward an integrated multimodal transportation system that increases travel options, reducing the need to drive alone and vehicle miles reduced. If applicable, briefly describe how the proposal meets these goals.

Traffic signalization upgrades and auto-turn modeling have demonstrated that both vehicular and non-motorized transportation mobility efficiencies are maintained or improved on Race Street by this project.

The project provides needed alternative transportation access that meets the highest safety standards for non-motorized travelers available in an urban setting: a segregated trail with crossing bump-outs, leading pedestrian interval signalization. This trail system is fully ADA accessible and creates an essential north-south route of connection for commuters and regional travelers.

The first phase of the Race Street project creates a direct trail connection to Olympic National Park, the Boys and Girls Club, Peninsula Housing Authority multifamily housing units, Franklin Elementary School, bike lanes on Lauridsen Boulevard and 8th Street, Crestwood Health and Rehab Center, The Port Angeles Fine Arts Center and Port Angeles Community Players Theater, and Peninsula College.

F.5 Environment & Health

Goal 1: Enhance quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment. If applicable, briefly describe how the proposal meets this goal.

A safe non-motorized trail system provides a transportation facility user with choice. This choice fosters a healthier community including reduction of local stresses on the environment, provision and promotion of energy conservation through a non-motorized focus, and ensuring non-motorized travelers are held in the same esteem as those traveling in vehicles. Juxtapose this with Race Street's current state—a 26 ft lane arterial that squeezes other users to the edge of the right of way. This investment meets this goal in constructing a completely transformative streetscape that celebrates and enacts each one of this goal's tenants.

F.6 Stewardship

Goal: Continuously improve the quality, effectiveness, and efficiency of the transportation system. If applicable, briefly describe how the proposal meets this goal such as incorporating multiple modes, providing system efficiency benefits (e.g., travel time, emission, congestion, or operational/maintenance costs reductions), or other expected improvements.

Transportation mobility is rooted in the ability to choose the mode of travel that is most effective and convenient for the user. Race Street is entering a transformation that will provide equal and safe access to all modes of transportation without sacrificing loss of efficiency. This is being accomplished with upgraded signalization with leading pedestrian intervals, shorter crossing distances using bump-outs, and vehicle signalization that maintains the arterial's current rating.

A reduction in half of the paved width of the street will greatly reduce the continued operational and maintenance costs of the pavement, and a concurrent upgrade to the water-system within the Race Street right of way will ensure the urban growth and capacity continues to be met and that the utility infrastructure remains up-to-date.

Pedestrian scale lighting and upgrades to all lighting to solar power where feasible will also encourage safety, well-being, and greater operational efficiency.

G. Project Readiness and Delivery Information:

Is this project adopted in your 6-Year Transportation Improvement Program?	X	Yes		No
--	---	-----	--	----

Is this project already in the Statewide Transportation Improvement Plan (STIP)?*	☒ X	Yes	☐	No
---	--	-----	--------------------------	----

***Note:** Projects need to be in the STIP prior to project obligation. Refer to STIP amendment due dates and other information at: <https://wsdot.wa.gov/LocalPrograms/ProgramMgmt/STIP.htm>

Below briefly describe the readiness of your project to proceed (or the steps that will be taken) to obligate your project by August 1 of the respective FFY (2021 and/or 2022) you are applying for STBG funding—see application packet for information on project obligation.

Phase I design has been completed to the 90 percent level and scheduled for advertisement in May 2021. The \$32,000 request for design is needed to fill a funding gap for design. The project is planned to break ground in August 2021 and be completed in 160 working days.

H. Certification Acceptance (CA)

Projects are to be administered by a state approved Certification Acceptance (CA) agency—see Washington State Department of Transportation (WSDOT) Local Agency Guidelines Manual. If an agency does not have CA status, the following two options are available for administration of STBG federal funded projects: (1) Non-CA agency enters into agreement with a CA agency to administer all aspects of the project (requires approval of the WSDOT Region Local Programs Engineer); or (2) the WSDOT Region Local Programs Engineer acts as the CA Agency (requires approved plan between Region Local Program Engineer and the agency).

Applicant is a CA Agency: ☒ X Yes ☐ No

If No, please indicate who will act as the project CA Agency: _____

I. Application Acknowledgment and Authorization

The project as described is financially feasible and the costs reflect current planning level estimates of what is needed to accomplish the work described. If awarded STBG funds, the match revenue and project obligation year described reflects a realistic commitment and schedule. Our agency/organization is aware that failure to meet the obligation deadline (August 1 in the respective FFY) may result in funds being reallocated to a different project, possibly resulting in delays or loss of funding to this project.

Agencies/organizations that use federal funds must comply with administrative and project compliance requirements over which the Lead Agency (Clallam County) has no control. The costs and schedule for this proposal were developed with this awareness of federal requirements. The Lead Agency is not responsible for cost overruns or delays that may be attributed to the use of federal funds.

Our agency/organization further acknowledges that if our project is selected for STGB funding we are responsible for:

- Abiding by all current state and federal policies and procedures for project phase obligation, transfer of funds and federal project implementation over which the Lead Agency (Clallam County) has no control.
- Providing the required matching funds.
- Meeting project phase obligation timing commitments.
- Providing for all ineligible project costs or cost overruns.

DocuSigned by:

90501487B213476

3/5/2021

Authorized Signature

Date

Jonathan Boehme, City Engineer
Print Name, Title

SUBMITTAL PROCESS

Please email completed application packets to Steve Gray, Clallam County Transportation Program Manager, at:

