



AGENDA

CLALLAM COUNTY LODGING TAX ADVISORY COMMITTEE

223 East 4th Street, Room 160

Port Angeles, Washington

Thursday, March 10, 2022 – 2:30 p.m.

****ATTENTION****

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

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

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

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

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

- I. CALL TO ORDER, ROLL CALL**
- II. REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES FOR THE MEETING ON:**
 - **November 12, 2021**
- IV. PUBLIC COMMENT**
- V. BUSINESS**
 - a. Review of financial LTAC projections – Mark Lane**
 - b. Review Keeping the Lights on COVID 19 reports**
 - c. Review 2021 Hotel/Motel Funding allocation reports**
 - d. Discussion on meeting start time change to 1:30 p.m. and meeting dates**
- VI. PUBLIC COMMENT**
- VII. ADJOURNMENT**

LTAC 2022 meeting dates:

- March 10, 2022
- April 14, 2022
- May 12, 2022
- June 9, 2022
- July 14, 2022
- August 11, 2022
- September 8, 2022
- October 13, 2022
- November 10, 2022
- December 8, 2022

Lodging Tax Advisory Committee

**Draft Minutes
November 12, 2021**



CLALLAM COUNTY LODGING TAX ADVISORY COMMITTEE MINUTES of November 12, 2021

MEETING OF THE LODGING TAX ADVISORY BOARD (LTAC)

Chair Commissioner Johnson called the meeting to order at 2:32 p.m., Friday, November 12, 2021. Also present were Lissy Andros, Ryan Malane, Marc Abshire, Vanessa Fuller, Lorrie Mittmann, Linda Keen, Donya Alward and Pamela Dahl. All appeared by video.

REQUESTS FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Mittmann moved to adopt the agenda as presented, Fuller seconded, motion carried

APPROVAL OF MINUTES

- Minutes October 14, 2021

Dahl noted that she was not at the meeting on October 14, 2021.

ACTION TAKEN: Dahl moved to approve the minutes as modified, Fuller seconded, motion carried

BUSINESS ITEMS

a. Review of financial LTAC projections for 2021

Commissioner Johnson provided an update.

b. Review and vote to approve to forward recommendations to the BOCC - "2022 LTAC Funding Requests" RFP

Commissioner Johnson provided a brief explanation on the review process for applications. LTAC Members discussed the process. Commissioner Johnson requested applicants to give a brief explanation of the requests submitted. LTAC Members reviewed the request amounts and provided feedback. Commissioner Johnson noted that Olympic Peninsula Visitor Bureau (TREAD request) and Port Angeles Waterfront Center (d.b.a. Field Arts & Events Hall) requests did not qualify for funds. Commissioner Johnson read the final recommended amounts into the record.

<u>Applicant</u>	<u>Recommended amount</u>
Lincoln Park BMX Association	\$100,000
Port Angeles Baseball	\$60,000
Peninsula Adventure Sports	\$9,000
Juan de Fuca Foundation for the Arts	\$7,000
Clallam Bay & Sekiu Chamber of Commerce	\$12,000
Clallam County Parks, Fair and Facilities	\$60,000
Olympic Peninsula Visitor Bureau (Annual Budget request)	\$650,000
Clallam County Public Works/Road Department	\$250,000
Dungeness Crab & Seafood Festival	\$15,550
Port Angeles Chamber of Commerce (Winter Ice Village request)	\$60,000
Port Angeles Chamber of Commerce (Jazz request)	\$25,000

ACTION TAKEN: Abshire moved to approve, Malane seconded, motion carried
Alward, Abshire and Mittmann recused

PUBLIC COMMENT

- Scott Nagel, thanked the board.
- Debbie Wardrop, thanked the board.

NEXT MEETING – January 13, 2022 at 2:30 p.m.

ADJOURNMENT

Meeting concluded at 5:04 p.m.

Lodging Tax Advisory Committee

Item a- Financial Report Mark Lane

CLALLAM COUNTY
HOTEL/MOTEL TAX--FUND 19925
STATEMENT OF SOURCES, USES AND RESERVES
YTD FEBRUARY 2022 ACTUALS, REVISED 2022 PROJECTION & 2022 BUDGET WITH 5 YEAR LOOK BACK

	BUDGET	PROJECTIONS	ACTUALS--CURRENT YEAR WITH 5 YEAR LOOK BACK						ACTUALS--YTD PRIOR YEAR	
	2022 ADJUSTED BUDGET (BASED ON CURRENT COMMITMENTS AND BUDGET REVISIONS APPROVED BY BOCC)	PROJECTED YEAR-END 2022--UP 7.2% FOR YEAR --JAN-FEB ACTUALS UP 31.6%, MARCH-MAY UP 8.2%, JUNE-DEC UP 5%	YTD FEBRUARY 2022	2021	2020	2019	2018	2017	YTD FEBRUARY 2021	% CHANGE VS PRIOR YEAR
REVENUE (SOURCES OF FUNDING)										
291.31331.00.0030 HOTEL/MOTEL TRANSIENT LODGING TAX	740,000	796,118	61,712	742,715	392,878	499,196	481,653	394,239	46,910	31.6%
291.31331.00.0040 HOTEL/MOTEL LODGING ADDITIONAL TAX	740,000	796,292	61,887	742,114	395,680	492,412	436,419	394,191	46,990	31.7%
291.33121.01.9100 AMERICAN RESCUE PLAN (LOST REVENUE, "KEEP THE LIGHTS ON")	-	- **	-	-	-	-	-	-	-	--
291.33321.01.9100 CARES ACT-COVID-19 RELIEF ("KEEP THE LIGHTS ON")	-	-	-	-	252,761	-	-	-	-	--
291.36700.00.0000 CONTRIBUTIONS AND DONATIONS	-	-	-	-	-	940	-	-	-	--
291.39797.90.0240 TRANSFER FROM OPERATING TRANSFERS OUT	-	-	-	-	-	-	-	-	-	--
TOTAL REVENUE (SOURCES)	1,480,000	1,592,410	123,599	1,484,829	1,041,318	992,548	918,071	788,430	93,899	31.6%
% CHANGE VS PRIOR YEAR	42.1%	7.2%	31.6%	42.6%	4.9%	8.1%	16.4%	25.6%		
% CHANGE VS PRIOR YEAR--EXCLUDING CARES	87.7%	7.2%	31.6%	88.3%	-20.6%	8.1%	16.4%	25.6%		
EXPENDITURES (USES OF FUNDING)										
291.55730.41.0020 PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	--
291.55730.41.0116 CLALLAM BAY-SEKIU CHAMBER OF COMMERCE	12,000	12,000	12,000	12,000	20,000	10,086	21,363	22,971	12,000	0.0%
291.55730.41.0117 CHAMBERS OF COMMERCE	1,600	1,600	1,000	567	1,567	2,972	1,822	1,822	-	--
291.55730.41.0121 OLYMPIC PENINSULA VISITOR BUREAU	650,000	650,000	41,667	558,333	591,667	514,167	527,500	391,667	91,667	-54.5%
291.55730.41.5110 PARKS/FAIR/FACILITIES	60,000	60,000	-	32,377	25,947	24,025	28,596	30,000	-	--
291.55730.41.5120 PUBLIC WORKS	250,000	250,000	-	150,000	250,000	220,000	-	105,000	-	--
291.55730.41.5130 SHERIFF	-	-	-	-	-	-	-	-	-	--
291.55730.41.0118 FEIRO MARINE LIFE CENTER	-	-	-	-	-	-	50,000	54,000	-	--
291.55730.49.0036 SEQUIM PICKLERS	-	-	-	-	-	-	-	34,000	-	--
291.55730.49.0056 PENINSULA AREA PUBLIC ACCESS	-	-	-	-	-	-	-	33,000	-	--
291.55730.49.0151 DUNGENESS RIVER AUDUBON CENTER	-	-	-	-	-	-	-	69,710	-	--
291.55730.49.0155 NOR'WESTER ROTARY CLUB/FOUNDATION	-	-	-	-	-	5,000	-	-	-	--
291.55730.49.0160 PA CHAMBER OF COMMERCE	85,000	85,000	85,000	35,000	-	35,000	-	-	35,000	143%
291.55730.49.0161 NEAH BAY CHAMBER OF COMMERCE	-	-	-	-	-	25,700	-	-	-	--
291.55730.49.0162 FORKS CHAMBER OF COMMERCE	-	-	-	40,000	-	-	-	-	-	--
291.55730.49.0170 PORT ANGELES MARATHON ASSOCIATION	-	-	-	12,500	-	-	-	-	12,500	-100%
291.55730.49.0171 PORT ANGELES BASEBALL	60,000	60,000	60,000	-	-	-	-	-	-	--
291.55730.49.0172 PENINSULA ADVENTURE SPORTS	9,000	9,000	9,000	-	-	-	-	-	-	--
291.55730.49.0173 DUNGENESS CRAB & SEAFOOD FESTIVAL	15,550	15,550	15,550	-	-	-	-	-	-	--
291.55730.49.0175 LINCOLN PARK BMX ASSOCIATION	100,000	100,000	100,000	100,000	-	-	-	-	100,000	0%
291.55730.49.0180 JUAN DE FUCA FESTIVAL	7,000	7,000	7,000	10,000	-	-	-	-	10,000	-30%
291.55730.49.0185 FORKS TIMBER MUSEUM	-	-	-	67,142	-	-	-	-	-	--
291.55730.49.0230 UNANTICIPATED PROJECTS (PRIOR YEARS INCLUDE "KEEP THE LIGHTS ON" FUNDING PROVIDED)	50,000	50,000	-	107,842	252,761	-	-	-	-	--
291.55730.51.0050 WASHINGTON STATE PATROL	-	-	-	-	-	-	5,290	4,831	-	--
TOTAL EXPENDITURES (USES)	1,300,150	1,300,150	331,217	1,125,761	1,141,942	836,950	634,571	747,001	261,167	26.8%
EXCESS OF REVENUE(SOURCES) OVER EXPENDITURES(USES)	179,850	292,260	(207,618)	359,068	(100,624)	155,598	283,501	41,430	(167,268)	24.1%
ENDING FUND BALANCE/RESERVES	1,489,451	1,601,861	1,101,983	1,309,601	950,533	1,051,157	895,559	612,058	783,265	40.7%

CLALLAM COUNTY
HOTEL/MOTEL TAX--FUND 19925
2022 TAX REVENUE REFORECAST

	January 2022	February	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September	October 2022	November	December	
	Actual	2022 Actual	Projected	Projected	Projected	Projected	Projected	Projected	2022	Projected	2022	2022	2022 Projected
Hotel/Motel Transient Lodging Tax	30,739	30,973	40,553	38,369	61,565	68,264	79,567	101,688	100,914	104,177	88,942	50,366	796,118
Hotel/Motel Transient Lodging Additional	30,916	30,970	40,553	38,369	61,565	68,264	79,567	101,688	100,914	104,177	88,942	50,366	796,292
TOTAL HOTEL/MOTEL TAX REVENUE	61,656	61,943	81,106	76,738	123,131	136,528	159,133	203,376	201,829	208,355	177,883	100,732	1,592,410
YOY % CHANGE--MONTH	49.5%	17.6%	10.0%	7.5%	7.5%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	7.2%
YOY % CHANGE--CUMULATIVE	49.5%	31.6%	22.1%	17.8%	14.4%	11.9%	10.2%	9.0%	8.3%	7.7%	7.4%	7.2%	7.2%

ORIGINAL BUDGET SCENARIO 1--UP 5% FROM PROJECTED 2021 (DOWN -0.3% BASED ON FINAL 2021 ACTUALS) (%s BELOW REFLECT 60 DAY LAG BETWEEN ACTIVITY AND TAX COLLECTION)													
YOY % CHANGE	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	-8.9%	-7.5%	-19.3%	-0.3%
TAX REVENUE	43,296	55,298	77,419	74,954	120,267	136,528	159,133	203,376	201,829	180,821	156,633	77,382	1,480,000

SCENARIO 2--UP 7.2% FOR YEAR --JAN-FEB ACTUALS UP 31.6%, MARCH-MAY UP 8.2%, JUNE-DEC UP 5%													
YOY % CHANGE	49.5%	17.6%	10.0%	7.5%	7.5%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	7.2%
TAX REVENUE	61,656	61,943	81,106	76,738	123,131	136,528	159,133	203,376	201,829	208,355	177,883	100,732	1,592,410

Lodging Tax Advisory Committee

Item b – Review Keeping the Lights On COVID Reports



RESOLUTION 50, 2021

49
6/1/21

AUTHORIZING AN EXPENDITURE FROM THE HOTEL/MOTEL TAX FUND
FOR "KEEPING THE LIGHTS ON COVID-19"

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County collects Hotel/Motel Tax pursuant to RCW 67.28.
2. State statute requires an advisory committee to review all proposed expenditures from the Hotel/Motel Tax Fund and make recommendations to the Board of Commissioners.
3. The Board of Clallam County Commissioners issued a notice for Request for Proposals – "Keeping the Lights On – COVID (3rd call)" on April 8, 2021 due the COVID-19 pandemic and the hardship the virus is causing on the tourism financial system.
4. The Lodging Tax Advisory Committee met on May 13, 2021 to review the Request for Proposals for "Keeping the Lights On COVID" and made a recommendation to the Board of Commissioners.
5. The Lodging Tax Advisory Committee recommends a one-time expenditure to Sequim Irrigation Festival, Lincoln Park BMX Association, Feiro Marine Life Center, Forks Old Fashioned 4th of July Committee, Forks Timber Museum, Dungeness River Audubon Center and Dungeness Crab & Seafood Festival.

