



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, December 6, 2022 – 9:00 a.m.

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

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

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

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

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA – Any Commissioner may remove items for discussion

1a. Approval of vouchers for the week of November 28

Approval of vouchers 

1b. Approval of minutes for the week of November 28

Approval of minutes 

REPORTS AND PRESENTATIONS

ADMINISTRATION

3a. Resolution reappointing Joseph Sharkey to the Olympic Area Agency on Aging Advisory Council

Resolution 

3b. Resolution reappointing Rochelle Blankenship and Brooke Nelson to the Sheriff's Citizen Advisory Committee

Resolution 

3c. Resolution appointing Joseph E. Donisi as the County Road Engineer

Resolution 

CONTRACTS AND AGREEMENTS

- 2a. Agreement with Evergreen Forest County Group for \$10,000 annual dues for Public Land, Environment and Natural Resources work by Robert K. Weidner – Chartwell Enterprises Inc.

Agreement 

- 2b. Agreement amendment No. 1 with Department of Ecology for solid waste management

Agreement amendment 1 

- 2c. Agreement with Washington State University for solid waste management grant

Agreement 

- 2d. Land purchase agreement with Barber/Eubank for a right-of-way along Hoko-Ozette Road

Land purchase agreement 

- 2e. Easement agreement with Clallam County PUD No. 1 to install a power pole in the north end of Towne Road

Easement agreement 

BUDGET

- 4a. Resolution establishing the 2023 levy rates for Veteran's Relief, Developmental Disabilities and Land Assessment Funds for Clallam County

Resolution 

- 4b. Resolution adopting the following Budget Revisions:
Public Works - Roads - Original approved budget submitted did not allocate county road project construction expenditures in the correct BARS lines/\$1,100,000
WSU Extension - Billing for the IRWM Coordinator position/\$19,000

Resolution 

- 4c. Resolution adopting the following Budget Reductions:
Public Works - Roads - Revenue and expenditure reduction related to project construction work now scheduled to occur in 2023/\$1,262,560

Resolution 

HEARING(S) – Beginning at 10:30 a.m.

- H1. Resolution authorizing the sale of surplus property

Resolution 

- H2. Resolution adopting amendments to Policy 515 Investment Policy

Resolution 

- H3. Consideration of resolution adopting the following Debatable Emergencies:
Sheriff - Jail Medical - Additional funding to cover costs of temporary staff regular and overtime hours worked during the nursing shortage between 7/1/22-10/1/22 for inmate health care services/\$65,299
Public Works - Roads - Unanticipated overtime for Construction Inspector on three projects overlapping/\$83,500

Resolution 

- H4. Resolution adopting the 2023 Clallam County Budget
Resolution adopting 2023 Clallam County Budget Emergency Appropriations.

Resolutions 

Updated agenda item documents for H4 

PUBLIC COMMENT – Please limit comments to three minutes

EXECUTIVE SESSION

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

The following meetings are scheduled for the Board of Commissioners December 5 - 9:

Monday, December 5:

9:00 a.m. Work Session

12:00 p.m. WSAC Virtual Update

Tuesday, December 6:

10:00 a.m. Board Meeting

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

5:00 p.m. Budget Hearing

6:00 p.m. Dungeness Reservoir Open House

Wednesday, December 7:

8:00 a.m. Coffee with Colleen

Thursday, December 8:

1:00 p.m. KONP Radio Show

Friday, December 9:

4:00 p.m. KSQM Radio Show

INSTRUCTIONS FOR SPEAKING AT A COMMISSIONERS' MEETING:

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

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

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



1a
DEC 06 2022

Date of report: November 30, 2022

General	\$107,971.33
Other	\$446,050.81
Total	\$554,022.14

STATE OF WASHINGTON

County of Clallam

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

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____ 2022.

SHOONA RIGGS COUNTY AUDITOR

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

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

MARK OZIAS, Chair

BILL PEACH

RANDY JOHNSON

RICH SILL (County Administrator)

Weekly Expenditures

Nov. 28 - Dec. 2, 2022

Fund #	Department	Expenditures		Use Tax	
		General Fund	Other	General Fund	Other
00100.211	Assessor	1,381.00			
00100.221	Auditor	30,995.99		1,144.00	
00100.241/291	Commissioners (BOCC)	8,329.30			
19914.291	BOCC - Veterans Relief		3,312.98		
19925.291	BOCC - Hotel/Motel		43,753.46		
00100.331-334	Dept. of Community Develop't (DCD)	1,372.93			
11301.511	Health & Human Services (HHS)		3,139.31		
00100.511	HHS - Environmental Health	7,495.89			
00100.513	HHS - Admin	52.32			
11322.511	HHS - Homeless Task Force		11,180.61		
11323.511	HHS - Chem Dep/Mental Hlth		35,759.39		
11324.511	HHS - Affordable Housing		3,567.25		
11331.511	HHS - Developmental Disabilities		103,947.38		
00100.851	Juvenile Services	4,208.04			
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		1,077.49		
00100.841-843	Prosecuting Attorney	1,261.69		4.23	
	Public Works (PW)				
10101.611	PW - Roads		198,192.21		
10135.611	PW - Flood Control		388.76		
41401.611	PW - Clallam/Seki Sewer		3,285.28		
42401.611	PW - Carlsborg Sewer		652.20		
43401.611	PW - Bullman Beach Water System		548.56		
50301.611	PW - ER&R (Equip't Rental & Revolving)		30,695.09		
00100.811-815,817	Sheriff	30,090.47		808.98	
00100.816	Sheriff - Jail Medical	4,807.30			
11003.811	Sheriff - Boating Safety		50.51		
11008.811	Sheriff - OPNET Drug		3,740.03		
11065.811	Sheriff - OPSCAN Operations		1,236.30		
12905.861	Superior Court - Dispute Resolution		715.00		
12911.861	Sup Ct - Courthouse Facilitator		400.00		
00100.891	Superior Court Clerk	9,759.75			
00100.231	Treasurer	4,907.00			
12201.231	Treasurer - O&M (Operation & Maintenance)		409.00		
00100.931	WSU Extension	1,352.44			
Total		106,014.12	446,050.81	1,957.21	-

Report Reconciliation		Totals			
Total	552,064.93	General Fund	107,971.33		
Final Check Lists	552,064.93	Other	446,050.81		
Difference	-	Total	554,022.14	Use Tax	1,957.21

COPY

Prepared by: _____

Sara DeBiddle, Clallam County Auditor's Office

Invoice History Use Tax Report
CLALLAM COUNTY

Tran Date	Vendor Name	Invoice / Credit Memo No.	Doc Group	Taxable Amount	Tax Amount	Invoice Total
12/1/2022	U S BANK	2220902	tpavlak	48.11	4.23	48.11
12/6/2022	LEXIPOL LLC	INVLEX13186	ewaknitz	9,192.96	808.98	9,192.96
12/6/2022	RUNBECK ELECTION SERVICES INC	C001089	sprice	13,000.00	1,144.00	26,000.00
Totals:				22,241.07	1,957.21	35,241.07

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11/30/2022 8:41:34AM

Final Check List
CLALLAM COUNTY

Assessor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.296E	11/22/2022 VEHICLE RENTAL FOR NOV	1,381.00	1,381.00
Sub total for U S BANK:							1,381.00

1,381.00+
30,995.99+
52,082.76+
1,372.93+
165,142.15+
4,208.04+
1,077.49+
1,261.69+
30,695.09+
198,192.21+
4,874.80+
35,117.31+
4,807.30+
1,115.00+
9,759.75+
5,316.00+
2,062.98+
1,250.00+
1,352.44+
552,064.93*+
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Final Check List
CLALLAM COUNTY

Auditor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000546	EXPRESS SERVICES, INC	28174000	11/23/2022	SKYDREA MCKENZIE	1,182.80	1,182.80
12/6/2022	0019068	K & H PRINTERS INC	063687	11/3/2022	PRINTING AND BINDING 2022	3,561.43	3,561.43
12/6/2022	0041361	CAIN, DANIEL	Cain 11-22-22	11/22/2022	MILEAGE AUDIT OF WEST EN	129.13	129.13
12/6/2022	0044186	RUNBECK ELECTION SERVICE	C001089	10/13/2022	SERVICE AND MAINTENANCE	26,000.00	26,000.00
12/6/2022	0044770	HALLINGSTAD, ANNA	Hallingstad 11-8-	11/8/2022	MILEAGE FOR EAST END DR	20.25	20.25
12/6/2022	0047096	SMITH, MILDRED	Smith 11-9-22	11/9/2022	MILEAGE FOR EAST END DR	20.25	20.25
12/6/2022	0047584	MURRAIN, GLENN	Murrain 11-8-202	11/8/2022	MILEAGE TO CARLSBORG DE	12.25	12.25
12/6/2022	0047586	FARRELL, RAYMOND	Farrell 11-8-22	11/8/2022	MILEAGE TO NEAH BAY DB F	69.88	69.88
Sub total for U S BANK:							30,995.99

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Final Check List
CLALLAM COUNTY

BOCC

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000355	CLALLAM COUNTY PARKS, FAHM2022-1102	11/22/2022	REIMBURSEMENT - PROMOT	22,306.25		
		HM2022-1101	11/22/2022	REIMBURSEMENT - SEASON,	13,047.21		
		HM2022-1103	11/22/2022	C/B PARK M&O COSTS - 2022	8,400.00		43,753.46
12/6/2022	0000382	CODE PUBLISHING COMPANYGC0009152	11/22/2022	WEB UPDATE; NEW PAGES	179.40		179.40
12/6/2022	0002534	STATE AUDITOR'S OFFICE L150883	11/22/2022	ANNUAL AUDIT FEE	105.05		105.05
12/6/2022	0033510	OZIAS, MARK CMO 11/13/2022	11/22/2022	CMO WSAC COUNTY LEADEI	790.25		790.25
12/6/2022	0035888	CASCADIA CONSULTING GRC9302	11/22/2022	GREENHOUSE GAS INVENTC	6,082.50		6,082.50
12/6/2022	0040169	MILLAR, CHELSEA CM 11/16/2022	11/22/2022	WSAC CONF - CHELSEA MILL	172.10		172.10
12/6/2022	0047761	RURAL DEVELOPMENT INITIA2022-36	11/22/2022	CLALLAM COUNTY LEADERS	1,000.00		1,000.00
Sub total for U S BANK:							52,082.76

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Final Check List
CLALLAM COUNTY

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Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.290E	11/19/2022	VEHICLE LEASE NOVEMBER	1,200.00	1,200.00
12/6/2022	0002337	BAUMANN, CHERYL	BAUMANN 11-8-	11/16/2022	G133 WORKSITE 3 OUTREAC	96.70	
			BAUMANN 11-16	11/22/2022	G133 WORKSITE 3 OUTREAC	76.23	172.93
Sub total for U S BANK:							1,372.93

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000224	BOYS & GIRLS CLUB OF OLYM	1322-21-BGCOF	11/9/2022	HTF - LIFE SKILLS TRAINING	3,473.11	3,473.11
12/6/2022	0000396	CONCERNED CITIZENS	STATE-10/22	11/15/2022	DDD-OCTOBER 2022 STATE C	27,517.50	27,517.50
12/6/2022	0000396	CONCERNED CITIZENS	11322-21-CC 10	11/8/2022	HTF - A FOOT FORWARD-SNI	3,318.86	3,318.86
12/6/2022	0000577	FIRST STEP FAMILY SUPPOR	11331-22-FFSSF	11/17/2022	DDD-SPP CLASSES OCTOBE	1,188.00	1,188.00
12/6/2022	0000723	HEALTHY FAMILIES OF CLALL	11322-21-HFCC	11/9/2022	HTF - SAFELY HOME PROJEC	4,388.64	4,388.64
12/6/2022	0000723	HEALTHY FAMILIES OF CLALL	11324-21-HFCC	11/9/2022	AF - EMERGENCY HOUSING	2,967.25	
			11324-22-HFCC	11/9/2022	AH - EMERGENCY HOUSING	600.00	3,567.25
12/6/2022	0000937	LUTHERAN COMMUNITY SER	113232223LCSN	11/1/2022	CD/MH - HEALTHY FAMILIES	2,394.16	
			113232223LCSN	11/1/2022	CD/MH - CHILD CHECK - SEP	2,237.46	4,631.62
12/6/2022	0001017	MORNINGSIDE INC	STATE-10/22	11/16/2022	DDD-OCTOBER 2022 STATE C	34,839.00	
			11331-22-MSEO	11/17/2022	DDD-EYE ON EMPOWERMEN	2,518.88	37,357.88
12/6/2022	0001509	CORDANT HEALTH SOLUTION	TC-9901211031	10/31/2022	CD/MH - LIFT COURT - OCTO	46.90	46.90
12/6/2022	0017530	PIERCE JONES & ASSOCIATE	STATE-10/22	11/17/2022	DDD-OCTOBER 2022 STATE C	37,884.00	37,884.00
12/6/2022	0021279	KITSAP COUNTY HEALTH DIS	KPHD 11-10-22	11/10/2022	CD/MH - CD/MH SERVICES - C	4,431.00	4,431.00
12/6/2022	0022463	SEQUIM HIGH SCHOOL	11323-22-23-SH	10/31/2022	CH/MH - EDUCATION AND EA	11,000.00	
			11323-22-23-SH	10/31/2022	CD/MH - EDUCATION AND EA	11,000.00	22,000.00
12/6/2022	0025324	CEDAR GROVE COUNSELING	11323-22-23-CG	11/2/2022	CD/MH - RECOVERY SUPPOF	4,649.87	4,649.87
12/6/2022	0000336	CLALLAM CONSERVATION DI	EPA22-PIC11	11/8/2022	WQ-DOE WQ PIC OCTOBER	1,865.21	
			NEP21-OSS19	11/7/2022	OSS-DOH NEP PIC 0153- OCT	1,010.67	2,875.88
12/6/2022	0000335	CLALLAM COUNTY DEPT OF	PIC 2022 09 10	11/16/2022	WQ-ECY WQ PIC SEPTEMBE	4,236.32	4,236.32
12/6/2022	0040671	GOSNELL, ANDREW	EXPENSE-11102	11/10/2022	OSS-OFFICE SUPPLIES	44.30	44.30
12/6/2022	0047235	KOWAL, KATIE	EXPENSE-11162	11/16/2022	WQ-DOE PIC OPEN HOUSE F	124.88	
			MILEAGE-11162	11/16/2022	WQ-DOE ECY PIC MILEAGE F	43.94	168.82
12/6/2022	0046683	ODP BUSINESS SOLUTIONS,	1273353790001	11/5/2022	EHADMIN-OFFICE SUPPLES	5.32	5.32
12/6/2022	0001641	VERIZON WIRELESS	9919310661EH	11/7/2022	SOLHAZ-ELI OWENS CELL PH	165.25	165.25
12/6/2022	0046683	ODP BUSINESS SOLUTIONS,	1273200945001	11/7/2022	HOPS - MARKERS, BATTERIE	52.32	52.32
12/6/2022	0046883	AL-HAKIM, ELISA	LA BT 10-28-22	10/28/2022	HOPS - BUSINESS MILEAGE	16.14	16.14
12/6/2022	0000296	CENTURYLINK	CL 11-6-22	11/6/2022	HOPS - FORKS OFFICE PHON	382.29	382.29
12/6/2022	0034728	CONTROL SOLUTIONS INC	CS243504	11/1/2022	HOPS - 2-POINT REFRIGERA	67.34	67.34
12/6/2022	0000546	EXPRESS SERVICES, INC	28130378	11/2/2022	HOPS - EXTRA HELP EMPLO	1,279.20	1,279.20
12/6/2022	0047563	HENSON, SHAUN	SH BT 11-10-22	11/10/2022	HOPS - BUSINESS MILEAGE	81.69	
			SH BT 11-10-22	11/10/2022	HOPS - BUSINESS MILEAGE	34.38	116.07
12/6/2022	0042813	LAW, LISA	LL BT 11-14-22	11/14/2022	HOPS - BUSINESS MILEAGE	26.88	26.88
12/6/2022	0001508	STERICYCLE, INC	3006229624	10/31/2022	HOPS - SYRINGE DISPOSAL	52.67	52.67

Bank : apbank U S BANK

(Continued)

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
12/6/2022	0001499	TAYLOR COMMUNICATIONS	1150638169	11/7/2022	HOPS - CERTIFIED PAPER	175.93	
			50647912	11/9/2022	HOPS - CERTIFIED PAPER	175.93	351.86
12/6/2022	0001641	VERIZON WIRELESS	9919310661	11/7/2022	HOPS-JENNY OPPELT CELL F	846.86	846.86
Sub total for U S BANK:							165,142.15

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11/30/2022 10:30:07AM

Final Check List
CLALLAM COUNTY

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Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.298E	11/19/2022	VEHICLE RENTAL/LEASE	1,500.00	1,500.00
12/6/2022	0000363	CLALLAM COUNTY SHERIFF	C22-051	11/16/2022	DET MEALS	1,450.80	1,450.80
12/6/2022	0001547	SYSKO FOOD SERVICES OF	5455610951	11/16/2022	DET FOOD & SUPPLIES	718.77	718.77
12/6/2022	0017787	DAIRY FRESH FARMS INC	8182232108	11/17/2022	DET FOOD	78.66	
			8182232210	11/18/2022	DET FOOD	77.04	155.70
12/6/2022	0045746	MONTGOMERY, RACHEL	010975	11/10/2022	FOOD	113.48	
			016166	11/16/2022	FOOD	89.29	202.77
12/6/2022	0047773	GEDELMAN, JAYDE	111722JG	11/17/2022	PRO SVCS	180.00	180.00
Sub total for U S BANK:							4,208.04

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11/30/2022 10:33:01AM

Final Check List
CLALLAM COUNTY

Nox Weeds

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.287E	11/16/2022	FUEL AND MAINTENANCE #5	831.47	
			2022.288E	11/16/2022	FUEL FOR #58; GEN = \$76.32,	200.61	1,032.08
12/6/2022	0001540	SWAIN'S GENERAL STORE IN	306055	11/16/2022	FIELD GEAR FOR INSPECTOI	45.41	45.41
Sub total for U S BANK:							1,077.49

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11/30/2022 10:44:51AM

Final Check List
CLALLAM COUNTY

Prosecutor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000546	EXPRESS SERVICES, INC	28174010	11/23/2022	EXPRESS SERVICES	472.75	472.75
12/6/2022	0001252	PORT ANGELES, CITY OF	155474	11/23/22	11/23/2022 UTILITIES FOR FS OFFICE	222.23	222.23
12/6/2022	0020446	BENTON COUNTY SHERIFF	22001359	11/23/2022	PERSONAL SERVICE	55.00	55.00
12/6/2022	0020849	U S BANK	8224235	11/23/2022	CORONER	228.48	
			2220902	11/9/2022	CORONER SUPPLIES	48.11	276.59
12/6/2022	0046683	ODP BUSINESS SOLUTIONS,	2752056414001	11/23/2022	OFFICE SUPPLIES	204.50	204.50
12/6/2022	0047008	CINCOTTO, KARI	CINCOTTO11/23/2022	11/23/2022	MILEAGE REIMBURSEMENT	30.62	30.62
Sub total for U S BANK:							1,261.69

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	12/6/2022	0000099	A-1 AUTO PARTS	1409481	11/17/2022	Gloss clear, Johnsens starting f	44.40	44.40
	12/6/2022	0000172	BAXTER A/P OFFICE	15663-34878	11/21/2022	Belts - PA 1775, 1776	68.92	68.92
	12/6/2022	0000772	INDUSTRIAL HYDRAULICS INC	A341101	11/15/2022	Repair backhoe bkt cyl - PA 855	2,507.57	
				A341103	11/15/2022	Repair sw. rod, headgland seal	1,322.49	
				A341102	11/15/2022	Repair sw, ctk,headgkabd rod k	1,071.47	
				A341100	11/15/2022	Repair rod, seal kit, cyl tube - P	708.63	5,610.16
	12/6/2022	0001385	SAFETY-KLEEN CORP	90309309	11/15/2022	MDL solvent recovery fee - SQ	274.07	274.07
	12/6/2022	0017663	ARAMARK UNIFORM SVCS INC	5120129844	11/22/2022	Laundry services - PA	16.32	16.32
	12/6/2022	0022435	RACE STREET AUTO PARTS	609843	11/16/2022	Brake pad, rotors, bearing/hub-	350.14	
				609552	11/14/2022	Returned core deposit - PA S30	-19.58	
				608269	11/4/2022	Returned Wiper blade - PA Stor	-25.80	304.76
	12/6/2022	0024311	DC BACKLFLOW SERVICE	12739	11/14/2022	Backflow assembly test & repor	114.00	114.00
	12/6/2022	0038943	SIX ROBBLEES INC	23P3022	11/18/2022	Seals - PA	283.65	283.65
	12/6/2022	0042872	PROPANE NORTHWEST	1508396629	11/16/2022	Propane delivery - SQ	511.58	511.58
	12/6/2022	0043469	PETROCARD	468851-IN	11/18/2022	Diesel & Unleaded fuel purchas	23,274.05	23,274.05
	12/6/2022	0044305	HARBOR FREIGHT TOOLS	2365859	11/14/2022	9g 1/5hp oil free compre - PA 20	193.18	193.18
Sub total for U S BANK:							30,695.09	

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11/30/2022 10:58:12AM

Final Check List
CLALLAM COUNTY

Public Works Roads Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000099	A-1 AUTO PARTS	00011408080	11/13/2022	MAINTENANCE SUPPLIES-SQ	26.09	26.09
12/6/2022	0000347	CLALLAM COUNTY FLOOD CC2022BENREF10		11/21/2022	CLALLAM COUNTY FLOOD-20	895.04	895.04
12/6/2022	0000354	CLALLAM COUNTY SEWER DI2022BENREF41		11/21/2022	CLALLAM BAY SEWER-2022	33.31	33.31
12/6/2022	0000358	CLALLAM COUNTY, PROSECL2022PAO-Q3		11/21/2022	CLALLAM COUNTY PROSECL	45,171.08	45,171.08
12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.292E	11/19/2022	11/22 -EQUIPMENT RENT	122,261.13	
			2022BENREF50	11/21/2022	CLALLAM COUNTY ER&R-202	25,563.80	147,824.93
12/6/2022	0000364	CLALLAM COUNTY SOLID WA2022BENREF40		11/21/2022	CLALLAM COUNTY SOLID WA	208.78	208.78
12/6/2022	0000709	HARBOR SAW & SUPPLY	727852	10/27/2022	MAINTENANCE SUPPLIES-PA	239.35	239.35
12/6/2022	0001253	PORT ANGELES SOLID WAST 1087830/111822		11/18/2022	SOLID WASTE -PA	60.13	60.13
12/6/2022	0001551	TACOMA SCREW PRODUCTS 140055993-03		11/15/2022	MAINTENANCE SUPPLIES-SC	10.40	10.40
12/6/2022	0017663	ARAMARK UNIFORM SVCS IN5120129847		11/22/2022	LAUNDREY -PA	16.32	16.32
12/6/2022	0021386	STAPLES ADVANTAGE	3523011672	11/9/2022	SUPPLIES	93.77	
			3523011597	11/9/2022	OFFICE SUPPLIES	86.54	
			3521852747	10/28/2022	OFFICE SUPPLIES	64.86	
			3523540503	11/19/2022	OFFICE SUPPLIES	8.04	253.21
12/6/2022	0030069	GOOD2GO!	51744248-10072	10/7/2022	GOOD TO GO-PA	6.50	
			51839195-11022	11/2/2022	GOOD TO GO -PA	6.50	13.00
12/6/2022	0034154	CLALLAM COUNTY CARLSBOI2022BENREF42		11/21/2022	CARLSBORG SEWER -2022	116.62	116.62
12/6/2022	0044360	OSW EQUIPMENT AND REPAI523174		11/4/2022	SUPPLIES-SQ	2,642.18	2,642.18
12/6/2022	0047694	FLUAITT, LYNNETTE	503-09-009-2023	10/11/2022	2023 LAND USE AGREEMENT	681.77	681.77
Sub total for U S BANK:							198,192.21

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Final Check List
CLALLAM COUNTY

Public Works

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.294E	11/19/2022	11/22 EQUIPMENT RENT	702.00	702.00
12/6/2022	0000362	CLALLAM COUNTY PUBLIC W	4499-41401	11/21/2022	WWTP REIMBURSEMENT	200.00	200.00
12/6/2022	0000677	GRAINGER INC	9506702225	11/8/2022	MAINTENANCE SUPPLIES - V	628.38	628.38
12/6/2022	0016440	MALAKOFF, KIM	4499-MALAKOF	11/21/2022	EXPENSE REIMBURSEMENT	1,110.44	1,110.44
12/6/2022	0001058	NCL OF WISCONSIN INC	478766	11/4/2022	MAINTENANCE SUPPLIES - V	644.46	644.46
12/6/2022	0000348	CLALLAM COUNTY DEPT OF,	22-0466	11/7/2022	TESTING SERVICES	295.00	295.00
12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.293E	11/19/2022	11/22 EQUIPMENT RENT	71.38	
			2022.262R	10/31/2022	10/22 EQUIPMENT RENT	22.38	93.76
12/6/2022	0004211	CENTURYLINK	4574719-111422	11/14/2022	360-457-4719 856B	77.22	77.22
12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.295E	11/19/2022	11/22 EQUIPMENT RENT	118.63	118.63
12/6/2022	0001300	PUBLIC UTILITY DISTRICT	119587-111522	11/15/2022	10/06/22~11/08/22 971 CARLSI	456.35	456.35
12/6/2022	0000348	CLALLAM COUNTY DEPT OF,	22-0465	11/4/2022	10/22 WATER TESTING	53.00	53.00
12/6/2022	0000546	EXPRESS SERVICES, INC	28173985-43401	11/9/2022	10/31/22~11/06/22 BBWA	495.56	495.56
Sub total for U S BANK:							4,874.80

Sheriff

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000159	BOB BARKER CO INC	INV1836445	11/7/2022	INMATE CLOTHING	331.67	331.67
12/6/2022	0000296	CENTURYLINK	406092135 Nov2	11/6/2022	DATA CONNECTION	1,236.30	1,236.30
12/6/2022	0000296	CENTURYLINK	300421654 Nov2	11/6/2022	TELEPHONE SERVICE	224.39	224.39
12/6/2022	0000354	CLALLAM COUNTY SEWER DI	1481 Nov2022	11/11/2022	SEWER BILL	56.50	56.50
12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.299E	11/19/2022	CHAIN GANG VEHICLE RENT	3,800.00	3,800.00
12/6/2022	0000363	CLALLAM COUNTY SHERIFF	011922c	11/18/2022	OPNET IMPREST REIMBURSI	3,731.00	3,731.00
12/6/2022	0000459	DAY WIRELESS SYSTEMS INC	INV751209	11/15/2022	RADIO SUPPLIES	2,266.65	2,266.65
12/6/2022	0000670	GOOD IMPRESSIONS CLEAN	E79693	10/12/2022	DRY CLEANING	108.90	108.90
12/6/2022	0001140	OLYMPIC PRINTERS INC	31263	11/14/2022	AUTH TO CONFINER FORMS	350.34	350.34
12/6/2022	0001252	PORT ANGELES, CITY OF	82495-151160 N	11/5/2022	FRONT ST UTILITIES	434.22	434.22
12/6/2022	0001300	PUBLIC UTILITY DISTRICT	88052 Nov2022	11/14/2022	KITFOX UTILITY	50.51	
			138358 Nov2022	11/14/2022	POLE CAMERA	9.03	59.54
12/6/2022	0001547	SYSO FOOD SERVICES OF	455541989	10/12/2022	JAIL FOOD AND SUPPLIES	2,056.31	
			455529581	10/5/2022	JAIL FOOD AND SUPPLIES	1,465.13	
			455568840	10/26/2022	JAIL FOOD AND SUPPLIES	1,373.40	
			455554424	10/19/2022	JAIL FOOD AND SUPPLIES	1,228.03	
			455566173	10/25/2022	JAIL FOOD	58.15	6,181.02
12/6/2022	0001641	VERIZON WIRELESS	9918928983	11/1/2022	PHONE SERVICE	619.47	619.47
12/6/2022	0004211	CENTURYLINK	360-457-9044 N	11/14/2022	TELEPHONE SERVICE	65.95	
			360-457-2911 N	11/14/2022	TELEPHONE SERVICE	65.95	
			206-z14-0050 N	11/14/2022	TELEPHONE SERVICE	64.56	196.46
12/6/2022	0017788	LEXIPOL LLC	INVLEX13186	11/18/2022	LAW ENFORCEMENT DTBS	9,192.96	9,192.96
12/6/2022	0021386	STAPLES ADVANTAGE	3518657931	9/24/2022	OFFICE SUPPLIES	490.64	
			3522565028	11/5/2022	OFFICE SUPPLIES	435.18	925.82
12/6/2022	0022435	RACE STREET AUTO PARTS	609062	11/10/2022	BATTERY FOR CHAIN GANG	146.72	
			609063	11/10/2022	BATTERY FOR CHAIN GANG	146.72	293.44
12/6/2022	0037246	MITCHELL, KAREN	Mitchell 11.20.22	11/20/2022	MILEAGE PROJECT LIFESAVI	44.38	44.38
12/6/2022	0040427	NORPOINT GROUP LLC	1279 NPG	11/23/2022	CL CO COURTHOUSE SECUF	3,630.00	3,630.00

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	12/6/2022	0046683	ODP BUSINESS SOLUTIONS,	270512579001	10/13/2022	OFFICE SUPPLIES	387.37
				273645619001	11/7/2022	OFFICE SUPPLIES	348.90
				273654239001	11/8/2022	OFFICE SUPPLIES	226.72
				277208196001	11/9/2022	JAIL SUPPLIES	124.60
				275337550001	11/8/2022	JAIL SUPPLIES	120.76
				273654232001	11/7/2022	OFFICE SUPPLIES	112.02
				273654205001	11/5/2022	PATROL SUPPLIES	101.16
				275338794001	11/8/2022	JAIL SUPPLIES	12.72
							1,434.25
						Sub total for U S BANK:	35,117.31

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0001123	OLYMPIC AMBULANCE SERVICE	22-265691	11/23/2022	INMATE MEDICAL	498.96	
			22-101663	11/23/2022	INMATE MEDICAL	498.96	
			22-146118	11/23/2022	INMATE MEDICAL	490.86	
			22-273717	11/23/2022	INMATE MEDICAL	490.86	
			22-211720	11/23/2022	INMATE MEDICAL	414.64	
			22-244004	11/23/2022	INMATE MEDICAL	414.64	
			22-100024	11/23/2022	INMATE MEDICAL	414.56	3,223.48
12/6/2022	0001508	STERICYCLE, INC	3006231450	10/31/2022	BIOHAZARD WASTE	10.36	10.36
12/6/2022	0025115	RADIA INC PS	ZA4DDUD	11/23/2022	INMATE MEDICAL	50.96	
			ZA25W0S	11/23/2022	INMATE MEDICAL	27.92	
			ZA3N96Y	11/23/2022	INMATE MEDICAL	23.82	
			ZA3CVB7	11/23/2022	INMATE MEDICAL	23.82	
			ZA2SWF0	11/23/2022	INMATE MEDICAL	5.08	131.60
12/6/2022	0041537	MCKESSON MEDICAL-SURGICAL	19993800	11/2/2022	CLINIC SUPPLIES	576.88	
			20001334	11/2/2022	CLINIC SUPPLIES	207.12	
			20015184	11/7/2022	CLINIC SUPPLIES	132.29	
			20041364	11/15/2022	CLINIC SUPPLIES	62.71	
			20002714	11/2/2022	CLINIC SUPPLIES	57.12	
			20029317	11/10/2022	CLINIC SUPPLIES	46.67	
			20014909	11/7/2022	CLINIC SUPPLIES	38.64	
			20032111	11/11/2022	CLINIC SUPPLIES	38.46	
			19999118	11/2/2022	CLINIC SUPPLIES	35.31	
			20011386	11/7/2022	CLINIC SUPPLIES	33.12	
			20032545	11/13/2022	CLINIC SUPPLIES	32.05	
			20026430	11/10/2022	CLINIC SUPPLIES	29.61	
			20014602	11/7/2022	CLINIC SUPPLIES	29.18	
			20039609	11/15/2022	CLINIC SUPPLIES	23.32	
			20035169	11/14/2022	CLINIC SUPPLIES	14.19	
			19996745	11/1/2022	CLINIC SUPPLIES	8.12	
			20034235	11/14/2022	CLINIC SUPPLIES	1.20	1,365.99
12/6/2022	0047774	LONG, ALICIA	Reimb 10.26.22	10/26/2022	CLINIC SUPPLIES	75.87	75.87
Sub total for U S BANK:							4,807.30

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Final Check List
CLALLAM COUNTY

Superior Court

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000357	CLALLAM-JEFFERSON CO PR	10-22 CF	11/22/2022	OCTOBER 2022 - COURT FAC	400.00	400.00
12/6/2022	0001212	PENINSULA DISPUTE RESOL	10-22 PDRC	11/22/2022	OCTOBER 2022 - PDRC SURC	715.00	715.00
Sub total for U S BANK:							1,115.00

Clerk

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0047753	AKIN, ELANSON	05-1-00546-6	11/23/2022	BLAKE LFO REFUND	27.50	
			07-1-00163-7	11/23/2022	BLAKE LFO REFUND	12.50	40.00
12/6/2022	0047765	RENNAU, RANDY	14-1-00003-0	11/23/2022	BLAKE LFO REFUND	3,825.00	3,825.00
12/6/2022	0047766	WALKER, ROBERTSON	18-1-00332-05	11/23/2022	BLAKE LFO REFUND	80.00	80.00
12/6/2022	0047767	FELLAS, ANTHONY	00-1-00270-9	11/23/2022	BLAKE LFO REFUND	48.39	
			05-1-00410-9	11/23/2022	BLAKE LFO REFUND	5.00	53.39
12/6/2022	0047768	HARTLEIN, JASON WAYNE	05-1-00112-6	11/23/2022	BLAKE LFO REFUND	633.37	
			12-1-00192-7	11/23/2022	BLAKE LFO REFUND	43.64	677.01
12/6/2022	0047769	ELLIS, LEIF	06-1-00443-3	11/23/2022	BLAKE LFO REFUND	669.50	669.50
12/6/2022	0047770	WADDELL, TRAVIS EDWIN LAI	09-1-00393-8	11/23/2022	BLAKE LFO REFUND	2,100.00	2,100.00
12/6/2022	0047771	WERNER, MELISSA DANIELLE	09-1-00300-8	11/23/2022	BLAKE LFO REFUND	2,168.95	2,168.95
12/6/2022	0047772	STIGALL, ADAM	16-1-00418-0	11/23/2022	BLAKE LFO REFUND	145.90	145.90
Sub total for U S BANK:							9,759.75

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11/30/2022 11:49:23AM

Final Check List
CLALLAM COUNTY

Treasurer

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/6/2022	0000331	CLALLAM COUNTY AUDITOR	22-149358	11/22/2022	DFL REMOVAL RECORDING 2	204.50	
			22-149359	11/22/2022	DFL REMOVAL RECORDING 2	204.50	409.00
12/6/2022	0040381	ACI PAYMENTS INC	100081913	11/22/2022	ON-LINE PAYMENT RETURNS	32.00	32.00
12/6/2022	0047752	THREE+ONE COMPANY LLC	2677	11/22/2022	CASHVEST QUARTERLY REV	4,875.00	4,875.00
Sub total for U S BANK:							5,316.00

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11/22/2022 3:41:25PM

Final Check List
CLALLAM COUNTY

Veterans (1)
Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/22/2022	0005544	PARK MANAGER LLC	RJ4913	11/22/22	11/22/2022 RENT	500.00	
			SD3429	11/22/22	11/22/2022 RENT	412.98	912.98
11/22/2022	0020849	U S BANK	AT4817	11/22/22	11/22/2022 FOOD	150.00	
			CT2720	11/22/22	11/22/2022 FUEL	150.00	
			GA1302	11/22/22	11/22/2022 FOOD	150.00	
			RK3318	11/22/22	11/22/2022 FOOD	150.00	
			WC1067	11/22/22	11/22/2022 FOOD	150.00	
			DR7414	11/22/22	11/22/2022 FOOD	100.00	
			HJ5467	11/22/22	11/22/2022 FOOD	100.00	
			HG1393	11/22/22	11/22/2022 FUEL	100.00	
			WS7621	11/22/22	11/22/2022 FOOD	100.00	1,150.00
Sub total for U S BANK:							2,062.98

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11/30/2022 12:29:53PM

Final Check List
CLALLAM COUNTY

Veterans (2) Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
12/1/2022	0020849	U S BANK	BG6299 11/30/22	11/30/2022	FOOD	150.00	
			DT6401 11/30/22	11/30/2022	FOOD	150.00	
			MG9761 11/30/22	11/30/2022	FOOD	150.00	
			PD1598 11/30/22	11/30/2022	FOOD	150.00	
			WK7511 11/30/22	11/30/2022	FOOD	150.00	
			JM5483 11/30/22	11/30/2022	FOOD	100.00	
			JM5565 11/30/22	11/30/2022	FOOD	100.00	
			KR3857 11/30/22	11/30/2022	FUEL	100.00	
			LR0480 11/30/22	11/30/2022	FUEL	100.00	
			SR6054 11/30/22	11/30/2022	FOOD	100.00	1,250.00
Sub total for U S BANK:							1,250.00

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11/30/2022 11:56:37AM

Final Check List
CLALLAM COUNTY

WSU Ext

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	12/6/2022	0000360	CLALLAM COUNTY ER&R	2022.297E	12/2/2022	CLALLAM COUNTY PUBLIC W	405.00	405.00
	12/6/2022	0000546	EXPRESS SERVICES, INC	28208986	12/2/2022	EXPRESS SERVICES	668.26	
			28271900	12/2/2022	EXPRESS SERVICES	279.18	947.44	
Sub total for U S BANK:							1,352.44	



BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of November 29 – December 2, 2022

DEC 06 2022

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, November 28, 2022. Present were Commissioners Ozias, Johnson, and Peach and Administrator Sill.

Items of discussion per the agenda published November 23 were:

- Calendar/Correspondence
- Screening committee recommendation for Department of Community Development Director position
- Resolution adopting the 2023 Annual Construction Project
- Land purchase agreement with Barber/Eubank for a right-of-way along Hoko-Ozette Road
- Easement agreement with Clallam County PUD No. 1 to install a power pole in the north end of Towne Road
- Agreement amendment No. 1 with Department of Ecology for solid waste management
- Agreement with Washington State University for solid waste management grant
- Resolution reappointing Joseph Skarkey to the Olympic Area Agency on Aging Advisory Council
- Resolution reappointing Rochelle Blankenship and Brooke Nelson to the Sheriff's Citizen Advisory Committee
- Discussion regarding a memorandum of agreement with Evergreen Forest County Group for \$10,000 annual dues for Public Land, Environment and Natural Resources work by Robert K. Weidner – Chartwell Enterprises Inc.
- Resolution establishing the 2023 levy rates for Veteran's Relief, Developmental Disabilities and Land Assessment Funds for Clallam County

Meeting concluded at 9:46 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair Ozias called the meeting to order at 10 a.m., Tuesday, November 29, 2022. Also present were Commissioner Johnson and Peach and Administrator Sill.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

Added:

3m Resolution appointing Bruce Emery as the Director of Department of Community Development

ACTION TAKEN: CRJm to adopt the agenda as modified, CBPs, mc

PUBLIC COMMENT

- Ed Bowen, Clallam Bay, commented Policy 950 Veterans' Assistant, levy discussion

CONSENT AGENDA

- 1a Approval of vouchers for the week of November 21
- 1b Approval of payroll for the period ending November 15
- 1c Approval of minutes for the week of November 21
- 1d Proclamation recognizing Tuesday, November 29, 2022 as #CLALLAMGIVES ON #GIVINGTUESDAY

ACTION TAKEN: CRJm to adopt the consent agenda, CBPs, mc

REPORTS AND PRESENTATIONS

- CMO recognized Tuesday, November 29, 2022 as #CLALLAMGIVES ON #GIVINGTUESDAY
 - Sheila Everett, Olympic View Community Foundation, commented on the proclamation
 - Janet Gray, Boys and Girls Club, commented on the proclamation
- CBP commented on Board of Natural Resources Meeting, carbon credits

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of November 28 – December 2, 2022
Page 2

CONTRACTS AND AGREEMENTS

2a Agreement with U.S. Department of Homeland Security for Emergency Management

ACTION TAKEN: CRJm to approve, CBPs, mc

2b Agreement with Washington State Parks and Recreation Commission for patrol vessel replacement

ACTION TAKEN: CRJm to approve, CBPs, mc

2c Agreement with Washington Festivals & Events Association, ArtsWA, and Washington Department of Commerce for COVID funding for Fairgrounds First Aid Building upgrades

ACTION TAKEN: CRJm to approve, CBPs, mc

2d Agreement amendment with U.S. Fish and Wildlife Maritime to extend agreement to construct facilities

ACTION TAKEN: CRJm to approve, CBPs, mc

ADMINISTRATION

3m Resolution appointing Bruce Emery as the Director of Department of Community Development

ACTION TAKEN: CRJm to adopt, CBPs, mc

3a Utility easement with the City of Port Angeles to install an electrical trunk line

ACTION TAKEN: CRJm to approve, CBPs, mc

3b Resolution certifying County capitalized asset inventory as of December 31, 2021

ACTION TAKEN: CRJm to adopt, CBPs, mc

3c Call for hearing to be held Tuesday, December 13, 2022 at 10:30 a.m. regarding amending Policy 950 Veterans' Assistance

ACTION TAKEN: CRJm to issue notice, CBPs, mc

3d Call for hearing to be held Tuesday, December 13, 2022 at 10:30 a.m. regarding repealing in its entirety Clallam County Code Chapter 7.02 Pawnbrokers

ACTION TAKEN: CRJm to issue notice, CBPs, mc

3e Call for hearing to be held Tuesday, December 13, 2022 at 10:30 a.m. regarding repealing in its entirety Clallam County Code Chapter 7.12 Dance Halls

ACTION TAKEN: CRJm to issue notice, CBPs, mc

3f Call for hearing to be held Tuesday, December 13, 2022 at 10:30 a.m. regarding repealing in its entirety Clallam County Code Chapter 7.16 Amusement Devices

ACTION TAKEN: CRJm to issue notice, CBPs, mc

3g Call for hearing to be held Tuesday, December 13, 2022 at 10:30 a.m. regarding amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule – 510-A Auditor's Fees

ACTION TAKEN: CRJm to issue notice, CBPs, mc

3h Resolution authorizing expenditures from the Hotel Motel Tax Fund for approved 2023 Lodging Tax Funding Applications

ACTION TAKEN: CRJm to adopt, CBPs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of November 28 – December 2, 2022
Page 3

3i Resolution reappointing John Hunter to the North Pacific Coast Marine Resources Committee
ACTION TAKEN: CRJm to adopt, CBPs, mc

3j Resolution reappointing Ronald Long to the Planning Commission
ACTION TAKEN: CRJm to adopt, CBPs, mc

3k Resolution reappointing Amanda Stanley, Dawn Shideler, and Marie Marrs to the Lake Sutherland Steering Committee
ACTION TAKEN: CRJm to adopt, CBPs, mc

3l Resolution appointing Laurel Hargis to the Conservation Futures Program Advisory Board
ACTION TAKEN: CRJm to adopt, CBPs, mc

3m Resolution appointing Bruce Emery as the Director of Department of Community Development
ACTION TAKEN: CRJm to adopt, CBPs, mc

HEARING(S)

H1 Resolution establishing the 2023 General Purpose Property Tax Levy for Clallam County
Resolution establishing the 2023 Road Fund Property Tax Levy for Clallam County
Resolution establishing the 2023 Conservation Futures Property Tax Levy for Clallam County

- ARS read the agenda item summary into the record
- Mark Lane, Chief Financial Official provided a staff report

ACTION TAKEN: CRJm to open the public hearing, CBPs, mc

- CMO noted no one signed up to speak
- The following provided comment:
 - Ed Bowen, Clallam Bay

ACTION TAKEN: CRJm to close the public hearing, CBPs, mc

ACTION TAKEN: CRJm to adopt the 2023 General Purpose Property Tax Levy, CBPs, mc, CBP voted no

ACTION TAKEN: CRJm to adopt the 2023 Road Fund Property Tax Levy, CBPs, mc

ACTION TAKEN: CRJm to adopt the 2023 Conservation Futures Property Tax Levy, CBPs

H2 Consideration of resolution adopting the following Debatable Emergencies:

NonDept – Affordable Housing Sales Tax - Needed for a contracted facilitator to provide project management and policy support to the Clallam County Housing Solutions Committee through December 2022, as well as upcoming projects/\$50,000

Multiple Funds – 2021 Cost Allocation Plan true up/\$352,797

General Fund Reserves

- 2021 Cost Allocation Plan true up/\$86,785
- 2021 Cost Allocation Plan true up/- \$352,797

Department of Community Development – Administration – The cost of the Interim Manager for the Department of Community Development/\$47,273

Sheriff – VRF Boating Program – To purchase two new Yamaha boat motors and parts, and pay associated labor costs/\$49,863

Sheriff – Jail Medical - Additional funding to cover increased costs for inmate health care services/\$76,023

NonDept – Veterans Relief – To cover the Veterans Program Coordinator increased hours in 2022/\$5,450

HR – Risk Management

- Increase in benefit amount that was not allocated or anticipated in 2022 budget/\$5,000
- Increase in insurance premiums that were not allocated or anticipated in 2022 budget/\$100,000

Auditor

- Increase in elections printing and binding expense/\$38,500
- Maintenance and Software License renewal for AGILIS Ballot processing equipment/\$26,000

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of November 28 – December 2, 2022
Page 4

Auditor – Unclaimed Warrants – Reissuing unclaimed warrants/\$800

- ARS read the agenda item summary into the record

ACTION TAKEN: CBPm to open the public hearing, CRJs, mc

- The following provided comment:
 - Ed Bowen, Clallam Bay

ACTION TAKEN: CBPm to close the public hearing and adopt, CRJs, mc

PUBLIC WORKS

4a Resolution adopting the 2023 Annual Construction Project

ACTION TAKEN: CRJm to adopt, CBPs, mc

BUDGET

5a Resolution adopting the following Budget Revisions:

NonDept – American Rescue Plan Act - Reallocation of ARPA funding for new projects/\$600,000

Treasurer – Remaining allocated funds for bank charges to be used for office furniture/\$15,000

HHS – Environmental Health

- Reallocate funding for overtime work on permit center records project/\$37,500
 - Reallocate funding to allow for the purchase of 3 scanners for the permit center project/\$20,000
- HHS – Operations - Reallocate funding for overtime work on permit center records project/\$55,000
- Prosecuting Attorney – Child Support – To cover increased Deputy Prosecuting Attorney salary and benefits because of the new 2022 agreement with the Clallam County Prosecutors' Association/\$6,000
- Auditor – To move budget from wages/benefits to Personnel Services to cover temporary replacement for vacated staff positions in Recording, Elections and Licensing/\$10,220
- Sheriff – Operations – Additional cost for the purchase of 2 portable radios/\$2,024

ACTION TAKEN: CRJm to adopt, CBPs, mc

5b Resolution adopting the following Budget Reductions:

Multiple Funds – 2021 Cost Allocation Plan true up/\$86,785

NonDept – Opportunity Fund – The City of Forks waste water treatment facility project/\$2,375,610

ACTION TAKEN: CRJm to adopt, CBPs, mc

5c Resolution adopting the following Supplemental Appropriations:

NonDept – Emergency Communication Tax – Additional Emergency Communication Tax funding that was not expected when preparing the 2022 budget/\$320,000

Sheriff – Emergency Services – Additional Emergency Management Preparedness Grant (EMPG) – American Rescue Plan Act (ARPA) FY21 funding for purchase of 3 portable radios and to allow for anticipated delivery delays of the purchase/\$20,400

ACTION TAKEN: CRJm to adopt, CBPs, mc

PUBLIC COMMENT

- Ed Bowen, Clallam Bay, commented on Board of Natural Resources settlement, National Parks Superintendent, Emergency Management Joint Operations Meeting

Meeting concluded at 10:59 a.m. and continued to 9 a.m., Monday, December 5, 2022.

There are no Zoom chat logs for the week of November 28.

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of November 28 – December 2, 2022
Page 5

The Board of Commissioners attended a WSAC Virtual update, Department of Natural Resources Quarterly Meeting, Director of Department of Community Development Interviews, Coffee with Colleen, and Housing Solutions Committee during the week of November 28

PASSED AND ADOPTED this 6th day of December 2022.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board

KEY TO ABBREVIATIONS:

ARS Administrator Rich Sill
CMO Commissioner Mark Ozias
CRJ Commissioner Randy Johnson
CBP Commissioner Bill Peach

m moved
mc motion carried
s seconded

DRAFT



3a
DEC 6 6 2022

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 11-28-22**

REGULAR AGENDA ☒ **Meeting Date: 12-6-22**

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 Olympic Area Agency on Aging Advisory Council due to an expired term.

A press release was issued during the month of October 2022 soliciting applications from interested citizens, and the current member with the expiring term was notified. No other applications were received.

The Olympic Area Agency on Aging Advisory Council supports the reappointment of Joseph Sharkey.

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 reappoint and 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: 11-18-22

* 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
OLYMPIC AREA AGENCY ON AGING ADVISORY COUNCIL

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Olympic Area Agency on Aging Advisory Council due to an expired term.
2. A press release was issued during the month of October 2022 soliciting applications from interested citizens, and the current member with the expiring term was notified. No other applications were received.
3. The Olympic Area Agency on Aging Advisory Council supports the reappointment of Joseph Sharkey.

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

1. **Joseph Sharkey** is reappointed as a Clallam County Representative to a term expiring December 31, 2025.

PASSED AND ADOPTED this 6th day of December 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Bill Peach

c: Appointees
Olympic Area Agency on Aging
A22.167



3b
DEC 06 2022

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 11-28-22**

REGULAR AGENDA ☒ **Meeting Date: 12-6-22**

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:

Vacancies exist on the Sheriff's Citizens Advisory Committee due to the expiration of terms.

A press release was issued during the month of October 2022 soliciting applications from interested citizens, and the current members with the expiring terms were notified. No applications were received.

The current members advised the Commissioner's Office of their interest in continuing to serve and asked to be considered for another term.

Bill Benedict, Sheriff, endorses the reappointment of Rochelle Blankenship and Brooke Nelson to the Sheriff's Citizen 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 reappointing.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Sheriff's Office

Relevant Departments: Board of Commissioners and Sheriff's Office

Date submitted: 11-22-22

* 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)

Sheriffs Committee Blankenship & Nelson 12-6-22

Revised: 3-04-2019



RESOLUTION _____, 2022

REAPPOINTING MEMBERS TO THE SHERIFF'S CITIZENS ADVISORY COMMITTEE

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Vacancies exist on the Sheriff's Citizens Advisory Committee due to the expiration of terms.
2. A press release was issued during the month of October 2022 soliciting applications from interested citizens, and the current members with the expiring terms were notified. No applications were received.
3. The current members advised the Commissioner's Office of their interest in continuing to serve and asked to be considered for another term.
4. Bill Benedict, Sheriff, endorses the reappointment of Rochelle Blankenship and Brooke Nelson to the Sheriff's Citizen Advisory Committee.

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

1. That **Rochelle Blankenship** is reappointed to the Jamestown S'Klallam Tribe position for a term expiring December 31, 2025.
2. That **Brooke Nelson** is reappointed to the City of Port Angeles position for a term expiring December 31, 2025.

PASSED AND ADOPTED this 6th day of December 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Bill Peach

A22.251
Appointee
Sheriff's Office



3L

AGENDA ITEM SUMMARY

DEC 8 6 2022

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

Department: Human Resources

WORK SESSION ☒ **Meeting Date: 12-5-22**

REGULAR AGENDA ☒ **Meeting Date: 12-6-22**

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:

The County is required to employ a County Road Engineer pursuant to RCW 36.08.010. A Resolution appointing a replacement County Road Engineer must be sent to the County Road Administration Board pursuant to WAC 136-12-030. On November 29, 2022 Human Resources conducted interviews to hire a County Road Engineer. Human Resources has determined that Joseph E. Donisi is best qualified to fill the County Road Engineer position.

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?)
Approval of a Resolution appointing Joseph E. Donisi as the County Road Engineer.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Human Resources, Road Department/Public Works – Joe Donisi

Relevant Departments: Board of Commissioners, Human Resources and Road Department/Public Works – Joe Donisi

Date submitted: November 30, 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)



RESOLUTION _____, 2022

APPOINTING JOSEPH E. DONISI AS THE
COUNTY ROAD ENGINEER

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County is required to employ a County Road Engineer pursuant to RCW 36.80.010.
2. The County Road Engineer Ross Tyler retired on February 1, 2022.
3. A resolution appointing a replacement County Road Engineer must be sent to the County Road Administration Board pursuant to WAC 136-12-030.
4. The Assistant County Engineer Joseph E. Donisi is a Licensed Professional Engineer.
5. On November 29, 2022 Human Resources conducted interviews to hire a County Road Engineer.
6. Human Resources has determined that Joseph E. Donisi is best qualified to fill the County Road Engineer position.

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

1. Joseph E. Donisi is hereby appointed as the County Road Engineer.

PASSED AND ADOPTED this 6th day of December 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) Dec 6 2022

Department: BOCC

WORK SESSION ☒ Meeting Date: 11-28-22

REGULAR AGENDA ☒ Meeting Date: 12-6-22

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 – Discussion and next steps |

Documents exempt from public disclosure attached: ☐

Executive summary:

Evergreen Forest County Group has requested the Clallam County Board of Commissioners to pay 2023 County Annual Dues for Public Land, Environment and Natural Resources work by Robert K. Weidner / Chartwell Enterprises Inc. on behalf of Clallam County in Washington D.C.

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?** ☐

Requested amount \$10,000

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 Commissioners, Finance Department

Relevant Departments: Board of Commissioners and Finance Department

Date submitted: 11/1/22

* 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)

Robert K Weidner

9720 Ironmaster Drive

Burke, Virginia 22015

October 24, 2022

Dear Commissioners/Council Members:

Next January will mark the beginning of my thirty first year working as your advocate in Washington, D.C., not including my fifteen years working while mentored by a truly great man, former Utah Senator Jake Garn. Jake served along side Scoop Jackson, Warren Magnusson, Slade Gorton and Dan Evans. Together, they all overcame the partisan divide that afflicts us today by advocating access to and wise multiple use management of National Forest and other federal lands. These men understood the true meaning of conservation through wise stewardship. They each supported logging as a necessary tool for active forest management and worked across party lines to see that men and women had opportunities to work in the forest products industry on federal, state and private forests. They would find today's political environment anathema to that for which America stands.

I stand second to no one arguing that the federal government must honor its obligations to rural public lands counties by making full Payment in Lieu of Taxes (PILT) and Secure Rural Schools (SRS) payments. Most recently, I have worked directly with Finance Committee Chairman, Oregon Senator Ron Wyden, whose idea it was to compensate revenue sharing counties who have been harmed by reckless federal land and environmental policies to the tune of \$750 million per year for two years from the Treasury Department. You should each be receiving the first of those payments now. I currently represent the National Forest Counties and Schools Coalition advocating active National Forest and BLM management as well as the uranium mining industry whose work is desperately needed on federal lands to meet the demands of American electricity users through clean nuclear power generation.

Recognizing the value of broader coalitions, I am pleased to represent several other western public lands counties in Colorado, New Mexico, Arizona, Nevada, California and Utah advocating positions compatible with those Senator Garn taught me.

Over the years it has been my focus to: 1) Keep an eye on NACo to make sure it did in fact, represent our western public lands interests and to similarly keep an eye on the Congress and Administration no matter which party was in charge to protect our same values. To that end I have been pleased to work with NACo whenever possible and by working with the National Forest Counties and Schools Coalition to protect Congress's commitment to share revenues from management of National Forests and public lands generally.

Evergreen Forest County Group

9720 Ironmaster Drive

Burke, VA 22015

703 898-6603

rkws7@mac.com

January 1, 2023

INVOICE

2023 County Annual Dues for Public Land, Environment &
Natural Resources Work by Robert K. Weidner on behalf of
Clallam County in Washington D.C.

Amount Due: \$10,000.00

Please make check payable to:

Robert K. Weidner
Chartwell Enterprises Inc.
9720 Ironmaster Drive
Burke, VA 22015

W-9 S Corp. 47-2716989

Many Thanks!

A Rural Public Lands County Council Affiliate County

**MEMORANDUM OF AGREEMENT
ON BEHALF OF CLALLAM COUNTY, A MEMBER
OF THE EVERGREEN FOREST COUNTY GROUP
A Rural Public Lands County Council Affiliate
2023**

I. PARTIES

This Memorandum of Agreement is by and between Robert K. Weidner, hereinafter “Weidner”, with offices in the Washington, D.C. area and Clallam County, hereinafter “the County”.

II. RESPONSIBILITIES

Pursuant to the terms of this Memorandum of Agreement, Weidner will serve as Washington, D.C. government relation’s advisor to Clallam County and other counties of the Evergreen Forest County Group hereinafter “Evergreen”. In this role, Weidner will report to and receive guidance from Evergreen Group Members & Commissioners of participating counties including:

- A. Monitoring and information gathering with the Administration and Congress with respect to matters in which the counties may have interest. Specifically, Weidner will closely monitor and provide information on matters affecting public lands within member counties.
- B. Lobbying Congress and departments of the executive Branch of the government including the Department of the Interior, the Office of Management and Budget, the Department of Energy, the Environmental Protection Agency, and the Department of Agriculture with respect to matters, which affect member counties. This will involve arranging meetings for officials of the member counties with officials of these departments as necessary; the preparation of testimony and briefing papers; assisting in devising strategy; the implementation of that strategy with respect to House and Senate Committees; and liaison work with key committee members of the House and Senate Committees as well as Committee staff.
- C. In addition to those activities described in “B” above, this will include working with members and staffs of relevant Congressional Committees on an on-going basis on behalf of member counties.
- D. Providing regular briefings to the Evergreen Executive Committee and member counties following the guidelines set forth by the Executive Committee.

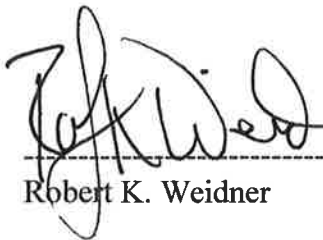
- E. Provide periodic updates on issues and activities, which affect Evergreen member counties.

III. DURATION

This Memorandum of Agreement shall remain in effect from January 1, 2023, until December 31, 2023. However, either party may cancel this contract with sixty days' notice without cause.

IV. FEES

PLEASE MAKE CHECK PAYABLE TO Robert K. Weidner. In consideration of the above-referenced services to be performed by Weidner, the County agrees to pay Weidner \$10,000.00 in January of 2023. Should this contract be terminated early, pursuant to the provision of III, above, and then compensation for Weidner's services shall be computed based upon the number of hours actually expended by Weidner multiplied by an hourly rate of \$250.00 per hour. Provided, however, that in no event shall the fees incurred exceed the total amount stated above unless agreed to by the two parties.

 10-24-22

Robert K. Weidner Date

On behalf of Clallam County Date



AGENDA ITEM SUMMARY

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

26
DEC 06 '22

Department: Public Works

WORK SESSION ☒ **Meeting Date: November 28, 2022**

REGULAR AGENDA ☒ **Meeting Date: December 6, 2022**

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 402-22-001A | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

The Clallam County Public Works has received approval from the Washington State Department of Ecology to amend our current solid waste management grant agreement. The proposed Amendment decreases the overall agreement by \$8,000 from \$84,906.67 to \$76,906.97 (\$57,680 state share), adds an additional task, and moves funds between tasks and modifies scope of work.

The Amendment will expand the budget, scope and level of effort on Grant Task 1 to: (1) conduct a study of the organics waste stream in Clallam County; (2) develop a County action plan for organics reduction; (3) work with the Port Angeles Food Bank on establishing a hot-food recovery program; (4) work in schools on food waste reduction curriculum; and (5) other education and outreach on organics waste reduction strategies and composting. These work areas implement the goals and strategies of the 2021 Clallam County Solid Waste Management Plan (CCSWMP) and will assist the County in addressing the state 2022 Organic Management Law and Use Food Well in Washington Plan. As per the current Agreement, Task 1 work would be conducted by the WSU-Extension.

The Amendment will add a Task 3 to develop a County draft compost procurement ordinance to meet the intent of the applicable sections of the state 2022 Organics Management Law. The compost procurement ordinance is intended to address consideration of use of compost products in government funded projects. This Task supports CCSWMP goals to develop end uses of compost material and to reduce organics in the waste stream.

The current Agreement and the proposed Amendment No. 1 to the Agreement is attached. Also, attached is a focus sheet on compost procurement ordinances and reporting required under the 2022 Organics Management Law.

* 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)

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 a current grant with funds under contract.

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

The Department recommends approval of this grant amendment.

County Official signature & print name:  Steve Gray

Name of Employee/Stakeholder attending meeting: Steve Gray & Clea Rome

Relevant Departments: Public Works & WSU-Extension

Date submitted: 11/22/22

* 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)



AMENDMENT NO. 1

TO AGREEMENT NO. SWMLSWFA-2021-ClaCPW-00071

BETWEEN

THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

Clallam Co Public Works

PURPOSE: To amend the above-referenced agreement (AGREEMENT) between the state of Washington Department of Ecology (ECOLOGY) and Clallam Co Public Works (RECIPIENT) for the IMP Clallam Co PW (PROJECT).

This amendment decreases over overall agreement budget by \$8,000 from \$84,906.67 to \$76,906.67 TEC (\$57,680 state share), adds an additional task, moves funds between tasks and modifies both task scopes of work. New task budgets and outcomes are amended as follows:

Task 1 (General Planning) total budget increases by \$34,018.33 from \$18,239.67 to \$52,258 (from \$13,679.75 to \$39,193.50 state share).

Task 2 Solid and Hazardous Waste Mgt. Plan Maintenance) total budget decreases by \$57,733.91 from \$66,667.00 to \$8,933.09 (from \$50,000.25 to \$6699.82 state share).

Task 3 (Organics Management) total budget \$15,715.58 (\$11,786.69 state share).

Task 1 (General Planning): With the budget increase to \$52,258, the RECIPIENT will supplement completion of the original task deliverables, and also support a part-time waste reductions coordinator to implement programs to reduce organics in the waste stream, in accordance with the "Use Food Well Washington Plan" and elements of the 2022 State organics management law.

Task 2 (Solid and Hazardous Waste Mgt. Plan Maintenance): Due to circumstances which were unforeseen when the grant application was submitted, the RECIPIENT will not be able to perform the activities as originally scoped in task 2. These circumstances include personnel changes, including the grant project manager, and the on-going transition of the County solid waste system that may not be completely settled until sometime in 2023. Parts of the solid waste operations are still not in place. Some preliminary work was completed.

Task 3: (Organics Management) The RECIPIENT will develop a compost procurement ordinance in compliance with 2022 State organics management laws.

IT IS MUTUALLY AGREED that the AGREEMENT is amended as follows:

Total Cost:

Original: 84,906.67 Amended: 76,906.67

Total Eligible Cost:

Original: 84,906.67 Amended: 76,906.67

Project Short Description:

Original:

CCPW will revise or amend the Clallam County Comprehensive Solid and Hazardous Waste Management Plan. CCWP will spend \$66,667 to update the CCCSWMP to reflect current conditions. CCWP will contract with WSU Extension for \$18,239.67 on an organics study and plan.

Amended:

CCPW will contract with WSU Extension for \$52,258 on an organics study and plan in addition to program implementation to reduce organics in the waste stream. CCWP will spend \$8933.09 to collect preliminary information on a future revision to the Clallam County Comprehensive Solid and Hazardous Waste Management Plan. CCWP will spend \$15,715.58 to develop a compost procurement ordinance consistent with 2022 State organics management laws.

CHANGES TO THE BUDGET

Funding Distribution EG220448

Funding Title: Clallam Co Public Works

Funding Type: Grant

Funding Effective Date: 07/01/2021

Funding Expiration Date: 06/30/2023

Funding Source:

Title: Model Toxics Control Operating Account (MTCOA)

Fund: FD

Type: State

Funding Source %: 100%

Description: Local Solid Waste Financial Assistance

Approved Indirect Costs Rate: Approved State Indirect: 30%

Recipient Match %: 25%

InKind Interlocal Allowed: Yes

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

Clallam Co Public Works	Task Total
General Planning	\$ 52,258.00
Solid and Hazardous Waste Mgt. Plan Maintenance	\$ 8,933.09
Organics Management	\$ 15,715.58

Total: \$ 76,906.67

CHANGES TO SCOPE OF WORK

Task Number: 1 Task Cost: \$52,258.00

Task Title: General Planning

Task Description:

The 2021 Clallam County Solid and Hazardous Waste Management Plan (CCSHWMP) has a goal to decrease organics in the waste stream to below 10% by 2025. In order to reach the goal set in the CCSHWMP, the RECIPIENT will contract with the WSU Clallam County Extension Office to develop a study of current conditions and an Organics Plan for Clallam County and conduct outreach on organics waste reduction.

The CCSHWMP outlines several recommendations in section 8.5 (Recommendations for Organics) for achieving the target reductions, including:

- Work to eliminate illegal dumping and burning of yard waste and consider separate collection of yard waste in the county
- Continue to develop end uses such as mulch, hog fuel, and compost, and other uses that may also be identified
- Investigate economical and efficient options for handling residential, commercial and institutional food waste

Specific actions for Organics, including those for this Task are listed in Table 11-1 under Chapter 8, Organics.

Activity: Organics Study and Plan

The RECIPIENT contractor WSU Clallam County Extension, will undertake a study of the current landscape of organics waste in Clallam County, further research the feasibility of the recommendations outlined in the CCSHWMP plan, and work with stakeholders to develop a detailed plan of action for organics reduction.