sgray@co.clallam.wa.us

Applications must be received by midnight March 5, 2021

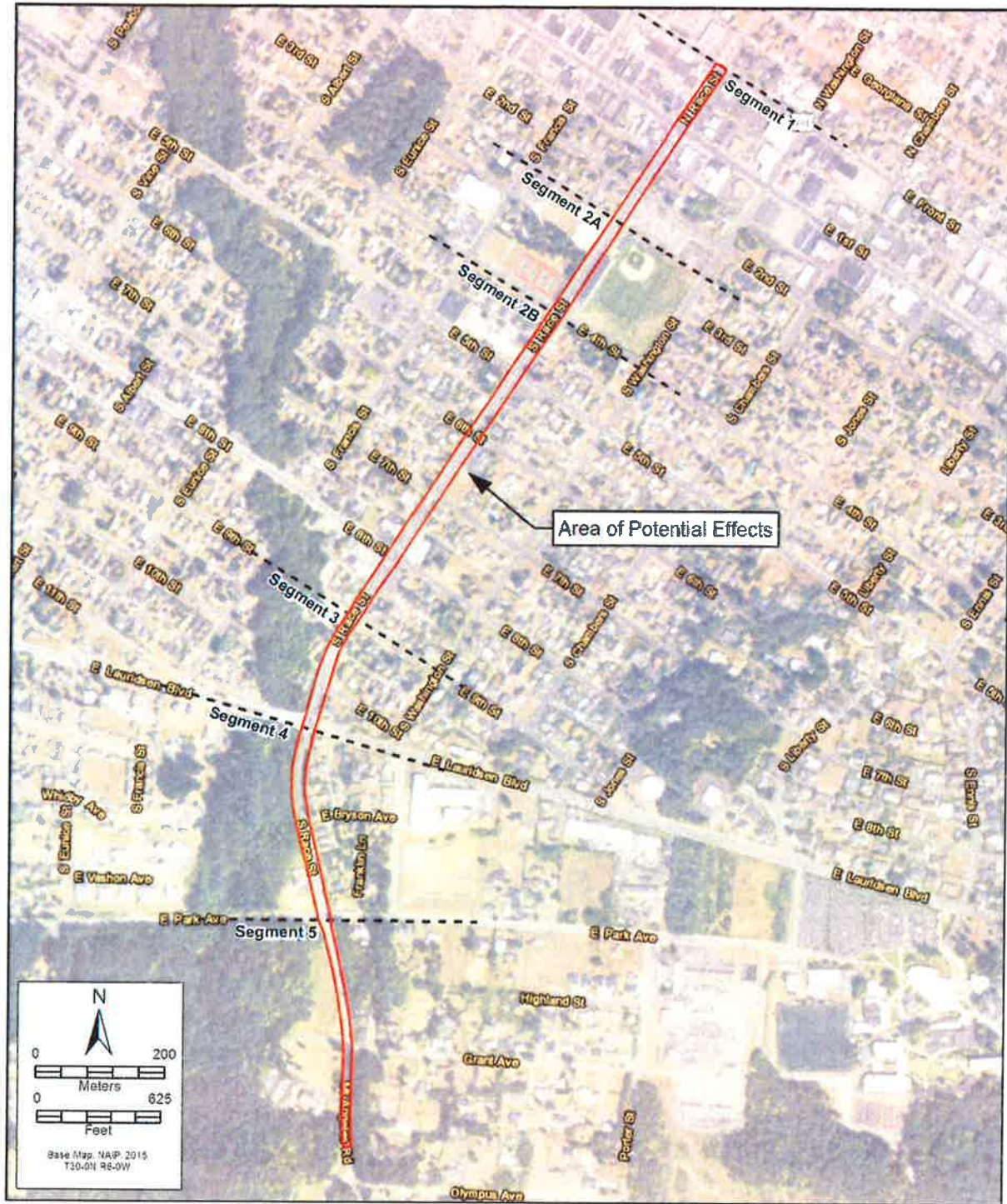
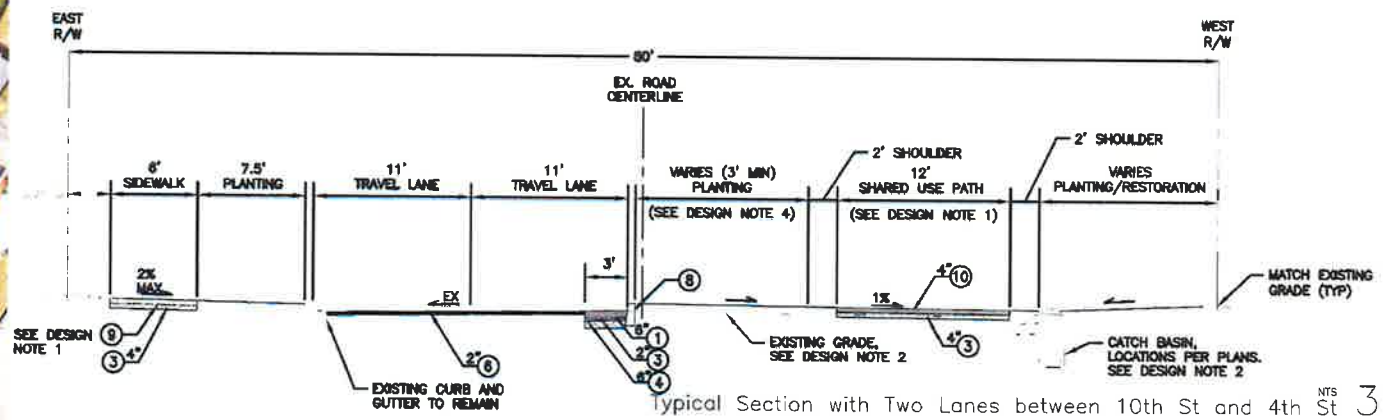
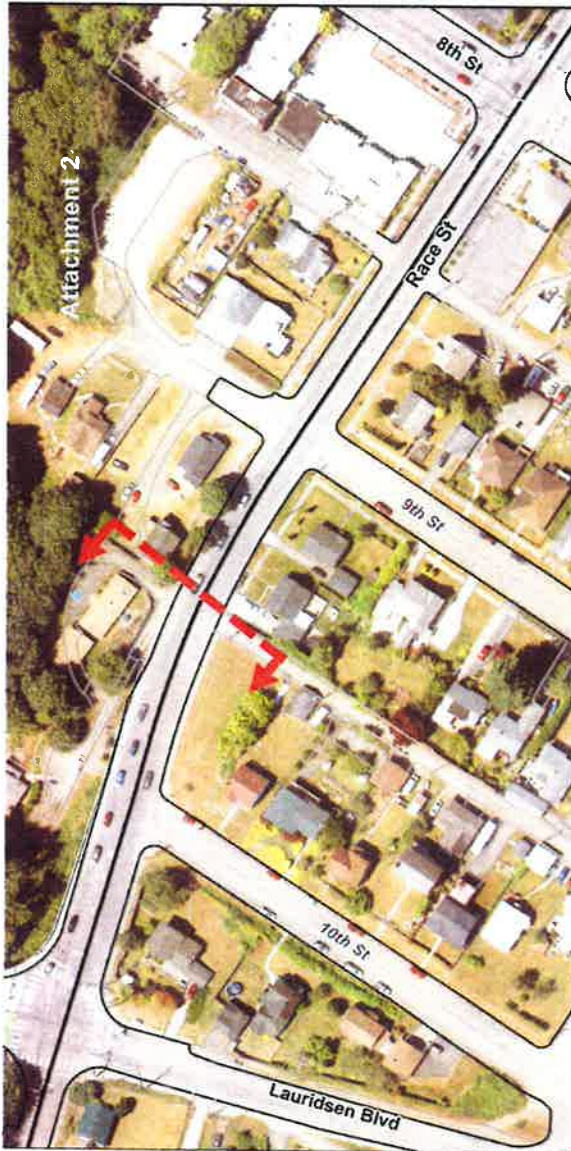
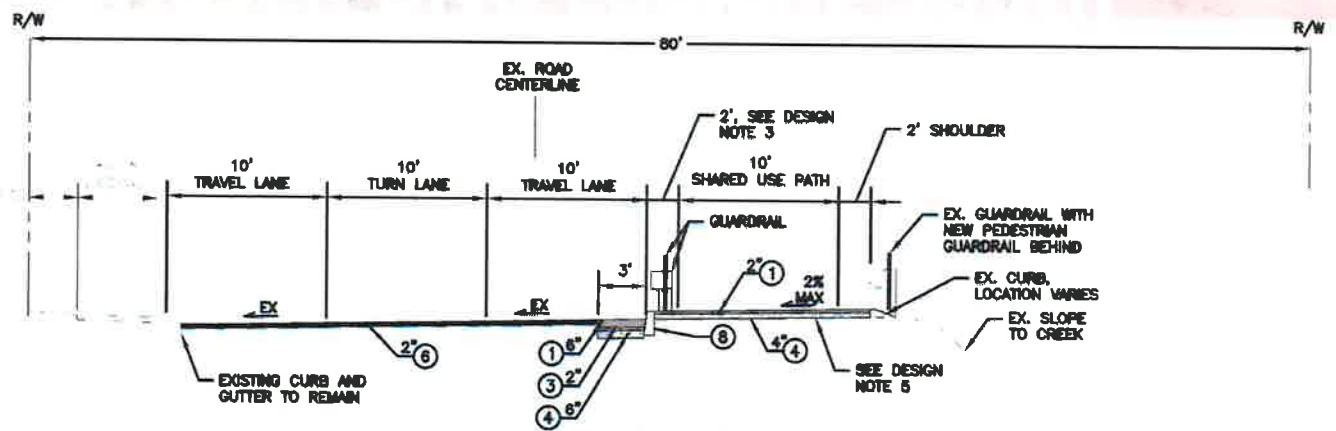
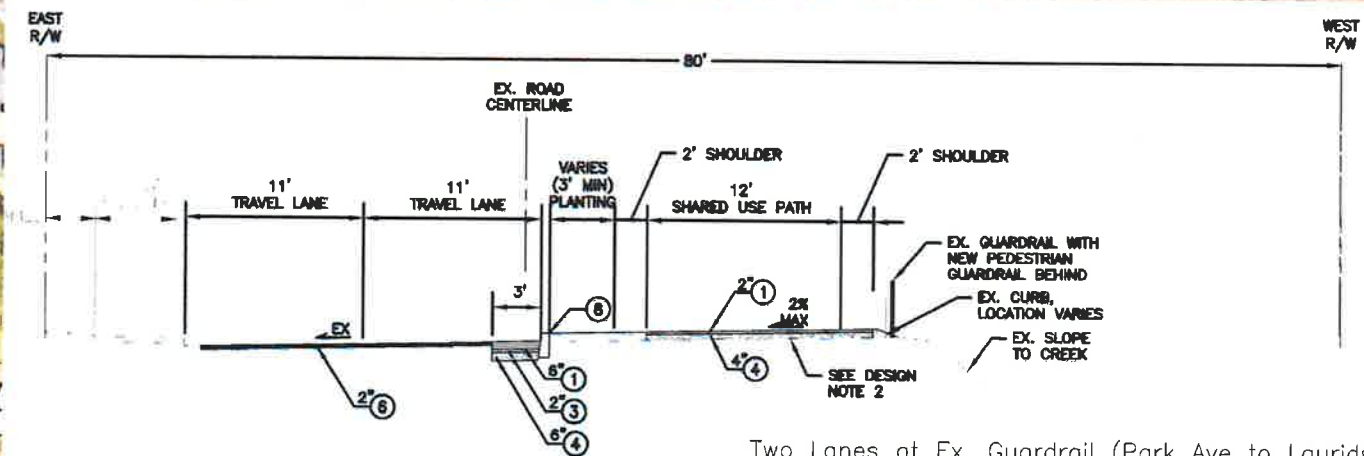


Figure 2
Race Street Multimodal Improvements Area of Potential Effect
(APE) and project segments

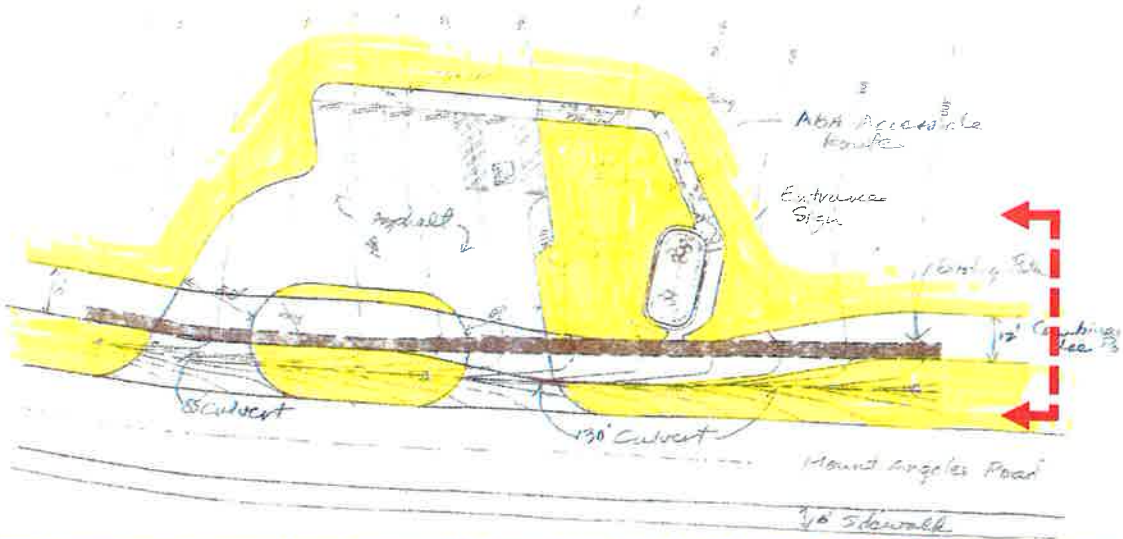




Channelized Section at South Leg of Lauridsen Blvd Intersection ^{NTS}



Two Lanes at Ex. Guardrail (Park Ave to Lauridsen Blvd) ^{NTS}



Clallam County 2021/2022 Surface Transportation Block Grant (STBG) Funding Application

Instructions

Please complete application in the space provided. Attachments are optional, but if added please do not exceed five (8.5 x 11 size only) pages (not counting vicinity map and any letter of support). Attachments should be limited to provide supplemental information (e.g., photos, maps, illustrations, cross-sections). If you have any questions, contact Steve Gray, Clallam County Transportation Program Manager, at 360-417-2290.