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

1. Concurs in the recommendation of the Lodging Tax Advisory Committee.
2. Authorizes a one-time expenditure from the Hotel/Motel Tax Fund to be allocated as follows:

Sequim Irrigation Festival - \$15,850
Lincoln Park BMX Association - \$5,000
Feiro Marine Life Center - \$11,309
Forks Old Fashioned 4th of July Committee - \$20,000
Forks Timber Museum - \$17,583
Dungeness River Audubon Center - \$ 25,000
Dungeness Crab & Seafood Festival - \$13,100

3. Contracts for each of the applicants will be prepared and executed later in order to memorialize the decision to spend LTAC money during the COVID-19 pandemic, in order to "Keep the Lights On".

PASSED AND ADOPTED this first day of June 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozjas, Chair
Randy Johnson

Randy Johnson

Excused
Bill Peach

ATTEST:

L. Gores

Loni Gores, CMC, Clerk of the Board



File A22.169 / F32.19
Finance Department
Treasurer's Office
Auditor's Office

Lodging Tax Advisory Committee
Keeping the Lights on
Report
Sequim Irrigation Festival

Recap Report

“Keeping the Lights on” grant issued to The Sequim Irrigation Festival 2021

It is with much gratitude that the Irrigation Festival respectfully submits this report outlining the allocation of funds spent received by the “Keeping the Lights on” grant for 2021. The Irrigation Festival is the longest continuing community festival in Washington State. We are an all-volunteer organization that prides ourselves in keeping this important community tradition alive. Due to the current restrictions in place to ensure safety during the global Covid-19 pandemic it was necessary to modify our festival events. Although we were able to produce a hybrid virtual/live festival it came with added expenses for videography and production. This added expense coupled with a reduced number of sponsorship funds required us to adjust our budget. The “Keeping the lights on” grant provided funds to cover our regular administration expenses such as utilities and storage fees. *Please note that the amount we originally allocated from the grant for storage fees is higher than projected due to an increase in fees while the original amount for subscriptions is less due to the current situation concerning in-person events. However, all funds from the grant were used in accordance with the conditions of the grant. Receipts and cancelled checks will graciously be provided upon request.

Again, Thank you for considering and approving our grant request. Please feel free to reach out with any further questions. We appreciate the time and work you put in for our community.

Regards,

Julianne H Coonts

Irrigation Festival Director

“KEEPING THE LIGHTS ON” 2021 GRANT AWARD RECAP REPORT TO THE CLALLAM COUNTY LTAC

Grant awarded to: 126th Sequim Irrigation Festival

Contact: Julianne Coonts, Festival Director
phone/text: 360-461-2095
email: juliannevillella@hotmail.com

Grant award amount: \$15,850

OVERVIEW OF THE 126TH SEQUIM IRRIGATION FESTIVAL:

Originally scheduled dates: May 7-16, 2021
Actual Celebration date: May 8, 2021 (Festival was again consolidated to one day due to COVID restrictions with modified live events and virtual events)

2021 marked the 126th Sequim Irrigation Festival. The Sequim Irrigation Festival continues to be an all volunteer Board of Directors and Committee Directors along with scores of community volunteers. The Festival Royalty 2021 Pageant was held in early March in compliance with Washington state mandates restricting attendance. The Grand Pioneers and Honorary Pioneers had already been announced as had the Grand Marshall. Due to the Corona Virus (COVID-19) mandates issued by the Governor of Washington the 125th Sequim Irrigation Festival originally scheduled for May 2020 was postponed until October 2020. Again this year the Festival Board and volunteers had to make some difficult decisions due to the continuing COVID restrictions still in place which severely limit any gatherings. The 126th Irrigation Festival was officially launched with a very successful but significantly modified Kick-Off Dinner in March and concluded with a limited Grand Parade and nearly all virtual celebrations on May 8, 2021.

SPECIFIC EXPLANATION OF HOW REQUESTED FUNDS WERE USED TO SUSTAIN THE FESTIVAL DURING THE COVID-19 PANDEMIC:

2021 marked the continuation of Corona Virus (COVID-19) restrictions nationally and locally in Washington State. Due to the need to comply with State and County mandates and guidelines implemented in response to the COVID-19 pandemic, this year's festival activities were again limited. In light of the "gathering" restrictions and participant limitations imposed by the State of Washington and Clallam County in an effort to reduce the number of COVID-19 cases, the Festival Board Members and Committee Directors revisited each traditional event to determine how the Festival could take place this year. As this evaluation process took place it was determined that in addition to significant modifications to some "live" events a number of the events could continue to take place in a virtual (online) format or a combination of both. Due to many factors relating to the COVID pandemic and the associated gathering restrictions which also severely impacted our local economy, many loyal Festival sponsors were unable to contribute to cover the expenses incurred annually by the Festival. Funding from the 2021 "Keeping the Lights On" grant provided gap financing to allow the 126th Irrigation Festival to continue with tradition by retaining its crown as the longest continuously held festival in the state of Washington AND successfully continue to offer a "Virtual Irrigation Festival"! Following is a

brief listing of the 2021 Irrigation Festival Events with a brief summary of how the events took place as well as a notation for those events that were unfortunately postponed until 2022:

Royalty Pageant:	Live: Sanitizers were provided to participants and attendees
Kick Off Dinner:	Modified Live with limited indoor participants At-home-dinners were provided to 200 "guests" via drive thru service Sanitizers were provided to participants and attendees
Float Roll-Out:	Modified Live with very limited participants plus live streaming Sanitizers were provided to participants and attendees
Fun Run:	Individual participation
Crazy Days Breakfast:	Virtual
Arts & Crafts Fair:	Information booth at Farmer's Market plus live streaming Sanitizers were provided to participants and attendees
Family Fun Day:	Activity gift bags were distributed prior to Family Fun Day Instructions were provided online
Kids Parade:	Virtual
Past Royalty Luncheon:	Virtual
Logging Show:	Postponed until 2022
Carnival:	Postponed until 2022
Car Show:	Postponed until 2022
Grand Parade:	Modified Live with unadvertised route Participation limited to Royalty and honorees Sanitizers were provided to participants and attendees Live Streaming
Fireworks:	Virtual

Due to the cancellation of a number of revenue producing Festival events for the second year the Festival's 2021 revenue was substantially reduced. The Festival therefore requested and the Clallam County LTAC provided \$15,850 via the "Keep The Lights On" 2021 Grant. By providing gap funding for basic annual expenses of the Festival, this funding enabled the community as well as interested parties located outside of Sequim to continue to participate in the festival through a few live modified events as well as a variety of online interactive events and activities. In addition to providing the opportunity for public participation this year, the end result is now preserved and available online at www.irrigationfestival.com for those who were not able to view the live streaming and will serve to encourage others to attend future Sequim Irrigation Festivals when COVID-19 "gathering" requirements are relaxed.

Irrigation Festival Critical Operational Expenses Paid from “Keeping The Lights On” 2021 Grant:

Expenses*:

Liability, Vehicle & Umbrella Insurance:

Liability	\$3,930
Vehicle	\$3,615
Umbrella	\$1,208

Bookkeeping Contract: \$2,000

Storage Fees:**

Equipment & Supplies Storage:	\$3,696
Float Storage Utility Fees:	\$1,740

Dues & Subscriptions**: \$ 268

Total: \$16,457

Funding Sources:

\$15,850 “Keep The Lights On” Grant Funds

\$ 607 Irrigation Festival

* Cancelled checks and/or invoices available upon request

* ** Storage Fees were considerably higher than originally projected and dues and subscriptions were correspondingly reduced to conserve funds.

OUR APPRECIATION TO THE CLALLAM COUNTY COMMISSIONERS, STAFF AND LODGING TAX COMMITTEE MEMBERS:

The Sequim Irrigation Festival would like to extend its sincere thanks to the Clallam County Commissioners, Staff, and the Lodging Tax Committee Members for their continued support for the Irrigation Festival. Faced with stringent COVID restrictions that resulted in the cancellation of nearly all national, state and local festivals in 2020 and 2021, Irrigation Festival volunteers were determined to continue the Sequim celebration that began 126 years ago. With the continued financial support of the “Keep The Lights On” grant a successful and unique 126th Irrigation Festival was held in 2021 thereby retaining its designation as the “longest continuous festival in the state of Washington”. Onward to 2022 and the 127th Sequim Irrigation Festival!

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Lodging Tax Advisory Committee  
Keeping the Lights on  
Report  
Lincoln Park BMX



## Lincoln Park BMX

Clallam County Lodging Tax Advisory Committee  
Board of Commissioner's Office  
223 East 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362

November 2, 2021

**RE: "Keep the Lights On"**  
**COVID Grant Recap**

Thank you to the Committee and County Commissioners for providing us with this grant for \$5,000.00. Even though we started to run at full capacity, we did have limited riders & spectators at the beginning of the season and in September when COVID spiked again. Below is the table of items we spent on while running.

| Item                                              | Category                 | Date              | Cost       |
|---------------------------------------------------|--------------------------|-------------------|------------|
| Bill's Plumbing- Hand wash station/Extra Santican | Santi-can                | April to November | \$2,965.00 |
| Wave Internet                                     | Office Supplies          | January -October  | \$535.75   |
| Square Card Fees                                  | Online Registration fees | April-October     | \$587.68   |
| Authorize.net                                     | Online Registration fees | April- October    | \$288.34   |
| Liberty Mutual/Propel Insurance                   | Insurance                | March-September   | \$688.00   |
| Covid Supplies                                    | Covid Supplies           | April-September   | \$424.75   |
| Facebook                                          | Online advertising       | April-October     | \$554.56   |
|                                                   |                          | Total-            | \$5844.08  |
|                                                   |                          |                   |            |

As you can see, we were over \$5000, but this grant has helped us out.

Our season this year was much improved over 2020, as we ran 59 events bringing in over 6000 racers to participate.

