



WORK SESSION AGENDA

BOARD OF CLALLAM COUNTY COMMISSIONERS

223 East 4th Street Room 160

Port Angeles, Washington

Monday, March 7, 2022 – 8:00 a.m.

****ATTENTION****

In response to the current pandemic, to promote social distancing, and in compliance with Governor's Proclamation and the recommendation of the Clallam County Health Officer, the Board of Commissioners meetings will be virtual only. The Board of Commissioners strongly encourages public comments to be submitted in writing.

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 Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

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

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. Contract with Wave Business Solutions, LLC to improve bandwidth and reduce monthly costs

Contract 

3. Quote from NWN Carousel to upgrade county Avaya phone system

Quote 

4. Agreement with Washington State Department of Commerce for Hotel Leasing and Rapid Re-Housing

Agreement 

5. Briefing and notice of hearing to be held Tuesday, March 29, 2022 at 10:30 a.m. for an Ordinance amending Clallam County Code, Chapter 5.100 Consolidated Fee Schedule – Fairgrounds Fee Schedule 215-A

Briefing and notice of hearing 

Board of Commissioners

6. Resolution appointing Cynthia L. Ross to the North Olympic Library System Board of Trustees

Resolution 

7. Resolution appointing Wendy Clark-Getzin and Lorrie Mittmann to the Trails Advisory Committee

Resolution 

8. Resolution appointing Dr. William R. Kintner to the Lake Sutherland Steering Committee

Resolution 

9. Resolution reappointing Norma Turner to the Peninsula Housing Authority Board of Commissioners

Resolution 

10. Resolution reappointing Troi Gale to the Clallam Bay/Sekiu Community Action Team

Resolution 

11. Resolution for establishing the Housing Solutions Committee

Resolution 

12. Discussion with Quileute Tribe Public Works regarding transfer of the Ballard Road pit to the Quileute Tribe

Discussion 

13. Discussion and next steps with North Olympic Peninsula Resource Conservation & Development Council for additional funding

Discussion and next steps 

Public Works

14. Update regarding the Dungeness Off-channel Reservoir Project

Update 

General Discussion/Items for Future Agendas

- a. Continued Work Session - Cancelled (March 14)
- b. Department of Natural Resources joint meeting (March 21 at 1 p.m.)
- c. Continued Work Session – Topic TBD (April 11 at 1 p.m.)
- d. Joint Meeting with the Port of Port Angeles (April 25 at 11 a.m. at Port)

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
3/7/22

Department: Information Technology

WORK SESSION ☒ **Meeting Date: 03/07/2022**

REGULAR AGENDA ☒ **Meeting Date: 03/15/2022**

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

Item summary:

- | | | | |
|---|--|------------------------------|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - C | Contract#: 411.22.003 | |
| ☐ Resolution | ☐ Proclamation | | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

We would like to restructure our current contract for Wave connectivity services to improve bandwidth and reduce monthly costs for existing services.

Budgetary impact:

Entering a three year agreement will reduce recurring costs by approximately \$900 per month.

Recommended action:

We are asking the BOCC to approve and sign the attached three year agreement in order to improve WAN services and reduce operating expenses.

County Official signature & print name: Mark Doten

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Mark Doten – Information Technology

Relevant Departments: Board of Commissioners and Information Technology

Date submitted: 03/02/2022

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

Agenda Item Summary - WAVE Broadband Services
Revised: 3-04-2019

ORDER FOR DATA TRANSPORT, DARK FIBER AND INTERNET SERVICES

This Order for Data Transport, Dark Fiber and Internet Services (this "Service Order") is entered into as of the date of last signature below (the "Effective Date"), by and between WAVE BUSINESS SOLUTIONS, LLC, a Washington limited liability company ("Provider"), and CLALLAM COUNTY, a political subdivision of the State of Washington ("Customer"). This Service Order is made pursuant to and will be governed by Provider's "Standard Terms and Conditions for Enterprise Services" which are posted on Provider's website at <http://wavebusiness.com/Enterprise-T&Cs> (the "T&Cs"). The T&Cs are incorporated into this Service Order by this reference. All capitalized terms used but not defined in this Service Order shall have the meanings given to them in the T&Cs.

Section 1: Termination of Old Contract. Provider and Customer are the parties to that certain Month-to-Month Service Order dated December 30, 2020. The Parties now intend for this Service Order to replace and supersede the Old Contract in all respects. Accordingly, as of the Service Commencement Date for the Services under this Service Order, the Old Contract shall terminate and have no further force or effect; provided, that any outstanding payment obligations under the Old Contract shall survive until met.

Section 2: Customer Information.

Account Name: Clallam County

Invoicing Address: 223 East 4th Street, Suite 13

Account Executive to Customer: Dan Littlefield

Port Angeles, WA 98362-3000

ATTN: Accounts Payable

To facilitate communication the following information is provided as a convenience and may be updated at any time without affecting the enforceability of the terms and conditions herein:

Customer Site/Technical Contact:

Greg Helwick

ghelwick@co.clallam.wa.us

360-417-2598

Customer Billing Contact:

Accounts Payable

Other Customer Contact:

N/A

Section 3: Data Transport Services. Provider shall provide to Customer the E-LAN data transport services set forth in the following table (each, a "Service"). The Services shall connect the "A Location" and "Z Location" set forth below (each, a "Service Site"), at the bandwidths set forth below, in exchange for the one-time, non-recurring installation charges ("NRC"), and the monthly recurring service charges ("MRC") set forth below:

Circuit Identifier	Bandwidth and Type of Connection	Z Location Service Site	NRC	MRC
11.WEBC.012877..WAVE	300 Mbps E-LAN Circuit	Courthouse 223 E. 4 th Street Port Angeles, WA 98362	\$0	\$650.00
11.WEBC.012875..WAVE	100 Mbps E-LAN Circuit	Road Shop 223 E. 4 th Street, Unit #6 Port Angeles, WA 98362	\$0	\$510.00
11.WEBC.012924..WAVE	50 Mbps E-LAN Circuit	County Fairgrounds 1608 W. 16 th Street Port Angeles, WA 98362	\$0	\$270.00
CID-9168/1	100 Mbps E-LAN Circuit	Health and Human Services 111 E. 3 rd Street Port Angeles, WA 98362	\$0	\$510.00
CID-9416/1	50 Mbps E-LAN Circuit	OPNET 110 S. Penn Street Port Angeles, WA 98362	\$0	\$270.00
TOTAL COST:			\$0	\$2,210.00

Section 4: Dark Fiber Services. Provider shall provide to Customer the dark fiber services set forth in the following table (each, a "Service"). The Services shall connect the end points set forth below (each such location, a "Service Site"), using the number of dark fiber strands described below, in exchange for the NRC and MRC set forth below:

Fiber Route Identifier	A Location End Point	Z Location End Point	Description of Fiber	NRC	MRC
11.DFIB.012660..WAVE	Juvenile & Family Services 1912 W. 18 th Street Port Angeles, WA 98363	Courthouse 223 E. 4 th Street Port Angeles, WA 98362	2 strands single mode dark fiber	\$0	\$595.00
TOTAL COST:				\$0	\$595.00

Section 5: Internet Access Services. Provider shall provide to Customer the Internet access services set forth below (each, a "Service"), at the location(s) set forth below (each, a "Service Site"), in exchange for the NRC and MRC set forth below:

Service Site	Description of Service	NRC	MRC
Courthouse 223 E. 4 th Street Port Angeles, WA 98362	100 Mbps / 100 Mbps Dedicated Fiber Internet Access /28 IP Address Block Included (16 IPs; 13 usable) Circuit Identifier: 11.EDIA.012793//WBB/	\$0 \$0	\$910.00 \$30.00
Courthouse 223 E. 4 th Street Port Angeles, WA 98362	100 Mbps / 100 Mbps Dedicated Fiber Internet Access /27 IP Address Block Included (31 IPs; 28 usable) Circuit Identifier: 11.EDIA.028681//WBB/	\$0 \$0	\$910.00 \$30.00
Sheriff Department 730 W. Front Street Port Angeles, WA 98362	Business Class – High Speed 110 Internet Access Service* (Customer to use their own modem)	\$0	\$109.90
TOTAL COSTS:		\$0	\$1,989.90

*No SLA applies to coax-based Internet access service.

Section 6: Initial Service Term. The Initial Service Term for all of the Services is thirty-six (36) months. The estimated installation date for the Service is approximately 60 – 120 days from the Effective Date of this Service Order.

Section 7: Option to Terminate the Courthouse Internet Services. At any time, either Party may terminate one or both of the internet Services at the Service Site located at Courthouse, 223 E. 4th Street, Port Angeles, WA 98362, by delivering no less than thirty (30) days' advance written notice of termination to the other party.

The submission of this Service Order to Customer by Provider does not constitute an offer. Instead, this Service Order will become effective only when both parties have signed it. The date this Service Order is signed by the last party to sign it (as indicated by the date associated with that party's signature) will be deemed the Effective Date of this Service Order.

CUSTOMER:

CLALLAM COUNTY
Board of Commissioners

By _____

Name: Mark Ozias

Title: Chair

Date: _____

PROVIDER:

WAVE BUSINESS SOLUTIONS, LLC

By _____

Name: _____

Title: _____

Date: _____



AGENDA ITEM SUMMARY

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

3
3/7/22

Department: Information Technology

WORK SESSION ☒ **Meeting Date:** 03/07/2022

REGULAR AGENDA ☒ **Meeting Date:** 03/15/2022

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Quote | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Requesting signature on quote to upgrade the county Avaya phone system in the amount of \$187,498.75.

Budgetary impact:

The funds for this project are an approved line item in the 2022 Information Technology Budget.

Recommended action:

This upgrade will improve the quality, functionality, and reliability of the county phone system. We are presenting the attached quote for discussion and final approval by the BOCC.

County Official signature & print name: Mark Doten

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Mark Doten – Information Technology

Relevant Departments: Board of Commissioners and Information Technology

Date submitted: 03/02/2022

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

Agenda Item Summary_ - Phone System Upgrade proposal

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

Revised: 3-04-2019

Q-28497

Upgrade CM only

OP-26259

Date: 2/24/2022

Mark Doten
360.417.2345
mdoten@co.clallam.wa.us

Pierre Guzman
385-230-6260
pguzman@carouselindustries.com

**BILL TO**

Clallam County, WA - Courthouse
223 E 4th St Ste 13
Port Angeles, WA
98362

SHIP TO

Clallam County, WA - Courthouse
223 E 4th St Ste 13
Port Angeles, WA
98362

Professional Services

#	DESCRIPTION	QTY	UNIT PRICE**	EXT. TOTAL
1.	Unified Communications Essentials Bundle	1	\$0.00	\$0.00
2.	Avaya G430/G450 Deployment	1	\$1,401.57	\$1,401.57
3.	Onsite Day-1 Support - Full Day	1	\$1,181.57	\$1,181.57
4.	End-user Remote Training for Avaya CMAAdmin - Half Day	1	\$1,492.25	\$1,492.25
5.	End-user Remote Training for AvayaSystem Manager - Half Day	1	\$1,492.25	\$1,492.25
6.	Satellite UC Infrastructure Upgrade (In-Place)	2	\$10,573.93	\$21,147.86
7.	Single Data Center UC Infrastructure Upgrade (In-Place)	1	\$29,989.91	\$29,989.91
8.	Remote Station Programming - Per Station	273	\$2.31	\$630.63
9.	Four Hours On-Site Phone Deployment upto 50 devices	6	\$372.93	\$2,237.58
10.	End-user Remote Training for Avaya - FullDay	1	\$1,636.96	\$1,636.96
11.	Avaya Messaging (IX) Small (500-1499)Mailboxes Deployment	1	\$19,266.00	\$19,266.00
			Total:	\$80,476.58

Core Port Angeles WA

#	DESCRIPTION	QTY	UNIT PRICE**	EXT. TOTAL
12.	AVAYA COMMUNICATIONS SOLUTION	1	\$0.00	\$0.00
13.	AVAYA MESSAGING MODEL NEW	1	\$0.00	\$0.00
14.	CM MODEL ADDITIONS	1	\$0.00	\$0.00
15.	POWER CORD USA	2	\$11.29	\$22.58
16.	MM716 ANALOG MEDIA MODULE 24 FXSRHS	6	\$1904.08	\$11,424.48
17.	G450 MP160 MEDIA GATEWAY	1	\$6680.86	\$6680.86
18.	J159 IP PHONE	273	\$130.66	\$35,670.18
19.	G450 R2 POWER SUPPLY	1	\$644.54	\$644.54
20.	UC BASIC LICENSE FIXED SUBS ADJ LP	135	\$50.01	\$6,751.35
21.	UC CORE LICENSE FIXED SUBS ADJ LP	618	\$74.01	\$45,738.18
			Total:	\$106,932.17

Q-28497

****The Monthly/Unit Price shown above has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. The totals for this order were calculated using the actual price, rather than the Monthly/Unit Price displayed above, and are the true and binding totals for this order**

Subscription Term (Months):

Billing Terms: Annual

Annual Subscription Charge:

Total One-Time Charge:

Quote Sub-Total: \$187,408.75

Tax Rate:

Estimated Tax:

Estimated Shipping:

Signature: _____

Print Name: _____

Date: _____

Terms and Conditions

This quote is valid for 30 days from 2/24/2022. Applicable taxes and freight charges will be applied to the final invoice. All other Terms and Conditions are included in the Master Services Agreement or Proposal document. NWN will invoice customer for Non-Recurring Components, First Year Annual Components, and First Year Monthly Components upon Contract Signing. Unless otherwise prohibited by contract, in the event of a product return by customer and NWN's vendors accordingly impose a restocking fee to process such return, NWN may, in its sole discretion, impose an equivalent restocking fee on customer

Statement of Confidentiality

This quote has been developed by NWN and is NWN's proprietary trade secret and business confidential information. This quote may not be released to another vendor, business partner or contractor without prior written consent from NWN.