A. GENERAL INFORMATION

Project Title: Olympic Discovery Trail – Forks Calawah River Park to Sitkum-Sol Duc Rd

Agency/Sponsor: Clallam County Public Works-Roads

Contact Person/Title: Steve Gray, Transportation Program Manager

Telephone: 360-417-2290

Email: sgray@co.clallam.wa.us

B. PROJECT TYPE (Mark all Categories that Apply)

Many types of projects are eligible for STBG funding. Roadway construction must be functionally classified as collector or above, unless the project meets the exceptions under 23 U.S.C. 133. For more information, refer to application packet.

B.1: Indicate below the project type(s) you are seeking STBG funding for:

The project type is for support of development of a recreational trail, including pedestrian and bicycle facilities, as part of the regional Olympic Discovery Trail (ODT).

B.2. Functional Class (Road Projects Only): Not Applicable –Trail Project

C. PROJECT DESCRIPTION

Briefly describe the proposed project, the need, and anticipated benefits. Describe project location and attach a vicinity map (8.5" x 11"), if applicable.

The Olympic Discovery Trail (ODT) is a planned 135-mile (~ 60% complete) regional transportation and recreational trail facility that connects communities, parks, and other destinations across the North Olympic Peninsula (see ODT map attachment). The western end of the trail route currently ends in the Sappho area requiring trail users to get onto US 101 and SR 110 from that point to continue on to the City of Forks and the coastal Quileute Tribal Community of La Push.

The proposed project is for the construction of a "key" trail segment to connect the planned ODT route to the City of Forks (see project area map attachment). It includes construction of: (1) a prefabricated steel, multi-user trail bridge (220-240 feet long; 16-18 feet wide) over the Calawah River from the City of Forks Calawah River Park; and (2) approximately one -mile of a shared use path between the City Park and the Sitkum-Sol Duc Road.

The improved trail surface north and south of the bridge crossing will consist of a minimum of a 10-foot wide asphalt surface with a 4-6 foot wide gravel shoulder on one side and a 2-foot gravel shoulder on the opposite side. The improved trail will be located within a 60 to 150-foot forested corridor. The proposed trail corridor will be similar to other completed ODT trail segments in western Clallam County (see attached trail photo examples).

The bridge design will support a future limited, off-road vehicle (ORV) recreational trail desired by the community. When the ORV trail is developed, ODT and ORV trail users would be separated on the bridge and continue on separated paths

The proposed project also provides for a key linkage and river crossing from the town center areas of Forks to the following two planned ODT trail sections: 1) the ~ 13-mile ODT connector from Forks to La Push along the SR 110 corridor; and 2) the ~ 11-mile ODT connector from Forks to the existing ODT to the east near Sappho. Attached is a map showing the project area in relationship to other planned ODT linkages located in western Clallam County.

The project area is located entirely within the City of Forks. Clallam County is the agency lead for completing the western gaps of the regional ODT. The City of Forks is a project partner (see attached City letter of support).

D. SUMMARY FINANCIAL INFORMATION

Total Estimated Project Cost: \$ 1,575,000

Federal Fiscal Year 2021 STBG Request:* \$

Federal Fiscal Year 2022 STBG Request:* \$ 825,000

***Note:** Requires project phase obligation by August 1 of the respective FFY.

Will this project likely require seeking STBG funding beyond FFY 2022? No

If yes, what is the total anticipated STBG funding request? _____

E. DETAILED FINANCIAL INFORMATION

Project Cost by Phase: Complete the section for your project type. Specify costs only for the project phase(s) applicable to this proposal. Do not include costs for prior or subsequent phases of work.

Project Type	STBG Funding Request	Total Costs
Infrastructure Projects		
Preliminary Engineering/Design	\$0.00	\$75,000
Right-of-Way	\$0.00	\$0.00
Construction	\$825,000	\$1,500,000
Non-Infrastructure Projects		
Program/Services		
Planning/Study		
Vehicles		
Other: _____		
TOTALS	\$825,000	\$1,575,000

STBG Funding Request and Other Project Revenue:

Funding Source	Amount
Federal STBG Funding Request	\$825,000
Local Funding	\$300,000
State Funding	
Other Funding	\$450,000
Total Project Revenue	\$1,575,000

Matching Funds: Applicants must provide a minimum 13.5% non-federal share. Federal share cannot exceed 86.5% of total project costs. Below list the source, status, and amount of all matching funds.

Source of Funds	Current Status (secured or reasonably expected)	Amount
Lloyd J. Allen Charitable Trust Grant	Reasonably Secured	\$300,000

Briefly describe the timing of matching funds listed as "reasonably expected" to be secured (e.g., grant award date) and any limitations of such funds on the timing of project obligation:

The local Lloyd J. Allen Charitable Trust has committed (see attached letter) a grant totaling \$300,000 for the multi-user trail bridge payable over three years. The first installment is anticipated in 2021. The County Road Fund will address any local match requirements to cover construction costs completed prior to final reimbursements.

F. PROJECT ELEMENTS

The information requested in this section is based upon the state transportation system policy goals under RCW 47.04.280 and addressed in the *Washington Transportation Plan – 2040 and Beyond* and *Peninsula Regional Transportation Plan 2040*. These goals are **NOT** in any order of priority, and not every project is expected to align with each policy goal area.

F.1 Economic Vitality

Goal: Promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy? If applicable, briefly describe how the proposal supports this goal.

The proposed project will provide for an alternative transportation facility and multi-modal travel options in the City of Forks connecting a City Park, town center areas, north City business areas, and a future planned residential growth area.

The project will also provide the key trail segment and river crossing needed as part of the planned approximately 13-mile, ODT route from Forks to La Push and the approximately 11-mile connection from Forks to the existing ODT in the Sappho area. When completed, this route will support a ODT trail connection to businesses in the Forks and La Push communities as well as the 3 Rivers Neighborhood at the SR 110/Mora Road junction that includes stores, campgrounds, lodging, restaurants, stores and other services that will be desired by trail users. It is anticipated that completion of the ODT on the west-end will stimulate new business opportunities catering to trail users.

The ODT is host of numerous popular trail events held annually throughout the County that attracts thousands of participants and their travelling companions many of which are visiting from outside the County. These events generate millions of dollars annually to the local economy. When the ODT- Forks to La Push route is completed, it will provide these recreational and economic opportunities and benefits to the underserved and among the hardest economically distressed areas of the County.

F.2 Preservation and Maintenance

Goal: Maintain, preserve, and extend the life and utility of prior investments in transportation systems and services. If applicable, briefly describe existing conditions and the type of preservation and maintenance efforts the proposal will perform.

Not applicable.

F.3 Safety

Goal: Provide for and improve the safety and security of transportation customers and the transportation system. If applicable, briefly describe the factors that contribute to the safety risks and how the proposal will mitigate (e.g., countermeasures) the safety issues.

The project improves safety by providing a shared use path, non-motorized alternative to travel between the City Park and town center areas and the industrial/commercial businesses in the north part of the City near the intersections of SR 110 and Sitkum-Sol Duc Road with US 101. In addition, the project trail corridor will cross a large, undeveloped area that is zoned residential providing for a safer, non-motorized travel route between future residential areas and the City Park, town center, and business areas.

The proposed shared use path will also connect to the planned, ~ 13-mile ODT section connecting the Forks and La Push communities adjacent to the SR 110 corridor. Currently, the only travel option between Forks town center areas and La Push is on the busy US 101 and SR 110 highways. US 101 and SR 110 high speeds and traffic volumes, and narrow shoulders (particularly along SR 110) are not safe or attractive option for bicyclists, pedestrians and other non-motorized types of travel.

The proposed multi-user trail bridge from the City Park is needed to provide for a safe crossing of the Calawah River for bicyclists, pedestrians, and other non-motorized users. The existing US 101 bridge located approximately 750-feet to the west of the proposed trail bridge location has a narrow deck width of 24-feet with no shoulders. Although one side of the bridge (east-side) has a separated pedestrian path, it is very narrow and not ADA compliant. In addition, access to the bridge path from US 101 would require a bicyclist to climb over guardrails. The bridge built in 1938 would not be suitable for retrofitting an attached separated trail facility. Attached are photos of the current narrow bridge deck and pedestrian path.