Thank you  
Sincerely

Sean Coleman  
Track Operator, President

## Lincoln Park BMX Association

**Type: All transactions · Status: All statuses · Name: Bill's Plumbing & Sanikan · Date:  
Last 365 Days**

| Date       | Type    | No.  | Payee                     | Category     | Memo                      | Total                 |
|------------|---------|------|---------------------------|--------------|---------------------------|-----------------------|
| 10/18/2021 | Expense | 1203 | Bill's Plumbing & Sanikan | Rent & Lease | sanikan and wash stations | \$380.00              |
| 09/14/2021 | Expense | 1199 | Bill's Plumbing & Sanikan | Rent & Lease |                           | \$470.00              |
| 08/23/2021 | Expense |      | Bill's Plumbing & Sanikan | Rent & Lease |                           | <del>\$2,470.00</del> |
| 07/19/2021 | Expense |      | Bill's Plumbing & Sanikan | Rent & Lease |                           | \$470.00              |
| 06/24/2021 | Expense |      | Bill's Plumbing & Sanikan | Rent & Lease |                           | \$135.00              |
| 06/21/2021 | Expense |      | Bill's Plumbing & Sanikan | Rent & Lease |                           | \$380.00              |
| 05/15/2021 | Expense |      | Bill's Plumbing & Sanikan | Rent & Lease |                           | \$380.00              |
| 04/19/2021 | Expense |      | Bill's Plumbing & Sanikan | Rent & Lease |                           | \$425.00              |
| 03/26/2021 | Expense |      | Bill's Plumbing & Sanikan | Rent & Lease |                           | \$235.00              |
| 11/11/2020 | Expense |      | Bill's Plumbing & Sanikan | Rent & Lease |                           | \$90.00               |

**\$2,965.00**

## Lincoln Park BMX Association

**Type: All transactions · Status: All statuses · Delivery method: Any · Name: Wave Internet · Date: This year**

| Date       | Type    | No.    | Payee         | Category                   | Memo          | Total    |
|------------|---------|--------|---------------|----------------------------|---------------|----------|
| 10/20/2021 | Expense |        | Wave Internet | Utilities                  |               | \$71.30  |
| 09/21/2021 | Expense |        | Wave Internet | Utilities                  |               | \$71.30  |
| 08/11/2021 | Expense |        | Wave Internet | Utilities                  |               | \$142.60 |
| 05/25/2021 | Expense |        | Wave Internet | Utilities                  |               | \$71.30  |
| 05/16/2021 | Expense | 051602 | Wave Internet | Utilities                  | Wave Internet | \$71.30  |
| 04/18/2021 | Expense |        | Wave Internet | Office Supplies & Software |               | \$52.99  |
| 03/31/2021 | Expense |        | Wave Internet | Utilities                  |               | \$71.30  |
| 02/17/2021 | Expense |        | Wave Internet | Office Supplies & Software |               | \$91.65  |
| 01/20/2021 | Expense |        | Wave Internet | Office Supplies & Software |               | \$91.65  |

**\$535.75**

# Lincoln Park BMX- Square Report

## Sales

|                   |             |
|-------------------|-------------|
| Gross Sales       | \$38,311.98 |
| Returns           | (\$377.43)  |
| Discounts & Comps | (\$94.00)   |
| Net Sales         | \$37,840.55 |
| Gift Card Sales   | \$0.00      |
| Tax               | \$1,953.17  |
| Tip               | \$0.00      |
| Refunds by Amount | (\$10.33)   |
| Total             | \$39,783.39 |

## Payments

|                 |             |
|-----------------|-------------|
| Total Collected | \$39,783.39 |
| Fees            | (\$587.68)  |
| Net Total       | \$39,195.71 |

## Lincoln Park BMX Association

**Type: All transactions · Status: All statuses · Name: Authorize.Net · Date: Last 365 Days**

| Date       | Type    | No. | Payee         | Category         | Memo                                    | Total               |
|------------|---------|-----|---------------|------------------|-----------------------------------------|---------------------|
| 10/04/2021 | Expense |     | Authorize.Net | Credit Card Fees |                                         | \$39.03             |
|            |         |     |               | USABMX           |                                         |                     |
| 09/03/2021 | Expense |     | Authorize.Net | Registration     |                                         | <del>\$409.56</del> |
|            |         |     |               | Payment          |                                         |                     |
| 09/02/2021 | Expense |     | Authorize.Net | Credit Card Fees | authorize.net credit card fees          | \$62.50             |
|            |         |     |               | USABMX           | balance account /manually cleared / for |                     |
| 08/18/2021 | Expense |     | Authorize.Net | Registration     | sales receipts 2069, 2070, 2093, 2103,  | <del>\$702.84</del> |
|            |         |     |               | Payment          | 2110                                    |                     |
|            |         |     |               | USABMX           |                                         |                     |
| 08/03/2021 | Expense |     | Authorize.Net | Registration     | credit card fees                        | <del>\$225.33</del> |
|            |         |     |               | Payment          |                                         |                     |
| 08/03/2021 | Expense |     | Authorize.Net | Credit Card Fees | credit card fees                        | \$43.80             |
|            |         |     |               | USABMX           |                                         |                     |
| 07/06/2021 | Expense |     | Authorize.Net | Registration     |                                         | <del>\$208.49</del> |
|            |         |     |               | Payment          |                                         |                     |
| 07/02/2021 | Expense |     | Authorize.Net | Credit Card Fees |                                         | \$53.80             |
| 06/02/2021 | Expense |     | Authorize.Net | Credit Card Fees | credit card fees                        | \$51.50             |
| 05/04/2021 | Expense |     | Authorize.Net | Credit Card Fees | credit card fees                        | \$22.80             |
|            |         |     |               | USABMX           |                                         |                     |
| 04/05/2021 | Expense |     | Authorize.Net | Registration     |                                         | <del>\$35.19</del>  |
|            |         |     |               | Payment          |                                         |                     |
| 03/31/2021 | Expense |     | Authorize.Net | Credit Card Fees |                                         | \$14.91             |

\$288.34

## Lincoln Park BMX Association

Type: All transactions · Status: All statuses · Delivery method: Any · Date: This year

| Date       | Type    | No.               | Payee           | Category    | Memo                                                                                                                            | Total              |
|------------|---------|-------------------|-----------------|-------------|---------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 10/01/2021 | Expense |                   | FaceBook &      | Advertising |                                                                                                                                 | \$56.79            |
|            |         |                   |                 | Marketing   |                                                                                                                                 |                    |
| 08/26/2021 | Expense |                   | FaceBook &      | Advertising |                                                                                                                                 | \$68.21            |
|            |         |                   |                 | Marketing   |                                                                                                                                 |                    |
| 08/02/2021 | Expense |                   | FaceBook &      | Advertising | payment for Facebook ads                                                                                                        | \$150.00           |
|            |         |                   |                 | Marketing   |                                                                                                                                 |                    |
| 07/01/2021 | Expense |                   | FaceBook &      | Advertising |                                                                                                                                 | \$57.58            |
|            |         |                   |                 | Marketing   |                                                                                                                                 |                    |
| 06/01/2021 | Expense |                   | FaceBook &      | Advertising | Facebook Ad                                                                                                                     | \$22.56            |
|            |         |                   |                 | Marketing   |                                                                                                                                 |                    |
| 04/30/2021 | Expense | 56G560484F6283111 | FaceBook-Split- |             | Subject: Facebook Ads Transaction ID: 56G560484F6283111<br>https://www.paypal.com/activity/payment/56G560484F6283111            | \$171.73           |
| 03/31/2021 | Expense | 10179072G35048142 | FaceBook &      | Advertising | Facebook Ad - Transaction ID:<br>10179072G35048142https://www.paypal.com/activity/payment/10179072G35048142                     | \$10.00            |
|            |         |                   |                 | Marketing   |                                                                                                                                 |                    |
| 02/28/2021 | Expense | 79Y0378884826481W | FaceBook &      | Advertising | Subject: Facebook Ads Transaction ID: 79Y0378884826481W<br>https://www.paypal.com/activity/payment/79Y0378884826481W            | \$17.69            |
|            |         |                   |                 | Marketing   |                                                                                                                                 |                    |
| 02/02/2021 | Expense | 8UF57400XD406691P | FaceBook &      | Advertising | Pump Track. Subject: Facebook Ads Transaction ID:<br>8UF57400XD406691Phttps://www.paypal.com/activity/payment/8UF57400XD406691P | <del>\$25.00</del> |
|            |         |                   |                 | Marketing   |                                                                                                                                 |                    |
| 01/31/2021 | Expense | 3DF29823FB162645C | FaceBook &      | Advertising | Pump Track. Subject: Facebook Ads Transaction ID:<br>3DF29823FB162645Chttps://www.paypal.com/activity/payment/3DF29823FB162645C | <del>\$7.34</del>  |
|            |         |                   |                 | Marketing   |                                                                                                                                 |                    |

Lincoln Park BMX Association

Type: All transactions · Status: All statuses · Delivery method: Any · Date: This year

| Date       | Type    | No. | Payee  | Category          | Memo | Total    |
|------------|---------|-----|--------|-------------------|------|----------|
| 04/13/2021 | Expense |     | Amazon | COVID-19 Expenses |      | \$141.42 |
| 04/13/2021 | Expense |     | Amazon | COVID-19 Expenses |      | \$46.83  |
| 04/13/2021 | Expense |     | Amazon | COVID-19 Expenses |      | \$236.50 |

## Lincoln Park BMX Association

Type: All transactions · Status: All statuses · Delivery method: Any · Date: This year

| Date       | Type  | No.  | Payee            | Category  | Memo               | Total    |
|------------|-------|------|------------------|-----------|--------------------|----------|
| 03/08/2021 | Check | 1162 | Propel Insurance | Insurance | 2021 D&O insurance | \$688.00 |

Lodging Tax Advisory Committee  
Keeping the Lights on  
Report  
Feiro marine Life Center



Feiro Marine Life Center Report to Clallam County Lodging Tax  
Keeping the Lights on Grant

November 23, 2021

Dear Lodging Tax Advisory Committee,

Feiro Marine Life Center is extremely grateful for the award of \$11,309 in Keeping the Lights on funding. This funding was the bridge that allowed us to bring back a staff to FT who had been on 50% time through Shared Work to duties such as reopening marketing and PR efforts, nonprofit reporting and administration, oversight of summer hiring and implementation of educational programs, and technology support for ongoing digital learning programs.

As with most local tourist-based businesses, the effects of the Covid-19 pandemic were significant in limiting FMLC visits to just 3,549 in 2020, an 83% drop in ticket sales resulting in a major decline in the associated revenue. With the support of Keeping the Lights On, Feiro was able to return from reservations-only admission to general walk-up admission on July 2. That shift meant we were able to greet 7,135 guests between 7/2 and 10/10 (CrabFest weekend), which is on par with a 2019 summer matching that same time frame. We were able to safely manage the visitor flow through busy summer months with the result that we have had no associated COVID transmissions while connecting guests from across the United States with the beauty and diversity of our local marine life here on the Peninsula.

| ITEM                                                                                                                   | COST                                            | SUBTOTAL   |
|------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|------------|
| Business Administration Staff (Executive Leadership, Accounting, Legal, Information Technology, Marketing, Operations) | Williams, 50% time, salary & benefits, 15 weeks | \$6,983.56 |
| Utilities                                                                                                              | 4 months Jun – Sept, varies                     | \$1,309.92 |
| Liability and D&O Insurance                                                                                            | 4 months @ 599.00                               | \$2,396.00 |
| Updated rack cards design and printing                                                                                 | Laurel Black                                    | \$304.52   |
| Advertising -- announcing reopening                                                                                    | PDN                                             | \$315.00   |
| TOTAL EXPENSES                                                                                                         |                                                 | \$11,309   |

We anticipate maintaining our current hours until spring break 2022, when we will be able to expand again due to having completed training of additional volunteers to fill slots from folks who stepped down in 2021 related to personal health considerations.

If there is any additional information I can supply to the committee, please don't hesitate to ask. The committee members and County Commissioners have made an enormous difference to keeping Feiro operating so that we were able to fully re-open for travelers and potential travelers to enjoy.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Melissa Williams', with a stylized, cursive script.

Melissa Williams  
Executive Director

Lodging Tax Advisory Committee  
Keeping the Lights on  
Report

Forks Old Fashioned 4<sup>th</sup> of July



11-29-2021

Dear Clallam County LTAC

The Forks Old Fashioned 4<sup>th</sup> of July Committee had many challenges in 2020 and 2021. We are very grateful that due to the "Keeping the Lights On," funding was not one of them. We had a little over \$21,000.00 in operating expenses, not including the monetary awards given out at the Demo Derby. Our grant of \$20,000 was utilized on fireworks, advertising, insurance, trophies, and other normal event expenses (spreadsheet attached.)