Additional Information

Q-28497



AGENDA ITEM SUMMARY

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

4
3/7/22

Department: Health and Human Services

WORK SESSION ☒ **Meeting Date:** March 7, 2022

REGULAR AGENDA ☒ **Meeting Date:** March 15, 2022

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement 11301-22- DOCHLRRH | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

The Department of Commerce awarded Clallam County Health and Human Services Department a grant for Hotel Leasing and Rapid Re-Housing in the amount of \$392,000, which will assist in providing emergency shelter, rental assistance, and case management for those who are experiencing homelessness. The funding for this grant ends June 30, 2023. Health and Human Services will coordinate with the local support services that target our designated clients, such as Olympic Peninsula Community Clinic, Olympic Medical Center, Healthy Families, Forks Abuse/Mariposa House, Peninsula Behavioral Health, Serenity House, Sarge's Place, United Way, O3A, and Sequim Health & Housing Collaborative.

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 said contract.

County Official signature & print name:  KEVIN LoPiccolo

Name of Employee/Stakeholder attending meeting: Kevin LoPiccolo & Christine Dunn

Relevant Departments: Health and Human Services

Date submitted: March 2, 2022

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



Interagency Agreement with

Clallam County Health and Human Services Department

through

Community Services and Housing Division
Housing Assistance Unit

Hotel Leasing and Rapid Re-Housing

Start date: January 1, 2022

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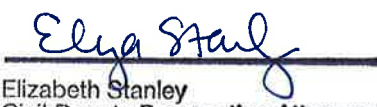
Attachment A, Scope of Work

Attachment B, Budget

FACE SHEET

Contract Number: 22-46108-50

Washington State Department of Commerce
Community Services and Housing Division
Housing Assistance Unit
Hotel Leasing and Rapid Re-Housing

1. Contractor Clallam County Health and Human Services Department 111 E 3 rd Street Port Angeles, WA 98362		2. Contractor Doing Business As (optional) N/A	
3. Contractor Representative Kevin LoPiccolo Director 360-417-2523 klopiccolo@co.clallam.wa.us		4. COMMERCE Representative Jessica Simon Grant Manager (360) 972-4143 Jessica.Simon@commerce.wa.gov 1011 Plum Street SE Olympia, Washington, 98504-2525	
5. Contract Amount \$392,360.00	6. Funding Source Federal: ☐ State: ☐ Other: ☒ N/A: ☐	7. Start Date January 1, 2022	8. End Date June 30, 2023
9. Federal Funds (as applicable) N/A		Federal Agency: N/A CFDA Number N/A	
10. Tax ID # 91-6001298	11. SWV # SWV0000200-00	12. UBI # 54004559	13. DUNS # 07-573-9235
14. Contract Purpose The Hotel Leasing and Rapid Re-Housing funding pays for leasing of hotel and motel rooms, rent assistance for people experiencing homelessness (rapid re-housing), outreach associated with bringing people into housing, and associated operating, services and administrative costs.			
15. Signing Statement COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and Attachments and have executed this Contract on the date below and warrant they are authorized to bind their respective agencies. The rights and obligations of both parties to this Contract are governed by this Contract and the following documents hereby incorporated by reference: Hotel Leasing and Rapid Re-Housing Application, CHG Guidelines (as they may be revised from time to time), and Contract Terms and Conditions including Attachment "A" – Scope of Work and Attachment "B" – Budget.			
FOR CONTRACTOR Mark Ozias, Board of Clallam County Commissioners Chair Date Approved as to form only by:  Elizabeth Stanley Civil Deputy Prosecuting Attorney Clallam County		FOR COMMERCE Diane Klontz, Assistant Director Community Services and Housing Division Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL 08/22/2019. APPROVAL ON FILE.	

**SPECIAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
STATE FUNDS**

5. ELIGIBLE USE OF FUNDS

Funding awarded under this Grant may only be used for eligible activities and expenses described in Attachment A, Scope of Work and in the CHG Guidelines. These Guidelines are incorporated by reference.

6. INSURANCE

Each party certifies that it is self-insured under the State's or local government self-insurance liability program, and shall be responsible for losses for which it is found liable. Contractor shall provide upon requested to COMMERCE a summary of coverages and a letter of self-insurance, evidencing continued coverage under Contractor's self-insured/liability pool or self-insured risk management program.

7. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Agreement performed by subcontractors and the portion of funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

8. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget
- CHG Guidelines, incorporated by reference on the Face Sheet

**GENERAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
STATE FUNDS**

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Department of Commerce.
- C. "Contract" or "Agreement" means the entire written agreement between COMMERCE and the Contractor, including any attachments, documents, or materials incorporated by reference. E-mail or facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALL WRITINGS CONTAINED HEREIN

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

3. AMENDMENTS

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

4. ASSIGNMENT

Neither this Contract, work thereunder, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

5. CONFIDENTIALITY AND SAFEGUARDING OF INFORMATION

- A. "Confidential Information" as used in this section includes:
 - i. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
 - ii. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and
 - iii. All personal information in the possession of the Contractor that may not be disclosed under state or federal law.
- B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality.

GENERAL TERMS AND CONDITIONS INTERAGENCY AGREEMENT STATE FUNDS

COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.

- C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

6. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

7. DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, Agreement terms and applicable statutes and rules and make a determination of the dispute. The Dispute Board shall thereafter decide the dispute with the majority prevailing. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

8. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and any applicable federal laws, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

**GENERAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
STATE FUNDS**

9. INDEMNIFICATION

Each party shall be solely responsible for the acts of its employees, officers, and agents.

10. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

11. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

12. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six (6) years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

13. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

14. SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

15. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the

GENERAL TERMS AND CONDITIONS INTERAGENCY AGREEMENT STATE FUNDS

Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

16. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

17. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of COMMERCE provided in this contract are not exclusive and are in addition to any other rights and remedies provided by law.

18. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

19. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of COMMERCE. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

**GENERAL TERMS AND CONDITIONS
INTERAGENCY AGREEMENT
STATE FUNDS**

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

- A. Stop work under the contract on the date, and to the extent specified, in the notice;
- B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
- C. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
- E. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
- F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
- G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which the Authorized Representative has or may acquire an interest.

20. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.
- C. If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract

All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

21. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

Scope of Work

1. Hotel Leasing and Rapid Re-Housing funding will be used for:
 - a. Hotel Leasing/Emergency Shelter for 8 hotel rooms monthly.
 - b. Case Management.

2. Activities this funding is supporting will be operationalized by January 2022.

3. Grantees shall comply with the following requirements of the Consolidated Homeless Grant (CHG) Guidelines:
 - a. **Eligible Housing Interventions**
 - Hotel leasing: Emergency Shelter - Continuous-stay Shelter (guidelines section 3.1.1.2)
 - Rent assistance for people experiencing homelessness: Rapid Re-housing (guidelines section 3.2.2)
 - b. **Eligible Costs**
 - Admin-15% (guidelines section 5.4)
 - Operations, including services and outreach (guidelines section 5.3)
 - Hotel Leasing, including repair of damages beyond regular wear and tear to hotel and motel rooms (defined in Facility Support Lease Payments and Other Facility Costs as applicable in the guidelines sections 5.2.1 and 5.2.2)
 - Rent Payments and Other Housing Costs for Rapid Re-housing (guidelines section 5.1)
 - c. **Eligible Households**
 - Homeless housing status (guidelines section 4.3.1). Households entering emergency shelter are exempt from housing status requirements (guidelines section 4.4).
 - Income verification is not required at program entry. After the first 90 days of program participation income must be certified at or below 30 percent of area median income (guidelines sections 4.5 and 9.5 appendix E).
 - d. **Documentation of Eligible Households**
 - Documentation of housing status (guidelines section 4.4)
 - Documentation of Income eligibility (guidelines sections 4.6, 4.7, 4.8)
 - All forms can be found on the CHG website at <https://www.commerce.wa.gov/serving-communities/homelessness/consolidated-homeless-grant/>
 - e. **Requirements of all Lead Grantees and Subgrantees Providing Direct Service (guidelines section 6)**
 - f. **Additional Requirements of Lead Grantees and Subgrantees Providing Rent Assistance (guidelines section 7).**
 - g. **Fiscal Administration**
 - Reimbursements (guidelines section 2.3.3)

Budget

Budget	Total
Admin for Hotel Leasing/RRH	\$58,854
Hotel Leasing/RRH/Operations	\$333,506
Total	\$392,360

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted:

Budget Hearing/Meeting Date:

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

Budget Number xxxxx.xxx.	11301.511	Budget Name	HHS - Operations
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511	HHS	PENDING	Dept of Commerce Hotel Leasing Rapid Rehousing	392,360
Total				392,360

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511	HHS	56210.41.0020	Professional Services	333,506
11301.511	HHS	56210.31.0010	Office Supplies	500
11301.511	HHS	50800.00.0000	Ending Fund Balance	58,354
Total				392,360

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

New funding is being added for a grant with the Department of Commerce for Hotel Leasing and Rapid Rehousing. These services are to provide hotel/motel rooms and rent assistance for people experiencing homelessness and outreach associated with bringing people into housing.

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



AGENDA ITEM SUMMARY

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

5
3/7/22

Department: Parks, Fair & Facilities

WORK SESSION ☒ **Meeting Date:** March 7, 2022

REGULAR AGENDA ☒ **Meeting Date:** March 15, 2022

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 Parks, Fair & Facilities Department will brief the Board of Commissioners on proposed Fairground fee changes and request a Call For Hearing to be held on March 29, 2022.

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: Requesting approval of the Notice of Hearing

County Official signature & print name:  Joel Winborn, Director

Name of Employee/Stakeholder attending meeting: Shari Ioffrida, Fair Manager

Relevant Departments: Parks, Fair & Facilities

Date submitted: March 2, 2022

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

PUBLIC HEARING

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

NOTICE: The Clallam County Board of Commissioners will conduct a public hearing on Tuesday March 29, 2022 at 10:30 a.m., or as soon thereafter as possible in the Commissioners' Meeting Room of the Clallam County Courthouse, 223 East 4th Street, Room 160, Port Angeles, Washington. The public hearing is to consider the ordinance listed above. All proposed ordinances are available on the County website www.clallam.net or a free copy can be mailed to you upon request.

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

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

PROPONENT: Clallam County Board of Commissioners
223 East 4th Street, Suite 4, Port Angeles, WA 98362-3015
Telephone: 360.417.2233

FORMAL IDENTIFICATION: Fairgrounds Fee Schedule 215-A

SUMMARY OF PROPOSED CHANGES:

Ordinance amending Chapter 5.100 Consolidated Fee Schedule – Fairground Fee Schedule 215-A

Publish: March 18, 2022
Bill to: Parks, Fair & Facilities

Loni Gores, CMC, Clerk of the Board

Ordinance ____

Amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule –
Fairgrounds Fee Schedule 215-A

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 1. Section 5.100.215, Fees for Fairgrounds Fee Schedule 215-A is amended to read as follows:

See attached Fairgrounds Fee Schedule 215-A

ADOPTED this _____ day of _____ 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores
CMC, Clerk of the Board

Bill Peach

FAIRGROUNDS FEE SCHEDULE 215-A EFFECTIVE 20132022		
RENTALS – FAIR EVENT FEES		
DAILY ADMISSION – FAIR EVENT	FEE	REFERENCE / COMMENTS
Adult	\$8	
Student/Senior	\$6	
Youth	\$5	
Child 5 y Years or y Younger a Accompanied by an a Adult	Free	
Thursday – Kids’ Day, 12 y Years and u Under until 6 p.m.	Free	
SEASON PASS	FEE	REFERENCE / COMMENTS
Adult	\$24	
Student/Senior	\$13 \$18	
Youth	\$12 \$15	
Worker – 2 p Passes per h Leased s Space	Free	
Worker – p Passes p urchased p rior to f First d Day of f Fair; up to 8 a Additional	\$8.50 \$10 each	
Worker – Dry Creek Grange, Lions Club up to 20 a Additional p Passes	\$8.50 \$10 each	
Volunteer – y Youth a Animal e Exhibitor	\$3 \$4 per person	
Volunteer – y Youth a Animal e Exhibitor a Assistant	\$4 \$5 per person	
Volunteer – f Fair w Worker	\$4 per person	
Volunteer – 4-H h Leader	\$4 \$5 per person	
PARKING/CAMPING	FEE	REFERENCE / COMMENTS
Reserved lot p arking p ass (Lot #1)	\$20 \$25 per vehicle/ f Fair week	
Overnight e Camping/ p arking p ass Non-Utility site hookups outside fence, east side (Camping Area E)	\$25 \$35 per vehicle/ f Fair week	
Utility site hookup inside fence, east side (Camping Area D)	\$45 \$60 per vehicle/ f Fair week	
Vendor/Carnival Concession area, west side (Lot #4)	\$15 \$18 per vehicle/per night	
Superintendent Camping	\$10 \$20 per vehicle/ f Fair week	
Assistant s Superintendent Camping	\$22 \$20 per vehicle/ f Fair week	
VENDOR BOOTHS	FEE	REFERENCE / COMMENTS
Merchant’s b Building	\$250 \$275	