This will include:

- Assess current organics waste streams in Clallam County
- Research municipal best practices
- Further research the feasibility of the recommendations outlined in the plan
- Engage key stakeholders on developing organics reduction strategies including Clallam County Climate Advisory Committee and NODC "Energy Futures Roadmap Initiative". This includes attending 2022 energy summit in Blyn WA.
- Develop a Organics Reduction Plan for Clallam County. Including prioritized strategies and recommended steps for reaching reduction targets
- Attendance at Clallam County Solid Waste Advisory Committee (SWAC) meetings to obtain input, report progress and findings
- Present results of the study to key stakeholders including Clallam BOCC, Port Angeles City Council, and Sequim City Council

Activity: Organics Waste Reduction

Hire a part-time waste reductions coordinator to implement programming to reduce organics in the waste stream in accordance with the "Use Food Well Washington Plan" and elements of the 2022 Organics Management Law:

- Work with the Port Angeles Food Bank on establishing a hot-food recovery program
- Work in schools on food waste reduction curriculum
- Education and outreach to general public on household waste reduction strategies
- Backyard composting education and school compost programming under leadership of Master Gardener Program
- Provide technical assistance for commercial, ag and industrial composting projects

RECIPIENT will contract for assistance with this task in accordance with Part 10 General Terms and Conditions. RECIPIENT must provide a copy of the signed contract to ECOLOGY prior to ECOLOGY approval for reimbursement of contractor costs.

Reimbursement for costs incurred by contractors to implement work identified in this task are subject to the same eligibility and reimbursement requirements as the RECIPIENT, and require ECOLOGY approval.

Costs not eligible for reimbursement:

- Overtime compensation (all hours are calculated at the regular rate of pay)
- Costs not specifically identified or pre-approved in writing by Ecology

Task Goal Statement:

Costs eligible for reimbursement with supporting documentation include:

- RECIPIENT employee time to implement the task, including outreach/planning/coordination/travel
- Contracted services costs with WSU Clallam County Extension to implement the task
- RECIPIENT employee time to attend trainings and workshops preapproved in writing by Ecology
- Costs not listed here but pre-approved in writing by Ecology

Develop a detailed plan of action for organics reduction, including prioritized strategies and recommended steps for implementation for reaching the target reductions set in the CCSHWMP of reducing organics in the waste stream to 10% by weight by 2025. These goals shall be consistent with Chapter 8 of the CCSHWMP (Section 8.5) and Table 11.1.

Task Expected Outcome:

With this task cost the RECIPIENT will develop a mid-project status summary report, submitted with the first quarter 2023 progress report.

With the task cost the RECIPIENT will develop 1 organics current conditions study

With the task cost the RECIPIENT will develop 1 organics plan

With the task cost the RECIPIENT will reduce organics in the waste stream by 37 tons.

Recipient Task Coordinator: Steve Gray

Deliverables

Number	Description	Due Date
1.1	Task Expected Outcomes are the deliverables and achieved incrementally throughout the biennium.	

CHANGES TO SCOPE OF WORK

Task Number: 2 Task Cost: \$8,933.09

Task Title: Solid and Hazardous Waste Mgt. Plan Maintenance

Task Description:

To assist with future CCSHWMP updates; the RECIPIENT will convene Clallam County SWAC meetings, attend JSWAB meetings and meetings with persons, groups, and organizations. Partners shall include the SWAC, JSWAB, and parties to the CCSHWMP Interlocal Agreement, in addition to other interested persons, parties and organizations. Information such as minutes of meetings and verbal and written comments from these activities will inform future revisions to the CCSHWMP.

Work Plan and Reimbursement Schedule:

Q3-Q4: Gather input from SWAC and other solid waste management organizations and local groups to assist with future revisions to the CCSHWMP.

Costs eligible for reimbursement with supporting documentation include:

- RECIPIENT employee time to implement the task, including outreach/planning/coordination/travel
- RECIPIENT employee time to attend trainings and workshops preapproved in writing by Ecology
- Costs not listed here but pre-approved in writing by Ecology

Costs not eligible for reimbursement:

- Overtime compensation (all hours are calculated at the regular rate of pay)
- Costs not specifically identified or pre-approved in writing by Ecology

Task Goal Statement:

Collect preliminary information through Clallam County SWAC meetings, JSWAB meetings and organizations on future revisions to the CCSHWMP.

Task Expected Outcome:

Preliminary information to inform future updates to the CCSHWMP.

Recipient Task Coordinator: Steve Gray

Deliverables

Number	Description	Due Date
2.1	Task Expected Outcomes are the deliverables and achieved incrementally throughout the biennium.	

CHANGES TO SCOPE OF WORK

Task Number: 3 Task Cost: \$15,715.58

Task Title: Organics Management

Task Description:

The Recipient will develop a final draft compost procurement ordinance to meet the intent of the applicable sections of the State of Washington 2022 Organics Management law.

Costs eligible for reimbursement with supporting documentation include:

- RECIPIENT employee time to implement the task, including outreach/planning/coordination/travel
- RECIPIENT employee time to attend trainings and workshops preapproved in writing by Ecology
- Costs not listed here but pre-approved in writing by Ecology

Costs not eligible for reimbursement:

- Overtime compensation (all hours are calculated at the regular rate of pay)
- Costs not specifically identified or pre-approved in writing by Ecology

Task Goal Statement:

Develop a final draft compost procurement ordinance to meet the intent of the applicable sections of the State of Washington 2022 Organics Management law.

Task Expected Outcome:

A final draft compost procurement ordinance for Ecology's review and approval.

Recipient Task Coordinator: Steve Gray

Deliverables

Number	Description	Due Date
3.1	Task Expected Outcomes are the deliverables and achieved incrementally throughout the biennium.	

Funding Distribution Summary

Recipient / Ecology Share

Funding Distribution Name	Recipient Match %	Recipient Share	Ecology Share	Total
Clallam Co Public Works	25 %	\$ 19,226.67	\$ 57,680.00	\$ 76,906.67
Total		\$ 19,226.67	\$ 57,680.00	\$ 76,906.67

AUTHORIZING SIGNATURES

All other terms and conditions of the original Agreement including any Amendments remain in full force and effect, except as expressly provided by this Amendment.

The signatories to this Amendment represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

This amendment will be effective 05/01/2022.

IN WITNESS WHEREOF: the parties hereto, having read this Amendment in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

Washington State
Department of Ecology

Clallam Co Public Works

By: _____

Laurie Davies
Solid Waste Management
Program Manager

Date

By: _____

Mark Ozias
Commissioner

Date

Template Approved to Form by
Attorney General's Office

2022 Organics Management Law

Focus on Compost Procurement Ordinances and Reporting

Overview

Methane is a greenhouse gas that is, over 20 years, at least 75 times more potent than carbon dioxide. The primary goal of the [2022 Organics Management Law](#)¹ is to reduce the emissions of methane created when organic materials, like food and yard waste, decompose in a landfill. To achieve this goal, the bill established milestones, based on 2015 disposal levels, which require actions by state and local agencies, residents, and businesses to:

- Rescue 20% of previously disposed edible food for human consumption by 2025.
- Divert 75% of previously disposed organic materials from landfills by 2025.

The purpose of the compost procurement provisions now codified in [RCW 43.19A.150](#)² is to strengthen markets for the anticipated large amounts of additional compost that will be produced as organics collection programs expand. Other statutes established or amended for this purpose include RCW 43.19A.160 and RCW 39.30.040.

Specifically, these statutes require cities and counties that meet certain criteria to adopt **compost procurement ordinances (CPO)** and to report their compost purchases to Ecology.

What follows are answers to key questions about how these new provisions affect local governments:

Which local governments are required to adopt a CPO and to submit compost procurement activity reports to Ecology?

- Counties and incorporated cities with a **population of more than 25,000**, based on the latest Office of Financial Management data, are required to adopt a CPO and submit compost procurement activity reports to Ecology.
- Jurisdictions with a **population of fewer than 25,000 in which curbside organics collection services are provided** are also required to adopt a CPO and submit compost procurement activity reports to Ecology. These jurisdictions include:
 - Counties with a population of 25,000 or fewer in which curbside organics collection services are provided, including services provided in unincorporated or incorporated parts of the county.
 - Incorporated cities or towns with a population of 25,000 or fewer in which curbside organics collection services are provided.

What is the deadline for adopting a CPO?

By Jan. 1, 2023.

¹ <https://ecology.wa.gov/Waste-Toxics/Reducing-recycling-waste/Waste-reduction-programs/Organic-materials/2022-organics-management-law>

² <https://app.leg.wa.gov/RCW/default.aspx?cite=43.19A.150>

What options do jurisdictions have for meeting the CPO adoption and reporting requirements?

1. A county, city, or town can adopt its own CPO and submit its own compost procurement report to Ecology.
2. Counties, cities, or towns with existing recycled product procurement ordinances can amend them to include compost.
3. Cities can sign onto a county CPO and have the county submit procurement reports that include city purchases. This could be done through a separate interlocal agreement or by amending the county's solid waste management plan to include a CPO. The amendment would then cover these requirements for all signatories to the plan.
4. Two or more cities or towns can sign joint CPOs and submit joint procurement reports.
5. Two or more counties can sign joint CPOs and submit joint procurement reports.

What should a CPO address?

A CPO is intended to implement [RCW 43.19A.120: Use of compost products in projects](#)³. This statute states that when "planning government-funded projects or soliciting and reviewing bids for such projects, all state agencies and local governments shall consider whether compost products can be utilized in the project." If it is determined that compost products can be used, then they must be used unless certain exceptions related to cost, availability, and quality apply.

Other relevant statutes to review in preparing a CPO include:

- RCW 43.19A.110, which requires counties and cities to adopt specifications for compost products to be used in road projects.
- RCW 43.19A.130, which encourages local governments to purchase compost from the compost facility that serves its residents.

When are compost procurement activity reports due?

The first report is due by Dec. 31, 2024, and by December 31 in every subsequent even-numbered year – 2024, 2026, 2028, 2030 and so on.

What needs to be included in a compost procurement activity report?

Compost procurement activity reports need to include the following:

- The total tons of organic material diverted each year.
- The volume and cost of compost purchased each year.
- The source(s) of the compost.

How will compost procurement reports be submitted and tracked?

Ecology is developing an online system for local governments to submit their compost procurement activity reports. The first reports are due at the end of 2024, and we expect the reporting portal to be open by July 1, 2024.

Are there other related requirements in the new law?

Yes. Any county or city that adopts a CPO must "develop strategies to inform residents about the value of compost and how the jurisdiction uses compost in its operations." These strategies will need to be included in the local solid waste management plan the jurisdiction participates in when that plan is amended or updated. Information on the value of compost and making and using compost can be found on [Ecology's compost web page](#)⁴.

Where can I find out more?

Ecology is gathering procurement resources including CPO templates and examples to help local governments get started on their ordinances and [posting them on the Box platform](#)⁵. These materials include environmentally preferred purchasing resources prepared by Ecology and the Department of Enterprise Services.

Additional resources related to the new law can be found in our [resource library on the Box platform](#)⁶.

For more information

Subscribe to our [email news](#)⁷ to stay up to date on the latest organics material management news. After submitting your email, first choose the **Solid Waste Program**, and then **Organic Materials** to get the latest information.



Chery Sullivan
Chery.Sullivan@ecy.wa.gov
360.485.2724



To request ADA accommodation including materials in a format for the visually impaired, call Ecology at 360-407-6381 or visit <https://ecology.wa.gov/accessibility>. People with impaired hearing may call Washington Relay Service at 711. People with speech disability may call TTY at 877- 833-6341.

³<https://app.leg.wa.gov/RCW/default.aspx?cite=43.19A.120>

⁴ <https://ecology.wa.gov/Waste-Toxics/Reducing-recycling-waste/Waste-reduction-programs/Organic-materials/Managing-organics-compost>

⁵<https://app.box.com/s/wie5wjflcm9imusecihstqb5s1mujm2l>

⁶<https://app.box.com/s/r7shmywl2t798nu43f1udkp1481bcx6y>

⁷<https://public.govdelivery.com/accounts/WAECY/subscriber/new?qsp=ecology>



Agreement No. SWMLSWFA-2021-ClaCPW-00071

402-22-001

SOLID WASTE MANAGEMENT LOCAL SOLID WASTE FINANCIAL ASSISTANCE AGREEMENT

BETWEEN

THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

CLALLAM CO PUBLIC WORKS

This is a binding Agreement entered into by and between the state of Washington, Department of Ecology, hereinafter referred to as "ECOLOGY," and CLALLAM CO PUBLIC WORKS, hereinafter referred to as the "RECIPIENT," to carry out with the provided funds activities described herein.

GENERAL INFORMATION

Project Title:	IMP Clallam Co PW
Total Cost:	\$84,906.67
Total Eligible Cost:	\$84,906.67
Ecology Share:	\$63,680.00
Recipient Share:	\$21,226.67
The Effective Date of this Agreement is:	07/01/2021
The Expiration Date of this Agreement is no later than:	06/30/2023
Project Type:	Planning & Implementation

Project Short Description:

CCPW will revise or amend the Clallam County Comprehensive Solid and Hazardous Waste Management Plan. CCWP will spend \$66,667 to update the CCCSWMP to reflect current conditions. CCPW will contract with WSU Extension for \$18,239.67 on an organics study and plan.

Project Long Description:

See the Scope of Work section for more detailed information related to individual Tasks.

Overall Goal:

Provide regional solutions and intergovernmental cooperation; prevent or minimize environmental contamination through planning and project implementation; and comply with state and local solid and hazardous waste management plans and laws.

Agreement No: SWMLSWFA-2021-ClaCPW-00071
Project Title: IMP Clallam Co PW
Recipient Name: CLALLAM CO PUBLIC WORKS

RECIPIENT INFORMATION

Organization Name: CLALLAM CO PUBLIC WORKS

Federal Tax ID: 91-6001298

DUNS Number: 075739235

Mailing Address: 223 E 4th St., Ste 6
Port Angeles, WA 98362

Physical Address: 223 E 4th St., Ste 6
Port Angeles, Washington 98362

Organization Email: dhanna@co.clallam.wa.us

Contacts

Agreement No: SWMLSWFA-2021-ClaCPW-00071

Project Title: IMP Clallam Co PW

Recipient Name: CLALLAM CO PUBLIC WORKS

Project Manager	David Hanna Utilities Program Manager 223 E 4th St., Ste 6 Port Angeles, Washington 98362 Email: dhanna@co.clallam.wa.us Phone: (360) 417-2441
Billing Contact	Hilary Steeby Fiscal Specialist 223 E 4th St., Ste 6 Port Angeles, Washington 98362 Email: hsteeby@co.clallam.wa.us Phone: (360) 417-2441
Authorized Signatory	Mark Ozias Commissioner 223 East 4th Street Port Angeles, Washington 98362 Email: mozias@co.clallam.wa.us Phone: (360) 417-2000

ECOLOGY INFORMATION

Mailing Address: Department of Ecology
Solid Waste Management
PO BOX 47600
Olympia, WA 98504-7600

Physical Address: Solid Waste Management
300 Desmond Drive SE
Lacey, WA 98503

Contacts

Project Manager	David Pater PO Box 47775 Olympia, Washington 98504-7775 Email: DAPA461@ecy.wa.gov Phone: (360) 790-5771
Financial Manager	David Pater PO Box 47775 Olympia, Washington 98504-7775 Email: DAPA461@ecy.wa.gov Phone: (360) 790-5771

AUTHORIZING SIGNATURES

RECIPIENT agrees to furnish the necessary personnel, equipment, materials, services, and otherwise do all things necessary for or incidental to the performance of work as set forth in this Agreement.

RECIPIENT acknowledges that they had the opportunity to review the entire Agreement, including all the terms and conditions of this Agreement, Scope of Work, attachments, and incorporated or referenced documents, as well as all applicable laws, statutes, rules, regulations, and guidelines mentioned in this Agreement. Furthermore, the RECIPIENT has read, understood, and accepts all requirements contained within this Agreement.

This Agreement contains the entire understanding between the parties, and there are no other understandings or representations other than as set forth, or incorporated by reference, herein.

No subsequent modifications or amendments to this agreement will be of any force or effect unless in writing, signed by authorized representatives of the RECIPIENT and ECOLOGY and made a part of this agreement. ECOLOGY and RECIPIENT may change their respective staff contacts without the concurrence of either party.

This Agreement shall be subject to the written approval of Ecology's authorized representative and shall not be binding until so approved.

The signatories to this Agreement represent that they have the authority to execute this Agreement and bind their respective organizations to this Agreement.

Washington State
Department of Ecology

By:  Digitally signed by Laurie Davies
Date: 2022.03.08 18:15:25 -08'00'

Laurie Davies
Solid Waste Management
Program Manager

Template Approved to Form by
Attorney General's Office

CLALLAM CO PUBLIC WORKS

By: 

Mark Ozias Chair
Commissioner
Date 3-1-22
Board of Clallam County Commissioners

SCOPE OF WORK

Task Number: 1 Task Cost: \$18,239.67

Task Title: General Planning

Task Description:

The 2021 Clallam County Solid and Hazardous Waste Management Plan (CCSHWMP) has a goal to decrease organics in the waste stream to below 10% by 2025. In order to reach the goal set in the CCSHWMP, the RECIPIENT will contract with the WSU Clallam County Extension Office to develop a study of current conditions and an Organics Plan for Clallam County.

The CCSHWMP outlines several recommendations in section 8.5 (Recommendations for Organics) for achieving the target reductions, including:

- Work to eliminate illegal dumping and burning of yard waste and consider separate collection of yard waste in the county
 - Continue to develop end uses such as mulch, hog fuel, and compost, and other uses that may also be identified
 - Investigate economical and efficient options for handling residential, commercial and institutional food waste
- Specific actions for Organics, including those for this Task, are listed in Table 11-1 under Chapter 8, Organics.

Activity: Organics Study and Plan:

WSU Clallam County Extension will undertake a study of the current landscape of organics waste in Clallam County, further research the feasibility of the recommendations outlined in the plan, and work with stakeholders to develop a detailed plan of action for organics reduction.

This will include:

- Convene and facilitate a workgroup of the SWAC to guide the work: meetings every other month throughout the grant period
- Assess current organics waste streams in Clallam County
- Research municipal best practices
- Assess the economic and climate mitigation impacts of organics reduction in Clallam County
- Engage key stakeholders on developing organics reduction strategies
- Develop detailed program priorities and associated actions for reaching target
- Present results of the study to key stakeholders including Clallam BOCC, Port Angeles City Council, and Sequim City Council

Costs eligible for reimbursement with supporting documentation include:

- RECIPIENT employee time to implement the task, including outreach/planning/coordination/travel
- Contracted services costs with WSU Clallam County Extension to implement the task
- RECIPIENT employee time to attend trainings and workshops preapproved in writing by Ecology
- Costs not listed here but pre-approved in writing by Ecology

Costs not eligible for reimbursement:

- Overtime compensation (all hours are calculated at the regular rate of pay)
- Costs not specifically identified or pre-approved in writing by Ecology

Agreement No: SWMLSWFA-2021-ClaCPW-00071

Project Title: IMP Clallam Co PW

Recipient Name: CLALLAM CO PUBLIC WORKS

Task Goal Statement:

Develop a detailed plan of action for organics reduction, including prioritized strategies and recommended steps for implementation for reaching the target reductions set in the CCSHWMP of reducing organics in the waste stream to 10% by weight by 2025. These goals shall be consistent with Chapter 8 of the CCSHWMP (Section 8.5) and Table 11.1.

Task Expected Outcome:

With the task cost the RECIPIENT will develop 1 organics current conditions study

With the task cost the RECIPIENT will develop 1 organics plan

Recipient Task Coordinator: David Hanna**General Planning****Deliverables**

Number	Description	Due Date
1.1	Task Expected Outcomes are the deliverables and achieved incrementally throughout the biennium.	

SCOPE OF WORK

Task Number: 2 Task Cost: \$66,667.00

Task Title: Solid and Hazardous Waste Mgt. Plan Maintenance

Task Description:

In response to anticipated changes in the Clallam County solid waste system; the RECIPIENT shall prepare an amendment/revision to the 2021 Clallam County Solid & Hazardous Waste Management Plan (CCSHWMP). The amendment/revision process shall be consistent with CCSHWMP section 1.7 Process and Schedule for updating the Plan and available Department of Ecology Solid Waste Planning Guidance.

To assist with the CCSHWMP update, the RECIPIENT will convene Clallam County SWAC meetings, attend JSWAB meetings and meetings with persons, groups, and organizations as the parties begin working with and adapting to the revised CCSHWMP. Partners shall include the SWAC, JSWAB, and parties to the CCSHWMP Interlocal Agreement, in addition to other interested persons, parties and organizations. Coordination will be necessary to ensure the Plan's successful inauguration. Information such as minutes of meetings and verbal and written comments from these activities will inform revisions to the CCSHWMP.

Revisions to the CCSHWMP will be made to accommodate changes in the management of solid waste in Clallam County. The extent of these changes will be determined by information gathered during the implementation of the Plan and by activities of local partners as the Plan is more fully implemented. This includes meetings, submittals, reports, approvals, etc., as necessary for the extent of changes made to the CCSHWMP.

Work Plan and Reimbursement Schedule:

O3: Prepare a request for proposal for contract services

Q3-Q4: Gather input from SWAC and other solid waste management organizations and local groups to assist with preparing the first draft amendment/revision to the CCSHWMP

Q5: Review first draft of the CCSHWMP amendment/revision and prepare a preliminary draft for Ecology informal review.

Q6: Finish public and municipal review of the Plan amendment/revision; submit preliminary draft to SWAC and other participating groups for comments, review comments and revisions

Q7: Incorporate comments and revisions, prepare Final Draft of CSWMP, and carry out Municipal Adoption of CCSHWMP Plan amendment/revision

Q8: Submit final draft amendment/revision for Ecology's review and approval

Costs eligible for reimbursement with supporting documentation include:

- Contracted services to assist RECIPIENT with the SHWMP plan amendment or revision
- RECIPIENT employee time to implement the task, including outreach/planning/coordination/travel
- RECIPIENT employee time to attend trainings and workshops preapproved in writing by Ecology
- Costs not listed here but pre-approved in writing by Ecology

Costs not eligible for reimbursement:

Agreement No: SWMLSWFA-2021-ClaCPW-00071

Project Title: IMP Clallam Co PW

Recipient Name: CLALLAM CO PUBLIC WORKS

-Overtime compensation (all hours are calculated at the regular rate of pay)

-Costs not specifically identified or pre-approved in writing by Ecology

Task Goal Statement:

The overall goal is a revised or amended CCSHWMP that is harmonized with the actual solid waste operations in the County and reflects the future solid waste system.

Task Expected Outcome:

With the task cost a locally adopted CCSHWMP plan amendment or revision

Recipient Task Coordinator: David Hanna**Solid and Hazardous Waste Mgt. Plan Maintenance****Deliverables**

Number	Description	Due Date
2.1	Task Expected Outcomes are the deliverables and achieved incrementally throughout the biennium.	

Agreement No: SWMLSWFA-2021-ClaCPW-00071

Project Title: IMP Clallam Co PW

Recipient Name: CLALLAM CO PUBLIC WORKS

BUDGET**Funding Distribution EG220448**

NOTE: *The above funding distribution number is used to identify this specific agreement and budget on payment remittances and may be referenced on other communications from ECOLOGY. Your agreement may have multiple funding distribution numbers to identify each budget.*

Funding Title: Clallam Co Public Works

Funding Type:

Grant

Funding Effective Date: 07/01/2021

Funding Expiration Date:

06/30/2023

Funding Source:

Title: Model Toxics Control Operating Account (MTCOA)

Fund:

Type: State

Funding Source %: 100%

Description: Local Solid Waste Financial Assistance

Approved Indirect Costs Rate:

Approved State Indirect Rate: 30%

Recipient Match %: 25%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

Clallam Co Public Works	Task Total
General Planning	\$ 18,239.67
Solid and Hazardous Waste Mgt. Plan Maintenance	\$ 66,667.00

Total: \$ 84,906.67

Funding Distribution Summary

Recipient / Ecology Share

Funding Distribution Name	Recipient Match %	Recipient Share	Ecology Share	Total
Clallam Co Public Works	25.00 %	\$ 21,226.67	\$ 63,680.00	\$ 84,906.67
Total		\$ 21,226.67	\$ 63,680.00	\$ 84,906.67

AGREEMENT SPECIFIC TERMS AND CONDITIONS

N/A

SPECIAL TERMS AND CONDITIONS

If the scope of this Agreement includes recycling activity managed or performed by the RECIPIENT at a recycling center (such as a transfer station or drop box location) or other locations, Ecology will not reimburse disposal costs for materials collected or advertised as collected for recycling/reuse or marketed for recycling/reuse under this Agreement, unless approved in writing by Ecology. RECIPIENT must immediately notify ECOLOGY when the RECIPIENT becomes aware that disposal of materials occurred or may occur due to the market conditions for recycled/reused materials. ECOLOGY may deny new costs or require repayment of costs already reimbursed or remove the task from the Agreement or terminate the Agreement.

Ecology will conduct a risk assessment of all Local Solid Waste Financial Assistance recipients. The level of risk determines the level of oversight required by Ecology throughout the biennium. If the RECIPIENT's performance or project circumstances change, Ecology may reassess risk and notify the RECIPIENT of any changes to administrative requirements.

RECIPIENT shall update the Spending Plan and Outcomes Data Collection form at least quarterly. The Spending Plan and Outcomes Data Collection form must be completed concurrent with the submittal of each payment Request/Progress Report. RECIPIENT shall report outcomes in a manner consistent with instructions in the Local Solid Waste Financial Assistance guidelines.

RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial (including payment requests), performance, and other reports required by this Agreement. Ecology shall have the right to deny reimbursement of payment requests received after this date.

GENERAL FEDERAL CONDITIONS

If a portion or all of the funds for this agreement are provided through federal funding sources or this agreement is used to match a federal grant award, the following terms and conditions apply to you.

A. CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY

EXCLUSION:

1. The RECIPIENT/CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the RECIPIENT/CONTRACTOR is unable to certify to the statements

Agreement No: SWMLSWFA-2021-ClaCPW-00071

Project Title: IMP Clallam Co PW

Recipient Name: CLALLAM CO PUBLIC WORKS

contained in the certification, they must provide an explanation as to why they cannot.

2. The RECIPIENT/CONTRACTOR shall provide immediate written notice to ECOLOGY if at any time the RECIPIENT/CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact ECOLOGY for assistance in obtaining a copy of those regulations.
4. The RECIPIENT/CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
5. The RECIPIENT/CONTRACTOR further agrees by signing this agreement, that it will include this clause titled "CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. Pursuant to 2CFR180.330, the RECIPIENT/CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.
7. RECIPIENT/CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. RECIPIENT/CONTRACTOR agrees to keep proof in its agreement file, that it, and all lower tier recipients or contractors, are not suspended or debarred, and will make this proof available to ECOLOGY before requests for reimbursements will be approved for payment. RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov> and print a copy of completed searches to document proof of compliance.

B. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) REPORTING REQUIREMENTS:

CONTRACTOR/RECIPIENT must complete the FFATA Data Collection Form (ECY 070-395) and return it with the signed agreement to ECOLOGY.

Any CONTRACTOR/RECIPIENT that meets each of the criteria below must report compensation for its five top executives using the FFATA Data Collection Form.

- Receives more than \$25,000 in federal funds under this award.
- Receives more than 80 percent of its annual gross revenues from federal funds.
- Receives more than \$25,000,000 in annual federal funds.

Ecology will not pay any invoices until it has received a completed and signed FFATA Data Collection Form. Ecology is required to report the FFATA information for federally funded agreements, including the required DUNS number, at www.fsrc.gov <http://www.fsrc.gov> within 30 days of agreement signature. The FFATA information will be available to the public at www.usaspending.gov <http://www.usaspending.gov>.

For more details on FFATA requirements, see www.fsrc.gov <http://www.fsrc.gov>.

C. FEDERAL FUNDING PROHIBITION ON CERTAIN TELECOMMUNICATIONS OR VIDEO SURVEILLANCE

Agreement No: SWMLSWFA-2021-ClaCPW-00071
Project Title: IMP Clallam Co PW
Recipient Name: CLALLAM CO PUBLIC WORKS

SERVICES OR EQUIPMENT:

As required by 2 CFR 200.216, federal grant or loan recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

1. Procure or obtain;
2. Extend or renew a contract to procure or obtain; or
3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment, video surveillance services or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115-232](#) <https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf>, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

Recipients, subrecipients, and borrowers also may not use federal funds to purchase certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the [System for Award Management \(SAM\)](#) <https://sam.gov/SAM/> exclusion list.

GENERAL TERMS AND CONDITIONS

Pertaining to Grant and Loan Agreements With the state of Washington, Department of Ecology

GENERAL TERMS AND CONDITIONS

For DEPARTMENT OF ECOLOGY GRANTS and LOANS

06/24/2021 Version

1. ADMINISTRATIVE REQUIREMENTS

- a) RECIPIENT shall follow the "Administrative Requirements for Recipients of Ecology Grants and Loans – EAGL Edition." (<https://fortress.wa.gov/ecy/publications/SummaryPages/1701004.html>)
- b) RECIPIENT shall complete all activities funded by this Agreement and be fully responsible for the proper management of all funds and resources made available under this Agreement.
- c) RECIPIENT agrees to take complete responsibility for all actions taken under this Agreement, including ensuring all subgrantees and contractors comply with the terms and conditions of this Agreement. ECOLOGY reserves the right to request proof of compliance by subgrantees and contractors.
- d) RECIPIENT's activities under this Agreement shall be subject to the review and approval by ECOLOGY for the extent and character of all work and services.

2. AMENDMENTS AND MODIFICATIONS

This Agreement may be altered, amended, or waived only by a written amendment executed by both parties. No subsequent modification(s) or amendment(s) of this Agreement will be of any force or effect unless in writing and signed by authorized representatives of both parties. ECOLOGY and the RECIPIENT may change their respective staff contacts and administrative information without the concurrence of either party.

3. ACCESSIBILITY REQUIREMENTS FOR COVERED TECHNOLOGY

The RECIPIENT must comply with the Washington State Office of the Chief Information Officer, OCIO Policy no. 188, Accessibility (<https://ocio.wa.gov/policy/accessibility>) as it relates to "covered technology." This requirement applies to all products supplied under the Agreement, providing equal access to information technology by individuals with disabilities, including and not limited to web sites/pages, web-based applications, software systems, video and audio content, and electronic documents intended for publishing on Ecology's public web site.

4. ARCHAEOLOGICAL AND CULTURAL RESOURCES

RECIPIENT shall take all reasonable action to avoid, minimize, or mitigate adverse effects to archaeological and historic archaeological sites, historic buildings/structures, traditional cultural places, sacred sites, or other cultural resources, hereby referred to as Cultural Resources.

The RECIPIENT must agree to hold harmless ECOLOGY in relation to any claim related to Cultural Resources discovered, disturbed, or damaged due to the RECIPIENT's project funded under this Agreement.

RECIPIENT shall:

- a) Contact the ECOLOGY Program issuing the grant or loan to discuss any Cultural Resources requirements for their project:
 - Cultural Resource Consultation and Review should be initiated early in the project planning process and must be completed prior to expenditure of Agreement funds as required by applicable State and Federal requirements.

* For state funded construction, demolition, or land acquisitions, comply with Governor Executive Order 21-02, Archaeological and Cultural Resources.

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Project Title: IMP Clallam Co PW
Recipient Name: CLALLAM CO PUBLIC WORKS

- For projects with any federal involvement, comply with the National Historic Preservation Act of 1966 (Section 106).
- b) If required by the ECOLOGY Program, submit an Inadvertent Discovery Plan (IDP) to ECOLOGY prior to implementing any project that involves field activities. ECOLOGY will provide the IDP form.

RECIPIENT shall:

- Keep the IDP at the project site.
- Make the IDP readily available to anyone working at the project site.
- Discuss the IDP with staff, volunteers, and contractors working at the project site.
- Implement the IDP when Cultural Resources or human remains are found at the project site.
- c) If any Cultural Resources are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.
- Immediately stop work and notify the ECOLOGY Program, who will notify the Department of Archaeology and Historic Preservation at (360) 586-3065, any affected Tribe, and the local government.
- d) If any human remains are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.
- Immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, the Department of Archaeology and Historic Preservation at (360) 790-1633, and then the ECOLOGY Program.
- e) Comply with RCW 27.53, RCW 27.44, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting Cultural Resources and human remains.

5. ASSIGNMENT

No right or claim of the RECIPIENT arising under this Agreement shall be transferred or assigned by the RECIPIENT.

6. COMMUNICATION

RECIPIENT shall make every effort to maintain effective communications with the RECIPIENT's designees, ECOLOGY, all affected local, state, or federal jurisdictions, and any interested individuals or groups.

7. COMPENSATION

- a) Any work performed prior to effective date of this Agreement will be at the sole expense and risk of the RECIPIENT. ECOLOGY must sign the Agreement before any payment requests can be submitted.
- b) Payments will be made on a reimbursable basis for approved and completed work as specified in this Agreement.
- c) RECIPIENT is responsible to determine if costs are eligible. Any questions regarding eligibility should be clarified with ECOLOGY prior to incurring costs. Costs that are conditionally eligible require approval by ECOLOGY prior to expenditure.
- d) RECIPIENT shall not invoice more than once per month unless agreed on by ECOLOGY.
- e) ECOLOGY will not process payment requests without the proper reimbursement forms, Progress Report and supporting documentation. ECOLOGY will provide instructions for submitting payment requests.
- f) ECOLOGY will pay the RECIPIENT thirty (30) days after receipt of a properly completed request for payment.
- g) RECIPIENT will receive payment through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process, you can contact Statewide Payee Help Desk at (360) 407-8180 or email PayeeRegistration@ofm.wa.gov.
- h) ECOLOGY may, at its sole discretion, withhold payments claimed by the RECIPIENT if the RECIPIENT fails to satisfactorily comply with any term or condition of this Agreement.
- i) Monies withheld by ECOLOGY may be paid to the RECIPIENT when the work described herein, or a portion thereof, has been completed if, at ECOLOGY's sole discretion, such payment is reasonable and approved according to this Agreement, as appropriate, or upon completion of an audit as specified herein.

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j) RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial, performance, and other reports required by this Agreement. Failure to comply may result in delayed reimbursement.

8. COMPLIANCE WITH ALL LAWS

RECIPIENT agrees to comply fully with all applicable federal, state and local laws, orders, regulations, and permits related to this Agreement, including but not limited to:

- a) RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
- b) RECIPIENT agrees to be bound by all applicable federal and state laws, regulations, and policies against discrimination.
- c) RECIPIENT certifies full compliance with all applicable state industrial insurance requirements.
- d) RECIPIENT agrees to secure and provide assurance to ECOLOGY that all the necessary approvals and permits required by authorities having jurisdiction over the project are obtained. RECIPIENT must include time in their project timeline for the permit and approval processes.

ECOLOGY shall have the right to immediately terminate for cause this Agreement as provided herein if the RECIPIENT fails to comply with above requirements.

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

9. CONFLICT OF INTEREST

RECIPIENT and ECOLOGY agree that any officer, member, agent, or employee, who exercises any function or responsibility in the review, approval, or carrying out of this Agreement, shall not have any personal or financial interest, direct or indirect, nor affect the interest of any corporation, partnership, or association in which he/she is a part, in this Agreement or the proceeds thereof.

10. CONTRACTING FOR GOODS AND SERVICES

RECIPIENT may contract to buy goods or services related to its performance under this Agreement. RECIPIENT shall award all contracts for construction, purchase of goods, equipment, services, and professional architectural and engineering services through a competitive process, if required by State law. RECIPIENT is required to follow procurement procedures that ensure legal, fair, and open competition.

RECIPIENT must have a standard procurement process or follow current state procurement procedures. RECIPIENT may be required to provide written certification that they have followed their standard procurement procedures and applicable state law in awarding contracts under this Agreement.

ECOLOGY reserves the right to inspect and request copies of all procurement documentation, and review procurement practices related to this Agreement. Any costs incurred as a result of procurement practices not in compliance with state procurement law or the RECIPIENT's normal procedures may be disallowed at ECOLOGY's sole discretion.

11. DISPUTES

When there is a dispute with regard to the extent and character of the work, or any other matter related to this Agreement the determination of ECOLOGY will govern, although the RECIPIENT shall have the right to appeal decisions as provided for below:

- a) RECIPIENT notifies the funding program of an appeal request.
- b) Appeal request must be in writing and state the disputed issue(s).
- c) RECIPIENT has the opportunity to be heard and offer evidence in support of its appeal.
- d) ECOLOGY reviews the RECIPIENT's appeal.
- e) ECOLOGY sends a written answer within ten (10) business days, unless more time is needed, after concluding the review.

The decision of ECOLOGY from an appeal will be final and conclusive, unless within thirty (30) days from the date of such decision, the RECIPIENT furnishes to the Director of ECOLOGY a written appeal. The decision of the Director or duly authorized representative will be final and conclusive.

The parties agree that this dispute process will precede any action in a judicial or quasi-judicial tribunal.

Appeals of the Director's decision will be brought in the Superior Court of Thurston County. Review of the Director's decision will not be taken to Environmental and Land Use Hearings Office.

Pending final decision of a dispute, the RECIPIENT agrees to proceed diligently with the performance of this Agreement and in accordance with the decision rendered.

Nothing in this Agreement will be construed to limit the parties' choice of another mutually acceptable method, in addition to the dispute resolution procedure outlined above.

12. ENVIRONMENTAL DATA STANDARDS

a) RECIPIENT shall prepare a Quality Assurance Project Plan (QAPP) for a project that collects or uses environmental measurement data. RECIPIENTS unsure about whether a QAPP is required for their project shall contact the ECOLOGY Program issuing the grant or loan. If a QAPP is required, the RECIPIENT shall:

- Use ECOLOGY's QAPP Template/Checklist provided by the ECOLOGY, unless ECOLOGY Quality Assurance (QA) officer or the Program QA coordinator instructs otherwise.
- Follow ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030).
- Submit the QAPP to ECOLOGY for review and approval before the start of the work.

b) RECIPIENT shall submit environmental data that was collected on a project to ECOLOGY using the Environmental Information Management system (EIM), unless the ECOLOGY Program instructs otherwise. The RECIPIENT must confirm with ECOLOGY that complete and correct data was successfully loaded into EIM, find instructions at:

<http://www.ecy.wa.gov/eim>.

c) RECIPIENT shall follow ECOLOGY's data standards when Geographic Information System (GIS) data is collected and processed. Guidelines for Creating and Accessing GIS Data are available at:

<https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Standards>. RECIPIENT, when requested by ECOLOGY, shall provide copies to ECOLOGY of all final GIS data layers, imagery, related tables, raw data collection files, map products, and all metadata and project documentation.

13. GOVERNING LAW

This Agreement will be governed by the laws of the State of Washington, and the venue of any action brought hereunder will be in the Superior Court of Thurston County.

14. INDEMNIFICATION

ECOLOGY will in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

To the extent that the Constitution and laws of the State of Washington permit, each party will indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this Agreement.

15. INDEPENDENT STATUS

The employees, volunteers, or agents of each party who are engaged in the performance of this Agreement will continue to be employees, volunteers, or agents of that party and will not for any purpose be employees, volunteers, or agents of the other party.

16. KICKBACKS

RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this Agreement to give up any part of the compensation to which he/she is otherwise entitled to or receive any fee, commission, or gift in return for award of a subcontract hereunder.

17. MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE)

RECIPIENT is encouraged to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated under this Agreement.

Contract awards or rejections cannot be made based on MWBE participation; however, the RECIPIENT is encouraged to take the following actions, when possible, in any procurement under this Agreement:

- a) Include qualified minority and women's businesses on solicitation lists whenever they are potential sources of goods or services.
- b) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- c) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- d) Use the services and assistance of the Washington State Office of Minority and Women's Business Enterprises (OMWBE) (866-208-1064) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

18. ORDER OF PRECEDENCE

In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable federal and state statutes and regulations; (b) The Agreement; (c) Scope of Work; (d) Special Terms and Conditions; (e) Any provisions or terms incorporated herein by reference, including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; (f) Ecology Funding Program Guidelines; and (g) General Terms and Conditions.

19. PRESENTATION AND PROMOTIONAL MATERIALS

ECOLOGY reserves the right to approve RECIPIENT's communication documents and materials related to the fulfillment of this Agreement:

- a) If requested, RECIPIENT shall provide a draft copy to ECOLOGY for review and approval ten (10) business days prior to production and distribution.
- b) RECIPIENT shall include time for ECOLOGY's review and approval process in their project timeline.
- c) If requested, RECIPIENT shall provide ECOLOGY two (2) final copies and an electronic copy of any tangible products developed.

Copies include any printed materials, and all tangible products developed such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements, or gadgets with a message, such as a refrigerator magnet, and any online communications, such as web pages, blogs, and twitter campaigns. If it is not practical to provide a copy, then the RECIPIENT shall provide a description (photographs, drawings, printouts, etc.) that best represents the item.

Any communications intended for public distribution that uses ECOLOGY's logo shall comply with ECOLOGY's graphic requirements and any additional requirements specified in this Agreement. Before the use of ECOLOGY's logo contact ECOLOGY for guidelines.

RECIPIENT shall acknowledge in the communications that funding was provided by ECOLOGY.

20. PROGRESS REPORTING

Agreement No: SWMLSWFA-2021-ClaCPW-00071
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- a) RECIPIENT must satisfactorily demonstrate the timely use of funds by submitting payment requests and progress reports to ECOLOGY. ECOLOGY reserves the right to amend or terminate this Agreement if the RECIPIENT does not document timely use of funds.
- b) RECIPIENT must submit a progress report with each payment request. Payment requests will not be processed without a progress report. ECOLOGY will define the elements and frequency of progress reports.
- c) RECIPIENT shall use ECOLOGY's provided progress report format.
- d) Quarterly progress reports will cover the periods from January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be submitted within thirty (30) days after the end of the quarter being reported.
- e) RECIPIENT must submit within thirty (30) days of the expiration date of the project, unless an extension has been approved by ECOLOGY, all financial, performance, and other reports required by the Agreement and funding program guidelines. RECIPIENT shall use the ECOLOGY provided closeout report format.

21. PROPERTY RIGHTS

- a) Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property under this Agreement, the RECIPIENT may copyright or patent the same but ECOLOGY retains a royalty free, nonexclusive, and irrevocable license to reproduce, publish, recover, or otherwise use the material(s) or property, and to authorize others to use the same for federal, state, or local government purposes.
- b) Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish ECOLOGY information; present papers, lectures, or seminars involving information supplied by ECOLOGY; or use logos, reports, maps, or other data in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to ECOLOGY.
- c) Presentation and Promotional Materials. ECOLOGY shall have the right to use or reproduce any printed or graphic materials produced in fulfillment of this Agreement, in any manner ECOLOGY deems appropriate. ECOLOGY shall acknowledge the RECIPIENT as the sole copyright owner in every use or reproduction of the materials.
- d) Tangible Property Rights. ECOLOGY's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans," shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by ECOLOGY in the absence of state and federal statutes, regulations, or policies to the contrary, or upon specific instructions with respect thereto in this Agreement.
- e) Personal Property Furnished by ECOLOGY. When ECOLOGY provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to ECOLOGY prior to final payment by ECOLOGY. If said property is lost, stolen, or damaged while in the RECIPIENT's possession, then ECOLOGY shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.
- f) Acquisition Projects. The following provisions shall apply if the project covered by this Agreement includes funds for the acquisition of land or facilities:
 - 1. RECIPIENT shall establish that the cost is fair value and reasonable prior to disbursement of funds provided for in this Agreement.
 - 2. RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this Agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses intended by this Agreement.
- g) Conversions. Regardless of the Agreement expiration date, the RECIPIENT shall not at any time convert any equipment, property, or facility acquired or developed under this Agreement to uses other than those for which assistance was originally approved without prior written approval of ECOLOGY. Such approval may be conditioned upon payment to ECOLOGY of that portion of the proceeds of the sale, lease, or other conversion or encumbrance which monies granted pursuant to this Agreement bear to the total acquisition, purchase, or construction costs of such property.

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22. RECORDS, AUDITS, AND INSPECTIONS

RECIPIENT shall maintain complete program and financial records relating to this Agreement, including any engineering documentation and field inspection reports of all construction work accomplished.

All records shall:

- a) Be kept in a manner which provides an audit trail for all expenditures.
 - b) Be kept in a common file to facilitate audits and inspections.
 - c) Clearly indicate total receipts and expenditures related to this Agreement.
 - d) Be open for audit or inspection by ECOLOGY, or by any duly authorized audit representative of the State of Washington, for a period of at least three (3) years after the final grant payment or loan repayment, or any dispute resolution hereunder.
- RECIPIENT shall provide clarification and make necessary adjustments if any audits or inspections identify discrepancies in the records.

ECOLOGY reserves the right to audit, or have a designated third party audit, applicable records to ensure that the state has been properly invoiced. Any remedies and penalties allowed by law to recover monies determined owed will be enforced. Repetitive instances of incorrect invoicing or inadequate records may be considered cause for termination.

All work performed under this Agreement and any property and equipment purchased shall be made available to ECOLOGY and to any authorized state, federal or local representative for inspection at any time during the course of this Agreement and for at least three (3) years following grant or loan termination or dispute resolution hereunder.

RECIPIENT shall provide right of access to ECOLOGY, or any other authorized representative, at all reasonable times, in order to monitor and evaluate performance, compliance, and any other conditions under this Agreement.

23. RECOVERY OF FUNDS

The right of the RECIPIENT to retain monies received as reimbursement payments is contingent upon satisfactory performance of this Agreement and completion of the work described in the Scope of Work.

All payments to the RECIPIENT are subject to approval and audit by ECOLOGY, and any unauthorized expenditure(s) or unallowable cost charged to this Agreement shall be refunded to ECOLOGY by the RECIPIENT.

RECIPIENT shall refund to ECOLOGY the full amount of any erroneous payment or overpayment under this Agreement.

RECIPIENT shall refund by check payable to ECOLOGY the amount of any such reduction of payments or repayments within thirty (30) days of a written notice. Interest will accrue at the rate of twelve percent (12%) per year from the time ECOLOGY demands repayment of funds.

Any property acquired under this Agreement, at the option of ECOLOGY, may become ECOLOGY's property and the RECIPIENT's liability to repay monies will be reduced by an amount reflecting the fair value of such property.

24. SEVERABILITY

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

25. STATE ENVIRONMENTAL POLICY ACT (SEPA)

RECIPIENT must demonstrate to ECOLOGY's satisfaction that compliance with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW and Chapter 197-11 WAC) have been or will be met. Any reimbursements are subject to this provision.

26. SUSPENSION

When in the best interest of ECOLOGY, ECOLOGY may at any time, and without cause, suspend this Agreement or any portion thereof for a temporary period by written notice from ECOLOGY to the RECIPIENT. RECIPIENT shall resume performance on the next business day following the suspension period unless another day is specified by ECOLOGY.

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27. SUSTAINABLE PRACTICES

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is fully encouraged to implement sustainable practices and to purchase environmentally preferable products under this Agreement.

- a) Sustainable practices may include such activities as: use of clean energy, use of double-sided printing, hosting low impact meetings, and setting up recycling and composting programs.
- b) Purchasing may include such items as: sustainably produced products and services, EPEAT registered computers and imaging equipment, independently certified green cleaning products, remanufactured toner cartridges, products with reduced packaging, office products that are refillable, rechargeable, and recyclable, 100% post-consumer recycled paper, and toxic free products.

For more suggestions visit ECOLOGY's web page, Green Purchasing,

<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Sustainable-purchasing>.

28. TERMINATION

a) For Cause

ECOLOGY may terminate for cause this Agreement with a seven (7) calendar days prior written notification to the RECIPIENT, at the sole discretion of ECOLOGY, for failing to perform an Agreement requirement or for a material breach of any term or condition. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Failure to Commence Work. ECOLOGY reserves the right to terminate this Agreement if RECIPIENT fails to commence work on the project funded within four (4) months after the effective date of this Agreement, or by any date mutually agreed upon in writing for commencement of work, or the time period defined within the Scope of Work.

Non-Performance. The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this Agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of ECOLOGY, to perform any obligation required of it by this Agreement, ECOLOGY may refuse to pay any further funds, terminate in whole or in part this Agreement, and exercise any other rights under this Agreement.

Despite the above, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and the State of Washington because of any breach of this Agreement by the RECIPIENT. ECOLOGY may withhold payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

b) For Convenience

ECOLOGY may terminate for convenience this Agreement, in whole or in part, for any reason when it is the best interest of ECOLOGY, with a thirty (30) calendar days prior written notification to the RECIPIENT, except as noted below. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Non-Allocation of Funds. ECOLOGY's ability to make payments is contingent on availability of funding. In the event funding from state, federal or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to the completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the Agreement, in whole or part, or renegotiate the Agreement, subject to new funding limitations or conditions. ECOLOGY may also elect to suspend performance of the Agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification or restrictions, although ECOLOGY will make a reasonable attempt to provide notice.

In the event of termination or suspension, ECOLOGY will reimburse eligible costs incurred by the RECIPIENT through the effective date of termination or suspension. Reimbursed costs must be agreed to by ECOLOGY and the RECIPIENT. In no

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event shall ECOLOGY's reimbursement exceed ECOLOGY's total responsibility under the Agreement and any amendments. If payments have been discontinued by ECOLOGY due to unavailable funds, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination.

RECIPIENT's obligation to continue or complete the work described in this Agreement shall be contingent upon availability of funds by the RECIPIENT's governing body.

c) By Mutual Agreement

ECOLOGY and the RECIPIENT may terminate this Agreement, in whole or in part, at any time, by mutual written agreement.

d) In Event of Termination

All finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the RECIPIENT under this Agreement, at the option of ECOLOGY, will become property of ECOLOGY and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Nothing contained herein shall preclude ECOLOGY from demanding repayment of all funds paid to the RECIPIENT in accordance with Recovery of Funds, identified herein.

29. THIRD PARTY BENEFICIARY

RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this Agreement, the state of Washington is named as an express third party beneficiary of such subcontracts with full rights as such.

30. WAIVER

Waiver of a default or breach of any provision of this Agreement is not a waiver of any subsequent default or breach, and will not be construed as a modification of the terms of this Agreement unless stated as such in writing by the authorized representative of ECOLOGY.

End of General Terms and Conditions



2C
DEC 06 2022

AGENDA ITEM SUMMARY

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

Department: Public Works

WORK SESSION ☒ **Meeting Date: November 28, 2022**

REGULAR AGENDA ☒ **Meeting Date: December 6, 2022**

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

Item summary:

- | | |
|---|---|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 402-22-002 |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

The Clallam County Public Works has received approval from the Washington State Department of Ecology to amend our current solid waste management grant agreement. The proposed Amendment to the current Agreement is pending review and approval by the Board.

The Amendment will expand the budget, scope and level of effort on Grant Task 1 to: (1) conduct a study of the organics waste stream in Clallam County; (2) develop a County action plan for organics reduction; (3) work with the Port Angeles Food Bank on establishing a hot-food recovery program; (4) work in schools on food waste reduction curriculum; and (5) other education and outreach on organics waste reduction strategies and composting. These work areas implement the goals and strategies of the 2021 Clallam County Solid Waste Management Plan (CCSWMP) and will assist the County in addressing the state 2022 Organic Management Law and Use Food Well in Washington Plan.

As per the current Agreement and pending Amendment No. 1 to the Agreement, Task 1 work would be conducted by the Washington State University (WSU)-Extension. Attached is a proposed Sponsored Research Project Agreement between WSU and Clallam County to complete the Task 1 scope of work under Amendment No. 1 to the current grant Agreement with Ecology.

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 a current grant with funds under contract.

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

* 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)

BOCC_Agenda(WSU Contract)
Revised: 3-04-2019

The Department recommends approval of this Agreement with WSU. Prior to approval, the Department recommends the Board approves the pending Amendment No. 1 to the current grant Agreement with Ecology.

County Official signature & print name:  Steve Gray

Name of Employee/Stakeholder attending meeting: Steve Gray & Clea Rome

Relevant Departments: Public Works & WSU-Extension

Date submitted: 11/22/22

* 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)



**SPONSORED RESEARCH PROJECT AGREEMENT
ORSO # 142975-001**

1. PARTIES

This Agreement is made and entered into by and between Washington State University ("WSU"), an institution of higher education and agency of the state of Washington, and Clallam County ("Sponsor"). In this Agreement, the above entities are jointly referred to as Parties and individually as Party.

2. PURPOSE

This Agreement provides the terms and conditions for a sponsored project which is of mutual interest and benefit to WSU and Sponsor. The performance of such sponsored project is consistent, compatible, and beneficial to the academic role and mission of WSU as an institution of higher education.

3. SCOPE OF WORK

- 3.1 The Parties acknowledge that this Agreement is for the performance of the sponsored project set forth in *Attachment A-Scope of Work* entitled, "Organics Waste Reduction Plan for Clallam County" and hereafter referred to as the "Project". *Attachment A-Scope of Work* is attached hereto and incorporated herein by reference.
- 3.2 WSU will exercise diligence and make reasonable efforts to carry out the Project as described in *Attachment A-Scope of Work* and to provide the deliverables listed therein. WSU does not represent or guarantee that the desired results will be obtained under this Agreement.
- 3.3 Reporting Requirements. WSU shall provide written reports on the progress of the Project as follows: Progress reports shall be provided quarterly to Clallam County Public Works. A final written report shall be furnished at the completion of the period of performance.

4. PERIOD OF PERFORMANCE

The period of performance for the Project shall be May 1, 2022 to June 30, 2023 unless a time extension is mutually agreed upon in writing by the Parties.

5. COSTS AND BILLING

- 5.1 It is agreed that total costs to Sponsor under this Agreement shall not exceed \$48,258 without written modification of this Agreement.
- 5.2 Payment under this Agreement will be on a cost reimbursable basis.
- 5.3 Invoicing. Invoices will be provided quarterly, using the standard WSU invoice. Invoices will be sent to the notice address listed.
- 5.4 Payment. Payments are due to WSU within thirty (30) days of receipt of invoice. Checks should be made payable to Washington State University and sent to: Washington State University, Cashier's Office – SPS, PO Box 641025, Pullman WA 99164-1025

- 5.5 Budget. *Attachment B – Project Budget* sets forth the Project budget. Deviations from this Project budget may be made to and from any expenditure object within the WSU system as long as such deviation is reasonable and necessary to carry out the Scope of Work.

6. CONFIDENTIAL INFORMATION

- 6.1 In order to carry out the Project, the Parties may desire to exchange information that they view as proprietary or confidential. Such information is owned by the disclosing Party and no ownership, license, or other rights thereto is granted hereby other than to conduct the Project set forth in the Scope of Work. Each Party agrees to use reasonable efforts to treat as confidential, and cause their officers and employees to treat as confidential, such information received from the other Party for a period of five (5) years from the date of disclosure. Such reasonable efforts will be no less than the efforts used by the receiving Party to protect its own confidential information. Any such Confidential Information will be distributed within the receiving Party only to those individuals with a “need to know” the information to carry out the Project.
- 6.2 “Confidential Information” must be designated as confidential at the time of disclosure. Written materials must be clearly marked, and oral disclosures must be identified as confidential at the time of disclosure and confirmed in writing within ten (10) days of disclosure.
- 6.3 The obligation to protect Confidential Information shall not apply to any information that: (1) is already in the possession of, or is independently developed by, the receiving Party; (2) becomes publicly available other than through breach of this Agreement; (3) is received from a third party with authorization to make such disclosure; (4) is released with the other Party’s written consent; or (5) is required to be released by law or court order.
- 6.4 In the event that disclosure is required by law or court order, the receiving Party shall provide the disclosing Party with prompt notice so that the disclosing Party may seek a protective order or other official action enjoining that disclosure. In the event that such injunction is not obtained, the receiving party will furnish only that portion of the Confidential Information that is legally required. It is understood that as an agency of the state of Washington, WSU is subject to the Washington Public Records Act, RCW 42.56 et seq. If a Public Records Act request is made to view Sponsor’s Confidential Information, WSU will notify Sponsor as provided above.
- 6.5 The terms of confidentiality set forth in this Agreement shall not be construed to limit the Parties’ right to independently develop products without the use of another Party’s Confidential Information.

7. PUBLICATION

- 7.1 In furtherance of WSU’s role as a public institution of higher education, it is necessary that significant results of research activities be reasonably available for publication by WSU, and Sponsor acknowledges that WSU may publish the results of research conducted in connection with this Agreement. Such publication may also include presentation at academic and other conferences. Unless otherwise directed by Sponsor, WSU will appropriately acknowledge Sponsor’s support of the Project in publications or presentations, in accordance with customary standards.
- 7.2 WSU will provide Sponsor with a copy of any proposed publication resulting from the Scope of Work at least thirty (30) days prior to submission for publication. Sponsor shall have thirty (30) days after receipt of the draft publication to request in writing the removal of portions deemed by Sponsor to contain confidential or patentable material owned by Sponsor, or to request a delay in submission of the draft for publication pending application for patent protection. In either event, WSU shall have

no obligation to delay publication of the draft for longer than one hundred and twenty (120) days following delivery of WSU's notice to Sponsor of intent to publish. If WSU does not receive Sponsor's written response to the notice of intent to publish within the thirty (30) day period, then Sponsor shall be deemed to have consented to such publication. Confidential Information supplied by Sponsor under this Agreement shall not be included in any material published by WSU without written consent of Sponsor or as otherwise provided in § 6.3.

8. INTELLECTUAL PROPERTY

- 8.1 "Intellectual Property" shall mean any Invention, Copyright, Trademark, and/or Proprietary Information produced under the Scope of Work. Consistent with WSU policy, WSU may assign Intellectual Property to a designee of WSU. For purposes of this §8, WSU shall mean either WSU or a designee of WSU for Intellectual Property assigned to it.
- 8.2 Background Intellectual Property. Each Party shall retain title to all Intellectual Property conceived and reduced to practice prior to the start of the work under this Agreement.
- 8.3 Foreground/Project Intellectual Property. WSU will own all rights and title to Intellectual Property created solely by WSU employees. Sponsor will own all rights and title to Intellectual Property created solely by Sponsor employees. Intellectual Property created jointly by employees of WSU and Sponsor will be jointly owned.
- 8.4 Grant of Non-Commercial License to Project Intellectual Property and Copyrights. WSU hereby grants to Sponsor a non-exclusive, non-transferable, royalty-free license to use WSU Foreground/Project Intellectual Property for non-commercial purposes within its own organization, including internal research and development.
- 8.5 Option Rights. Subject to any existing third-party rights, WSU hereby grants to Sponsor an option to negotiate a license to WSU's ownership interest in Project Intellectual Property. WSU shall notify Sponsor of such Intellectual Property within thirty (30) days of WSU Office of Commercialization's receipt of WSU Invention Disclosure forms from WSU inventors. Sponsor shall, within ninety (90) days of receipt of such notification from WSU, inform WSU in writing its intent to negotiate a license. Any such license shall be negotiated in good faith and shall contain terms standard for agreements between universities and industry including, without limitation, clauses providing for payment of reasonable royalties and reimbursement of all past, present, and future expenses incurred in the preparation, filing, prosecution, issuance, and maintenance of Intellectual Property rights. In the event that WSU and Sponsor do not execute a written license agreement within sixty (60) days following Sponsor's exercise of the option, WSU shall be free to negotiate with and to enter into license agreements, including exclusive license agreements, with third parties.
- 8.6 Invention Disclosures submitted to Sponsor by WSU will be treated as Confidential Information under this Agreement and subject to the confidentiality obligations contained herein.

9. GENERAL TERMS AND CONDITIONS

- 9.1 Equipment. WSU shall retain title to any equipment purchased with funds provided under this Agreement.
- 9.2 Environmental and Safety Information. All information and materials provided by Sponsor must be accompanied by the appropriate environmental and safety information, as well as all export control

classifications and/or licenses for those materials as required by United States Law. WSU will observe all applicable United States safety precautions and United States governmental requirements concerning handling of information and materials.

- 9.3 Key Personnel. The WSU Project Director shall be Clea Rome. Sponsor designates Steve Gray, Clallam County Public Works, as the primary Sponsor liaison for the Project Director.
- 9.4 Publicity. Neither Party shall include the name of the other, nor any of the other Party's Trademarks in any advertising, sales promotion, or publicity matter without prior written permission.
- 9.5 Termination. This Agreement may be terminated by either Party upon written notice delivered to the other Party at least thirty (30) days prior to the intended date of termination. By such termination, neither Party may nullify obligations already incurred prior to the date of termination.
- 9.6 Disclaimer. WSU MAKES NO EXPRESS OR IMPLIED WARRANTY AS TO THE CONDITIONS OF THE SCOPE OF WORK, SPONSORED PROJECT, OR ANY INTELLECTUAL PROPERTY, GENERATED INFORMATION, OR PRODUCT MADE OR DEVELOPED UNDER THIS AGREEMENT, OR THE OWNERSHIP, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OF THE SPONSORED PROJECT, SCOPE OF WORK, OR RESULTING PRODUCT.
- 9.7 Indemnity. Each Party to this Agreement shall be responsible for its own acts and/or omissions and those of its officers, employees, and agents. Sponsor shall fully indemnify and hold harmless WSU against all claims arising out of Sponsor use, commercialization, or distribution of Intellectual Property or products that result in whole or in part from the Project.
- 9.8 Notices. Any notice or communication required or permitted under this Agreement must be in writing and delivered to the intended Party at the address below or such other address as may hereafter be designated by notice in writing.

For WSU:

Office of Research Support and Operations
 Lighty 280
 PO Box 641060
 Pullman WA 99164-1060
 orso@wsu.edu

For Sponsor:

Clallam County Public Works
 223. E. 4th St.
 Port Angeles, WA 98362
 steve.gray@clallamcountywa.gov

- 9.9 Law and Venue. This Agreement shall be construed, governed, interpreted, and applied in accordance with the laws of the State of Washington, without regard to its conflict-of-laws provisions. The venue of any action brought hereunder shall be in the Superior Court of Whitman County.
- 9.10 Amendments. No modification or amendment of this Agreement will be binding unless it is in writing and signed by the authorized signatories of the Parties.
- 9.11 Severability. The provisions of this Agreement are severable. If any Court finds any part of this Agreement to be invalid or unenforceable, such invalidity or unenforceability shall not in any way affect the other provisions of this Agreement which can be given effect without the invalid provision, provided that such remainder conforms to the requirements of applicable law and fundamental purpose of this Agreement.

- 9.12 Waiver. The failure of either party to assert a right under this Agreement or to insist upon compliance with any term or condition of this Agreement shall not constitute a waiver of that right.
- 9.13 Counterparts. This Agreement may be executed in counterparts, each one of which is considered an original, but all of which together constitute one and the same instrument.

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

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date set forth herein by their duly authorized representatives.

WASHINGTON STATE UNIVERSITY

SPONSOR

Name: _____
Title: _____
Date: _____

Name: _____
Title: _____
Date: _____

ATTACHMENT A – SCOPE OF WORK
ORSO # 142975-001

Task Description

The 2021 Clallam County Solid and Hazardous Waste Management Plan (CCSHWMP) has a goal to decrease organics in the waste stream to below 10% by 2025. To assist the County to reach the goal set in the CCSHWMP, WSU will develop a study of current conditions and an Organics Plan for Clallam County and conduct outreach on organics waste reduction.

The CCSHWMP outlines several recommendations in section 8.5 (Recommendations for Organics) for achieving the target reductions, including:

- Work to eliminate illegal dumping and burning of yard waste and consider separate collection of yard waste in the county
- Continue to develop end uses such as mulch, hog fuel, and compost, and other uses that may also be identified
- Investigate economical and efficient options for handling residential, commercial and institutional food waste

Specific actions for Organics, including those for this Task are listed in Table 11-1 under Chapter 8, Organics.

Scope of Work

Activity: Organics Study and Plan:

Study the current landscape of organics waste in Clallam County, further research the feasibility of the recommendations outlined in the CCSHWMP plan, and work with stakeholders to develop a detailed plan of action for organics reduction.

This will include:

- Assess current organics waste streams in Clallam County
- Research municipal best practices
- Further research the feasibility of the recommendations outlined in the plan
- Engage key stakeholders on developing organics reduction strategies including Clallam County Climate Advisory Committee and NODC “Energy Futures Roadmap Initiative”. This includes attending 2022 energy summit in Blyn WA.
- Develop an Organics Reduction Plan for Clallam County. Including prioritized strategies and recommended steps for reaching reduction targets
- Attendance at Clallam County Solid Waste Advisory Committee (SWAC) meetings to obtain input, report progress and findings
- Present results of the study to key stakeholders including Clallam BOCC, Port Angeles City Council, and Sequim City Council

Activity: Organics Waste Reduction

Hire a part-time waste reductions coordinator to implement programming to reduce organics in the waste stream in accordance with the “Use Food Well Washington Plan” and elements of the 2022 Organics Management Law:

- Work with the Port Angeles Food Bank on establishing a hot-food recovery program
- Work in schools on food waste reduction curriculum
- Education and outreach to general public on household waste reduction strategies
- Backyard composting education and school compost programming under leadership of Master Gardener Program
- Provide technical assistance for commercial, agricultural, and industrial composting projects

Task Expected Outcome:

- Develop organics current conditions study
- Develop a detailed plan of action for organics reduction, including prioritized strategies and recommended steps for implementation for reaching the target reductions set in the CCSHWMP of reducing organics in the waste stream to 10% by weight by 2025. These goals shall be consistent with Chapter 8 of the CCSHWMP (Section 8.5) and Table 11.1.
- Reduce organics in the waste stream by 37 tons.

Costs Reimbursement

Reimbursement for costs to implement work identified in this scope of work are subject to the same eligibility and reimbursement requirements as Clallam County under County’s grant agreement with Ecology. Reimbursement of costs is limited to the above scope of work unless pre-approved by Clallam County and Ecology. Overtime compensation (all hours are calculated at regular rate of pay) is not eligible for reimbursement.

ATTACHMENT B – PROJECT BUDGET
ORSO # 142975-001

WSU-Extension Master Gardener Coordinator	Backyard composting education and school compost programming.	\$4,300
WSU-Extension Waste Reduction Coordinator	Programming to reduce organics in waste stream	\$7,000
WSU-Extension/Consultant	Organics current condition study and Organics Waste Reduction Plan	\$22,000
WSU-Extension Supplies	Hot food recovery programming at Port Angeles Food Bank	\$5,000
WSU-Extension Facilities & Administration	26% of WSU project costs	\$9,958
TOTAL		\$48,258

2d

DEC 06 2022



AGENDA ITEM SUMMARY

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

Department: Public Works/Roads

WORK SESSION ☒ **Meeting Date: 11/28/2022**

REGULAR AGENDA ☒ **Meeting Date: 12/6/2022**

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

Item summary:

☐ Call for Hearing

☒ Contract/Agreement/MOU - Contract # **101-22-010**

☐ Resolution

☐ Proclamation

☐ Budget Item

☐ Draft Ordinance

☐ Final Ordinance

☐ Other

Documents exempt from public disclosure attached: ☐

Executive summary:

The Barbers would like to donate 60 feet of right of way along the existing Hoko-Ozette Road through their parcel of land.