The Forks Old Fashioned 4<sup>th</sup> of July was very well attended, and we had a record crowd at many of our events

With the grant from Clallam County LTAC's "Keeping the Lights On COVID" Funding we were able to have some continuity of normalcy which was beneficial to the tourists, businesses, and citizens of Forks.

We look forward to being a self-sustaining event again in 2022 and beyond.

Thank you again for helping us to "Keep the Lights On" our Independence Day Celebration!

Respectfully submitted by Christi Baron, President

**Forks Old Fashioned 4th of July**  
**Profit & Loss Detail**  
January 1 through October 7, 2021

|                          | Type  | Date       | Num               | Source Name                   | Memo                             | Paid Amount | Balance   |             |
|--------------------------|-------|------------|-------------------|-------------------------------|----------------------------------|-------------|-----------|-------------|
| Cost of Goods Sold       |       |            |                   |                               |                                  |             |           |             |
| Cost of Goods Sold       |       |            |                   |                               |                                  |             |           |             |
|                          | Check | 07/01/2021 | 5945              | Gais                          | food                             | 176.01      | 176.01    |             |
|                          | Bill  | 07/07/2021 | Saars             | Rod Fleck                     | Food Booth                       | 174.28      | 350.29    |             |
|                          | Bill  | 07/07/2021 | Costco            | Rod Fleck                     | Food Booth                       | 626.69      | 976.98    |             |
|                          | Bill  | 07/07/2021 | Costco            | Rod Fleck                     | Food Booth                       | 458.78      | 1,435.76  |             |
|                          | Bill  | 08/16/2021 | 1527              | Forks Outfitters              |                                  | 139.64      | 1,575.40  |             |
|                          | Bill  | 08/16/2021 | 2101              | Forks Outfitters              |                                  | 30.20       | 1,605.60  |             |
|                          | Bill  | 08/16/2021 | 1509              | Forks Outfitters              |                                  | 42.84       | 1,648.44  |             |
| Total Cost of Goods Sold |       |            |                   |                               |                                  | 1,648.44    | 1,648.44  |             |
| Expense                  |       |            |                   |                               |                                  |             |           |             |
| Advertising              |       |            |                   |                               |                                  |             |           |             |
|                          | Bill  | 05/17/2021 | 8023064           | Sound Publishing              | button contest                   | 100.00      | 100.00    |             |
|                          | Bill  | 06/21/2021 | 8026511           | Sound Publishing              |                                  | 250.00      | 350.00    |             |
|                          | Bill  | 07/13/2021 | Unleashed Graphic | Forks Chamber of Commerce     | banners                          | 350.95      | 700.95    |             |
|                          | Bill  | 07/14/2021 | 8029756           | Sound Publishing              |                                  | 267.00      | 967.95    |             |
|                          | Bill  | 08/16/2021 | 032968            | Sound Publishing              |                                  | 347.00      | 1,314.95  |             |
| Total Advertising        |       |            |                   |                               |                                  | 1,314.95    | 1,314.95  | \$1,314.95  |
| Fireworks Display        |       |            |                   |                               |                                  |             |           |             |
|                          | Bill  | 04/23/2021 |                   | Pyro Spectaculars North, Inc. | 2021 July 4 Event                | 6,000.00    | 6,000.00  |             |
|                          | Bill  | 07/08/2021 |                   | Pyro Spectaculars North, Inc. | 2021 July 4 Event                | 6,000.00    | 12,000.00 |             |
| Total Fireworks Display  |       |            |                   |                               |                                  | 12,000.00   | 12,000.00 | \$12,000.00 |
| Insurance                |       |            |                   |                               |                                  |             |           |             |
|                          | Bill  | 06/07/2021 | Event Coverage    | Gellor Insurance              | Event Coverage                   | 2,935.38    | 2,935.38  |             |
|                          | Bill  | 07/02/2021 | Auto              | Gellor Insurance              | Auto Coverage                    | 205.71      | 3,141.09  |             |
|                          | Bill  | 07/27/2021 |                   | Progressive                   | auto                             | 114.83      | 3,255.92  |             |
|                          | Bill  | 08/24/2021 |                   | Progressive                   |                                  | 133.18      | 3,389.10  |             |
| Total Insurance          |       |            |                   |                               |                                  | 3,389.10    | 3,389.10  | \$3,389.10  |
| Licenses & Fees          |       |            |                   |                               |                                  |             |           |             |
|                          | Bill  | 03/15/2021 | SOW               | First Bankcard                | Secretary of State               | 10.00       | 10.00     |             |
|                          | Check | 06/17/2021 | 5944              | Clallam County Dept of Health | Food Service Permit - 2021       | 132.00      | 142.00    | \$132.00    |
|                          | Bill  | 06/28/2021 | Notary License    | Amanda Willbanks              | Reimbursement for Notary License | 45.00       | 187.00    |             |
| Total Licenses & Fees    |       |            |                   |                               |                                  | 187.00      | 187.00    |             |
| Office Supplies          |       |            |                   |                               |                                  |             |           |             |
|                          | Bill  | 06/07/2021 |                   | Post Office                   | Box Rent                         | 64.00       | 64.00     | \$64.00     |
| Total Office Supplies    |       |            |                   |                               |                                  | 64.00       | 64.00     |             |
| Rent Expense             |       |            |                   |                               |                                  |             |           |             |

Forks Old Fashioned 4th of July

Profit & Loss Detail

January 1 through October 7, 2021

|                             | Type  | Date       | Num                | Source Name                    | Memo                                  | Paid Amount | Balance   |            |
|-----------------------------|-------|------------|--------------------|--------------------------------|---------------------------------------|-------------|-----------|------------|
| Total Rent Expense          | Check | 01/14/2021 | 5937               | WEP&BA                         | 2021 Share of Airport Rent            | 266.07      | 266.07    | \$266.07   |
| Repairs                     |       |            |                    |                                |                                       | 266.07      | 266.07    |            |
| Food Booth                  |       |            |                    |                                |                                       |             |           |            |
|                             | Check | 07/13/2021 | 5981               | FHS Cheer Booster              | Cleaning Concession Stand             | 600.00      | 600.00    |            |
|                             | Bill  | 08/16/2021 | 655199             | True Value                     | water heater                          | 27.10       | 627.10    |            |
|                             | Bill  | 08/16/2021 | 655155             | True Value                     |                                       | 21.46       | 648.56    |            |
|                             | Bill  | 08/16/2021 | 1234               | Forks Outfitters               | food booth                            | 35.52       | 684.08    |            |
| Total Food Booth            |       |            |                    |                                |                                       | 684.08      | 684.08    |            |
| Total Repairs               |       |            |                    |                                |                                       | 684.08      | 684.08    |            |
| Supplies                    |       |            |                    |                                |                                       |             |           |            |
|                             | Bill  | 06/07/2021 | Demo Derby Tickets | Rod Fleck                      | 2000 tickets                          | 250.64      | 250.64    | \$250.64   |
|                             | Bill  | 06/21/2021 | 81002-01           | The Fair Publishing House      | 81002-01                              | 1,246.47    | 1,497.11  | \$1,246.47 |
|                             | Bill  | 07/13/2021 | Ticket Buyers      | Forks Chamber of Commerce      | tickets                               | 165.68      | 1,662.79  | \$165.68   |
|                             | Bill  | 07/16/2021 | 654494             | True Value                     | keys for food booth                   | 40.28       | 1,703.07  |            |
|                             | Check | 07/16/2021 | 5983               | Forks Outfitters               | battery for Suburban                  | 162.74      | 1,865.81  |            |
|                             | Bill  | 08/16/2021 |                    | Forks Outfitters               | hospitality booth                     | 197.83      | 2,063.64  | \$197.83   |
|                             | Bill  | 08/16/2021 | 1525               | Forks Outfitters               | hospitality booth                     | 38.71       | 2,102.35  | \$38.71    |
|                             | Bill  | 08/16/2021 | 1013               | Forks Outfitters               | flowers for Corlie Whitehead Memorial | 200.00      | 2,302.35  |            |
|                             | Bill  | 08/16/2021 | 844                | Forks Outfitters               | candy for LaPush                      | 27.33       | 2,329.68  |            |
| Total Supplies              |       |            |                    |                                |                                       | 2,329.68    | 2,329.68  |            |
| Trophies / Ribbons / Prizes |       |            |                    |                                |                                       |             |           |            |
|                             | Bill  | 06/28/2021 | 8292               | Peninsula Awards & Just Fix It | 8292                                  | 2,019.42    | 2,019.42  | \$2,019.42 |
|                             | Check | 07/04/2021 | 5953               | Kaila Olin                     | 1st - Powder Puff - 2021              | 500.00      | 2,519.42  |            |
|                             | Check | 07/04/2021 | 5954               | Skyler DeMatties               | Powder Puff - 2nd - 2021              | 250.00      | 2,769.42  |            |
|                             | Check | 07/04/2021 | 5955               | Cira Fagan                     | Powder Puff - 3rd - 2021              | 150.00      | 2,919.42  |            |
|                             | Check | 07/04/2021 | 5956               | Garrid Larson                  | Big Car Heat 1 - 1st - 2021           | 1,500.00    | 4,419.42  |            |
|                             | Check | 07/04/2021 | 5957               | Marshall Petrovich             | Big Car Heat 1 - 2nd - 2021           | 500.00      | 4,919.42  |            |
|                             | Check | 07/04/2021 | 5958               | Reece Hagen                    | Big Car Heat 1 - 3rd - 2021           | 250.00      | 5,169.42  |            |
|                             | Check | 07/04/2021 | 5959               | Treshawn Harris                | Big Car Heat 2 - 1st - 2021           | 1,500.00    | 6,669.42  |            |
|                             | Check | 07/04/2021 | 5960               | Rory Anderson                  | Big Car Heat 2 - 2nd - 2021           | 500.00      | 7,169.42  |            |
|                             | Check | 07/04/2021 | 5961               | Cole Charpiloz                 | Big Car Heat 2 - 3rd - 2021           | 250.00      | 7,419.42  |            |
|                             | Check | 07/04/2021 | 5962               | Michael Dean                   | Big Car Heat 3 - 1st - 2021           | 1,500.00    | 8,919.42  |            |
|                             | Check | 07/04/2021 | 5963               | Ty Leppell                     | Big Car Heat 3 - 2nd - 2021           | 500.00      | 9,419.42  |            |
|                             | Check | 07/04/2021 | 5964               | Derrick Beebe                  | Big Car Heat 3 - 3rd - 2021           | 250.00      | 9,669.42  |            |
|                             | Check | 07/04/2021 | 5965               | Corbin Leppell                 | Mini Youth Heat - 1st - 2021          | 300.00      | 9,969.42  |            |
|                             | Check | 07/04/2021 | 5966               | Adrian Sanchez                 | Mini Youth Heat - 2nd - 2021          | 200.00      | 10,169.42 |            |
|                             | Check | 07/04/2021 | 5967               | Garrett Dulin                  | Mini Youth Heat - 3rd - 2021          | 100.00      | 10,269.42 |            |