F.4 Mobility & Multimodal Transportation System

Goal: Improve the predictable movement of goods and people, including congestion relief and improved freight mobility. Goal: Move toward an integrated multimodal transportation system that increases travel options, reducing the need to drive alone and vehicle miles reduced. If applicable, briefly describe how the proposal meets these goals.

The project proposed trail corridor will create new mobility and multi-modal options in the City of Forks to move people between the City Park, town center areas, businesses at the northern city limits, and future planned residential growth areas. As noted previously, the proposed trail segment will also provide for a connection to the planned ODT route from Forks to La Push. This will provide for a shared use path, non-motorized alternative to travel between these communities that are also adjacent to or in close proximity to public transit along the US 101 and SR 110 corridors.

F.5 Environment & Health

Goal 1: Enhance quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment. If applicable, briefly describe how the proposal meets this goal.

The project will enhance the quality of life in the Forks community by providing for a trail alternative to travel between the City Park and town center areas and existing business areas at the northern city limits, and also across a large, undeveloped area zoned for urban residential development. This creates opportunities for recreation and commuting for both current and future city residents and contributes to a healthier community that supports outdoor recreational activities such as walking, running, and bicycling. It also promotes vehicle trip reduction that will provide benefits of reducing vehicle omissions and lower fuel consumption.

F.6 Stewardship

Goal: Continuously improve the quality, effectiveness, and efficiency of the transportation system. If applicable, briefly describe how the proposal meets this goal such as incorporating multiple modes, providing system efficiency benefits (e.g., travel time, emission, congestion, or operational/maintenance costs reductions), or other expected improvements.

The proposed project addresses a need for a non-motorized, shared use path travel option not currently available in the northern part of the City of Forks. This path will also be connected to other planned ODT trail linkages (see attached trail linkage map) to further promote use of multi-modal travel between west-end communities and destinations.

G. Project Readiness and Delivery Information:

Is this project adopted in your 6-Year Transportation Improvement Program?	X	Yes		No
Is this project already in the Statewide Transportation Improvement Plan (STIP)?*	X	Yes		No

***Note:** Projects need to be in the STIP prior to project obligation. Refer to STIP amendment due dates and other information at: <https://wsdot.wa.gov/LocalPrograms/ProgramMgmt/STIP.htm>

Below briefly describe the readiness of your project to proceed (or the steps that will be taken) to obligate your project by August 1 of the respective FFY (2021 and/or 2022) you are applying for STBG funding—see *application packet* for information on project obligation.

This project is in the approved 2021-2024 Statewide Transportation Improvement Plan (STIP). Clallam County has already secured significant funding for this project. The Peninsula Regional Transportation Planning Organization (PRTPO) selected the project for Transportation Alternatives Program federal funding award of \$450,000. The project also has a commitment for a \$300,000 grant from a local charitable trust (see attached letter) to assist with funding of the multi-user trail bridge. With the funding already secured, the County is ready to proceed to commence the preliminary engineering phase this year. The County will submit a Local Agency Agreement with WSDOT for their approval to obligate the Transportation Alternative federal funding funds to support this effort. This will position the County to obligate the requested STBG funds for the construction phase by August 1, 2022. No trail corridor right-of-way is anticipated to be needed. Clallam County owns or has an easement for a 60 to 150-foot wide trail corridor on the north side of the proposed bridge crossing from the City Park. The City of Forks supports construction of the trail bridge from the City Park.

H. Certification Acceptance (CA)

Projects are to be administered by a state approved Certification Acceptance (CA) agency—see Washington State Department of Transportation (WSDOT) Local Agency Guidelines Manual. If an agency does not have CA status, the following two options are available for administration of STBG federal funded projects: (1) Non-CA agency enters into agreement with a CA agency to administer all aspects of the project (requires approval of the WSDOT Region Local Programs Engineer); or (2) the WSDOT Region Local Programs Engineer acts as the CA Agency (requires approved plan between Region Local Program Engineer and the agency).

Applicant is a CA Agency: ☒ Yes ☐ No

If No, please indicate who will act as the project CA Agency: _____

I. Application Acknowledgment and Authorization

The project as described is financially feasible and the costs reflect current planning level estimates of what is needed to accomplish the work described. If awarded STBG funds, the match revenue and project obligation year described reflects a realistic commitment and schedule. Our agency/organization is aware that failure to meet the obligation deadline (August 1 in the respective FFY) may result in funds being reallocated to a different project, possibly resulting in delays or loss of funding to this project.

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- Providing the required matching funds.
- Meeting project phase obligation timing commitments.
- Providing for all ineligible project costs or cost overruns.


Authorized Signature

3/5/2021

Date


Print Name, Title

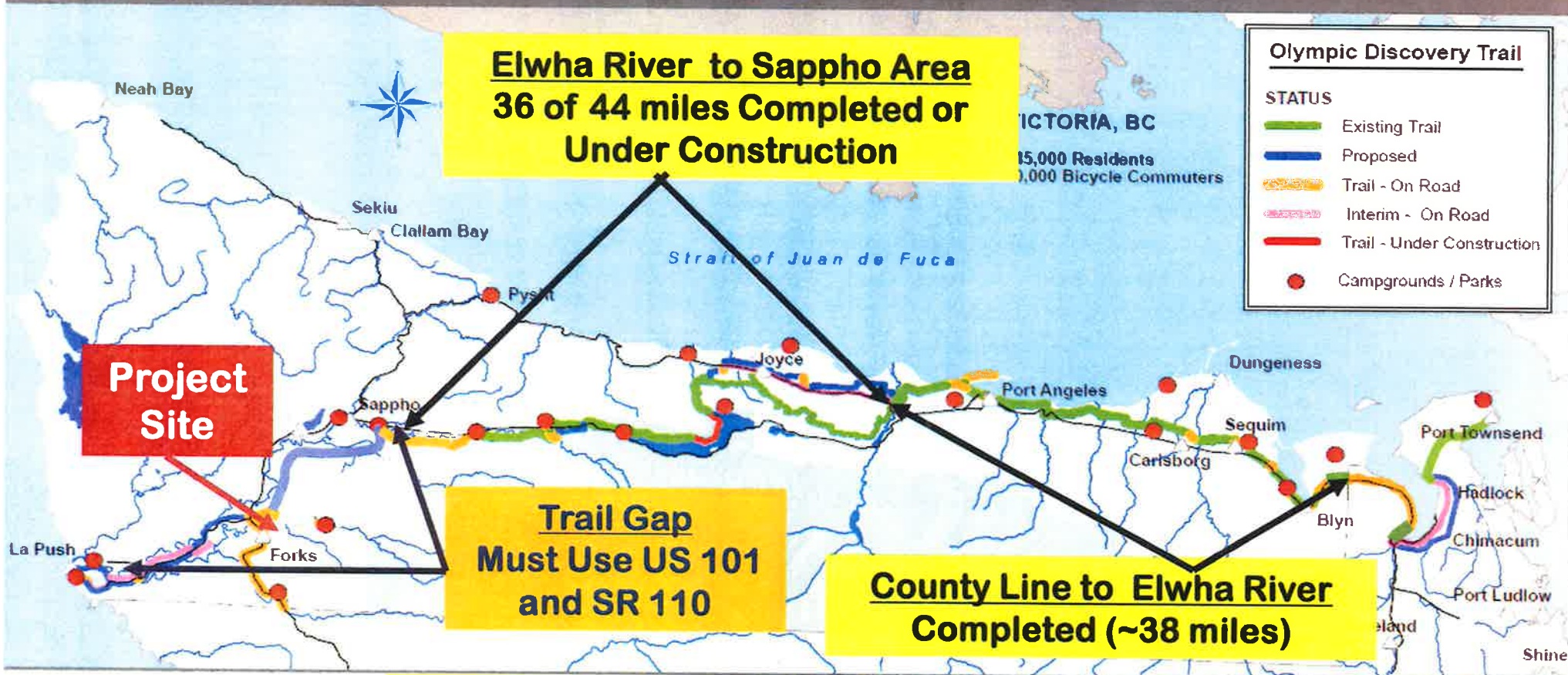
SUBMITTAL PROCESS

Please email completed application packets to Steve Gray, Clallam County Transportation Program Manager, at:

sgray@co.clallam.wa.us

Applications must be received by midnight March 5, 2021

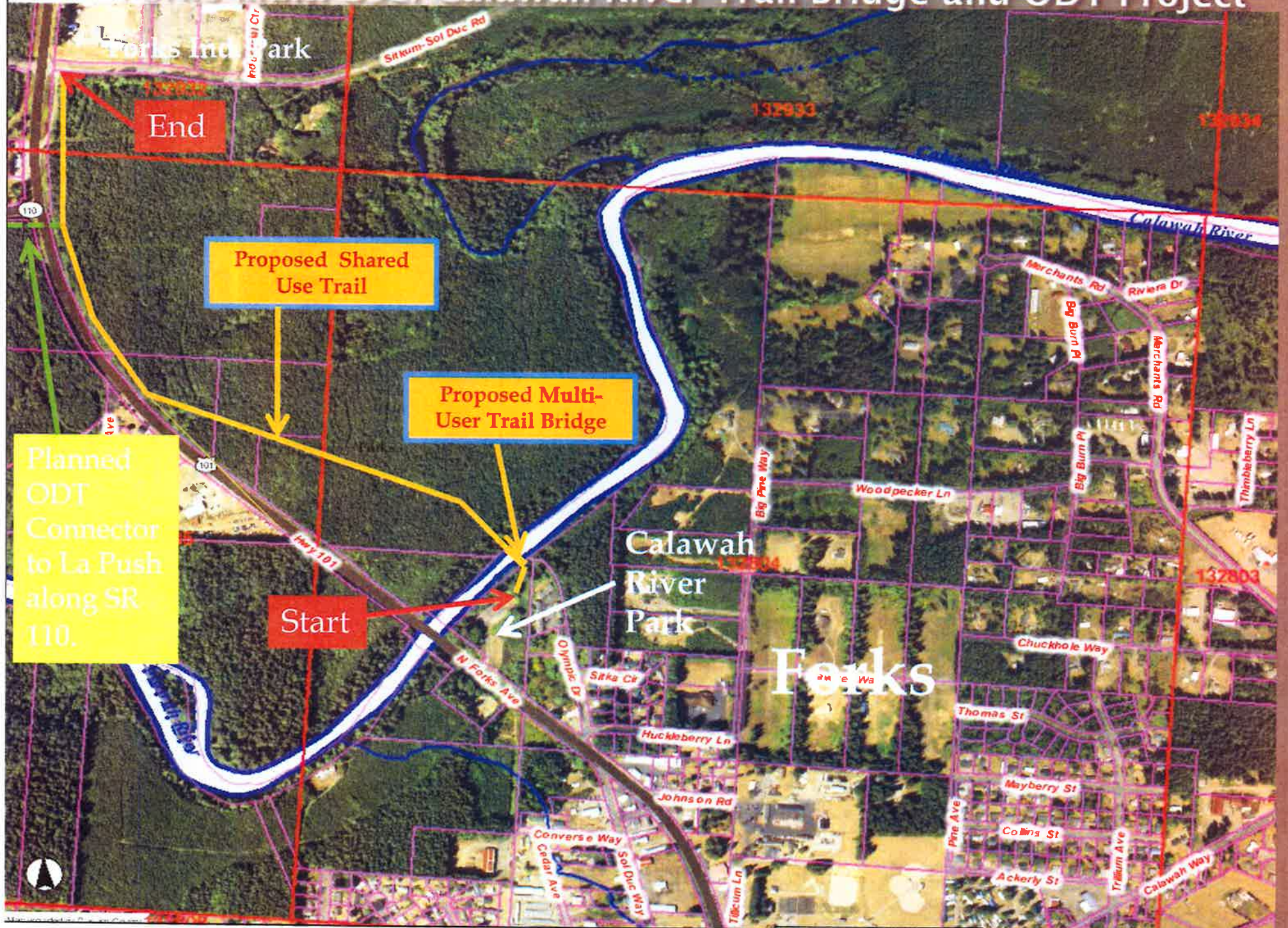
Olympic Discovery Trail



~ 60% of 135-mile
Trail Route Completed



Forks Multi-User Calawah River Trail Bridge and ODT Project



Western Clallam County ODT Segment Examples

West Creek Segment Area

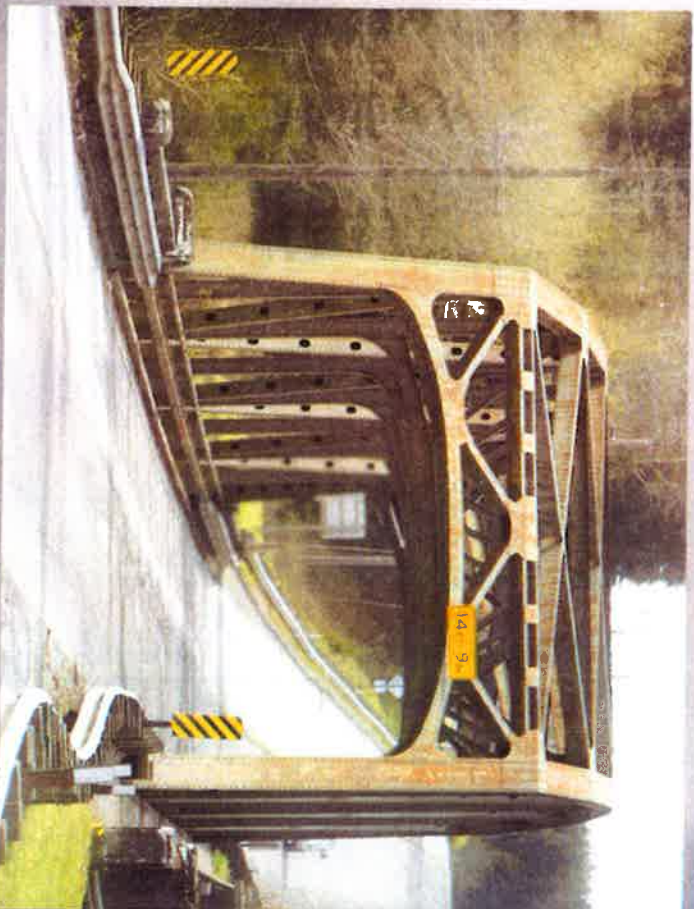


Recent Construction
West of Joyce



US 101 Calawahah River Bridge

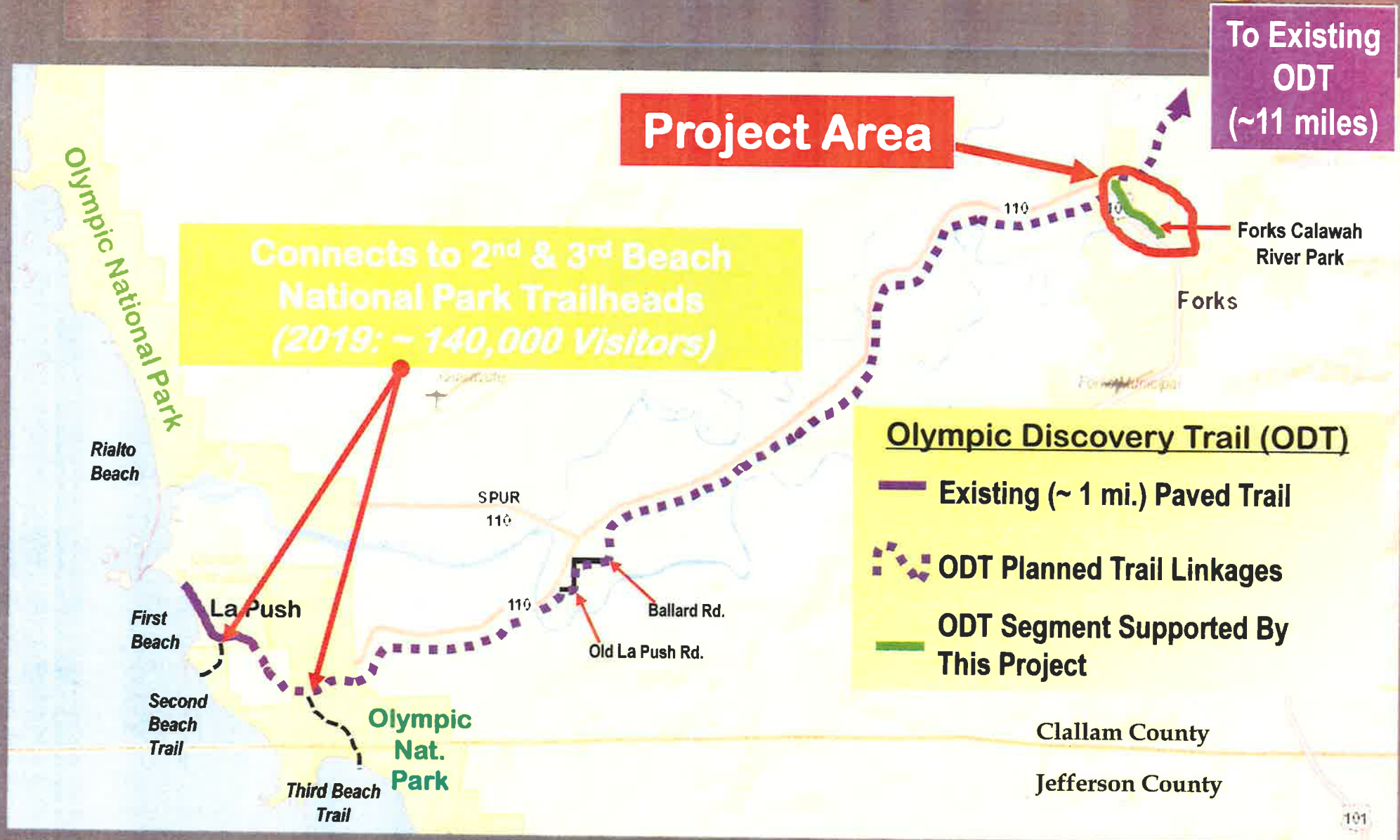
Deck width
21 feet, with no shoulders



East side only has narrow pedestrian crossing, with no connecting path. To access from US 101, requires user to climb over guardrails