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

County Official signature & print name: Joe Donisi

Mary Peterson for Joe Donisi

Name of Employee/Stakeholder attending meeting: Joe Donisi/Linda Capps

Relevant Departments: Roads

Date submitted: 11/21/2022

* 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)

101-22-010

Address 101 Barber Road

CRP

COUNTY ROAD NAME Hoko Ozette Road

NO. 91460

PROPERTY OWNERS Barber et al

CLALLAM COUNTY ROAD DEPARTMENT

Land Purchase Agreement

In exchange for deeded land, in the matter of the above said County Road, Clallam County shall provide the following:

Other valuable considerations.

The undersigned property owners hereby authorize and grant Clallam County the right to provide the above agreement, together with the right to enter upon their remaining lands as may be necessary to perform any of the above. There are no other agreements written or oral other than those stated herein.

Signed at Port Hadlock, Washington this 5 day of 19, 20 22.

Cris Allen Barber
Cris Allen Barber

Orren Dawn Barber
Orren Dawn Barber

Kathy Marie Eubank

Address; Street or Box No.

Address; Street or Box No.

City State Zip

City State Zip

R/W Agent or Witness

R/W Agent or Witness

Reviewed By:

Approved By:

BOARD OF CLALLAM COUNTY COMMISSIONERS

Joe Dornin 11-21-22
Assistant Engineer Date

Mark Ozias, Chair Date

Joe Dornin 11-21-22
County Engineer Date

Randy Johnson, Vice Chair Date

Ely Gandy 11/24/22
Deputy Prosecuting Attorney Date

Bill Peach Date

Address 101 Barber Road

COUNTY ROAD NAME Hoko Ozette Road

PROPERTY OWNERS Barber et al

CRP

NO. 91460

CLALLAM COUNTY ROAD DEPARTMENT

Land Purchase Agreement

In exchange for deeded land, in the matter of the above said County Road, Clallam County shall provide the following:

Other valuable considerations.

The undersigned property owners hereby authorize and grant Clallam County the right to provide the above agreement, together with the right to enter upon their remaining lands as may be necessary to perform any of the above. There are no other agreements written or oral other than those stated herein.

Signed at Port Angeles, Washington this 12th day of November, 20 22.

Cris Allen Barber
Cris Allen Barber

Orren Dawn Barber
Orren Dawn Barber

Kathy Marie Eubank
Kathy Marie Eubank

Address; Street or Box No.

Address; Street or Box No.

City State Zip

City State Zip

R/W Agent or Witness

R/W Agent or Witness

Reviewed By:

Approved By:

BOARD OF CLALLAM COUNTY COMMISSIONERS

John Dornia 11-21-22
Assistant Engineer Date

Mark Ozias, Chair Date

John Dornia 11-21-22
County Engineer Date

Randy Johnson, Vice Chair Date

Gregory 11/21/22
Deputy Prosecuting Attorney Date

Bill Peach Date

WHEN RECORDED RETURN TO
Clallam County Public Works Department Road Division

Statutory Warranty Deed

THE GRANTOR Cris Allen Barber, Orren Dawn Barber and Kathy Marie Eubank
for and in consideration of other valuable consideration conveys and warrants to **CLALLAM COUNTY, A POLITICAL SUBDIVISION, BY AND THROUGH ITS ROAD DEPARTMENT**
the following described real estate, together with all after acquired title of the grantor(s) therein, situate in the County of Clallam, State of Washington, to the same extent and purpose as if the rights herein conveyed had been acquired under Eminent Domain statutes of the State of Washington.

Being a portion of Tax Parcel No:143123120400

A strip of land for County Right of Way purposes within the Northwest quarter of the Northeast quarter of Section 23, Township 31 North, Range 14 W.W.M., described as:

Commencing at the Northeast corner of the Northwest quarter of the Northeast quarter; thence southerly along the east line 1050 feet more or less to the centerline of the existing county road known as the Hoko Ozette Road which is the true point of beginning, thence southerly 30 feet, thence westerly 302.7 feet, thence northerly 30 feet, thence easterly 151.4 feet thence northerly 30 feet thence easterly 151.3, thence southerly 30 feet to the true point of beginning.

Situate in County of Clallam, State of Washington.

Dated 5/23/22 20
Orren Barber
GRANTOR:

GRANTOR:

GRANTOR:

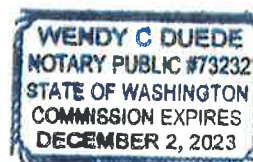
STATE OF WASHINGTON
COUNTY OF CLALLAM

On 23rd day of May 2022
ORREN D. BARBER personally appeared before me
described in and who executed the within and foregoing instrument, and acknowledged that he to me known to be the individual(s)
and voluntary act and deed, for the uses and purposes therein mentioned. signed the same as his free

Given under my hand and official seal this 23 day of May, 2022.

Notary Public in and for the State of Washington,
Wendy C. Duede
residing at Pt. Hadlock WA

My appointment expires: 12/2/23



WHEN RECORDED RETURN TO
Clallam County Public Works Department Road Division

Statutory Warranty Deed

THE GRANTOR **Cris Allen Barber, Orren Dawn Barber and Kathy Marie Eubank** for and in consideration of other valuable consideration conveys and warrants to **CLALLAM COUNTY, A POLITICAL SUBDIVISION, BY AND THROUGH ITS ROAD DEPARTMENT** the following described real estate, together with all after acquired title of the grantor(s) therein, situate in the County of Clallam, State of Washington, to the same extent and purpose as if the rights herein conveyed had been acquired under Eminent Domain statutes of the State of Washington.

Being a portion of Tax Parcel No:143123120400

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Commencing at the Northeast corner of the Northwest quarter of the Northeast quarter; thence southerly along the east line 1050 feet more or less to the centerline of the existing county road known as the Hoko Ozette Road which is the true point of beginning, thence southerly 30 feet, thence westerly 302.7 feet, thence northerly 30 feet, thence easterly 151.4 feet thence northerly 30 feet thence easterly 151.3, thence southerly 30 feet to the true point of beginning.

Situate in County of Clallam, State of Washington.

Dated November 1st 20 22

Kathy M. Eubank

GRANTOR:

GRANTOR:

Cris Allen Barber

GRANTOR:

STATE OF WASHINGTON)
COUNTY OF CLALLAM) ss.

On this day November 1st 20 22, Kathy Eubank & Cris Barber personally appeared to me known to be the individual(s) before me, known to be the individual(s) and who executed the within and foregoing instrument, and acknowledged that they signed the same as themselves free and voluntary act and deed, for the uses and purposes therein mentioned.

Given under my hand and official seal this 1st day of NOVEMBER, 20 22

Karla Moore
Notary Public in and for the State of Washington,

residing at Port Angeles, WA

My appointment expires: March 25, 2026



2012-1281273

Page 1 of 2

Quit Claim Deed

Olympic Peninsula Title Company

Clallam County Washington

07/12/2012 11:57:42 AM



NO 095366
CLALLAM COUNTY
TRANSACTION EXCISE TAX

DATE PAID JUL 12 2012

AMOUNT
COUNTY TREASURER
BY *Kw...*

Escrow Number: 98447-DS

QUIT CLAIM DEED

THE GRANTOR KATHY MARIE EUBANK; ORREN DAWN BARBER AND CRIS ALLEN BARBER, HEIRS OF THE ESTATE OF SHIRLEY D. BARBER, DECEASED for and in consideration of ~~Inheritance - WAC NO. 458-61A-202-~~ in hand, conveys and quit claims to KATHY MARIE EUBANK, ~~A/MARRIED WOMAN~~, AS HER SEPARATE ESTATE, ORREN DAWN BARBER, A MARRIED MAN, AS HIS SEPARATE ESTATE AND CRIS ALLEN BARBER, A MARRIED MAN, AS HIS SEPARATE ESTATE, the following described real estate, situated in the County of Clallam State of Washington, together with all after acquired title of the grantor(s) therein: * Un-married Woman

Abbreviated Legal: PCL A: E 151.3 FT OF PTN OF NW4 NE4 S23-T31N-R14WWM
PCL B: PTN E2 OF NW4 OF NE4 OF S23-T31N-R14WWM

FOR FULL LEGAL DESCRIPTION SEE EXHIBIT A ATTACHED HERETO

Tax Parcel Number(s): 14-31-23-120275, 14-31-23-120400

Dated: May 21, 2012

Kathy Marie Eubank
Kathy Marie Eubank

Orren Dawn Barber
Orren Dawn Barber

Cris Allen Barber
Cris Allen Barber

STATE OF WASHINGTON
COUNTY OF CLALLAM SS:

I certify that I know or have satisfactory evidence that Kathy Marie Eubank is the person(s) who appeared before me, and said person(s) acknowledged that she signed this instrument and acknowledge it to be her free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: July 6, 2012

Jodi Lee Tammot
Jodi Lee Tammot
Notary Public in and for the State of Washington
Residing at: Port Angeles
My appointment expires: 08/19/2015

STATE OF WASHINGTON
COUNTY OF CLALLAM SS:

I certify that I know or have satisfactory evidence that Cris Allen Barber the person(s) who appeared before me, and said person(s) acknowledged that he signed this instrument and acknowledge it to be his free and voluntary act for the uses and purposes mentioned in this instrument.

Dated: 08/11/2012

David L. Shideler
David L. Shideler
Notary Public in and for the State of Washington
Residing at: Port Angeles
My appointment expires: 11/9/2015

FOR ADDITIONAL NOTARY SEE EXHIBIT A ATTACHED HERETO

Escrow No.: 98447-DS

EXHIBIT "A"

LEGAL DESCRIPTION

PARCEL A:

THE EAST 151.3 FEET OF THE FOLLOWING DESCRIBED PROPERTY:

THAT PORTION OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 31 NORTH, RANGE 14 WEST, W.M., CLALLAM COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:
 BEGINNING AT A POINT 102 FEET SOUTH OF THE NORTHEAST CORNER OF SAID NORTHWEST QUARTER OF THE NORTHEAST QUARTER;
 THENCE WEST 150 FEET;
 THENCE SOUTH 72° WEST 97.5 FEET;
 THENCE SOUTH 28°30' WEST 133.2 FEET;
 THENCE SOUTH 02° WEST 80 FEET TO THE TRUE POINT OF BEGINNING OF THIS DESCRIPTION;
 THENCE CONTINUING SOUTH 02° WEST 100 FEET;
 THENCE EAST PARALLEL WITH THE NORTH LINE OF SAID SECTION 23 A DISTANCE OF 302.7 FEET, MORE OR LESS, TO THE EAST LINE OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 23;
 THENCE NORTH ALONG SAID EAST LINE 100 FEET, MORE OR LESS, TO A POINT EAST OF THE TRUE POINT OF BEGINNING WHEN MEASURED PARALLEL WITH THE NORTH LINE OF SAID SECTION 23;
 THENCE WEST PARALLEL WITH THE NORTH LINE OF SAID SECTION TO THE TRUE POINT OF BEGINNING;
 EXCEPT THAT PORTION CONVEYED TO CLALLAM COUNTY BY DEED RECORDED UNDER RECORDING NO. 360863.
 SITUATE IN CLALLAM COUNTY, STATE OF WASHINGTON.

PARCEL B:

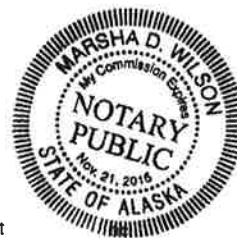
THAT PORTION OF THE EAST HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 31 NORTH, RANGE 14 WEST, W.M., CLALLAM, LYING EASTERLY OF THAT PORTION CONVEYED TO CLALLAM COUNTY BY DEED RECORDED UNDER RECORDING NO. 360863 AND SOUTHERLY OF PARCEL "A" AS DESCRIBED ABOVE; AND NORTH OF THE CENTERLINE OF HOKO OZETTE ROAD IN SAID SECTION; ALSO THAT PORTION OF SAID EAST HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, LYING EAST OF THAT PORTION CONVEYED TO ROBERT W. BALDWIN AND BERNICE S. BALDWIN, HIS WIFE, BY DEED RECORDED UNDER CLALLAM COUNTY AUDITOR'S FILE NO. 339939 AND SOUTH OF THE CENTERLINE OF THE HOKO OZETTE ROAD. SITUATE IN CLALLAM COUNTY, STATE OF WASHINGTON.

STATE OF ALASKA
 COUNTY OF Haines } SS:

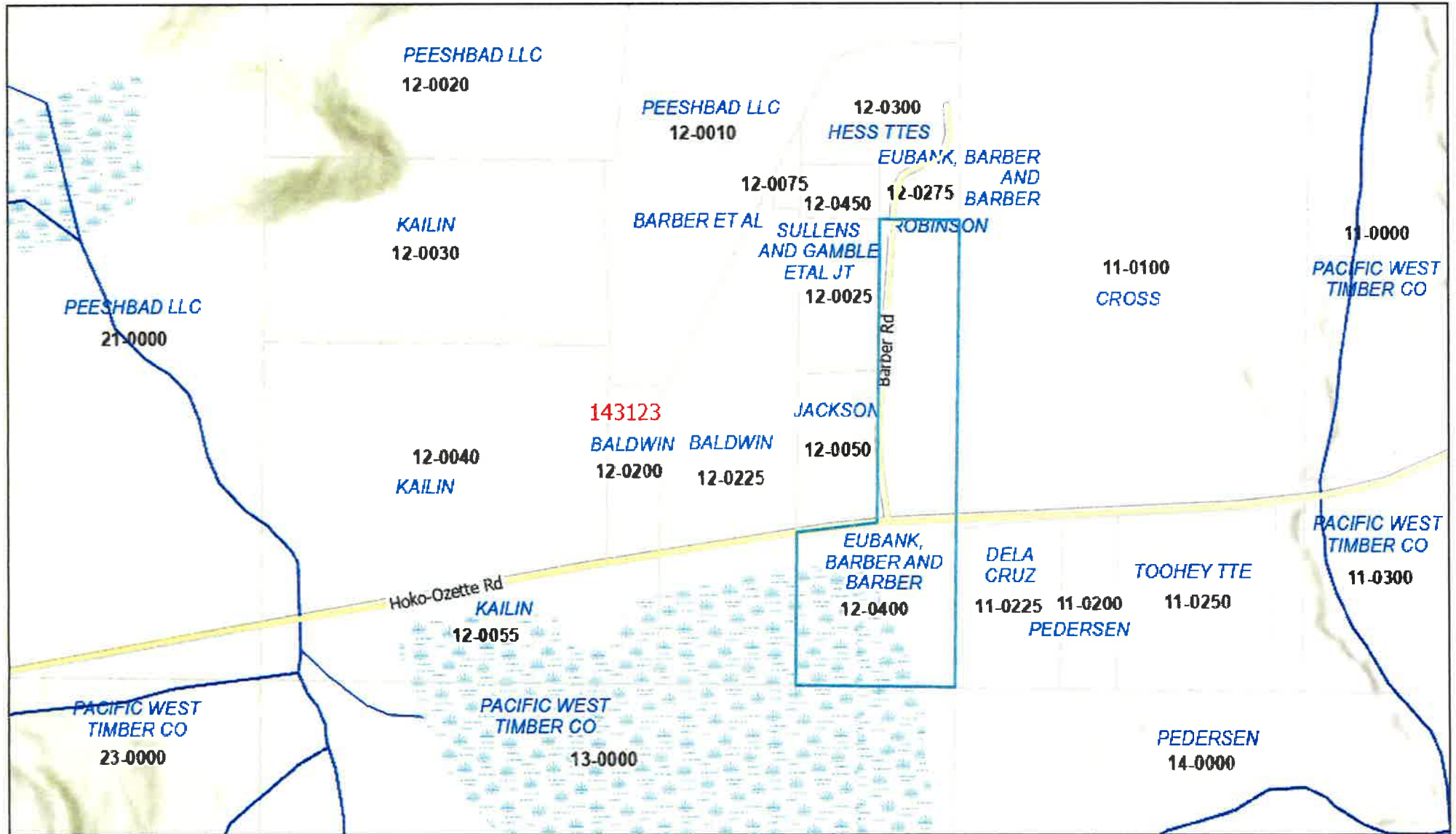
ORREN

I certify that I know or have satisfactory evidence that Dawn Barber

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

Dated: 6/13/12Marsha D. WilsonNotary Public in and for the State of AlaskaResiding at HainesMy appointment expires: Nov 21, 2015

ArcGIS Web Map



11/2/2022, 6:21:25 AM

Roads

Main roads

Other roads

Sections

Streams

River

Stream

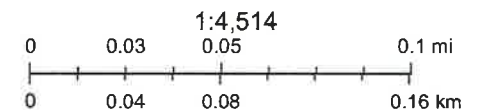
Small Stream

Sections (RTS)

Parcel No (last 6 digits)

Owner

Parcels



Esri Community Maps Contributors, WA State Parks GIS, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, US Census Bureau, USDA, Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS,

ArcGIS Web AppBuilder



22
DEC 06 2022

AGENDA ITEM SUMMARY

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

Department:

Pu / Roads

WORK SESSION

☒ Meeting Date: 11/28/22

REGULAR AGENDA

☒ Meeting Date: 12/06/22

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 *Utility Easement*

Documents exempt from public disclosure attached: ☐

Executive summary:

The Public Utility District have installed a power pole on the north end of Towne Road, we are granting Clallam County Public Utility District a utility easement in the South 100 feet of Lot 1 of the Jevne Short Plat.

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

County Official signature & print name: Joe Donisi, P.E.

Joe Donisi

Name of Employee/Stakeholder attending meeting: Linda Capps

Relevant Departments: Roads

Date submitted: November 15, 2022

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

Agenda Item Summary- Towne Rd. PUD Easement

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

Revised:

Return Address:

**P.U.D. NO.1 OF CLALLAM COUNTY
Post Office Box 1000
Carlsborg, WA 98324**

UTILITY EASEMENT

***Grantor(s) Last name first;
then first name and initials***

Clallam County Department of Community Development

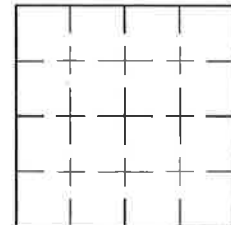
Additional on page

***Grantee(s) Last name first; P.U.D. No.1 of Clallam County
then first name and initials***

**Abbreviated Legal Description: South 100 feet of Lot 1 SP 4/32, Ptn
Abernathy & Madison D.C.**

Assessor's Tax Parcel #: 04-31-36-059000

Section 36



T 31 N, R 4 W

**Described as: The south 100 feet of Lot 1 of Jevne Short Plat,
Recorded December 29, 1977 in Volume 4 of Short Plats,
Page 32, under Clallam County Recording No. 476485,
being a portion of the T. Abernathy Donation Claim No. 43 and the B.J.
Madison Donation Land Claim No. 38 in Township 31 North, Range 4
West, W.M., Clallam County Washington**

For good and valuable consideration, receipt of which is hereby acknowledged, the undersigned, owners of the land below described, hereby grant(s) to PUBLIC UTILITY DISTRICT NO. 1 OF CLALLAM COUNTY, a municipal corporation, a perpetual, nonexclusive easement on, over, under, and across that portion of said land described below for the right to place, locate, construct, reconstruct, operate, repair, maintain, replace, and keep clear thereon an overhead and/or underground electric transmission and distribution line or system, together with such communications lines and equipment as may be placed upon the poles or other structures thereof by the grantee or by others with its consent, including the right to cut and trim trees to the extent necessary to keep them clear of such line or system and to cut down, from time to time, all dead, weak, leaning, or dangerous trees that are tall enough to strike the wires in falling.

The Land referred to is in Section(s) 36 , Township 31 North, Range 04 West, W.M., Clallam County, Washington; and the easement is more specifically described as follows:

The south 100 feet of Lot 1 of Jevne Short Plat, Recorded December 29, 1977 in Volume 4 of Shor Plats, Page 32, under Clallam County Recordin No. 476485, being a portion of the T. Abernathy Donation Claim No. 43 and the B.J. Madison Donation Land Claim No. 38 in Township 31 North, Range 4 West, W.M., Clallam County Washington

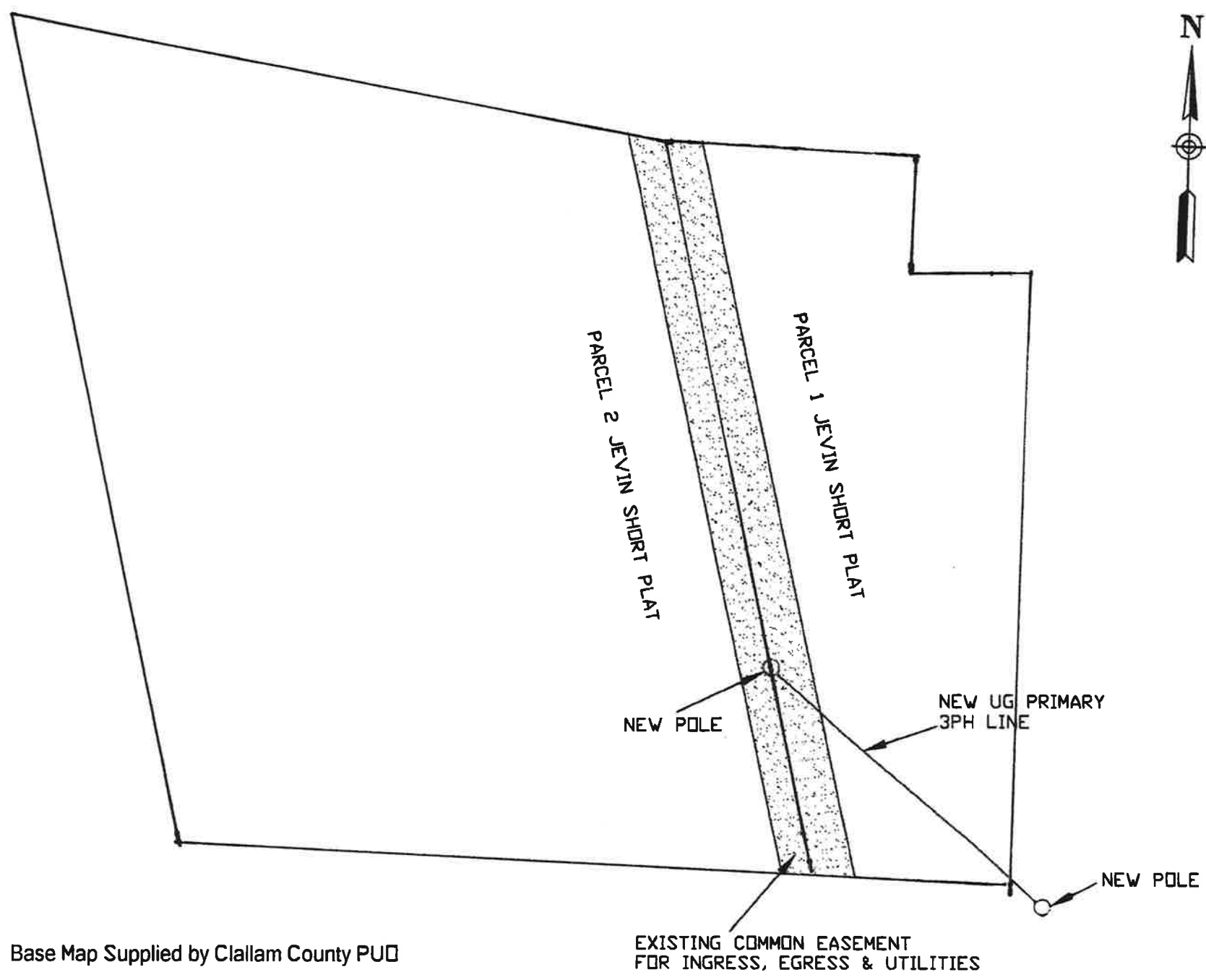
Grantee shall at all times have the right to full and free ingress to and egress from said property for all purposes herein mentioned and to remove at any time any and all of the poles, wires, and other articles constituting such electrical system.

STATE OF _____ }
 }ss.
COUNTY OF _____ }

Mark Dzielas, Chair
Board of Wallam County Commissioners

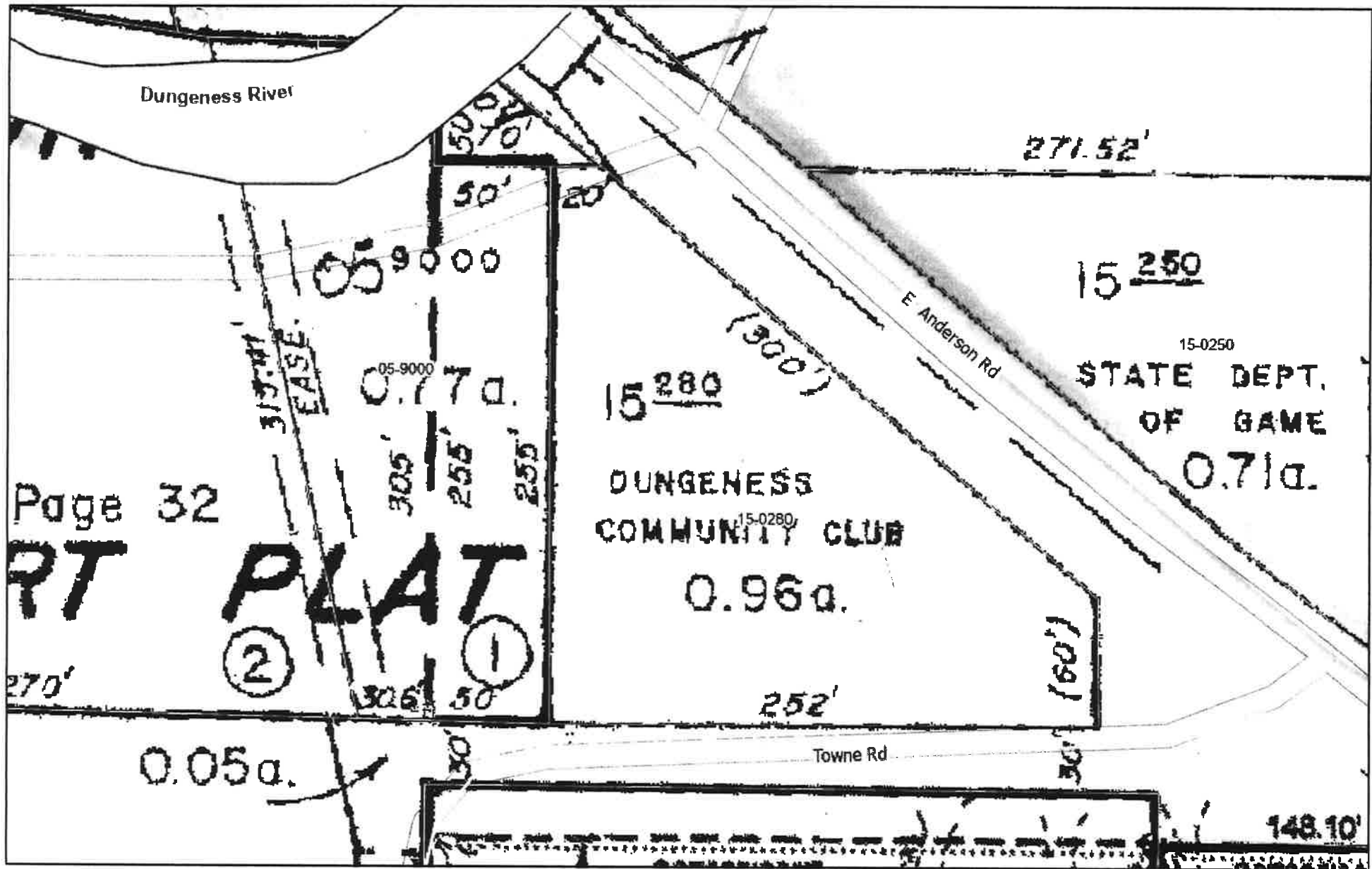
to me known to be the individual(s) described in and who executed the foregoing instrument, and acknowledged that act and deed, for the uses and purposes therein mentioned.

NOTARY PUBLIC in and for the State of _____
residing at _____



Base Map Supplied by Clallam County PUD

ArcGIS Web Map



11/21/2022, 11:12:31 AM

Sections (RTS) Roads Streams Parcels

Parcel No (last 6 digits) Main roads River

Other roads Open Water

1:1,128

0 0.01 0.01 0.02 mi

0 0.01 0.02 0.04 km

Geometry and inherent attributes (including PNUM, VERSION, PROP_ID, ACRES_GIS, ACRES_SURV, CDATE, EDIT_DATE, MDOC_DATE,

2011-1262669

Page 1 of 3 Warranty Deed
Olympic Peninsula Title Company
Clallam County Washington 02/08/2011 03 52 37 PM



53
02/01/11

After recording return document to:

Clallam County
Department of Community Development
PO Box 863
Port Angeles WA 98362-0149

95177-05

NO. 91578
CLALLAM COUNTY
TRANSACTION EXCISE TAX

DATE FEB 8 2011
PAID

AMOUNT 198,000.00
COUNTY TREASURER
BY Sullivan, Dey

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE

Document Title: WARRANTY DEED
Grantor(s): Lewis K. Athow and Janice L. Athow, husband and wife
Grantee(s): Clallam County
Legal Description: Lot 1 SP 4/32, Ptn Abernathy & Madison D.C.
Assessor's Tax Parcel Number: 04-31-36-059000

WARRANTY DEED

Lower Dungeness River Floodplain Acquisition Project

The Grantors, **LEWIS K. ATHOW AND JANICE L. ATHOW, HUSBAND AND WIFE**, for and in consideration of the sum of Ten (\$10.00) Dollars, and other valuable considerations, hereby convey and warrant to **CLALLAM COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF WASHINGTON**, the following described real estate situated in Clallam County, in the State of Washington:

Lot 1 of Jevne Short Plat, Recorded December 29, 1977 in Volume 4 of Short Plats, Page 32, under Clallam County Recording No. 476485, being a portion of the T. Abernathy Donation Claim No. 43 and the B.J. Madison Donation Land Claim No. 38 in Township 31 North, Range 4 West, W.M., Clallam County, Washington.

It is understood and agreed that the delivery of this deed is hereby tendered and that the terms and obligations hereof shall not become binding upon Clallam County unless and until accepted and approved hereon in writing for the Clallam County Board of County Commissioners.

DOT-262-011

Page 1 of 3 Pages

Parcel 043136059000

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE

PLEASE MAKE NO MARK IN THE MARGIN SPACE - RESERVED FOR COUNTY AUDITOR'S USE ONLY.

WARRANTY DEED

DATED this 17 day of Nov., 2010.

L K Athow
Lewis K. Athow

Janice L Athow
Janice L Athow

Accepted and Approved

CLALLAM COUNTY

Douglas E. Jensen,
Clallam County Sr. Deputy
Prosecuting Attorney

Approved as to form only:
By: [Signature]
Sr. Deputy Prosecuting Attorney

Howard V. Doherty Chairman,
Board of County Commissioners

Date: February 1, 2011

STATE OF WASHINGTON)

County of Clallam

On this 17 day of November, 2010 before me personally appeared Lewis K. Athow to me known to be the individual(s) described in and who executed the foregoing instrument, and acknowledged that he signed the same as his free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal the day and year last above written.



Cyndi A. Booz

Notary Public in and for the State of Washington,

Residing at Olympia

My Appointment Expires July 22, 2014



4a

AGENDA ITEM SUMMARY

DEC 06 2022

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

Department: Finance

WORK SESSION ☒ **Meeting Date:** **11/28/2022**

REGULAR AGENDA ☒ **Meeting Date:** **12/6/2022**

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 Monthly Review |

Documents exempt from public disclosure attached: ☐

2023 PROPERTY TAX LEVY RESOLUTION—VETERAN'S RELIEF, LAND ASSESSMENT & HHS—DEVELOPMENTAL DISABILITIES

The purpose of this discussion to go over a Draft Resolution establishing the 2023 Property Tax Levy Rates to utilize for Veteran's Relief, Land Assessment & HHS—Developmental Disabilities for those general purpose tax levy amounts collected in the 2023 tax year under the resolution adopted by the BOCC on Tuesday, November 29, 2022.

BACKGROUND

Historically, separate levy amounts have been allocated from the general purpose property tax levy collected by the County via prior resolutions adopted by the Board of Clallam County Commissioners in support of these designated purposes:

- Veteran's Relief (pursuant to RCW 73.08.080),
- Treasurer-Land Assessment (pursuant to RCWs 36.33.120 through RCW 36.33.190), and
- HHS—Developmental Disabilities (pursuant to RCW 71.20.110).

Levy rates currently in place for these designated purposes, which correspond to base levy rates established under RCW, are as follows:

- Veteran's Relief \$.01125 per \$1,000 of assessed value,
- Treasurer-Land Assessment--\$.0012 per \$1,000 of assessed value, and
- HHS—Developmental Disabilities--\$.025 per \$1,000 of assessed value.

* Work Session Meeting - Submit 1 single sided/not stapled copy Agenda Item Summary 2023 Veterans Land Assessment & Dev Disabil Tax Levy Resolutions 12062022.docx

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

Revised: 3-04-2019

To date, these levy rates allocated to these designated purposes have remained unchanged since adoption. However, as these rates have remained fixed while the overall general purpose property tax levy rate has declined steadily as assessed values in the County have continued to increase, the property tax funding levels provided for these purposes has grown year-over-year at a substantially higher rate than the overall general purpose property tax, which again is limited to an annual growth of 1% plus new construction and refunds.

However, as allowed under Veteran's Relief RCW 73.08.080 (5) (a) (ii) and Developmental Disabilities RCW 71.20.110 (3) (a) (ii), the amount of levy allocated to either of these designated purpose may, in the event of an increase in certified levy from the preceding year's, be adjusted so the amount of allocated levy to the designated purpose is not less than the base allocation increased by the same percentage as the certified levy is increased from the preceding year's certified levy. In other words, if the overall general purpose levy amount is set to grow 3% over the prior year certified levy amount, then the rates for these designated purposes may be adjusted to insure the general purpose property tax funding allocated to these designated purposes also only grow at 3%.

As reflected in the 2023 Proposed Final Budget, it is assumed for 2023 that the property tax levy rates for both Veteran's Relief and Developmental Disabilities are adjusted in accordance with these RCWs so that property tax funding for both designated purposes increase by the same relative percentage as the overall general purpose property tax levy amount for 2023, which is currently projected at 3.35% growth based on the 1% levy allowed growth plus new construction and refunds occurring in 2022.

As for Land Assessment, over the past several years this fund has experienced significant increases in the amount of stormwater assessment fees charged by the City of Port Angeles, resulting in the property tax allocated under the current rate to Land Assessment no longer being sufficient to fund the costs of the Treasurer-Land Assessment fund, resulting in the depletion of the fund's reserves over time. Without increasing the Land Assessment rate for 2023, this fund will not be able to fully fund its operating costs in 2023. As a result, based on the budgeted costs for the Land Assessment fund for 2023, Land Assessment will need an approximate \$9k or 61.5% increase in its property tax funding to meet its ongoing funding needs.

In order to address the adjustments needed to Veteran's Relief, Land Assessment and Developmental Disabilities to meet the funding goals above and as outlined in the attached "2023 Breakdown of Property Tax Levy-General Fund" analysis, the rates for these designated purposes will need to be set as follows for 2023:

- Veteran's Relief \$.0092453 per \$1,000 of assessed value,
- Treasurer-Land Assessment--\$.00154 per \$1,000 of assessed value, and
- HHS—Developmental Disabilities--\$.02054512 per \$1,000 of assessed value.

With the BOCC's approval, we request the approval of the enclosed resolution establishing these new rates for the 2023 tax year, with the resolution to be adopted on Tuesday, December 6, 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?** ☐

* Work Session Meeting - Submit 1 single sided/not stapled copy Agenda Item Summary 2023 Veterans Land Assessment & Dev Disabil Tax Levy Resolutions 12062022.docx

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

Revised: 3-04-2019

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

Approve Resolution establishing the 2023 General Purpose Property Tax-funded levy rates for Veteran's Relief, Land Assessment and Developmental Disabilities.

County Official signature & print name:  Mark Lane _____

Name of Employee/Stakeholder attending meeting: _____ Mark Lane _____

Relevant Departments: Board of Commissioners, Finance Department

Date submitted: November 21, 2022

* Work Session Meeting - Submit 1 single sided/not stapled copy Agenda Item Summary 2023 Veterans Land Assessment & Dev Disabil
Tax Levy Resolutions 12062022.docx

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

Revised: 3-04-2019



BUDGET RESOLUTION _____, 2022

ESTABLISHING THE 2023 LEVY RATES FOR VETERAN'S RELIEF, DEVELOPMENTAL
DISABILITIES AND LAND ASSESSMENT FUNDS
FOR CLALLAM COUNTY

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The Board of Clallam County Commissioners gave notice on November 8, 2022 that a Resolution establishing a general purpose property tax levy would be adopted by Resolution on November 29, 2022 for tax to be collected in 2023.
2. The Board of Clallam County Commissioners finds there is substantial need for the increase of 1 percent plus new construction, pursuant to RCW 84.55.0101.
3. A required public hearing will be held December 6, 2022 to consider the Clallam County current expense budget for the 2023 calendar year, pursuant to RCW 84.55.120.
4. The dollar amount of the levy increase over the actual levy amount from the previous year is \$118,297.61 which is an increase of 1 percent from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred, and refunds made.
5. Historically, separate levy amounts have been allocated from the general purpose property tax levy via prior resolutions adopted by the Board of Clallam County Commissioners in support of the following designated purposes:

Veteran's Relief (pursuant to RCW 73.08.080),
Treasurer-Land Assessment (pursuant to RCWs 36.33.120 through RCW 36.33.190), and
HHS—Developmental Disabilities (pursuant to RCW 71.20.110).
5. Levy rates currently in place for these designated purposes are as follows:

Veteran's Relief \$.01125 per \$1,000 of assessed value,
Treasurer-Land Assessment--\$.0012 per \$1,000 of assessed value, and
HHS—Developmental Disabilities--\$.025 per \$1,000 of assessed value.
6. Due to increasing stormwater assessment and other costs within the Treasurer—Land Assessment fund, a need to increase the levy rate allocated to this designated purpose to cover these increased costs now exists.
7. As allowed under RCW 73.08.080 (5) (a) (ii), the amount of levy allocated to Veteran's Relief may, in the event of an increase in certified levy from the preceding year's, be adjusted so the amount of allocated levy to Veteran's Relief is not less than the base allocation increased by the same percentage as the certified levy is increased from the preceding year's certified levy.
8. Similarly, as allowed under RCW 71.20.110 (3) (a) (ii), the amount of levy allocated to HHS—Developmental Disabilities may, in the event of an increase in certified levy from the preceding year's, be adjusted so the amount of allocated levy to HHS—Developmental Disabilities is not less than the base allocation increased by the same percentage as the certified levy is increased from the preceding year's certified levy.

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

1. In order to increase the levy allocated to Land Assessment to sufficiently fund its increased operating costs and to adjust the levy amounts allocated to Veteran's Relief and HHS—Developmental Disabilities so that such designated purpose levy amounts each increase at a rate no less than the base allocation increased by the same percentage as the certified levy is projected to increase from the preceding year's certified levy for the general purpose property tax levy, the levy rates for these designated purposes shall be as follows for the levy to be collected in the 2023 tax year:

Veteran's Relief \$.0092453 per \$1,000 of assessed value,
Treasurer-Land Assessment--\$.00154 per \$1,000 of assessed value, and
HHS—Developmental Disabilities--\$.02054512 per \$1,000 of assessed value.

PASSED AND ADOPTED this sixth day of December 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Bill Peach

c: Assessor
Treasurer

CLALLAM COUNTY
BREAKDOWN OF PROPERTY TAX LEVY--GENERAL FUND
2023 BUDGET

ASSESSED VALUE--2023 (from Highest Lawful Levy Calc sheet) \$ 14,975,332,854.00

TOTAL PROPERTY TAX LEVY (from Highest Lawful Levy Calc sheet) \$ 12,164,192.36

FUND	PRIOR YEAR BASED ON CURRENT LEVY RATE	PROPOSE D BASED ON YEAR OVER YEAR CHANGE IN CURRENT LEVY RATE	% CHANGE IN LEVY YOY	CALC'D PROPERTY TAX--2023	BASED ON CURRENT CARVE OUT FACTOR RATES						1%	IPD (if applicable)	Difference
					ROUNDED	2023 BUDGET (ALLOCATE BASED ON AMOUNT CERTIFIED FOR BUDGET--CELL N108	\$ Increase from PY	% Increase from PY					
19914--VETERAN'S RELIEF	0.01125	0.0092453	-17.82%	\$ 138,451.49	\$ 138,500.00	\$ 139,200.00	\$ 4,554.73	3.38%		\$ 134,645.27			
11331--DEVELOPMENTAL DISABILITIES	0.025	0.02054512	-17.82%	\$ 307,669.98	\$ 307,700.00	\$ 309,300.00	\$ 10,088.28	3.37%		\$ 299,211.72			
12241--LAND ASSESSMENT	0.00120	0.00154	28.33%	\$ 23,062.01	\$ 23,100.00	\$ 23,200.00	\$ 8,837.84	61.54%		\$ 14,362.16			
00100--GENERAL FUND	0.95096	0.78096	-17.88%	\$ 11,695,008.88	\$ 11,695,000.00	\$ 11,754,870.00	\$ 373,328.03	3.28%		\$ 11,381,541.97			
TOTAL PROPERTY TAX	0.98841	0.81228	-17.82%	\$ 12,164,192.36	\$ 12,164,300.00	\$ 12,226,570.00	\$ 396,808.88	3.35%		\$ 11,829,761.12	\$		\$
Prior Year Levy--All													

Prior Year Property Tax Budget

19914--VETERAN'S RELIEF
11331--DEVELOPMENTAL DISABILITIES
12241--LAND ASSESSMENT
00100--GENERAL FUND
TOTAL PROPERTY TAX

BUDGET	FINAL CERTIFIED LEVY
\$ 135,300.00	\$ 134,645.27
\$ 300,500.00	\$ 299,211.72
\$ 14,500.00	\$ 14,362.16
\$ 11,431,700.00	\$ 11,381,541.97
\$ 11,882,000.00	\$ 11,829,761.12



AGENDA ITEM SUMMARY

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

4b
DEC 06 2022

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 12/06/22

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 - Notice |

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget revisions on December 6, 2022.

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

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

See attached Resolution

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2022

40
DEC 06 2022

ADOPTING A BUDGET REVISION FOR THE DEPARTMENT/FUND LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

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

Public Works – Roads – Original approved budget submitted did not allocate county road project construction expenditures in the correct BARS lines/\$1,100,000

WSU Extension – Billing for the IRWM Coordinator position/\$19,000

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

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

PASSED AND ADOPTED this 6th day of December 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board

c: Budget Director
Treasurer
Affected Department(s)

NOV 07 2022

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 11.07.22 ✓

Budget Hearing/Meeting Date: 12.06.22 ✓

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

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

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

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

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

Budget Number xxxxx.xxx.	10101.611 ✓	Budget Name	Public Works – Roads ✓
--------------------------	-------------	-------------	------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	54230.41.7777 ✓	PW – Other services and charges	\$616,000
10101.611 ✓	PW – Roads ✓	59590.41.7777 ✓	PW – Other services and charges	\$484,000
Total				\$1,100,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611	PW – Roads ✓	59530.63.7777 ✓	PW – Capital other improvements	\$1,100,000
Total				\$1,100,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Original approved budget submitted did not allocate county road project construction expenditures in the correct BARS lines.

County Official Approval: _____

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

128

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

NOV 10 2022



Date Submitted: 11-10-22 ✓

Budget Hearing/Meeting Date: Dec. 6th 2022

- **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
- X ✓ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.931 ✓	Budget Name	WSU Extension ✓
--------------------------	-------------	-------------	-----------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.931 ✓	WSU Ext ✓	55360.10.0000 ✓	~~Salaries and Wages~~ Regular Time	14,000
00100.931 ✓	WSU Ext ✓	55360.20.0020 ✓	Benefits	5,000
Total				19,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.931 ✓	WSU Ext ✓	55360.41.0020 ✓	Professional Services	19,000
Total				19,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The IRWM coordinator position was vacant for several months. During that time, the Nox Weeds coordinator Christina St. Martin and staff conducted the programwork and need to bill for it.

County Official Approval: _____

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



4C
DEC 06 2022

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date:** 12/06/22

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:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget reductions on December 6, 2022

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

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

See attached Resolution

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

Approve the attached resolution – Budget reduction.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2022

ADOPTING THE BUDGET REDUCTION IN THE FUND LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

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

Public Works – Roads – Revenue and expenditure reduction related to project construction work now scheduled to occur in 2023/\$1,262,560

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

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

PASSED AND ADOPTED this 6th day of December 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board

c: Budget Director
Treasurer
Affected Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM

NOV 10 2022



Date Submitted: 11.10.22 ✓

Budget Hearing/Meeting Date: 12.06.22 ✓

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

Budget Number xxxxx.xxx.	10101.611 ✓	Budget Name	Public Works – Roads ✓
--------------------------	-------------	-------------	------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	33403.70.1902 ✓	RAP Carlsborg Road	\$283,560
10101.611 ✓	PW – Roads ✓	33320.22.4000 ✓	WSDOT Dungeness Wildlife Refuge Access	\$127,000
10101.611 ✓	PW – Roads ✓	33320.20.5004 ✓	WSDOT Clallam Slough Bridge Replacement	\$90,000
10101.611 ✓	PW – Roads ✓	33320.20.5015 ✓	WSDOT ODT Calawah Rvr Pk to Sol Duc Rd	\$40,000
10101.611 ✓	PW – Roads ✓	33320.20.5030 ✓	WSDOT Sol Duc Bridge Painting	\$179,000
10101.611 ✓	PW – Roads ✓	33402.70.0005 ✓	RCO ODT Forks to LaPush	\$425,000
10101.611 ✓	PW – Roads ✓	33320.20.5025 ✓	WSDOT Weel Bridge Painting	\$118,000
Total				\$1,262,560 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	59440.64.7777 ✓	PW – PW Capital Machinery and Equipment	\$50,000
10101.611 ✓	PW – Roads ✓	59520.41.7777 ✓	PW – Other Services and Charges	\$193,000
10101.611 ✓	PW – Roads ✓	59540.63.7777 ✓	PW – PW Capital Other Improvements	\$100,000
10101.611 ✓	PW – Roads ✓	59590.41.7777 ✓	PW – Other Services and Charges	\$485,000
10101.611 ✓	PW – Roads ✓	59520.61.7777 ✓	PW – PW Capital Land	\$127,000
10101.611 ✓	PW – Roads ✓	54260.31.7777 ✓	PW – Supplies	\$77,560
10101.611 ✓	PW – Roads ✓	54350.31.7777 ✓	PW – Supplies	\$20,000
10101.611 ✓	PW – Roads ✓	54440.41.7777 ✓	PW – Other Services and Charges	\$50,000
10101.611 ✓	PW – Roads ✓	54490.41.7777 ✓	PW – Other Services and Charges	\$30,000
10101.611 ✓	PW – Roads ✓	59510.41.7777 ✓	PW – Other Services and Charges	\$130,000
Total				\$1,262,560 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Revenue and expenditure reduction related to project construction work now scheduled to occur in 2023.

County Official Approval: _____

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

[Handwritten signatures and initials]
132



H1

AGENDA ITEM SUMMARY

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

DEC 06 2022

Department: Sheriff

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date:** 12/06/22

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:

Following consideration of testimony at the Public Hearing at 10:30 am, it is requested that the Board pass and adopt the Resolution declaring five Smith & Wesson MP 2.0 pistols with three magazines each surplus and approving the pistols to be sold to the former Sheriff/Deputy who carried the weapon during their career.

Budgetary impact:

The sale proceeds will be deposited into the General Fund.

Recommended action:

Pass and adopt the Resolution authorizing the sale of the surplus property.

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

Name of Employee/Stakeholder attending meeting: Chief Deputy King, Admin Specialist Waknitz

Relevant Departments: Sheriff's Office

Date submitted: 11/02/22

* 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

AUTHORIZING THE SALE OF SURPLUS PROPERTY

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. In compliance with Chapter 36.34 RCW and Clallam County Administrative Policy 455, a call for hearing was published on November 25 and November 28, 2022, and a public hearing was held December 6, 2022.
2. After consideration of testimony received, the Board of Commissioners has determined that the property described as five Smith & Wesson MP 2.0 pistols, serial numbers NCW0767, NCW0596, NCW0745, NCW0089, and NCW0130, be declared surplus and sold to the former Sheriff/deputy that carried the weapon during their career, respectively.

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

1. In accordance with Chapter 36.34 RCW and Clallam County Administrative Policy 455, the Sheriff's Office is authorized to sell the five Smith & Wesson MP 2.0 pistols, serial numbers NLW0767, NCW0596, NCW0745, NCW0089, and NCW0130 to the Sheriff/deputy who carried the weapon during their law enforcement career at the Sheriff's Office, respectively.

PASSED AND ADOPTED this _____ day of _____ 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Bill Peach



AGENDA ITEM SUMMARY

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

Ha
DEC 06 2022

Department: Treasurer

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 12/6/2022

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 Investment Policy |
- Documents exempt from public disclosure attached: ☐

Executive summary:

Request to update the current Investment Policy to reflect necessary changes to move forward with the Finance Committee's investment strategies in the best interest of the County.

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?)
Sign Resolution as presented, adopting the proposed Investment Policy.

County Official signature & print name: *Teresa Marchi* Teresa Marchi, Treasurer

Name of Employee/Stakeholder attending meeting: Jennifer White, Deputy Treasurer

Relevant Departments: Treasurer

Date submitted: November 16, 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)



RESOLUTION _____, 2022

ADOPTING AMENDMENTS TO
POLICY 515 INVESTMENT POLICY

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Formal policies and procedures were developed and implemented in 2004 to ensure accountability in government and consistency of process.
2. Periodic updates are required as government rules and regulations change as well as current practices.
3. The proposed amendments to the policy were posted on the Intranet to allow staff time to review and comment. Prosecuting Attorney's Office reviewed the policy amendments.
4. A public hearing was held December 6, 2022 to solicit testimony.

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

1. The amendments to Policy 515 Investment Policy are adopted for inclusion in the Clallam County Administrative Policy Manual.

PASSED AND ADOPTED this 6th day of December, 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board

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INVESTMENT POLICY

.1 GENERAL INFORMATION

1.1 Economic Data and Location

Clallam County, which was created April 25, 1854, as a county of the Washington Territory, is located in the extreme northwestern corner of Washington State spanning the north end of the Olympic Peninsula. The centerpiece of the Olympic Peninsula is the Olympic National Park surrounded by the Olympic National Forest. Port Angeles is the county seat and the largest city of Clallam County. Forestry and forest products manufacturing form the primary element in the economy of Clallam County supplemented by fishing, tourism and recreation, agriculture, military (Coast Guard) and retirement residential activities. There are over 30 taxing districts for which the Clallam County Treasurer's office functions in a fiduciary capacity.

1.2 Finance Committee

This committee was formed with the purpose of monitoring investments made by the Treasurer. Composed of the County Treasurer, County Auditor, and the Chair of the Board of County Commissioners, it is frequently attended by other interested parties. It has the formal duties of adoption of policy and advisement. The Clallam County Finance Committee has been in existence for over 50 years. A formal investment policy was adopted by the Finance Committee in 1985. This is a revision of the original policy.

.2 ELEMENTS OF POLICY

2.1 Objectives

The four primary objectives of this policy of investment are legality, safety, liquidity, and rate of return of the investment.

This policy is designated to conform to all state and local statutes governing the investment of public funds, i.e. RCWs 36.29.020, 39.56.030, 39.59.020, 39.59.040.

In the event any state or federal legislation or regulation should further restrict instruments or institutions authorized by this policy, such restrictions shall be deemed to be immediately incorporated in this policy. If new legislation or regulations should liberalize the permitted instruments on institutions, such changes shall be available and included in this policy only after written notification of the Finance Committee. All principals in the investment process shall act as responsible custodians of public trust. As a responsible custodian, the first consideration in investing is the preservation and safety of public funds. Liquidity is of prime importance as it is necessary to project expenditures to allow entities to meet operating and capital cash flow. The investment

portfolio of Clallam County shall be designed to obtain market average rate of return throughout budgetary and economic cycles, taking into consideration the risk constraints and cash flow.

2.2 Scope

This investment policy applies to all financial assets of Clallam County. These funds are accounted for in the government's annual financial report and include:

- General Fund (Current Expense)
- Special Revenue
- Debt Service
- Capital Project
- Enterprise
- Internal Service
- Fiduciary Funds including Trust and Custodial Funds
- Any new fund created by the Board of County Commissioners unless specifically exempted

This investment policy applies to all transactions involving the financial assets and related activity of all foregoing funds.

2.3 Performance Standards

This portfolio will be maintained with the highest professional standards and is designed to obtain maximum yield and maximum safety under market conditions. Consideration for cash flow and risk restraints will be taken at all times. As a measurement of performance, the minimum rate of return shall be at least equal to the average return on ~~three or six month~~ three- or six-month U.S. Treasury bills or federal funds, whichever is higher.

2.4 Prudence

The standard of prudence to be used by investment officers shall be the "prudent person" concept and shall be applied in the context of managing the overall portfolio. Investment officers acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. All participants shall avoid any transactions that would impair public confidence or give the appearance of impairing public confidence in Clallam County government. At all times, all involved will act as responsible custodians of the public trust.

2.5 Accounting Methods

All investments are booked at cost; this includes actual cost of the security, transfer taxes, and any other related expenditure. Gains or losses determined upon sale will be debited or credited to investment income. Interest income on investments with fixed maturities will be credited to the fund at the time of maturity or at other specified intervals. Interest from investments in the State of Washington Local Government Investment Pool will be distributed at the beginning of the month for the previous month. All investments are placed in the name of the participating entity with the ~~exception of~~ except for monies placed with the State of Washington Local Government Investment Pool.

.3 ELEMENTS OF CONTROL

3.1 Internal Control

A documented computer system and written procedures have been implemented and will continue to be maintained. These systems and procedures have been designed to insure the safeguard of assets, accuracy and completeness of accounting records, adherence to management policies, and timely preparation of accurate financial information. This documented computer system and procedures were designed to fulfill the components of internal ~~control~~ control, i.e. segregation of function, authorization, safeguard of assets and records, controls over accounting system.

In addition to the above system, periodic reviews and/or audits are conducted by the County Treasurer and Examiners of the Washington State Auditor's office. This review shall provide assurance of compliance with the policy and procedures. These controls are established to prevent losses of public funds arising from unanticipated changes in financial markets, misrepresentation of third parties, and employee error or fraud. Bonding shall be provided to protect the public against possible defalcation on the part of elected officials or employees.

3.2 Ethics and Conflict of Interest

All personnel shall adhere to Clallam County's code of ethics. This written guideline clearly outlines ethics for all County personnel. In addition to the County code of ethics the following will be complied with:

- Officers and employees involved in the investment program shall refrain from personal business activity that could conflict with proper execution of this program or impair their ability.
- Employees and investment officials shall disclose to the Chief Financial Officer and the County Administrator, any material financial interest in financial institutions that conduct business within this ~~jurisdiction~~ jurisdiction, and they

shall further disclose any large personal financial investment position that could relate to the performance of the County's investment program.

- Officers and employees shall subordinate their personal investment transactions to those of the County ~~with regard to~~ regarding the timing of purchase and sale.

3.3 Investment Authority/Delegation of Authority

In accordance with Section 36.29.020 of the Revised Code of Washington, the responsibility of investing the public funds is vested in the County Treasurer. This authority may be delegated to a Deputy designated as the Investment Officer. Refer to Appendix C for complete statute. Legal and management responsibility for this investment program resides with the Treasurer of Clallam County who has established procedures of the operation of the investment program. These procedures include explicit delegation of authority to persons responsible for the investment transactions. No other persons shall engage in the investment transactions except as stated in the policy and procedures as established by the County Treasurer. The Treasurer has established internal and reporting controls to supervise the workflow of subordinates.

.4 ELEMENTS OF INVESTING

4.1 Authorized Financial Institutions

As in compliance with RCW 36.48.010, the County Treasurer at such times as deemed necessary, will designate financial institutions in the state as depository for public funds. Institutions may solicit or be contacted by the Treasurer's office to serve as a depository if they meet the following criterion. The parameters for such a depository will include only institutions authorized as Public Depositories by the Washington Public Deposit Protection Commission and with current audited financial statements on file and reside within the State of Washington. Investments with any thrift institution shall not exceed 25% of the institution's net worth. Investments with major banks or dealers shall not exceed 10% of said institutions net worth.

The Treasurer will maintain a list of approved broker/dealers and financial institutions, which are authorized to provide investment services for Clallam County. Authorized broker/dealers will be limited to primary dealers or other dealers that qualify under Security Exchange Act of 1934, Rule 15C3-1, the Uniform Net Capital Rule. The Treasurer shall review semi-annually the financial institution's credit worthiness during the ~~period of time~~ period in which County funds are invested. Refer to Appendix A for a listing of financial depositories currently used by Clallam County.

4.2 Authorized Investments

Funds of the government of Clallam County may be invested in compliance with RCWs 36.29.020, 39.56.030, 39.59.020, 39.59.040:

- U.S. Treasury ~~bills / strips~~
- ~~Treasury notes or bonds~~ Obligations
- Insured or fully collateralized non-negotiable certificates of deposit of banks and savings and loan associations approved by the policy
- Repurchase agreements collateralized by U.S. Treasury securities
- State of Washington Local Government Investment Pool (LGIP)
- ~~U.S.~~ Government-~~s~~ sponsored ~~A~~gencies and instrumentality's
- Registered warrants of a local government in Clallam County

4.3 Diversification

It is the ~~responsibility~~ policy of Clallam County to ~~consider all investment strategies based on the current and anticipated financial climate, diversify its investment portfolios. The County should be prudent in its approach to create a diverse portfolio, as this strategy~~ This diversification is designed to eliminate risk of loss resulting from over concentration of assets in a single maturity, specific ~~issuer~~ issuer, or single class of securities. ~~Diversity should always be considered; however, it is not required. This policy shall provide the ability to follow an investment strategy approved by the Finance Committee, even when diversification is not achievable or reasonable.~~

To achieve this, the ~~investment committee~~ Finance Committee shall review the portfolio in its entirety. In doing so the Finance Committee will analyze risk default, maturity, and liquidity of risk. Bankers' acceptances, certificates of deposit, and U.S. Treasury notes will be used to minimize or reduce the risk default. Participation in State of Washington Local Government Investment Pool, U.S. Bank's Municipal Investment Account (MIA), and U.S. Bank's repurchase agreement provide the liquidity necessary for daily cash flow.

All reports shall address these risks and as to whether any current investments will be affected. It is suggested that the following investment types do not exceed the following percentages of the investment portfolio:

- ~~U.S. Treasury~~ Obligations 100%
- Certificates of Deposits 100%
- Demand Municipal Investment Account and ~~Washington Local Government~~ Investment Pool ~~50~~100%
- ~~Government~~ U.S. Government-sponsored Agency Securities 40%

4.4 Maturities

To the extent possible, the Treasurer shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, no investment will be made in securities maturing more than five (5) years from date of purchase. A portion of the portfolio should be continuously invested in readily available funds such as the State LGIP and Municipal Investment Account to ensure appropriate

liquidity is maintained to meet ongoing obligations, with a minimum of 25% of the portfolio at the time of investment to be comprised of investments maturing within one year. Assets held in debt retirement funds and special assessment funds may be invested in maturities of up to two-five years with approval of the finance committee.

Maturities shall not exceed two-five years from the time of purchase, or as otherwise matched to a specific cash flow, unless a temporary extension of maturities is approved by the Finance Committee. It is the intent of the Treasurer that investments in all funds shall be managed in such a way that any market price losses resulting from interest rate volatility would be offset by coupon income and current income received from the balance of the portfolio during a 24-month period. No maturity extension should be undertaken if potentially declining prices would result in negative income on the overall funds' portfolio during a given year.

4.5 Collateralization and Safekeeping

The County has a safekeeping and custody agreement in the County's name in effect with their depository bank and its affiliates. All investment transactions will be on a delivery verses payment basis. Securities (except certificates of deposit) purchased by the County shall be held in safekeeping by the ~~third-party~~third-party institution designated as primary agent. The primary agent shall issue a monthly statement listing the specific instrument, rate, maturity, and other activity. Certificates of deposit are purchased in the name of the entity and are kept in the County's vault. The originating institution's financial status is reviewed by the Treasurer and insured by Washington Public Deposit Protection Commission. The State of Washington Local Government Investment Pool investments are protected by the collateralization of banks where invested, as well as possession of all securities, and taxing authority of the State of Washington. These securities are pooled and held by the State.

Through the depository bank, the county retains a repurchase account, which is 102% collateralized. The County retains the master repurchase agreement on file. Also through the depository bank the County has a Municipal Investment Account which is insured by the Federal Deposit Insurance Corporation (FDIC). and the Washington Public deposit Protection Commission (WPDPC).

The above policies apply to the County's current depository bank, which is U.S. Bank of Washington, or any subsequent depository bank that may be chosen by the Treasurer.

.5 ELEMENTS OF REPORTING

5.1 Annual and Interim

Investments are stated in the annual financial report for the County. This report is published by the Auditor's office according to State statute. Interim reports are compiled

| by the Investment Officer prior to the committee meeting and upon the Treasurer's request. These reports, which vary, will include the following information: monetary amount of investments, yield rate, market trends, projections and any other information the Treasurer deems necessary.

5.2 Finance Committee

Members will be supplied with the necessary reports and/or charts as determined by the agenda. The Finance Committee will review finance policy annually.

5.3 Fiduciary Funds including Trust and Custodial Funds

These funds are provided with a monthly investment report in detail. This detail includes the name of the financial institution, amount of monies invested, date invested, interest rate, maturity date, document number, and the grand total amount of all investments.

APPENDIX A – DEPOSITORY BANKS – INVESTMENT FIRMS LISTING OF 2020

Bank of America NA
PO Box 844336
Dallas TX 75284-4336

Cashmere Valley Bank
124 East Penny Road, Suite 210
Wenatchee WA 98801

East West Bank
10900 NE 4th Street, Suite 200
Bellevue WA 98004

First Federal Savings
139 West 1st Street
PO Box 351
Port Angeles, WA 98362

Local Government Invest Pool
Office of the State Treasurer
Legislative Bldg. AS-23
Olympia, WA 98504

US Bank of Washington
PO Box 720
Seattle, WA 98111

Sound Community Bank
110 North Alder Street
Port Angeles WA 98362

US Bank
CM-9690
PO Box 70870
St Paul MN 55170-9690

US Bank of Washington
134 East 7th Street
Port Angeles WA 98362

APPENDIX B – DIVISION OF RESPONSIBILITIES OF INVESTMENT OFFICIALS

ITEM / TASK	OFFICE/COMMITTEE	STAFF
Investment Policy		
Prepared by	Treasurer Treasurer's Office	
Adopted by	Finance Committee Finance Committee	
Investment Transactions		
Bid Process	Treasurer	Investment Officer
	Treasurer	
		Investment Officer
Recording	Treasurer	Investment Officer
		Investment Officer
Verification		
Confirm	Treasurer	Investment Officer
	Investment Officer	
Records		
Reconciliations	Treasurer	Senior Accountant
	Treasurer	Investment Officer
	Investment Officer	
Treasurer's Senior Accountant		
Management Review		
Daily	Treasurer	Senior Accountant
	Treasurer	

Monthly

Treasurer

Senior Accountant

Senior Accountant

Treasurer

Accountant

Treasurer's Senior

Annual Review of Policy

Treasurer

Finance Committee

Washington State Auditor's Office

Investment Policy Amendments

Prepared

Treasurer

Treasurer's Office

Adopted

Finance Committee

Finance Committee

APPENDIX C – REVISED CODE OF WASHINGTON SECTION 36.29

The county treasurer shall keep all monies belonging to the State, or to any county, in his or her own possession until disbursed according to law. The county treasurer shall not place the same in the possession of any person to be used for any purpose; nor shall he or she loan or in any manner use or permit any person to use the same; but it shall be lawful for a county treasurer to deposit any such monies in any regularly designated qualified public depository.

Any municipal corporation may by action of its governing body authorize any of its funds which are not required for immediate expenditure, and which are in the custody of the county treasurer or other municipal corporation treasurer, to be invested by such treasurer in savings or time accounts in banks, trust companies and mutual savings banks which are doing business in this state, up to the amount of insurance afforded such accounts by the federal deposit insurance corporation, or in savings or time accounts in savings or loan associations which are doing business in this state, up to the amount of insurance afforded such accounts by the federal savings and loan insurance corporation, or in certificates, notes, or bonds of the United States, or other obligations of the United States or its agencies, or of any corporation wholly owned by the government of the United States; in bankers' acceptances purchased on the secondary market, in federal home loan bank notes and bonds, federal land bank bonds and federal national mortgage association notes, debentures and guaranteed certificates of participation, or the obligations of any other government sponsored corporation whose obligations are or may become banks as determined by the board of governors of the federal reserve system or deposit such funds or any portion thereof in investment deposits as defined in RCW 39.58.010 secured by collateral in accordance with provisions of chapter 39.58.

APPENDIX D – GLOSSARY

BANKERS' ACCEPTANCE: A draft of bill of exchange accepted by a bank or trust company. Once accepted, the bank or trust company guarantees payment of the bill.

BONDS: Credit instruments that contain a promise to pay a specific amount of money on a specified date ;(usually more than 10 years after issuance.) The relationship between the bondholder and issuer is that of creditor and debtor.

BROKER: A middleman who brings buyers and sellers together and executes their orders, charging a commission for these services. Unlike a dealer, a broker does not own or take a position in the security.

COUPON: (1) The annual rate of interest on the bond's face value that a bond's issuer promises to pay the bondholder. (2) A certificate attached to a bond showing interest due on a payment date.

COLLATERAL: An obligation or security attached to another to secure its performance.

DEBENTURE: A bond secured only by the general credit of the issuer.

DEFAULT: Failure to pay debt interest or principal when due, or to perform other obligation required by contract.

DIVERSIFICATION: Dividing investment funds among a variety of instruments offering independent returns.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A Federal Agency that insures bank deposits; the current limit is \$100,000 per insurable fund.

HAIRCUT: Industry term for the valuation of securities used to calculate a broker/dealer's net capital. The haircut will change depending on the class of a security, its market risk, and the time to maturity. The haircut may fluctuate from 0% to 30% (common for equity securities) to 100% for fail positions (securities with past due delivery) that have prospect of settlement.