Forks Old Fashioned 4th of July

Profit & Loss Detail

January 1 through October 7, 2021

| Type                              | Date       | Num  | Source Name        | Memo                          | Paid Amount | Balance   |
|-----------------------------------|------------|------|--------------------|-------------------------------|-------------|-----------|
| Check                             | 07/04/2021 | 5968 | Garrid Larson      | Main Event - 1st - 2021       | 4,000.00    | 14,269.42 |
| Check                             | 07/04/2021 | 5969 | Reece Hagen        | Main Event - 2nd - 2021       | 2,000.00    | 16,269.42 |
| Check                             | 07/04/2021 | 5970 | Marshall Petrovich | Main Heat - 3rd - 2021        | 1,000.00    | 17,269.42 |
| Check                             | 07/04/2021 | 5971 | Don Olin           | Main Event - 4th - 2021       | 500.00      | 17,769.42 |
| Check                             | 07/04/2021 | 5972 | Rory Anderson      | Most Aggressive Driver - 2021 | 200.00      | 17,969.42 |
| Check                             | 07/04/2021 | 5973 | Skyler DeMatties   | Wild Woman - 2021             | 100.00      | 18,069.42 |
| Check                             | 07/04/2021 | 5974 | Martin Silva       | Rookie of the Year - 2021     | 100.00      | 18,169.42 |
| Check                             | 07/04/2021 | 5975 | Michael Dean       | Furthest Travelled - 2021     | 100.00      | 18,269.42 |
| Check                             | 07/04/2021 | 5976 | Cole Charpilloz    | Best Paint - 2021             | 100.00      | 18,369.42 |
| Check                             | 07/04/2021 | 5977 | Martin Silva       | Best Advertising - 2021       | 100.00      | 18,469.42 |
| Check                             | 07/04/2021 | 5978 | Garrid Larson      | Sportsmanship Award - 2021    | 100.00      | 18,569.42 |
| Check                             | 07/04/2021 | 5979 | Adrian Sanchez     | Future All-Star - 2021        | 100.00      | 18,669.42 |
| Total Trophies / Ribbons / Prizes |            |      |                    |                               | 18,669.42   | 18,669.42 |

Total Trophies / Ribbons / Prizes

Utilities

Gas & Electric

|                      |            |     |                          |  |           |           |
|----------------------|------------|-----|--------------------------|--|-----------|-----------|
| Check                | 01/11/2021 | EFT | PUD #1 of Clallam County |  | 44.98     | 44.98     |
| Check                | 02/10/2021 | EFT | PUD #1 of Clallam County |  | 44.98     | 89.96     |
| Check                | 03/11/2021 | EFT | PUD #1 of Clallam County |  | 44.98     | 134.94    |
| Check                | 04/12/2021 | EFT | PUD #1 of Clallam County |  | 44.98     | 179.92    |
| Check                | 05/11/2021 | EFT | PUD #1 of Clallam County |  | 48.98     | 228.90    |
| Check                | 06/10/2021 | EFT | PUD #1 of Clallam County |  | 48.98     | 277.88    |
| Check                | 07/12/2021 | EFT | PUD #1 of Clallam County |  | 48.98     | 326.86    |
| Check                | 08/10/2021 | EFT | PUD #1 of Clallam County |  | 48.98     | 375.84    |
| Check                | 09/08/2021 | EFT | PUD #1 of Clallam County |  | 50.02     | 425.86    |
| Total Gas & Electric |            |     |                          |  | 425.86    | 425.86    |
| Total Utilities      |            |     |                          |  | 425.86    | 425.86    |
| Total Expense        |            |     |                          |  | 40,978.60 | 40,978.60 |

Total Gas & Electric

Total Utilities

Total Expense

\$425.86

\$21,510.73

Lodging Tax Advisory Committee  
Keeping the Lights on  
Report  
Forks Timber Museum



• FORKS TIMBER MUSEUM •

November 22, 2021

Clallam County Board of County Commissioners  
223 E 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362

RE: "Keep the Lights On" 2021  
Forks Timber Museum

Dear Commissioners:

Thank you for helping to keep the Forks Timber Museum running well throughout the 2021 season. With the added funds from the County, we were able to continue to serve customers throughout the year. While we did not open until May, our attendance exceeded our expectations and we had 6,791 paid adults to date – more than our 2019 attendance numbers for the entire year.

Enclosed you will see a breakdown of total expenses estimated through the end of the year at \$176,597.84. Payments received or anticipated for these expenses are broken out as follows:

|                                               |                     |
|-----------------------------------------------|---------------------|
| Clallam County "Keep the Lights On"           | \$ 17,583.00        |
| Clallam County LTAC Grant                     |                     |
| For Roof, Emergency Exit Stairs & Nature Sign | \$ 67,142.00        |
| Forks LTAC funds                              | <u>\$ 31,500.00</u> |
| TOTAL LTAC FUNDS                              | \$116,225.00        |

The balance of the expenses has been paid through regular admissions, direct public support, our yearly fundraiser and Membership drive, as well as a small reserve – as outlined in the attached spreadsheet.

Again, we thank you for your continued support. We are proud of our community supported Museum and encourage you to come out and see for yourself what everyone is returning to see year after year.

Should you have any questions, I can be reached at the Museum – phone below, or my personal cell at 909-762-6859.

Sincerely,

Linda Offutt  
Board Treasurer

Forks Timber Museum, a 501 (c)(3) not for profit organization  
Forks Timber Museum EIN number is 91-1223946  
Forks Timber Museum, located at 1421 S Forks Avenue on Hwy 101 south of Forks  
Mailing Address: P O Box 873, Forks, WA 98331-0873 Phone: 360-374-9663

|                                       | TOTAL<br>TO DATE    | PROJECTED<br>NOV-DEC | 2021 TOTAL<br>YR END<br>PROJECTION | 2021<br>APPROVED<br>BUDGET | 2020<br>ACTUALS    |
|---------------------------------------|---------------------|----------------------|------------------------------------|----------------------------|--------------------|
| <b>INCOME</b>                         |                     |                      |                                    | 32,000.00                  |                    |
| Current Checking card                 |                     |                      |                                    |                            |                    |
| Capital Funds                         | 18,487.75           |                      | 18,487.75                          |                            | 27,630.24          |
| <b>DIRECT PUBLIC SUPPORT</b>          | 2,825.00            |                      | 2,825.00                           | 2,000.00                   | 3,180.00           |
| Cash Box Donations                    | 2,357.00            |                      | 2,357.00                           | 1,610.00                   | 290.00             |
| Outside Box Donations                 | 54.00               | 30.00                | 84.00                              |                            |                    |
| Canoe                                 | 79.00               | 50.00                | 129.00                             |                            |                    |
| Outfitters 1% Cash Back               | 765.11              | 30.00                | 795.11                             | 500.00                     | 556.81             |
| Amazon Smile                          | 83.13               | 16.87                | 100.00                             | 100.00                     | 122.95             |
| Business After Hours                  |                     |                      |                                    | 500.00                     | 0.00               |
| Giving Tuesday                        | 440.00              |                      | 440.00                             |                            | 100.00             |
| Fundraiser                            | 1,043.00            | 200.00               | 1,243.00                           | 1,000.00                   | 2,080.00           |
| Forks - Book royalties                | 76.52               |                      | 76.52                              | 100.00                     | 88.97              |
| Anonymous Donation                    |                     |                      |                                    |                            | 10,000.00          |
| Facebook Donations                    | 25.00               |                      | 25.00                              |                            | 165.00             |
| <b>PAVILION PROJECT</b>               |                     |                      |                                    |                            |                    |
| Insurance Refund                      | 100.00              |                      | 100.00                             |                            |                    |
| <b>GROSS RECEIPTS FROM SALES</b>      | 4,104.00            | 100.00               | 4,204.00                           | 3,000.00                   | 374.00             |
| <b>INVESTMENTS/INTEREST</b>           |                     |                      |                                    |                            |                    |
| Short Term CD Umpqua                  |                     |                      |                                    |                            | 1,371.22           |
| Interest CD's First Federal           | 2,035.70            | 400.00               | 2,435.70                           | 2,400.00                   | 2,370.36           |
| Money Market Interest                 | 6.72                | 1.50                 | 8.22                               | 100.00                     | 117.83             |
| Olympic Evergreen Note 1              | 889.56              | 168.00               | 1,057.56                           | 1,200.00                   | 1,288.64           |
| Olympic Evergreen Note 2              | 1,578.18            | 296.00               | 1,874.18                           | 2,000.00                   | 2,264.68           |
| <b>MEMORIAL INCOME</b>                | 170.00              |                      | 170.00                             | 500.00                     | 1,295.00           |
| <b>OTHER TYPES OF INCOME</b>          |                     |                      |                                    |                            |                    |
| Museum Entry Fees                     | 20,374.00           | 200.00               | 20,574.00                          | 20,000.00                  | 1,263.00           |
| <b>PROGRAM INCOME</b>                 |                     |                      |                                    |                            |                    |
| Membership Dues                       | 2,165.00            | 200.00               | 2,365.00                           | 1,500.00                   | 2,790.00           |
| <b>GRANTS &amp; LODGING TAX</b>       |                     |                      |                                    |                            |                    |
| Forks Lodging Tax Funds               | 0.00                | 31,500.00            | 31,500.00                          | 31,500.00                  |                    |
| Dahlgren Logging picnic table         |                     |                      |                                    |                            | 382.13             |
| Lloyd Allen Trust direct support      | 500.00              |                      | 500.00                             | 500.00                     | 0.00               |
| Port Grant - hydration station & cups |                     |                      |                                    |                            | 2,161.80           |
| Keep the Lights On - County LTAC      | 17,583.00           |                      | 17,583.00                          |                            | 5,040.00           |
| CLALLAM COUNTY Lodging Tax            | 67,142.00           |                      | 67,142.00                          |                            |                    |
| Federal Stimulus SBAD funds           | 0.00                |                      |                                    | 5,000.00                   | 1,000.00           |
| EDC Grant                             |                     |                      |                                    |                            | 2,000.00           |
| First Federal Grant                   |                     |                      |                                    | 43,000.00                  |                    |
| <b>TOTAL INCOME</b>                   | <b>\$142,883.67</b> | <b>\$33,192.37</b>   | <b>\$176,076.04</b>                | <b>\$118,510.00</b>        | <b>\$67,932.63</b> |

Closed 2020

DECLINED

## COLOR CODES:

Clallam County Lodging Tax

Clallam Count Keep the Lights On

|                                                                     | TOTAL<br>TO DATE | PROJECTED<br>NOV-DEC | 2021 TOTAL<br>YR END<br>PROJECTION | 2021<br>APPROVED<br>BUDGET | 2020<br>ACTUALS |
|---------------------------------------------------------------------|------------------|----------------------|------------------------------------|----------------------------|-----------------|
| <b>EXPENSES</b>                                                     |                  |                      |                                    |                            |                 |
| ADVERTISING                                                         |                  |                      |                                    |                            |                 |
| Local Pages                                                         | 173.00           |                      | 173.00                             | 168.00                     | 518.00          |
| Ads (Visitor Guide, Forum, etc)                                     | 739.15           |                      | 739.15                             | 3,000.00                   | 853.00          |
| Olympic Tourism mailing                                             |                  |                      |                                    | 118.00                     | 115.00          |
| Facebook ads                                                        | 12.00            |                      | 12.00                              |                            |                 |
| Now Open Print                                                      |                  |                      |                                    | 2,000.00                   | 0.00            |
| CONTRACT SERVICES                                                   |                  |                      |                                    |                            |                 |
| Website Solutions/Computer help                                     | 109.44           |                      | 109.44                             | 2,000.00                   | 177.75          |
| Accounting                                                          | 1,888.52         | 420.00               | 2,308.52                           | 4,000.00                   | 3,083.50        |
| Tax Preparation                                                     | 1,200.00         |                      | 1,200.00                           | 1,200.00                   | 1,000.00        |
| Square Credit Card                                                  | 326.85           | 30.00                | 356.85                             | 200.00                     | 18.03           |
| Bank fees                                                           |                  |                      |                                    |                            |                 |
| FACILITIES & EQUIPMENT                                              |                  |                      |                                    |                            |                 |
| Equip Rental & Maintenance                                          | 791.94           |                      | 791.94                             |                            | 42.32           |
| Grounds-gravel,site prep, cleanup                                   | 13,196.58        | 1,000.00             | 14,196.58                          |                            |                 |
| Building Maint.-paint, gutters                                      | 1,995.19         | 500.00               | 2,495.19                           | 1,000.00                   | 3,250.00        |
| Other                                                               | 773.76           |                      | 773.76                             |                            | 358.02          |
| COVID Cleaning and Signage                                          | 198.60           |                      | 198.60                             | 3,000.00                   | 0.00            |
| CLALLAM COUNTY Lodging tax                                          |                  |                      |                                    |                            |                 |
| Museum Roof                                                         | 53,781.04        |                      | 53,781.04                          |                            | 27,000.00       |
| Emergency Stairwell - 2nd Floor<br>and ADA Accessible Entrance ramp | 8,137.50         | 8,137.50             | 16,275.00                          | 500.00                     |                 |
| Nature Trail Sign                                                   | 504.00           |                      | 504.00                             |                            |                 |
| UTILITES                                                            |                  |                      |                                    |                            |                 |
| PUD                                                                 | 2,461.43         | 538.57               | 3,000.00                           | 3,000.00                   | 2,655.51        |
| West Waste - trash                                                  | 1,975.50         | 56.00                | 2,031.50                           | 750.00                     | 601.58          |
| COST OF GOODS SOLD                                                  | 1,666.28         |                      | 1,666.28                           | 500.00                     | 389.99          |
| NEW EXHIBITS                                                        |                  |                      |                                    |                            | 164.86          |
| MEMORIAL EXPENSE                                                    |                  | 30.00                | 30.00                              | 150.00                     | 147.56          |
| OPERATIONS                                                          |                  |                      |                                    |                            |                 |
| SUBSCRIPTIONS                                                       |                  |                      |                                    |                            |                 |
| Loggers World                                                       | 27.40            |                      | 27.40                              | 28.00                      | 27.40           |
| Forks Forum                                                         |                  |                      |                                    |                            | 100.00          |
| PDN                                                                 | -5.64            |                      | -5.64                              | 150.00                     | 145.60          |
| WEBPA                                                               | 25.00            |                      | 25.00                              |                            | 0.00            |
| Amr. Assoc.for ST & Local Hist.                                     | 118.00           |                      | 118.00                             | 118.00                     | 118.00          |
| Norton Anti-virus                                                   | 54.24            | 65.76                | 120.00                             | 120.00                     | 124.76          |