Western Clallam County Planned Olympic Discovery Trail Linkages





2022 Olympic Bid - Forks, Washington - 14th Round
Round 1 - 11 - 18 - 24 - 30 - 36 - 42 - 48 - 54 - 60 - 66 - 72 - 78 - 84 - 90 - 96 - 102 - 108 - 114 - 120 - 126 - 132 - 138 - 144 - 150 - 156 - 162 - 168 - 174 - 180 - 186 - 192 - 198 - 204 - 210 - 216 - 222 - 228 - 234 - 240 - 246 - 252 - 258 - 264 - 270 - 276 - 282 - 288 - 294 - 300 - 306 - 312 - 318 - 324 - 330 - 336 - 342 - 348 - 354 - 360 - 366 - 372 - 378 - 384 - 390 - 396 - 402 - 408 - 414 - 420 - 426 - 432 - 438 - 444 - 450 - 456 - 462 - 468 - 474 - 480 - 486 - 492 - 498 - 504 - 510 - 516 - 522 - 528 - 534 - 540 - 546 - 552 - 558 - 564 - 570 - 576 - 582 - 588 - 594 - 600 - 606 - 612 - 618 - 624 - 630 - 636 - 642 - 648 - 654 - 660 - 666 - 672 - 678 - 684 - 690 - 696 - 702 - 708 - 714 - 720 - 726 - 732 - 738 - 744 - 750 - 756 - 762 - 768 - 774 - 780 - 786 - 792 - 798 - 804 - 810 - 816 - 822 - 828 - 834 - 840 - 846 - 852 - 858 - 864 - 870 - 876 - 882 - 888 - 894 - 900 - 906 - 912 - 918 - 924 - 930 - 936 - 942 - 948 - 954 - 960 - 966 - 972 - 978 - 984 - 990 - 996 - 1000

Ross Tyler, P.E.
County Engineer
223 E. Fourth St, Suite 6
Port Angeles, WA 98362-3000

RE: City of Forks Support for Calawah River Multi-user Trail Bridge Crossing

On behalf of the City Council of the City of Forks, I want to voice our support of Clallam County's efforts to complete the regional Olympic Discovery Trail (ODT) to connect North Olympic Peninsula communities and places. In Clallam County, the ODT already connects the communities of Blyn, Sequim, Carlsborg, and Port Angeles; a number of local and state parks; and the Olympic National Park at Lake Crescent. Now the focus and attention is on connecting the City of Forks and the Quileute Tribe with this established recreational infrastructure.

Clallam County has been selected for a Federal Lands Access Program funding to construct approximately 11.5 miles of a separated non-motorized trail along the SR 110 corridor between the Quileute Tribal community at La Push and US 101. This project will bring the ODT within approximately one-mile from city residential and business areas. To safely bridge this gap will require both extending the trail and a new trail bridge crossing over the Calawah River as an alternative to travel on busy US 101. The City appreciates the County's current efforts to finalize acquiring land needed to make the trail connection to the needed bridge crossing.

The multi-user trail bridge crossing over the Calawah River is critical to the success of connecting our community to the ODT and to complete the planned ODT extension to connect the Forks and La Push communities. We look forward to this effort as it will allow individuals that walk, ride bikes, use licensed ORVs, or enjoy a ride on horseback to access other segments of the community and ODT.

As a project partner, our City supports the multi-user trail bridge project to be located at our City of Forks Calawah River Park. Local support is also clear based on the already \$300,000 pledge commitment from the Lloyd J Allen Charitable Trust for this project. The City supports County efforts to secure project funding, including from the federal Transportation Alternatives (TA) program. Please don't hesitate to contact us for further help and assistance in this matter.

Sincerely,

Tim Fletcher
Mayor

December 13, 2019

Steve Gray

Clallam County Transportation Program Manager
223 East 4th Street, Suite 6
Port Angeles, WA 98362

RE: Lloyd J Allen Grant for Multi-User Bridge Project in Forks

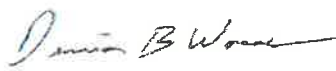
Dear Rich,

On behalf of the Lloyd J Allen Charitable Trust, we reaffirm our support of Clallam County's "Forks to A Road Segment of the Olympic Discovery Trail", bringing the Trail over the Calawah River and into the City of Forks. We have been impressed by the cooperative success of the many agencies, municipalities, foundations, and volunteers participating in this 145 mile undertaking. It is remarkable, and we remain eager to become a part of this legacy.

To that end, our Board agrees to commit \$300,000 for the design, construction, and installation of the Calawah River Bridge (Lloyd J Allen Bridge) for the trail crossing. Annual payments totaling \$300,000 will begin in the year (or subsequent year thereafter) the County informs the Trust it has secured full bridge funding and has purchased the bridge (anticipated in 2021) for installation.

Thank you for your leadership and vision. Please don't hesitate to contact any of our Board members for clarity or assistance.

Best Regards,



Denny Womac



Mary Ulin



Joe Womac

Lloyd J Allen Charitable Trust



6
3/22/21

AGENDA ITEM SUMMARY

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

DCD

WORK SESSION ☒ **Meeting Date: 3.22.2021**

REGULAR AGENDA ☒ **Meeting Date: 3.30.2021**

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 attached Resolution appoints Joel Green as representative to the North Pacific Coast Lead Entity. NPCLE serves the area where streams and rivers drain to the coastal Pacific Ocean and decides which local salmon restoration projects to move forward.

Helen Andersen served as Clallam County representative to the NPCLE. To fill the vacancy created by Helen's retirement, Joel will serve as representative.

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

No budget action is required.

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

Please sign the Resolution.

County Official signature & print name:


Mary Ellen Winborn

Name of Employee/Stakeholder attending meeting:

Cathy Lear, Joel Green

Relevant Departments: DCD

Date submitted: 3-12-21

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



RESOLUTION _____, 2020

APPOINTING JOEL GREEN TO NORTH PACIFIC COAST LEAD ENTITY

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Whereas, North Pacific Coast Lead Entity (NPCLE) is a coalition that works with its members, partners and other stakeholders to coordinate, integrate, and implement local salmon recovery; and
2. Whereas, its membership includes local governments, tribes, technical experts, non-profits, and citizens that works to identify, prioritize, develop and seek funding for needed salmon recovery efforts; and
3. Whereas, Clallam County is an initiating government of NPCLE; and
4. Whereas, the Lead Entity Group functions as NPCLE's decision-making body;

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

Commissioners appoint Joel Green as Clallam County's representative to the NPCLE LEG.

PASSED AND ADOPTED this _____ day of _____ 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Bill Peach



7
3/22/21

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date:** 3-22-21

REGULAR AGENDA ☐ **Meeting Date:**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Conservation Futures Program Advisory Board Discussion:

Now that the Conservation Futures Program Advisory Board has been established by Resolution, the Commissioners will identify a liaison and identify some initial goals and timelines for this group ahead of its first official meeting.

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?)
Identify a liaison, discussion and next steps.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Conservation Futures Program Advisory Board Membership

Relevant Departments: Board of Commissioners, Department of Community Development, WSU, Conservation Futures Program Advisory Board Membership

Date submitted: March 9, 2021

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



8
3/22/21

AGENDA ITEM SUMMARY

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

Department: Finance

WORK SESSION ☒ **Meeting Date:** **3/22/2021**

REGULAR AGENDA ☐ **Meeting Date:**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

FEBRUARY 2021 FINANCIAL RESULTS AND REVISED PROJECTION FOR 2021—EXECUTIVE SUMMARY:

February 2021 YTD General Fund Results

The February YTD General Fund Financial Review compared to the same period in 2020 is attached along with comparison to the original budget for 2021 and a revised annual projection for 2021.

YTD February 2021 revenue totaled \$5,943k as compared to \$5,433k in 2020, representing an increase of \$510k. Excluding YTD COVID related reimbursements from AOC CARES & FEMA of \$551k, YTD revenues totaled \$5,392k, a decrease of (\$41k) from prior year. YTD expenditures in February were \$7,376k (which includes \$45k of COVID-related costs) as compared to \$7,771k in 2020 for a decrease of \$395k. Excluding COVID-related revenues/expenditures, the General Fund generated an operating deficit of (\$1,939k), as compared to a deficit of (\$2,338k) in February 2020, an improvement of \$399k. Including COVID-related activity, the General Fund generated an operating deficit for YTD February 2021 of (\$1,433k). The General Fund finished February with an ending Fund Balance reserve of \$13,068, or \$164k higher than prior year.

Please refer to the attached schedule that provides further detail of the major factors that make up these changes and performance to budget. Revenues overall (excluding COVID reimbursements) were at 13.3% of the 2021 budget for February YTD, slightly ahead of last year's 12.7%. All revenue categories with the exception of Charges for Goods & Services, Fines & Penalties, Timber Revenues and Transfers In were up year-over-year in February, as well as pacing at or above 2020 relative to the annual budget. Goods & Services were pacing below budget to prior year due to timing differences relating to interagency payments received and significantly higher election services revenue received last year due to spill over of 2019 election reimbursements, while timber is down

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due to timing of payments from DNR relating to weather-related delays in harvest areas. Transfers In were down relative to last year due to timing of grant reimbursement-funded transfers from the Lower Dungeness project. Tax revenue continued to pace well ahead of budget (11.7% vs last year's 10%) driven primarily due to the continued strong retail sales tax year-over-year growth that carried over from last year to February, with a YTD increase of 15.5%, as compared to a -3% contraction assumed in the first quarter of the 2021 budget due to COVID concerns. Miscellaneous revenues also paced significantly ahead in February vs prior year, mainly due to a significant increase in camping fee reservations, as offset by declining interest income. Licensing & Permits were up 22% to prior year, driven by stronger than expected building permit revenue. Through February 2021 YTD, the County's general fund had received \$112k of FEMA reimbursements of COVID-19 related expenditures incurred in 2020, and \$439k of AOC CARES reimbursements related to the JAVs courtroom technology project.