LIQUIDITY: The ability to convert a security into cash promptly with minimum risk of principal.

NOTE: Coupon issues with relatively short maturity. Municipal notes have Maturities ranging from a month to a year and pay interest only at maturity. Treasury notes are securities that have an original maturity of up to ten years.

PORTFOLIO: Collection of securities held by an investor.

PRIMARY DEALER: A security firm who participates in the securities market and hops set price and distribute securities.

PRINCIPAL: (1) Face amount or par value of a security. (2) One who acts as a dealer buying and selling his own account.

REPURCHASE AGREEMENT: (Repo) Sale of a security with a simultaneous commitment by a bank to repurchase the security from the investor at a specified price.

SAVINGS AND LOAN ASSOCIATION: Federal or state-chartered institution that accepts savings deposits and invests the bulk of the funds in mortgages.

U.S. TREASURY BILLOBLIGATIONS: Include Treasury Bills, Treasury Notes, and Treasury Bonds. Treasury Bills consist of Aa non-interest-bearing discount security issued by the U.S. Treasury to finance the national debt. Bills are generally issued to mature in 3 and, 6 and 12 months. Treasury Notes are issued with original maturities of 10 years or less, while Treasury Bbonds are issued with maturities longer than 10 years. Treasury Nnotes and Bbonds are sold in minimums of \$1,000, and in multiples of \$1,000, except for notes with maturities of less than four years. These notes are sold in minimums of \$5,000 and in multiples of \$5,000. (General Finance Officers Association (GFOA) an Elected Official's Guide to Investing)



AGENDA ITEM SUMMARY

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

H3
DEC 06 2022

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 12/6/22

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 - Notice |

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on December 6, 2022.

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

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

See attached.

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

Approve the attached Resolution - debatable emergencies.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2022

ADOPTING BUDGET EMERGENCIES FOR THE DEPARTMENTS/FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, after a public hearing on December 6, the following constitute public emergencies, which could not reasonably have been foreseen at the time of budget preparation:

Sheriff – Jail Medical - Additional funding to cover costs of temporary staff regular and overtime hours worked during the nursing shortage between 7/1/22-10/1/22 for inmate health care services/\$65,299
Public Works – Roads – Unanticipated overtime for Construction Inspector on three projects overlapping/\$83,500

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

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

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

PASSED AND ADOPTED this 6th day of December 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores, Clerk of the Board

Bill Peach

c: Budget Director
Treasurer
Affected Department

NOV 03 2022

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 11/9/22 ✓

Budget Hearing/Meeting Date: 12/6/22 ✓

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

Budget Number xxxxx.xxx	00100.816 ✓	Budget Name	Sheriff's - Jail Medical ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx-xxx	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending fund Balance	\$ 65,299
Total				\$ 65,299 ✓

EXPENDITURES

BUDGET NUMBER xxxxx-xxx	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.816 ✓	Sheriff's - Jail Medical ✓	52360.41.0020 ✓	Professional Services	\$ 65,299
Total				\$ 65,299 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Amendment #12 to the Wellpath Agreement for Inmate Health Care Services was signed by the Board of County Commissioners on 11/1/22. The additional costs above the contracted rate assumed by Wellpath to immediately fill our nursing shortage during 7/1/22 – 10/1/22 are being passed through to the County as per the agreement. The total time worked during this period by temporary staff was 804.79 regular hours and 62.95 overtime hours, for a total cost of \$65,299 in addition to the contracted rate. Additional and ongoing pass through costs will be calculated by Wellpath at a future date.

County Official Approval: _____

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

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NOV 09 2022



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 11.09.22

Budget Hearing/Meeting Date: 12.06.22

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

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

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

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

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

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

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	50800.00.0000	Ending Fund Balance	\$83,500
Total				\$83,500 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	59510.10.0500 ✓	Overtime	\$14,000
10101.611 ✓	PW – Roads ✓	59510.20.0020 ✓	Personnel Benefits	\$11,000
10101.611 ✓	PW – Roads ✓	54260.10.0500 ✓	Overtime	\$32,760
10101.611 ✓	PW – Roads ✓	54260.20.0020 ✓	Personnel Benefits	\$25,740
Total				\$83,500 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Unanticipated overtime for Construction Inspector on three projects overlapping, 384.5 hours, \$25,000 (known); 11.04.22~11.05.22 eastern county windstorm event, \$8,500 (known); additional winter storm events in November, December 2022, \$50,000 (projection).

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

130



Department: Finance

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 12/06/2022

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

EXECUTIVE SUMMARY:

As required by the Clallam County Charter, attached for review and discussion is the 2023 Proposed Final Budget for the required public hearings to be held on Tuesday, December 6th, 2022 at 10:30am and 5pm in the Board Room via in person, online or the telephone. These materials for the 2023 Proposed Final Budget may also be viewed on the County's website under Departments\ Finance \ County Budgets \ Proposed Budget 2023 (the link is provided [here](#)). Following hearing of testimony and questions from the public and staff, the Commissioners will then proceed in moving forward with adoption of the Proposed Budget that evening, or if a hearing extension is needed to allow for further changes to be made, no later than Tuesday, December 13th.

The following materials have been provided to accompany this summary:

- 2023 Proposed Final Budget Summary—All Funds;
- General Fund 4 Year Comparison of 2023 Proposed Final Budget to Projected/Actual Results for 2022-2020;
- General Fund 4 Year Comparison of 2023 Proposed Final Budget to Adopted Budgets for 2022-2020;
- General Fund Bridge Analysis of Changes Between 2023 Draft Budget and Proposed Final Budget;
- General Fund Breakdown Analysis of the Change in Operating Surplus/Deficit between the 2023 Proposed Final Budget and 2022 Forecasted;

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- 2023 Proposed Final Budget General Fund Revenue, Expenditure and Staffing Charts by Type and by Program;
- 2023 Budget Salary Worksheet Breakdown by Department/Fund;
- 2023 Department Requests Over Base Budget;
- 2023 Proposed Final Capital Outlay Budget by Fund;
- 2023 Budgeted Transfers for All Funds;
- Budget Resolution Adopting the 2023 Clallam County Budget; and
- Budget Resolution Adopting the 2023 Clallam County Budget Emergency Appropriations.

As noted in prior budget discussions, all departments have budgeted that all budgeted positions are assumed filled for the entire year in accordance with how policy currently requires us to budget, which, as has previously been discussed, not historically mirrored the County’s actual payroll spending trends where the County has underspent its personnel budgets in the General Fund between \$1.9 million and \$2.1 million each year due to open positions, turnover and retirements (further discussion below).

This budget reflects estimates for 2023 revenue which are partly dependent on the current revenue forecast assumptions for 2022, as well as many additional variables including:

- GDP growth and inflationary growth expectations based on most recent state economic forecasts,
- Local economic conditions,
- Continuance of supply of chain disruptions,
- Changes in long term and short-term interest rates as the Federal Reserve continues its interest rate increase strategy to reduce inflation, and
- Other revenue guidance available thru MRSC and other sources, etc.

Taxes, Intergovernmental taxes (including PILT, Timber excise tax, Leasehold Excise tax, PUD Privilege Tax, etc), Real Estate Excise taxes (REET), and Timber revenues reflected in the 2023 Proposed budget are based on projections developed based on the evaluation of such variables and available guidance. Departmental assumptions for other revenue streams reflected in this Proposed budget were discussed and evaluated for reasonableness during the Administrator and CFO discussions with each department in September, and reflect some changes based on those discussions that will be covered below.

Sales tax estimates used in the 2023 Proposed budget remain relatively unchanged from the Draft Budget, however as a result of higher than expected October monthly sales tax growth of 14% which increased our 2022 projected forecast for sales taxes, the assumed growth for the 2023 budget now reflects an approximate 2% growth rate (rather than 3% previously). We believe a 2% growth rate is still in line with projected 2023 retail sales and state GDP growth projected for the state by the Washington State Economic and Revenue Forecast Council’s economic forecast report which generally predicts low-single digit growth in 2023. 2022 sales taxes are now projected to grow 7.2% for the

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year. Given that economic conditions are still evolving and the growing concern for a potential recession in 2023, the sales tax revenue budget for 2023 will continue to be revisited during the 2023 budget process to reflect any changes in expectations for next year.

OVERVIEW OF CHANGES MADE BETWEEN DRAFT BUDGET AND PROPOSED BUDGET

Several changes have been made to the 2023 Draft Budget in arriving at the 2023 Proposed Final Budget. While outlined in more detail in the attached schedule called "Bridge Analysis Between Draft Budget & Proposed Final Budget", these changes at a high level include:

- **REVENUE CHANGES—increased \$394k**, mostly due to:
 - MISCELLANEOUS REVENUE increasing \$375k mainly due to revision of the estimate for investment interest income based on higher expected average Treasury & LGIP yields in 2023 and based on an outside investment consultant strategic liquidity analysis performed which should enable the County to increase the amount of excess short-term investments that can be invested into higher yielding, longer maturity investments.
- **EXPENDITURE CHANGES—decreased \$245k**, primarily driven by:
 - TRANSFERS OUT decreased \$125k mainly due to the elimination of a \$125k budgeted transfer to the VRF Boating fund for a marine vessel replacement that was mistakenly not removed in the Draft budget when funding for this vessel was shifted to the Boating Safety Fund;
 - SERVICES decreased \$269k mainly due to a \$170k reduction in the BOCC NonDepartmental budget for outside courthouse security monitoring that the Jail staff is expected to resume performing in 2023 once Jail staffing levels return to a sufficient level. Also reflects \$131k reclassification of various departments' lease costs from Services to Debt Service costs as required under new lease accounting rules that took effect in 2022. These decreases were partly offset by a \$30k increase in Parks & Facilities ER&R rental costs.
 - DEBT SERVICE COSTS increased \$131k due to a change in accounting for certain of the County's leases that are 1 year or more in duration, which requires lease rental costs to be accounted for as debt service costs rather than as a Services cost (see corresponding decrease in Services noted above). This change affects multiple departments with office, land and other qualifying leases, with the most notable one being the Juvenile Services land lease with Port of PA.

GENERAL FUND BUDGET OVERVIEW

At a high level, the 2023 Proposed Final Budget projects a beginning General Fund Balance of approximately \$11.831 million. Revenues are projected to total \$53.520 million, Expenditures (including Transfers Out to the Lower Dungeness and Dungeness Off-Channel Reservoir Capital Projects, HHS, Veteran's Relief, Sheriff's VRF Boating Program, Clallam Bay Sekiu Sewer, Flood Control and other funds) are projected at \$54.845 million, resulting in a budgeted decrease in

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Reserves of (\$1,325k), and leaving an ending General Fund Balance of \$10.506 million, representing an ending reserve level of 19% of total operating expenditures. However, as discussed later, when one adjusts for the historical underspend to our personnel and benefits budgets of \$1.9 million-\$2.1 million, and also assumes all new positions budgeted to be added in 2023 are held open for the first half of 2023 as a precautionary step discussed with the BOCC, it is likely the Proposed Final budget will generate a surplus of revenue over expenditures for 2023 of \$939k, as compared to 2022's projected deficit of (\$3,698k), which would leave an ending fund balance of \$12,770k for 2023, or a reserve of 24% of expenditures.

Below are the revenue and expenditure highlights behind these results:

REVENUE BUDGET HIGHLIGHTS

In this Proposed roll up of the 2023 budget, General Fund Revenues (excluding COVID-related reimbursements) are projected to total \$53,420k, representing a \$8,930k or 20.1% increase over 2022 projected revenue expected. When you further exclude Transfers In revenue (which consist mainly of working capital-related transfers from the Lower Dungeness and Dungeness Off-Channel Reservoir projects), General Fund Revenues are projected to increase \$2,842k or 6.4% from 2022 projected revenues.

In projecting revenues for 2023, certain revenue streams impacted by the economic and operational disruptions created by the COVID pandemic are projected to somewhat rebound from 2022, including:

- Miscellaneous Revenue is projected to grow by \$1.598 million due primarily to significant growth in investment interest income as the County is able to reinvest its investment portfolio in much higher yielding US Treasuries and other fixed income securities that are yielding in excess of 4-5% next year (as compared to sub 0.5% yields earned during much of 2022) due to the aggressive interest rate actions taken by the Federal Reserve to raise rates in an effort to curb inflationary pressures in the US economy, and also due to planned camping fee increases at the County's parks;
- Fines & Penalties are also expected to rebound somewhat (\$78k) from 2022 levels as courts continue to return to normal operations post-pandemic and as case back logs clear, but still down over 22% from their peak in 2019 due to the impact that court rulings and recent RCW changes affecting the County's ability to assess and collect certain types of fines and penalties; and
- Goods & Services are projected to increase by 8.7% due to contractual CPI-tied increases in certain of interlocal criminal justice agreements, improvement expected in the Jail bed revenues earned under the County's agreement with the State Department of Corrections (albeit still \$150k lower than pre-pandemic levels) as lower State prisoner populations during the COVID pandemic begin to subside and staffing issues at the Jail abate (which should enable more normal levels of chain gang Roads-support work), and increases in HHS Administration and Environmental Health services provided under Foundational Public Health funding provided by Washington State.

Growth of certain of our revenue streams tied to retail sales activity are assumed to continue the trend seen for most of 2022 where a moderation to low single digit growth (2.5-3%) took place after the 1st quarter of 2022, leading to a more modest 7.2% growth being projected for full year 2022 sales taxes as compared to the 21%+ growth seen in 2021. For 2023, sales taxes are budgeted to grow at 2% based on this trend continuing. While we are not currently projecting a significant prolonged recession in 2023 in a traditional sense as employment levels remain strong, we do believe inflationary pressures will carry over to 2023 albeit at lower levels from those witnessed in 2022 which, along with higher consumer borrowing costs, will hold discretionary taxable sales activity to low single digit growth next year. Other revenue streams tied to real estate, particularly REET 1 and REET 2 and certain of our Auditor filing fees, are expected to decrease by approximately 30% from historically high levels seen in 2022 due to the rapid slowing of the real estate market taking place due to the rapid rise in mortgage rates.

TAX REVENUES

Representing almost 50% of General Fund total revenues, Tax revenues are projected to increase \$597k or 2.45% in 2023. Property taxes are projected to increase \$324k or 2.83% as we assumed the County takes its allowed for 1% annual levy growth limit, as adjusted for new construction assumed captured totaling \$169.6 million, as allowed for under statute. Sales-driven taxes (local retail, juvenile correction sales and use taxes and local criminal/public safety taxes) are projected to increase a combined \$250k or 2%, which again reflects our assumption that sales taxes will grow at a more moderate rate as compared to the +7% growth seen in 2022. Timber excise tax is also projected to increase 5% from 2022 projections based on trend.

LICENSES & PERMITS

Licenses & Permits are currently projected to decrease -\$32k or -3.1% from 2022 projections mainly due to an assumed decline in building permit revenues following multiple years of strong permit activity and as interest rate hikes by the Federal Reserve continue to cool housing starts.

INTERGOVERNMENTAL REVENUES

Overall, Intergovernmental Revenues--consisting of federal and state grants and intergovernmental tax and excise payments received by the County--is budgeted to remain essentially flat in 2023. Intergovernmental Tax Revenues are projected to grow \$144k or 3.2% due to 3-6% increases projected certain intergovernmental tax revenues including PILT, Criminal Justice, and PUD Privilege taxes. Based on recently announced awards relating to ARPA Section 605 Local Assistance and Tribal Consistency funds to be distributed by the US Treasury, the County learned it would be receiving \$1.255 million of these funds both in 2022 and in 2023. As these funds may be spent in a manner consistent with other general revenues received by the County (with the exception of supporting lobbying activities), these funds are budgeted as part of the General Fund in 2023.

Intergovernmental grant revenues are projected to decrease \$149k or (4.9%), due to lower grants in DCD Long Range Planning, HHS Environmental Health, HHS Admin, Sheriff Ops & Emergency Services, Superior Court, and other areas, as partly offset by higher grant revenues budgeted for DCD Environmental Quality (+\$428k relating mainly to fish barrier-related grant increases), Juvenile Services, PA-Child Support, and increases in other areas.

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CHARGES FOR GOODS & SERVICES

Charges for Goods & Services are projected to increase \$672k or 8.7% in 2023 driven partly by partial recovery of certain COVID-impacted revenue streams, most notably the Sheriff Jail revenues derived from the provision of excess jail bed space to the State Department of Corrections which were negatively impacted during 2022 due to reduced COVID-related jail capacity restrictions that resulted in reduced DOC jail occupancy and need for County jail beds (a \$150k improvement is assumed in 2023, but revenue remains \$150k-\$250k below pre-COVID levels) Also negatively impacted in 2022 was the Sheriff Jail chain gang program in support of Roads due to reduced staffing levels in the Jail which are expected to abate in 2023. The remainder of the increase is largely due to increases in interfund services provided to the HHS Foundational Public Health fund and other non-General Fund HHS funds by HHS Environmental Health (\$78k) and HHS Administration (\$130k), increased County Fair gate and carnival proceeds (\$46k), \$95k in higher Auditor election services revenues and passport revenues, as offset by an \$85k decrease in filing fees in the Auditor's Office due to lower real estate filing volume trends.

FINES & PENALTIES

Fines & Penalties are budgeted to increase \$78k or 11.3% over 2022, reflecting an expectation by both district courts of a stabilizing and slight improvement in infraction revenue from 2022 levels as courts continue to return to normal operations post-pandemic and as case backlogs continue to clear. However, Fines & Penalties are budgeted at level that is still 22% below their peak in 2021 driven by court decisions and RCW changes affecting the County's ability to assess and collect fines and penalties across multiple functions.

MISCELLANEOUS REVENUE

Miscellaneous Revenue, consisting mainly of interest income and parks camping fees, is projected to increase \$1,598k or +77%, driven mainly by a \$1,387k increase in budgeted interest income driven by the sharp increase in interest rates available for US Treasury bills and notes that should allow the County to reinvest its investment portfolio in higher yielding fixed income US Treasury investments following the collapse of the 2-year CD and LGIP investment pool interest rates beginning in 2020 and continuing through much of 2022. These yield gains are largely due to the aggressive interest rate increase measures taken by the Federal Reserve beginning in early 2022 to combat the 8-9% inflation experienced in the US economy. In addition, based on a strategic liquidity analysis recently performed by an outside consultant, the County expects to enhance its investment income by strategically investing more of its short-term held investment portfolio into higher yielding, longer-term investments.

Partially offsetting this continued increase in investment interest income are lower interest earned on delinquent taxes (-\$75k or -18%) due to RCW changes made in 2021 impacting the amount of interest counties may collect, and lower expected revenues earned from sales of unclaimed property (-\$72k).

Parks and fair revenues are expected to grow above 2022 projected levels, reflecting fee increases that were originally budgeted to occur in 2022 that were deferred until 2023. Also contributing to the increase is the new HHS Environmental Health operating assessment of \$13 per septic-utilizing parcel approved in 2022 (\$276k).

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OTHER FINANCING SOURCES (TIMBER SALES)

Other Financing Sources, consisting mainly of timber revenues to the General Fund, are budgeted to decrease \$69k or -9.8% based on an August Proposed DNR timber harvest sales projection received for 2023.

TRANSFERS IN

Transfers In for the General Fund are projected to total \$6.498 million in 2023, consisting of:

- \$4,683k from the Lower Dungeness Floodplain Restoration project as this project concludes in 2023,
- \$1,650k related to the Dungeness Off-Channel Reservoir project (relating to grant reimbursement of land acquisition costs that will be incurred in 2023);
- \$125k related to the Sheriff Boating Safety Fund’s grant-fund acquisition of new boat that will require bridge funding from the General Fund that will be returned to the General Fund when grant proceeds are received; and
- \$40k standing transfer from Trial Court Improvements fund to the Sheriff Jail department.

This represents an increase of +\$6,088k in total Transfers In over 2022, primarily due to higher grant reimbursements expected under the Lower Dungeness floodplain project and Dungeness Off Channel Reservoir, as offset by a \$370k in transfers received from HHS 2022 relating to the return of General Fund support provided for the Serenity House bathroom remodel project.

EXPENDITURE BUDGET HIGHLIGHTS

Turning to expenditures for the General Fund, our Proposed expenditure budget, excluding COVID-related costs) currently stands at \$54,845k, an increase of \$6,476k or 13.4% from our 2022 projected expenditures.

SALARIES, WAGES & BENEFITS

The largest driver of the increase over 2022 projected expenditures is in Payroll and Benefits costs. Representing approximately 67% of our total expenditure budget, Payroll and Benefits are up \$3,320k or 14.5% and \$1,793k or 19.5%, respectively, to the 2022 forecast, mainly due to the fact that the budget assumes all budgeted staff positions are filled for the entire year as required under current policy, which clearly was not the case in 2022 where due to retirements, voluntary terminations, delays in filling positions during the year, the County had more open positions during 2022, particularly in areas like the Jail where we saw a much larger number of position openings. This resulted in a projected budget underspend in payroll and benefits in 2022 of approximately \$2.58 million. Based on 3-year and 5-year historical average payroll/benefits budget underspend of \$2.12 million and \$1.88 million, respectively, we anticipate a similar level of personnel budget underspend (albeit not as high in 2022), while not reflected in the current 2023 Proposed budget due to policy, is nevertheless achievable in 2023. **If you adjust our 2023 personnel cost budget for this \$2.099 million average budget underspend, our combined personnel costs in reality are expected to increase \$3.014 million or 9.4% in 2023 as compared to 2022.**

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This 9.4% increase in overall payroll/benefits costs is largely being driven by the full year impact of collective bargaining-related COLAs of 2.5% in January 2023, adjustments made to the pay scales, a \$50-per-month increase in County-paid health premium increases for most collective bargaining units, the addition of longevity-based medical premium pay as provided for in the collective bargaining agreements renewed in July 2022 and July 2023, new FTES added as outlined in the attached "2023 Department Requests Over Base Budget" and below, and extra help funding allotted for planned transitioned time for retiring staff (Treasurer's and Sheriff's Office) or for positional realignments (County Administrator).

We have budgeted 8.1 more FTEs in 2023 as compared to the 2022 budget, with additions in Auditor (+0.5), BOCC Operations (+.5 FTE), GIS (+1.0 FTE due to combination of DCD GIS with IT GIS), Human Resources (+1.8 FTE), HHS-Environmental Health (+1.0 FTE), Sheriff Operations (+3.85 FTE, due to addition of 1 (of 2) new deputy positions requested and transition of code enforcement with assumed hiring of a code enforcement sergeant), Sheriff Emergency Services (+.50 FTE), and Juvenile Services (+1.0 FTE) as offset by reductions in DCD (-1.6 FTE—primarily due to shifting code enforcement to Sheriff as offset by assumed hiring of Deputy Director position), IT (-.25 FTE), and HHS Admin (-.20 FTE).

NOTE REGARDING HEALTH INSURANCE AND WORKERS COMPENSATION BENEFIT

COSTS--It is important to note that the Proposed budget does now reflect health insurance benefit rate increases of 4.8%-5.8% depending on the respective benefit plan, which in total increased benefit costs for the General Fund approximately \$217k. In addition, based on an analysis of the County's workers compensation L&I rates assessed (which have not been adjusted since 2018) and significant increases in claims cost and L&I in recent years, a worker's compensation rate increase needed to stabilize reserve levels in the Worker's Compensation fund has been incorporated into each personnel budget, which added an estimated \$309k of increased benefits costs to the General Fund.

SUPPLIES

Supplies are projected to increase \$174k or 13.6% from 2022 projected spending levels mainly due to several IT SRF departmental requests being incorporated into the 2023 budget as outlined in the Department Requests schedule, as well as projected underspend to budget in this area in 2022 of (\$239k) or 15.7%.

SERVICES

Services in 2023 are projected to increase \$1,583k or 22.4% over 2022 projected non-COVID services. These increases are mainly due to the following:

- A \$304k increase in DCD—Environmental Quality Salmon Recovery services relating to additional grant funding received for fish barrier projects;
- Higher IT infrastructure-related network router, software renewal, ESRI maintenance, and a full year of Microsoft Office 365 services costs (\$94k);
- A \$133k increase in HHS Environmental Health On-Site Services and Drinking Water services costs funded through the new On-site Septic Assessment Fee of \$13 per parcel (with a septic system) approved in 2022 and funding available from the HHS Foundational Public Health fund;
- An estimated \$120k or 7.5% increase in indigent defense services costs;

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- \$349k of 2023 Department Requests reflected in the 2023 Proposed Budget (see attached schedule), including:
 - Auditor (+\$50k --relating to County's assumption of printing & binding costs for Voter Pamphlets that was previously paid by the State but will be recaptured in higher election services revenues);
 - DCD Environmental Health (\$22k mainly relating to developing of a monitoring strategy for the Lower Dungeness);
 - GIS (\$31k relating to ESRI costs);
 - HR (\$45k for expanded job posting advertising),
 - Sheriff (\$19k),
 - Prosecuting Attorney (\$22k--mainly relating to higher witness and expert witness costs);
 - Parks Fair & Facilities (\$66k--relating mainly to higher repairs & maintenance costs of facilities, parks and fairgrounds, and increased fair entertainment and advertising costs to drive more out-of-county visitorship), and
 - Superior Court (\$53k relating to contracting for a part-time court facilitator and higher guardian at litem services costs),
 - Increases in other areas; and
- 2022 projected budget underspend of \$552k in Services in multiple other areas.

TRANSFERS OUT

Transfers Out are budgeted to total \$4.924 million, a -\$1,244k or -20.2% decrease from 2022. This decrease is primarily due to a \$3.4 million decrease in Transfers Out to the Lower Dungeness Floodplain project as the bulk of Phase 2 construction work concludes by the end of 2022 and no further General Fund working capital funding will be needed to complete remaining work in 2023. Also contributing to this decrease is a \$405k decrease in transfers to HHS Operations and a \$9k decrease in transfer to the Law Library. These decreases are partly offset by an \$2,046k increase in working capital transfers out made to the grant-funded Dungeness Reservoir to fund the estimated \$2.2 million acquisition cost of the build site assumed in Q1 2023, the continuance of design work, and commencing of conveyance-related construction work in the 2nd half of 2023 (note that \$1.65 million of these funds are budgeted to be returned to the General Fund once grant reimbursements for the land acquisition are received). Additionally higher transfers related to a \$175k increase in Parks & Facilities Capital Projects fund transfer and \$202k increase in IT Capital Projects fund transfer reflecting the capital outlays slated for 2023 (see Capital section of report for more details), the Sheriff's Department's Boating Safety funds for acquisition of an anticipated grant-funded replacement vessel of \$170k, the Veteran's Relief program (+\$70k), and PW-Flood Control (+\$26k) are driving the remainder of the offsetting increase.

Transfers for the Dungeness Off Channel Reservoir, Clallam Bay/Sekiu Sewer, and Boating Safety Program consist of working capital advances projected for these funds to support the funds’ ongoing grant-funded capital projects and capital outlays, and will be reimbursed to the General Fund as grant reimbursements for these projects are received.

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Transfers Out from the General Fund included in the 2023 Proposed budget include the following:

• Dungeness Off-Channel Reservoir	\$2,450,000
• Parks & Facilities Capital Projects Fund	1,195,451
• IT Capital Projects Fund	551,523
• HHS Operations	125,000
• PW--Clallam Bay/Sekiu Sewer	140,000
• Boating Safety Program	170,000
• Local Crime Victim Comp	67,000
• Veterans Relief	106,000
• PW--Flood Control	72,341
• Law Library	15,037
• Employee Healthcare	19,000
• PW--Solid Waste	6,500
• HHS Chemical Dependency/Mental Health	6,211

TOTAL TRANSFERS OUT—2023 \$4,924,063

NOTE REGARDING VETERANS RELIEF TRANSFER--It should be noted that the Transfer to the Veterans Relief fund (which is new for 2023) is being driven by increases in Veteran’s Relief fund expenditure increases over the last several years of 17.6% in 2020, 23.8% in 2021, and 23% projected for 2022, resulting in decreases in fund reserves of (\$75k) in 2019, (\$25k) in 2020, (\$47k) in 2021, and (\$55k) in 2022. As a result, in order to support the level of 2023 spending budgeted for this fund and to meet the monthly aid need experienced in 2022 of approximately \$9k per month, the Veteran’s Relief fund will require a transfer of \$106k from the General Fund. As this additional funding will be coming in the form of a transfer from the General Fund, the property tax fixed levy rate apportioned from the General Fund to the Veteran’s Relief Fund will be reduced from the .01125 current rate to .00924 which will insure the property tax funding source for Veteran’s Relief grows at a rate proportional to overall General Fund property tax growth year-over-year.

NOTE REGARDING LOCAL CRIME VICTIM COMPENSATION FUND TRANSFER—In 2022, a debatable emergency was approved by the BOCC raising transfer funding provided to this fund from \$17,000 to \$67,000 to support this fund which had experienced a significant decline in one of the fund’s primary sources of funding--Clerk’s Office revenue—due to a reduction in payment of fines during the COVID pandemic and due to other RCW changes in how fines may be assessed. The 2023 budget reflects similar level of funding support needed. While not currently reflected in the 2023 Proposed Budget, it should be noted that the Prosecuting Attorney’s Office is requesting additional funding to hire an additional Victim Witness Coordinator in 2023, which if approved would raise the amount of transfer funding needed from the General Fund for this fund by approximately \$101k in 2023.

PAYMENT TO RISK MANAGEMENT/WORKERS COMP FUNDS

Payments from the General Fund to the Risk Management/Workers Comp Funds are budgeted to total \$1,642k, representing an increase of \$276k or 20.2% over 2022. This increase is reflective of significant increases in general liability, cyber, property and other insurance coverage premium costs charged to the County through the Washington State Risk Pool based overall insurance cost increases being experienced across Washington state.

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DEBT SERVICE COSTS

Debt service costs, consisting solely of certain office, land, and equipment leases with a lease term greater than one year, are budgeted to total \$131k, representing an increase of \$131k over 2022. As noted above, due to a change in accounting for certain of the County's leases that are 1 year or more in duration, lease rental costs must be accounted for as debt service costs rather than as a Services cost in prior years. This change affects multiple departments with office, land and other qualifying leases, with the most notable one being the Juvenile Services land lease with Port of PA.

DEPARTMENT REQUESTS FOR 2023—as outlined in the attached “2023 Department Requests Over the Base Budget—Administrator Proposed Budget”, a total of \$1,047,257 of the \$1,618,718 of additional General Fund spending requests are included in the Proposed Budget, with the remaining \$571,461 Draft for deferral, with several Draft for revisiting as part of the 2023 mid-year review once the County has better visibility into the economic conditions affecting the 2023 budget. Of the Other Non-General Fund requests of \$441,662, we have Draft approval of \$248,441.

COVID-19 COSTS FUNDED FROM THE GENERAL FUND

- The General Fund 2023 Proposed Budget currently does not reflect any COVID-specific budgeted revenues or expenditures, outside of \$100k of FEMA reimbursements the County expects to receive in 2023 for eligible COVID expenditures incurred in the 2nd half of 2022.
- With FEMA-funded COVID mitigation costs in the County's facilities ending in the third quarter of 2022, no additional COVID-related costs are expected to be paid out of the General Fund in 2023, representing a decrease of FEMA COVID costs incurred by the General Fund in 2022 of approximately \$93k.
- All remaining eligible COVID-related expenditures in 2023 are budgeted to be funded out of the NonDepartmental—American Rescue Plan Act fund or other HHS special revenue funds that have COVID-specific grant funding for 2023.

CONCLUSION/TAKE-AWAYS

Based on this Proposed revenue and expenditure budget presented, the budget reflects utilizing \$1,325k of General Fund reserves to fully fund the 2023 budget, leaving ending reserves of \$10,506k. However, as discussed previously and as outlined in the attached "Breakdown of Proposed Budget Deficit", based on historical average underspend to our personnel and benefits budgets of \$1.9 million-\$2.1 million, coupled with the BOCC direction that any new positions approved in the Department Request list be held open until mid-year 2023 as a precaution given the economic uncertainty in 2023, **the General Fund's 2023 Proposed Budget as adjusted would produce a projected surplus of \$939k**, as compared to 2022's projected deficit of (\$3,698k), which would leave **an ending fund balance of \$12,770k for 2023, or a reserve of 24% of expenditures.**

LIQUIDITY IMPACT OF MULTI-YEAR GRANT-FUNDED PROJECTS

2023 will see the County engaged in a number of multi-year, multi-million dollar projects which are fully or partially funded by grants and other state/federal resources, including:

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- Lower Dungeness Floodplain--\$16.9 million project (Phase 2 construction scheduled for completion in 2022, with remain work involving Towne Road Replacement slated for completion in 2023);
- EOC Relocation--\$7.2 million project (\$3.588 million grant funded)
- Dungeness Reservoir--\$38.6 million project
- Joyce Broadband Expansion Project--\$22.4 million (fully grant funded with match covered by \$1.786 million committed from ARPA)

As most of these projects are funded through reimbursement grants, the projects have or will require varying levels of working capital funding support from the General Fund at various stages of the project to enable the projects to pay for project design and construction costs in advance of receiving grant funding reimbursements for such costs (with the exception of the Broadband project which will rely on committed ARPA funds for working capital). Once grant reimbursements begin to be received, those grant reimbursement funds then become a perpetual funding source for future project costs until the project is completed. Upon the project's completion and receipt of all remaining grant reimbursements, the fund that provided the initial working capital funding can then be fully repaid for all funds advanced (assuming the project is 100% grant funded).

As certain granting agencies have limited their grant reimbursement request windows to quarterly rather than month (which has affected reimbursements for Dungeness Off Channel Reservoir and Clallam Bay Sekiu Sewer) or have experience grant reimbursement processing delays due to staffing shortages relating to the pandemic, this potentially will place greater demand for working capital liquidity from our various reserves, including the General Fund. To mitigate these liquidity pressures, departments have been requested to closely coordinate and communicate with their granting agencies to ensure timely grant reimbursement submission and payment turnarounds, as well as to request as applicable a shortening of grant reimbursement windows to no less frequently than monthly.

Also, at the request of the BOCC and through coordination of the County Administrator, the County will be assigning project team members to these various projects, including representatives from Finance, IT, operations and other areas as needed, in order to improve financial oversight, planning, and execution of these projects and to mitigate risk.

The County's Finance Department will also be exploring options for opening a revolving line of credit to provide additional liquidity if needed as several of these capital projects funding needs ramp up.

2023 PROPOSED CAPITAL OUTLAYS (INCLUDED IN 2023 PROPOSED BUDGET)

- **CAPITAL REQUESTS**—consistent with the Proposed 5 Year Capital Plan and 2023 Proposed Capital Budget presented to the BOCC at work session on October 24, 2022, we are proposing a total \$25,799,398 of capital outlays for the 2023 budget, and deferring \$1,410,738 of requests identified in the 2023 capital plan. The Proposed capital outlays are proposed to be funded through the following sources (source: "Proposed Capital Requests to Include in 2023 Budget" attachment):
 - **Parks & Facilities Capital Projects Fund**--\$4,013,000 (consisting of the first half of the EOC construction phase (\$3.54 million), of which \$.588 million is funded through a Dept of

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Commerce Grant approved as part of the 2021-23 biennium that must be accepted by 6/30/2023 to guarantee the funds are available and \$3 million earmarked in the 2023 Federal appropriations budget, along with a transfer of \$1 million from the General Fund to fund initial working capital needs of the project which was budgeted in 2022 but deferred due to delays in the project); also included are \$118k for PFF Unanticipated Projects, \$70k to fund a Building Facility Security and Safety Study, \$100k to replace Failed Dock piles at Lake Pleasant and Camp David Jr, \$150k for an Office Space Reconfiguration/Expansion placeholder to cover needs in the Auditor's Office, Finance, WSU and others, and \$35k for Fairgrounds shower upgrades); the capital outlays from this fund will require a Transfer from the General Fund of \$1.195 million.

- **IT Capital Projects Fund**--\$644,120 (mainly relating to Cisco license renewal and switch replacements (\$257k), network device replacement (\$67k), recurring PC Replacement (\$90k), Tyler Permit Planning system remaining costs (\$30k), Wireless network upgrade and expansion (\$100k), Microsoft InTune Deployment (\$29k), UPS DR Site and phone system upgrades (\$19k), scheduled copier replacements (\$43k), and server hardware replacement (\$10k); the capital outlays from this fund will require a Transfer from the General Fund of \$552k.
- **REET 1**--\$2,210,000 (consisting of \$1,635,000 of capital outlays, with major items including the Juvenile Facilities Roof Membrane Replacement (\$725k), Restoration of the Old Juvie Building to Office Space (\$300k), the continued replacement of the Courthouse VAV HVAC air system boxes (\$250k), Replacement of the Art Barn Roof at the fairgrounds (\$120k), a Fairgrounds Site and Security Lighting and Power Project (\$100k carry over project, which would be 50% grant funded), and other carryover or recurring projects (\$240k). Also to be funded through REET are \$575k of transfers to the Carlsborg Deep Water Well (\$75k) and Clallam Bay Sekiu Sewer fund (\$500k) to fund a 5-year project to replace each of the systems five pump stations (\$470k) and replace the drive bearings for the systems' remaining four biological contactors (also a carryover project--\$80k);
- **REET 2**--\$1,963,215 (including \$1,100k to Roads to fund 2023 road projects which includes the carryover of an additional \$400k ask approved in the 2022 budget to help fund the rebuild of Towne Road on the new Lower Dungeness Levy in 2023, remaining installation costs of 3 electric car charging stations at the Courthouse (\$25k), and \$225k of carryover Courthouse irrigation/planter/sidewalk replacements. Also to be funded through REET 2 is a transfer of \$613,215 to the Clallam Bay Sekiu Sewer fund to fund the \$505k of carry over costs related to the 2022-approved pump station replacement that will instead occur in early 2023 (\$425k) and the bearing replacement carry over project (\$80k), and to subsidize those REET-eligible maintenance costs of the sewer fund that are not currently covered by projected revenues (\$108k);
- **General Fund**--\$892,000 (consisting primarily of:
 - \$407k of Sheriff Operations/ Jail/ Animal Control / Emergency Services items (\$207k of which is for vehicle equipment for the scheduled replacement of 4 patrol vehicles, 1 animal control vehicle, and 1 emergency management response RV vehicle for the west end, and \$65k for acquisition of one additional patrol vehicle for the one additional patrol deputy position to be added), with remainder for portable radio

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- replacements, Jail PIPE hardware, camera, and book room upgrades, and ARES Program Equipment).
- HHS Environmental Health (\$90k to re-equip 30-year-old testing lab equipment),
- Prosecuting Attorney--\$15k for staff Iphone replacements
- Superior Court (Clerk bench remodel \$11k),
- District Court 1 (\$10k requested for lobby display), and
- Parks and Facilities (\$277k requested to purchase 2 UTVs, 2 Tractors with loader/mower attachments, and replace an RV bunkhouse to more efficiently support maintenance needs at two parks and the fairgrounds.

As noted earlier, Transfers from General Fund are budgeted to the Parks & Facilities Capital fund (\$1,195k), IT Capital Projects fund (\$552k), and Clallam Bay Sekiu Sewer Fund (\$140k needed to support additional wastewater treatment operator FTE and to subsidize this fund to fully cover its operating costs) to fully fund the 2023 capital projects in these funds.

- **Other Funds Capital Outlays**

- Boating Safety--\$157k of grant-funded costs to acquire a replacement marine vessel, but which will require a transfer of \$170k from the General Fund as a working capital
- VRF Boating Fund--\$29k for replacement marine vessel costs not covered under grant
- OPSCAN--\$177k for radio network equipment replacement
- Carlsborg Sewer--\$240k for the Savannah/Village Lane extension (Opportunity Fund funded), (NOTE: per BOCC discussion, the \$250k designated previously for the Gupster project has been deferred pending further need analysis);
- Clallam Bay Sekiu Sewer--\$2,975k (includes \$2.0 million DOE grant funded collection system rebuild project, \$895k to replace the first two of five pump stations, one of which is a carryover from 2022 but will be completed in 2023 (REET 1 transfer funded), and \$80k to replace all bearings on remaining four biological contactors (REET 1 transfer funded, carryover project);
- ER&R--\$1,917k, consisting of vehicle and equipment replacements for Roads of \$1.480 million and \$257k for General Fund, and \$180k for general site maintenance to replace failing gutters on all ER&R buildings;
- ARPA--\$347k, with \$250k for the Bipolar Ionization Air Purification System for County facilities to reduce airborne illness risks and \$97k of carry over costs relating to the BOCC Board Room IT Technology Upgrade project (BOCC approved usage of ARPA funds); and
- Dungeness Off Channel Reservoir--\$5.173 million for land acquisition (\$2.2 million), design work, and conveyance construction phase work of Dungeness Off Channel Reservoir Project (100% grant funded through grants rec'd to date).
- Broadband Project--\$6.317 million for initial engineering/design, permitting, project management, materials, and right of way ascertainment
- Carlsborg Deep Water Well--\$75k to cover potential remaining costs of project.

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In summarizing the total Proposed capital spend by the key strategic initiative or summary categories we grouped our 2023-2027 capital plans according to, the 2023 Proposed budget proposes the following spending by key initiative/grouping:

- **EOC Relocation**--\$3,540,000
- **Courthouse Facility Aging Infrastructure Initiatives**--\$670,000 (consisting of \$250k for VAV Air System Box replacements, \$300k to restore Old Juvie Building for use as office space, Fairgrounds Art Barn Roof Replacement);
- **Juvie Master Plan**--\$725,000 (roof membrane replacement)
- **Disaster Recovery/Business Continuity**--\$12,000
- **IT Infrastructure Initiatives**, --\$263,300
- **Sewer System Repair/Replacement Initiatives**--\$3,215,000 (relating to Clallam Bay/Sekiu collection overflow project which will be 100% funded through Ecology grant/loan (\$2.0 million), pump station replacement (\$895k), and biological contactor bearing replacement (\$80k) and \$240k Carlsborg sewer Village Lane extension funded through Opportunity fund)
- **Deep Water Well/Water Mitigation**--\$5,248,000 (\$75k Carlsborg Water Mitigation, \$5.173 million Dungeness Off Channel Reservoir (100% grant funded)
- **Other Non-Recurring Capital Outlay**—\$571,245 (Fairgrounds shower upgrade (\$35k), 1 new patrol vehicles for added deputies (\$65k), Jail PIPE hardware, camera, and booking area improvements (\$26k), Sheriff EMS response vehicle replacement (\$30k), DC1 Lobby Display (\$10k), Parks & Facilities UTV, Tractor Additions (\$277k), ARPA-funded BOCC Board Room IT technology upgrade (\$97k), and VRF funded vessel replacement funding (\$31k)
- **Broadband Expansion**--\$6,317,274
- **Mandatory/Recurring/Regular Replacement**--\$704,966 (mostly fleet vehicle replacement costs, IT PC and copier replacements, failed pilings at two park boat ramps, etc)
- **Previously Approved Carry Over Capital Outlays**—\$833,000
- **Road Projects Supported Thru REET**—\$1,100,000
- **Non-Recurring Capital Fully Funded through Grants/Dedicated Funds (No General Fund/REET Funding Needed)**—\$421,114
- **ER&R Funded Capital Outlays**--\$1,917,000
- **ARPA Funded Capital Outlays**--\$250,000 (building HVAC air purification system)
- **Courthouse/Juvenile Services Building Security**--\$11,199.

▪ **TOTAL--\$25,799,098**

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?**

Upon completion of the public hearing, we request BOCC approval of the enclosed resolutions adopting the 2023 Clallam County Budget and adopting the 2023 Clallam County Budget Emergency Appropriations.

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

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Revised: 3-04-2019

County Official signature & print name:  Mark Lane_____

Name of Employee/Stakeholder attending meeting: _____Mark Lane, Rebecca Turner, Rich Sill, Debi Cook_____

Relevant Departments: _____Finance, BOCC_____

Date submitted:

November 30, 2022

Exhibit A								
CLALLAM COUNTY 2023 Proposed Budget								
NUMBER FUND & DEPT		Y P E	FUND/ACCOUNT NAME	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	TOTAL
GENERAL FUND								
00100.	211	G	Assessor	0	4,515	2,244,268	0	-2,239,753
00100.	221	G	Auditor	0	1,233,050	1,795,364	0	-562,314
00100.	231	G	Treasurer	0	31,234,830	846,598	0	30,388,232
00100.	241	G	Board of County Commissioners - Operations	0	110	938,361	0	-938,251
00100.	242	G	BOCC - Boundary Review Board	0	150	1,780	0	-1,630
00100.	243	O	BOCC - Port Crescent Cemetery	0	500	3,000	0	-2,500
00100.	244	G	BOCC - Board of Equalization	0	0	79,375	0	-79,375
00100.	291	G	NonDepartmental	0	109,010	3,272,785	0	-3,163,775
00100.	293	~	General Fund Reserves	0	6,458,019	2,946,683	0	3,511,336
00100.	331	D	Comm Dev - Administration	0	6,000	478,190	0	-472,190
00100.	332	D	Comm Dev - Environmental Quality	0	812,052	1,016,406	0	-204,354
00100.	333	D	Comm Dev - Permit Center	0	1,045,800	906,539	0	139,261
00100.	334	D	Comm Dev - Long Range Planning	0	148,400	612,026	0	-463,626
00100.	361	D	Hearing Examiner	0	0	42,500	0	-42,500
00100.	411	I	Information Technology	0	52,000	2,349,545	0	-2,297,545
00100.	421	I	Geographic Information System	0	0	375,882	0	-375,882
00100.	461	I	Human Resources	0	10,801	808,110	0	-797,309
00100.	511	H	HHS - Environmental Health	0	1,470,308	1,693,431	0	-223,123
00100.	513	H	HHS - Administration	0	253,603	790,281	0	-536,678
00100.	811	L	Sheriff - Operations	0	1,092,505	8,799,535	0	-7,707,030
00100.	813	L	Sheriff - Animal Control	0	500	244,541	0	-244,041
00100.	814	L	Sheriff - Search and Rescue	0	1,500	30,490	0	-28,990
00100.	815	L	Sheriff - Jail	0	1,676,474	4,719,768	0	-3,043,294
00100.	816	L	Sheriff - Jail Medical	0	304,677	1,047,809	0	-743,132
00100.	817	L	Sheriff - Emergency Services	0	50,584	356,872	0	-306,288
00100.	831	L	NonDepartmental - Indigent Defense	0	291,226	1,725,638	0	-1,434,412
00100.	841	L	Prosecuting Attorney - Operations	0	248,105	3,359,545	0	-3,111,440
00100.	842	L	Prosecuting Attorney - Child Support	0	317,000	325,699	0	-8,699
00100.	843	L	Prosecuting Attorney - Coroner	0	40,001	409,201	0	-369,200
00100.	851	L	Juvenile Services	0	3,194,356	3,894,211	0	-699,855
00100.	861	L	Superior Court	0	488,340	1,838,624	0	-1,350,284
00100.	871	L	District Court I	0	904,076	1,331,692	0	-427,616
00100.	881	L	District Court II	0	116,322	417,509	0	-301,187
00100.	891	L	Clerk	0	355,051	1,123,634	0	-768,583
00100.	911	O	Parks and Facilities	0	935,110	2,928,747	0	-1,993,637
00100.	912	O	Parks and Facilities - Fair	0	465,050	655,989	0	-190,939
00100.	931	O	WSU Extension	0	200,000	435,108	0	-235,108
			TOTAL GENERAL FUND	11,831,000	53,520,025	54,845,736	10,505,616	-1,325,711
OTHER FUNDS								
10101.	611	P	PW - Roads	7,931,858	18,217,850	19,609,562	6,540,146	0
10135	611	P	PW - Flood Control	24,000	200,391	198,346	26,045	0
11002.	811	L	Sheriff - Honor Guard Donation	4,388	500	3,912	976	0
11003	811	L	Sheriff - Boating Safety	8,205	315,974	304,968	19,211	0
11004	811	L	Sheriff - VRF Boating Program	145,294	25,210	92,720	77,784	0
11008	811	L	Sheriff - OPNET Drug	62,063	177,493	177,282	62,274	0
11061	811	L	Sheriff - Nine-One-One Enhanced	58,755	787,025	771,025	74,755	0
11065	811	L	Sheriff - OPSCAN Operations	715,017	398,232	436,144	677,105	0
11068	811	L	Sheriff - Operation Stonegarden	57,127	412,968	418,618	51,477	0
11070	811	L	Sheriff - 24/7 Sobriety Program	61,169	25,000	17,076	69,093	0
11080	811	L	Sheriff - Inmate Commissary and Welfare	109,528	47,500	64,320	92,708	0
11301.	511	H	Health and Human Services - Operations	959,839	1,550,505	2,065,168	445,176	0
11322	511	O	HHS - Homeless Task Force	906,705	500,000	752,806	653,899	0
11323	511	H	HHS - Chemical Dependency/Mental Health	2,683,019	1,954,214	2,110,462	2,526,771	0
11324	511	O	HHS - Affordable Housing	302,751	79,000	85,000	296,751	0
11331	511	H	HHS - Developmental Disabilities	615,544	1,821,192	1,890,056	546,680	0
11341	511	H	HHS - Foundational Public Health Services	521,500	1,243,000	1,243,000	521,500	0
11401.	821	L	Law Library	16,410	39,037	36,589	18,858	0
11701.	841	L	Pros Attny - Local Crime Victim Comp	20,430	202,147	194,373	28,204	0
11901.	841	L	Pros Attny - Racketeering	1,857	3	0	1,860	0
12201.	231	G	Treasurer - Operation and Maintenance	119,726	102,510	144,311	77,925	0
12231	231	G	Treasurer - REET Electronic Technology	86,416	18,000	8,039	96,377	0
12241	231	G	Treasurer - Land Assessment	7,665	24,338	18,828	13,175	0
12401	221	G	Auditor - Document Preservation	620,673	130,000	423,360	327,313	0
12905	861	L	Superior Crt - Dispute Resolution	650	15,135	15,135	650	0
12911	861	L	Superior Crt - Courthouse Facilitator	743	8,520	8,520	743	0
13001.	381	D	Noxious Weed Control	181,154	177,925	252,929	106,150	0
13051	381	D	Noxious Weed - LMD#2 Lake Sutherland	38,071	18,834	26,235	30,670	0
19910	291	O	Non Dept - Conservation Futures	184,451	310,450	400,000	94,901	0
19913	291	L	Non Dept - Trial Court Improvements	51,586	36,300	40,000	47,886	0
19914	291	O	Non Dept - Veterans' Relief	21,896	357,584	344,848	34,632	0
19915	291	O	Non Dept - Federal Forest Replacement	82,479	39,000	39,000	82,479	0
19925	291	O	Non Dept - Hotel/Motel Tax	1,352,091	1,687,000	1,640,000	1,399,091	0
19941	291	O	Non Dept - Opportunity Fund	6,397,677	1,840,000	3,213,879	5,023,798	0
19951	291	O	Non Dept -Affordable Housing Sales Tax	430,811	1,417,862	1,436,160	412,513	0
19961	291	L	Non Dept - American Rescue Plan Act	7,382,763	157,000	7,156,365	383,398	0
19991	291	L	Non Dept - Emergency Communication Tax	2,413,694	2,009,000	2,033,880	2,388,814	0
			TOTAL SPECIAL REVENUE FUNDS	34,578,005	36,346,699	47,672,916	23,251,788	0
27401.	611	P	PW - RID #149 Osborn Road	2,453	2,004	2,500	1,957	0
29500.	231	P	Treasurer - LID 3rd Street Sewer Line Extension	13,496	1,982	3,000	12,478	0
			TOTAL DEBT SERVICE FUNDS	15,949	3,986	5,500	14,435	0
30101.	911	P	Parks and Facilities - Real Estate Excise Tax Projects	1,843,967	1,061,000	2,210,000	694,967	0
30201.	911	P	Parks and Facilities - Real Estate Excise Tax Projects 2	929,109	1,084,000	1,963,215	49,894	0
30301.	331	D	Comm Dev - Lwr Dungeness Floodplain	4,569,278	2,722,286	7,291,564	0	0
30401.	331	D	Comm Dev -Dungeness Reservoir	442,172	6,656,425	6,828,363	270,234	0
30501.	911	P	Parks and Facilities - Capital Projects	229,549	4,783,451	4,013,000	1,000,000	0
30701.	411	I	Information Tech - Capital Projects	92,597	551,523	644,120	0	0
30805.	611	P	PW - Broadband Infrasucture Capital Projects	0	7,456,546	6,317,274	1,139,272	0
30901.	331	D	Comm Dev - Carlsborg Water Mitigation	0	75,000	75,000	0	0
			TOTAL CAPITAL PROJECT FUNDS	8,106,672	24,390,231	29,342,536	3,154,367	0
40201.	611	P	PW - Solid Waste	10,000	101,550	81,374	30,176	0
41401.	611	P	PW - Clallam Bay-Sekiu Sewer	269,516	3,644,593	3,554,858	359,251	0
41501.	611	P	PW - Clallam Bay-Sekiu Sewer Cap Replace	5,211	3,150	0	8,361	0
42401.	611	P	PW - Carlsborg Sewer	185,336	365,011	496,189	54,158	0
42501.	611	P	PW - Carlsborg Sewer Capital Repair/Replacement	191,201	32,000	0	223,201	0
43401	611	P	PW - Bullman Beach Water System	102,437	46,859	43,788	105,508	0
			TOTAL ENTERPRISE FUNDS	763,701	4,193,163	4,176,209	780,655	0
50301.	611	I	PW - Equipment Rental and Revolving	1,825,000	3,831,768	4,418,545	1,238,223	0
50401.	461	I	HR - Risk Management	1,341,335	2,985,291	2,984,691	1,341,935	0
50501.	461	I	HR - Workers' Compensation Claims	260,642	682,974	714,499	229,117	0
50601.	461	I	HR - Employee Health Care Benefit	39,987	23,450	25,000	38,437	0
50701.	461	I	HR - Unemployment	189,794	24,008	62,701	151,101	0
			TOTAL INTERNAL SERVICE FUNDS	3,656,758	7,547,491	8,205,436	2,998,813	0
			TOTAL OTHER FUNDS	47,121,085	72,481,570	89,402,597	30,200,058	0
			TOTAL BUDGET	58,952,085	126,001,595	144,248,333	40,705,674	-327
III								

CLALLAM COUNTY
GENERAL FUND 2023 PROPOSED BUDGET--4 YEAR COMPARISON TO ACTUALS/FORECAST
\$ IN 000s

	4 YEAR COMPARISON					\$ INCREASE (DECREASE) FROM PRIOR YEAR				% INCREASE (DECREASE) FROM PRIOR YEAR				AS A % OF TOTAL REVENUE			
	2023	2022	2021	2020	2019	2023	2022	2021	2020	2023	2022	2021	2020	2023	2022	2021	2020
	Proposed Budget	Projected	Actuals	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals
REVENUES:																	
Taxes	24,918	24,321	23,307	20,899	20,466	597	1,014	2,408	433	2.45%	4.35%	11.52%	2.12%	46.56%	54.44%	54.24%	46.84%
Licenses & Permits	1,012	1,044	1,088	1,004	1,019	-32	-44	84	-15	-3.08%	-4.03%	8.37%	-1.46%	1.89%	2.34%	2.53%	2.25%
Intergovernmental Revenues	7,527	7,532	6,111	5,700	5,289	-5	1,421	411	411	-0.06%	23.24%	7.21%	7.77%	14.06%	16.86%	14.22%	12.78%
Charges for Goods & Services	8,383	7,711	7,641	7,479	9,525	672	70	162	-2,047	8.71%	0.92%	2.17%	-21.49%	15.66%	17.26%	17.78%	16.76%
Fines & Penalties	770	692	985	879	956	78	-293	106	-77	11.28%	-29.77%	12.10%	-8.09%	1.44%	1.55%	2.29%	1.97%
Misc Revenue (Interest Inc, Camping Fees, etc)	3,672	2,074	2,130	2,235	2,562	1,598	-56	-105	-327	77.07%	-2.64%	-4.70%	-12.75%	6.86%	4.64%	4.96%	5.01%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	6	3	3	50	98	3	0	-47	-48	100.00%	4.53%	-94.20%	-49.30%	0.01%	0.01%	0.01%	0.11%
Other Financing Sources (Timber Sales, other)	634	703	612	694	665	-69	91	-82	28	-9.82%	14.90%	-11.78%	4.27%	1.18%	1.57%	1.42%	1.55%
Transfers In	6,498	410	270	561	132	6,088	140	-291	429	1484.88%	51.85%	-51.87%	324.94%	12.14%	0.92%	0.63%	1.26%
TOTAL REVENUE--EXCLUDING COVID REIMB	53,420	44,490	42,147	39,500	40,712	8,930	2,343	2,647	-1,212	20.07%	5.56%	6.70%	-2.98%	99.81%	99.59%	98.08%	88.53%
Intergovernmental--COVID Reimbursements	100	181	824	5,118	0	-81	-643	-4,294	5,118	-44.75%	-78.03%	-83.90%	-	0.19%	0.41%	1.92%	11.47%
TOTAL REVENUE--INCLUDING COVID REIMB	53,520	44,671	42,971	44,618	40,712	8,849	1,700	-1,647	3,906	19.81%	3.96%	-3.69%	9.59%	100.00%	100.00%	100.00%	100.00%
EXPENDITURES:																	
Payroll	26,168	22,848	21,428	20,594	19,962	3,320	1,420	834	632	14.53%	6.63%	4.05%	3.17%	48.89%	51.15%	49.87%	46.16%
Benefits	10,999	9,206	8,698	8,466	8,166	1,793	508	232	300	19.48%	5.84%	2.74%	3.67%	20.55%	20.61%	20.24%	18.97%
Supplies	1,453	1,279	1,001	1,110	1,074	174	278	-110	37	13.63%	27.81%	-9.87%	3.40%	2.72%	2.86%	2.33%	2.49%
Services	8,637	7,054	5,800	6,049	7,680	1,583	1,254	-249	-1,630	22.44%	21.61%	-4.12%	-21.23%	16.14%	15.79%	13.50%	13.56%
Debt Service	131	0	0	0	0	131	0	0	0	-	-	-	-	0.24%	0.00%	0.00%	0.00%
Capital	892	355	60	338	434	537	295	-278	-96	151.24%	494.61%	-82.33%	-22.13%	1.67%	0.79%	0.14%	0.76%
Transfers Out	4,924	6,168	2,967	2,174	545	-1,244	3,201	793	1,629	-20.17%	107.89%	36.46%	299.10%	9.20%	13.81%	6.90%	4.87%
Payment to Risk Management/Workers Comp Funds	1,642	1,366	1,237	1,229	1,095	276	129	8	134	20.17%	10.42%	0.63%	12.26%	3.07%	3.06%	2.88%	2.76%
TOTAL EXPENDITURES--EXCLUDING COVID	54,845	48,276	41,191	39,961	38,955	6,569	7,085	1,229	1,006	13.61%	17.20%	3.08%	2.58%	102.67%	108.51%	97.73%	101.17%
Salaries & Wages--COVID	0	0	44	245	0	0	-44	-202	245	-	-100.00%	-82.21%	-	0.00%	0.00%	0.10%	0.55%
Benefits--COVID	0	0	1	13	0	0	-1	-12	13	-	-100.00%	-90.47%	-	0.00%	0.00%	0.00%	0.03%
Supplies--COVID	0	3	65	213	0	-3	-62	-148	213	-100.00%	-95.40%	-69.37%	-	0.00%	0.01%	0.15%	0.48%
Services--COVID	0	90	211	3,207	0	-90	-121	-2,996	3,207	-100.00%	-57.27%	-93.43%	-	0.00%	0.20%	0.49%	7.19%
Capital Outlays--COVID	0	0	63	702	0	0	-63	-639	702	-	-100.00%	-91.08%	-	0.00%	0.00%	0.15%	1.57%
Transfers Out--COVID	0	0	392	995	0	0	-392	-603	995	-	-100.00%	-60.59%	-	0.00%	0.00%	0.91%	2.23%
TOTAL EXPENDITURES--INCLUDING COVID	54,845	48,369	41,966	45,336	38,955	6,476	6,403	-3,370	6,381	13.39%	15.26%	-7.43%	16.38%	102.48%	108.28%	97.66%	101.61%
NET OPERATING SURPLUS (DEFICIT)--																	
EXCLUDING COVID	-1,425	-3,786	956	-462	1,757	2,361	-4,742	1,418	-2,218	-62.35%	-495.88%	-307.14%	-126.28%	-2.67%	-8.51%	2.27%	-1.17%
NET OPERATING SURPLUS (DEFICIT)--INCLUDING COVID																	
COVID	-1,325	-3,698	1,005	-718	1,757	2,373	-4,703	1,723	-2,475	-64.16%	-468.02%	-239.86%	-140.90%	-2.48%	-8.28%	2.34%	-1.61%
BUDGET ADJUSTMENTS:																	
PAYROLL/BENEFITS HISTORIC BUDGET UNDERSPEND DUE TO POSITION DARK TIME	2,099																
ADJ FOR NEW POSITION REQUESTS BEING HELD OPEN DURING 1ST HALF OF 2023	165																
PROJECTED NET OPERATING SURPLUS (DEFICIT)--ADJUSTED FOR HISTORIC PAYROLL UNDERSPEND/PRELIMINARY GENERAL FUND CAPITAL FUNDING	939	-3,698	1,005	-718	1,757	4,637	-4,703	1,723	-2,475	-125.38%	-468.02%	-239.86%	-140.90%	1.75%	-8.28%	2.34%	-1.61%

CLALLAM COUNTY
GENERAL FUND 2023 PROPOSED BUDGET--4 YEAR COMPARISON TO ACTUALS/FORECAST
\$ IN 000s

	4 YEAR COMPARISON					\$ INCREASE (DECREASE) FROM PRIOR YEAR				% INCREASE (DECREASE) FROM PRIOR YEAR				AS A % OF TOTAL REVENUE			
	2023	2022	2021	2020	2019	2023	2022	2021	2020	2023	2022	2021	2020	2023	2022	2021	2020
	Proposed Budget	Projected	Actuals	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals
BUDGETED ENDING FUND BALANCE	10,506	11,831	15,529	14,524	15,243					-11.20%	-23.81%	6.92%	-4.71%	19.63%	26.48%	36.14%	32.55%
As a % of Total Expenditures	19%	24%	37%	32%	39%												
As a % of Total Expenditures (excluding Transfers Out)	21%	28%	40%	34%	40%												
PROJECTED ENDING FUND BALANCE	12,770	11,831	15,529	14,524	15,243					7.93%	-23.81%	6.92%	-4.71%	23.86%	26.48%	36.14%	32.55%
As a % of Total Expenditures	24%	24%	37%	32%	39%												
As a % of Total Expenditures (excluding Transfers Out)	27%	28%	40%	34%	40%												
GENERAL FUND REVENUE DETAIL																	
TAX SUMMARY:																	
Real and Personal Property Taxes	11,755	11,431	11,277	10,992	10,840	324	155	285	152	2.83%	1.37%	2.59%	1.40%	21.96%	25.59%	26.24%	24.64%
Juvenile Correction Sales and Use Tax	1,949	1,911	1,812	1,507	1,445	38	99	305	62	2.01%	5.44%	20.24%	4.32%	3.64%	4.28%	4.22%	3.38%
Timber Excise Tax	349	332	281	212	450	17	51	69	-238	5.07%	18.08%	32.55%	-52.89%	0.65%	0.74%	0.65%	0.48%
Local Retail Sales and Use Tax	9,447	9,262	8,639	7,097	6,678	185	623	1,542	419	2.00%	7.21%	21.73%	6.27%	17.65%	20.73%	20.10%	15.91%
Leasehold Excise Tax	75	70	59	70	70	6	11	-11	0	8.16%	18.23%	-15.71%	0.00%	0.14%	0.16%	0.14%	0.16%
Local Criminal Justice/Public Safety	1,343	1,316	1,239	1,021	983	27	77	218	38	2.06%	6.20%	21.35%	3.84%	2.51%	2.95%	2.88%	2.29%
TOTAL TAX REVENUE	24,918	24,321	23,307	20,899	20,466	597	1,014	2,408	433	2.45%	4.35%	11.52%	2.12%	46.56%	54.44%	54.24%	46.84%
OTHER GENERAL FUND REVENUES:																	
Licenses & Permits	1,012	1,044	1,088	1,004	1,019	-32	-44	84	-15	-3.08%	-4.03%	8.37%	-1.46%	1.89%	2.34%	2.53%	2.25%
Intergovernmental Revenues--Grants	2,871	3,020	2,971	2,660	2,395	-149	49	311	265	-4.94%	1.65%	11.69%	11.07%	5.36%	6.76%	6.92%	5.96%
Intergovernmental Revenues--PILT, ARPA Section 605 Local Assistance & Tribal Consistency, PUD Privilege Tax, Criminal Justice, Marijuana/ Liquor Excise, Autopsy, Other	4,656	4,512	3,140	3,040	2,894	144	1,372	100	146	3.20%	43.68%	3.29%	5.04%	8.70%	10.10%	7.31%	6.81%
Charges for Goods & Services	8,383	7,711	7,641	7,479	9,525	672	70	162	-2,047	8.71%	0.92%	2.17%	-21.49%	15.66%	17.26%	17.78%	16.76%
Fines & Penalties	770	692	985	879	956	78	-293	106	-77	11.28%	-29.77%	12.10%	-8.09%	1.44%	1.55%	2.29%	1.97%
Misc Revenue (Interest Inc, Camping Fees, etc)	3,672	2,074	2,130	2,235	2,562	1,598	-56	-105	-327	77.07%	-2.64%	-4.70%	-12.75%	6.86%	4.64%	4.96%	5.01%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	6	3	3	50	98	3	0	-47	-48	100.00%	4.53%	-94.20%	-49.30%	0.01%	0.01%	0.01%	0.11%
Timber Sales	634	703	612	694	665	-69	91	-82	28	-9.82%	14.90%	-11.78%	4.27%	1.18%	1.57%	1.42%	1.55%
Transfers In	6,498	410	270	561	132	6,088	140	-291	429	1484.88%	51.85%	-51.87%	324.94%	12.14%	0.92%	0.63%	1.26%
TOTAL OTHER REVENUE, EXCLUDING COVID REIMBURSEMENTS	28,502	20,169	18,840	18,601	20,246	8,333	1,329	239	-1,645	41.32%	7.05%	1.29%	-8.13%	53.25%	45.15%	43.84%	41.69%
Intergovernmental--COVID Reimbursements	100	181	824	5,118	0	-81	-643	-4,294	5,118	-44.75%	-78.03%	-83.90%	-	0.19%	0.41%	1.92%	11.47%
TOTAL REVENUE--GENERAL FUND	53,520	44,671	42,971	44,618	40,712	8,849	1,700	-1,647	3,906	19.81%	3.96%	-3.69%	9.59%	100.00%	100.00%	100.00%	100.00%