|                                   | TOTAL<br>TO DATE | PROJECTED<br>NOV-DEC | 2021 TOTAL<br>YR END<br>PROJECTION | 2021<br>APPROVED<br>BUDGET | 2020<br>ACTUALS |
|-----------------------------------|------------------|----------------------|------------------------------------|----------------------------|-----------------|
| Website renewal & domain          | 47.70            |                      | 47.70                              |                            | 415.16          |
| Non-Profit renewal                | 10.00            |                      | 10.00                              | 10.00                      | 0.00            |
| Acronis                           | 108.49           |                      | 108.49                             |                            | 108.99          |
| Office 365                        |                  |                      |                                    |                            | 108.49          |
|                                   |                  |                      |                                    |                            |                 |
|                                   |                  |                      |                                    |                            |                 |
| Insurance                         | 291.00           | 2,509.00             | 2,800.00                           | 2,800.00                   | 3,595.00        |
| Printing and Copying              | 1,462.61         | 250.00               | 1,712.61                           | 1,000.00                   | 466.67          |
| Rack Cards                        |                  |                      |                                    | 1,000.00                   | 0.00            |
| Rack Card Distribution 6 MO       |                  |                      |                                    | 8,000.00                   | 0.00            |
| Supplies                          | 1,338.69         | 200.00               | 1,538.69                           | 1,600.00                   | 1,323.41        |
| Stamps and Postage                | 173.89           | 26.11                | 200.00                             | 200.00                     | 216.30          |
| P O Box Rent                      | 70.00            |                      | 70.00                              | 56.00                      | 64.00           |
| Telephone/Internet                | 1,384.68         | 277.08               | 1,661.76                           | 1,800.00                   | 1,607.10        |
| Fundraiser Expense                | 907.04           |                      | 907.04                             | 200.00                     | 382.13          |
|                                   |                  |                      |                                    |                            |                 |
| TRAVEL & EXPENSES                 | 240.01           |                      | 240.01                             | 500.00                     | 90.14           |
|                                   |                  |                      |                                    |                            |                 |
| PAVILION EXPENSES                 | 18,487.75        |                      | 18,487.75                          |                            |                 |
| (Capital Funds)                   |                  |                      |                                    |                            |                 |
| MISC PROJECTS                     | 257.76           |                      | 257.76                             | 941.00                     | 415.60          |
| 4th of July parade entry expenses |                  |                      |                                    | 300.00                     | 0.00            |
| Hydration Station                 |                  |                      |                                    |                            | 0.00            |
| Congregational Church space       |                  | 500.00               |                                    |                            | 0.00            |
| City Permit                       |                  |                      |                                    |                            | 630.24          |
| PROJECTOR & DISPLAY UPDATES       |                  |                      |                                    | 3,000.00                   | 0.00            |
|                                   |                  |                      |                                    |                            |                 |
| 6 month reserve                   |                  | 30,000.00            | 30,000.00                          | 30,000.00                  | 0.00            |
|                                   |                  |                      |                                    |                            |                 |
| City Land Lease                   | 1.00             |                      |                                    | 1.00                       | 2.00            |
|                                   |                  |                      |                                    |                            |                 |
| SALARIES                          |                  |                      |                                    |                            |                 |
| Linda                             | 5,082.00         | 1,000.00             | 6,082.00                           |                            | 14,408.17       |
| Manager/Director                  | 4,680.90         | 1,000.00             | 5,680.90                           | 23,000.00                  | 1,155.00        |
| Heather Severence                 | 3,665.52         |                      | 3,665.52                           |                            |                 |
| Additional help                   |                  |                      |                                    | 13,000.00                  | 1,000.00        |
| COVID HELP                        |                  |                      |                                    | 5,000.00                   | 0.00            |
| TAXES                             | 1,102.45         | 1,097.55             | 2,200.00                           | 4,100.00                   | 2,203.72        |
|                                   |                  |                      |                                    |                            |                 |
| TOTAL EXPENSES                    | \$129,461.27     | \$47,637.57          | \$176,597.84                       | \$118,510.00               | \$69,083.00     |
|                                   |                  |                      |                                    |                            |                 |
| NET REGULAR INCOME                | \$13,422.40      | \$14,445.20          | \$521.80                           |                            | \$1,150.37      |

Lodging Tax Advisory Committee  
Keeping the Lights on  
Report  
Dungeness River Audubon Center



# DUNGENESS RIVER NATURE CENTER

[www.dungenessrivercenter.org](http://www.dungenessrivercenter.org)  
[Powell@DungenessRiverCenter.org](mailto:Powell@DungenessRiverCenter.org)

**P.O. Box 2450, Sequim, WA 98382**  
**360-681-4076, 360-681-8060 Fax**

*In partnership with the Jamestown S'Klallam Tribe (JST), Olympic Peninsula Audubon Society (OPAS) and National Audubon Society*

## **River Center Staff**

Powell Jones, Executive Director  
Vanessa Fuller, Admin. Services  
Jan Halliday, Development Manager  
Jenna Ziogas, Educational Coordinator  
Roger Magee, Visitor Services

## **Park Host**

Mike Turner & Kristen Payne

## **Board of Directors**

## **Officers 2020 to July 2021**

Annette Hanson, President  
Tuttie Peetz, Vice President  
Ann Sargent, Secretary, JST  
Wanda Schneider, Treasurer

## **Members**

Shirley Anderson  
Kendra Donelson, OPAS  
Marie Grad, OPAS  
Loni Greninger, JST  
Annette Hanson-Poor  
Neil Harrington, JST  
Debra Jensen, NAS  
Mark Megahan  
Lyn Muench  
Annette Nesse  
Ken Wiersema, OPAS

## LTAC Grant Report/Summer 2021

|                                   | Proposed expenses to<br>apply grant funds to | Actual Expenses<br>June -August<br>2021 that the<br>grant funds<br>helped cover |
|-----------------------------------|----------------------------------------------|---------------------------------------------------------------------------------|
| 31.5% of Staff Salary &<br>Fringe | \$23,105.00                                  | \$23,388.00                                                                     |
| Garbage                           | \$504.72                                     | \$516.00                                                                        |
| Phone                             | \$245.16                                     | \$228.00                                                                        |
| Park Host Expenses                | \$624.07                                     | \$630.00                                                                        |
| Grounds Maintenance               | \$275.05                                     | \$1151.00                                                                       |
| Bird Seed                         | \$246.00                                     | \$168.00                                                                        |
| <b>Total</b>                      | <b>\$25,000.00</b>                           | <b>\$26,081.00</b>                                                              |

The LTAC grant award of \$25,000 made this last spring to the Dungeness River Audubon Center was crucial for staff to adapt to covid-related restrictions and work through the summer.

Director Powell Jones and staff worked on and off-site to manage Railroad Bridge Park, as soon as quarantines were lifted, and keep it open to the public all summer. Our camp host remained employed to keep the park safe, clean and the public restrooms sanitized.

Since June the Park has averaged over 866 bridge crossings putting our total for 2021 more than 240,000 pedestrians and bicyclists having crossed the Dungeness River on the historic bridge. Because staff was working, we were able to manage visitors and keep a safe environment. Since staff has been working we were able to spot safety issues within our park that were addressed immediately.

Meanwhile, staff continued to utilize the Zoom platform and were able to continue most of the classes and lectures normally held during the summer months. These were offered to the public free of charge and included lectures on the flora and fauna of the Dungeness River watershed.

Additionally, educational staff sent educational emails nearly each week to over 2,800 addresses, each one written to broaden understanding of specific aspects of the watershed such as Roosevelt elk herds and behaviors, salamanders, fir and cedar cone production, silverbells, and insects such as

*The Dungeness River Audubon Center is a charitable organization.  
Membership fees and donations are tax deductible to the extent of the law.  
For tax purposes, our 501©3 Federal EIN is 91-1632949.*

spittlebugs and even a recipe for stinging nettle pesto. These have a very high “open rate,” and have increased awareness of the diversity of the watershed.

Zoom platform teaching knows no boundaries, River Center memberships, participation in classes increased, with people coming to these online meetings from all over the country. The River Center expanded reach and awareness considerably to people from out of state planning to visit the Olympic Peninsula when covid-restrictions on travel ease.

With annual revenue and expenditures hovering around \$370,000, the \$25,000 LTAC grant was critical, as the River Center saw their most popular money-making events, such as BirdFest and Dine on the Dungeness, shut down by Covid precautions, a loss of well over \$50,000.

In order to maintain basic staff, to plan ahead for the recovery period, and to maintain security at the Center and in the Park, we promised the LTAC committee that we would

Maintain Railroad Bridge Park and a popular portion of the Olympic Discovery Trail.

Manage our Park Host program. Park hosts serve an important role of watching over and maintaining the Park and Center.

- Plan and develop events that attract tourists like Dine on the Dungeness and the Learn by the Light of the Moon series.
  - Reconfigure our educational programs.
- Park Host expenses:
  - Basic utilities for the park host along with internet.
- Basic Business Expenses including:
  - Phone
  - Cleaning and maintenance supplies for the park, public restrooms, and the Dungeness River Audubon Center
  - Signage to encourage appropriate behavior post COVID-19

**UBI #: 601 522 346**

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Lodging Tax Advisory Committee  
Keeping the Lights on  
Report  
Dungeness Crab & Seafood Festival



12/1/2021

## **Grant Report**

### **Clallam County Lifeboat Grant**

#### **Awarded to Dungeness Crab & Seafood Festival**

Submitted by Scott Nagel, Executive Director

It's quite simple. Without support from Clallam County and some of our major sponsors there would not have been a Crab Festival this year. All the uncertainty and issues outlined in our grant were present, but then were intensified with the Delta variant and the continued politicization of the entire issue.

In making plans for the revised and reduced Festival, we established new goals for this special year-

1. Produce a festival that was reduced in size but would allow the public to enjoy the core which is the Dungeness crab.
2. Produce a safe festival where people were comfortable and that would not become a super-spreader event that could make people sick and jeopardize the future of the event.
3. Did not lose money. We had already used every available resource to get to this year.