Turning to expenditures, YTD expenditures (excluding COVID-related) totaled \$7,331k, a decrease of \$440k over prior year and were pacing at 16.7% of budget, right in line with prior year. This decrease was driven mainly by underspend in Services (which were pacing at 15% of budget vs 17.1% in prior year) caused principally by a change in accounting for indirect charges earned by the General Fund that took place at the end of 2020, lower travel and postage costs, and savings in other areas. All other expenditure categories were at or below last year as a % of the annual budget with the exception of Transfers Out which was up marginally due to the timing of the Bullman Beach fund transfer.

2021 PROJECTION—GENERAL FUND

While still very early on into 2021, certain adjustments have been made to our projections as outlined below:

REVENUES--Overall revenues are projected to total \$41,484, an increase of \$361k over the 2021 budget. This is reflective of two primary changes. First, Tax revenue is projected to outperform budget by \$301k due to the strong YTD February sales tax performance. Given how early into the year we still are and uncertainties still remaining relating to the economic impact of COVID, I have left my tax assumptions for the balance of 2021 unchanged from the budget at this time, recognizing that if sales taxes continue to generate double digit year-over year growth, we could further outperform our Tax revenue budget by as much as \$500k-\$700k.

Another area of our revenue forecast that has been adjusted relates to our COVID-related Intergovernmental Revenues, where I have raised our projection by \$179k to reflect the unbudgeted spillover of FEMA reimbursements of eligible COVID-related costs from 2020 to 2021, coupled with additional FEMA funds to be received related to a recent Presidential order under which FEMA will be covering 100% of eligible COVID costs incurred, rather than the 75% originally covered.

There are two revenue categories that we've lowered our forecast—Goods & Services and Fines & Penalties. Goods & Services are now forecasted to miss budget by -3% based on concerns that our DOC inmate revenues and other services revenue impacted by COVID may not be fully realizable, while Fines & Penalties are projected to miss budget by -6% based on the downward trend seen thus far.

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All other revenue categories are projected to meet or marginally outperform budget based on February pacing.

It is important to note that our revenue projections have not been adjusted for the impact of the American Rescue Plan Act, which among other things will enable the County to recover lost revenues resulting from the COVID public health emergency in 2020 and 2021. Once we have determined the extent of lost revenues the County will be able to recover for the General Fund, we will adjust these revenue projections accordingly.

EXPENDITURES-- I am projecting general fund expenditures (excluding CARES/FEMA-funded COVID costs) to total \$42,164k or \$1,801k lower than budget. Of this variance, approximately \$1,648k is related to projected underspend in the area of payroll and benefits based on the multi-year trend we saw continue in 2020 where due to turnover, retirements, delays in filling open positions, and other dark-time, we have historically underspent our budgeted payroll costs by 3-4% annually, or between \$1.2 and \$1.4 million. I have also assumed some additional payroll and benefits savings being captured from the partial hiring freeze assumed held in effect through March. Based on trends, non-COVID Services are projected to come in \$119k below budget, mainly as a result of expected underspend in services costs related to the multi-homicide cases where many of these cases were pled-out in late 2020/early 2021 after the 2021 budget was finalized, as well as savings in other areas. Finally, projected 2021 Transfers Out-COVID was reduced by \$450k from budget due to the extension of the County's local health CARES grant into 2021 which will provide funding for HHS COVID-related costs, including the operation of the isolation shelter through May 2021, relieving the General Fund of that budgeted commitment.

Please note that similar to revenues, we have not adjusted our forecast for 2021 for any planned usage of funds to be provided to the County under the America Rescue Plan Act pending further guidance from the US Treasury and discussions to come with the BOCC. In addition, the potential financial impact of the recent Superior Court Blake decision has not been factored into our projections pending further analysis and clarification from the State as to what share of the potential legal financial obligations paid to the County impacted by this decision will be borne by the County.

NET DEFICIT OF REVENUES TO EXPENDITURES--Based on these revenue and expenditure assumptions, I am projecting a General Fund operating deficit (excluding CARES/COVID related revenues/costs) of (\$1,388k) for 2021, which is \$1,983k better than our 2021 budgeted deficit of (\$3,371k). When including a COVID-related surplus of \$428k, our overall general fund deficit for 2021 is expected to total (\$960k), as compared to a budgeted deficit of (\$3,527k).

PROJECTED ENDING FUND BALANCE--\$13,541k, or 32% of forecasted non-COVID expenditures, as compared to \$10,974k budgeted based on final 2020 results.

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

This is an informational presentation that by itself has no specific budgetary impact.

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

County Official signature & print name:  Mark Lane

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Revised: 3-04-2020

Name of Employee/Stakeholder attending meeting: _____Mark Lane_____

Relevant Departments: _____Finance_____

Date submitted:

March 16, 2021

Clallam County General Fund Results
February 2021

February 2021 YTD Revenue totaled \$5,943k as compared to \$5,433k in 2020, representing an increase of \$510k. February 2021 YTD Revenues came in at 14.5% of our annual revenue budget, as compared to 12.7% in 2020. If one excludes CARES/FEMA reimbursements, revenue was at 13.3% of budget, and declined \$41k from prior year. All categories with the exception of Charges for Goods & Services, Fines & Penalties, Timber Revenues and Transfers In were up year-over-year in February, and all were at or above their pacings to the annual budget compared to last year, with the exception of Goods & Services (15.1% vs 15.5%), Fines & Penalties (14.6% vs 15.1%), Timber Revenues (down 18% to budget) mainly due to timing of DNR payments, and Transfers In from the Lower Dungeness project (down 8.4% to budget due to timing of grant reimbursements). Taxes YTD continue to pace well ahead compared to last year, driven mainly by much stronger sales taxes which were up 15.5% compared to last year (as compared to an approx -3% decrease assumed in the 2021 budget for the 1st quarter). Charges for Goods & Services paced slightly behind last year relative to budget mainly due to timing differences relating to certain interagency payments received which should self-correct as the year continues, and significantly higher election services revenue rec'd in 2020 due to spill over of 2019 election reimbursements. Misc Revenues in February continued to pace significantly ahead relative to budget vs last year (22% vs 16.3%) due mainly to a significant increase in camping fee reservations YTD relative last year, as offset by declining interest income. Licensing & Permits were up 22% for February YTD vs prior year, mainly as a result of stronger than expected building permit revenue. Thru YTD February, the General Fund had received FEMA reimbursement funds of certain of its 2020 COVID costs of \$112k, the payment of which was expected to be received in 2020 and therefore was not budgeted in 2021. In addition, \$439k of the budgeted \$529k AOC CARES grant reimbursement of costs incurred relating to the JAVS courtroom technology project have been received.

Expenditures for YTD February 2021 totaled \$7,376k (including \$45k of COVID related costs) as compared to \$7,771k in 2020 for a decrease of \$395k. Expenditures (excluding COVID) for February 2021 YTD came in at 16.7% of our annual budget, right in line with last year's of 16.9%. The year-over-year decrease in expenditures was mainly in our Services category due to a change from prior year in how indirect charges by the General Fund are accounted for (\$309k of the decrease), timing differences relating to our replenishment of our postage costs, lower travel costs, and savings in other areas. All expenditure categories were pacing at or below their pacings to budget in comparison with prior year, with the exception of Transfer Out which was up marginally due to the timing of the Bullman Beach transfer and Capital Outlays.

For February 2021 YTD, the General Fund generated an operating deficit between revenue and expenditures (excluding COVID/CARES) of (\$1,939k), a \$399k improvement from last year's operating deficit. After including COVID-related net revenue to expenditure surplus YTD of \$506k, the General Fund generated an operating deficit of (\$1,433k) for February 2021 YTD. The General Fund finished February 2021 with an ending fund balance reserve of \$13,068k, a \$164k higher fund balance than prior year.

Turning to our forecast, General Fund total revenues are projected to total \$41,484k, an increase of \$361k over the 2021 budget. The main contributors include higher projected Tax revenue of \$301k due mainly to the much stronger than budgeted sales tax revenues incurred YTD and \$179k in higher CARE/FEMA reimbursement revenue projected to be received relating primarily to the unbudgeted carryover of FEMA reimbursements for COVID expenditures incurred by the General Fund in 2020 and recent notification that due to Presidential order FEMA will be covering the other 25% of previously uncovered eligible costs. Charges for Goods & Services and Fines & Penalties are projected to miss budget by -3% and -6% respectively based on concerns that our DOC inmate revenues and other services impacted by COVID may not be fully realizable and based on downward trends seen in our fines & penalites thus far. Given how early into 2021 we still are, all other revenue categories are projected to be relatively inline with budget expectations. 2021 Expenditures are projected to total \$42,164k, underspending to budget by \$1,801k. Payroll and Benefits costs are expected to come in approx \$1,644k below budget, mainly to historic underspend to our personnel budgets due to unbudgeted darktime, as well as some savings capture from the extension of a partial hiring freeze carrying over into the first quarter of 2021. Transfers Out--COVID for 2021 are now projected to be \$450k lower than budget due to the extension of the WA Department of Health CARES grant to 2021 which will be available to fund the operation of the HHS isolation shelter that originally was budgeted to be funded by a \$450k transfer from the General Fund. Services are also projected to underspend to budget by approximately \$83k, mainly due to expected lower costs related to the multiple homicide cases where many of these cases were pled-out late in 2020. For 2021, the General Fund is now projected to generate an operating deficit of (\$960), which is \$2,567 lower than budgeted, leaving an estimated ending fund balance of \$13,541k or 32% of total non-COVID expenditures. It is important to note that our projections have not yet been adjusted for any additional Federal or State COVID aid to be received pending release of further details and completion of further analysis of funding needs. In addition, the potential impact of the Superior Court Blake Decision has not been factored into these projections pending further analysis and clarification from the State as to what share of the financial impact of this decision will be borne by the County.