Four Year Comparison of Major Budget Items - Proposed Budget

Budget Years	2023	2022	2021	2020
Taxes				
Real and Personal Property Taxes	11,754,970	11,431,700	11,251,500	11,000,000
Juvenile Correction Sales and Use Tax	1,949,000	1,904,000	1,470,000	1,460,000
Timber Excise Tax	348,600	375,000	360,000	450,000
Local Retail Sales and Use Tax	9,447,000	9,031,000	6,738,000	6,750,000
Leasehold Excise Tax	75,450	64,450	74,350	73,350
Local Criminal Justice/Public Safety	<u>1,343,000</u>	<u>1,287,000</u>	<u>990,000</u>	<u>990,000</u>
Total Taxes	24,918,020	24,093,150	20,883,850	20,723,350
% increase year over year	3.424%	15.367%	0.774%	4.969%
General Fund Major Sources of Budgeted Revenue				
Grants	4,226,458	2,885,495	2,728,087	2,262,282
Sale of County Timber	634,000	740,100	625,100	600,100
Taxes	24,918,020	24,093,150	20,883,850	20,723,350
Licenses and Permits	1,011,850	1,055,400	1,050,173	1,150,092
Intergovernmental	3,400,700	4,628,100	3,129,600	3,024,070
Charges for Goods and Services	8,382,571	8,276,209	7,845,437	9,695,209
Fines and Forfeits	770,039	833,378	908,285	968,942
Other	<u>3,678,368</u>	<u>1,860,371</u>	<u>2,112,275</u>	<u>2,648,852</u>
Total	47,022,006	44,372,203	39,282,807	41,072,897
Transfers	<u>6,498,019</u>	<u>2,440,000</u>	<u>1,840,000</u>	<u>1,790,000</u>
Total Budgeted Revenue	53,520,025	46,812,203	41,122,807	42,862,897
Plus General Fund Reserves	<u>11,831,000</u>	<u>15,028,000</u>	<u>13,880,000</u>	<u>14,352,000</u>
Total Funds Available	65,351,025	61,840,203	55,002,807	57,214,897
% increase year over year	5.677%	12.431%	-3.866%	5.824%
General Fund Budgeted Expenditures				
Salaries	26,167,708	24,619,899	22,537,254	21,820,814
Benefits	10,999,229	10,017,552	9,543,856	9,086,752
Supplies	1,453,389	1,518,239	1,242,488	1,369,708
Services	10,278,445	8,971,999	7,763,740	9,886,119
Intergovernmental	0	0	0	0
Capital	891,901	<u>363,330</u>	<u>184,425</u>	<u>279,830</u>
Debt Service	131,001			
Subtotal	49,921,673	45,491,019	41,271,763	42,443,223
Transfers Used	4,924,063	6,213,350	3,377,857	3,491,200
Interfund Payments Used	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Expenditures	54,845,736	51,704,369	44,649,620	45,934,423
% increase year over year	6.076%	15.800%	-2.797%	7.961%
General Fund Budgeted Expenditures by Program				
General Government	9,178,531	8,174,821	7,190,582	7,076,124
Law and Justice	29,624,768	27,548,587	25,343,359	24,951,422
Public Works	0	0	0	0
Internal Services	3,533,537	3,171,090	2,738,288	2,586,847
Public Health	2,483,712	2,100,738	1,870,422	1,820,417
Land Use and Development	3,055,661	2,809,217	2,502,693	2,636,980
Other Services	<u>4,022,844</u>	<u>3,565,046</u>	<u>3,342,397</u>	<u>3,371,433</u>
Subtotal	51,899,053	47,369,499	42,987,741	42,443,223
Plus Transfers	4,924,063	6,213,350	3,377,857	<u>3,491,200</u>
Minus Indirect Costs Reimbursement	<u>-1,977,380</u>	<u>-1,878,480</u>	<u>-1,715,978</u>	
Total	54,845,736	51,704,369	44,649,620	45,934,423
% increase year over year	6.076%	15.800%	-2.797%	7.961%
General Fund Staffing by Program				
General Government	51.54	50.54	46.21	44.90
Law and Justice	197.80	192.45	188.91	189.59
Public Works	0.00	0.00	0.00	0.00
Internal Services	19.45	16.90	16.83	17.08
Public Health	20.38	19.58	17.58	17.58
Land Use and Development	21.94	23.54	22.78	23.16
Other Services	<u>24.58</u>	<u>24.58</u>	<u>24.58</u>	<u>25.08</u>
Total	335.69	327.59	316.89	317.39
% increase year over year	2.473%	3.377%	-0.158%	2.278%

CLALLAM COUNTY
GENERAL FUND PROPOSED 2023 BUDGET
BRIDGE ANALYSIS BETWEEN PROPOSED BUDGET & DRAFT BUDGET
\$ IN 000s

		COMMENTS
OPERATING SURPLUS/(DEFICIT)--2023 DRAFT BUDGET	-1,965	
NET REVENUE CHANGES:		
Taxes	-7	Reflects \$12k reduction in Leasehold Excise Tax based on 2022 pacing, as offset by true up of various sales & use tax accounts.
Intergovernmental Revenues	11	Increases primarily in Marijuana Excise Tax and DUI County revenues based revised trending in 2022.
Charges for Goods & Services	15	Reflects additional Superior Court CHSW Parents for Parents funding received in 2022 that will carryover to 2023.
Misc Revenue (Interest Inc, Camping Fees, etc)	375	Based on revised investment interest income based on higher expected average Treasury & LGIP yields expected in 2023 and based on CashVest strategic liquidity analysis.
TOTAL NET REVENUE CHANGES	394	
NET EXPENDITURE CHANGES:		
Payroll	14	Due to salary-study related adjustments in various areas.
Benefits	2	Immaterial
Supplies	3	Immaterial
Services	-269	Mainly due to reduction of \$170k of outside security costs to reflect resumption of Jail staff provision of courthouse security once Jail staffing levels have been restored. Also reflects \$131k reclassification of various departments' lease costs from Services to Debt Service costs as required under new lease accounting rules that took effect in 2022. Offset by \$30k increase in Parks & Facilities ER&R rental costs.
Debt Service	131	Due to a change in accounting for certain of the County's leases that are 1 year or more in duration, lease rental costs are required to be accounted for as debt service costs rather than as a Services cost (see corresponding decrease in Services noted above). Affects multiple departments with office, land and other qualifying leases, with most notable one being the Juvenile Services land lease with Port of PA. This change in accounting will take place in 2022.
Transfers Out	-125	Reflects elimination of a duplicate \$125k VRF Boating Program transfer included in the Draft budget.
TOTAL NET EXPENDITURE CHANGES	-245	
NET CHANGE BETWEEN REVENUE & EXPENDITURES	639	
OPERATING SURPLUS/(DEFICIT)--2023 PROPOSED BUDGET	-1,325	

CLALLAM COUNTY
GENERAL FUND PROPOSED 2023 BUDGET
BREAKDOWN OF PROPOSED 2023 BUDGET SURPLUS/(DEFICIT) VS 2022 PROJECTED DEFICIT
\$ IN 000s

	NOTES
TOTAL PROPOSED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 BUDGET	(1,325)
TOTAL FORECASTED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2022 PROJECTED	(3,698)
NET CHANGE IN GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 BUDGET VS 2022 PROJECTED	2,373

MAJOR COMPONENTS OF CHANGE IN OPERATING SURPLUS/(DEFICIT) FROM 2022 TO 2023:

INCREASE IN TAX REVENUE (SALES & USE, JUVENILE SERVICES, ETC)	597	Assumes Sales tax annual increase of +2% due to an assumed return to a more typical year-over-year growth rate after 2021 and 2022 which saw higher levels of stimulus and economic recovery driving sales tax growth of +22% in 2021 and 7.2% in 2022, and given the recession expected in 2023 as the Federal Reserve continues to raise interest rates to combat inflation. Property Taxes projected to grow 2.8% based on 1% levy growth allowed plus new construction.
DECREASE IN LICENSING & PERMITS REVENUE	-32	Mainly due to continued softening of building permit revenues following multiple years of strong permit activity and as interest rate hikes by the Federal Reserve continue to cool housing starts.
DECREASE IN INTERGOVERNMENTAL REVENUE	-5	Immaterial change, with \$133k growth in Intergovernmental tax revenues offset by a \$149k decrease in other grant funds.
INCREASE IN GOODS & SERVICES REVENUE	672	Mainly due to partial recovery of certain COVID impacted revenue streams, including Sheriff Jail's gradual jail excess bed usage with DOC (+\$150k over forecasted 2022, but still budgeted at half of pre-COVID levels)), recovery of Jail Chain Gang Roads revenues negatively impacted in 2022 due to Jail staffing shortages, and increases interfund services provided to the HHS Foundational Public Health and other non-General Fund HHS funds by HHS Environmental Health (\$78k) & HHS Administration (\$130k). Also due to a \$46k increase in Fair gate receipt and carnival proceed revenues, \$96k in higher projected election services and passport revenues, and increases in other areas, as offset by a \$85k decrease in filing fees in Auditor's Office due to lower real estate filing volume trends.
INCREASE IN FINES & PENALTIES	78	Increase due to infraction downward trends observed earlier in 2022 stabilizing and improving in DC1 & DC2 in 2023.
INCREASE IN MISC REVENUE	1,598	Increase mainly due to a \$1,387k increase in interest income due to significant increases in interest rates that have occurred beginning 2022 as the Federal Reserve has begun significantly increasing interest rates to cool inflationary pressures seen across the US Economy, as well as the assumed increase use of short-term US treasuries by the Treasurer's Office to aid in a more rapid yield recovery in the County's investment portfolio. Fixed income yields are expected to increase from sub .5% in early-mid 2022 to average yields of 5% in 2023. Increase is also due to projected increases in parks camping fee rates, and a new HHS Environmental Health operating assessment revenue (\$276k).
DECREASE IN TIMBER REVENUE	-69	Decrease based on current DNR 2023 preliminary forecast.
INCREASE IN TRANSFERS IN	6,088	Primarily due to a \$4.683 million increase in Transfer In from the Lower Dungeness Floodplain project as almost all heavy construction of phase 2 of the project is concluded by the end of 2022 and grant reimbursements for these costs are received and remitted to the General Fund to reimburse it for all prior working capital transfers provided to this project since inception. \$1.65 million in higher Transfers In from the Dungeness Off Channel Reservoir is also reflected based on revised cash flow projections for this project. Also due to \$125k Transfer In from the VRF boat programing for bridge funding to be provided for the purchase of a replacement Sheriff boat that will be covered under a reimbursement grant. Offsetting these increases is a \$370k decrease in Transfers In from HHS relating the return in 2022 of funding provided to Serenity House relating to a facility expansion project that was subsequently covered by a grant.
INCREASE IN PAYROLL	-3,320	Increase due to base budget assuming all positions staffed per current policy (vs savings from position darktime)--see below for estimated dark-time projected underspend. When adjusted to reflect \$1.438 million of historic darktime budget underspend, payroll is projected to increase approximately \$1.867 million, or 8.2%, from 2022 to 2023 which reflects increases due to 2.5-3% COLAs for the various bargaining units, pay increases beginning July 2022 relating to the Prosecuting Attorney collective bargaining renewal, the addition of accreditation pay and pay scale restructuring for patrol/corrections following completion of new collective bargaining agreements, and step increases, as partially offset by savings due to turnover that occurred in 2022. Increase is also due to additional 3.5 FTEs requested in the areas of Sheriff Operations (1 FTE patrol deputies--\$129k), BOCC Administrator (\$100k), PT Voter Registration Specialist in Auditor's Office (\$33k), DCD (1 FTE Deputy Director--\$122k), and funds set aside for cross-training for anticipated retirements in the Sheriff's Office, and Treasurer's Office.
INCREASE IN BENEFITS	-1,793	Increase due to base budget assuming all positions staffed--see below. When adjusted to reflect \$0.660 million of historic darktime budget underspend, benefits are projected to increase approximately \$1,132k, or 12.2%, from 2022 to 2023, with this increase reflecting the increase in payroll costs outlined above, the \$50 per month County-paid health premium increases and longevity-based medical premium pay that take effect in January each year under the new collective bargaining agreements completed in July 2021/2022 and the addition of 3.5 FTES outlined above. This increase is also due to a significant increase in worker's compensation rates needed to reflect the higher claim's costs incurred over the past several years.
DECREASE IN TRANSFERS OUT	1,244	Primarily due to \$3.4 million decrease in Transfers Out to the Lower Dungeness Floodplain project as the bulk of Phase 2 construction work concludes by the end of 2022. a \$405k decrease in transfers to HHS Operations and \$9k decrease in transfer to the Law Library. Partially offsetting these decreases are a \$175k increase in PFF and \$202k increase in IT Capital Projects funds transfers reflecting the capital outlays slated for 2023, an \$2,046k increase in working capital transfers out made to the grant-funded Dungeness Reservoir to fund the estimated \$2.2 million acquisition cost of the build site assumed in Q1 2023, the continuance of design work, and commencing of conveyance-related construction work in the 2nd half of 2023 (note that \$1.65 million of these funds are budgeted to be returned to the General Fund once grant reimbursements for the land acquisition are received). Additionally higher transfers related to the Sheriff's Department's VRF Boating Program acquisition of grant-funded replacement boat of \$170k, the Veteran's Relief program (+\$70k), and PW-Flood Control (+\$24k).
INCREASE IN SUPPLIES	-174	Mainly relating to IT-recommended SRF requests and other department requests for increased supplies needs proposed for approval as outlined in the "2023 Department Requests Over Base Recommended Budget", and projected 2022 underspend to budget.

CLALLAM COUNTY

GENERAL FUND PROPOSED 2023 BUDGET

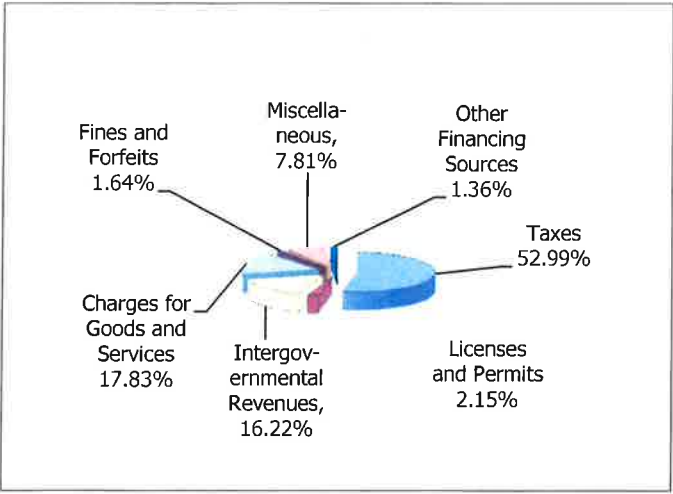
BREAKDOWN OF PROPOSED 2023 BUDGET SURPLUS/(DEFICIT) VS 2022 PROJECTED DEFICIT

\$ IN 000s

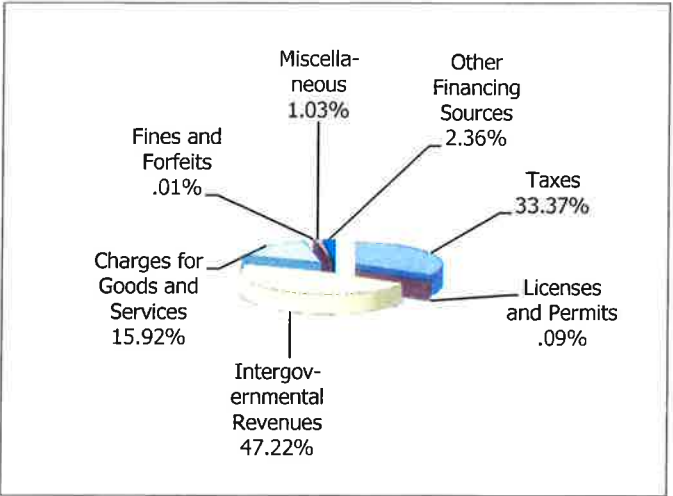
		NOTES
INCREASE IN SERVICES	-1,583	Increase driven by a \$304k increase in DCD—Environmental Quality Salmon Recovery services tied to additional fish barrier removal grant funds received, \$94k in higher IT network router, software renewal, ESRI maintenance and full year Microsoft Office 365 costs, \$133k in higher HHS Environmental Health On-Site Services and Drinking Water services funded through new OSS and Foundational Public Health funds, \$120k in higher anticipated Indigent Defense costs, and due to projected \$552k underspend to budget within Services in 2022, as offset by \$87k decrease in Superior Court expert witness and other costs associated with the conclusion of the last of 2018-2019 multiple-homicide cases in 2022. Increase also reflects approx. \$349k of recommended 2023 Department Requests, including <u>Auditor</u> (+\$50k —relating to County's assumption of printing & binding costs for Voter Pamphlets that was previously paid by the State); <u>DCD Environmental Health</u> (\$22k mainly relating to developing of a monitoring strategy for the Lower Dungeness); <u>GIS</u> (\$31k relating to ESRI costs); HR (\$45k for expanded job posting advertising), <u>Sheriff</u> (\$19k), <u>Prosecuting Attorney</u> (\$22k—mainly relating to higher witness and expert witness costs); <u>Parks Fair & Facilities</u> (\$66k—relating mainly to higher repairs & maintenance costs of facilities, parks and fairgrounds, and increased fair entertainment and advertising costs to drive more visitorship, and <u>Superior Court</u> (\$53k relating to part time contracted court facilitator, guardian at litem services costs), and other increases, as offset by a \$131k reclassification of certain office, land and other leases from Services to Debt Service.
INCREASE IN DEBT SERVICE COSTS	-131	Due to a change in accounting for certain of the County's leases that are 1 year or more in duration, lease rental costs are required to be accounted for as debt service costs rather than as a Services cost (see corresponding decrease in Services noted above). Affects multiple departments with office, land and other qualifying leases, with most notable one being the Juvenile Services land lease with Port of PA.
INCREASE IN CAPITAL OUTLAYS	-537	See attached Schedule C Proposed 2023 Capital Outlay Budget schedule, with most of the increase attributable to additional Parks, Fair & Facilities outlays for upgraded tractor, mowing and UTV equipment, Sheriff vehicle replacements, additional of one patrol vehicle for planned new 1 FTE Patrol Deputy, and planned portable radio replacement plan.
REMAINING PROJECTED OPERATING DEFICIT—EXCLUDING CAPITAL TRANSFERS/PROPOSED DEPT REQUESTS	-261	Mainly due to increase in risk management insurance pool costs due to higher liability and property insurance premium costs.
TOTAL CHANGE IN GENERAL FUND OPERATING DEFICIT--PROPOSED 2023 BUDGET VS 2022 PROJECTED		2,373
PROJECTED GENERAL FUND OPERATING DEFICIT--ADJUSTED FOR AVG COMP UNDERSPEND		
TOTAL GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 PROPOSED BUDGET		-1,325
LESS: HISTORICAL AVERAGE BUDGET UNDERSPEND--SALARY AND BENEFITS	2,099	Historically, the General Fund has underspent its salary/benefits budgets on average by \$2.124 million over the last 3 years, and by \$1.878 million over the last 5 years. Many factors contribute to this, with the most significant being that per County policy, each department has to be budgeted assuming it is fully staffed the entire year. In reality, for many departments, this has rarely been the case. Open positions (or "dark time") that occur due to retirements, voluntary terminations/turnover and delays in filling positions create cost savings to budget, as does refilling positions open due to retirement at often lower salary rates than budgeted. While current policy does not allow for budgeting for "dark time" and there is no assurance similar savings will occur at the same level of employment trends/economic conditions change, it is nonetheless an important component in understanding how our actual spending in this area compares to our budget.
LESS: ESTIMATED PAYROLL/BENEFITS SAVINGS IF NEW APPROVED POSITIONS ARE HELD OPEN FOR SIX MONTHS	165	As discussed in the BOCC budget meetings, given the economic uncertainty heading into 2023, the County could elect to hold open new positions added as part of the 2023 budgeting process for the first half of 2023 until better visibility regarding the occurrence and severity of an anticipated economic recession is better known. Based on the new positions approved within the "2023 Department Requests over Base Budget" schedule, the estimated savings of holding these positions open for the first six months of 2023 would total approximately \$165k.
PROJECTED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--ADJ FOR COMP UNDERSPEND/HOLDING NEW POSITIONS OPEN		939
PROJECTED 2023 GENERAL FUND BALANCE--BASED ON PROPOSED BUDGET AS ADJUSTED		
2023 PROJECTED FUND BALANCE--BEGINNING		11,831
PROJECTED 2023 GENERAL FUND OPERATING DEFICIT		939
2023 PROJECTED FUND BALANCE--ENDING		12,770

2023 Budgeted Revenue Charts

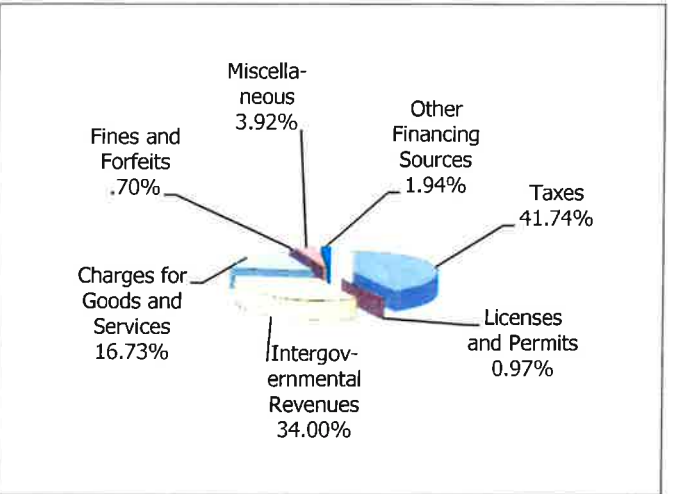
General Fund Budgeted Revenue	
Taxes	24,918,020
Licenses and Permits	1,011,850
Intergovernmental Revenues	7,627,158
Charges for Goods and Services	8,382,571
Fines and Forfeits	770,039
Miscellaneous	3,672,368
Other Financing Sources	640,000
Subtotal	47,022,006
Plus Transfers	6,498,019
Total Revenue	53,520,025
Reserves Available	11,831,000
Total Funds Available	65,351,025



Other Fund Budgeted Revenue	
Taxes	21,129,401
Licenses and Permits	57,620
Intergovernmental Revenues	29,852,379
Charges for Goods and Services	10,065,755
Fines and Forfeits	4,600
Miscellaneous	652,727
Other Financing Sources	1,488,360
Subtotal	63,250,842
Plus Transfers	9,230,728
Total Revenue	72,481,570
Reserves Available	47,121,085
Total Funds Available	119,602,655



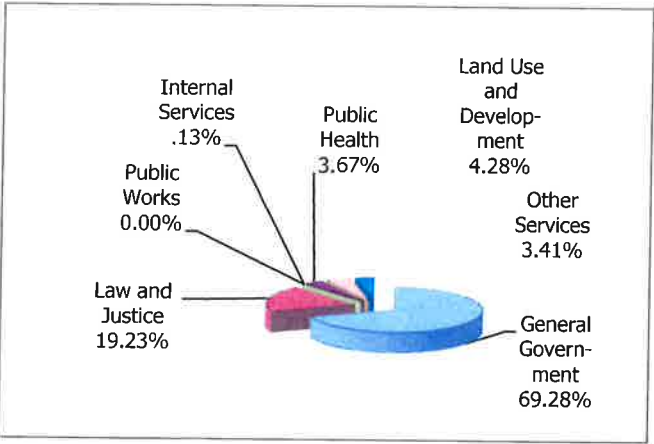
Total General and Other Fund Budgeted Revenue	
Taxes	46,047,421
Licenses and Permits	1,069,470
Intergovernmental Revenues	37,479,537
Charges for Goods and Services	18,448,326
Fines and Forfeits	774,639
Miscellaneous	4,325,095
Other Financing Sources	2,128,360
Subtotal	110,272,848
Plus Transfers	15,728,747
Total Revenue	126,001,595
Reserves Available	58,952,085
Total Funds Available	184,953,680



2023 Budgeted Revenue by Program

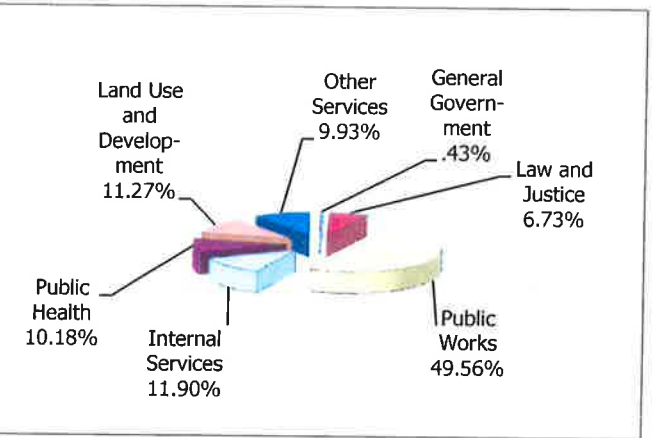
General Fund Budgeted Revenue
by Program

General Government	32,581,665
Law and Justice	9,040,717
Public Works	0
Internal Services	62,801
Public Health	1,723,911
Land Use and Development	2,012,252
Other Services	1,600,660
Subtotal on Chart	47,022,006
Plus Transfers	6,498,019
Total	53,520,025



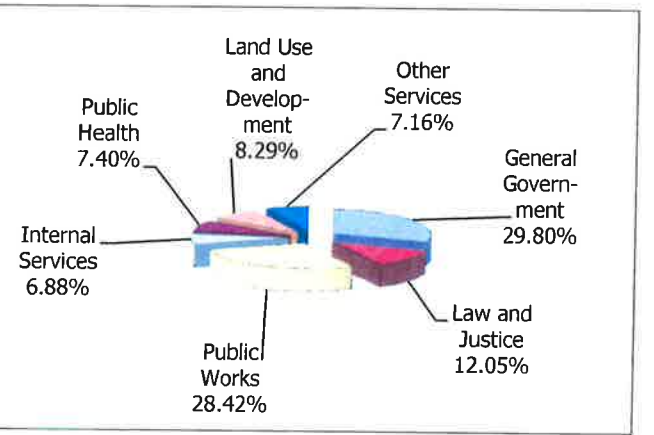
Other Funds Budgeted Revenue
by Program

General Government	274,848
Law and Justice	4,248,007
Public Works	31,361,880
Internal Services	7,524,041
Public Health	6,437,700
Land Use and Development	7,125,470
Other Services	6,278,896
Subtotal on Chart	63,250,842
Plus Transfers	9,230,728
Total	72,481,570



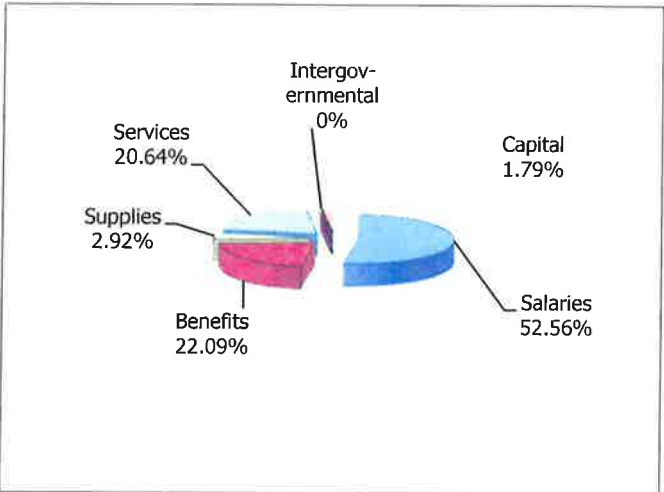
Total General and Other Fund
Budgeted Revenue by Program

General Government	32,856,513
Law and Justice	13,288,724
Public Works	31,361,880
Internal Services	7,586,842
Public Health	8,161,611
Land Use and Development	9,137,722
Other Services	7,879,556
Subtotal on Chart	110,272,848
Plus Transfers	15,728,747
Total Revenue	126,001,595

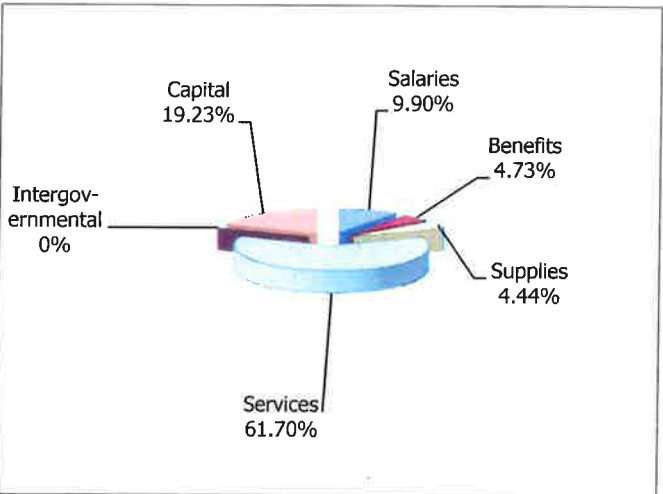


2023 Budgeted Expenditure Charts

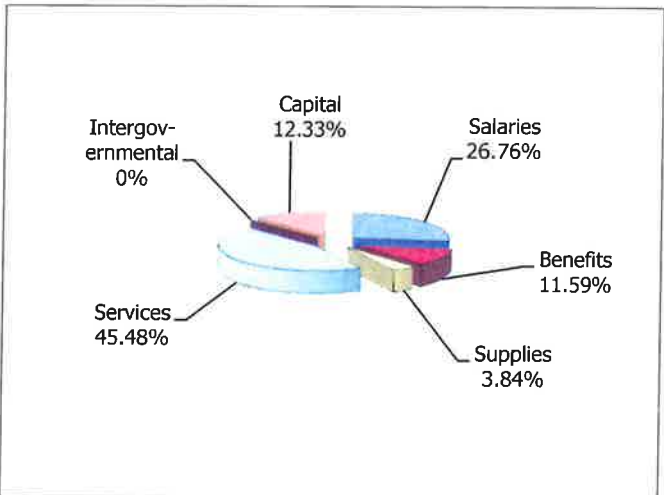
General Fund Budgeted Expenditures	
Salaries	26,167,708
Benefits	10,999,229
Supplies	1,453,389
Services	10,409,446
Intergovernmental	0
Capital	891,901
Subtotal	49,921,673
Transfers Used	4,924,063
Interfund Payments Used	0
Total Budgeted Expenditures	54,845,736



Other Fund Budgeted Expenditures	
Salaries	7,544,782
Benefits	3,603,120
Supplies	3,384,876
Services	47,015,183
Intergovernmental	0
Capital	14,649,122
Subtotal	76,197,083
Transfers Used	10,804,684
Interfund Payments Used	2,400,830
Total Budgeted Expenditures	89,402,597



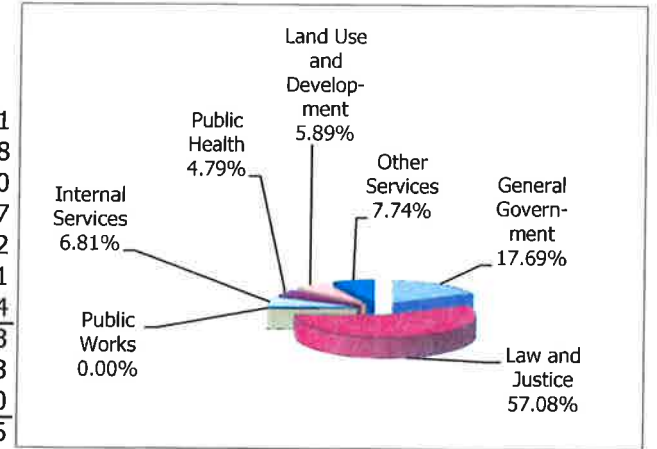
Total General and Other Fund Budgeted Expenditures	
Salaries	33,712,490
Benefits	14,602,349
Supplies	4,838,265
Services	57,424,629
Intergovernmental	0
Capital	15,541,023
Subtotal	126,118,756
Transfers Used	15,728,747
Interfund Payments Used	2,400,830
Total Budgeted Expenditures	144,248,333



2023 Budgeted Expenditures by Program

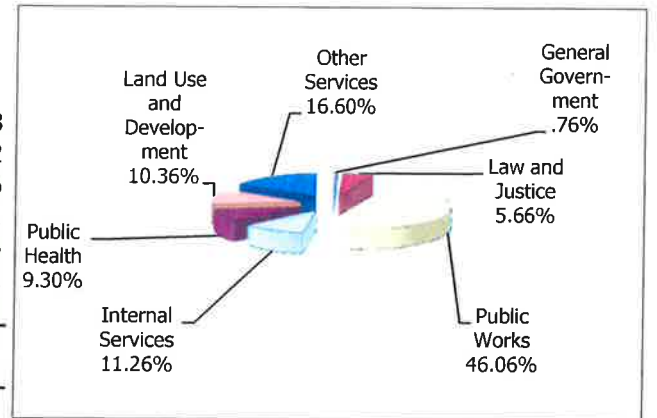
General Fund Budgeted Expenditures by Program

General Government	9,178,531
Law and Justice	29,624,768
Public Works	0
Internal Services	3,533,537
Public Health	2,483,712
Land Use and Development	3,055,661
Other Services	4,022,844
Subtotal on Chart	51,899,053
Plus Transfers	4,924,063
Minus Indirect Costs Reimb.	-1,977,380
Total	54,845,736



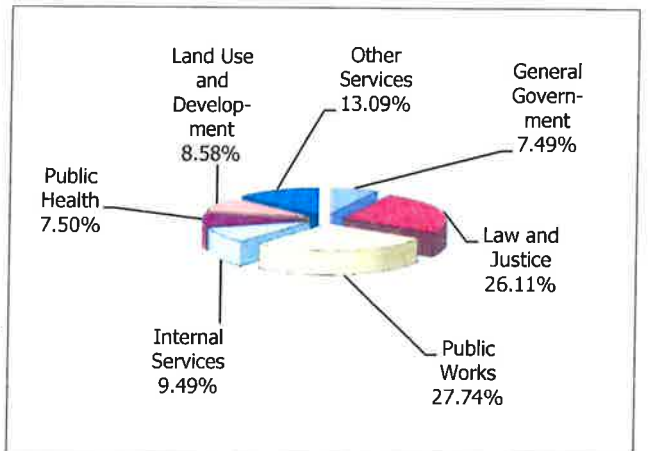
Other Funds Budgeted Expenditures by Program

General Government	594,538
Law and Justice	4,449,562
Public Works	36,198,996
Internal Services	8,848,001
Public Health	7,308,686
Land Use and Development	8,141,072
Other Services	13,057,058
Subtotal on Chart	78,597,913
Plus Transfers	10,804,684
Total	89,402,597



Total General Fund and Other Funds Budgeted Expenditures by Program

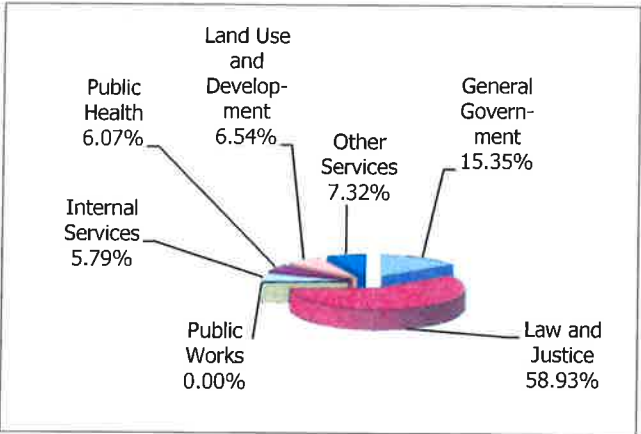
General Government	9,773,069
Law and Justice	34,074,330
Public Works	36,198,996
Internal Services	12,381,538
Public Health	9,792,398
Land Use and Development	11,196,733
Other Services	17,079,902
Subtotal on Chart	130,496,966
Plus Transfers	15,728,747
Minus Indirect Costs Reimb.	-1,977,380
Total	144,248,333



2023 Staffing (Full Time Equivalents) by Program

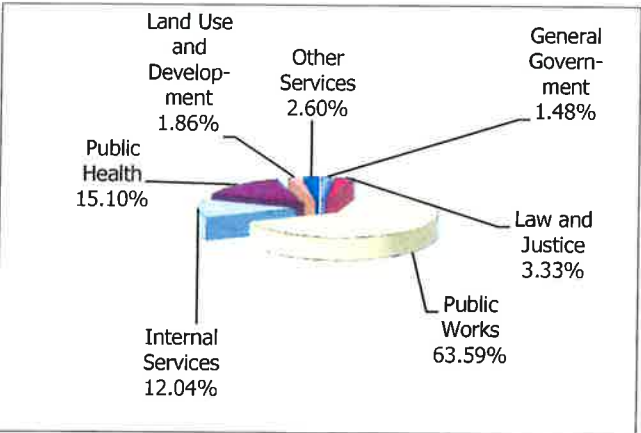
General Fund Staffing by Program

General Government	51.54
Law and Justice	197.80
Public Works	0.00
Internal Services	19.45
Public Health	20.38
Land Use and Development	21.94
Other Services	24.58
Total	335.69



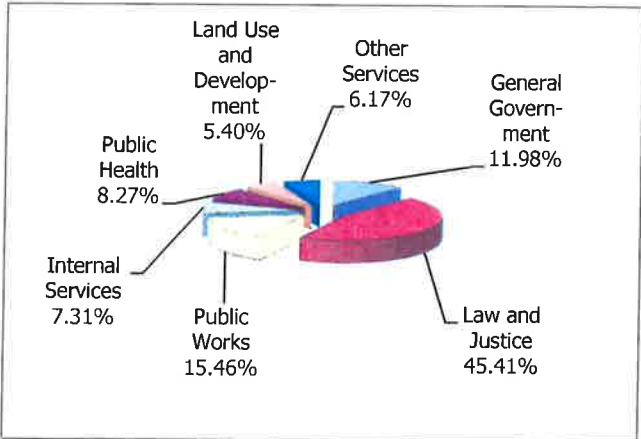
Other Funds Staffing by Program

General Government	1.60
Law and Justice	3.59
Public Works	68.55
Internal Services	12.98
Public Health	16.28
Land Use and Development	2.00
Other Services	2.80
Total	107.80



Total General Fund and Other Funds Staffing by Program

General Government	53.14
Law and Justice	201.39
Public Works	68.55
Internal Services	32.43
Public Health	36.66
Land Use and Development	23.94
Other Services	27.38
Total	443.49



Full Time Equivalents are based on a 40 hour work week.

This does not include the Non Dept 200,000 leaving service salary and 50,000 benefits; or the HR payments to claimants of 97,800 (benefits); or the Employee Health Care Benefits of 25,000 (benefits); or Unemployment Comp. of 60,000.

GENERAL FUNDS			2023 Department Requests Over Base Budget - Proposed Recommended							
							Funding Source			
Department	Requested Item or Program Change	Request	One Time	Ongoing	BOCC Recommended	BOCC Deferred	General Fund Reserve	Other Fund Reserves	Grant/New Funding	Comments
Assessor .00100.211	SRF: (7) IPAD PRO & PERIPHERALS	12,600	12,600		12,600		12,600			
	SRF: ACROBAT PRO (D. CHILDRESS)	200	200		200		200			
Auditor .00100.221	Printing & Binding	50,000		50,000	50,000		50,000			WA ST has discontinued paying the cost to produce & mail Voter Pamphlets for each election, this creates an increase in Printing & Binding costs for the County, as well as, overall increased printing & binding costs.
	SRF: A/V CONFERENCING SET-UP	2,200	2,200			2,200	2,200			
	Additional Part Time Benefited Position for Voter Registration	41,399		41,399	41,399		41,399			
Treasurer .00100.231	SRF: A/V CONFERENCING SET-UP	2,900	2,900			2,900	2,900			CFO Comments: Given competing demands for capital funding, recommend deferring request.
	Transition Training for Retiring Staff	48,554	48,554		48,554		48,554			
BOCC Operations .00100.241	Transition Training for County Administrator Role	108,032	108,032		108,032		108,032			
DCD -Administration .00100.331	Code Enforcement Overtime	1,000		1,000		1,000	1,000			Overtime funds to be used if needed due to increased work tasks. CFO Comments: Given the realignment of Code Enforcement under the Sheriff's department in 2023 and the addition of a supervisor Code Enforcement sergeant, recommend deferring this request. Deputy Director is needed for a manageable distribution of labor, to aid in establishing organizational objectives, staff management, budget oversight, designation of statute authority & responsibility during absences.
	Additional FTE - DCD Deputy Director	122,085		122,085	122,085		122,085			
DCD -Environmental Quality .00100.332	Develop Monitoring Strategy for the Dungeness	50,000	50,000		20,000	30,000	50,000			Funding to develop a high level scientific monitoring strategy. CFO Comments--pending further clarity on requirements and evaluation of options available for developing monitoring plan through possible partnership with other parties in defining requirements, recommend funding \$20k initially with remainder of request to be revisited at mid-year review. This third meter would provide backup in case on older one fails and allow for more monitoring activities to occur simultaneously. CFO Comments: Based on impact to operational effectiveness, recommend for inclusion. Funding for Macroinvertebrate ID services, used to indicate the health of the water. Building up the Streamkeepers program resulted in the need for additional supplies.
	Streamkeepers - YSI ProDss Multipara meter Water Quality Meter	8,000	8,000		8,000		8,000			
	Streamkeepers - Professional Services	1,100		1,100	1,100		1,100			
	Streamkeepers - Operating Supplies	1,300		1,300	1,300		1,300			
DCD -Building .00100.333	Code Books for July 1, 2023 Code Change	5,000	5,000		5,000		5,000			Purchase of 2021 International Building Codes books are needed for code changes that go into effect July 1, 2023 Cost of the metal T-posts have risen. These posts are used for addressing. Funding will allow Permit Center staff the ability to attend training.
	Addressing T-posts	1,000		1,000	1,000		1,000			
	Travel Training	1,200	1,200		1,200		1,200			
Information Technology .00100.411	Travel Training	3,000	3,000		3,000		3,000			Funds for additional training for IT staff. IT critical business functions support for the Sheriff's department for one year. CFO Comments: Based on further discussion with IT, provision of one-time dedicated support problematic from a staff recruitment and cross-training perspective. IT will focus on providing more collaborative staff support to meet needs of Sheriff's Department. County network operating architecture is currently comprised of multiple Windows Server domains, collapsing these into a single instance will simplify network integrations. CFO Comments--based on discussion of the need for this request and the efficiencies that will be gained, recommend this request for approval.
	Additional FTE - Sheriff Dept. Support	87,550	87,550			87,550	87,550			
									35,000	
	Domain Rebuild/Group Policy	35,000	35,000		35,000				35,000	
Geographic Information System .00100.421	Ad-Hoc Consulting	28,000	28,000		15,000	13,000	28,000			ESRI consulting hours for any emergent IT/GIS application issue or new business request. CFO Comments: Based on further discussion with IT, there appears to be sufficient capacity to partially cover this cost, thus recommend funding \$15k of \$28k requested. Training for new ESRI tools and functionality. Funding allows for GIS manager to attend the annual ESRI conference.
	ESRI Training	10,000	10,000		10,000		10,000			
	ESRI Conference	6,000	6,000		6,000		6,000			
Human Resources .00100.461	Advertising/Recruitment	45,000		45,000	45,000		45,000			Clallam County continues to utilize more advertising solutions to obtain the best pool of applicants for our vacant positions.
Sheriff - Operations .00100.811	4 Months Transition Training for new Chief Civil Deputy	26,248	26,248		26,248		26,248			4 months side by side training would be the best option to promote a smooth transition between the retiring Chief Civil Deputy and the newly appointed. CFO Comments: Given the complexity and demands of the Chief Civil Deputy position, we are supportive of this request to provide extra help funding to support a 4 month transition period for this position. Mandatory replacement of ballistic vests. Add'l funds to replace outdated heavy ceramic rifle vests.
	Ballistic Vests	6,340		6,340	6,340		6,340			
	Ballistic Rifle Plate Replacements	22,866	22,866		22,866		22,866			

	2 Additional FTE Patrol Deputy Positions	258,124		258,124	129,062	129,062	258,124			Recruiting and retention continue to challenge the law enforcement profession. Expanding our personnel positions will allow service capabilities to continue during periods of reduced staffing. An addition cost of \$130,000 for vehicles will be presented in the Capital Plan. CFO Comments: Given the high level of recruitment effort and extensive lead time to fill a patrol deputy position (including time to recruit, perform background, and completion of academy training for non-laterals), and the additional competing time demands being placed on patrol deputies in evidence gathering, additional training, and other areas that make any open patrol positions operationally difficult to manage around, it appears prudent to add these 1 FTE patrol positions to serve as additional buffer and capacity to the patrol function. 2nd requested Patrol Deputy FTE ~~to be considered at mid-year review.~~
	PoliceOne Academy Training & Inventory Software	7,686		7,686	7,686		7,686			PoliceOne Academy software provides law enforcement & corrections specific continuing education, as well as, reports to monitor & track training completion. This software also provides for Inventory Management to track equipment used by staff and sends alerts when the item is due for replacement. CFO Comment: In discussions with Sheriff, it was indicated that Neogov continuing education and safety training is inadequate to support the specialized needs of law enforcement-- ~~recommend approval of this request~~
	SRF: (4) A/V CONFERENCING SET-UP	5,800	5,800			5,800	5,800			CFO Comments: Given competing demands for capital funding, recommend deferring request.
	SRF: Blockwatch - LAPTOP, PROJECTOR, SPEAKERS	1,720	1,720		1,720		1,720			
	SRF: (10) MDTs - REPLACE / UPGRADE	60,000	60,000		60,000		60,000			CFO Comments: Given the age and wear and tear these units undergo, recommend accepting IT's recommendation for MDTs replacements.
Sheriff - Search and Rescue	Subscription to SAR Topo	2,000		2,000	2,000		2,000			SAR Topo is a digital mapping platform for first responders and Search & Rescue teams. This mapping tool allows for planning with map layers, shared maps, tracking personnel, navigate in the field, etc.
.00100.814	Swift Water Rescue & Rope Rescue Training	6,800		6,800	6,800		6,800			Add'l funds for training will allow the SAR unit to be better prepared to assist Clallam citizens.
Sheriff - Jail	Jail Security Camera System Repairs & Maintenance	5,500		5,500	5,500		5,500			Add'l funds to adequately fund the frequent repair/replacement costs of the Jail cameras equipment.
.00100.815	Ballistic Vests	20,288		20,288	20,288		20,288			Mandatory replacement of ballistic vests.
	PoliceOne Academy Training & Inventory Software	1,902		1,902	1,902		1,902			PoliceOne Academy software provides law enforcement & corrections specific continuing education, as well as, reports to monitor & track training completion. This software also provides for Inventory Management to track equipment used by staff and sends alerts when the item is due for replacement.
Sheriff - Emergency Services	Staff Support Supply and Travel Costs	3,500		3,500	2,500	1,000	3,500			Add'l supplies & travel costs to attend catastrophic planning meetings and specialized training.
.00100.817	Tsunami Siren Batteries Replacement Schedule	2,220		2,220	2,220		2,220			Add'l funds to start replacing batteries in a proactive manner to lessen the risk of simultaneous failure.
	Salamander Asset Management Solution Subscription	750		750	750		750			The Sheriff's office frequently assists other agencies by lending equipment, this software allows for tracking the location & condition of shared equipment resulting in more accurate & timely asset management.
	SRF: EOC - SMARTBOARD (1 OF 2)	3,450	3,450		3,450		3,450			CFO Comments: Based on conversation with EMS staff and BOCC, items recommended for inclusion in the budget due to operational effectiveness impact.
	SRF: EOC - SMARTBOARD (2 OF 2)	4,375	4,375		4,375		4,375			CFO Comments: Based on conversation with EMS staff and BOCC, items recommended for inclusion in the budget due to operational effectiveness impact.
	SRF: EOC - BLUETOOTH PRESENTATION SPEAKERS	680	680		680		680			
	SRF: EOC - (2) WIRELESS PRESENTATION PROJECTORS	575	575		575		575			
Prosecuting Attorney	Additional FTE - Deputy Prosecuting Attorney - Civil Division	138,000		138,000		138,000	138,000			The work of the Civil Division has grown beyond the workload of two attorneys. CFO Comments: Due to competing demands on reserves and based on discussions with BOCC, ~~deferring this request and will revisit as part of the 2023 mid-year review.~~
.00100.841	Furniture & IT Equipment for new DPA	6,000	6,000			6,000	6,000			Funds to purchase a workstation setup for new DPA. CFO Comments: Due to competing demands on reserves and based on discussions with BOCC, deferring this request and will revisit as part of the 2023 mid-year review.
	Copy Machine	3,500		3,500	3,500		3,500			Copy costs have greatly increased now that staff are back in the office and court operations have resumed.
	Expert Witness Fees	20,000		20,000	20,000		20,000			Add'l funds needed for witnesses in several sexual assault & child abuse cases that are anticipated to go to trial.
	Witness Fees	2,000		2,000	2,000		2,000			Add'l funds needed for witnesses in several sexual assault & child abuse cases that are anticipated to go to trial.
	SRF: IPHONE REPLACEMENTS (20)	15,250	15,250		15,250		15,250			
Superior Court	JAVS Switchers for Video Carts & VIA	10,000	10,000		10,000		10,000			Switchers are needed to select different functions on the video carts to use for presentation of court documents, exhibits and videos during courtroom proceedings.
.00100.861	GAL Guardian at Litem	15,000		15,000	7,500	7,500	15,000			Add'l funds to cover costs of GAL attorney and non-attorney appointments. CFO Comments: Appears based on availability of other services funding that has not historically been fully spent, and given the full effect of GAL changes has not been seen, recommend deferring half of requested amount and will re-visit need at mid-year.
	New Part-time Court Facilitator	50,000		50,000	45,000	5,000	50,000			New part-time position for anticipated changes in law that will increase demands upon the court and the need for this position. CFO/Administrator Comments: Upon working with SC, staff was able to identify \$33k of budget reductions in other areas to help fund this position; recommend funding \$45k as professional svcs with Pro Bono
	Cellular Phone	750		750	750		750			Deputy Court Administrator would like a cell phone to perform work duties and communicate with employees on weekends and evenings.

	Adobe Pro Subscriptions	400		400	400		400		Adobe Pro is used to review, modify, edit and create forms used throughout the judicial and court legal industry for preparing and processing documents.
District Court II .00100.881	Overtime	700		700			700		Increase overtime to cover additional cleaning due to COVID. CFO Comments: Per Health Officer guidance provided in 2022, additional COVID-related cleaning of courthouse facilities is no longer deemed needed. Consistent with phase-out of this function at other county facilities, ~~recommend deferring this request.~~
	Extra Help	1,000		1,000	1,000		1,000		Increased costs for pro-tem Judge that is paid from the Extra Help line.
Parks & Facilities .00100.911	Travel Training	1,000		1,000	1,000		1,000		Increased regulatory related training and professional development.
	Small Tools & Minor Equipment	2,000		2,000	2,000		2,000		Increased field operations productivity and enhanced services at Robin Hill Park.
	Outside Repairs & Maintenance	7,800		7,800	7,800		7,800		Address courthouse deferred grounds maintenance issues and increase irrigation efficiency.
									Add'l funds to support two seasonal laborers at the 200 acre park. CFO/Administrator Comments: Given inclusion of additional equipment better suited to the care of the park in the capital plan which should support more efficient maintenance and increase bandwidth of staff and existing seasonal laborers already budgeted to address deferred maintenance issues at this park, ~~recommend deferring this request at this time~~
	Extra Help	33,649		33,649			33,649		Actual department spending in the expense line justifies the increase.
	Equipment Supplies	1,000		1,000	1,000		1,000		Add'l professional development and maintaining licenses and certifications.
	Dues	1,200		1,200	1,200		1,200		Enhanced services at Robin Hill Farm Park by seasonal technicians warrants phone for safety and
	Cellular Phone	600		600			600		Increased field operations productivity and enhanced services at Robin Hill Park.
	Capital Minor Equipment	2,000		2,000	2,000		2,000		
Parks & Facilities - Fair .00100.912	Travel Business	2,000		2,000	2,000		2,000		Increased Fair Board Member and PFF Director participation at the annual WA ST Fair Association Convention.
	Small Tools & Minor Equipment	1,800		1,800	1,800		1,800		Related to increased aesthetic expectations.
	Small Stages	4,500		4,500	4,500		4,500		Increased vendor fees and desire to provide higher quality entertainment.
	Outside Repairs & Maintenance	12,500		12,500	12,500		12,500		Increased maintenance expectations of fairgrounds
	Extra Help	16,825	16,825		16,825		16,825		Add'l funding to support an additional seasonal technician at the fairgrounds for four months.
	Registration	1,200		1,200	1,200		1,200		Increased Fair Board Member and PFF Director participation at the annual WA ST Fair Association Convention.
	Building Repairs & Maintenance	5,000		5,000	5,000		5,000		Increased maintenance expectations of Fair Facilities
	Rodeo	1,000		1,000	1,000		1,000		Increased vendor fees.
	Lawn & Grounds Supplies	2,800		2,800	2,800		2,800		To address deferred grounds maintenance issues and increased aesthetic expectations
	Equipment Supplies	800		800	800		800		Actual spending in the expense line justifies the increase.
									Increase vendor fees and desire to provide higher quality entertainment. CFO Comments: As improvements in entertainment should lead to increased attendance at the fair by out-of-county attendees that would lead to more tourism related activity for the County's lodging and other businesses, ~~recommend approval of this request.~~
	Entertainment	12,000		12,000	12,000		12,000		
	Advertising	19,000		19,000	19,000		19,000		Increased advertising fees and enhanced efforts to solicit fairgoers from Victoria, BC, Kitsap, Olympic Peninsula and WA ST ferries. CFO Comments: As increased advertising should lead to increased attendance at the fair by out-of-county attendees which should lead to more tourism related activity for the County's lodging and other businesses, recommend approval of this request
WSU .00100.931	Increase WSU Contract	3,000		3,000	3,000		3,000		WSU is requesting an increase in the County contribution to the MOU with WSU.
	Supplies	20,000	20,000		5,000	15,000	20,000		Requesting a one-time increase for operational supplies in anticipation of relocating to a new facility in 2023. CFO Comments: As these costs should be covered adequately under a space relocation/reconfiguration placeholder that will be available to accomodate office moves such as this within our facility capital plan, recommend funding \$5k of request, and revisiting need for remainder ~~once move planning is completed~~
General Funds Transfer to Other Funds		92,500	6,000	86,500	0	92,500	92,500		

TOTALS	1,618,718	608,025	1,010,693	1,047,257	571,461	1,583,718	35,000	0
		<i>Request</i>		<i>Request</i>		<i>Funding Source</i>		
		<i>One Time</i>		<i>BOCC</i>		<i>General</i>	<i>Other Fund</i>	<i>Grant/New</i>
		<i>Ongoing</i>		<i>Recommended</i>		<i>Fund</i>	<i>Reserves</i>	<i>Funding</i>
		608,025	1,010,693	1,047,257	571,461	1,583,718	35,000	0
Total General Fund Requests:		1,618,718		1,618,718		1,618,718		

OTHER FUNDS

					Funding Source					Comments
Department	Requested Item or Program Change	Request	One Time	Ongoing	BOCC Recommended	BOCC Deferred	General Fund Reserve	Other Fund Reserves	New/Grant Funding	
PW - Roads 10101.611	Overtime	30,000		30,000	30,000			30,000		Add'l funds for overtime to cover maintenance crews due to winter storms. CFO Comments: Given the regularity of this issue, concur with the need for this additional funding for winter storm overtime.
	SRF: (11) BLUEBEAM SOFTWARE LICENSES	9,000	9,000		9,000			9,000		
	Training overlap for retiring Admin Specialist	21,321	21,321		21,321			21,321		Additional funds will cover 3 month training before the Admin Specialis IV retires.
	Training overlap for retiring Fiscal Specialist	21,321	21,321		21,321			21,321		Additional funds will cover 3 month training before the Fiscal Specialis V retires.
VRF Boating Program 11004.811	Transfer of expenditures from 11003 Boating Safety	32,390	32,390		32,390			32,390		Due to declining funding in the Boating Safety fund the Boating Safety Unit can no longer be supported by that revenue alone. Some of these costs will be assumed by the VRF Boating Program fund.
HHS - Homeless Task Force 11322.511	Contract Services	42,881		42,881	42,881			42,881		Add'l funds for contract services recommended by the HTF Advisory Board.
	Travel Business	1,800		1,800	1,800			1,800		Add'l funds to ensure the HHS team can conduct outreach to neighboring counties throughout WA ST to collaborate and collect information regarding the Consolidated Homeless Grant.
	Travel Training	1,500		1,500	1,500			1,500		Add'l funds for training for the Consolidated Homeless Grant.
HHS - Affordable Housing 11324.511	Contract Services	10,000		10,000		10,000		10,000		Add'l funds for contract services to increase their emergency fund. CFO Comments: Based on historical spend, there appears to be more than adequate funding to cover this fund's contract services needs. Recommend deferral of request.
Law Library 11401.821	Books	10,000		10,000		10,000		10,000		Funding dedicated to legal reference materials have decreased while costs have not. Administrator/CFO Comment: given focus of law library services migrating to more digitally delivered resources which this fund currently has funding in its budget to support, additional funding of physical books without a definitive plan of resources needed is problematic.
Pros Att - Local Crime Victim Comp 11701.841	Additional FTE - Victim Witness Coordinator	86,500		86,500		86,500	86,500			Add'l funds to hire a fulltime Victim Witness Coordinator to provide state mandated level of support to victims of crimes. Administrator/CFO Comment: The staffing level of Victim Witness Coordinators has doubled since 2020, with currently 2 positions dedicated to this function (1 FTE was added in 2020). The reliance of this fund for general fund support for this function has risen substantially given the significant decline in court fine revenues witnessed over past year. The approval of this request would more than double the level of general fund support needed to keep this fund fully funded. Pending provision of metrics showing how this additional coordinator is needed relative to the case load carried and how other counties of similar size are supporting this function, recommend deferring this request at this time but will revisit the need ~~as part of the mid-year review next year.~~
	Furniture & IT Equipment for new FTE	6,000	6,000			6,000	6,000			Funds to purchase a workstation setup for new FTE. Administrator/CFO Comment: Based on recommendation to defer approval of an addition Victim Witness Coordinator position until mid-year review next year, this request should similarly be deferred.
30701.411										
PW - Clallam Bay/Sekiu Sewer 41401.611	New FTE - Treatment Plant Operator	88,228		88,228	88,228			88,228		CB/Sekiu wastewater treatment plant must be maintained seven day a week. A third operator would eliminate current overtime, allow for cross training, dual controls & staff to take paid time off. CFO Comment: Based on current staffing levels, the existing treatment plant operators are unable to take vacation or days off for excessive periods of time, leading to burnout and retention risk issues. While the approval of this position will result in increased need for funding to support from REET or the General Fund barring a sufficient increase in sewer user rates, it appears no longer sustainable to continue operating this system with just two operators-- ~~recommend for approval~~
PW - ER&R 50301.611	New FTE - Fleet Mechanic	80,721		80,721		80,721		80,721		ER&R is experiencing delays in repairs, overtime and non-support of the outlying shops in Sequim, and Lake Creek. CFO Comment --based on discussions with PW and BOCC, position will be deferred for 2023.
TOTALS		441,662	90,032	351,630	248,441	193,221	92,500	349,162	0	

Total Other Fund Requests:

Request	
One Time	Ongoing
90,032	351,630
441,662	

Request	
BOCC Recommended	BOCC Deferred
248,441	193,221
441,662	

Funding Source		
General Fund	Other Fund Reserves	New/Grant Funding
92,500	349,162	0
	441,662	

TOTAL ALL	2,060,380	698,057	1,362,323	1,295,698	764,682	1,676,218	384,162	0
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2023 PROPOSED FINAL CAPITAL OUTLAY BUDGET--BY FUND

Include in 2023 Budget?	Y
2023	(Multiple Items)

			Dungeness Off-Channel Reservoir	Parks/ Facilities Capital Projects	IT Capital Projects	Broadband Expansion	DCD - Carlsborg Water Mltigation	PW - Clallam Bay/Seklu Sewer	PW - Carlsborg Sewer	ER&R					
Sum of 2023 Row Labels	General Fund Column Labels 00100	Boating Safety 11003	VRF Boating 11004	OPSCAN 11065	ARPA 19961	REET 1 30101	REET 2 30201	30401	30501	30701	30805	30901	41401	42401	50301 Grand Total
00100.511--General Fund--HHS- Environmental Health															
1 Autoclave, Hot Air Oven, Water Bath, ICP-OES Metal Testing, Allowance for Installation	\$	90,000													\$ 90,000
00100.811--General Fund--Sheriff - Operations															
1 Capital Outlay- ER&R Additional Funding Needed to Cover Cost of Planned Vehicle Replacement	\$	63,686													\$ 63,686
Capital Outlay- Vehicle Equipment for new patrol cars	\$	88,000													\$ 88,000
Capital Outlay-1 Additional vehicle for 1 new Patrol Deputy hire	\$	65,000													\$ 65,000
2 Capital Outlay- Portable radio replacement plan	\$	54,400													\$ 54,400
00100.813--General Fund--Sheriff - Animal Control															
1 Animal Control Capital Outlay- ER&R Additional Funding Needed to Cover Cost of Planned Vehicle Replacement	\$	13,060													\$ 13,060
Animal Control Capital Outlay- Vehicle Equipment for new patrol cars	\$	12,000													\$ 12,000
00100.815--General Fund--Sheriff - Jail															
2 Capital Outlay - Jail Guard1 PIPE hardware upgrade	\$	8,140													\$ 8,140
Capital Outlay - additional camera purchase and installation	\$	10,000													\$ 10,000
Capital Outlay - Jail Booking room workstations replacement	\$	7,560													\$ 7,560
00100.817--General Fund--Sheriff - Emergency Services															
1 Capital Outlay - ARES Program Equipment	\$	10,000													\$ 10,000
Capital Outlay- Emergency Management response vehicle replacement	\$	30,000													\$ 30,000
00100.861--General Fund--Superior Court															
1 Clerk Bench Remodel - Courtroom 1	\$	11,200													\$ 11,200
00100.871--General Fund--District Court I															
3 Capital Outlay--Lobby Display	\$	10,000													\$ 10,000
00100.911--General Fund--Parks and Facillties															
1 John Deere Gator HPX81SE	\$	18,451													\$ 18,451
John Deere Tractor with Loader/Mower	\$	126,679													\$ 126,679
RV Bunk House Model - Dungeness Recreation Area location	\$	35,000													\$ 35,000
2 John Deere Gator HPX81SE	\$	18,451													\$ 18,451
00100.912--General Fund--Parks and Facillties - Fair															
2 John Deere Tractor with Loader and Finish Mower	\$	78,624													\$ 78,624
10101.611 PW - ROADS															
2 REET-SUPPORTED ROADS PROJECTS							\$ 500,000								\$ 500,000
REET-SUPPORTED ROADS PROJECTS--SUPPLEMENTAL REQUEST							\$ 200,000								\$ 200,000
REET-SUPPORTED ROADS PROJECTS--Supplemental Request to Construct Towne Road on top of the Relocated Dungeness River Levee							\$ 400,000								\$ 400,000
11003.811--Sheriff - Boating Safety															
1 VRF Fund Capital Outlay-Vessel Replacement/Equipment - Grant Eligible Costs		\$ 156,658													\$ 156,658
11004.811--Sheriff - VRF Boating Program															
1 VRF Fund Capital Outlay-Vessel Replacement/Equipment - Grant Ineligible Costs			\$ 28,787												\$ 28,787
11065.811--Sheriff - OPSCAN Operations															
1 Capital Outlay-Radio Network Equipment				\$ 177,000											\$ 177,000
19961.291--NonDept - American Rescue Plan Act															
1 Bipolar Ionization Air Purification Sys					\$ 250,000										\$ 250,000
BOCC IT Upgrade to Board Meeting					\$ 97,309										\$ 97,309
30101.911--Parks and Facilities - Real Estate Excise Tax Projects															
1 Facilities-Courthouse Pressure Wash Exterior						\$ 45,000									\$ 45,000
Facilities-Courthouse VAV Air System Box Replacement						\$ 250,000									\$ 250,000
Facilities-Floor Covering						\$ 40,000									\$ 40,000
Facilities-Jail Lock Repair & Replacement						\$ 35,000									\$ 35,000
Facilities-Juvenile Membrane Roof Replacement						\$ 725,000									\$ 725,000
Fairgrounds-Art Barn Roof Replacement						\$ 120,000									\$ 120,000
Fairgrounds-Site Security Lighting & Power						\$ 100,000									\$ 100,000
2 Cost To Restore Old Juvenile Building To Office Space						\$ 300,000									\$ 300,000
Parks-Road Development and Repair						\$ 10,000									\$ 10,000
Parks-Trail Development and Repair						\$ 10,000									\$ 10,000
30201.911--Parks and Facilities - Real Estate Excise Tax Projects 2															
1 Facilities-Courthouse -Electric Charging Stations (3)							\$ 25,000								\$ 25,000
Facilities-Courthouse Replacement of Irrigation/Planters/Sidewalks							\$ 225,000								\$ 225,000
30401.331--Public Works -Dungeness Off Channel Reservoir															
1 Dungeness Off-Channel Reservoir							\$ 5,173,000								\$ 5,173,000
30501.911--Parks and Facilities - Capital Projects															
1 Capital Outlay- New EOC building Placeholder								\$ 3,540,000							\$ 3,540,000
Facility Building Security & Safety Assessment Study								\$ 70,000							\$ 70,000
Fairgrounds Shower Upgrades								\$ 35,000							\$ 35,000

CLALLAM COUNTY
2023 PROPOSED FINAL CAPITAL OUTLAY BUDGET--BY FUND
PROPOSED CAPITAL REQUESTS TO INCLUDE 2023 BUDGET

Include in 2023 Budget? Y
2023 (Multiple Items)