Most festivals were canceled for the second year, and we heard from the industry that typical event attendance was down 40%. We also had the continued uncertainty about the Coho, so our planning assumed no Canadians. The 3,000 people who come on the Coho have a big economic impact on the Festival, so we planned for that. We continued to adjust plans, budgets, and expectations as the Covid variant picked up steam and public reactions continued to change. Among late changes, we realized we had to reduce our children's programming and canceled the very popular Grab-Crab-Derby. A few weeks before the festival we almost canceled completely because of the risk and uncertainty, the rising cost of everything, staffing issues, and supply chain problems. We lost volunteers, staff, vendors, and restaurants. Nobody could get supplies or find enough staff. We could not secure all the equipment we usually rent or borrow (this problem has been solved in the future by our receiving a recent Lifeboat 3 grant). Then most of our core crab cooking crew refused to wear masks "out of principle" and had to be replaced. Finally, there was the high price of seafood to consider. Would enough people spend the money with the price increases we had to establish?

Throughout this process and among all the negativity we had encouraging online dinner ticket sales and mostly positive and encouraging feedback on social media. We knew that people wanted to get out socialize and tourism on the Olympic Peninsula was at an all-time high. We were determined to have our 20<sup>th</sup> anniversary Festival.

To provide an alternative source of crab sales so people could avoid the Festival site, we took the Clallam Transit Lanes and converted that to curbside pickup for dinners ordered in advance or for just a "crab to go."

The festival weekend arrived, and we were overwhelmed. Attendance was probably 10-12,000 people, 50% of normal but a huge crowd for our limited capability during this year. Curbside pickup was a huge hit, and we will be continuing it in 2022. People came from more than 18 states to savor their fresh crab dinners. And the crab was really good this year. We had long lines because we did not have enough equipment and volunteers and we had a new crab cooking team. People were amazingly patient. Working the lines and talking to people and apologizing for the wait, most people were very kind and understanding. Many said they were just happy to get out and thanked us for persevering. Even when we had glitches that normally don't happen, folks still gave us positive support. It was a joyful and wonderful experience, watching all of the happy smiling faces.

There was so much demand that we ran out of crab and several of the restaurants completely sold out on Sunday. We had guaranteed crab dinners for everyone who ordered in advance, but lots of folks did not visit our website or see/hear our advertising and just showed up. Unfortunately, with the price of seafood we can no longer guarantee unlimited supplies. People who did not order in advance were upset to travel all the way here and not get crab. We knew this would happen the first year of a new system, but we could not speculate and potentially lose tens of thousands of dollars if we guessed wrong. This is a problem that is going to be with us in the future. We will keep up the communication and visitors will become more knowledgeable in the future.

Our Covid mitigation went very well. We had determined that the best situation was to have no “walls” so there was maximum air circulation. None of the tents had walls. It was cold but it did not seem to matter. We had plenty of PPE and more hand wash stations. We had greeters at HCP (health check-points) to ask people to wear masks. There was only one small protest. Once on the grounds, most people abandoned their masks. But with our spread-out tables and outdoor events there were really not crowds except for the food lines. And in the lines most people wore their masks. Since the area is so spread out and there are so many access points, we could not control it all, but did our best. We relied more on our spread-out seating, smaller tables, no walls, and fewer gathering points to keep a safe environment.

Our use of Clallam County funding went as outlined in our proposal. The grant covered operating expenses so we could proceed with the planning and the producing of the event, and the PPE that we provided for staff and the public.

We also received support from key sponsors, especially First Fed, The Red Lion Hotel and other local companies such as Wilder Auto, Platypus Marine, Windermere, Coldwell Banker, and more. All of this enabled us to persevere to produce a successful but reduced Festival for the community. We were very appreciative of the level of community support we received. Everyone encouraged us to hold the festival for the community and that was very satisfying.

In the end we achieved our goals –

1. A very successful festival and thousands of happy people, including substantial number of overnight visitors.
2. A safe festival. There were no Covid illness reports from the Health Dept indicating any problems traced to CrabFest Festival and none of our staff or volunteers were infected.
3. We broke even financially on the festival, which was a tremendous relief.

Finally, going through this dramatic real-world experience, made us re-examine many things that we do, both internally and externally as we had to strip the festival down to its essentials. This has given us excellent insights and ideas for improving and updating the festival as we enter our third decade.

# **Lodging Tax Advisory Committee**

## **Item c – Review 2021 Hotel/Motel Funding Allocation Reports**



RESOLUTION 100, 2020

36  
12/1/20

AUTHORIZING EXPENDITURE FROM THE HOTEL/MOTEL TAX FUND  
FOR THE APPROVED 2021 LODGING TAX FUNDING APPLICATIONS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County collects Hotel/Motel Tax pursuant to RCW 67.28.
2. State statute requires an advisory committee to review all proposed expenditures from the Hotel/Motel Tax Fund and make recommendations to the Board of Commissioners.
3. The Lodging Tax Committee received proposals from Clallam County Parks, Fair and Facilities, Olympic Peninsula Visitor Bureau (OPVB), Clallam County Public Works/Road Department, Sequim-Dungeness Valley Chamber of Commerce and Clallam Bay/Seki Chamber of Commerce.
4. The Lodging Tax Advisory Committee met on November 12, 2020 to review application and make a recommendation to the Board of Commissioners.

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

1. Concurs in the recommendation of the Lodging Tax Advisory Committee.
2. Authorizes a one-time expenditure from the Hotel/Motel Tax Fund to be allocated as follows:

Clallam County Parks, Fair and Facilities - \$39,000  
~~Olympic Peninsula Visitor Bureau (OPVB) - \$500,000~~  
Clallam County Public Works/Road Department - \$150,000  
Clallam Bay/Seki Chamber of Commerce - \$12,000

PASSED AND ADOPTED this first day of December 2020



ATTEST:

*L. Gores*

Loni Gores, CMC, Clerk of the Board

BOARD OF CLALLAM COUNTY COMMISSIONERS

*Mark Ozjas*  
Mark Ozjas, Chair

*Randy Johnson*  
Randy Johnson

*Exceeded*  
Bill Peach

File A22.169

F32.19

Finance CFO – Lane/Cook

Treasurer's Office

Assessor's Office



RESOLUTION 2, 2021

AUTHORIZING EXPENDITURE FROM THE HOTEL/MOTEL TAX FUND  
FOR THE APPROVED 2021 LODGING TAX FUNDING APPLICATIONS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County collects Hotel/Motel Tax pursuant to RCW 67.28.
2. State statute requires an advisory committee to review all proposed expenditures from the Hotel/Motel Tax Fund and make recommendations to the Board of Commissioners.
3. The Lodging Tax Committee received proposals from Port Angeles Chamber of Commerce, Port Angeles Marathon Association, Olympic Coast National Marine Sanctuary Foundation, New Dungeness Light Station Association, Lincoln Park BMX Association, Sequim Farmers and Artisans Market, Juan de Fuca Festival and Peninsula Trails Coalition.
4. The Lodging Tax Advisory Committee met on December 10, 2020 to review applications and make a recommendation to the Board of Commissioners.

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

1. Concurs in the recommendation of the Lodging Tax Advisory Committee.
2. Authorizes a one-time expenditure from the Hotel/Motel Tax Fund to be allocated as follows:

Port Angeles Chamber of Commerce - \$35,000  
Lincoln Park BMX Association - \$100,000  
Port Angeles Marathon Association - \$12,500  
Juan de Fuca Festival - \$10,000

PASSED AND ADOPTED this fifth day of January 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board

File A22.169  
F32.19

Finance Office – Lane/Cook  
Treasurer's Office  
Assessor's Office



RESOLUTION 51, 2021

46  
6/1/21

AUTHORIZING EXPENDITURE FROM THE HOTEL/MOTEL TAX FUND  
FOR THE APPROVED 2021 LODGING TAX FUNDING APPLICATIONS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County collects Hotel/Motel Tax pursuant to RCW 67.28.
2. State statute requires an advisory committee to review all proposed expenditures from the Hotel/Motel Tax Fund and make recommendations to the Board of Commissioners.
3. The Lodging Tax Committee received proposals from Dungeness Crab & Seafood Festival, Forks Chamber of Commerce, Forks Timber Museum and Sequim Lavender Farmers Association.
4. The Lodging Tax Advisory Committee met on May 13, 2021 to review application and make a recommendation to the Board of Commissioners.

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

1. Concurs in the recommendation of the Lodging Tax Advisory Committee.
2. Authorizes a one-time expenditure from the Hotel/Motel Tax Fund to be allocated as follows:

Forks Chamber of Commerce - \$40,000  
Forks Timber Museum - \$67,142

PASSED AND ADOPTED this first day of June 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

  
Mark Ozias, Chair

  
Randy Johnson

  
Bill Peach

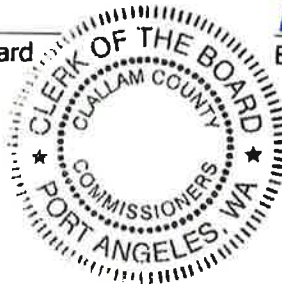
ATTEST:



Loni Gores, CMC, Clerk of the Board

File A22.169  
F32.19

Finance CFO – Lane/Cook  
Treasurer's Office  
Assessor's Office



Lodging Tax Advisory Committee  
2021 Hotel/Motel Funding Requests  
Clallam County Parks, Fair & Facilities



# Clallam County Parks, Fair & Facilities Department

223 E. Fourth St., Suite 7  
Port Angeles, WA 98362-3015

RECEIVED  
CLALLAM CO. COMMISSIONERS

NOV 29 2021

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

November 29, 2021

Attn: Loni Gores, Clerk of the Board  
Board of Clallam County Commissioners  
Clallam County Courthouse  
223 East Fourth Street, Suite  
Port Angeles, WA 98362

RE: LTAC 2021 Final Report

Dear Board of Clallam County Commissioners, Loni,

Please find the enclosed Clallam County Parks, Fair & Facilities LTAC 2021 Final Project Report.

Clallam County Parks and Fairgrounds benefit from the LTAC grant.

Thank you for your continued support.

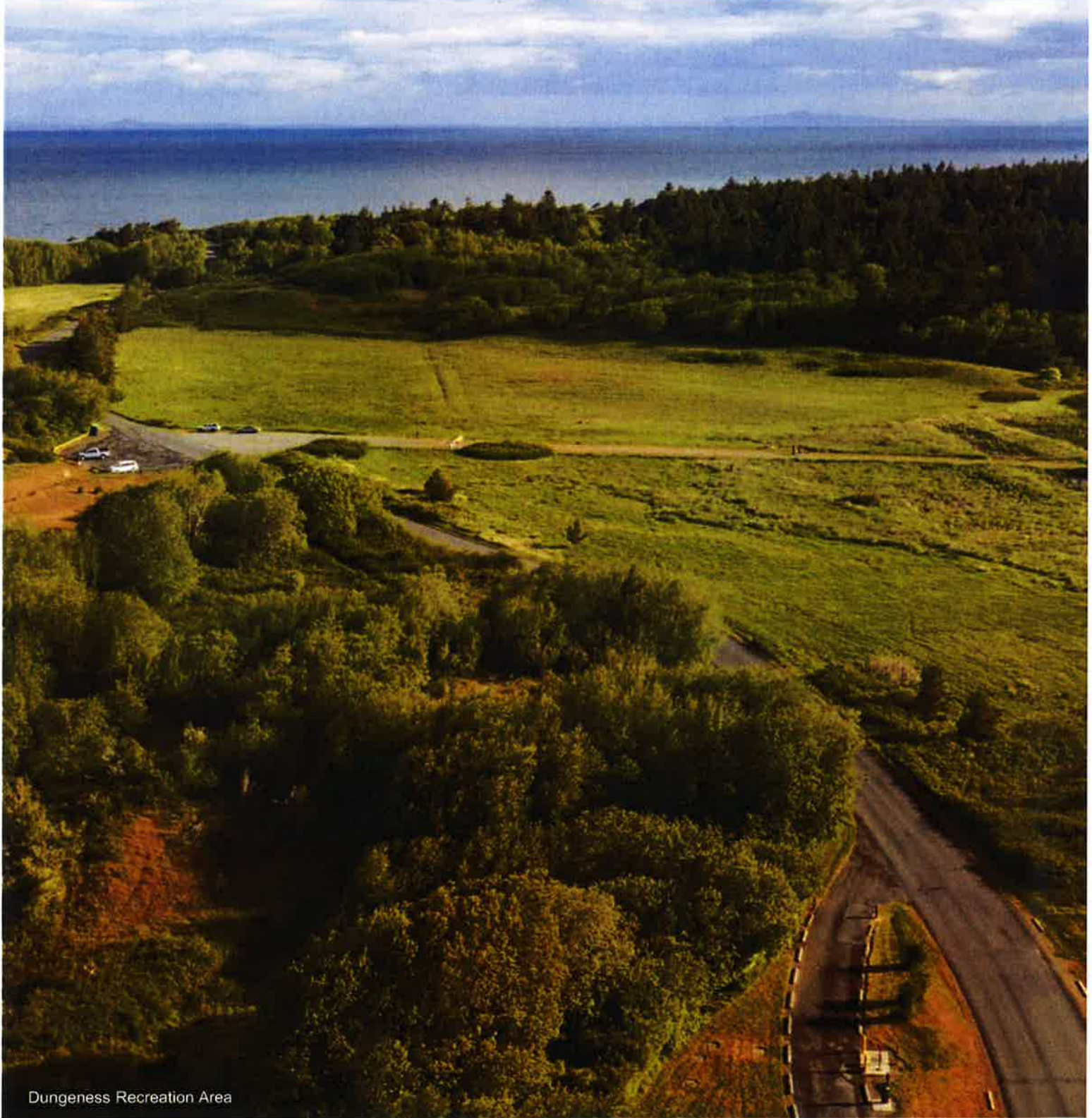
Sincerely,

A handwritten signature in blue ink, reading "Hannah Merrill". The signature is fluid and cursive, with the first name "Hannah" being more prominent than the last name "Merrill".