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FAIRGROUNDS FEE SCHEDULE 215-A EFFECTIVE 20132022		
Merchant's a Annex	\$225	
Wasankari Log e Cabin	\$225 \$200	
Other i Inside Space in a b Building-spaces (10' x 10') (without power, excluding Merchants Building)	\$185 \$200	
Outdoor Space on Grounds (10' x 10') (without power)		
Informational e Only (n Non- p Profit)	\$150	
Commercial e Only (n Non- f Food)	\$185 \$200	
Electricity	\$25	
Individual space on grounds (10' x 10')		
— Informational only (non-profit)	\$150	
— Commercial only (non-food)	\$200	
— Electricity	\$25	
FOOD VENDOR BOOTH CONCESSIONS	FEE	REFERENCE / COMMENTS
Outdoor Only	\$400 or 18% percent of gross sales, whichever is greater higher	
RENTALS – NON-FAIR EVENT FEES		
BUILDING	FEE	REFERENCE / COMMENTS
Home Arts Building		
Non- p Profit	\$300 \$350/day	
Profit and p Private	\$400 \$450/day	
Stage L ighting s ystem	\$100/day	
Refundable	\$200	
Damage security/ e Cleaning d Deposit		
Floral Building	\$50 \$150/day	
Exposition Hall		
Non- p Profit	\$200 \$250/day	
Profit and p Private	\$300 \$350/day	
Refundable	\$200	
Damage security/ e Cleaning d Deposit		
Fair Kitchen		
Non- p Profit	\$85 \$125/day	
Profit and p Private	\$150/day or 18% percent of gross sales, if concessioned, whichever is greater	
Dining a Area e Only		
Non- p Profit	\$60/day	
Profit and Private	\$75 \$100/day	
Refundable	\$100 \$200	
Damage security/ e Cleaning d Deposit		
Art or Agriculture Building		
Non- p Profit	\$50/day	

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FAIRGROUNDS FEE SCHEDULE 215-A
EFFECTIVE ~~2013~~2022

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Profit and Private	\$80 100/day	
Merchants' Building		
Non- p Profit	\$50 75/day	
Profit and Private	\$80 150/day	
Cat Barn		
Non- p Profit	\$50/day	
Profit and Private	\$80 100/day	
Dog Barn		
Non- p Profit	\$50/day	
Profit and Private	\$80 100/day	
Cattle Barn		
Non- p Profit	\$50/day	
Profit and Private	\$80 100/day	
Poultry/Rabbit Barn		
Non- p Profit	\$50/day	
Profit and Private	\$80 100/day	
Goat Multipurpose Barn (Cattle Barn #2)		
Non- p Profit	\$50/day	
Profit and Private	\$80 100/day	
Sheep/ Goat Barn (formerly Draft Horse Barn)		
Non- p Profit	\$50/day	
Profit and Private	\$80 100/day	
RENTALS – NON-FAIR EVENT	FEE	REFERENCE
Sheep and Swine Barn		
Non- p Profit	\$40/day	
Profit and Private	\$50 80/day	
Horse Barns (minimum 10 stalls)		3 Horse Barns available.
Stalls Non- p Profit	\$5 \$10 per stall/day	
Stalls Profit and Private	\$10 \$15 per stall/day	
Non-Profit	\$150 per barn/day	
Profit and Private	\$200 per barn/day	
Arena		
Dog	\$4050/day	
Livestock	\$4050/day	
Sheep/Swine	\$4050/day	
Horse (w Warm u Up a Arena included)	\$100 150/day	
Daily Use Fee	\$100 /each time worked/day	
Arena Surface Grooming	\$200	
Refundable		
Damages security/ e Cleaning d Deposit		
Miscellaneous Areas		
Plaza	\$100 150/day	
KidZone (excluding the Wasankari	\$100 150/day	KidZone Rental excludes

FAIRGROUNDS FEE SCHEDULE 215-A
EFFECTIVE ~~2013~~2022

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cabin) North p Parking 4 Lot #2 East e Camping a Area D Wasankari Log e Cabin	\$100 200/day \$100 150/day \$60 100/day	Wasankari Log Cabin. Excludes Camping.
_____ Carnival -area _____ Non- e Commercial _____ Commercial _____ Non- p Profit	\$200 300/day plus \$100 \$200 r Refundable Damage/e Cleaning d Deposit \$500/day ¹ plus \$400 r Refundable Damage/seeurity/e Cleaning d Deposit \$100/day plus \$100 r Refundable Damage/e Cleaning d Deposit	Excludes Camping.
Information and t Ticket b Booths	\$1 520 each/day	
All facilities when used by a 4-H or FFA-sanctioned event	50 percent off regular fees	
Food Concession	\$100/day or 18% of gross sales, whichever is greater	
GRANDSTAND WITH ARENA Seating capacity 1600	FEE	REFERENCE / COMMENTS
GRANDSTAND WITH ARENA		Grandstand Seating Capacity 1,600
First d Day	\$750	
Each a Additional d Day	\$600/day	
GRANDSTAND ARENA ONLY		
Arena	\$200/day	
MISCELLANEOUS GRANDSTAND WITH OR WITHOUT ARENA		
Events t hat e Charge a Admission	15 %-percent of gross salesrevenue , in addition to rental fee	
Excess wArena wWater Use (greater than 100 gallons)	\$100 \$250/event minimum	Fee in addition to rental fee; no use of water truck.
Arena with rRodeo eChutes	\$300/day	
Stalls/Pens Surrounding Arena	\$100/day	
Rodeo a Announcer's b Booth	\$20 30/day	
Food e Concession	\$100/day or 18% -percent of gross sales , whichever is	