	General Fund Column Labels	Boating Safety	VRF Boating	OPSCAN	ARPA	REET 1	REET 2	Dungeness Off- Channel Reservoir	Parks/ Facilities Capital Projects	IT Capital Projects	Broadband Expansion	DCD - Carlsborg Water Mitigation	PW - Clallam Bay/Seki Sewer	PW - Carlsborg Sewer	ER&R				
Sum of 2023	00100	11003	11004	11065	19961	30101	30201	30401	30501	30701	30805	30901	41401	42401	50301	Grand Total			
Row Labels																			
Office Space Reconfiguration/Expansion Placeholder									\$ 150,000							\$ 150,000			
Unanticipated Projects PFF									\$ 118,000							\$ 118,000			
2																			
Replace Failed Pile At Lake Pleasant									\$ 50,000							\$ 50,000			
Replace Rotting Pile At Camp David JR									\$ 50,000							\$ 50,000			
30701.411--Information Tech - Capital Projects																			
1																			
Cisco Functional License Renewal and configuration services										\$ 96,420						\$ 96,420			
Cisco switch replacement									\$ 161,000							\$ 161,000			
Network Device Replacement									\$ 66,700							\$ 66,700			
Tyler Permit Planning System									\$ 30,000							\$ 30,000			
Wireless Network Upgrade / Expansion									\$ 99,800							\$ 99,800			
2																			
Microsoft InTune Deployment Services									\$ 29,100							\$ 29,100			
PC Replacement Cycle - laptops, desktops, tablets, zero clients, monitors, etc.									\$ 90,000							\$ 90,000			
Phone System Upgrade									\$ 6,500							\$ 6,500			
UPS - DR site (uninterrupt. pwr supply)									\$ 12,000							\$ 12,000			
3																			
Copiers (other department copiers not separately scheduled elsewhere)									\$ 42,600							\$ 42,600			
Server Hardware Replacement									\$ 10,000							\$ 10,000			
30805.611--PW - Broadband Infrastructure																			
1																			
Broadband Infrastructure Grant Project											\$ 6,317,274					\$ 6,317,274			
30901.331--Comm Dev - Carlsborg Water Mitigation																			
1																			
Carlsorg Deep Water Well												\$ 75,000				\$ 75,000			
41401.611--PW - Clallam Bay-Seki Sewer																			
1																			
Collection System Repair & Replacement Project													\$ 2,000,000			\$ 2,000,000			
Replace Driveshaft Bearings for Four Rotating Biological Contactors													\$ 80,000			\$ 80,000			
2																			
Sewer Pump Station Repair & Replacement Project													\$ 895,000			\$ 895,000			
42401.611--PW - Carlsborg Sewer																			
3																			
Village Lane Sewer Line Extensions														\$ 240,000		\$ 240,000			
50301.611--PW--ER&R																			
1																			
Capital Outlay-General Site Maintenance																\$ 180,000	\$ 180,000		
Capital Outlay-Schedule C Projected Equipment Replacement--GENERAL FUND FUNDED																\$ 257,000	\$ 257,000		
Capital Outlay-Schedule C Projected Equipment Replacement--ROADS FUNDED																\$ 1,480,000	\$ 1,480,000		
Grand Total	\$ 750,250	\$ 156,658	\$ 28,787	\$ 177,000	\$ 347,309	\$ 1,635,000	\$ 1,350,000	\$ 5,173,000	\$ 4,013,000	\$ 644,120	\$ 6,317,274	\$ 75,000	\$ 2,975,000	\$ 240,000	\$ 1,917,000	\$ 25,799,398			

	00100	11003	11004	11065	19961	30101	30201	30401	30501	30701	30805	30901	41401	42401	50301				
BEGINNING FUND BALANCE		\$ 8,205	\$ 145,294	\$ 715,017	\$ 7,382,763	\$ 1,520,694	\$ 1,684,536	\$ 442,172	\$ 240,865	\$ 92,597	\$ -	\$ -	\$ 269,516	\$ 185,336	\$ 1,825,000				
INFLOW FUNDING		\$ 20,647	\$ 25,210	\$ 398,232	\$ 157,000	\$ 1,061,000	\$ 1,084,000	\$ -	\$ 3,588,000	\$ -	\$ -	\$ -	\$ 391,378	\$ 125,011	\$ 3,831,768				
EXPENDITURES (BEFORE CAPITAL)		\$ (23,310)	\$ (63,933)	\$ (259,144)	\$ (5,038,056)	\$ -	\$ -	\$ (5,363)	\$ -	\$ -	\$ -	\$ -	\$ (579,858)	\$ (256,189)	\$ (2,501,545)				
CAPITAL OUTLAYS (PER ABOVE)		\$ (156,658)	\$ (28,787)	\$ (177,000)	\$ (347,309)	\$ (1,635,000)	\$ (1,350,000)	\$ (5,173,000)	\$ (4,013,000)	\$ (644,120)	\$ (6,317,274)	\$ (75,000)	\$ (2,975,000)	\$ (240,000)	\$ (1,917,000)				
ENDING FUND BALANCE, BEFORE ADDITIONAL FUNDING		\$ (151,116)	\$ 77,784	\$ 677,105	\$ 2,154,398	\$ 946,694	\$ 1,418,536	\$ (4,736,191)	\$ (184,135)	\$ (551,523)	\$ (6,317,274)	\$ (75,000)	\$ (2,893,964)	\$ (185,842)	\$ 1,238,223				
TRANSFERS BETWEEN FUNDS																			
Transfers to Funds from General Fund		\$ 170,000					\$ 2,450,000	\$ 1,195,451					\$ 140,000		3,955,451				
Transfers from Funds to General Fund		\$ (125,327)					\$ (1,650,000)						\$ -		(1,775,327)				
TRANSFERS BETWEEN FUNDS (ARPA)					\$ (1,771,000)						\$ 1,771,000				-				
OTHER GRANTS/LOAN FUNDING		\$ 125,327				\$ 25,000	\$ 4,206,425			\$ 5,685,546		\$ 2,000,000			12,042,298				
ADDITIONAL REET FUNDING REQUIRED					\$ (575,000)	\$ (613,215)					\$ 75,000	\$ 1,113,215			-				
OPPORTUNITY FUND FUNDING REQUIRED														\$ 240,000	240,000				
GENERAL FUND FUNDING REQUIRED	\$ 750,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 551,523	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,481,897				
ENDING FUND BALANCE--ADJUSTED		\$ 18,884	\$ 77,784	\$ 677,105	\$ 383,398	\$ 396,694	\$ 805,321	\$ 270,234	\$ 1,011,316	\$ -	\$ 1,139,272	\$ -	\$ 359,251	\$ 54,158	\$ 1,238,223				
MINIMUM FUND BALANCE REQUIRED BY POLICY (10% OF TOTAL EXPENDITURES FOR THOSE FUNDS WITH PAYROLL)		\$ 17,997									\$ 631,727	\$ 355,486	\$ 49,619	\$ 441,855					

#	Transfers for the 2023 Clallam County Budget							Debit	Credit
1	19913.291.	Trial Court Improvements	59723.00.0010	Transfer	to	Jail		40,000	
	00100.815.	Jail	39723.00.0010	Transfer	from	Trial Court Improvements			40,000
2	00100.293.	General Fund Reserves	59768.00.0000	Transfer	to	PW - Flood Conrol		72,341	
	10135.611	PW - Flood Control	39768.00.0000	Transfer	from	General Fund Reserves			72,341
3	00100.293	General Fund Reserves	59766.00.1000	Transfer	to	HHS - Chemical Dep/Mental Health		6,211	
	11323.511	HHS - Chemical Dep/Mental Health	39766.00.1000	Transfer	from	General Fund Reserves			6,211
4	00100.293.	General Fund Reserves	59717.00.0000	Transfer	to	Employee Health Care		19,000	
	50601.461	Employee Health Care Benefit	39717.00.0000	Transfer	from	General Fund Reserves			19,000
5	29500.231.	LID 3rd Street Sewer Line	59752.00.0000	Transfer	to	Opportunity Fund		3,000	
	19941.291.	Opportunity Fund	39752.00.0000	Transfer	from	LID 3rd Street Sewer Line			3,000
6	10101.611	Public Works - Roads	59717.00.0010	Transfer	to	Employee Health Care Benefit		2,000	
	10135.611.	Public Works - Flood Control	59717.00.0010	Transfer	to	Employee Health Care Benefit		5	
	40201.611.	Public Works - Solid Waste	59717.00.0010	Transfer	to	Employee Health Care Benefit		50	
	41401.611.	Public Works - Clallam Bay Sekiu Sewer	59717.00.0010	Transfer	to	Employee Health Care Benefit		340	
	42401.611.	Public Works - Carlsborg Sewer	59717.00.0010	Transfer	to	Employee Health Care Benefit		500	
	50301.611.	Public Works - Equipment Rental Revolving	59717.00.0010	Transfer	to	Employee Health Care Benefit		1,555	
	50601.461.	Employee Health Care Benefit	39717.00.0010	Transfer	from	Public Works			4,450
7	30301.331	Lwr Dungeness Floodplain	59714.00.0080	Transfer	to	General Fund Reserves		4,683,019	
	00100.293	General Fund Reserves	39714.00.0080	Transfer	from	Lwr Dungeness Floodplain			4,683,019
8	00100.293.	General Fund Reserves	59762.00.0000	Transfer	to	Health and Human Services		125,000	
	11301.511	Health and Human Services	39762.00.0000	Transfer	from	General Fund Reserves			125,000
9	00100.293	General Fund Reserves	59714.00.0090	Transfer	to	Dungeness Reservoir		2,450,000	
	30401.331	Dungeness Reservoir	39714.00.0090	Transfer	from	General Fund Reserves			2,450,000
10	30401.331	Dungeness Reservoir	59714.00.0100	Transfer	to	General Fund Reserves		1,650,000	
	00100.293	General Fund Reserves	39714.00.0100	Transfer	from	Dungeness Reservoir			1,650,000
11	00100.293.	General Fund Reserves	59735.00.0060	Transfer	to	Solid Waste		6,500	
	40201.611	Solid Waste	39735.00.0060	Transfer	from	General Fund Reserves			6,500
12	00100.293	General Fund Reserves	59718.00.0100	Transfer	to	Law Library		15,037	
	11401.821	Law Library	39718.00.0100	Transfer	from	General Fund Reserves			15,037
13	00100.293	General Fund Reserves	59712.00.0030	Transfer	to	Local Crime Victim Comp		67,000	
	11701.841	Local Crime Victim Comp	39712.00.0030	Transfer	from	General Fund Reserves			67,000
14	00100.293	General Fund Reserves	59735.00.0015	Transfer	to	Clallam Bay Sekiu Sewer		140,000	
	41401.611	Clallam Bay Sekiu Sewer	39735.00.0015	Transfer	from	General Fund Reserves			140,000
15	30101.911	Real Estate Excise Tax	59735.00.0060	Transfer	to	Carlsborg Water Mitigation		75,000	
	30901.331	Carlsborg Water Mitigation	39735.00.0090	Transfer	from	Real Estate Excise Tax			75,000
16	00100.293	General Fund Reserves	59771.00.0000	Transfer	to	Veterans Relief		106,000	
	19914.291	Veterans Relief	39771.00.0000	Transfer	from	General Fund Reserves			106,000
17	30201.911.	Real Estate Excise Tax 2	59742.00.0000	Transfer	to	Roads		1,100,000	
	10101.611.	Roads	39742.00.0000	Transfer	from	Real Estate Excise Tax 2			1,100,000
18	00100.293.	General Fund Reserves	59718.00.0020	Transfer	to	Information Technology Capital		551,523	
	30701.411	Information Technology Capital	39718.00.0020	Transfer	from	General Fund Reserves			551,523
19	30101.911	Real Estate Excise Tax	59735.00.0070	Transfer	to	Clallam Bay Sekiu Sewer		500,000	
	41401.611.	Clallam Bay Sekiu Sewer	39735.00.0070	Transfer	from	Real Estate Excise Tax			500,000
20	19941.291	Opportunity Fund	59735.00.0035	Transfer	to	Carlsborg Sewer		240,000	
	42401.611	Carlsborg Sewer	39735.00.0035	Transfer	from	Opportunity Fund			240,000
21	00100.293.	General Fund Reserves	59773.00.0015	Transfer	to	Boating Safety		170,000	
	11003.811	Boating Safety	39773.00.0015	Transfer	from	General Fund Reserves			170,000
22	00100.293.	General Fund Reserves	59718.00.0030	Transfer	to	Capital Projects		1,195,451	
	30501.911	Capital Projects	39718.00.0030	Transfer	from	General Fund Reserves			1,195,451
23	19961.291	American Rescue Plan Act	59790.00.0010	Transfer	to	Broadband Infrastructure		1,771,000	
	30805.611	Broadband Infrasructure	39790.00.0010	Transfer	from	American Rescue Plan Act			1,771,000
24	30201.911.	Real Estate Excise Tax 2	59735.00.0000	Transfer	to	Clallam Bay Sekiu Sewer		613,215	
	41401.611.	Clallam Bay Sekiu Sewer	39735.00.0000	Transfer	from	Real Estate Excise Tax 2			613,215
25	11003.811	Boating Safety	59714.00.0015	Transfer	to	General Fund Reserves		125,000	
	00100.293	General Fund Reserves	39714.00.0015	Transfer	from	Boating Safety			125,000

BUDGETED STAFFING SCHEDULE HISTORY																						
FUND/ACCOUNT NAME	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
GENERAL FUND																						
Assessor	15.66	14.35	14.81	14.81	15.69	16.63	16.63	16.63	16.43	16.03	15.09	15.09	15.63	16.63	18.50	18.50	17.50	17.50	18.50	18.50	18.50	18.50
Auditor	12.66	12.10	11.16	11.10	10.50	10.50	11.50	11.50	11.50	11.50	11.25	11.25	11.44	11.50	12.00	12.00	12.00	13.25	12.50	13.50	15.13	15.63
Treasurer	6.75	5.81	5.81	5.81	5.75	5.75	5.75	5.75	5.50	5.19	5.06	5.06	5.13	5.25	5.90	5.90	5.90	5.40	5.40	5.40	6.40	6.40
BOCC - Operations	6.81	5.88	5.88	5.88	6.00	6.00	6.00	6.00	6.00	5.70	5.34	5.34	5.70	5.70	6.00	6.00	6.00	6.00	5.50	5.78	6.48	6.98
BOCC - Board of Equalization	0.46	0.46	0.46	0.46	0.46	0.46	0.55	0.50	0.50	0.50	0.47	0.47	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.53	0.53	0.53
NonDepartmental					1.00	1.00	1.00	1.00	1.00	1.00	0.94	0.94	1.00	1.00	1.00	1.00	1.00	1.00	2.50	2.50	3.50	3.50
Comm Dev - Administration*****	41.24	4.81	4.81	4.81	3.81	3.81	4.75	4.75	5.50	3.81	2.81	2.81	2.88	3.63	3.94	3.94	5.35	5.21	5.40	5.46	4.60	4.00
Comm Dev - Environmental Quality		5.09	3.21	4.15	4.15	4.69	4.69	4.81	4.69	5.69	4.69	0.94	1.00	1.00	1.00	1.00	1.00	1.00	1.50	1.75	2.00	4.00
Comm Dev - Environmental Health		10.38																				
Comm Dev - Permit Center (Building prior to 2012)		7.56	5.69	5.69	7.50	8.44	6.56	4.69	7.50	7.06	9.38	9.32	9.44	9.44	11.81	10.94	11.88	11.88	10.88	10.94	11.94	8.00
Comm Dev - Long Range Planning (Planning prior to 2012)		8.09	7.15	7.15	9.25	10.36	11.30	10.81	10.31	8.44	3.75	5.63	4.69	4.75	4.00	5.00	5.48	4.63	5.38	4.63	5.00	5.99
Comm Dev - Permit Center*****			4.69	2.81	3.75	3.75	3.75	3.75														
Hearing Examiner					0.50	0.50	0.50	0.50	0.50	0.50	0.47	0.47	0.50	0.50	0.00	0.00	0.00					
Information Technology	12.32	9.44	9.44	9.44	9.50	8.63	9.13	9.13	9.13	8.75	8.20	9.14	10.19	10.75	12.75	12.93	12.93	14.18	11.99	11.99	12.00	11.75
Geographic Information System																			2.19	1.94	2.00	3.00
Human Resources	4.75	3.81	4.75	4.75	4.75	4.81	4.81	4.81	4.81	4.00	3.75	3.75	5.00	2.90	2.90	2.90	2.90	2.90	2.90	2.90	2.90	4.70
HHS - Environmental Health			10.38	11.31	12.25	12.73	12.73	13.23	12.61	12.43	11.67	11.63	11.05	10.64	10.86	11.20	11.20	11.20	12.68	12.68	13.28	14.28
HHS - Administration																5.00	5.00	4.90	4.90	4.90	6.30	6.10
HHS - Jail Medical	1.50	1.50	1.50	1.65	1.65	1.65																
Sheriff - Operations	43.03	42.50	42.50	43.50	44.50	43.50	42.00	42.00	41.00	41.50	41.00	42.00	42.11	44.07	44.46	46.00	46.25	47.25	49.25	49.25	50.79	54.64
Sheriff - Community Projects*****	1.50	1.60	1.15	1.15	1.00	1.00	1.50	1.50	1.50	3.19	2.58	2.58	1.69	1.00	1.00	1.00	1.00					
Sheriff - Animal Control	2.00		0.94				1.00	1.00	1.00	0.94	0.94	0.94	0.94	0.94	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sheriff - Jail	36.91	33.50	33.50	33.50	34.50	37.50	38.50	39.50	38.50	38.00	36.50	39.50	38.89	38.41	38.50	38.50	38.50	38.50	39.00	39.00	39.00	39.00
Sheriff - Jail Medical****							1.65	1.75	1.75	1.75	1.64	1.64	1.75	1.75	1.75	1.75	1.75	1.75	2.25	2.25	2.25	2.25
Sheriff - Emergency Services*****										2.00	1.88	1.88	1.88	1.88	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.50
Prosecuting Attorney - Operations	16.75	15.25	15.19	15.25	16.19	16.19	18.13	19.06	18.06	17.50	15.47	15.47	14.72	17.29	23.48	24.58	24.58	24.10	24.10	24.10	24.10	24.10
Prosecuting Attorney - Child Support	3.00	3.00	3.00	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.34	2.34	2.34	2.21	2.00	2.90	2.90	2.90	2.90	2.53	2.53	2.53
Prosecuting Attorney - Coroner																					1.00	1.00
Juvenile Services *			37.41	37.69	35.86	37.85	40.73	40.73	38.79	35.42	33.12	33.12	36.11	35.36	35.93	35.93	35.93	38.53	36.93	36.53	36.53	37.53
Superior Court **	6.96	6.03	6.03	6.03	7.03	7.24	8.68	9.61	9.61	10.01	10.76	9.75	8.63	8.63	8.75	8.75	8.75	8.75	8.75	8.75	8.75	8.75
District Court I***	11.43	10.50	11.38	11.38	10.94	10.98	9.06	9.06	9.06	8.13	7.17	7.17	6.34	6.44	7.00	7.00	7.00	9.00	9.00	9.00	10.00	10.00
District Court II	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	2.44	2.44	2.54	2.73	2.91	2.91	2.91	2.91	2.91	3.00	3.00	3.00
Clerk	7.75	6.81	6.81	7.29	8.10	8.10	9.04	9.14	8.56	10.27	10.13	10.13	10.55	10.46	11.50	11.50	11.50	11.50	11.50	11.50	11.50	11.50
Parks and Facilities	15.37	14.37	17.18	17.62	17.62	20.49	20.49	21.30	19.64	18.72	15.93	15.93	16.18	16.43	17.99	17.99	19.04	19.04	20.54	20.54	20.54	20.54
Fair	2.33	2.33	2.39	2.45	2.45	2.45	2.45	2.45	2.45	2.45	2.35	2.35	2.39	2.45	2.51	2.54	2.54	2.54	2.54	2.54	2.54	2.54
WSU Extension	1.41	0.94	1.60	1.36	1.36	1.36	1.36	1.34	1.34	1.34	0.36	0.40	0.65	0.00	1.57	1.00	1.00	1.00	2.00	1.50	1.50	1.50
GENERAL FUND TOTAL	254.00	229.52	272.23	272.95	281.97	292.28	299.15	302.21	293.15	287.79	267.47	269.47	271.86	274.24	293.51	302.16	305.29	310.32	317.39	316.89	327.59	335.69
OTHER FUNDS																						
PW - Public Works	90.50	82.85	82.85	87.79	81.13	77.69	75.69	75.63	72.00	70.00	65.16	63.28	63.44	63.94	67.50	69.50	70.50	57.50	56.45	56.35	57.35	61.35
PW - Flood Control																			0.05	1.05	1.05	1.05
Sheriff - Recreation and Boating			1.00	1.00											0.00	0.00	0.00					
Sheriff - OPNET Drug	3.50	2.50	2.50	2.50	2.50	2.50	2.00	1.00	1.00	1.00	1.43	1.49	0.94	1.43	1.49	1.49	1.49	1.49	1.49	1.49	1.05	1.40
Sheriff - Emergency Services*****									2.00													
Sheriff - OPSCAN Operations							0.18	0.18	0.18	0.18	0.53	0.46	0.46		0.00							
Sheriff - PSIC Grant							0.32	0.50	0.50	0.50												
Sheriff - IECGP Grant									0.20													
Sheriff - Interoperability Grant						0.48																
Sheriff - Nine One One Enhanced	1.00	1.00	1.00																			
Sheriff - Operation Stonegarden												0.15	0.15	0.27	0.00							
Sheriff - Port Security Grant (*8)											0.12	0.12	0.12									
Health and Human Services - Operations	24.00	27.06	23.88	22.71	20.51	20.60	18.35	18.95	17.28	16.80	15.12	14.39	14.73	14.85	18.01	10.03	10.83	11.83	12.35	14.55	15.28	14.28
HHS - Homeless Task Force																			0.30	0.35	0.35	0.50
HHS - Alcohol/Drug Abuse			2.54	2.54	2.45	3.39	3.39	5.06	4.56	4.56	3.78	3.22	2.28	2.34								
HHS - Chemical Dep/Mental Health															1.04	0.00			0.30	0.35	1.35	0.50
HHS - Developmental Disabilities			0.94	0.94	0.94	0.94	1.44	2.31	2.31	2.31	2.29	2.10	2.14	2.20	2.33	2.40	2.40	2.60	1.60	1.60	1.00	1.00
Law Library	0.18	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.18	0.18	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19
Pros Attny - Local Crime Victim Comp					0.63	0.80	0.80	0.80	0.80	1.00	0.94	0.94	0.94	0.94	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00
Comm Dev - Shoreline Block Grant		0.94	0.94																			
Treasurer - Operation and Maintenance									0.25	0.56	0.56	0.56	0.56	0.56	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60
Treasurer - Reet Electronic Technology															0.50	0.50	0.50					
Auditor - Document Preservation				0.80	0.80	0.80	0.80	0.80	0.80	1.14	0.38	0.94	0.94	1.88	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Superior Crt - Drug Court (moved to Superior Ct)	0.30	0.30	0.30	0.31	0.40	0.40	0.40	0.40	0.40													
Noxious Weed Control	1.23	2.13	3.88	3.88	3.88	2.75	1.85	1.83	1.49	1.56	1.53	1.53	1.56	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Non Dept - Veterans' Relief			0.48	0.40	0.40	0.40	0.40	0.40	0.40	0.30	0.28	0.28	0.30	0.30	0.00	0.00			1.50	1.50	1.80	1.80
Lwr Dungeness Floodplain																		1.05	1.46	1.46	0.00	0.00
Probation District Court I							2.85	2.85	2.85	2.85	3.12	3.12	2.23	2.13	2.00	2.00	2.00					
Non Dept - Federal Forest Replacement	1.00	1.47	1.44	1.44	1.44	1.71	1.71															
Non Dept - Affordable Housing Sales Tax																						1.00
Non Dept - American Rescue Plan Act																						0.00
Capital Projects					0.94								</									



BUDGET RESOLUTION _____, 2022
ADOPTING THE 2023 CLALLAM COUNTY BUDGET

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The procedural processes required for the adoption of the 2023 Clallam County budget are complete. The required public hearing on the final proposed budget occurred December 6, 2022.
2. A true and correct copy of the budget is on file in the County Commissioners' office, available at <https://www.clallamcountywa.gov/Archive.aspx?AMID=37>, and fully incorporated in this resolution by this reference.
3. The Board of Commissioners allows County Officials flexibility over their budgets and discourages changes to any appropriations or emergency budget requests for 2023 unless documented circumstances exist that could not have been foreseen during the budget planning process.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS, in consideration of the above findings of fact:

1. The 2023 Clallam County Final Budget is the single summary page titled, "Adopted Budget" with approved expenditures by Department in the General Fund and by Fund in the other Funds. It is on file in the Commissioners' office, incorporated by this reference, and hereby adopted. The Adopted Budget worksheets are available at <https://www.clallamcountywa.gov/Archive.aspx?AMID=37>. Physical copies of the budget may be requested through the Public Records Department.
2. All funds are adopted in accordance with the County's General Financial Policies. In addition, the following policies and/or restrictions apply:
 - Filling of vacant positions will occur only with the approval of the Administrator. The Administrator may implement other budget guidelines as necessary.
 - Each budget program (identified by an 8-digit budget number) is separate for budget purposes. County Officials cannot combine their budgets for total bottom line budgeting.
 - The Public Works Department will maintain detailed worksheets in CAMS with the format and numbering necessary for automated transfer of detailed revenue, expenditure, payroll, and other data to the County's financial system. Detailed worksheets are available to the public upon request. The Department will follow the same policies and restrictions on these funds as for any other.
3. Expenditures for Real Estate Excise Tax Funds 30101.911 and 30201.911 are intended to be in addition to other funds that may be available. Projects receiving Real Estate Excise Tax Funds are identified in the adopted budget and in the Capital Facilities Plan.
4. Changes or additions to this budget shall be made only in the form required by law, policy, and/or ordinance of the Board of County Commissioners.
5. The vehicle allowance for the Elected Officials listed in County Administrative Policy 220 is hereby \$340/month and maintained at \$340/month for all Appointed Officials whose contracts call for a vehicle allowance.

PASSED AND ADOPTED this sixth day of December 2022.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Bill Peach



ADOPTING 2023 CLALLAM COUNTY BUDGET EMERGENCY APPROPRIATIONS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The Clallam County Charter Section 9.70: Appropriations, amended on November 4, 2003 states, "The appropriation resolutions adopted by the commissioners shall not exceed the estimated revenues of the county for the next fiscal year for each fund, provided the Commissioners may adopt an emergency appropriations resolution which may appropriate contingency funds, revenues, received in excess of the revenues estimated in the budget, and/or funds from any other source available."
2. Whereas the County maintains more than 50 funds to finance the various functions of government. Most of these funds are special revenue, internal service, enterprise, or capital funds that for various reasons have expenditures far more or less than the annual revenue to the fund in any particular calendar year.

NOW, THEREFORE, BE IT RESOLVED by the Clallam County Board of Commissioners, in consideration of the above findings of fact that expenditures will exceed anticipated 2023 revenues and, in accordance with the Clallam County Charter, emergencies are declared in the following funds for 2023:

00100.293	General Fund Reserves	19913.291	Trial Court Improvements
10101.611	PW – Roads	19941.291	Opportunity Fund
11002.811	Honor Guard Donation	19951.291	Affordable Housing Sales Tax
11004.811	VRF Boating Program	19962.291	American Rescue Plan Act
11065.811	OPSCAN Operations	19991.291	Emergency Communication Tax
11068.811	Operation Stonegarden	27401.611	RID #149 Osborn Road
11080.811	Inmate Commissary & Welfare	29500.231	LID 3 rd Street Line Extension
11301.511	Health & Human Services Operations	30101.911	Real Estate Excise Tax Projects
11322.511	Homeless Task Force	30201.911	Real Estate Excise Tax Projects 2
11323.511	Chemical Dependency/Mental Health	30301.331	Lwr Dungeness Floodplain
11324.511	Affordable Housing	30701.411	Information Technology Capital Projects
11331.511	Developmental Disabilities	30701.411	Information Technology Capital Projects
12201.231	Treasurer Operation and Maintenance	42401.611	Carlsborg Sewer
12401.221	Document Preservation	50301.611	Equipment Rental & Revolving
13001.381	Noxious Weed Control	50501.461	Workers Compensation Claims
13051.381	LMD#2 Lake Sutherland	50601.461	Employee Health Care Benefit
19910.291	Conservation Futures	50701.461	Unemployment Compensation

PASSED AND ADOPTED this 6th day of December 2022.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Bill Peach

c: All departments



H4

DEC 06 2022

AGENDA ITEM SUMMARY

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

Department: Finance

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 12/06/2022

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

EXECUTIVE SUMMARY:

As required by the Clallam County Charter, attached for review and discussion is the 2023 Proposed Final Budget for the required public hearings to be held on Tuesday, December 6th, 2022 at 10:30am and 5pm in the Board Room via in person, online or the telephone. These materials for the 2023 Proposed Final Budget may also be viewed on the County's website under Departments\ Finance \ County Budgets \ Proposed Budget 2023 (the link is provided [here](#)). Following hearing of testimony and questions from the public and staff, the Commissioners will then proceed in moving forward with adoption of the Proposed Budget that evening, or if a hearing extension is needed to allow for further changes to be made, no later than Tuesday, December 13th.

The following materials have been provided to accompany this summary:

- 2023 Proposed Final Budget Summary—All Funds;
- General Fund 4 Year Comparison of 2023 Proposed Final Budget to Projected/Actual Results for 2022-2020;
- General Fund 4 Year Comparison of 2023 Proposed Final Budget to Adopted Budgets for 2022-2020;
- General Fund Bridge Analysis of Changes Between 2023 Draft Budget and Proposed Final Budget;
- General Fund Breakdown Analysis of the Change in Operating Surplus/Deficit between the 2023 Proposed Final Budget and 2022 Forecasted;

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- 2023 Proposed Final Budget General Fund Revenue, Expenditure and Staffing Charts by Type and by Program;
- 2023 Budget Salary Worksheet Breakdown by Department/Fund;
- 2023 Department Requests Over Base Budget;
- 2023 Proposed Final Capital Outlay Budget by Fund;
- 2023 Budgeted Transfers for All Funds;
- Budget Resolution Adopting the 2023 Clallam County Budget; and
- Budget Resolution Adopting the 2023 Clallam County Budget Emergency Appropriations.

As noted in prior budget discussions, all departments have budgeted that all budgeted positions are assumed filled for the entire year in accordance with how policy currently requires us to budget, which, as has previously been discussed, not historically mirrored the County’s actual payroll spending trends where the County has underspent its personnel budgets in the General Fund between \$1.9 million and \$2.1 million each year due to open positions, turnover and retirements (further discussion below).

This budget reflects estimates for 2023 revenue which are partly dependent on the current revenue forecast assumptions for 2022, as well as many additional variables including:

- GDP growth and inflationary growth expectations based on most recent state economic forecasts,
- Local economic conditions,
- Continuance of supply of chain disruptions,
- Changes in long term and short-term interest rates as the Federal Reserve continues its interest rate increase strategy to reduce inflation, and
- Other revenue guidance available thru MRSC and other sources, etc.

Taxes, Intergovernmental taxes (including PILT, Timber excise tax, Leasehold Excise tax, PUD Privilege Tax, etc), Real Estate Excise taxes (REET), and Timber revenues reflected in the 2023 Proposed budget are based on projections developed based on the evaluation of such variables and available guidance. Departmental assumptions for other revenue streams reflected in this Proposed budget were discussed and evaluated for reasonableness during the Administrator and CFO discussions with each department in September, and reflect some changes based on those discussions that will be covered below.

Sales tax estimates used in the 2023 Proposed budget remain relatively unchanged from the Draft Budget, however as a result of higher than expected October monthly sales tax growth of 14% which increased our 2022 projected forecast for sales taxes, the assumed growth for the 2023 budget now reflects an approximate 2% growth rate (rather than 3% previously). We believe a 2% growth rate is still in line with projected 2023 retail sales and state GDP growth projected for the state by the Washington State Economic and Revenue Forecast Council’s economic forecast report which generally predicts low-single digit growth in 2023. 2022 sales taxes are now projected to grow 7.2% for the

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year. Given that economic conditions are still evolving and the growing concern for a potential recession in 2023, the sales tax revenue budget for 2023 will continue to be revisited during the 2023 budget process to reflect any changes in expectations for next year.

OVERVIEW OF CHANGES MADE BETWEEN DRAFT BUDGET AND PROPOSED BUDGET

Several changes have been made to the 2023 Draft Budget in arriving at the 2023 Proposed Final Budget. While outlined in more detail in the attached schedule called "Bridge Analysis Between Draft Budget & Proposed Final Budget", these changes at a high level include:

- **REVENUE CHANGES—increased \$394k**, mostly due to:
 - MISCELLANEOUS REVENUE increasing \$375k mainly due to revision of the estimate for investment interest income based on higher expected average Treasury & LGIP yields in 2023 and based on an outside investment consultant strategic liquidity analysis performed which should enable the County to increase the amount of excess short-term investments that can be invested into higher yielding, longer maturity investments.
- **EXPENDITURE CHANGES—decreased \$245k**, primarily driven by:
 - TRANSFERS OUT decreased \$125k mainly due to the elimination of a \$125k budgeted transfer to the VRF Boating fund for a marine vessel replacement that was mistakenly not removed in the Draft budget when funding for this vessel was shifted to the Boating Safety Fund;
 - SERVICES decreased \$269k mainly due to a \$170k reduction in the BOCC NonDepartmental budget for outside courthouse security monitoring that the Jail staff is expected to resume performing in 2023 once Jail staffing levels return to a sufficient level. Also reflects \$131k reclassification of various departments' lease costs from Services to Debt Service costs as required under new lease accounting rules that took effect in 2022. These decreases were partly offset by a \$30k increase in Parks & Facilities ER&R rental costs.
 - DEBT SERVICE COSTS increased \$131k due to a change in accounting for certain of the County's leases that are 1 year or more in duration, which requires lease rental costs to be accounted for as debt service costs rather than as a Services cost (see corresponding decrease in Services noted above). This change affects multiple departments with office, land and other qualifying leases, with the most notable one being the Juvenile Services land lease with Port of PA.

GENERAL FUND BUDGET OVERVIEW

At a high level, the 2023 Proposed Final Budget projects a beginning General Fund Balance of approximately \$11.831 million. Revenues are projected to total \$53.520 million, Expenditures (including Transfers Out to the Lower Dungeness and Dungeness Off-Channel Reservoir Capital Projects, HHS, Veteran's Relief, Sheriff's VRF Boating Program, Clallam Bay Sekiu Sewer, Flood Control and other funds) are projected at \$54.845 million, resulting in a budgeted decrease in

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Reserves of (\$1,325k), and leaving an ending General Fund Balance of \$10.506 million, representing an ending reserve level of 19% of total operating expenditures. However, as discussed later, when one adjusts for the historical underspend to our personnel and benefits budgets of \$1.9 million-\$2.1 million, and also assumes all new positions budgeted to be added in 2023 are held open for the first half of 2023 as a precautionary step discussed with the BOCC, it is likely the Proposed Final budget will generate a surplus of revenue over expenditures for 2023 of \$939k, as compared to 2022's projected deficit of (\$3,698k), which would leave an ending fund balance of \$12,770k for 2023, or a reserve of 24% of expenditures.

Below are the revenue and expenditure highlights behind these results:

REVENUE BUDGET HIGHLIGHTS

In this Proposed roll up of the 2023 budget, General Fund Revenues (excluding COVID-related reimbursements) are projected to total \$53,420k, representing a \$8,930k or 20.1% increase over 2022 projected revenue expected. When you further exclude Transfers In revenue (which consist mainly of working capital-related transfers from the Lower Dungeness and Dungeness Off-Channel Reservoir projects), General Fund Revenues are projected to increase \$2,842k or 6.4% from 2022 projected revenues.

In projecting revenues for 2023, certain revenue streams impacted by the economic and operational disruptions created by the COVID pandemic are projected to somewhat rebound from 2022, including:

- Miscellaneous Revenue is projected to grow by \$1.598 million due primarily to significant growth in investment interest income as the County is able to reinvest its investment portfolio in much higher yielding US Treasuries and other fixed income securities that are yielding in excess of 4-5% next year (as compared to sub 0.5% yields earned during much of 2022) due to the aggressive interest rate actions taken by the Federal Reserve to raise rates in an effort to curb inflationary pressures in the US economy, and also due to planned camping fee increases at the County's parks;
- Fines & Penalties are also expected to rebound somewhat (\$78k) from 2022 levels as courts continue to return to normal operations post-pandemic and as case back logs clear, but still down over 22% from their peak in 2019 due to the impact that court rulings and recent RCW changes affecting the County's ability to assess and collect certain types of fines and penalties; and
- Goods & Services are projected to increase by 8.7% due to contractual CPI-tied increases in certain of interlocal criminal justice agreements, improvement expected in the Jail bed revenues earned under the County's agreement with the State Department of Corrections (albeit still \$150k lower than pre-pandemic levels) as lower State prisoner populations during the COVID pandemic begin to subside and staffing issues at the Jail abate (which should enable more normal levels of chain gang Roads-support work), and increases in HHS Administration and Environmental Health services provided under Foundational Public Health funding provided by Washington State.

Growth of certain of our revenue streams tied to retail sales activity are assumed to continue the trend seen for most of 2022 where a moderation to low single digit growth (2.5-3%) took place after the 1st quarter of 2022, leading to a more modest 7.2% growth being projected for full year 2022 sales taxes as compared to the 21%+ growth seen in 2021. For 2023, sales taxes are budgeted to grow at 2% based on this trend continuing. While we are not currently projecting a significant prolonged recession in 2023 in a traditional sense as employment levels remain strong, we do believe inflationary pressures will carry over to 2023 albeit at lower levels from those witnessed in 2022 which, along with higher consumer borrowing costs, will hold discretionary taxable sales activity to low single digit growth next year. Other revenue streams tied to real estate, particularly REET 1 and REET 2 and certain of our Auditor filing fees, are expected to decrease by approximately 30% from historically high levels seen in 2022 due to the rapid slowing of the real estate market taking place due to the rapid rise in mortgage rates.

TAX REVENUES

Representing almost 50% of General Fund total revenues, Tax revenues are projected to increase \$597k or 2.45% in 2023. Property taxes are projected to increase \$324k or 2.83% as we assumed the County takes its allowed for 1% annual levy growth limit, as adjusted for new construction assumed captured totaling \$169.6 million, as allowed for under statute. Sales-driven taxes (local retail, juvenile correction sales and use taxes and local criminal/public safety taxes) are projected to increase a combined \$250k or 2%, which again reflects our assumption that sales taxes will grow at a more moderate rate as compared to the +7% growth seen in 2022. Timber excise tax is also projected to increase 5% from 2022 projections based on trend.

LICENSES & PERMITS

Licenses & Permits are currently projected to decrease -\$32k or -3.1% from 2022 projections mainly due to an assumed decline in building permit revenues following multiple years of strong permit activity and as interest rate hikes by the Federal Reserve continue to cool housing starts.

INTERGOVERNMENTAL REVENUES

Overall, Intergovernmental Revenues--consisting of federal and state grants and intergovernmental tax and excise payments received by the County--is budgeted to remain essentially flat in 2023. Intergovernmental Tax Revenues are projected to grow \$144k or 3.2% due to 3-6% increases projected certain intergovernmental tax revenues including PILT, Criminal Justice, and PUD Privilege taxes. Based on recently announced awards relating to ARPA Section 605 Local Assistance and Tribal Consistency funds to be distributed by the US Treasury, the County learned it would be receiving \$1.255 million of these funds both in 2022 and in 2023. As these funds may be spent in a manner consistent with other general revenues received by the County (with the exception of supporting lobbying activities), these funds are budgeted as part of the General Fund in 2023.

Intergovernmental grant revenues are projected to decrease \$149k or (4.9%), due to lower grants in DCD Long Range Planning, HHS Environmental Health, HHS Admin, Sheriff Ops & Emergency Services, Superior Court, and other areas, as partly offset by higher grant revenues budgeted for DCD Environmental Quality (+\$428k relating mainly to fish barrier-related grant increases), Juvenile Services, PA-Child Support, and increases in other areas.

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CHARGES FOR GOODS & SERVICES

Charges for Goods & Services are projected to increase \$672k or 8.7% in 2023 driven partly by partial recovery of certain COVID-impacted revenue streams, most notably the Sheriff Jail revenues derived from the provision of excess jail bed space to the State Department of Corrections which were negatively impacted during 2022 due to reduced COVID-related jail capacity restrictions that resulted in reduced DOC jail occupancy and need for County jail beds (a \$150k improvement is assumed in 2023, but revenue remains \$150k-\$250k below pre-COVID levels) Also negatively impacted in 2022 was the Sheriff Jail chain gang program in support of Roads due to reduced staffing levels in the Jail which are expected to abate in 2023. The remainder of the increase is largely due to increases in interfund services provided to the HHS Foundational Public Health fund and other non-General Fund HHS funds by HHS Environmental Health (\$78k) and HHS Administration (\$130k), increased County Fair gate and carnival proceeds (\$46k), \$95k in higher Auditor election services revenues and passport revenues, as offset by an \$85k decrease in filing fees in the Auditor's Office due to lower real estate filing volume trends.

FINES & PENALTIES

Fines & Penalties are budgeted to increase \$78k or 11.3% over 2022, reflecting an expectation by both district courts of a stabilizing and slight improvement in infraction revenue from 2022 levels as courts continue to return to normal operations post-pandemic and as case backlogs continue to clear. However, Fines & Penalties are budgeted at level that is still 22% below their peak in 2021 driven by court decisions and RCW changes affecting the County's ability to assess and collect fines and penalties across multiple functions.

MISCELLANEOUS REVENUE

Miscellaneous Revenue, consisting mainly of interest income and parks camping fees, is projected to increase \$1,598k or +77%, driven mainly by a \$1,387k increase in budgeted interest income driven by the sharp increase in interest rates available for US Treasury bills and notes that should allow the County to reinvest its investment portfolio in higher yielding fixed income US Treasury investments following the collapse of the 2-year CD and LGIP investment pool interest rates beginning in 2020 and continuing through much of 2022. These yield gains are largely due to the aggressive interest rate increase measures taken by the Federal Reserve beginning in early 2022 to combat the 8-9% inflation experienced in the US economy. In addition, based on a strategic liquidity analysis recently performed by an outside consultant, the County expects to enhance its investment income by strategically investing more of its short-term held investment portfolio into higher yielding, longer-term investments.

Partially offsetting this continued increase in investment interest income are lower interest earned on delinquent taxes (-\$75k or -18%) due to RCW changes made in 2021 impacting the amount of interest counties may collect, and lower expected revenues earned from sales of unclaimed property (-\$72k).

Parks and fair revenues are expected to grow above 2022 projected levels, reflecting fee increases that were originally budgeted to occur in 2022 that were deferred until 2023. Also contributing to the increase is the new HHS Environmental Health operating assessment of \$13 per septic-utilizing parcel approved in 2022 (\$276k).

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OTHER FINANCING SOURCES (TIMBER SALES)

Other Financing Sources, consisting mainly of timber revenues to the General Fund, are budgeted to decrease \$69k or -9.8% based on an August Proposed DNR timber harvest sales projection received for 2023.

TRANSFERS IN

Transfers In for the General Fund are projected to total \$6.498 million in 2023, consisting of:

- \$4,683k from the Lower Dungeness Floodplain Restoration project as this project concludes in 2023,
- \$1,650k related to the Dungeness Off-Channel Reservoir project (relating to grant reimbursement of land acquisition costs that will be incurred in 2023);
- \$125k related to the Sheriff Boating Safety Fund’s grant-fund acquisition of new boat that will require bridge funding from the General Fund that will be returned to the General Fund when grant proceeds are received; and
- \$40k standing transfer from Trial Court Improvements fund to the Sheriff Jail department.

This represents an increase of +\$6,088k in total Transfers In over 2022, primarily due to higher grant reimbursements expected under the Lower Dungeness floodplain project and Dungeness Off Channel Reservoir, as offset by a \$370k in transfers received from HHS 2022 relating to the return of General Fund support provided for the Serenity House bathroom remodel project.

EXPENDITURE BUDGET HIGHLIGHTS

Turning to expenditures for the General Fund, our Proposed expenditure budget, excluding COVID-related costs) currently stands at \$54,845k, an increase of \$6,476k or 13.4% from our 2022 projected expenditures.

SALARIES, WAGES & BENEFITS

The largest driver of the increase over 2022 projected expenditures is in Payroll and Benefits costs. Representing approximately 67% of our total expenditure budget, Payroll and Benefits are up \$3,320k or 14.5% and \$1,793k or 19.5%, respectively, to the 2022 forecast, mainly due to the fact that the budget assumes all budgeted staff positions are filled for the entire year as required under current policy, which clearly was not the case in 2022 where due to retirements, voluntary terminations, delays in filling positions during the year, the County had more open positions during 2022, particularly in areas like the Jail where we saw a much larger number of position openings. This resulted in a projected budget underspend in payroll and benefits in 2022 of approximately \$2.58 million. Based on 3-year and 5-year historical average payroll/benefits budget underspend of \$2.12 million and \$1.88 million, respectively, we anticipate a similar level of personnel budget underspend (albeit not as high in 2022), while not reflected in the current 2023 Proposed budget due to policy, is nevertheless achievable in 2023. **If you adjust our 2023 personnel cost budget for this \$2.099 million average budget underspend, our combined personnel costs in reality are expected to increase \$3.014 million or 9.4% in 2023 as compared to 2022.**

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This 9.4% increase in overall payroll/benefits costs is largely being driven by the full year impact of collective bargaining-related COLAs of 2.5% in January 2023, adjustments made to the pay scales, a \$50-per-month increase in County-paid health premium increases for most collective bargaining units, the addition of longevity-based medical premium pay as provided for in the collective bargaining agreements renewed in July 2022 and July 2023, new FTES added as outlined in the attached "2023 Department Requests Over Base Budget" and below, and extra help funding allotted for planned transitioned time for retiring staff (Treasurer's and Sheriff's Office) or for positional realignments (County Administrator).

We have budgeted 8.1 more FTEs in 2023 as compared to the 2022 budget, with additions in Auditor (+0.5), BOCC Operations (+.5 FTE), GIS (+1.0 FTE due to combination of DCD GIS with IT GIS), Human Resources (+1.8 FTE), HHS-Environmental Health (+1.0 FTE), Sheriff Operations (+3.85 FTE, due to addition of 1 (of 2) new deputy positions requested and transition of code enforcement with assumed hiring of a code enforcement sergeant), Sheriff Emergency Services (+.50 FTE), and Juvenile Services (+1.0 FTE) as offset by reductions in DCD (-1.6 FTE—primarily due to shifting code enforcement to Sheriff as offset by assumed hiring of Deputy Director position), IT (-.25 FTE), and HHS Admin (-.20 FTE).

NOTE REGARDING HEALTH INSURANCE AND WORKERS COMPENSATION BENEFIT

COSTS--It is important to note that the Proposed budget does now reflect health insurance benefit rate increases of 4.8%-5.8% depending on the respective benefit plan, which in total increased benefit costs for the General Fund approximately \$217k. In addition, based on an analysis of the County's workers compensation L&I rates assessed (which have not been adjusted since 2018) and significant increases in claims cost and L&I in recent years, a worker's compensation rate increase needed to stabilize reserve levels in the Worker's Compensation fund has been incorporated into each personnel budget, which added an estimated \$309k of increased benefits costs to the General Fund.

SUPPLIES

Supplies are projected to increase \$174k or 13.6% from 2022 projected spending levels mainly due to several IT SRF departmental requests being incorporated into the 2023 budget as outlined in the Department Requests schedule, as well as projected underspend to budget in this area in 2022 of (\$239k) or 15.7%.

SERVICES

Services in 2023 are projected to increase \$1,583k or 22.4% over 2022 projected non-COVID services. These increases are mainly due to the following:

- A \$304k increase in DCD—Environmental Quality Salmon Recovery services relating to additional grant funding received for fish barrier projects;
- Higher IT infrastructure-related network router, software renewal, ESRI maintenance, and a full year of Microsoft Office 365 services costs (\$94k);
- A \$133k increase in HHS Environmental Health On-Site Services and Drinking Water services costs funded through the new On-site Septic Assessment Fee of \$13 per parcel (with a septic system) approved in 2022 and funding available from the HHS Foundational Public Health fund;
- An estimated \$120k or 7.5% increase in indigent defense services costs;

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- \$349k of 2023 Department Requests reflected in the 2023 Proposed Budget (see attached schedule), including:
 - Auditor (+\$50k --relating to County's assumption of printing & binding costs for Voter Pamphlets that was previously paid by the State but will be recaptured in higher election services revenues);
 - DCD Environmental Health (\$22k mainly relating to developing of a monitoring strategy for the Lower Dungeness);
 - GIS (\$31k relating to ESRI costs);
 - HR (\$45k for expanded job posting advertising),
 - Sheriff (\$19k),
 - Prosecuting Attorney (\$22k--mainly relating to higher witness and expert witness costs);
 - Parks Fair & Facilities (\$66k--relating mainly to higher repairs & maintenance costs of facilities, parks and fairgrounds, and increased fair entertainment and advertising costs to drive more out-of-county visitorship), and
 - Superior Court (\$53k relating to contracting for a part-time court facilitator and higher guardian at litem services costs),
 - Increases in other areas; and
- 2022 projected budget underspend of \$552k in Services in multiple other areas.

TRANSFERS OUT

Transfers Out are budgeted to total \$4.924 million, a -\$1,244k or -20.2% decrease from 2022. This decrease is primarily due to a \$3.4 million decrease in Transfers Out to the Lower Dungeness Floodplain project as the bulk of Phase 2 construction work concludes by the end of 2022 and no further General Fund working capital funding will be needed to complete remaining work in 2023. Also contributing to this decrease is a \$405k decrease in transfers to HHS Operations and a \$9k decrease in transfer to the Law Library. These decreases are partly offset by an \$2,046k increase in working capital transfers out made to the grant-funded Dungeness Reservoir to fund the estimated \$2.2 million acquisition cost of the build site assumed in Q1 2023, the continuance of design work, and commencing of conveyance-related construction work in the 2nd half of 2023 (note that \$1.65 million of these funds are budgeted to be returned to the General Fund once grant reimbursements for the land acquisition are received). Additionally higher transfers related to a \$175k increase in Parks & Facilities Capital Projects fund transfer and \$202k increase in IT Capital Projects fund transfer reflecting the capital outlays slated for 2023 (see Capital section of report for more details), the Sheriff's Department's Boating Safety funds for acquisition of an anticipated grant-funded replacement vessel of \$170k, the Veteran's Relief program (+\$70k), and PW-Flood Control (+\$26k) are driving the remainder of the offsetting increase.

Transfers for the Dungeness Off Channel Reservoir, Clallam Bay/Sekiu Sewer, and Boating Safety Program consist of working capital advances projected for these funds to support the funds’ ongoing grant-funded capital projects and capital outlays, and will be reimbursed to the General Fund as grant reimbursements for these projects are received.

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Transfers Out from the General Fund included in the 2023 Proposed budget include the following:

• Dungeness Off-Channel Reservoir	\$2,450,000
• Parks & Facilities Capital Projects Fund	1,195,451
• IT Capital Projects Fund	551,523
• HHS Operations	125,000
• PW--Clallam Bay/Sekiu Sewer	140,000
• Boating Safety Program	170,000
• Local Crime Victim Comp	67,000
• Veterans Relief	106,000
• PW--Flood Control	72,341
• Law Library	15,037
• Employee Healthcare	19,000
• PW--Solid Waste	6,500
• HHS Chemical Dependency/Mental Health	6,211

TOTAL TRANSFERS OUT—2023 \$4,924,063

NOTE REGARDING VETERANS RELIEF TRANSFER--It should be noted that the Transfer to the Veterans Relief fund (which is new for 2023) is being driven by increases in Veteran’s Relief fund expenditure increases over the last several years of 17.6% in 2020, 23.8% in 2021, and 23% projected for 2022, resulting in decreases in fund reserves of (\$75k) in 2019, (\$25k) in 2020, (\$47k) in 2021, and (\$55k) in 2022. As a result, in order to support the level of 2023 spending budgeted for this fund and to meet the monthly aid need experienced in 2022 of approximately \$9k per month, the Veteran’s Relief fund will require a transfer of \$106k from the General Fund. As this additional funding will be coming in the form of a transfer from the General Fund, the property tax fixed levy rate apportioned from the General Fund to the Veteran’s Relief Fund will be reduced from the .01125 current rate to .00924 which will insure the property tax funding source for Veteran’s Relief grows at a rate proportional to overall General Fund property tax growth year-over-year.

NOTE REGARDING LOCAL CRIME VICTIM COMPENSATION FUND TRANSFER—In 2022, a debatable emergency was approved by the BOCC raising transfer funding provided to this fund from \$17,000 to \$67,000 to support this fund which had experienced a significant decline in one of the fund’s primary sources of funding--Clerk’s Office revenue—due to a reduction in payment of fines during the COVID pandemic and due to other RCW changes in how fines may be assessed. The 2023 budget reflects similar level of funding support needed. While not currently reflected in the 2023 Proposed Budget, it should be noted that the Prosecuting Attorney’s Office is requesting additional funding to hire an additional Victim Witness Coordinator in 2023, which if approved would raise the amount of transfer funding needed from the General Fund for this fund by approximately \$101k in 2023.

PAYMENT TO RISK MANAGEMENT/WORKERS COMP FUNDS

Payments from the General Fund to the Risk Management/Workers Comp Funds are budgeted to total \$1,642k, representing an increase of \$276k or 20.2% over 2022. This increase is reflective of significant increases in general liability, cyber, property and other insurance coverage premium costs charged to the County through the Washington State Risk Pool based overall insurance cost increases being experienced across Washington state.

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DEBT SERVICE COSTS

Debt service costs, consisting solely of certain office, land, and equipment leases with a lease term greater than one year, are budgeted to total \$131k, representing an increase of \$131k over 2022. As noted above, due to a change in accounting for certain of the County's leases that are 1 year or more in duration, lease rental costs must be accounted for as debt service costs rather than as a Services cost in prior years. This change affects multiple departments with office, land and other qualifying leases, with the most notable one being the Juvenile Services land lease with Port of PA.

DEPARTMENT REQUESTS FOR 2023—as outlined in the attached “2023 Department Requests Over the Base Budget—Administrator Proposed Budget”, a total of \$1,047,257 of the \$1,618,718 of additional General Fund spending requests are included in the Proposed Budget, with the remaining \$571,461 Draft for deferral, with several Draft for revisiting as part of the 2023 mid-year review once the County has better visibility into the economic conditions affecting the 2023 budget. Of the Other Non-General Fund requests of \$441,662, we have Draft approval of \$248,441.

COVID-19 COSTS FUNDED FROM THE GENERAL FUND

- The General Fund 2023 Proposed Budget currently does not reflect any COVID-specific budgeted revenues or expenditures, outside of \$100k of FEMA reimbursements the County expects to receive in 2023 for eligible COVID expenditures incurred in the 2nd half of 2022.
- With FEMA-funded COVID mitigation costs in the County’s facilities ending in the third quarter of 2022, no additional COVID-related costs are expected to be paid out of the General Fund in 2023, representing a decrease of FEMA COVID costs incurred by the General Fund in 2022 of approximately \$93k.
- All remaining eligible COVID-related expenditures in 2023 are budgeted to be funded out of the NonDepartmental—American Rescue Plan Act fund or other HHS special revenue funds that have COVID-specific grant funding for 2023.

CONCLUSION/TAKE-AWAYS

Based on this Proposed revenue and expenditure budget presented, the budget reflects utilizing \$1,325k of General Fund reserves to fully fund the 2023 budget, leaving ending reserves of \$10,506k. However, as discussed previously and as outlined in the attached “Breakdown of Proposed Budget Deficit”, based on historical average underspend to our personnel and benefits budgets of \$1.9 million-\$2.1 million, coupled with the BOCC direction that any new positions approved in the Department Request list be held open until mid-year 2023 as a precaution given the economic uncertainty in 2023, **the General Fund’s 2023 Proposed Budget as adjusted would produce a projected surplus of \$939k**, as compared to 2022’s projected deficit of (\$3,698k), which would leave **an ending fund balance of \$12,770k for 2023, or a reserve of 24% of expenditures.**

LIQUIDITY IMPACT OF MULTI-YEAR GRANT-FUNDED PROJECTS

2023 will see the County engaged in a number of multi-year, multi-million dollar projects which are fully or partially funded by grants and other state/federal resources, including:

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- Lower Dungeness Floodplain--\$16.9 million project (Phase 2 construction scheduled for completion in 2022, with remain work involving Towne Road Replacement slated for completion in 2023);
- EOC Relocation--\$7.2 million project (\$3.588 million grant funded)
- Dungeness Reservoir--\$38.6 million project
- Joyce Broadband Expansion Project--\$22.4 million (fully grant funded with match covered by \$1.786 million committed from ARPA)

As most of these projects are funded through reimbursement grants, the projects have or will require varying levels of working capital funding support from the General Fund at various stages of the project to enable the projects to pay for project design and construction costs in advance of receiving grant funding reimbursements for such costs (with the exception of the Broadband project which will rely on committed ARPA funds for working capital). Once grant reimbursements begin to be received, those grant reimbursement funds then become a perpetual funding source for future project costs until the project is completed. Upon the project's completion and receipt of all remaining grant reimbursements, the fund that provided the initial working capital funding can then be fully repaid for all funds advanced (assuming the project is 100% grant funded).

As certain granting agencies have limited their grant reimbursement request windows to quarterly rather than month (which has affected reimbursements for Dungeness Off Channel Reservoir and Clallam Bay Sekiu Sewer) or have experience grant reimbursement processing delays due to staffing shortages relating to the pandemic, this potentially will place greater demand for working capital liquidity from our various reserves, including the General Fund. To mitigate these liquidity pressures, departments have been requested to closely coordinate and communicate with their granting agencies to ensure timely grant reimbursement submission and payment turnarounds, as well as to request as applicable a shortening of grant reimbursement windows to no less frequently than monthly.

Also, at the request of the BOCC and through coordination of the County Administrator, the County will be assigning project team members to these various projects, including representatives from Finance, IT, operations and other areas as needed, in order to improve financial oversight, planning, and execution of these projects and to mitigate risk.

The County's Finance Department will also be exploring options for opening a revolving line of credit to provide additional liquidity if needed as several of these capital projects funding needs ramp up.

2023 PROPOSED CAPITAL OUTLAYS (INCLUDED IN 2023 PROPOSED BUDGET)

- **CAPITAL REQUESTS**—consistent with the Proposed 5 Year Capital Plan and 2023 Proposed Capital Budget presented to the BOCC at work session on October 24, 2022, we are proposing a total \$25,799,398 of capital outlays for the 2023 budget, and deferring \$1,410,738 of requests identified in the 2023 capital plan. The Proposed capital outlays are proposed to be funded through the following sources (source: "Proposed Capital Requests to Include in 2023 Budget" attachment):
 - **Parks & Facilities Capital Projects Fund**--\$4,013,000 (consisting of the first half of the EOC construction phase (\$3.54 million), of which \$.588 million is funded through a Dept of

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Commerce Grant approved as part of the 2021-23 biennium that must be accepted by 6/30/2023 to guarantee the funds are available and \$3 million earmarked in the 2023 Federal appropriations budget, along with a transfer of \$1 million from the General Fund to fund initial working capital needs of the project which was budgeted in 2022 but deferred due to delays in the project); also included are \$118k for PFF Unanticipated Projects, \$70k to fund a Building Facility Security and Safety Study, \$100k to replace Failed Dock piles at Lake Pleasant and Camp David Jr, \$150k for an Office Space Reconfiguration/Expansion placeholder to cover needs in the Auditor's Office, Finance, WSU and others, and \$35k for Fairgrounds shower upgrades); the capital outlays from this fund will require a Transfer from the General Fund of \$1.195 million.

- **IT Capital Projects Fund**--\$644,120 (mainly relating to Cisco license renewal and switch replacements (\$257k), network device replacement (\$67k), recurring PC Replacement (\$90k), Tyler Permit Planning system remaining costs (\$30k), Wireless network upgrade and expansion (\$100k), Microsoft InTune Deployment (\$29k), UPS DR Site and phone system upgrades (\$19k), scheduled copier replacements (\$43k), and server hardware replacement (\$10k); the capital outlays from this fund will require a Transfer from the General Fund of \$552k.
- **REET 1**--\$2,210,000 (consisting of \$1,635,000 of capital outlays, with major items including the Juvenile Facilities Roof Membrane Replacement (\$725k), Restoration of the Old Juvie Building to Office Space (\$300k), the continued replacement of the Courthouse VAV HVAC air system boxes (\$250k), Replacement of the Art Barn Roof at the fairgrounds (\$120k), a Fairgrounds Site and Security Lighting and Power Project (\$100k carry over project, which would be 50% grant funded), and other carryover or recurring projects (\$240k). Also to be funded through REET are \$575k of transfers to the Carlsborg Deep Water Well (\$75k) and Clallam Bay Sekiu Sewer fund (\$500k) to fund a 5-year project to replace each of the systems five pump stations (\$470k) and replace the drive bearings for the systems' remaining four biological contactors (also a carryover project--\$80k);
- **REET 2**--\$1,963,215 (including \$1,100k to Roads to fund 2023 road projects which includes the carryover of an additional \$400k ask approved in the 2022 budget to help fund the rebuild of Towne Road on the new Lower Dungeness Levy in 2023, remaining installation costs of 3 electric car charging stations at the Courthouse (\$25k), and \$225k of carryover Courthouse irrigation/planter/sidewalk replacements. Also to be funded through REET 2 is a transfer of \$613,215 to the Clallam Bay Sekiu Sewer fund to fund the \$505k of carry over costs related to the 2022-approved pump station replacement that will instead occur in early 2023 (\$425k) and the bearing replacement carry over project (\$80k), and to subsidize those REET-eligible maintenance costs of the sewer fund that are not currently covered by projected revenues (\$108k);
- **General Fund**--\$892,000 (consisting primarily of:
 - \$407k of Sheriff Operations/ Jail/ Animal Control / Emergency Services items (\$207k of which is for vehicle equipment for the scheduled replacement of 4 patrol vehicles, 1 animal control vehicle, and 1 emergency management response RV vehicle for the west end, and \$65k for acquisition of one additional patrol vehicle for the one additional patrol deputy position to be added), with remainder for portable radio

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- replacements, Jail PIPE hardware, camera, and book room upgrades, and ARES Program Equipment).
- HHS Environmental Health (\$90k to re-equip 30-year-old testing lab equipment),
- Prosecuting Attorney--\$15k for staff Iphone replacements
- Superior Court (Clerk bench remodel \$11k),
- District Court 1 (\$10k requested for lobby display), and
- Parks and Facilities (\$277k requested to purchase 2 UTVs, 2 Tractors with loader/mower attachments, and replace an RV bunkhouse to more efficiently support maintenance needs at two parks and the fairgrounds.

As noted earlier, Transfers from General Fund are budgeted to the Parks & Facilities Capital fund (\$1,195k), IT Capital Projects fund (\$552k), and Clallam Bay Sekiu Sewer Fund (\$140k needed to support additional wastewater treatment operator FTE and to subsidize this fund to fully cover its operating costs) to fully fund the 2023 capital projects in these funds.

- **Other Funds Capital Outlays**

- Boating Safety--\$157k of grant-funded costs to acquire a replacement marine vessel, but which will require a transfer of \$170k from the General Fund as a working capital
- VRF Boating Fund--\$29k for replacement marine vessel costs not covered under grant
- OPSCAN--\$177k for radio network equipment replacement
- Carlsborg Sewer--\$240k for the Savannah/Village Lane extension (Opportunity Fund funded), (NOTE: per BOCC discussion, the \$250k designated previously for the Gupster project has been deferred pending further need analysis);
- Clallam Bay Sekiu Sewer--\$2,975k (includes \$2.0 million DOE grant funded collection system rebuild project, \$895k to replace the first two of five pump stations, one of which is a carryover from 2022 but will be completed in 2023 (REET 1 transfer funded), and \$80k to replace all bearings on remaining four biological contactors (REET 1 transfer funded, carryover project);
- ER&R--\$1,917k, consisting of vehicle and equipment replacements for Roads of \$1.480 million and \$257k for General Fund, and \$180k for general site maintenance to replace failing gutters on all ER&R buildings;
- ARPA--\$347k, with \$250k for the Bipolar Ionization Air Purification System for County facilities to reduce airborne illness risks and \$97k of carry over costs relating to the BOCC Board Room IT Technology Upgrade project (BOCC approved usage of ARPA funds); and
- Dungeness Off Channel Reservoir--\$5.173 million for land acquisition (\$2.2 million), design work, and conveyance construction phase work of Dungeness Off Channel Reservoir Project (100% grant funded through grants rec'd to date).
- Broadband Project--\$6.317 million for initial engineering/design, permitting, project management, materials, and right of way ascertainment
- Carlsborg Deep Water Well--\$75k to cover potential remaining costs of project.

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In summarizing the total Proposed capital spend by the key strategic initiative or summary categories we grouped our 2023-2027 capital plans according to, the 2023 Proposed budget proposes the following spending by key initiative/grouping:

- **EOC Relocation**--\$3,540,000
- **Courthouse Facility Aging Infrastructure Initiatives**--\$670,000 (consisting of \$250k for VAV Air System Box replacements, \$300k to restore Old Juvie Building for use as office space, Fairgrounds Art Barn Roof Replacement);
- **Juvie Master Plan**--\$725,000 (roof membrane replacement)
- **Disaster Recovery/Business Continuity**--\$12,000
- **IT Infrastructure Initiatives**, --\$263,300
- **Sewer System Repair/Replacement Initiatives**--\$3,215,000 (relating to Clallam Bay/Sekiu collection overflow project which will be 100% funded through Ecology grant/loan (\$2.0 million), pump station replacement (\$895k), and biological contactor bearing replacement (\$80k) and \$240k Carlsborg sewer Village Lane extension funded through Opportunity fund)
- **Deep Water Well/Water Mitigation**--\$5,248,000 (\$75k Carlsborg Water Mitigation, \$5.173 million Dungeness Off Channel Reservoir (100% grant funded)
- **Other Non-Recurring Capital Outlay**—\$571,245 (Fairgrounds shower upgrade (\$35k), 1 new patrol vehicles for added deputies (\$65k), Jail PIPE hardware, camera, and booking area improvements (\$26k), Sheriff EMS response vehicle replacement (\$30k), DC1 Lobby Display (\$10k), Parks & Facilities UTV, Tractor Additions (\$277k), ARPA-funded BOCC Board Room IT technology upgrade (\$97k), and VRF funded vessel replacement funding (\$31k)
- **Broadband Expansion**--\$6,317,274
- **Mandatory/Recurring/Regular Replacement**--\$704,966 (mostly fleet vehicle replacement costs, IT PC and copier replacements, failed pilings at two park boat ramps, etc)
- **Previously Approved Carry Over Capital Outlays**—\$833,000
- **Road Projects Supported Thru REET**—\$1,100,000
- **Non-Recurring Capital Fully Funded through Grants/Dedicated Funds (No General Fund/REET Funding Needed)**—\$421,114
- **ER&R Funded Capital Outlays**--\$1,917,000
- **ARPA Funded Capital Outlays**--\$250,000 (building HVAC air purification system)
- **Courthouse/Juvenile Services Building Security**--\$11,199.