February 2021 YTD--vs Annual Budget (rounded to thousands)

	2021	2021	Budget	2021	2020
	YTD Actual	Budget	Remaining	% of Annual Budget Achieved YTD	% of Annual Budget Achieved YTD
REVENUES:					
Taxes	2,445	20,884	18,439	11.7%	10.0%
Licenses & Permits	257	1,050	794	24.4%	18.4%
Intergovernmental Revenues	864	5,329	4,465	16.2%	14.7%
Charges for Goods & Services	1,186	7,845	6,659	15.1%	15.5%
Fines & Penalties	133	908	775	14.6%	15.1%
Misc Revenue (Interest Inc, Camping Fees, etc)	449	2,040	1,591	22.0%	16.3%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	26	72	46	36.4%	25.9%
Other Financing Sources (Timber Sales, other)	32	625	593	5.2%	23.2%
Transfers In	0	1,840	1,840	0.0%	8.4%
Total Revenue--Excluding CARES/FEMA	5,392	40,594	35,202	13.3%	12.7%
Total Revenue--CARES/FEMA	551	529	-22	104.2%	--
Total Revenue	5,943	41,123	35,179	14.5%	12.7%

Clallam County General Fund Results
February 2021

	2021	2021	Budget	2021	2020
	YTD Actual	Budget	Remaining	% of Annual Budget Achieved YTD	% of Annual Budget Achieved YTD
EXPENDITURES:					
Payroll	3,433	22,537	19,104	15.2%	15.7%
Payroll--COVID	3	0	-3	--	--
Benefits	1,448	9,544	8,096	15.2%	15.5%
Benefits--COVID	1	0	-1	--	--
Supplies	111	1,242	1,131	8.9%	9.2%
Supplies--COVID	5	0	-5	--	--
Services	975	6,523	5,548	15.0%	17.1%
Services--COVID	36	0	-36	--	--
Capital	17	95	78	17.5%	17.0%
Capital--COVID	0	90	90	0.0%	--
Transfer Out --COVID	0	595	595	0.0%	--
Transfers Out	110	2,783	2,673	4.0%	1.4%
Payment to Risk Pool	1,237	1,241	4	99.7%	100.0%
Total Expenditures--excluding COVID	7,331	43,965	36,634	16.7%	16.9%
Total Expenditures--COVID	45	685	640	6.6%	--
Total Expenditures	7,376	44,650	37,274	16.5%	16.9%
Net Operating Surplus (Deficit)--Excluding COVID	-1,939	-3,371			
Net Operating Surplus (Deficit)--COVID	506	-156			
Net Operating Surplus (Deficit)	-1,433	-3,527			
Fund Balance	13,068	10,974	2,094		

February 2021 YTD--vs Prior Year YTD (rounded to thousands)

	2021	2020	
	YTD Actual	YTD Actual	Variance--\$
REVENUES:			
Taxes	2,445	2,070	375
Licenses & Permits	257	211	45
Intergovernmental Revenues	864	775	89
Charges for Goods & Services	1,186	1,503	-317
Fines & Penalties	133	146	-13
Misc Revenue (Interest Inc, Camping Fees, etc)	449	420	30
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	26	18	8
Other Financing Sources (Timber Sales, other)	32	139	-107
Transfers In	0	150	-150
Total Revenue--Excluding CARES/FEMA	5,392	5,433	-41
Total Revenue--CARES/FEMA	551	0	551
Total Revenue	5,943	5,433	510
EXPENDITURES:			
Payroll	3,433	3,430	3
Payroll--COVID	3	0	3
Benefits	1,448	1,410	38
Benefits--COVID	1	0	1
Supplies	111	126	-15
Supplies--COVID	5	0	5
Services	975	1,478	-503
Services--COVID	36	0	36
Capital	17	48	-31
Capital--COVID	0	0	0

**Clallam County General Fund Results
February 2021**

Transfer Out --COVID	0	0	0
Transfers Out	110	50	60
Payment to Risk Pool	1,237	1,229	8
Total Expenditures--excluding COVID	7,331	7,771	-440
Total Expenditures--COVID	45	0	45
Total Expenditures	7,376	7,771	-395
Net Operating Surplus (Deficit)--Excluding COVID	-1,939	-2,338	399
Net Operating Surplus (Deficit)--COVID	506	0	506
Net Operating Surplus (Deficit)	-1,433	-2,338	906
Fund Balance	13,068	12,904	164

Major Revenue Differences between YTD 2021 and 2020 (rounded to thousands)

Juvenile Justice sales tax	29
Property tax	169
Sales taxes (other than Juvenile Justice)	197
Intergovernmental--PILT, Criminal Justice, Other Excise Taxes	19
Intergovernmental--Grants	70
Intergovernmental--CARES/FEMA	551
Investment & Delinquent tax interest	-48
Increase in Parks' Camping Revenues	66
Timber revenue	-107
Goods & Services--Interagency Services--Court Consolidation pymt timing, Roads & Other Policing Agreements timing/reduction, State Dpt Corrections (lower inmate capacity during COVID)	-87
Goods & Services--Indirects (due to reclassification of indirects from revenue to negative services expenditure to reflect proper accounting)	-162
Goods & Services--Building Plan Check Revenues	50
Fines and Penalties	-13
Election Services Revenue--2020 Presidential Year, spill over 2019 November election reimbursement into 2020	-221
Licensing & Permits--Building Permits	55
Everything else (rounded to thousands)	-57 **
Total Revenue Increase/(Decrease) over Prior Year	510

** The 'everything else' number of- \$57k relates mainly to lower Transsfers In relating the Lower Dungeness project (\$150k), Juvie goods & services fees from True Star and SBHO (\$17k), lower DC1 probation and other fees (\$21k), as offset by increases in other areas.

Major Expense Differences between YTD 2021 and YTD 2020 (rounded to thousands)

Payroll/Benefits--prior year estimated impact of retirements and newly elected officials that led to conversion of payouts of accrued leave balances or partial conversion of leave balances to VEBA payments.	39
Payroll--changes due to personnel, more open positions during hiring freeze, as offset by step/COLA increases, and other non-retirement factors	-34
Benefits--due to changes in benefit costs following collective bargaining increases in July 2020/Jan 2021, as offset by personnel changes, more open positions during hiring freeze	36
Services (decrease mainly due to reclassification of indirect charges as a reduction of services expenditures rather than as revenue in 2020 (\$309k); lower postage due to timing of replenishment (\$60k), lower travel costs (\$20k), and overall decreases in other areas.	-503
Risk Management Assessment for Insurance Pool	8
Transfers (mainly due to Bullman Beach transfer \$75k)	60

Clallam County General Fund Results
February 2021

COVID Related Costs (mainly internal COVID-response costs (PPE, IT costs, COVID-dedicated staff additions, facilities cleaning personnel, etc)	45
Net Other Expenditure Changes (lower supplies and capital outlays)	-46
Total Expenditure Increase/(Decrease) over Prior Year	-395

February 2021 Full Year Projection vs Annual Budget (rounded to thousands)

	2021 Projected	2021 Budget	Over/(Under) Budget
REVENUES:			
Taxes	21,185	20,884	301
Licenses & Permits	1,060	1,050	10
Intergovernmental Revenues	5,417	5,329	88
Charges for Goods & Services	7,613	7,845	-232
Fines & Penalties	854	908	-54
Misc Revenue (Interest Inc, Camping Fees, etc)	2,095	2,040	55
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	87	72	15
Other Financing Sources (Timber Sales, other)	625	625	0
Transfers In	1,840	1,840	0
Intergovernmental--CARES/FEMA Reimbursements	708	529	179
Total Revenue--Excluding CARES/FEMA	40,776	40,594	182
Total Revenue--CARES/FEMA	708	529	179
Total Revenue	41,484	41,123	361
EXPENDITURES:			
Payroll	21,446	22,537	-1,091
Payroll--COVID	3	0	3
Benefits	8,987	9,544	-557
Benefits--COVID	1	0	1
Supplies	1,212	1,242	-30
Supplies--COVID	5	0	5
Services	6,404	6,523	-119
Services--COVID	36	0	36
Capital	95	95	0
Capital--COVID	90	90	0
Transfer Out --CARES	145	595	-450
Transfers Out	2,783	2,783	0
Payment to Risk Pool	1,237	1,241	-4
Total Expenditures--excluding COVID	42,164	43,965	-1,801
Total Expenditures--COVID	280	685	-405
Total Expenditures	42,444	44,650	-2,206
Net Operating Surplus (Deficit)--Excluding COVID	-1,388	-3,371	1,983
Net Operating Surplus (Deficit)--COVID	428	-156	584
Net Operating Surplus (Deficit)	-960	-3,527	2,567
Fund Balance	13,541	10,974	2,567