FAIRGROUNDS FEE SCHEDULE 215-A EFFECTIVE 20132022		
	greater	
GRANDSTAND WITH ARENA Seating capacity 1600	FEE	REFERENCE
Refundable Damage security/ e Cleaning d Deposit	\$400	
Low r Risk e Event ⁻⁵ High r Risk e Event ⁻⁵	\$800 \$1,500	
STAGES	FEE	REFERENCE / COMMENTS
Center s Stage (10 benches only)	\$50 100/day	
West s Stage Area Portable Stage Profit and Commercial/p Private party	\$500 ⁻¹ \$400/day ⁻¹	Staff set-up included.
Non- p Profit First d Day Each a Additional d Day	\$350 ⁻¹ \$250/day ⁻¹ \$25/day	
Sound-booth Stage e Extensions First d Day Each a Additional d Day	\$100 ⁻² \$50/day \$400	
Refundable Damage security/ e Cleaning d Deposit		
West Stage Portable s Stage (14' x 32') used outside the West Stage a Area ³		Per contract.
Fairgrounds First d Day Each a Additional d Day Stage e Extensions First d Day Each a Additional d Day	\$200 moving fee ⁻² \$300 ⁻¹ \$200/day ⁻¹ \$150 ⁻² \$100/day ⁻²	
Off Fairgrounds Moving fee (Monday-Friday) Moving Fee (Saturday, Sunday, and holidays)	\$400 ⁻¹ plus \$2 per mile \$600 ⁻² plus \$2 per mile	Moving fees vary and are charged by an independent trucking company arranged by County Maintenance.
First d Day Each a Additional d Day Stage e Extensions First d Day Each a Additional d Day	\$500 ⁻¹ \$400/day ⁻¹ \$150 ⁻² \$100/day ⁻²	
Refundable d Damage/ e Cleaning d Deposit	\$500	
Pienie tables	\$5/each/day	
Benches	\$3/each/day	
AUDIO-VISUAL EQUIPMENT	FEE	REFERENCE /

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FAIRGROUNDS FEE SCHEDULE 215-A
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		COMMENTS
Spotlight (1)	\$75100/day	
Light t Tree with 4 L Lights (2)	\$5075 each/day	
10' L Light t Truss with 6 L Lights (1)	\$75/day	
Wired m Microphone with s Stand	\$2550/day	
Wireless m Microphone	\$75100/day	
AUDIO-VISUAL EQUIPMENT	FEE	REFERENCE
75' 16-channel w Wire s Snake	\$5075/day	
Public a Address s Speakers with s Stands	\$50100/pair/day	
Refundable Damage/Cleaning security d Deposit	\$200	
MISCELLANEOUS EQUIPMENT	FEE	REFERENCE / COMMENTS
Interior p Portable s Stage—4' x 8'-section	\$1020/section/day	Ten (10) 4' x 8' sections available.
Round Table 60" d Diameter round table	\$8\$10/day	
8'- r Rectangular t Table 8' in Length	\$8\$10/day	
Dividers	\$3\$5/each/day	
Chairs	\$1\$2/each/day	
Picnic Tables	\$58/each/day	
Benches	\$36/each/day	
Bleachers		
Fairgrounds	\$50/event	
Off Fairgrounds	\$100/event	
Moving f Fee (2 s Staff	\$75/hour	
m Members)	\$300/event	
Refundable d Damage/Cleaning d Deposit		
OVERNIGHT CAMPING	FEE	REFERENCE / COMMENTS
Includes use of restrooms, showers, and garbage receptacles		Includes use of restrooms, showers, and garbage receptacles.
Utility s Site (Clallam County Resident)	\$2430/vehicle/site/night	
Utility Site (Non-County Resident)	\$34/vehicle/site/night	
Non-Utility Standard s Site (Clallam County Resident (no electric))	\$1824/vehicle or tent site/night	
Non-Utility Site (Non-County Resident)	\$28/vehicle or tent site	
Non- p Profit y Youth o Organization	\$2/person/night (RVs pay the utility rate)	
MISCELLANEOUS VEHICLE STORAGE	FEE	REFERENCE / COMMENTS
RVs/Trailers/Boats/Cars Long-term vehicle/equipment storage subject to		Available starting

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FAIRGROUNDS FEE SCHEDULE 215-A
EFFECTIVE ~~2013~~2022

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rules, regulations, and availability Vehicle/ e Equipment under 10'-feet tall	\$ 23 .50/linear foot/month \$ 34 .00/linear foot/month	September 1 and ending May 31 the following year, and is first come, first served.
Vehicle/ e Equipment over 10'-feet tall	Leasehold e Excise t ax will be added to fees as appropriate ⁴²	
<u>MISCELLANEOUS</u>	<u>FEE</u>	<u>REFERENCE / COMMENTS</u>
Additional e County s Staff t ime	\$45/hour	
Staff handling fee for insurance coverage	\$25	
<u>Fair Grievance Fee</u>	<u>\$25</u>	<u>Fee refunded if Grievance is found in favor of Grievant.</u>

¹ ~~50% off profit and private rental fees on all facilities when used by a 4-H or FFA sanctioned event. Surcharge in addition to rental fees may apply.~~

² ~~Includes set-up and takedown; county staff responsible for moving stage.~~

³ ~~Overnight security, insurance, and stage cleaning must be provided by lessee.~~

⁴² ~~The current Heasehold excise tax rate is 12.84% percent and is subject to change without notice.~~

⁵ ~~Determined by the Fair Manager and/or Director.~~



AGENDA ITEM SUMMARY

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

4
3/7/22

Department: BOCC

WORK SESSION ☒ Meeting Date: 3-7-22

REGULAR AGENDA ☒ Meeting Date: 3-15-22

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the North Olympic Library System Board of Trustees due to an expiration of term. A press release was issued in January 2022 to solicit applications from interested citizens. Two applications were received.

Noah Glaude -Executive Director of the North Olympic Library System reviewed the applications and endorses the appointment of Cynthia L. Ross to the North Olympic Library System Board of Trustees.

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

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Noah Glaude – Executive Director - NOLS

Relevant Departments: Board of Commissioners

Date submitted: February 28, 2022

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

NOLS Ross 3-15-22
Revised: 3-04-2019



RESOLUTION _____, 2022

APPOINTING A MEMBER TO THE
NORTH OLYMPIC LIBRARY SYSTEM BOARD OF TRUSTEES

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the North Olympic Library System Board of Trustees due to an expired term.
2. A notice of the vacancy was issued to the press in January 2022 in order for interested citizens to apply for appointment. Two applications were received.
3. The Executive Director of the North Olympic Library System reviewed the applications and endorses the appointment of Cynthia L. Ross to the North Olympic Library System Board of Trustees.

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

1. **Cynthia L. Ross** is appointed for a term ending December 31, 2026.

PASSED AND ADOPTED this 15th day of March 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board

c: A22.165
Appointee (s)
NOLS



AGENDA ITEM SUMMARY

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

7
3/7/22

Department: BOCC

WORK SESSION ☒ Meeting Date: 3-7-22

REGULAR AGENDA ☒ Meeting Date: 3-15-22

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the Trails Advisory Committee.

Public Works / Road Department endorses the reappointment of Wendy Clark-Getzin and Lorrie Mittmann to the Trails Advisory Committee.

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

None

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

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

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

Relevant Departments: Public Works/Roads/BOCC

Date submitted: 2-24-22

* 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)

Trails Advisory Clark-Getzin & Mittman 3-15-22

Revised: 3-04-2019



RESOLUTION _____, 2022

APPOINTING MEMBERS TO THE TRAILS ADVISORY COMMITTEE

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Vacancies exist on the Trails Advisory Committee.
2. A press release was issued during the month of January 2022 soliciting applications from interested citizens.
3. Public Works / Road Department endorses the appointment of the members listed below to the Trails Advisory Committee.