▪ **TOTAL--\$25,799,098**

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?**

Upon completion of the public hearing, we request BOCC approval of the enclosed resolutions adopting the 2023 Clallam County Budget and adopting the 2023 Clallam County Budget Emergency Appropriations.

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

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Revised: 3-04-2019

County Official signature & print name:  Mark Lane_____

Name of Employee/Stakeholder attending meeting: _____Mark Lane, Rebecca Turner, Rich Sill, Debi Cook_____

Relevant Departments: _____Finance, BOCC_____

Date submitted:

November 30, 2022

Exhibit A		CLALLAM COUNTY 2023 Proposed Budget			12-05-22		
NUMBER FUND & DEPT	Y P E	FUND/ACCOUNT NAME	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	TOTAL
GENERAL FUND							
00100.	211	G Assessor	0	4,515	2,244,268	0	-2,239,753
00100.	221	G Auditor	0	1,233,050	1,795,364	0	-562,314
00100.	231	G Treasurer	0	31,234,830	846,598	0	30,388,232
00100.	241	G Board of County Commissioners - Operations	0	110	938,361	0	-938,251
00100.	242	G BOCC - Boundary Review Board	0	150	1,780	0	-1,630
00100.	243	O BOCC - Port Crescent Cemetery	0	500	3,000	0	-2,500
00100.	244	G BOCC - Board of Equalization	0	0	79,375	0	-79,375
00100.	291	G NonDepartmental	0	109,010	3,272,785	0	-3,163,775
00100.	293	~ General Fund Reserves	0	6,458,019	2,946,683	0	3,511,336
00100.	331	D Comm Dev - Administration	0	6,000	478,190	0	-472,190
00100.	332	D Comm Dev - Environmental Quality	0	812,052	1,016,406	0	-204,354
00100.	333	D Comm Dev - Permit Center	0	1,045,800	906,539	0	139,261
00100.	334	D Comm Dev - Long Range Planning	0	148,400	612,026	0	-463,626
00100.	361	D Hearing Examiner	0	0	42,500	0	-42,500
00100.	411	I Information Technology	0	52,000	2,349,545	0	-2,297,545
00100.	421	I Geographic Information System	0	0	375,882	0	-375,882
00100.	461	I Human Resources	0	10,801	808,110	0	-797,309
00100.	511	H HHS - Environmental Health	0	1,470,308	1,693,431	0	-223,123
00100.	513	H HHS - Administration	0	253,603	790,281	0	-536,678
00100.	811	L Sheriff - Operations	0	1,092,505	8,799,535	0	-7,707,030
00100.	813	L Sheriff - Animal Control	0	500	244,541	0	-244,041
00100.	814	L Sheriff - Search and Rescue	0	1,500	30,490	0	-28,990
00100.	815	L Sheriff - Jail	0	1,676,474	4,719,768	0	-3,043,294
00100.	816	L Sheriff - Jail Medical	0	304,677	1,047,809	0	-743,132
00100.	817	L Sheriff - Emergency Services	0	50,584	356,872	0	-306,288
00100.	831	L NonDepartmental - Indigent Defense	0	291,226	1,725,638	0	-1,434,412
00100.	841	L Prosecuting Attorney - Operations	0	248,105	3,359,545	0	-3,111,440
00100.	842	L Prosecuting Attorney - Child Support	0	317,000	325,699	0	-8,699
00100.	843	L Prosecuting Attorney - Coroner	0	40,001	409,201	0	-369,200
00100.	851	L Juvenile Services	0	3,194,356	3,894,211	0	-699,855
00100.	861	L Superior Court	0	488,340	1,838,624	0	-1,350,284
00100.	871	L District Court I	0	904,076	1,331,692	0	-427,616
00100.	881	L District Court II	0	116,322	417,509	0	-301,187
00100.	891	L Clerk	0	355,051	1,123,634	0	-768,583
00100.	911	O Parks and Facilities	0	935,110	2,928,747	0	-1,993,637
00100.	912	O Parks and Facilities - Fair	0	465,050	655,989	0	-190,939
00100.	931	O WSU Extension	0	200,000	435,108	0	-235,108
TOTAL GENERAL FUND			11,831,000	53,520,025	54,845,736	10,505,289	-1,325,711
OTHER FUNDS							
10101.	611	P PW - Roads	7,931,858	18,217,850	19,609,562	6,540,146	0
10135	611	P PW - Flood Control	24,000	200,391	198,346	26,045	0
11002.	811	L Sheriff - Honor Guard Donation	4,388	500	3,912	976	0
11003	811	L Sheriff - Boating Safety	8,205	315,974	304,968	19,211	0
11004	811	L Sheriff - VRF Boating Program	145,294	25,210	92,720	77,784	0
11008	811	L Sheriff - OPNET Drug	62,063	177,493	177,282	62,274	0
11061	811	L Sheriff - Nine-One-One Enhanced	58,755	787,025	771,025	74,755	0
11065	811	L Sheriff - OPSCAN Operations	715,017	398,232	436,144	677,105	0
11068	811	L Sheriff - Operation Stonegarden	57,127	412,968	418,618	51,477	0
11070	811	L Sheriff - 24/7 Sobriety Program	61,169	25,000	17,076	69,093	0
11080	811	L Sheriff - Inmate Commissary and Welfare	109,528	47,500	64,320	92,708	0
11301.	511	H Health and Human Services - Operations	959,839	1,550,505	2,065,168	445,176	0
11322	511	O HHS - Homeless Task Force	906,705	500,000	752,806	653,899	0
11323	511	H HHS - Chemical Dependency/Mental Health	2,683,019	1,954,214	2,110,462	2,526,771	0
11324	511	O HHS - Affordable Housing	302,751	79,000	85,000	296,751	0
11331	511	H HHS - Developmental Disabilities	615,544	1,821,192	1,890,056	546,680	0
11341	511	H HHS - Foundational Public Health Services	521,500	1,243,000	1,243,000	521,500	0
11401.	821	L Law Library	16,410	39,037	36,589	18,858	0
11701.	841	L Pros Attny - Local Crime Victim Comp	20,430	202,147	194,373	28,204	0
11901.	841	L Pros Attny - Racketeering	1,857	3	0	1,860	0
12201.	231	G Treasurer - Operation and Maintenance	119,726	102,510	144,311	77,925	0
12231	231	G Treasurer - REET Electronic Technology	86,416	18,000	8,039	96,377	0
12241	231	G Treasurer - Land Assessment	7,665	24,338	18,828	13,175	0
12401	221	G Auditor - Document Preservation	620,673	130,000	423,360	327,313	0
12905	861	L Superior Crt - Dispute Resolution	650	15,135	15,135	650	0
12911	861	L Superior Crt - Courthouse Facilitator	743	8,520	8,520	743	0
13001.	381	D Noxious Weed Control	181,154	177,925	252,929	106,150	0
13051	381	D Noxious Weed - LMD#2 Lake Sutherland	38,071	18,834	26,235	30,670	0
19910	291	O Non Dept - Conservation Futures	184,451	310,450	400,000	94,901	0
19913	291	L Non Dept - Trial Court Improvements	51,586	36,300	40,000	47,886	0
19914	291	O Non Dept - Veterans' Relief	21,896	357,584	344,848	34,632	0
19915	291	O Non Dept - Federal Forest Replacement	82,479	39,000	39,000	82,479	0
19925	291	O Non Dept - Hotel/Motel Tax	1,352,091	1,687,000	1,640,000	1,399,091	0
19941	291	O Non Dept - Opportunity Fund	6,397,677	1,840,000	3,213,879	5,023,798	0
19951	291	O Non Dept -Affordable Housing Sales Tax	430,811	1,417,862	1,436,160	412,513	0
19961	291	L Non Dept - American Rescue Plan Act	7,382,763	157,000	7,156,365	383,398	0
19991	291	L Non Dept - Emergency Communication Tax	2,413,694	2,009,000	2,033,880	2,388,814	0
TOTAL SPECIAL REVENUE FUNDS			34,578,005	36,346,699	47,672,916	23,251,788	0
27401.	611	P PW - RID #149 Osborn Road	2,453	2,004	2,500	1,957	0
29500.	231	P Treasurer - LID 3rd Street Sewer Line Extension	13,496	1,982	3,000	12,478	0
TOTAL DEBT SERVICE FUNDS			15,949	3,986	5,500	14,435	0
30101.	911	P Parks and Facilities - Real Estate Excise Tax Projects	1,843,967	1,061,000	2,210,000	694,967	0
30201.	911	P Parks and Facilities - Real Estate Excise Tax Projects 2	929,109	1,084,000	1,963,215	49,894	0
30301.	331	D Comm Dev - Lwr Dungeness Floodplain	4,569,278	2,722,286	7,291,564	0	0
30401.	331	D Comm Dev -Dungeness Reservoir	442,172	6,656,425	6,828,363	270,234	0
30501.	911	P Parks and Facilities - Capital Projects	229,549	4,783,451	4,013,000	1,000,000	0
30701.	411	I Information Tech - Capital Projects	92,597	551,523	644,120	0	0
30805.	611	P PW - Broadband Infrasucture Capital Projects	0	7,456,546	6,317,274	1,139,272	0
30901.	331	D Comm Dev - Carlsborg Water Mitigation	0	75,000	75,000	0	0
TOTAL CAPITAL PROJECT FUNDS			8,106,672	24,390,231	29,342,536	3,154,367	0
40201.	611	P PW - Solid Waste	10,000	101,550	81,374	30,176	0
41401.	611	P PW - Clallam Bay-Sekiu Sewer	269,516	3,644,593	3,554,858	359,251	0
41501.	611	P PW - Clallam Bay-Sekiu Sewer Cap Replace	5,211	3,150	0	8,361	0
42401.	611	P PW - Carlsborg Sewer	185,336	365,011	496,189	54,158	0
42501.	611	P PW - Carlsborg Sewer Capital Repair/Replacement	191,201	32,000	0	223,201	0
43401	611	P PW - Bullman Beach Water System	102,437	46,859	43,788	105,508	0
TOTAL ENTERPRISE FUNDS			763,701	4,193,163	4,176,209	780,655	0
50301.	611	I PW - Equipment Rental and Revolving	1,825,000	3,831,768	4,418,545	1,238,223	0
50401.	461	I HR - Risk Management	1,341,335	2,985,291	2,984,691	1,341,935	0
50501.	461	I HR - Workers' Compensation Claims	260,642	682,974	714,499	229,117	0
50601.	461	I HR - Employee Health Care Benefit	39,987	23,450	25,000	38,437	0
50701.	461	I HR - Unemployment	189,794	24,008	62,701	151,101	0
TOTAL INTERNAL SERVICE FUNDS			3,656,758	7,547,491	8,205,436	2,998,813	0
TOTAL OTHER FUNDS			47,121,085	72,481,570	89,402,597	30,200,058	0
TOTAL BUDGET			58,952,085	126,001,595	144,248,333	40,705,347	0
III							

Exhibit A								
CLALLAM COUNTY 2023 Proposed Budget								
NUMBER FUND & DEPT		Y P E	FUND/ACCOUNT NAME	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	TOTAL
GENERAL FUND								
00100. 211	G		Assessor	0	4,515	2,244,268	0	-2,239,753
00100. 221	G		Auditor	0	1,233,050	1,795,364	0	-562,314
00100. 231	G		Treasurer	0	31,234,830	846,598	0	30,388,232
00100. 241	G		Board of County Commissioners - Operations	0	110	938,361	0	-938,251
00100. 242	G		BOCC - Boundary Review Board	0	150	1,780	0	-1,630
00100. 243	O		BOCC - Port Crescent Cemetery	0	500	3,000	0	-2,500
00100. 244	G		BOCC - Board of Equalization	0	0	79,375	0	-79,375
00100. 291	G		NonDepartmental	0	109,010	3,272,785	0	-3,163,775
00100. 293	~		General Fund Reserves	0	6,458,019	2,946,683	0	3,511,336
00100. 331	D		Comm Dev - Administration	0	6,000	478,190	0	-472,190
00100. 332	D		Comm Dev - Environmental Quality	0	812,052	1,016,406	0	-204,354
00100. 333	D		Comm Dev - Permit Center	0	1,045,800	906,539	0	139,261
00100. 334	D		Comm Dev - Long Range Planning	0	148,400	612,026	0	-463,626
00100. 361	D		Hearing Examiner	0	0	42,500	0	-42,500
00100. 411	I		Information Technology	0	52,000	2,349,545	0	-2,297,545
00100. 421	I		Geographic Information System	0	0	375,882	0	-375,882
00100. 461	I		Human Resources	0	10,801	808,110	0	-797,309
00100. 511	H		HHS - Environmental Health	0	1,470,308	1,693,431	0	-223,123
00100. 513	H		HHS - Administration	0	253,603	790,281	0	-536,678
00100. 811	L		Sheriff - Operations	0	1,092,505	8,799,535	0	-7,707,030
00100. 813	L		Sheriff - Animal Control	0	500	244,541	0	-244,041
00100. 814	L		Sheriff - Search and Rescue	0	1,500	30,490	0	-28,990
00100. 815	L		Sheriff - Jail	0	1,676,474	4,719,768	0	-3,043,294
00100. 816	L		Sheriff - Jail Medical	0	304,677	1,047,809	0	-743,132
00100. 817	L		Sheriff - Emergency Services	0	50,584	356,872	0	-306,288
00100. 831	L		NonDepartmental - Indigent Defense	0	291,226	1,725,638	0	-1,434,412
00100. 841	L		Prosecuting Attorney - Operations	0	248,105	3,359,545	0	-3,111,440
00100. 842	L		Prosecuting Attorney - Child Support	0	317,000	325,699	0	-8,699
00100. 843	L		Prosecuting Attorney - Coroner	0	40,001	409,201	0	-369,200
00100. 851	L		Juvenile Services	0	3,194,356	3,894,211	0	-699,855
00100. 861	L		Superior Court	0	488,340	1,838,624	0	-1,350,284
00100. 871	L		District Court I	0	904,076	1,331,692	0	-427,616
00100. 881	L		District Court II	0	116,322	417,509	0	-301,187
00100. 891	L		Clerk	0	355,051	1,123,634	0	-768,583
00100. 911	O		Parks and Facilities	0	935,110	2,928,747	0	-1,993,637
00100. 912	O		Parks and Facilities - Fair	0	465,050	655,989	0	-190,939
00100. 931	O		WSU Extension	0	200,000	435,108	0	-235,108
TOTAL GENERAL FUND				11,831,000	53,520,025	54,845,736	10,505,616	-1,325,711
OTHER FUNDS								
10101. 611	P		PW - Roads	7,931,858	18,217,850	19,609,562	6,540,146	0
10135 611	P		PW - Flood Control	24,000	200,391	198,346	26,045	0
11002. 811	L		Sheriff - Honor Guard Donation	4,388	500	3,912	976	0
11003 811	L		Sheriff - Boating Safety	8,205	315,974	304,968	19,211	0
11004 811	L		Sheriff - VRF Boating Program	145,294	25,210	92,720	77,784	0
11008 811	L		Sheriff - OPNET Drug	62,063	177,493	177,282	62,274	0
11061 811	L		Sheriff - Nine-One-One Enhanced	58,755	787,025	771,025	74,755	0
11065 811	L		Sheriff - OPSCAN Operations	715,017	398,232	436,144	677,105	0
11068 811	L		Sheriff - Operation Stonegarden	57,127	412,968	418,618	51,477	0
11070 811	L		Sheriff - 24/7 Sobriety Program	61,169	25,000	17,076	69,093	0
11080 811	L		Sheriff - Inmate Commissary and Welfare	109,528	47,500	64,320	92,708	0
11301. 511	H		Health and Human Services - Operations	959,839	1,550,505	2,065,168	445,176	0
11322 511	O		HHS - Homeless Task Force	906,705	500,000	752,806	653,899	0
11323 511	H		HHS - Chemical Dependency/Mental Health	2,683,019	1,954,214	2,110,462	2,526,771	0
11324 511	O		HHS - Affordable Housing	302,751	79,000	85,000	296,751	0
11331 511	H		HHS - Developmental Disabilities	615,544	1,821,192	1,890,056	546,680	0
11341 511	H		HHS - Foundational Public Health Services	521,500	1,243,000	1,243,000	521,500	0
11401. 821	L		Law Library	16,410	39,037	36,589	18,858	0
11701. 841	L		Pros Attny - Local Crime Victim Comp	20,430	202,147	194,373	28,204	0
11901. 841	L		Pros Attny - Racketeering	1,857	3	0	1,860	0
12201. 231	G		Treasurer - Operation and Maintenance	119,726	102,510	144,311	77,925	0
12231 231	G		Treasurer - REET Electronic Technology	86,416	18,000	8,039	96,377	0
12241 231	G		Treasurer - Land Assessment	7,665	24,338	18,828	13,175	0
12401 221	G		Auditor - Document Preservation	620,673	130,000	423,360	327,313	0
12905 861	L		Superior Crt - Dispute Resolution	650	15,135	15,135	650	0
12911 861	L		Superior Crt - Courthouse Facilitator	743	8,520	8,520	743	0
13001. 381	D		Noxious Weed Control	181,154	177,925	252,929	106,150	0
13051 381	D		Noxious Weed - LMD#2 Lake Sutherland	38,071	18,834	26,235	30,670	0
19910 291	O		Non Dept - Conservation Futures	184,451	310,450	400,000	94,901	0
19913 291	L		Non Dept - Trial Court Improvements	51,586	36,300	40,000	47,886	0
19914 291	O		Non Dept - Veterans' Relief	21,896	357,584	344,848	34,632	0
19915 291	O		Non Dept - Federal Forest Replacement	82,479	39,000	39,000	82,479	0
19925 291	O		Non Dept - Hotel/Motel Tax	1,352,091	1,687,000	1,640,000	1,399,091	0
19941 291	O		Non Dept - Opportunity Fund	6,397,677	1,840,000	3,213,879	5,023,798	0
19951 291	O		Non Dept -Affordable Housing Sales Tax	430,811	1,417,862	1,436,160	412,513	0
19961 291	L		Non Dept - American Rescue Plan Act	7,382,763	157,000	7,156,365	383,398	0
19991 291	L		Non Dept - Emergency Communication Tax	2,413,694	2,009,000	2,033,880	2,388,814	0
TOTAL SPECIAL REVENUE FUNDS				34,578,005	36,346,699	47,672,916	23,251,788	0
27401. 611	P		PW - RID #149 Osborn Road	2,453	2,004	2,500	1,957	0
29500. 231	P		Treasurer - LID 3rd Street Sewer Line Extension	13,496	1,982	3,000	12,478	0
TOTAL DEBT SERVICE FUNDS				15,949	3,986	5,500	14,435	0
30101. 911	P		Parks and Facilities - Real Estate Excise Tax Projects	1,843,967	1,061,000	2,210,000	694,967	0
30201. 911	P		Parks and Facilities - Real Estate Excise Tax Projects 2	929,109	1,084,000	1,963,215	49,894	0
30301. 331	D		Comm Dev - Lwr Dungeness Floodplain	4,569,278	2,722,286	7,291,564	0	0
30401. 331	D		Comm Dev -Dungeness Reservoir	442,172	6,656,425	6,828,363	270,234	0
30501. 911	P		Parks and Facilities - Capital Projects	229,549	4,783,451	4,013,000	1,000,000	0
30701. 411	I		Information Tech - Capital Projects	92,597	551,523	644,120	0	0
30805. 611	P		PW - Broadband Infrasucture Capital Projects	0	7,456,546	6,317,274	1,139,272	0
30901. 331	D		Comm Dev - Carlsborg Water Mitigation	0	75,000	75,000	0	0
TOTAL CAPITAL PROJECT FUNDS				8,106,672	24,390,231	29,342,536	3,154,367	0
40201. 611	P		PW - Solid Waste	10,000	101,550	81,374	30,176	0
41401. 611	P		PW - Clallam Bay-Sekiu Sewer	269,516	3,644,593	3,554,858	359,251	0
41501. 611	P		PW - Clallam Bay-Sekiu Sewer Cap Replace	5,211	3,150	0	8,361	0
42401. 611	P		PW - Carlsborg Sewer	185,336	365,011	496,189	54,158	0
42501. 611	P		PW - Carlsborg Sewer Capital Repair/Replacement	191,201	32,000	0	223,201	0
43401 611	P		PW - Bullman Beach Water System	102,437	46,859	43,788	105,508	0
TOTAL ENTERPRISE FUNDS				763,701	4,193,163	4,176,209	780,655	0
50301. 611	I		PW - Equipment Rental and Revolving	1,825,000	3,831,768	4,418,545	1,238,223	0
50401. 461	I		HR - Risk Management	1,341,335	2,985,291	2,984,691	1,341,935	0
50501. 461	I		HR - Workers' Compensation Claims	260,642	682,974	714,499	229,117	0
50601. 461	I		HR - Employee Health Care Benefit	39,987	23,450	25,000	38,437	0
50701. 461	I		HR - Unemployment	189,794	24,008	62,701	151,101	0
TOTAL INTERNAL SERVICE FUNDS				3,656,758	7,547,491	8,205,436	2,998,813	0
TOTAL OTHER FUNDS				47,121,085	72,481,570	89,402,597	30,200,058	0
TOTAL BUDGET				58,952,085	126,001,595	144,248,333	40,705,674	-327
III								

CLALLAM COUNTY
GENERAL FUND 2023 PROPOSED BUDGET--4 YEAR COMPARISON TO ACTUALS/FORECAST
\$ IN 000s

	4 YEAR COMPARISON					\$ INCREASE (DECREASE) FROM PRIOR YEAR				% INCREASE (DECREASE) FROM PRIOR YEAR				AS A % OF TOTAL REVENUE			
	2023	2022	2021	2020	2019	2023	2022	2021	2020	2023	2022	2021	2020	2023	2022	2021	2020
	Proposed Budget	Projected	Actuals	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals
REVENUES:																	
Taxes	24,918	24,321	23,307	20,899	20,466	597	1,014	2,408	433	2.45%	4.35%	11.52%	2.12%	46.56%	54.44%	54.24%	46.84%
Licenses & Permits	1,012	1,044	1,088	1,004	1,019	-32	-44	84	-15	-3.08%	-4.03%	8.37%	-1.46%	1.89%	2.34%	2.53%	2.25%
Intergovernmental Revenues	7,527	7,532	6,111	5,700	5,289	-5	1,421	411	411	-0.06%	23.24%	7.21%	7.77%	14.06%	16.86%	14.22%	12.78%
Charges for Goods & Services	8,383	7,711	7,641	7,479	9,525	672	70	162	-2,047	8.71%	0.92%	2.17%	-21.49%	15.66%	17.26%	17.78%	16.76%
Fines & Penalties	770	692	985	879	956	78	-293	106	-77	11.28%	-29.77%	12.10%	-8.09%	1.44%	1.55%	2.29%	1.97%
Misc Revenue (Interest Inc, Camping Fees, etc)	3,672	2,074	2,130	2,235	2,562	1,598	-56	-105	-327	77.07%	-2.64%	-4.70%	-12.75%	6.86%	4.64%	4.96%	5.01%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	6	3	3	50	98	3	0	-47	-48	100.00%	4.53%	-94.20%	-49.30%	0.01%	0.01%	0.01%	0.11%
Other Financing Sources (Timber Sales, other)	634	703	612	694	665	-69	91	-82	28	-9.82%	14.90%	-11.78%	4.27%	1.18%	1.57%	1.42%	1.55%
Transfers In	6,498	410	270	561	132	6,088	140	-291	429	1484.88%	51.85%	-51.87%	324.94%	12.14%	0.92%	0.63%	1.26%
TOTAL REVENUE--EXCLUDING COVID REIMB	53,420	44,490	42,147	39,500	40,712	8,930	2,343	2,647	-1,212	20.07%	5.56%	6.70%	-2.98%	99.81%	99.59%	98.08%	88.53%
Intergovernmental--COVID Reimbursements	100	181	824	5,118	0	-81	-643	-4,294	5,118	-44.75%	-78.03%	-83.90%	-	0.19%	0.41%	1.92%	11.47%
TOTAL REVENUE--INCLUDING COVID REIMB	53,520	44,671	42,971	44,618	40,712	8,849	1,700	-1,647	3,906	19.81%	3.96%	-3.69%	9.59%	100.00%	100.00%	100.00%	100.00%
EXPENDITURES:																	
Payroll	26,168	22,848	21,428	20,594	19,962	3,320	1,420	834	632	14.53%	6.63%	4.05%	3.17%	48.89%	51.15%	49.87%	46.16%
Benefits	10,999	9,206	8,698	8,466	8,166	1,793	508	232	300	19.48%	5.84%	2.74%	3.67%	20.55%	20.61%	20.24%	18.97%
Supplies	1,453	1,279	1,001	1,110	1,074	174	278	-110	37	13.63%	27.81%	-9.87%	3.40%	2.72%	2.86%	2.33%	2.49%
Services	8,637	7,054	5,800	6,049	7,680	1,583	1,254	-249	-1,630	22.44%	21.61%	-4.12%	-21.23%	16.14%	15.79%	13.50%	13.56%
Debt Service	131	0	0	0	0	131	0	0	0	-	-	-	-	0.24%	0.00%	0.00%	0.00%
Capital	892	355	60	338	434	537	295	-278	-96	151.24%	494.61%	-82.33%	-22.13%	1.67%	0.79%	0.14%	0.76%
Transfers Out	4,924	6,168	2,967	2,174	545	-1,244	3,201	793	1,629	-20.17%	107.89%	36.46%	299.10%	9.20%	13.81%	6.90%	4.87%
Payment to Risk Management/Workers Comp Funds	1,642	1,366	1,237	1,229	1,095	276	129	8	134	20.17%	10.42%	0.63%	12.26%	3.07%	3.06%	2.88%	2.76%
TOTAL EXPENDITURES--EXCLUDING COVID	54,845	48,276	41,191	39,961	38,955	6,569	7,085	1,229	1,006	13.61%	17.20%	3.08%	2.58%	102.67%	108.51%	97.73%	101.17%
Salaries & Wages--COVID	0	0	44	245	0	0	-44	-202	245	-	-100.00%	-82.21%	-	0.00%	0.00%	0.10%	0.55%
Benefits--COVID	0	0	1	13	0	0	-1	-12	13	-	-100.00%	-90.47%	-	0.00%	0.00%	0.00%	0.03%
Supplies--COVID	0	3	65	213	0	-3	-62	-148	213	-100.00%	-95.40%	-69.37%	-	0.00%	0.01%	0.15%	0.48%
Services--COVID	0	90	211	3,207	0	-90	-121	-2,996	3,207	-100.00%	-57.27%	-93.43%	-	0.00%	0.20%	0.49%	7.19%
Capital Outlays--COVID	0	0	63	702	0	0	-63	-639	702	-	-100.00%	-91.08%	-	0.00%	0.00%	0.15%	1.57%
Transfers Out--COVID	0	0	392	995	0	0	-392	-603	995	-	-100.00%	-60.59%	-	0.00%	0.00%	0.91%	2.23%
TOTAL EXPENDITURES--INCLUDING COVID	54,845	48,369	41,966	45,336	38,955	6,476	6,403	-3,370	6,381	13.39%	15.26%	-7.43%	16.38%	102.48%	108.28%	97.66%	101.61%
NET OPERATING SURPLUS (DEFICIT)--																	
EXCLUDING COVID	-1,425	-3,786	956	-462	1,757	2,361	-4,742	1,418	-2,218	-62.35%	-495.88%	-307.14%	-126.28%	-2.67%	-8.51%	2.27%	-1.17%
NET OPERATING SURPLUS (DEFICIT)--INCLUDING COVID																	
COVID	-1,325	-3,698	1,005	-718	1,757	2,373	-4,703	1,723	-2,475	-64.16%	-468.02%	-239.86%	-140.90%	-2.48%	-8.28%	2.34%	-1.61%
BUDGET ADJUSTMENTS:																	
PAYROLL/BENEFITS HISTORIC BUDGET UNDERSPEND DUE TO POSITION DARK TIME	2,099																
ADJ FOR NEW POSITION REQUESTS BEING HELD OPEN DURING 1ST HALF OF 2023	165																
PROJECTED NET OPERATING SURPLUS (DEFICIT)--ADJUSTED FOR HISTORIC PAYROLL UNDERSPEND/PRELIMINARY GENERAL FUND CAPITAL FUNDING	939	-3,698	1,005	-718	1,757	4,637	-4,703	1,723	-2,475	-125.38%	-468.02%	-239.86%	-140.90%	1.75%	-8.28%	2.34%	-1.61%

CLALLAM COUNTY
GENERAL FUND 2023 PROPOSED BUDGET--4 YEAR COMPARISON TO ACTUALS/FORECAST
\$ IN 000s

	4 YEAR COMPARISON					\$ INCREASE (DECREASE) FROM PRIOR YEAR				% INCREASE (DECREASE) FROM PRIOR YEAR				AS A % OF TOTAL REVENUE			
	2023	2022	2021	2020	2019	2023	2022	2021	2020	2023	2022	2021	2020	2023	2022	2021	2020
	Proposed Budget	Projected	Actuals	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals	Proposed Budget	Projected	Actuals	Actuals
BUDGETED ENDING FUND BALANCE	10,506	11,831	15,529	14,524	15,243					-11.20%	-23.81%	6.92%	-4.71%	19.63%	26.48%	36.14%	32.55%
As a % of Total Expenditures	19%	24%	37%	32%	39%												
As a % of Total Expenditures (excluding Transfers Out)	21%	28%	40%	34%	40%												
PROJECTED ENDING FUND BALANCE	12,770	11,831	15,529	14,524	15,243					7.93%	-23.81%	6.92%	-4.71%	23.86%	26.48%	36.14%	32.55%
As a % of Total Expenditures	24%	24%	37%	32%	39%												
As a % of Total Expenditures (excluding Transfers Out)	27%	28%	40%	34%	40%												
GENERAL FUND REVENUE DETAIL																	
TAX SUMMARY:																	
Real and Personal Property Taxes	11,755	11,431	11,277	10,992	10,840	324	155	285	152	2.83%	1.37%	2.59%	1.40%	21.96%	25.59%	26.24%	24.64%
Juvenile Correction Sales and Use Tax	1,949	1,911	1,812	1,507	1,445	38	99	305	62	2.01%	5.44%	20.24%	4.32%	3.64%	4.28%	4.22%	3.38%
Timber Excise Tax	349	332	281	212	450	17	51	69	-238	5.07%	18.08%	32.55%	-52.89%	0.65%	0.74%	0.65%	0.48%
Local Retail Sales and Use Tax	9,447	9,262	8,639	7,097	6,678	185	623	1,542	419	2.00%	7.21%	21.73%	6.27%	17.65%	20.73%	20.10%	15.91%
Leasehold Excise Tax	75	70	59	70	70	6	11	-11	0	8.16%	18.23%	-15.71%	0.00%	0.14%	0.16%	0.14%	0.16%
Local Criminal Justice/Public Safety	1,343	1,316	1,239	1,021	983	27	77	218	38	2.06%	6.20%	21.35%	3.84%	2.51%	2.95%	2.88%	2.29%
TOTAL TAX REVENUE	24,918	24,321	23,307	20,899	20,466	597	1,014	2,408	433	2.45%	4.35%	11.52%	2.12%	46.56%	54.44%	54.24%	46.84%
OTHER GENERAL FUND REVENUES:																	
Licenses & Permits	1,012	1,044	1,088	1,004	1,019	-32	-44	84	-15	-3.08%	-4.03%	8.37%	-1.46%	1.89%	2.34%	2.53%	2.25%
Intergovernmental Revenues--Grants	2,871	3,020	2,971	2,660	2,395	-149	49	311	265	-4.94%	1.65%	11.69%	11.07%	5.36%	6.76%	6.92%	5.96%
Intergovernmental Revenues--PILT, ARPA Section 605 Local Assistance & Tribal Consistency, PUD Privilege Tax, Criminal Justice, Marijuana/ Liquor Excise, Autopsy, Other	4,656	4,512	3,140	3,040	2,894	144	1,372	100	146	3.20%	43.68%	3.29%	5.04%	8.70%	10.10%	7.31%	6.81%
Charges for Goods & Services	8,383	7,711	7,641	7,479	9,525	672	70	162	-2,047	8.71%	0.92%	2.17%	-21.49%	15.66%	17.26%	17.78%	16.76%
Fines & Penalties	770	692	985	879	956	78	-293	106	-77	11.28%	-29.77%	12.10%	-8.09%	1.44%	1.55%	2.29%	1.97%
Misc Revenue (Interest Inc, Camping Fees, etc)	3,672	2,074	2,130	2,235	2,562	1,598	-56	-105	-327	77.07%	-2.64%	-4.70%	-12.75%	6.86%	4.64%	4.96%	5.01%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	6	3	3	50	98	3	0	-47	-48	100.00%	4.53%	-94.20%	-49.30%	0.01%	0.01%	0.01%	0.11%
Timber Sales	634	703	612	694	665	-69	91	-82	28	-9.82%	14.90%	-11.78%	4.27%	1.18%	1.57%	1.42%	1.55%
Transfers In	6,498	410	270	561	132	6,088	140	-291	429	1484.88%	51.85%	-51.87%	324.94%	12.14%	0.92%	0.63%	1.26%
TOTAL OTHER REVENUE, EXCLUDING COVID REIMBURSEMENTS	28,502	20,169	18,840	18,601	20,246	8,333	1,329	239	-1,645	41.32%	7.05%	1.29%	-8.13%	53.25%	45.15%	43.84%	41.69%
Intergovernmental--COVID Reimbursements	100	181	824	5,118	0	-81	-643	-4,294	5,118	-44.75%	-78.03%	-83.90%	-	0.19%	0.41%	1.92%	11.47%
TOTAL REVENUE--GENERAL FUND	53,520	44,671	42,971	44,618	40,712	8,849	1,700	-1,647	3,906	19.81%	3.96%	-3.69%	9.59%	100.00%	100.00%	100.00%	100.00%

Four Year Comparison of Major Budget Items - Proposed Budget

Budget Years	2023	2022	2021	2020
Taxes				
Real and Personal Property Taxes	11,754,970	11,431,700	11,251,500	11,000,000
Juvenile Correction Sales and Use Tax	1,949,000	1,904,000	1,470,000	1,460,000
Timber Excise Tax	348,600	375,000	360,000	450,000
Local Retail Sales and Use Tax	9,447,000	9,031,000	6,738,000	6,750,000
Leasehold Excise Tax	75,450	64,450	74,350	73,350
Local Criminal Justice/Public Safety	<u>1,343,000</u>	<u>1,287,000</u>	<u>990,000</u>	<u>990,000</u>
Total Taxes	24,918,020	24,093,150	20,883,850	20,723,350
% increase year over year	3.424%	15.367%	0.774%	4.969%
General Fund Major Sources of Budgeted Revenue				
Grants	4,226,458	2,885,495	2,728,087	2,262,282
Sale of County Timber	634,000	740,100	625,100	600,100
Taxes	24,918,020	24,093,150	20,883,850	20,723,350
Licenses and Permits	1,011,850	1,055,400	1,050,173	1,150,092
Intergovernmental	3,400,700	4,628,100	3,129,600	3,024,070
Charges for Goods and Services	8,382,571	8,276,209	7,845,437	9,695,209
Fines and Forfeits	770,039	833,378	908,285	968,942
Other	<u>3,678,368</u>	<u>1,860,371</u>	<u>2,112,275</u>	<u>2,648,852</u>
Total	47,022,006	44,372,203	39,282,807	41,072,897
Transfers	<u>6,498,019</u>	<u>2,440,000</u>	<u>1,840,000</u>	<u>1,790,000</u>
Total Budgeted Revenue	53,520,025	46,812,203	41,122,807	42,862,897
Plus General Fund Reserves	<u>11,831,000</u>	<u>15,028,000</u>	<u>13,880,000</u>	<u>14,352,000</u>
Total Funds Available	65,351,025	61,840,203	55,002,807	57,214,897
% increase year over year	5.677%	12.431%	-3.866%	5.824%
General Fund Budgeted Expenditures				
Salaries	26,167,708	24,619,899	22,537,254	21,820,814
Benefits	10,999,229	10,017,552	9,543,856	9,086,752
Supplies	1,453,389	1,518,239	1,242,488	1,369,708
Services	10,278,445	8,971,999	7,763,740	9,886,119
Intergovernmental	0	0	0	0
Capital	891,901	<u>363,330</u>	<u>184,425</u>	<u>279,830</u>
Debt Service	131,001			
Subtotal	49,921,673	45,491,019	41,271,763	42,443,223
Transfers Used	4,924,063	6,213,350	3,377,857	3,491,200
Interfund Payments Used	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budgeted Expenditures	54,845,736	51,704,369	44,649,620	45,934,423
% increase year over year	6.076%	15.800%	-2.797%	7.961%
General Fund Budgeted Expenditures by Program				
General Government	9,178,531	8,174,821	7,190,582	7,076,124
Law and Justice	29,624,768	27,548,587	25,343,359	24,951,422
Public Works	0	0	0	0
Internal Services	3,533,537	3,171,090	2,738,288	2,586,847
Public Health	2,483,712	2,100,738	1,870,422	1,820,417
Land Use and Development	3,055,661	2,809,217	2,502,693	2,636,980
Other Services	<u>4,022,844</u>	<u>3,565,046</u>	<u>3,342,397</u>	<u>3,371,433</u>
Subtotal	51,899,053	47,369,499	42,987,741	42,443,223
Plus Transfers	4,924,063	6,213,350	3,377,857	<u>3,491,200</u>
Minus Indirect Costs Reimbursement	<u>-1,977,380</u>	<u>-1,878,480</u>	<u>-1,715,978</u>	
Total	54,845,736	51,704,369	44,649,620	45,934,423
% increase year over year	6.076%	15.800%	-2.797%	7.961%
General Fund Staffing by Program				
General Government	51.54	50.54	46.21	44.90
Law and Justice	197.80	192.45	188.91	189.59
Public Works	0.00	0.00	0.00	0.00
Internal Services	19.45	16.90	16.83	17.08
Public Health	20.38	19.58	17.58	17.58
Land Use and Development	21.94	23.54	22.78	23.16
Other Services	<u>24.58</u>	<u>24.58</u>	<u>24.58</u>	<u>25.08</u>
Total	335.69	327.59	316.89	317.39
% increase year over year	2.473%	3.377%	-0.158%	2.278%

CLALLAM COUNTY
GENERAL FUND PROPOSED 2023 BUDGET
BRIDGE ANALYSIS BETWEEN PROPOSED BUDGET & DRAFT BUDGET
\$ IN 000s

		COMMENTS
OPERATING SURPLUS/(DEFICIT)--2023 DRAFT BUDGET	-1,965	
NET REVENUE CHANGES:		
Taxes	-7	Reflects \$12k reduction in Leasehold Excise Tax based on 2022 pacing, as offset by true up of various sales & use tax accounts.
Intergovernmental Revenues	11	Increases primarily in Marijuana Excise Tax and DUI County revenues based revised trending in 2022.
Charges for Goods & Services	15	Reflects additional Superior Court CHSW Parents for Parents funding received in 2022 that will carryover to 2023.
Misc Revenue (Interest Inc, Camping Fees, etc)	375	Based on revised investment interest income based on higher expected average Treasury & LGIP yields expected in 2023 and based on CashVest strategic liquidity analysis.
TOTAL NET REVENUE CHANGES	394	
NET EXPENDITURE CHANGES:		
Payroll	14	Due to salary-study related adjustments in various areas.
Benefits	2	Immaterial
Supplies	3	Immaterial
Services	-269	Mainly due to reduction of \$170k of outside security costs to reflect resumption of Jail staff provision of courthouse security once Jail staffing levels have been restored. Also reflects \$131k reclassification of various departments' lease costs from Services to Debt Service costs as required under new lease accounting rules that took effect in 2022. Offset by \$30k increase in Parks & Facilities ER&R rental costs.
Debt Service	131	Due to a change in accounting for certain of the County's leases that are 1 year or more in duration, lease rental costs are required to be accounted for as debt service costs rather than as a Services cost (see corresponding decrease in Services noted above). Affects multiple departments with office, land and other qualifying leases, with most notable one being the Juvenile Services land lease with Port of PA. This change in accounting will take place in 2022.
Transfers Out	-125	Reflects elimination of a duplicate \$125k VRF Boating Program transfer included in the Draft budget.
TOTAL NET EXPENDITURE CHANGES	-245	
NET CHANGE BETWEEN REVENUE & EXPENDITURES	639	
OPERATING SURPLUS/(DEFICIT)--2023 PROPOSED BUDGET	-1,325	

CLALLAM COUNTY
GENERAL FUND PROPOSED 2023 BUDGET
BREAKDOWN OF PROPOSED 2023 BUDGET SURPLUS/(DEFICIT) VS 2022 PROJECTED DEFICIT
\$ IN 000s

	NOTES
TOTAL PROPOSED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 BUDGET	(1,325)
TOTAL FORECASTED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2022 PROJECTED	(3,698)
NET CHANGE IN GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 BUDGET VS 2022 PROJECTED	2,373

MAJOR COMPONENTS OF CHANGE IN OPERATING SURPLUS/(DEFICIT) FROM 2022 TO 2023:

INCREASE IN TAX REVENUE (SALES & USE, JUVENILE SERVICES, ETC)	597	Assumes Sales tax annual increase of +2% due to an assumed return to a more typical year-over-year growth rate after 2021 and 2022 which saw higher levels of stimulus and economic recovery driving sales tax growth of +22% in 2021 and 7.2% in 2022, and given the recession expected in 2023 as the Federal Reserve continues to raise interest rates to combat inflation. Property Taxes projected to grow 2.8% based on 1% levy growth allowed plus new construction.
DECREASE IN LICENSING & PERMITS REVENUE	-32	Mainly due to continued softening of building permit revenues following multiple years of strong permit activity and as interest rate hikes by the Federal Reserve continue to cool housing starts.
DECREASE IN INTERGOVERNMENTAL REVENUE	-5	Immaterial change, with \$133k growth in Intergovernmental tax revenues offset by a \$149k decrease in other grant funds.
INCREASE IN GOODS & SERVICES REVENUE	672	Mainly due to partial recovery of certain COVID impacted revenue streams, including Sheriff Jail's gradual jail excess bed usage with DOC (+\$150k over forecasted 2022, but still budgeted at half of pre-COVID levels)), recovery of Jail Chain Gang Roads revenues negatively impacted in 2022 due to Jail staffing shortages, and increases interfund services provided to the HHS Foundational Public Health and other non-General Fund HHS funds by HHS Environmental Health (\$78k) & HHS Administration (\$130k). Also due to a \$46k increase in Fair gate receipt and carnival proceed revenues, \$96k in higher projected election services and passport revenues, and increases in other areas, as offset by a \$85k decrease in filing fees in Auditor's Office due to lower real estate filing volume trends.
INCREASE IN FINES & PENALTIES	78	Increase due to infraction downward trends observed earlier in 2022 stabilizing and improving in DC1 & DC2 in 2023.
INCREASE IN MISC REVENUE	1,598	Increase mainly due to a \$1,387k increase in interest income due to significant increases in interest rates that have occurred beginning 2022 as the Federal Reserve has begun significantly increasing interest rates to cool inflationary pressures seen across the US Economy, as well as the assumed increase use of short-term US treasuries by the Treasurer's Office to aid in a more rapid yield recovery in the County's investment portfolio. Fixed income yields are expected to increase from sub .5% in early-mid 2022 to average yields of 5% in 2023. Increase is also due to projected increases in parks camping fee rates, and a new HHS Environmental Health operating assessment revenue (\$276k).
DECREASE IN TIMBER REVENUE	-69	Decrease based on current DNR 2023 preliminary forecast.
INCREASE IN TRANSFERS IN	6,088	Primarily due to a \$4.683 million increase in Transfer In from the Lower Dungeness Floodplain project as almost all heavy construction of phase 2 of the project is concluded by the end of 2022 and grant reimbursements for these costs are received and remitted to the General Fund to reimburse it for all prior working capital transfers provided to this project since inception. \$1.65 million in higher Transfers In from the Dungeness Off Channel Reservoir is also reflected based on revised cash flow projections for this project. Also due to \$125k Transfer In from the VRF boat programing for bridge funding to be provided for the purchase of a replacement Sheriff boat that will be covered under a reimbursement grant. Offsetting these increases is a \$370k decrease in Transfers In from HHS relating the return in 2022 of funding provided to Serenity House relating to a facility expansion project that was subsequently covered by a grant.
INCREASE IN PAYROLL	-3,320	Increase due to base budget assuming all positions staffed per current policy (vs savings from position darktime)--see below for estimated dark-time projected underspend. When adjusted to reflect \$1.438 million of historic darktime budget underspend, payroll is projected to increase approximately \$1.867 million, or 8.2%, from 2022 to 2023 which reflects increases due to 2.5-3% COLAs for the various bargaining units, pay increases beginning July 2022 relating to the Prosecuting Attorney collective bargaining renewal, the addition of accreditation pay and pay scale restructuring for patrol/corrections following completion of new collective bargaining agreements, and step increases, as partially offset by savings due to turnover that occurred in 2022. Increase is also due to additional 3.5 FTEs requested in the areas of Sheriff Operations (1 FTE patrol deputies--\$129k), BOCC Administrator (\$100k), PT Voter Registration Specialist in Auditor's Office (\$33k), DCD (1 FTE Deputy Director--\$122k), and funds set aside for cross-training for anticipated retirements in the Sheriff's Office, and Treasurer's Office.
INCREASE IN BENEFITS	-1,793	Increase due to base budget assuming all positions staffed--see below. When adjusted to reflect \$0.660 million of historic darktime budget underspend, benefits are projected to increase approximately \$1,132k, or 12.2%, from 2022 to 2023, with this increase reflecting the increase in payroll costs outlined above, the \$50 per month County-paid health premium increases and longevity-based medical premium pay that take effect in January each year under the new collective bargaining agreements completed in July 2021/2022 and the addition of 3.5 FTES outlined above. This increase is also due to a significant increase in worker's compensation rates needed to reflect the higher claim's costs incurred over the past several years.
DECREASE IN TRANSFERS OUT	1,244	Primarily due to \$3.4 million decrease in Transfers Out to the Lower Dungeness Floodplain project as the bulk of Phase 2 construction work concludes by the end of 2022. a \$405k decrease in transfers to HHS Operations and \$9k decrease in transfer to the Law Library. Partially offsetting these decreases are a \$175k increase in PFF and \$202k increase in IT Capital Projects funds transfers reflecting the capital outlays slated for 2023, an \$2,046k increase in working capital transfers out made to the grant-funded Dungeness Reservoir to fund the estimated \$2.2 million acquisition cost of the build site assumed in Q1 2023, the continuance of design work, and commencing of conveyance-related construction work in the 2nd half of 2023 (note that \$1.65 million of these funds are budgeted to be returned to the General Fund once grant reimbursements for the land acquisition are received). Additionally higher transfers related to the Sheriff's Department's VRF Boating Program acquisition of grant-funded replacement boat of \$170k, the Veteran's Relief program (+\$70k), and PW-Flood Control (+\$24k).
INCREASE IN SUPPLIES	-174	Mainly relating to IT-recommended SRF requests and other department requests for increased supplies needs proposed for approval as outlined in the "2023 Department Requests Over Base Recommended Budget", and projected 2022 underspend to budget.

CLALLAM COUNTY

GENERAL FUND PROPOSED 2023 BUDGET

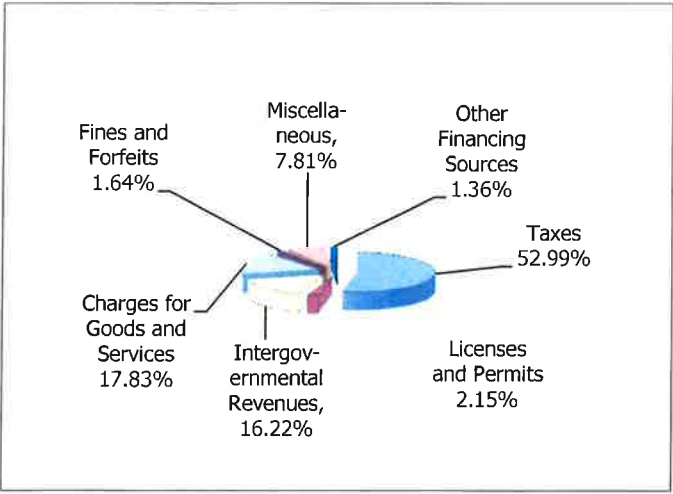
BREAKDOWN OF PROPOSED 2023 BUDGET SURPLUS/(DEFICIT) VS 2022 PROJECTED DEFICIT

\$ IN 000s

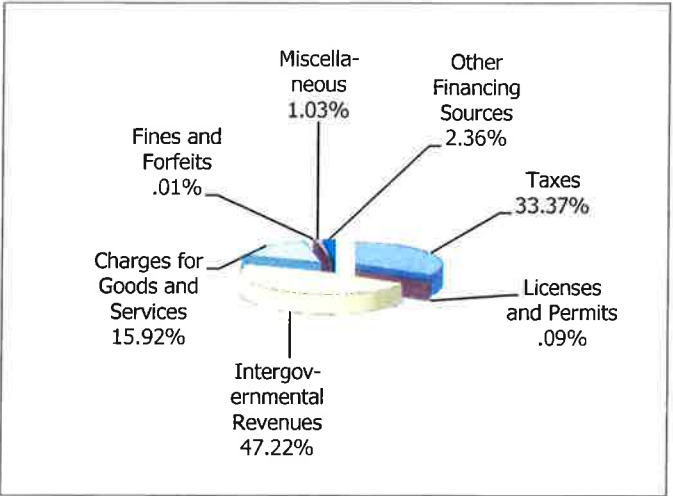
		NOTES
INCREASE IN SERVICES	-1,583	Increase driven by a \$304k increase in DCD—Environmental Quality Salmon Recovery services tied to additional fish barrier removal grant funds received, \$94k in higher IT network router, software renewal, ESRI maintenance and full year Microsoft Office 365 costs, \$133k in higher HHS Environmental Health On-Site Services and Drinking Water services funded through new OSS and Foundational Public Health funds, \$120k in higher anticipated Indigent Defense costs, and due to projected \$552k underspend to budget within Services in 2022, as offset by \$87k decrease in Superior Court expert witness and other costs associated with the conclusion of the last of 2018-2019 multiple-homicide cases in 2022. Increase also reflects approx. \$349k of recommended 2023 Department Requests, including <u>Auditor</u> (+\$50k —relating to County's assumption of printing & binding costs for Voter Pamphlets that was previously paid by the State); <u>DCD Environmental Health</u> (\$22k mainly relating to developing of a monitoring strategy for the Lower Dungeness); <u>GIS</u> (\$31k relating to ESRI costs); HR (\$45k for expanded job posting advertising), <u>Sheriff</u> (\$19k), <u>Prosecuting Attorney</u> (\$22k—mainly relating to higher witness and expert witness costs); <u>Parks Fair & Facilities</u> (\$66k—relating mainly to higher repairs & maintenance costs of facilities, parks and fairgrounds, and increased fair entertainment and advertising costs to drive more visitorship, and <u>Superior Court</u> (\$53k relating to part time contracted court facilitator, guardian at litem services costs), and other increases, as offset by a \$131k reclassification of certain office, land and other leases from Services to Debt Service.
INCREASE IN DEBT SERVICE COSTS	-131	Due to a change in accounting for certain of the County's leases that are 1 year or more in duration, lease rental costs are required to be accounted for as debt service costs rather than as a Services cost (see corresponding decrease in Services noted above). Affects multiple departments with office, land and other qualifying leases, with most notable one being the Juvenile Services land lease with Port of PA.
INCREASE IN CAPITAL OUTLAYS	-537	See attached Schedule C Proposed 2023 Capital Outlay Budget schedule, with most of the increase attributable to additional Parks, Fair & Facilities outlays for upgraded tractor, mowing and UTV equipment, Sheriff vehicle replacements, additional of one patrol vehicle for planned new 1 FTE Patrol Deputy, and planned portable radio replacement plan.
REMAINING PROJECTED OPERATING DEFICIT—EXCLUDING CAPITAL TRANSFERS/PROPOSED DEPT REQUESTS	-261	Mainly due to increase in risk management insurance pool costs due to higher liability and property insurance premium costs.
TOTAL CHANGE IN GENERAL FUND OPERATING DEFICIT--PROPOSED 2023 BUDGET VS 2022 PROJECTED		2,373
PROJECTED GENERAL FUND OPERATING DEFICIT--ADJUSTED FOR AVG COMP UNDERSPEND		
TOTAL GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 PROPOSED BUDGET		-1,325
LESS: HISTORICAL AVERAGE BUDGET UNDERSPEND--SALARY AND BENEFITS	2,099	Historically, the General Fund has underspent its salary/benefits budgets on average by \$2.124 million over the last 3 years, and by \$1.878 million over the last 5 years. Many factors contribute to this, with the most significant being that per County policy, each department has to be budgeted assuming it is fully staffed the entire year. In reality, for many departments, this has rarely been the case. Open positions (or "dark time") that occur due to retirements, voluntary terminations/turnover and delays in filling positions create cost savings to budget, as does refilling positions open due to retirement at often lower salary rates than budgeted. While current policy does not allow for budgeting for "dark time" and there is no assurance similar savings will occur at the same level of employment trends/economic conditions change, it is nonetheless an important component in understanding how our actual spending in this area compares to our budget.
LESS: ESTIMATED PAYROLL/BENEFITS SAVINGS IF NEW APPROVED POSITIONS ARE HELD OPEN FOR SIX MONTHS	165	As discussed in the BOCC budget meetings, given the economic uncertainty heading into 2023, the County could elect to hold open new positions added as part of the 2023 budgeting process for the first half of 2023 until better visibility regarding the occurrence and severity of an anticipated economic recession is better known. Based on the new positions approved within the "2023 Department Requests over Base Budget" schedule, the estimated savings of holding these positions open for the first six months of 2023 would total approximately \$165k.
PROJECTED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--ADJ FOR COMP UNDERSPEND/HOLDING NEW POSITIONS OPEN		939
PROJECTED 2023 GENERAL FUND BALANCE--BASED ON PROPOSED BUDGET AS ADJUSTED		
2023 PROJECTED FUND BALANCE--BEGINNING		11,831
PROJECTED 2023 GENERAL FUND OPERATING DEFICIT		939
2023 PROJECTED FUND BALANCE--ENDING		12,770

2023 Budgeted Revenue Charts

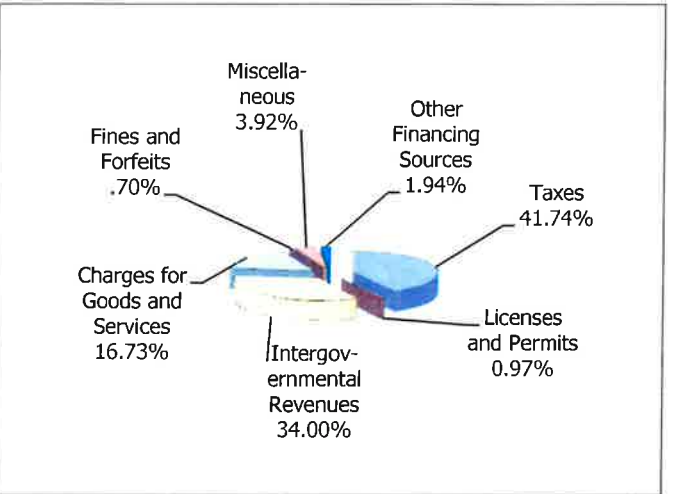
General Fund Budgeted Revenue	
Taxes	24,918,020
Licenses and Permits	1,011,850
Intergovernmental Revenues	7,627,158
Charges for Goods and Services	8,382,571
Fines and Forfeits	770,039
Miscellaneous	3,672,368
Other Financing Sources	640,000
Subtotal	47,022,006
Plus Transfers	6,498,019
Total Revenue	53,520,025
Reserves Available	11,831,000
Total Funds Available	65,351,025



Other Fund Budgeted Revenue	
Taxes	21,129,401
Licenses and Permits	57,620
Intergovernmental Revenues	29,852,379
Charges for Goods and Services	10,065,755
Fines and Forfeits	4,600
Miscellaneous	652,727
Other Financing Sources	1,488,360
Subtotal	63,250,842
Plus Transfers	9,230,728
Total Revenue	72,481,570
Reserves Available	47,121,085
Total Funds Available	119,602,655



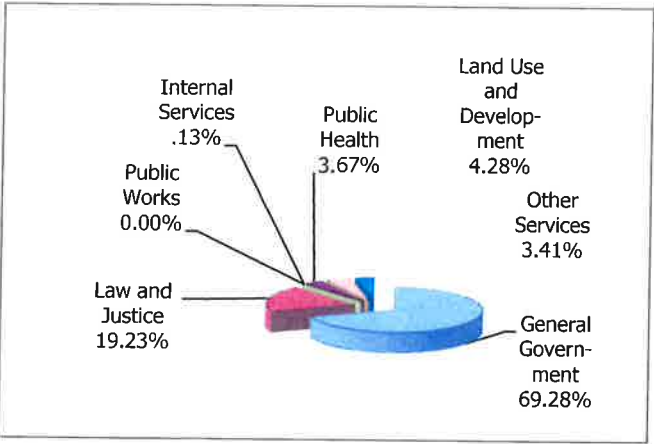
Total General and Other Fund Budgeted Revenue	
Taxes	46,047,421
Licenses and Permits	1,069,470
Intergovernmental Revenues	37,479,537
Charges for Goods and Services	18,448,326
Fines and Forfeits	774,639
Miscellaneous	4,325,095
Other Financing Sources	2,128,360
Subtotal	110,272,848
Plus Transfers	15,728,747
Total Revenue	126,001,595
Reserves Available	58,952,085
Total Funds Available	184,953,680



2023 Budgeted Revenue by Program

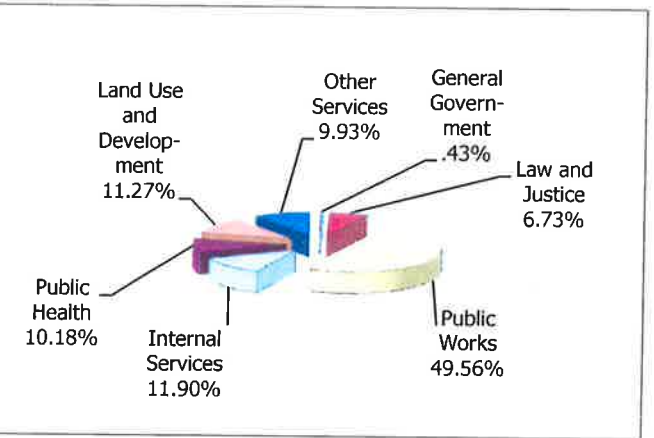
General Fund Budgeted Revenue
by Program

General Government	32,581,665
Law and Justice	9,040,717
Public Works	0
Internal Services	62,801
Public Health	1,723,911
Land Use and Development	2,012,252
Other Services	1,600,660
Subtotal on Chart	47,022,006
Plus Transfers	6,498,019
Total	53,520,025



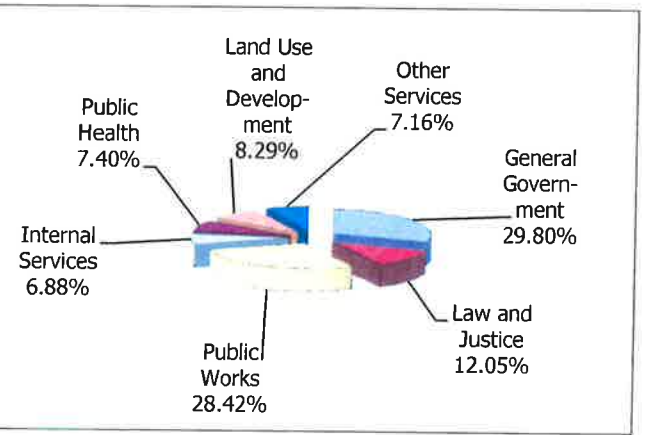
Other Funds Budgeted Revenue
by Program

General Government	274,848
Law and Justice	4,248,007
Public Works	31,361,880
Internal Services	7,524,041
Public Health	6,437,700
Land Use and Development	7,125,470
Other Services	6,278,896
Subtotal on Chart	63,250,842
Plus Transfers	9,230,728
Total	72,481,570



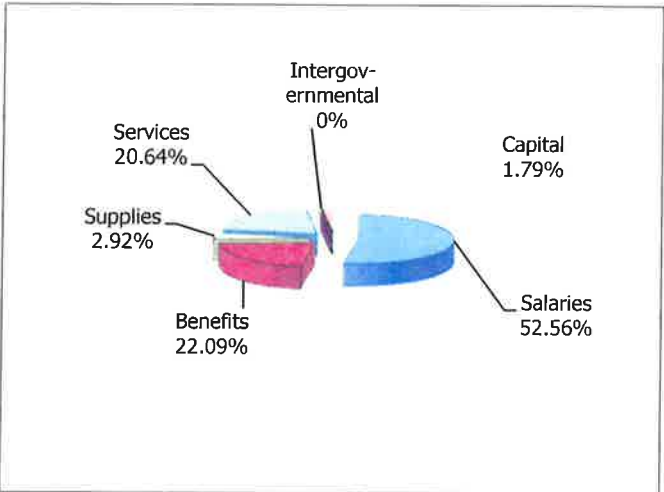
Total General and Other Fund
Budgeted Revenue by Program

General Government	32,856,513
Law and Justice	13,288,724
Public Works	31,361,880
Internal Services	7,586,842
Public Health	8,161,611
Land Use and Development	9,137,722
Other Services	7,879,556
Subtotal on Chart	110,272,848
Plus Transfers	15,728,747
Total Revenue	126,001,595

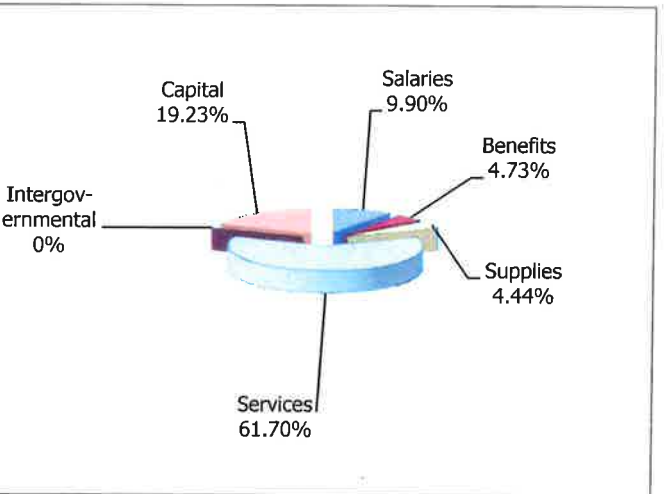


2023 Budgeted Expenditure Charts

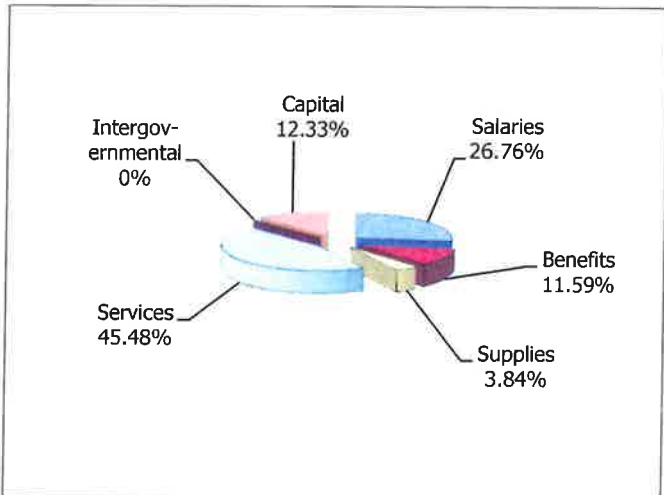
General Fund Budgeted Expenditures	
Salaries	26,167,708
Benefits	10,999,229
Supplies	1,453,389
Services	10,409,446
Intergovernmental	0
Capital	891,901
Subtotal	49,921,673
Transfers Used	4,924,063
Interfund Payments Used	0
Total Budgeted Expenditures	54,845,736



Other Fund Budgeted Expenditures	
Salaries	7,544,782
Benefits	3,603,120
Supplies	3,384,876
Services	47,015,183
Intergovernmental	0
Capital	14,649,122
Subtotal	76,197,083
Transfers Used	10,804,684
Interfund Payments Used	2,400,830
Total Budgeted Expenditures	89,402,597



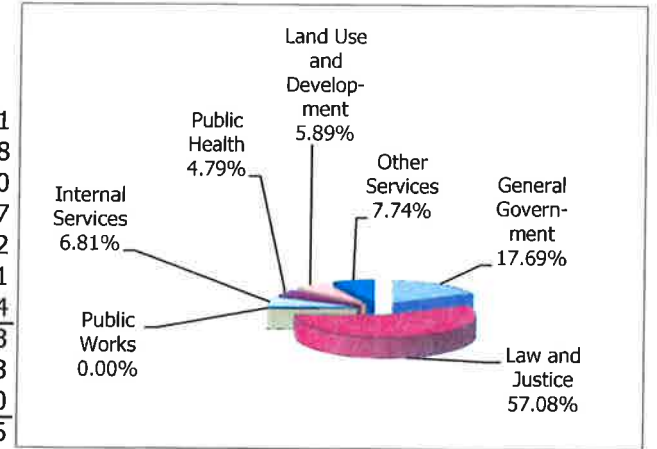
Total General and Other Fund Budgeted Expenditures	
Salaries	33,712,490
Benefits	14,602,349
Supplies	4,838,265
Services	57,424,629
Intergovernmental	0
Capital	15,541,023
Subtotal	126,118,756
Transfers Used	15,728,747
Interfund Payments Used	2,400,830
Total Budgeted Expenditures	144,248,333



2023 Budgeted Expenditures by Program

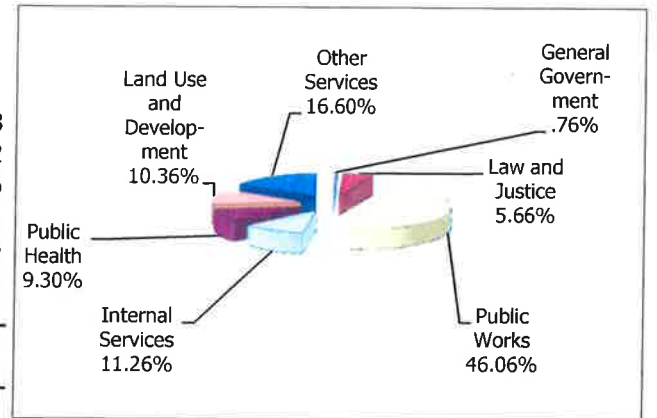
General Fund Budgeted Expenditures by Program

General Government	9,178,531
Law and Justice	29,624,768
Public Works	0
Internal Services	3,533,537
Public Health	2,483,712
Land Use and Development	3,055,661
Other Services	4,022,844
Subtotal on Chart	51,899,053
Plus Transfers	4,924,063
Minus Indirect Costs Reimb.	-1,977,380
Total	54,845,736



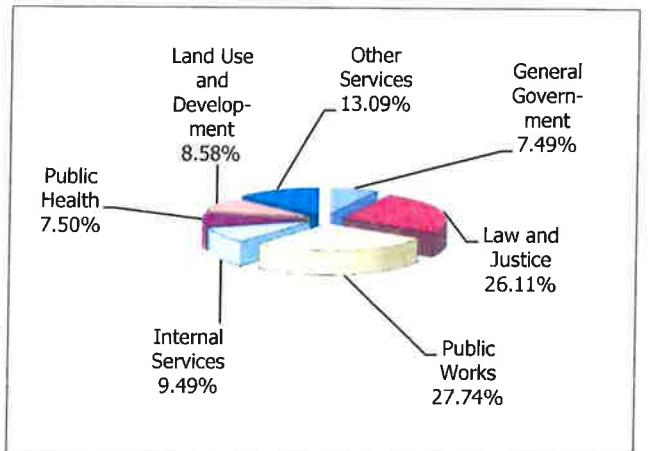
Other Funds Budgeted Expenditures by Program

General Government	594,538
Law and Justice	4,449,562
Public Works	36,198,996
Internal Services	8,848,001
Public Health	7,308,686
Land Use and Development	8,141,072
Other Services	13,057,058
Subtotal on Chart	78,597,913
Plus Transfers	10,804,684
Total	89,402,597



Total General Fund and Other Funds Budgeted Expenditures by Program

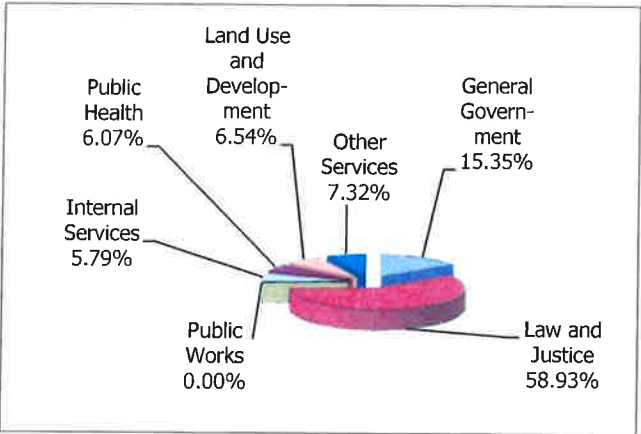
General Government	9,773,069
Law and Justice	34,074,330
Public Works	36,198,996
Internal Services	12,381,538
Public Health	9,792,398
Land Use and Development	11,196,733
Other Services	17,079,902
Subtotal on Chart	130,496,966
Plus Transfers	15,728,747
Minus Indirect Costs Reimb.	-1,977,380
Total	144,248,333



2023 Staffing (Full Time Equivalents) by Program

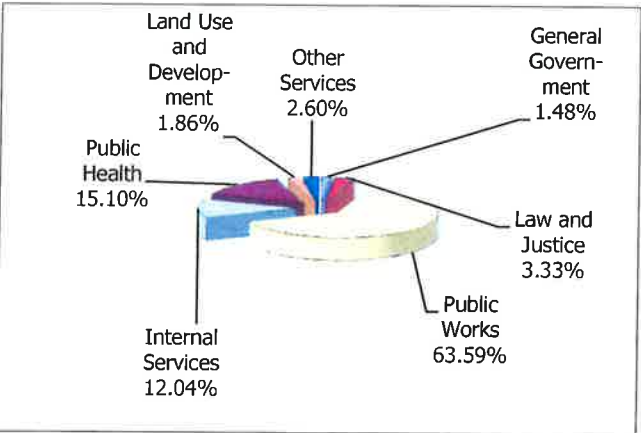
General Fund Staffing by Program

General Government	51.54
Law and Justice	197.80
Public Works	0.00
Internal Services	19.45
Public Health	20.38
Land Use and Development	21.94
Other Services	24.58
Total	335.69



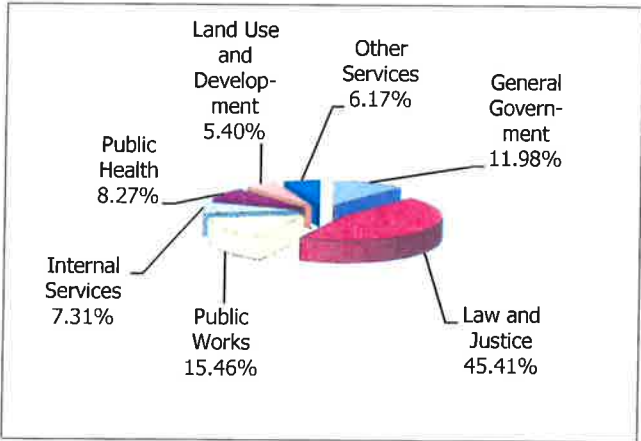
Other Funds Staffing by Program

General Government	1.60
Law and Justice	3.59
Public Works	68.55
Internal Services	12.98
Public Health	16.28
Land Use and Development	2.00
Other Services	2.80
Total	107.80



Total General Fund and Other Funds Staffing by Program

General Government	53.14
Law and Justice	201.39
Public Works	68.55
Internal Services	32.43
Public Health	36.66
Land Use and Development	23.94
Other Services	27.38
Total	443.49



Full Time Equivalents are based on a 40 hour work week.