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

1. That **Wendy Clark-Getzin** is appointed to the Tribal Government position for a term expiring December 31, 2023.
2. That **Lorrie Mittmann** is appointed to the Trail Events Coordinator position for a term expiring December 31, 2023.

PASSED AND ADOPTED this 15th day of March 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Bill Peach

A22.177
Appointee
Public Works



AGENDA ITEM SUMMARY

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

8
3/7/22

Department: BOCC

WORK SESSION ☒ Meeting Date: 3-7-22

REGULAR AGENDA ☒ Meeting Date: 3-15-22

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the Lake Sutherland Steering Committee.

Cathy Lucero – Noxious Weed Coordinator and Lake Sutherland Steering Committee contact endorses Dr. William R. Kintner to the Lake Sutherland Steering Committee.

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

None

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Lake Sutherland Steering Committee Coordinator – Cathy Lucero

Relevant Departments: Board of Commissioners and Lake Sutherland Steering Committee Coordinator – Cathy Lear

Date submitted: 2-24-22

* 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)

Lake Sutherland Steering Committee 3-15-22

Revised: 3-04-2019



RESOLUTION _____, 2022

APPOINTING A MEMBERS TO THE
LAKE SUTHERLAND STEERING COMMITTEE

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Lake Sutherland Steering Committee.
2. A press release was issued January 2022 soliciting applications from interested citizens.
3. Cathy Lucero – Noxious Weed Coordinator and Lake Sutherland Steering Committee contact endorses the appointment of Dr. William R. Kintner to the Lake Sutherland Steering Committee.

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

1. **Dr. William R. Kintner** is appointed to the Lake Sutherland Steering Committee for a term expiring on December 31, 2024.

PASSED AND ADOPTED this 15th day of March 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board



AGENDA ITEM SUMMARY

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

9
3/7/22

Department: BOCC

WORK SESSION ☒ Meeting Date: 3/7/22

REGULAR AGENDA ☒ Meeting Date: 3/15/22

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the Peninsula Housing Authority Board of Commissioners due to an expired term. No new applications were received.

The current member with the expiring term notified staff that she would like to be considered for another term.

Peninsula Housing Authority endorses the reappointment of Norma Turner.

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

None

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: Board of Commissioners

Date submitted: 3-1-22

* 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 _____, 2022

REAPPOINTING A MEMBER TO THE
PENINSULA HOUSING AUTHORITY BOARD OF COMMISSIONERS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Peninsula Housing Authority Board of Commissioners due to an expired term.
2. A press release was issued January 2022 soliciting applications from interested citizens. No applications were received.
3. The current member with the expiring term notified staff that she would like to be considered for another term.
4. Peninsula Housing Authority endorses the reappointment of Norma Turner to the Peninsula Housing Authority Board of Commissioners.

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

1. **Norma Turner** is reappointed to the Peninsula Housing Authority Board of Commissioners for a term expiring March 10, 2027.

PASSED AND ADOPTED this 15th day of March 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Bill Peach

c: Appointee
Housing Authority
A22.162



AGENDA ITEM SUMMARY

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

10
3/7/22

Department: BOCC

WORK SESSION ☒ Meeting Date: 3/7/22

REGULAR AGENDA ☒ Meeting Date: 3/15/22

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the Clallam Bay/Sekiu Community Action Team due to an expiration of term.

One application was received.

The District III Commissioner, Bill Peach endorses the reappointment of Troi K. Gale to the Clallam Bay/Sekiu Community Action Team.

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

None

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: Board of Commissioners

Date submitted: 3-2-22

* 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 _____, 2022

APPOINTING A MEMBER TO THE
CLALLAM BAY/SEKIU COMMUNITY ACTION TEAM

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Clallam Bay/Sekiu Community Action Team due the expiration of the term.
2. A press release was issued during the month of January 2022 soliciting applications from interested citizens. One application were received.
3. The District III Commissioner, Bill Peach endorses the reappointment of Troi K. Gale to the Clallam Bay/Sekiu Community Action Team.

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

1. **Troi K. Gale** is reappointed as a Senior Community representative for a term expiring December 31, 2024.

PASSED AND ADOPTED this 15th day of March 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozlas, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Bill Peach

c: Appointee(s)
File A22.154



AGENDA ITEM SUMMARY

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

11
3/7/22

Department: BOCC

WORK SESSION ☒ Meeting Date: 3-7-22

REGULAR AGENDA ☒ Meeting Date: 3-15-22

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 Clallam County Board of Commissioners recognize that there is a need for additional housing in Clallam County. The lack of housing is a barrier to attracting new employees and new businesses to Clallam County. The lack of affordable housing is impacting the quality of life of many county residents.

The Clallam County Board of Commissioners would like to establish a Housing Solutions Committee to be responsible for developing programs to promote housing solutions in Clallam County and making funding recommendation. The Committee shall be comprised of 20 members.

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?)
Discuss proposed resolution and request approval on March 15, 2022.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Department of Community Development and Prosecuting Attorney's Office

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

Date submitted: 3-2-22

* 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 _____, 2022

ESTABLISHING THE HOUSING SOLUTIONS COMMITTEE

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. There is a need for additional housing in Clallam County.
2. Lack of housing is a barrier to attracting new employees and new businesses to Clallam County.
3. Lack of affordable housing is impacting the quality of life of many county residents.

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

1. The Clallam County Board of Commissioners recognizes the need to find innovative housing solutions.
2. The Clallam County Board of Commissioners establishes a Housing Solutions Committee to be responsible for:
 - a. Developing programs to promote housing solutions in Clallam County.
 - b. Making recommendation to the Board of Clallam County Commissioners and the Opportunity Fund Board for expenditures of 1406 funds, American Rescue Plan Act Funding related to housing solutions, Opportunity Fund infrastructure for housing and other funds that can be used for affordable housing.
3. The Housing Solutions Committee shall be comprised of 20 members representing:
 - Clallam County Commissioner
 - Clallam County Department of Community Development Director
 - One representative of City of Forks
 - One representative of City of Port Angeles
 - One representative of City of Sequim
 - One representative of North Peninsula Building Association
 - One representative of Sequim Realtors Association
 - One representative of Port Angeles Realtors Association
 - One representative of Peninsula Housing Authority
 - One representative of Habitat for Humanity of Clallam County
 - One representative of North Olympic Regional Veteran's Housing Network
 - One representative of Serenity House of Clallam County
 - One representative of Peninsula Behavioral Health
 - One representative of Olympic Community Action Programs (OlyCap)
 - One representative of Healthy Families of Clallam County
 - One representative of United Way of Clallam County
 - One representative of Port of Port Angeles
 - One representative of Economic Development Council
 - One representative of Tribal Governments
 - One representative of At-large

PASSED AND ADOPTED this _____ day of _____ 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Bill Peach



AGENDA ITEM SUMMARY

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

12
3/7/22

Department: BOCC

WORK SESSION ☒ Meeting Date: 3-7-22

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:

Commissioner Peach has requested a discussion with John Simpson – Quileute Tribe Public Works regarding transfer of the Ballard Road pit to the Quileute Tribe.