This does not include the Non Dept 200,000 leaving service salary and 50,000 benefits; or the HR payments to claimants of 97,800 (benefits); or the Employee Health Care Benefits of 25,000 (benefits); or Unemployment Comp. of 60,000.

GENERAL FUNDS			2023 Department Requests Over Base Budget - Proposed Recommended				Funding Source			
Department	Requested Item or Program Change	Request	One Time	Ongoing	BOCC Recommended	BOCC Deferred	General Fund Reserve	Other Fund Reserves	Grant/New Funding	Comments
Assessor .00100.211	SRF: (7) IPAD PRO & PERIPHERALS	12,600	12,600		12,600		12,600			
	SRF: ACROBAT PRO (D. CHILDRESS)	200	200		200		200			
Auditor .00100.221	Printing & Binding	50,000		50,000	50,000		50,000			WA ST has discontinued paying the cost to produce & mail Voter Pamphlets for each election, this creates an increase in Printing & Binding costs for the County, as well as, overall increased printing & binding costs.
	SRF: A/V CONFERENCING SET-UP	2,200	2,200			2,200	2,200			
	Additional Part Time Benefited Position for Voter Registration	41,399		41,399	41,399		41,399			
Treasurer .00100.231	SRF: A/V CONFERENCING SET-UP	2,900	2,900			2,900	2,900			CFO Comments: Given competing demands for capital funding, recommend deferring request.
	Transition Training for Retiring Staff	48,554	48,554		48,554		48,554			
BOCC Operations .00100.241	Transition Training for County Administrator Role	108,032	108,032		108,032		108,032			
DCD -Administration .00100.331	Code Enforcement Overtime	1,000		1,000		1,000	1,000			Overtime funds to be used if needed due to increased work tasks. CFO Comments: Given the realignment of Code Enforcement under the Sheriff's department in 2023 and the addition of a supervisor Code Enforcement sergeant, recommend deferring this request. Deputy Director is needed for a manageable distribution of labor, to aid in establishing organizational objectives, staff management, budget oversight, designation of statute authority & responsibility during absences.
	Additional FTE - DCD Deputy Director	122,085		122,085	122,085		122,085			
DCD -Environmental Quality .00100.332	Develop Monitoring Strategy for the Dungeness	50,000	50,000		20,000	30,000	50,000			Funding to develop a high level scientific monitoring strategy. CFO Comments --pending further clarity on requirements and evaluation of options available for developing monitoring plan through possible partnership with other parties in defining requirements, recommend funding \$20k initially with remainder of request to be revisited at mid-year review. This third meter would provide backup in case on older one fails and allow for more monitoring activities to occur simultaneously. CFO Comments: Based on impact to operational effectiveness, recommend for inclusion. Funding for Macroinvertebrate ID services, used to indicate the health of the water. Building up the Streamkeepers program resulted in the need for additional supplies.
	Streamkeepers - YSI ProDss Multipara meter Water Quality Meter	8,000	8,000		8,000		8,000			
	Streamkeepers - Professional Services	1,100		1,100	1,100		1,100			
	Streamkeepers - Operating Supplies	1,300		1,300	1,300		1,300			
DCD -Building .00100.333	Code Books for July 1, 2023 Code Change	5,000	5,000		5,000		5,000			Purchase of 2021 International Building Codes books are needed for code changes that go into effect July 1, 2023 Cost of the metal T-posts have risen. These posts are used for addressing. Funding will allow Permit Center staff the ability to attend training.
	Addressing T-posts	1,000		1,000	1,000		1,000			
	Travel Training	1,200	1,200		1,200		1,200			
Information Technology .00100.411	Travel Training	3,000	3,000		3,000		3,000			Funds for additional training for IT staff.
	Additional FTE - Sheriff Dept. Support									IT critical business functions support for the Sheriff's department for one year. CFO Comments: Based on further discussion with IT, provision of one-time dedicated support problematic from a staff recruitment and cross-training perspective. IT will focus on providing more collaborative staff support to meet needs of Sheriff's Department. County network operating architecture is currently comprised of multiple Windows Server domains, collapsing these into a single instance will simplify network integrations. CFO Comments --based on discussion of the need for this request and the efficiencies that will be gained, recommend this request for approval.
		87,550	87,550			87,550	87,550			
	Domain Rebuild/Group Policy	35,000	35,000		35,000			35,000		
Geographic Information System .00100.421	Ad-Hoc Consulting	28,000	28,000		15,000	13,000	28,000			ESRI consulting hours for any emergent IT/GIS application issue or new business request. CFO Comments: Based on further discussion with IT, there appears to be sufficient capacity to partially cover this cost, thus recommend funding \$15k of \$28k requested. Training for new ESRI tools and functionality. Funding allows for GIS manager to attend the annual ESRI conference.
	ESRI Training	10,000	10,000		10,000		10,000			
	ESRI Conference	6,000	6,000		6,000		6,000			
Human Resources .00100.461	Advertising/Recruitment	45,000		45,000	45,000		45,000			Clallam County continues to utilize more advertising solutions to obtain the best pool of applicants for our vacant positions.
Sheriff - Operations .00100.811	4 Months Transition Training for new Chief Civil Deputy	26,248	26,248		26,248		26,248			4 months side by side training would be the best option to promote a smooth transition between the retiring Chief Civil Deputy and the newly appointed. CFO Comments: Given the complexity and demands of the Chief Civil Deputy position, we are supportive of this request to provide extra help funding to support a 4 month transition period for this position. Mandatory replacement of ballistic vests. Add'l funds to replace outdated heavy ceramic rifle vests.
	Ballistic Vests	6,340		6,340	6,340		6,340			
	Ballistic Rifle Plate Replacements	22,866	22,866		22,866		22,866			

	2 Additional FTE Patrol Deputy Positions	258,124		258,124	129,062	129,062	258,124		Recruiting and retention continue to challenge the law enforcement profession. Expanding our personnel positions will allow service capabilities to continue during periods of reduced staffing. An addition cost of \$130,000 for vehicles will be presented in the Capital Plan. CFO Comments: Given the high level of recruitment effort and extensive lead time to fill a patrol deputy position (including time to recruit, perform background, and completion of academy training for non-laterals), and the additional competing time demands being placed on patrol deputies in evidence gathering, additional training, and other areas that make any open patrol positions operationally difficult to manage around, it appears prudent to add these 1 FTE patrol positions to serve as additional buffer and capacity to the patrol function. 2nd requested Patrol Deputy FTE ~~to be considered at mid-year review.~~
	PoliceOne Academy Training & Inventory Software	7,686		7,686	7,686		7,686		PoliceOne Academy software provides law enforcement & corrections specific continuing education, as well as, reports to monitor & track training completion. This software also provides for Inventory Management to track equipment used by staff and sends alerts when the item is due for replacement. CFO Comment: In discussions with Sheriff, it was indicated that Neogov continuing education and safety training is inadequate to support the specialized needs of law enforcement-- ~~recommend approval of this request~~
	SRF: (4) A/V CONFERENCING SET-UP	5,800	5,800			5,800	5,800		CFO Comments: Given competing demands for capital funding, recommend deferring request.
	SRF: Blockwatch - LAPTOP, PROJECTOR, SPEAKERS	1,720	1,720		1,720		1,720		
	SRF: (10) MDTs - REPLACE / UPGRADE	60,000	60,000		60,000		60,000		CFO Comments: Given the age and wear and tear these units undergo, recommend accepting IT's recommendation for MDTs replacements.
Sheriff - Search and Rescue	Subscription to SAR Topo	2,000		2,000	2,000		2,000		SAR Topo is a digital mapping platform for first responders and Search & Rescue teams. This mapping tool allows for planning with map layers, shared maps, tracking personnel, navigate in the field, etc.
.00100.814	Swift Water Rescue & Rope Rescue Training	6,800		6,800	6,800		6,800		Add'l funds for training will allow the SAR unit to be better prepared to assist Clallam citizens.
Sheriff - Jail	Jail Security Camera System Repairs & Maintenance	5,500		5,500	5,500		5,500		Add'l funds to adequately fund the frequent repair/replacement costs of the Jail cameras equipment.
.00100.815	Ballistic Vests	20,288		20,288	20,288		20,288		Mandatory replacement of ballistic vests.
	PoliceOne Academy Training & Inventory Software	1,902		1,902	1,902		1,902		PoliceOne Academy software provides law enforcement & corrections specific continuing education, as well as, reports to monitor & track training completion. This software also provides for Inventory Management to track equipment used by staff and sends alerts when the item is due for replacement.
Sheriff - Emergency Services	Staff Support Supply and Travel Costs	3,500		3,500	2,500	1,000	3,500		Add'l supplies & travel costs to attend catastrophic planning meetings and specialized training.
.00100.817	Tsunami Siren Batteries Replacement Schedule	2,220		2,220	2,220		2,220		Add'l funds to start replacing batteries in a proactive manner to lessen the risk of simultaneous failure.
	Salamander Asset Management Solution Subscription	750		750	750		750		The Sheriff's office frequently assists other agencies by lending equipment, this software allows for tracking the location & condition of shared equipment resulting in more accurate & timely asset management.
	SRF: EOC - SMARTBOARD (1 OF 2)	3,450	3,450		3,450		3,450		CFO Comments: Based on conversation with EMS staff and BOCC, items recommended for inclusion in the budget due to operational effectiveness impact.
	SRF: EOC - SMARTBOARD (2 OF 2)	4,375	4,375		4,375		4,375		CFO Comments: Based on conversation with EMS staff and BOCC, items recommended for inclusion in the budget due to operational effectiveness impact.
	SRF: EOC - BLUETOOTH PRESENTATION SPEAKERS	680	680		680		680		
	SRF: EOC - (2) WIRELESS PRESENTATION PROJECTORS	575	575		575		575		
Prosecuting Attorney	Additional FTE - Deputy Prosecuting Attorney - Civil Division	138,000		138,000		138,000	138,000		The work of the Civil Division has grown beyond the workload of two attorneys. CFO Comments: Due to competing demands on reserves and based on discussions with BOCC, ~~deferring this request and will revisit as part of the 2023 mid-year review.~~
.00100.841	Furniture & IT Equipment for new DPA	6,000	6,000			6,000	6,000		Funds to purchase a workstation setup for new DPA. CFO Comments: Due to competing demands on reserves and based on discussions with BOCC, deferring this request and will revisit as part of the 2023 mid-year review.
	Copy Machine	3,500		3,500	3,500		3,500		Copy costs have greatly increased now that staff are back in the office and court operations have resumed.
	Expert Witness Fees	20,000		20,000	20,000		20,000		Add'l funds needed for witnesses in several sexual assault & child abuse cases that are anticipated to go to trial.
	Witness Fees	2,000		2,000	2,000		2,000		Add'l funds needed for witnesses in several sexual assault & child abuse cases that are anticipated to go to trial.
	SRF: IPHONE REPLACEMENTS (20)	15,250	15,250		15,250		15,250		
Superior Court	JAVS Switchers for Video Carts & VIA	10,000	10,000		10,000		10,000		Switchers are needed to select different functions on the video carts to use for presentation of court documents, exhibits and videos during courtroom proceedings.
.00100.861	GAL Guardian at Litem	15,000		15,000	7,500	7,500	15,000		Add'l funds to cover costs of GAL attorney and non-attorney appointments. CFO Comments: Appears based on availability of other services funding that has not historically been fully spent, and given the full effect of GAL changes has not been seen, recommend deferring half of requested amount and will re-visit need at mid-year.
	New Part-time Court Facilitator	50,000		50,000	45,000	5,000	50,000		New part-time position for anticipated changes in law that will increase demands upon the court and the need for this position. CFO/Administrator Comments: Upon working with SC, staff was able to identify \$33k of budget reductions in other areas to help fund this position; recommend funding \$45k as professional svcs with Pro Bono
	Cellular Phone	750		750	750		750		Deputy Court Administrator would like a cell phone to perform work duties and communicate with employees on weekends and evenings.

	Adobe Pro Subscriptions	400		400	400		400		Adobe Pro is used to review, modify, edit and create forms used throughout the judicial and court legal industry for preparing and processing documents.
District Court II .00100.881	Overtime	700		700			700		Increase overtime to cover additional cleaning due to COVID. CFO Comments: Per Health Officer guidance provided in 2022, additional COVID-related cleaning of courthouse facilities is no longer deemed needed. Consistent with phase-out of this function at other county facilities, ~~recommend deferring this request.~~
	Extra Help	1,000		1,000	1,000		1,000		Increased costs for pro-tem Judge that is paid from the Extra Help line.
Parks & Facilities .00100.911	Travel Training	1,000		1,000	1,000		1,000		Increased regulatory related training and professional development.
	Small Tools & Minor Equipment	2,000		2,000	2,000		2,000		Increased field operations productivity and enhanced services at Robin Hill Park.
	Outside Repairs & Maintenance	7,800		7,800	7,800		7,800		Address courthouse deferred grounds maintenance issues and increase irrigation efficiency.
									Add'l funds to support two seasonal laborers at the 200 acre park. CFO/Administrator Comments: Given inclusion of additional equipment better suited to the care of the park in the capital plan which should support more efficient maintenance and increase bandwidth of staff and existing seasonal laborers already budgeted to address deferred maintenance issues at this park, ~~recommend deferring this request at this time~~
	Extra Help	33,649		33,649			33,649		Actual department spending in the expense line justifies the increase.
	Equipment Supplies	1,000		1,000	1,000		1,000		Add'l professional development and maintaining licenses and certifications.
	Dues	1,200		1,200	1,200		1,200		Enhanced services at Robin Hill Farm Park by seasonal technicians warrants phone for safety and
	Cellular Phone	600		600			600		Increased field operations productivity and enhanced services at Robin Hill Park.
	Capital Minor Equipment	2,000		2,000	2,000		2,000		
Parks & Facilities - Fair .00100.912	Travel Business	2,000		2,000	2,000		2,000		Increased Fair Board Member and PFF Director participation at the annual WA ST Fair Association Convention.
	Small Tools & Minor Equipment	1,800		1,800	1,800		1,800		Related to increased aesthetic expectations.
	Small Stages	4,500		4,500	4,500		4,500		Increased vendor fees and desire to provide higher quality entertainment.
	Outside Repairs & Maintenance	12,500		12,500	12,500		12,500		Increased maintenance expectations of fairgrounds
	Extra Help	16,825	16,825		16,825		16,825		Add'l funding to support an additional seasonal technician at the fairgrounds for four months.
	Registration	1,200		1,200	1,200		1,200		Increased Fair Board Member and PFF Director participation at the annual WA ST Fair Association Convention.
	Building Repairs & Maintenance	5,000		5,000	5,000		5,000		Increased maintenance expectations of Fair Facilities
	Rodeo	1,000		1,000	1,000		1,000		Increased vendor fees.
	Lawn & Grounds Supplies	2,800		2,800	2,800		2,800		To address deferred grounds maintenance issues and increased aesthetic expectations
	Equipment Supplies	800		800	800		800		Actual spending in the expense line justifies the increase.
									Increase vendor fees and desire to provide higher quality entertainment. CFO Comments: As improvements in entertainment should lead to increased attendance at the fair by out-of-county attendees that would lead to more tourism related activity for the County's lodging and other businesses, ~~recommend approval of this request.~~
	Entertainment	12,000		12,000	12,000		12,000		
	Advertising	19,000		19,000	19,000		19,000		Increased advertising fees and enhanced efforts to solicit fairgoers from Victoria, BC, Kitsap, Olympic Peninsula and WA ST ferries. CFO Comments: As increased advertising should lead to increased attendance at the fair by out-of-county attendees which should lead to more tourism related activity for the County's lodging and other businesses, recommend approval of this request
WSU .00100.931	Increase WSU Contract	3,000		3,000	3,000		3,000		WSU is requesting an increase in the County contribution to the MOU with WSU.
	Supplies	20,000	20,000		5,000	15,000	20,000		Requesting a one-time increase for operational supplies in anticipation of relocating to a new facility in 2023. CFO Comments: As these costs should be covered adequately under a space relocation/reconfiguration placeholder that will be available to accomodate office moves such as this within our facility capital plan, recommend funding \$5k of request, and revisiting need for remainder ~~once move planning is completed~~
General Funds Transfer to Other Funds		92,500	6,000	86,500	0	92,500	92,500		
TOTALS		1,618,718	608,025	1,010,693	1,047,257	571,461	1,583,718	35,000	0

Request		Request		Funding Source		
One Time	Ongoing	BOCC	BOCC	General Fund	Other Fund Reserves	Grant/New Funding
608,025	1,010,693	Recommended	Deferred	1,583,718	35,000	0
Total General Fund Requests:		1,618,718	1,618,718	1,618,718		

OTHER FUNDS

					Funding Source					Comments
Department	Requested Item or Program Change	Request	One Time	Ongoing	BOCC Recommended	BOCC Deferred	General Fund Reserve	Other Fund Reserves	New/Grant Funding	
PW - Roads 10101.611	Overtime	30,000		30,000	30,000			30,000		Add'l funds for overtime to cover maintenance crews due to winter storms. CFO Comments: Given the regularity of this issue, concur with the need for this additional funding for winter storm overtime.
	SRF: (11) BLUEBEAM SOFTWARE LICENSES	9,000	9,000		9,000			9,000		
	Training overlap for retiring Admin Specialist	21,321	21,321		21,321			21,321		Additional funds will cover 3 month training before the Admin Specialis IV retires.
	Training overlap for retiring Fiscal Specialist	21,321	21,321		21,321			21,321		Additional funds will cover 3 month training before the Fiscal Specialis V retires.
VRF Boating Program 11004.811	Transfer of expenditures from 11003 Boating Safety	32,390	32,390		32,390			32,390		Due to declining funding in the Boating Safety fund the Boating Safety Unit can no longer be supported by that revenue alone. Some of these costs will be assumed by the VRF Boating Program fund.
HHS - Homeless Task Force 11322.511	Contract Services	42,881		42,881	42,881			42,881		Add'l funds for contract services recommended by the HTF Advisory Board.
	Travel Business	1,800		1,800	1,800			1,800		Add'l funds to ensure the HHS team can conduct outreach to neighboring counties throughout WA ST to collaborate and collect information regarding the Consolidated Homeless Grant.
	Travel Training	1,500		1,500	1,500			1,500		Add'l funds for training for the Consolidated Homeless Grant.
HHS - Affordable Housing 11324.511	Contract Services	10,000		10,000		10,000		10,000		Add'l funds for contract services to increase their emergency fund. CFO Comments: Based on historical spend, there appears to be more than adequate funding to cover this fund's contract services needs. Recommend deferral of request.
Law Library 11401.821	Books	10,000		10,000		10,000		10,000		Funding dedicated to legal reference materials have decreased while costs have not. Administrator/CFO Comment: given focus of law library services migrating to more digitally delivered resources which this fund currently has funding in its budget to support, additional funding of physical books without a definitive plan of resources needed is problematic.
Pros Att - Local Crime Victim Comp 11701.841	Additional FTE - Victim Witness Coordinator	86,500		86,500		86,500	86,500			Add'l funds to hire a fulltime Victim Witness Coordinator to provide state mandated level of support to victims of crimes. Administrator/CFO Comment: The staffing level of Victim Witness Coordinators has doubled since 2020, with currently 2 positions dedicated to this function (1 FTE was added in 2020). The reliance of this fund for general fund support for this function has risen substantially given the significant decline in court fine revenues witnessed over past year. The approval of this request would more than double the level of general fund support needed to keep this fund fully funded. Pending provision of metrics showing how this additional coordinator is needed relative to the case load carried and how other counties of similar size are supporting this function, recommend deferring this request at this time but will revisit the need ~~as part of the mid-year review next year.~~
	Furniture & IT Equipment for new FTE	6,000	6,000			6,000	6,000			Funds to purchase a workstation setup for new FTE. Administrator/CFO Comment: Based on recommendation to defer approval of an addition Victim Witness Coordinator position until mid-year review next year, this request should similarly be deferred.
30701.411										
PW - Clallam Bay/Sekiu Sewer 41401.611	New FTE - Treatment Plant Operator	88,228		88,228	88,228			88,228		CB/Sekiu wastewater treatment plant must be maintained seven day a week. A third operator would eliminate current overtime, allow for cross training, dual controls & staff to take paid time off. CFO Comment: Based on current staffing levels, the existing treatment plant operators are unable to take vacation or days off for excessive periods of time, leading to burnout and retention risk issues. While the approval of this position will result in increased need for funding to support from REET or the General Fund barring a sufficient increase in sewer user rates, it appears no longer sustainable to continue operating this system with just two operators-- ~~recommend for approval~~
PW - ER&R 50301.611	New FTE - Fleet Mechanic	80,721		80,721		80,721		80,721		ER&R is experiencing delays in repairs, overtime and non-support of the outlying shops in Sequim, and Lake Creek. CFO Comment --based on discussions with PW and BOCC, position will be deferred for 2023.
TOTALS		441,662	90,032	351,630	248,441	193,221	92,500	349,162	0	

Total Other Fund Requests:

Request	
One Time	Ongoing
90,032	351,630
441,662	

Request	
BOCC Recommended	BOCC Deferred
248,441	193,221
441,662	

Funding Source		
General Fund	Other Fund Reserves	New/Grant Funding
92,500	349,162	0
	441,662	

TOTAL ALL	2,060,380	698,057	1,362,323	1,295,698	764,682	1,676,218	384,162	0
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2023 PROPOSED FINAL CAPITAL OUTLAY BUDGET--BY FUND

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CLALLAM COUNTY
2023 PROPOSED FINAL CAPITAL OUTLAY BUDGET--BY FUND
PROPOSED CAPITAL REQUESTS TO INCLUDE 2023 BUDGET

Include in 2023 Budget? Y
2023 (Multiple Items)

	General Fund Column Labels 00100	Boating Safety 11003	VRF Boating 11004	OPSCAN 11065	ARPA 19961	REET 1 30101	REET 2 30201	Dungeness Off- Channel Reservoir 30401	Parks/ Facilities Capital Projects 30501	IT Capital Projects 30701	Broadband Expansion 30805	DCD - Carlsborg Water Mitigation 30901	PW - Clallam Bay/Seki Sewer 41401	PW - Carlsborg Sewer 42401	ER&R 50301	Grand Total
Sum of 2023																
Row Labels																
Office Space Reconfiguration/Expansion Placeholder									\$ 150,000							\$ 150,000
Unanticipated Projects PFF									\$ 118,000							\$ 118,000
2																
Replace Failed Pile At Lake Pleasant									\$ 50,000							\$ 50,000
Replace Rotting Pile At Camp David JR									\$ 50,000							\$ 50,000
30701.411--Information Tech - Capital Projects																
1																
Cisco Functional License Renewal and configuration services										\$ 96,420						\$ 96,420
Cisco switch replacement									\$ 161,000							\$ 161,000
Network Device Replacement									\$ 66,700							\$ 66,700
Tyler Permit Planning System									\$ 30,000							\$ 30,000
Wireless Network Upgrade / Expansion									\$ 99,800							\$ 99,800
2																
Microsoft InTune Deployment Services									\$ 29,100							\$ 29,100
PC Replacement Cycle - laptops, desktops, tablets, zero clients, monitors, etc.									\$ 90,000							\$ 90,000
Phone System Upgrade									\$ 6,500							\$ 6,500
UPS - DR site (uninterrupt. pwr supply)									\$ 12,000							\$ 12,000
3																
Copiers (other department copiers not separately scheduled elsewhere)									\$ 42,600							\$ 42,600
Server Hardware Replacement									\$ 10,000							\$ 10,000
30805.611--PW - Broadband Infrastructure																
1																
Broadband Infrastructure Grant Project											\$ 6,317,274					\$ 6,317,274
30901.331--Comm Dev - Carlsborg Water Mitigation																
1																
Carlsorg Deep Water Well												\$ 75,000				\$ 75,000
41401.611--PW - Clallam Bay-Seki Sewer																
1																
Collection System Repair & Replacement Project												\$ 2,000,000				\$ 2,000,000
Replace Driveshaft Bearings for Four Rotating Biological Contactors												\$ 80,000				\$ 80,000
2																
Sewer Pump Station Repair & Replacement Project												\$ 895,000				\$ 895,000
42401.611--PW - Carlsborg Sewer																
3																
Village Lane Sewer Line Extensions														\$ 240,000		\$ 240,000
50301.611--PW--ER&R																
1																
Capital Outlay-General Site Maintenance															\$ 180,000	\$ 180,000
Capital Outlay-Schedule C Projected Equipment Replacement--GENERAL FUND FUNDED															\$ 257,000	\$ 257,000
Capital Outlay-Schedule C Projected Equipment Replacement--ROADS FUNDED															\$ 1,480,000	\$ 1,480,000
Grand Total	\$ 750,250	\$ 156,658	\$ 28,787	\$ 177,000	\$ 347,309	\$ 1,635,000	\$ 1,350,000	\$ 5,173,000	\$ 4,013,000	\$ 644,120	\$ 6,317,274	\$ 75,000	\$ 2,975,000	\$ 240,000	\$ 1,917,000	\$ 25,799,398

	00100	11003	11004	11065	19961	30101	30201	30401	30501	30701	30805	30901	41401	42401	50301	
BEGINNING FUND BALANCE		\$ 8,205	\$ 145,294	\$ 715,017	\$ 7,382,763	\$ 1,520,694	\$ 1,684,536	\$ 442,172	\$ 240,865	\$ 92,597	\$ -	\$ -	\$ 269,516	\$ 185,336	\$ 1,825,000	
INFLOW FUNDING		\$ 20,647	\$ 25,210	\$ 398,232	\$ 157,000	\$ 1,061,000	\$ 1,084,000	\$ -	\$ 3,588,000	\$ -	\$ -	\$ -	\$ 391,378	\$ 125,011	\$ 3,831,768	
EXPENDITURES (BEFORE CAPITAL)		\$ (23,310)	\$ (63,933)	\$ (259,144)	\$ (5,038,056)	\$ -	\$ -	\$ (5,363)	\$ -	\$ -	\$ -	\$ -	\$ (579,858)	\$ (256,189)	\$ (2,501,545)	
CAPITAL OUTLAYS (PER ABOVE)		\$ (156,658)	\$ (28,787)	\$ (177,000)	\$ (347,309)	\$ (1,635,000)	\$ (1,350,000)	\$ (5,173,000)	\$ (4,013,000)	\$ (644,120)	\$ (6,317,274)	\$ (75,000)	\$ (2,975,000)	\$ (240,000)	\$ (1,917,000)	
ENDING FUND BALANCE, BEFORE ADDITIONAL FUNDING		\$ (151,116)	\$ 77,784	\$ 677,105	\$ 2,154,398	\$ 946,694	\$ 1,418,536	\$ (4,736,191)	\$ (184,135)	\$ (551,523)	\$ (6,317,274)	\$ (75,000)	\$ (2,893,964)	\$ (185,842)	\$ 1,238,223	
TRANSFERS BETWEEN FUNDS																
Transfers to Funds from General Fund		\$ 170,000						\$ 2,450,000	\$ 1,195,451				\$ 140,000		3,955,451	
Transfers from Funds to General Fund		\$ (125,327)						\$ (1,650,000)					\$ -		(1,775,327)	
TRANSFERS BETWEEN FUNDS (ARPA)					\$ (1,771,000)										-	
OTHER GRANTS/LOAN FUNDING		\$ 125,327				\$ 25,000	\$ 4,206,425			\$ 1,771,000	\$ 5,685,546		\$ 2,000,000		12,042,298	
ADDITIONAL REET FUNDING REQUIRED					\$ (575,000)	\$ (613,215)					\$ 75,000	\$ 1,113,215			-	
OPPORTUNITY FUND FUNDING REQUIRED														\$ 240,000	240,000	
GENERAL FUND FUNDING REQUIRED	\$ 750,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 551,523	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,481,897	
ENDING FUND BALANCE--ADJUSTED		\$ 18,884	\$ 77,784	\$ 677,105	\$ 383,398	\$ 396,694	\$ 805,321	\$ 270,234	\$ 1,011,316	\$ -	\$ 1,139,272	\$ -	\$ 359,251	\$ 54,158	\$ 1,238,223	
MINIMUM FUND BALANCE REQUIRED BY POLICY (10% OF TOTAL EXPENDITURES FOR THOSE FUNDS WITH PAYROLL)		\$ 17,997									\$ 631,727	\$ 355,486	\$ 49,619	\$ 441,855		

#	Transfers for the 2023 Clallam County Budget							Debit	Credit
1	19913.291.	Trial Court Improvements	59723.00.0010	Transfer	to	Jail		40,000	
	00100.815.	Jail	39723.00.0010	Transfer	from	Trial Court Improvements			40,000
2	00100.293.	General Fund Reserves	59768.00.0000	Transfer	to	PW - Flood Conrol		72,341	
	10135.611	PW - Flood Control	39768.00.0000	Transfer	from	General Fund Reserves			72,341
3	00100.293	General Fund Reserves	59766.00.1000	Transfer	to	HHS - Chemical Dep/Mental Health		6,211	
	11323.511	HHS - Chemical Dep/Mental Health	39766.00.1000	Transfer	from	General Fund Reserves			6,211
4	00100.293.	General Fund Reserves	59717.00.0000	Transfer	to	Employee Health Care		19,000	
	50601.461	Employee Health Care Benefit	39717.00.0000	Transfer	from	General Fund Reserves			19,000
5	29500.231.	LID 3rd Street Sewer Line	59752.00.0000	Transfer	to	Opportunity Fund		3,000	
	19941.291.	Opportunity Fund	39752.00.0000	Transfer	from	LID 3rd Street Sewer Line			3,000
6	10101.611	Public Works - Roads	59717.00.0010	Transfer	to	Employee Health Care Benefit		2,000	
	10135.611.	Public Works - Flood Control	59717.00.0010	Transfer	to	Employee Health Care Benefit		5	
	40201.611.	Public Works - Solid Waste	59717.00.0010	Transfer	to	Employee Health Care Benefit		50	
	41401.611.	Public Works - Clallam Bay Sekiu Sewer	59717.00.0010	Transfer	to	Employee Health Care Benefit		340	
	42401.611.	Public Works - Carlsborg Sewer	59717.00.0010	Transfer	to	Employee Health Care Benefit		500	
	50301.611.	Public Works - Equipment Rental Revolving	59717.00.0010	Transfer	to	Employee Health Care Benefit		1,555	
	50601.461.	Employee Health Care Benefit	39717.00.0010	Transfer	from	Public Works			4,450
7	30301.331	Lwr Dungeness Floodplain	59714.00.0080	Transfer	to	General Fund Reserves		4,683,019	
	00100.293	General Fund Reserves	39714.00.0080	Transfer	from	Lwr Dungeness Floodplain			4,683,019
8	00100.293.	General Fund Reserves	59762.00.0000	Transfer	to	Health and Human Services		125,000	
	11301.511	Health and Human Services	39762.00.0000	Transfer	from	General Fund Reserves			125,000
9	00100.293	General Fund Reserves	59714.00.0090	Transfer	to	Dungeness Reservoir		2,450,000	
	30401.331	Dungeness Reservoir	39714.00.0090	Transfer	from	General Fund Reserves			2,450,000
10	30401.331	Dungeness Reservoir	59714.00.0100	Transfer	to	General Fund Reserves		1,650,000	
	00100.293	General Fund Reserves	39714.00.0100	Transfer	from	Dungeness Reservoir			1,650,000
11	00100.293.	General Fund Reserves	59735.00.0060	Transfer	to	Solid Waste		6,500	
	40201.611	Solid Waste	39735.00.0060	Transfer	from	General Fund Reserves			6,500
12	00100.293	General Fund Reserves	59718.00.0100	Transfer	to	Law Library		15,037	
	11401.821	Law Library	39718.00.0100	Transfer	from	General Fund Reserves			15,037
13	00100.293	General Fund Reserves	59712.00.0030	Transfer	to	Local Crime Victim Comp		67,000	
	11701.841	Local Crime Victim Comp	39712.00.0030	Transfer	from	General Fund Reserves			67,000
14	00100.293	General Fund Reserves	59735.00.0015	Transfer	to	Clallam Bay Sekiu Sewer		140,000	
	41401.611	Clallam Bay Sekiu Sewer	39735.00.0015	Transfer	from	General Fund Reserves			140,000
15	30101.911	Real Estate Excise Tax	59735.00.0060	Transfer	to	Carlsborg Water Mitigation		75,000	
	30901.331	Carlsborg Water Mitigation	39735.00.0090	Transfer	from	Real Estate Excise Tax			75,000
16	00100.293	General Fund Reserves	59771.00.0000	Transfer	to	Veterans Relief		106,000	
	19914.291	Veterans Relief	39771.00.0000	Transfer	from	General Fund Reserves			106,000
17	30201.911.	Real Estate Excise Tax 2	59742.00.0000	Transfer	to	Roads		1,100,000	
	10101.611.	Roads	39742.00.0000	Transfer	from	Real Estate Excise Tax 2			1,100,000
18	00100.293.	General Fund Reserves	59718.00.0020	Transfer	to	Information Technology Capital		551,523	
	30701.411	Information Technology Capital	39718.00.0020	Transfer	from	General Fund Reserves			551,523
19	30101.911	Real Estate Excise Tax	59735.00.0070	Transfer	to	Clallam Bay Sekiu Sewer		500,000	
	41401.611.	Clallam Bay Sekiu Sewer	39735.00.0070	Transfer	from	Real Estate Excise Tax			500,000
20	19941.291	Opportunity Fund	59735.00.0035	Transfer	to	Carlsborg Sewer		240,000	
	42401.611	Carlsborg Sewer	39735.00.0035	Transfer	from	Opportunity Fund			240,000
21	00100.293.	General Fund Reserves	59773.00.0015	Transfer	to	Boating Safety		170,000	
	11003.811	Boating Safety	39773.00.0015	Transfer	from	General Fund Reserves			170,000
22	00100.293.	General Fund Reserves	59718.00.0030	Transfer	to	Capital Projects		1,195,451	
	30501.911	Capital Projects	39718.00.0030	Transfer	from	General Fund Reserves			1,195,451
23	19961.291	American Rescue Plan Act	59790.00.0010	Transfer	to	Broadband Infrastructure		1,771,000	
	30805.611	Broadband Infrasructure	39790.00.0010	Transfer	from	American Rescue Plan Act			1,771,000
24	30201.911.	Real Estate Excise Tax 2	59735.00.0000	Transfer	to	Clallam Bay Sekiu Sewer		613,215	
	41401.611.	Clallam Bay Sekiu Sewer	39735.00.0000	Transfer	from	Real Estate Excise Tax 2			613,215
25	11003.811	Boating Safety	59714.00.0015	Transfer	to	General Fund Reserves		125,000	
	00100.293	General Fund Reserves	39714.00.0015	Transfer	from	Boating Safety			125,000

BUDGETED STAFFING SCHEDULE HISTORY																						
FUND/ACCOUNT NAME	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
GENERAL FUND																						
Assessor	15.66	14.35	14.81	14.81	15.69	16.63	16.63	16.63	16.43	16.03	15.09	15.09	15.63	16.63	18.50	18.50	17.50	17.50	18.50	18.50	18.50	18.50
Auditor	12.66	12.10	11.16	11.10	10.50	10.50	11.50	11.50	11.50	11.50	11.25	11.25	11.44	11.50	12.00	12.00	12.00	13.25	12.50	13.50	15.13	15.63
Treasurer	6.75	5.81	5.81	5.81	5.75	5.75	5.75	5.75	5.50	5.19	5.06	5.06	5.13	5.25	5.90	5.90	5.90	5.40	5.40	5.40	6.40	6.40
BOCC - Operations	6.81	5.88	5.88	5.88	6.00	6.00	6.00	6.00	6.00	5.70	5.34	5.34	5.70	5.70	6.00	6.00	6.00	6.00	5.50	5.78	6.48	6.98
BOCC - Board of Equalization	0.46	0.46	0.46	0.46	0.46	0.46	0.55	0.50	0.50	0.50	0.47	0.47	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.53	0.53	0.53
NonDepartmental					1.00	1.00	1.00	1.00	1.00	1.00	0.94	0.94	1.00	1.00	1.00	1.00	1.00	1.00	2.50	2.50	3.50	3.50
Comm Dev - Administration*****	41.24	4.81	4.81	4.81	3.81	3.81	4.75	4.75	5.50	3.81	2.81	2.81	2.88	3.63	3.94	3.94	5.35	5.21	5.40	5.46	4.60	4.00
Comm Dev - Environmental Quality		5.09	3.21	4.15	4.15	4.69	4.69	4.81	4.69	5.69	4.69	0.94	1.00	1.00	1.00	1.00	1.00	1.00	1.50	1.75	2.00	4.00
Comm Dev - Environmental Health		10.38																				
Comm Dev - Permit Center (Building prior to 2012)		7.56	5.69	5.69	7.50	8.44	6.56	4.69	7.50	7.06	9.38	9.32	9.44	9.44	11.81	10.94	11.88	11.88	10.88	10.94	11.94	8.00
Comm Dev - Long Range Planning (Planning prior to 2012)		8.09	7.15	7.15	9.25	10.36	11.30	10.81	10.31	8.44	3.75	5.63	4.69	4.75	4.00	5.00	5.48	4.63	5.38	4.63	5.00	5.94
Comm Dev - Permit Center*****			4.69	2.81	3.75	3.75	3.75	3.75														
Hearing Examiner					0.50	0.50	0.50	0.50	0.50	0.50	0.47	0.47	0.50	0.50	0.00	0.00	0.00					
Information Technology	12.32	9.44	9.44	9.44	9.50	8.63	9.13	9.13	9.13	8.75	8.20	9.14	10.19	10.75	12.75	12.93	12.93	14.18	11.99	11.99	12.00	11.75
Geographic Information System																			2.19	1.94	2.00	3.00
Human Resources	4.75	3.81	4.75	4.75	4.75	4.81	4.81	4.81	4.81	4.00	3.75	3.75	5.00	2.90	2.90	2.90	2.90	2.90	2.90	2.90	2.90	4.70
HHS - Environmental Health			10.38	11.31	12.25	12.73	12.73	13.23	12.61	12.43	11.67	11.63	11.05	10.64	10.86	11.20	11.20	11.20	12.68	12.68	13.28	14.28
HHS - Administration																5.00	5.00	4.90	4.90	4.90	6.30	6.10
HHS - Jail Medical	1.50	1.50	1.50	1.65	1.65	1.65																
Sheriff - Operations	43.03	42.50	42.50	43.50	44.50	43.50	42.00	42.00	41.00	41.50	41.00	42.00	42.11	44.07	44.46	46.00	46.25	47.25	49.25	49.25	50.79	54.64
Sheriff - Community Projects*****	1.50	1.60	1.15	1.15	1.00	1.00	1.50	1.50	1.50	3.19	2.58	2.58	1.69	1.00	1.00	1.00	1.00					
Sheriff - Animal Control	2.00		0.94					1.00	1.00	1.00	0.94	0.94	0.94	0.94	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sheriff - Jail	36.91	33.50	33.50	33.50	34.50	37.50	38.50	39.50	38.50	38.00	36.50	39.50	38.89	38.41	38.50	38.50	38.50	38.50	38.50	39.00	39.00	39.00
Sheriff - Jail Medical****							1.65	1.75	1.75	1.75	1.64	1.64	1.75	1.75	1.75	1.75	1.75	1.75	2.25	2.25	2.25	2.25
Sheriff - Emergency Services*****										2.00	1.88	1.88	1.88	1.88	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.50
Prosecuting Attorney - Operations	16.75	15.25	15.19	15.25	16.19	16.19	18.13	19.06	18.06	17.50	15.47	15.47	14.72	17.29	23.48	24.58	24.58	24.10	24.10	24.10	24.10	24.10
Prosecuting Attorney - Child Support	3.00	3.00	3.00	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.34	2.34	2.34	2.21	2.00	2.90	2.90	2.90	2.90	2.53	2.53	2.53
Prosecuting Attorney - Coroner																				1.00	1.00	1.00
Juvenile Services *			37.41	37.69	35.86	37.85	40.73	40.73	38.79	35.42	33.12	33.12	36.11	35.36	35.93	35.93	35.93	38.53	36.93	36.53	36.53	37.53
Superior Court **	6.96	6.03	6.03	6.03	7.03	7.24	8.68	9.61	9.61	10.01	10.76	9.75	8.63	8.63	8.75	8.75	8.75	8.75	8.75	8.75	8.75	8.75
District Court I***	11.43	10.50	11.38	11.38	10.94	10.98	9.06	9.06	9.06	8.13	7.17	7.17	6.34	6.44	7.00	7.00	7.00	9.00	9.00	9.00	10.00	10.00
District Court II	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	3.41	2.44	2.44	2.54	2.73	2.91	2.91	2.91	2.91	2.91	3.00	3.00	3.00
Clerk	7.75	6.81	6.81	7.29	8.10	8.10	9.04	9.14	8.56	10.27	10.13	10.13	10.55	10.46	11.50	11.50	11.50	11.50	11.50	11.50	11.50	11.50
Parks and Facilities	15.37	14.37	17.18	17.62	17.62	20.49	20.49	21.30	19.64	18.72	15.93	15.93	16.18	16.43	17.99	17.99	19.04	19.04	20.54	20.54	20.54	20.54
Fair	2.33	2.33	2.39	2.45	2.45	2.45	2.45	2.45	2.45	2.45	2.35	2.35	2.39	2.45	2.51	2.54	2.54	2.54	2.54	2.54	2.54	2.54
WSU Extension	1.41	0.94	1.60	1.36	1.36	1.36	1.36	1.34	1.34	1.34	0.36	0.40	0.65	0.00	1.57	1.00	1.00	1.00	2.00	1.50	1.50	1.50
GENERAL FUND TOTAL	254.00	229.52	272.23	272.95	281.97	292.28	299.15	302.21	293.15	287.79	267.47	269.47	271.86	274.24	293.51	302.16	305.29	310.32	317.39	316.89	327.59	335.69
OTHER FUNDS																						
PW - Public Works	90.50	82.85	82.85	87.79	81.13	77.69	75.69	75.63	72.00	70.00	65.16	63.28	63.44	63.94	67.50	69.50	70.50	57.50	56.45	56.35	57.35	61.35
PW - Flood Control																			0.05	1.05	1.05	1.05
Sheriff - Recreation and Boating			1.00	1.00										0.00	0.00	0.00						
Sheriff - OPNET Drug	3.50	2.50	2.50	2.50	2.50	2.50	2.00	1.00	1.00	1.00	1.43	1.49	0.94	1.43	1.49	1.49	1.49	1.49	1.49	1.49	1.05	1.40
Sheriff - Emergency Services*****								2.00														
Sheriff - OPSCAN Operations								0.18	0.18	0.18	0.18	0.53	0.46	0.46		0.00						
Sheriff - PSIC Grant								0.32	0.50	0.50	0.50											
Sheriff - IECGP Grant									0.20													
Sheriff - Interoperability Grant					0.48																	
Sheriff - Nine One One Enhanced	1.00	1.00	1.00																			
Sheriff - Operation Stonegarden												0.15	0.15	0.27	0.00							
Sheriff - Port Security Grant (*8)											0.12	0.12	0.12									
Health and Human Services - Operations	24.00	27.06	23.88	22.71	20.51	20.60	18.35	18.95	17.28	16.80	15.12	14.39	14.73	14.85	18.01	10.03	10.83	11.83	12.35	14.55	15.28	14.28
HHS - Homeless Task Force																			0.30	0.35	0.35	0.50
HHS - Alcohol/Drug Abuse			2.54	2.54	2.45	3.39	3.39	5.06	4.56	4.56	3.78	3.22	2.28	2.34								
HHS - Chemical Dep/Mental Health															1.04	0.00			0.30	0.35	1.35	0.50
HHS - Developmental Disabilities			0.94	0.94	0.94	0.94	1.44	2.31	2.31	2.31	2.29	2.10	2.14	2.20	2.33	2.40	2.40	2.60	1.60	1.60	1.00	1.00
Law Library	0.18	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.18	0.18	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19
Pros Attny - Local Crime Victim Comp					0.63	0.80	0.80	0.80	0.80	1.00	0.94	0.94	0.94	0.94	1.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00
Comm Dev - Shoreline Block Grant		0.94	0.94																			
Treasurer - Operation and Maintenance									0.25	0.56	0.56	0.56	0.56	0.56	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60
Treasurer - Reet Electronic Technology															0.50	0.50	0.50					
Auditor - Document Preservation				0.80	0.80	0.80	0.80	0.80	0.80	1.14	0.38	0.94	0.94	1.88	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Superior Crt - Drug Court (moved to Superior Ct)	0.30	0.30	0.30	0.31	0.40	0.40	0.40	0.40	0.40													
Noxious Weed Control	1.23	2.13	3.88	3.88	3.88	2.75	1.85	1.83	1.49	1.56	1.53	1.53	1.56	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Non Dept - Veterans' Relief			0.48	0.40	0.40	0.40	0.40	0.40	0.40	0.30	0.28	0.28	0.30	0.30	0.00	0.00			1.50	1.50	1.80	1.80
Lwr Dungeness Floodplain																		1.05	1.46	1.46	0.00	0.00
Probation District Court I							2.85	2.85	2.85													



BUDGET RESOLUTION _____, 2022
ADOPTING THE 2023 CLALLAM COUNTY BUDGET

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The procedural processes required for the adoption of the 2023 Clallam County budget are complete. The required public hearing on the final proposed budget occurred December 6, 2022.
2. A true and correct copy of the budget is on file in the County Commissioners' office, available at <https://www.clallamcountywa.gov/Archive.aspx?AMID=37>, and fully incorporated in this resolution by this reference.
3. The Board of Commissioners allows County Officials flexibility over their budgets and discourages changes to any appropriations or emergency budget requests for 2023 unless documented circumstances exist that could not have been foreseen during the budget planning process.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS, in consideration of the above findings of fact:

1. The 2023 Clallam County Final Budget is the single summary page titled, "Adopted Budget" with approved expenditures by Department in the General Fund and by Fund in the other Funds. It is on file in the Commissioners' office, incorporated by this reference, and hereby adopted. The Adopted Budget worksheets are available at <https://www.clallamcountywa.gov/Archive.aspx?AMID=37>. Physical copies of the budget may be requested through the Public Records Department.
2. All funds are adopted in accordance with the County's General Financial Policies. In addition, the following policies and/or restrictions apply:
 - Filling of vacant positions will occur only with the approval of the Administrator. The Administrator may implement other budget guidelines as necessary.
 - Each budget program (identified by an 8-digit budget number) is separate for budget purposes. County Officials cannot combine their budgets for total bottom line budgeting.
 - The Public Works Department will maintain detailed worksheets in CAMS with the format and numbering necessary for automated transfer of detailed revenue, expenditure, payroll, and other data to the County's financial system. Detailed worksheets are available to the public upon request. The Department will follow the same policies and restrictions on these funds as for any other.
3. Expenditures for Real Estate Excise Tax Funds 30101.911 and 30201.911 are intended to be in addition to other funds that may be available. Projects receiving Real Estate Excise Tax Funds are identified in the adopted budget and in the Capital Facilities Plan.
4. Changes or additions to this budget shall be made only in the form required by law, policy, and/or ordinance of the Board of County Commissioners.
5. The vehicle allowance for the Elected Officials listed in County Administrative Policy 220 is hereby \$340/month and maintained at \$340/month for all Appointed Officials whose contracts call for a vehicle allowance.

PASSED AND ADOPTED this sixth day of December 2022.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Bill Peach

12-05-22

Exhibit A		CLALLAM COUNTY 2023 Proposed Budget					
NUMBER FUND & DEPT	FUND/ACCOUNT NAME	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	TOTAL	
GENERAL FUND							
00100. 211	G Assessor	0	4,515	2,244,268	0	-2,239,753	
00100. 221	G Auditor	0	1,233,050	1,795,364	0	-562,314	
00100. 231	G Treasurer	0	31,234,830	846,598	0	30,388,232	
00100. 241	G Board of County Commissioners - Operations	0	110	938,361	0	-938,251	
00100. 242	G BOCC - Boundary Review Board	0	150	1,780	0	-1,630	
00100. 243	G BOCC - Port Crescent Cemetery	0	500	3,000	0	-2,500	
00100. 244	G BOCC - Board of Equalization	0	0	79,375	0	-79,375	
00100. 291	G NonDepartmental	0	109,010	3,272,785	0	-3,163,775	
00100. 293	~ General Fund Reserves	0	6,458,019	2,946,683	0	3,511,336	
00100. 331	D Comm Dev - Administration	0	6,000	478,190	0	-472,190	
00100. 332	D Comm Dev - Environmental Quality	0	812,052	1,016,406	0	-204,354	
00100. 333	D Comm Dev - Permit Center	0	1,045,800	906,539	0	139,261	
00100. 334	D Comm Dev - Long Range Planning	0	148,400	612,026	0	-463,626	
00100. 361	D Hearing Examiner	0	0	42,500	0	-42,500	
00100. 411	I Information Technology	0	52,000	2,349,545	0	-2,297,545	
00100. 421	I Geographic Information System	0	0	375,882	0	-375,882	
00100. 461	I Human Resources	0	10,801	808,110	0	-797,309	
00100. 511	H HHS - Environmental Health	0	1,470,308	1,693,431	0	-223,123	
00100. 513	H HHS - Administration	0	253,603	790,281	0	-536,678	
00100. 811	L Sheriff - Operations	0	1,092,505	8,799,535	0	-7,707,030	
00100. 813	L Sheriff - Animal Control	0	500	244,541	0	-244,041	
00100. 814	L Sheriff - Search and Rescue	0	1,500	30,490	0	-28,990	
00100. 815	L Sheriff - Jail	0	1,676,474	4,719,768	0	-3,043,294	
00100. 816	L Sheriff - Jail Medical	0	304,677	1,047,809	0	-743,132	
00100. 817	L Sheriff - Emergency Services	0	50,584	356,872	0	-306,288	
00100. 831	L NonDepartmental - Indigent Defense	0	291,226	1,725,638	0	-1,434,412	
00100. 841	L Prosecuting Attorney - Operations	0	248,105	3,359,545	0	-3,111,440	
00100. 842	L Prosecuting Attorney - Child Support	0	317,000	325,699	0	-8,699	
00100. 843	L Prosecuting Attorney - Coroner	0	40,001	409,201	0	-369,200	
00100. 851	L Juvenile Services	0	3,194,356	3,894,211	0	-699,855	
00100. 861	L Superior Court	0	488,340	1,838,624	0	-1,350,284	
00100. 871	L District Court I	0	904,076	1,331,692	0	-427,616	
00100. 881	L District Court II	0	116,322	417,509	0	-301,187	
00100. 891	L Clerk	0	355,051	1,123,634	0	-768,583	
00100. 911	O Parks and Facilities	0	935,110	2,928,747	0	-1,993,637	
00100. 912	O Parks and Facilities - Fair	0	465,050	655,989	0	-190,939	
00100. 931	O WSU Extension	0	200,000	435,108	0	-235,108	
TOTAL GENERAL FUND		11,831,000	53,520,025	54,845,736	10,505,289	-1,325,711	
OTHER FUNDS							
10101. 611	P PW - Roads	7,931,858	18,217,850	19,609,562	6,540,146	0	
10135 611	P PW - Flood Control	24,000	200,391	198,346	26,045	0	
11002. 811	L Sheriff - Honor Guard Donation	4,388	500	3,912	976	0	
11003 811	L Sheriff - Boating Safety	8,205	315,974	304,968	19,211	0	
11004 811	L Sheriff - VRF Boating Program	145,294	25,210	92,720	77,784	0	
11008 811	L Sheriff - OPNET Drug	62,063	177,493	177,282	62,274	0	
11061 811	L Sheriff - Nine-One-One Enhanced	58,755	787,025	771,025	74,755	0	
11065 811	L Sheriff - OPSCAN Operations	715,017	398,232	436,144	677,105	0	
11068 811	L Sheriff - Operation Stonegarden	57,127	412,968	418,618	51,477	0	
11070 811	L Sheriff - 24/7 Sobriety Program	61,169	25,000	17,076	69,093	0	
11080 811	L Sheriff - Inmate Commissary and Welfare	109,528	47,500	64,320	92,708	0	
11301. 511	H Health and Human Services - Operations	959,839	1,550,505	2,065,168	445,176	0	
11322 511	O HHS - Homeless Task Force	906,705	500,000	752,806	653,899	0	
11323 511	H HHS - Chemical Dependency/Mental Health	2,683,019	1,954,214	2,110,462	2,526,771	0	
11324 511	O HHS - Affordable Housing	302,751	79,000	85,000	296,751	0	
11331 511	H HHS - Developmental Disabilities	615,544	1,821,192	1,890,056	546,680	0	
11341 511	H HHS - Foundational Public Health Services	521,500	1,243,000	1,243,000	521,500	0	
11401. 821	L Law Library	16,410	39,037	36,589	18,858	0	
11701. 841	L Pros Attny - Local Crime Victim Comp	20,430	202,147	194,373	28,204	0	
11901. 841	L Pros Attny - Racketeering	1,857	3	0	1,860	0	
12201. 231	G Treasurer - Operation and Maintenance	119,726	102,510	144,311	77,925	0	
12231 231	G Treasurer - REET Electronic Technology	86,416	18,000	8,039	96,377	0	
12241 231	G Treasurer - Land Assessment	7,665	24,338	18,828	13,175	0	
12401 221	G Auditor - Document Preservation	620,673	130,000	423,360	327,313	0	
12905 861	L Superior Crt - Dispute Resolution	650	15,135	15,135	650	0	
12911 861	L Superior Crt - Courthouse Facilitator	743	8,520	8,520	743	0	
13001. 381	D Noxious Weed Control	181,154	177,925	252,929	106,150	0	
13051 381	D Noxious Weed - LMD#2 Lake Sutherland	38,071	18,834	26,235	30,670	0	
19910 291	O Non Dept - Conservation Futures	184,451	310,450	400,000	94,901	0	
19913 291	L Non Dept - Trial Court Improvements	51,586	36,300	40,000	47,886	0	
19914 291	O Non Dept - Veterans' Relief	21,896	357,584	344,848	34,632	0	
19915 291	O Non Dept - Federal Forest Replacement	82,479	39,000	39,000	82,479	0	
19925 291	O Non Dept - Hotel/Motel Tax	1,352,091	1,687,000	1,640,000	1,399,091	0	
19941 291	O Non Dept - Opportunity Fund	6,397,677	1,840,000	3,213,879	5,023,798	0	
19951 291	O Non Dept - Affordable Housing Sales Tax	430,811	1,417,862	1,436,160	412,513	0	
19961 291	L Non Dept - American Rescue Plan Act	7,382,763	157,000	7,156,365	383,398	0	
19991 291	L Non Dept - Emergency Communication Tax	2,413,694	2,009,000	2,033,880	2,388,814	0	
TOTAL SPECIAL REVENUE FUNDS		34,578,005	36,346,699	47,672,916	23,251,788	0	
27401. 611	P PW - RID #149 Osborn Road	2,453	2,004	2,500	1,957	0	
29500. 231	P Treasurer - LID 3rd Street Sewer Line Extension	13,496	1,982	3,000	12,478	0	
TOTAL DEBT SERVICE FUNDS		15,949	3,986	5,500	14,435	0	
30101. 911	P Parks and Facilities - Real Estate Excise Tax Projects	1,843,967	1,061,000	2,210,000	694,967	0	
30201. 911	P Parks and Facilities - Real Estate Excise Tax Projects 2	929,109	1,084,000	1,963,215	49,894	0	
30301. 331	D Comm Dev - Lwr Dungeness Floodplain	4,569,278	2,722,286	7,291,564	0	0	
30401. 331	D Comm Dev -Dungeness Reservoir	442,172	6,656,425	6,828,363	270,234	0	
30501. 911	P Parks and Facilities - Capital Projects	229,549	4,783,451	4,013,000	1,000,000	0	
30701. 411	I Information Tech - Capital Projects	92,597	551,523	644,120	0	0	
30805. 611	P PW - Broadband Infrastructure Capital Projects	0	7,456,546	6,317,274	1,139,272	0	
30901. 331	D Comm Dev - Carlsborg Water Mitigation	0	75,000	75,000	0	0	
TOTAL CAPITAL PROJECT FUNDS		8,106,672	24,390,231	29,342,536	3,154,367	0	
40201. 611	P PW - Solid Waste	10,000	101,550	81,374	30,176	0	
41401. 611	P PW - Clallam Bay-Seki Sewer	269,516	3,644,593	3,554,858	359,251	0	
41501. 611	P PW - Clallam Bay-Seki Sewer Cap Replace	5,211	3,150	0	8,361	0	
42401. 611	P PW - Carlsborg Sewer	185,336	365,011	496,189	54,158	0	
42501. 611	P PW - Carlsborg Sewer Capital Repair/Replacement	191,201	32,000	0	223,201	0	
43401 611	P PW - Bullman Beach Water System	102,437	46,859	43,788	105,508	0	
TOTAL ENTERPRISE FUNDS		763,701	4,193,163	4,176,209	780,655	0	
50301. 611	I PW - Equipment Rental and Revolving	1,825,000	3,831,768	4,418,545	1,238,223	0	
50401. 461	I HR - Risk Management	1,341,335	2,985,291	2,984,691	1,341,935	0	
50501. 461	I HR - Workers' Compensation Claims	260,642	682,974	714,499	229,117	0	
50601. 461	I HR - Employee Health Care Benefit	39,987	23,450	25,000	38,437	0	
50701. 461	I HR - Unemployment	189,794	24,008	62,701	151,101	0	
TOTAL INTERNAL SERVICE FUNDS		3,656,758	7,547,491	8,205,436	2,998,813	0	
TOTAL OTHER FUNDS		47,121,085	72,481,570	89,402,597	30,200,058	0	
TOTAL BUDGET		58,952,085	126,001,595	144,248,333	40,705,347	0	

III



ADOPTING 2023 CLALLAM COUNTY BUDGET EMERGENCY APPROPRIATIONS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The Clallam County Charter Section 9.70: Appropriations, amended on November 4, 2003 states, "The appropriation resolutions adopted by the commissioners shall not exceed the estimated revenues of the county for the next fiscal year for each fund, provided the Commissioners may adopt an emergency appropriations resolution which may appropriate contingency funds, revenues, received in excess of the revenues estimated in the budget, and/or funds from any other source available."
2. Whereas the County maintains more than 50 funds to finance the various functions of government. Most of these funds are special revenue, internal service, enterprise, or capital funds that for various reasons have expenditures far more or less than the annual revenue to the fund in any particular calendar year.

NOW, THEREFORE, BE IT RESOLVED by the Clallam County Board of Commissioners, in consideration of the above findings of fact that expenditures will exceed anticipated 2023 revenues and, in accordance with the Clallam County Charter, emergencies are declared in the following funds for 2023:

00100.293	General Fund Reserves	19913.291	Trial Court Improvements
10101.611	PW – Roads	19941.291	Opportunity Fund
11002.811	Honor Guard Donation	19951.291	Affordable Housing Sales Tax
11004.811	VRF Boating Program	19962.291	American Rescue Plan Act
11065.811	OPSCAN Operations	19991.291	Emergency Communication Tax
11068.811	Operation Stonegarden	27401.611	RID #149 Osborn Road
11080.811	Inmate Commissary & Welfare	29500.231	LID 3 rd Street Line Extension
11301.511	Health & Human Services Operations	30101.911	Real Estate Excise Tax Projects
11322.511	Homeless Task Force	30201.911	Real Estate Excise Tax Projects 2
11323.511	Chemical Dependency/Mental Health	30301.331	Lwr Dungeness Floodplain
11324.511	Affordable Housing	30701.411	Information Technology Capital Projects
11331.511	Developmental Disabilities	30701.411	Information Technology Capital Projects
12201.231	Treasurer Operation and Maintenance	42401.611	Carlsborg Sewer
12401.221	Document Preservation	50301.611	Equipment Rental & Revolving
13001.381	Noxious Weed Control	50501.461	Workers Compensation Claims
13051.381	LMD#2 Lake Sutherland	50601.461	Employee Health Care Benefit
19910.291	Conservation Futures	50701.461	Unemployment Compensation

PASSED AND ADOPTED this 6th day of December 2022.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Bill Peach

c: All departments