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?)
Discussion and next steps.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioner, John Simpson – Quileute Tribe Public Works, Clallam County Public Works/Road, Clallam County Parks Fair and Facilities and Prosecuting Attorney's Office

Relevant Departments: Board of Commissioner, Clallam County Public Works/Road, Clallam County Parks Fair and Facilities and Prosecuting Attorney's Office

Date submitted: 3-1-22

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



AGENDA ITEM SUMMARY

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

13
3/7/22

Department: BOCC

WORK SESSION ☒ Meeting Date: 3-7-22

Item summary:

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

Executive summary:

NODC One-Time Support:

The North Olympic Peninsula Resource Conservation & Development Council (NODC) empowers the North Olympic Peninsula to invest in and pursue its own economic and environmental destiny as the federally-designated Economic Development District for Clallam and Jefferson counties.

Since the onset of the COVID-19 pandemic in early 2020 the NODC has taken on an unusual scope of work and expanded programming, channeling millions of dollars of federal funding to our region and managing a suite of vital recovery efforts in addition to the more traditional project management and convening roles the organization plays.

Due to the nature of the bulk of the NODC's funding, which is typically associated with a proscribed set of deliverables and often requires non-federal matching funds, the organization has need for additional unrestricted funding in order to provide staff with the flexibility to plan for and manage new projects and initiatives while transitioning from the "COVID recovery" footing it has maintained the past two years. This funding may also leverage additional federal resources.

The NODC is taking several steps to improve its ability to generate these vital unrestricted funds including expanding membership, reviewing its dues structure and initiating a limited fund development program as the NODC is a 501(c)(3) non profit organization.

Given the outsize role the NODC has taken on these past two years the county representatives from both Jefferson and Clallam Counties believe that a one-time allocation of \$50,000 (\$25,000 from each county) would be an appropriate and advantageous consideration that would afford the NODC with the flexibility it needs at this crucial juncture.

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?** ☐
\$25,000

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

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

Date submitted: 2-28-22

* 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)

NODC financial support request 3-7-22
Revised: 3-04-2019

The North Olympic Peninsula Resource Conservation & Development Council (NODC) empowers the North Olympic Peninsula to invest in and pursue its own economic and environmental destiny. As the federally-designated Economic Development District for Jefferson and Clallam counties, NODC is a collaborative, innovative effort among member governments, community organizations, tribes and businesses to advance economic, environmental and quality of life initiatives in the region. NODC primarily plays a planning and facilitation role, collaborating with local governments, nonprofit organizations and businesses to improve the regional economy.

Since the onset of the COVID-19 pandemic in early 2020 the NODC has taken on an unusual scope of work and expanded programming, channeling millions of dollars of federal funding to our region and managing a suite of vital recovery efforts in addition to the more traditional project management and convening roles the organization plays. Examples of this work include:

- Securing a \$400,000 Economic Recovery and Resiliency grant from the Economic Development Administration with the following outcomes:
 - Social media, online marketing and website design assistance to help more than 40 local businesses pivot their marketing and sales efforts to respond to the realities of the pandemic.
 - Partnering with the Jefferson Community Foundation to pilot a Creative Entrepreneurship Network.
 - A \$50,000 subcontract to Cascadia Consulting Group to facilitate a regional disaster resilience planning process (beginning March 2022).
 - A \$10,000 subcontract with CBG Communications to identify additional broadband expansion projects and position them for funding (beginning March 2022).
- Securing a \$170,000 grant from the National Estuary Program through the Puget Sound Partnership for a regional climate change planning process, with consulting time valued at \$18,975 going to each of four local governments for their own plans (Port Townsend, Clallam County, Port Angeles and the Jamestown S’Klallam Tribe).
- Working with partners to raise more than \$120,000 to create the Olympic Peninsula Farmers Fund in 2020, contracting with twelve area farmers to provide produce, meat, fish and dairy to food banks.
- Securing three grants from USDA totaling \$176,931 to provide business advising and support to agricultural and food businesses in the region.

- Providing outreach and technical assistance to help the Northwest School of Wooden Boat Building secure a grant of \$447,500 from the Economic Development Administration to equip the School's new Marine Systems Classroom.
- Providing outreach and technical assistance to help the Field Arts & Events Hall apply for a grant of \$2.1 million from the Economic Development Administration.
- Coordinating the Clallam County Community Broadband Team and assisting Clallam County staff with grant applications that secured \$25 million in grants for broadband expansion.

Due to the nature of the bulk of the NODC's funding, which is typically associated with a proscribed set of deliverables and often requires non-federal matching funds, the organization has need for additional unrestricted funding in order to provide staff with the flexibility to plan for and manage new projects and initiatives while transitioning from the "COVID recovery" footing it has maintained the past two years. This funding may also leverage additional federal resources. NODC's role in key regional projects - those with broad benefit but for which our counties lack sufficient resource to tackle independently – can be seen in the regional climate change planning effort, the regional rural broadband expansion work and the regional disaster resilience process.

The NODC is taking several steps to improve its ability to generate these vital unrestricted funds including expanding membership, reviewing its dues structure and initiating a limited fund development program as the NODC is a 501(c)(3) non profit organization.

However, given the outsize role the NODC has taken on these past two years the county representatives from both Jefferson and Clallam Counties, Commissioner Kate Dean and Commissioner Mark Ozias, believe that a one-time allocation of \$50,000 (\$25,000 from each county) would be an appropriate and advantageous consideration that would afford the NODC with the flexibility it needs at this crucial juncture.



AGENDA ITEM SUMMARY

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

14
3/7/22

Department: Public Works

WORK SESSION ☒ **Meeting Date: 3-7-22**

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: Presentation |

Documents exempt from public disclosure attached: ☐

Executive summary:

In July 2021, the County hired Anchor QEA, an engineering firm, to design the Dungeness Off-channel Reservoir and associated facilities. 30% design or what several funding agencies call preliminary design has been completed. Anchor QEA will present the results of 30% design, the next steps of the project, preliminary costs for construction, and schedule.

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?** ☐

There is no budgetary impact at this time.

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

Provide the BOCC with a status report on 30% design of the Dungeness Off-channel Reservoir and an opportunity for the BOCC to be able to ask questions as the project moves forward to 60% design.

County Official signature & print name: Joe Domini

Name of Employee/Stakeholder attending meeting: Carol L. Creasey

Relevant Departments: Public Works, Parks & Facilities, and Dep't of Community Development

Date submitted: 3-2-21

* 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)