Hannah Merrill  
Clallam County Parks Supervisor

Parks, Fair & Facilities Division  
Phone: 360-565-2659  
Fax: 360-417-2395  
hmerrill@co.clallam.wa.us

# CLALLAM COUNTY PARKS AND FAIR LTAC 2021 FINAL PROJECT REPORT

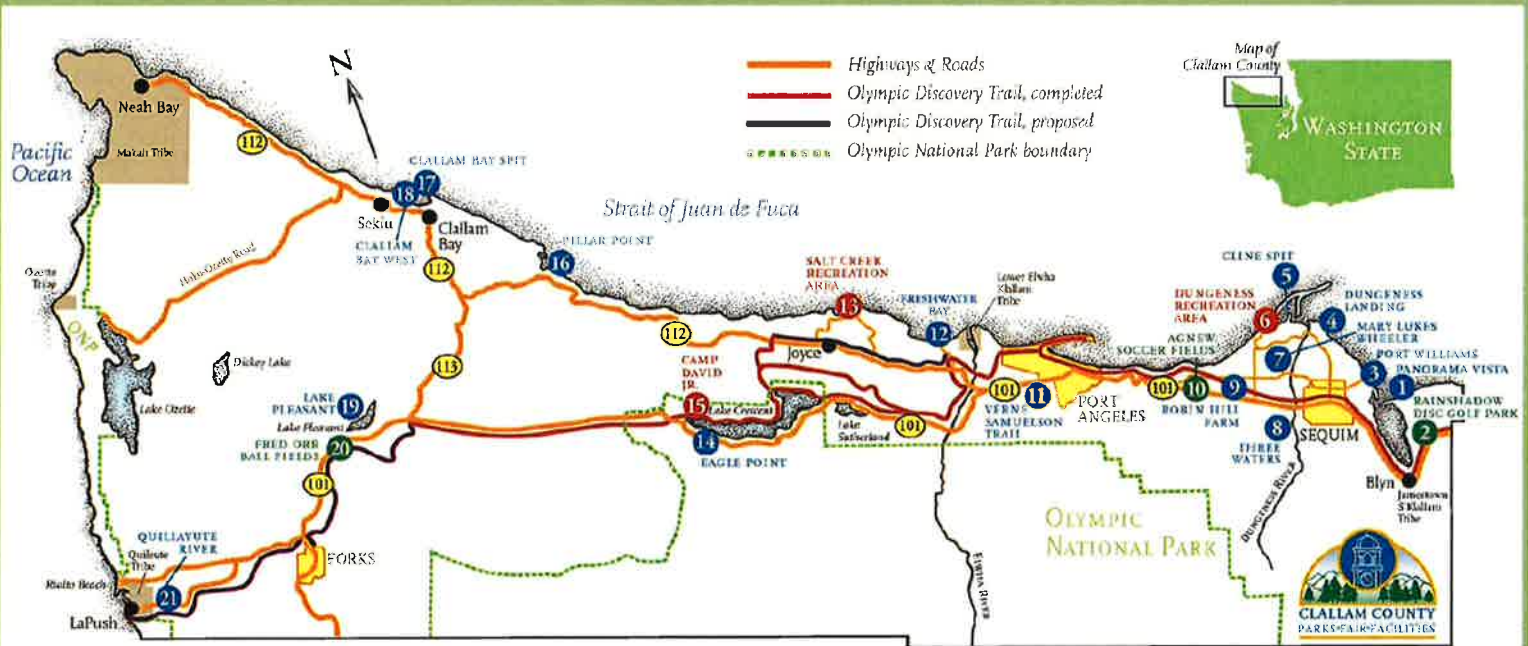


Dungeness Recreation Area



CLALLAM COUNTY PARKS, FAIR & FACILITIES  
223 East 4<sup>th</sup> Street, Suite 7, Port Angeles, WA 98362

# CLALLAM COUNTY PARKS AND FAIR BACKGROUND



## 22 Clallam County Parks

Clallam County Parks span from Quillayute River Park near Forks to Rainshadow Disc Golf Park in Blyn.

- 19 Day-Use Parks (including 3 sports-parks)
- 3 Overnight-Use Parks (Dungeness Recreation Area, Salt Creek Recreation Area, and Camp David Jr.)

## Clallam County Fairgrounds

Fairgrounds located in Port Angeles near airport

- Hosts annual “small county fair, with big county feel.”

**Campgrounds and Fairgrounds (camping & events drawing out-of-town visitors) contribute to lodging tax funds.**



CLALLAM COUNTY PARKS, FAIR & FACILITIES  
223 East 4<sup>th</sup> Street, Suite 7 Port Angeles, WA 98362

# **CLALLAM COUNTY PARKS AND FAIR**

## **TOURISM-RELATED ACTIVITIES**

Clallam County Parks and Fair attract visitors and give access to natural areas, numerous outdoor activities, and Fair entertainment such as:

- Tent & RV Camping
- Epic, entertaining Fair with local flare
- Youth and Group camp activities
- Hiking, horseback riding, bird watching, wildlife viewing, beachcombing
- Fishing, crabbing, clamming, smelting
- Recreational boating, surfing, windsurfing, kayaking, scuba diving
- Marine, freshwater, forest life observation and study
- Picnicking, geocaching
- Races - run, bike, boat, track meets
- Reunions, weddings, memorials, tourism photoshoots



Camp David Jr. County Park



**CLALLAM COUNTY PARKS, FAIR & FACILITIES**  
223 East 4<sup>th</sup> Street, Suite 7 Port Angeles, WA 98362

# CLALLAM COUNTY PARKS AND FAIR

## EVENTS & PARTNERSHIPS



**Clallam County Parks partners on events such as:**

- Winter Warm-Up Disc Golf Tournament
- Rainshadow Charity Disc Golf Tournament
- Wanda Fuca Downwinder Paddle Race
- North Olympic Discovery Marathon
- The Big Hurt Triathlon
- Juan de Fuca Festival of the Arts
- Frosty Moss Relay Run
- Washington Coast Beach Clean-Up
- Clallam Bay/Sekiu Fun Days
- PAHS Salt Creek Invitational Track Meet
- Bicycle Rides Northwest



Rainshadow Disc Golf Park



**CLALLAM COUNTY PARKS, FAIR & FACILITIES**

223 East 4th Street, Suite 7 Port Angeles, WA 98362

# Salt Creek Recreation Area (SCRA) & Dungeness Recreation Area (DRA) DATA

## INCREASE OF SITES USED 2018-2021

| MONTH         | SCRA 2018<br>Sites Used | SCRA 2019<br>Sites Used | SCRA 2020*<br>Sites Used               | SCRA 2021**<br>Sites Used |
|---------------|-------------------------|-------------------------|----------------------------------------|---------------------------|
| January       | 100                     | 217                     | 108                                    | 391                       |
| February      | 122                     | 95                      | 275                                    | 442                       |
| March         | 357                     | 463                     | 216                                    | 1,033                     |
| April         | 796                     | 868                     | 30                                     | 1,714                     |
| May           | 1,557                   | 1,597                   | 31                                     | 2,065                     |
| June          | 1,887                   | 1,963                   | 30                                     | 2,282                     |
| July          | 2,610                   | 2,511                   | 2,342                                  | 2,728                     |
| August        | 2,605                   | 2,680                   | 2,672                                  | 2,691                     |
| September     | 1,856                   | 1,816                   | 2,252                                  | 2,143                     |
| October       | 868                     | 935                     | 1,659                                  | 1,359                     |
| November      | 340                     | 344                     | 452                                    | 0                         |
| December      | 147                     | 146                     | 376                                    | 0                         |
| <b>TOTALS</b> | <b>13,245</b>           | <b>13,635</b>           | <b>10,443</b>                          | <b>16,848</b>             |
|               |                         |                         | *C-19 Mandated Park Closure April-June | **As of 10/31/2021        |

| MONTH         | DRA 2018<br>Sites Used | DRA 2019<br>Sites Used | DRA 2020*<br>Sites Used                | DRA 2021**<br>Sites Used |
|---------------|------------------------|------------------------|----------------------------------------|--------------------------|
| January       | 109                    | 97                     | 68                                     | 236                      |
| February      | 112                    | 92                     | 7                                      | 176                      |
| March         | 229                    | 276                    | 150                                    | 429                      |
| April         | 333                    | 393                    | 58                                     | 820                      |
| May           | 873                    | 878                    | 62                                     | 1,177                    |
| June          | 1,210                  | 1,119                  | 51                                     | 1,543                    |
| July          | 1,836                  | 1,830                  | 1,545                                  | 2,021                    |
| August        | 1,920                  | 1,868                  | 2,028                                  | 1,924                    |
| September     | 901                    | 880                    | 1,387                                  | 1,258                    |
| October       | 417                    | 393                    | 696                                    | 519                      |
| November      | 91                     | 142                    | 215                                    | 0                        |
| December      | 72                     | 84                     | 199                                    | 0                        |
| <b>TOTALS</b> | <b>8,103</b>           | <b>8,052</b>           | <b>6,466</b>                           | <b>10,103</b>            |
|               |                        |                        | *C-19 Mandated Park Closure April-June | **As of 10/31/2021       |

Eagle Point County Park



**CLALLAM COUNTY PARKS, FAIR & FACILITIES**  
223 East 4<sup>th</sup> Street, Suite 7 Port Angeles, WA 98362

# CLALLAM COUNTY PARKS AND FAIR LTAC 2021 FUNDS SUPPORT

- Essential Parks and Fair outreach, maintenance, and improvements.
- Vital Parks functions to serve the visitors and county residents.
- Improved marketing and promotional materials to increase profile of Clallam County Parks and Fair. Promote shoulder season campground visitation.
- Summer park ranger seasonal. This year season extended to support parks, as use has dramatically increased.
- Update website, social media, marketing brochures, maps, mailings.
- Improved maintenance of day-use parks and beach access areas for clean and safe parks.
- Clallam Bay maintenance and painting project.
- Reduce backlog of park improvements including: restrooms, boat launch access.



Lake Pleasant County Park



CLALLAM COUNTY PARKS, FAIR & FACILITIES  
223 East 4<sup>th</sup> Street, Suite 7 Port Angeles, WA 98362

# **CLALLAM COUNTY PARKS AND FAIR**

## **LTAC FUNDED REQUEST & EXPENDITURES**

### **2021 LTAC Funding Request**

**\$19,000 Parks & Fair Advertising and Social Media**

**\$10,000 Day-Use Summer Seasonal Ranger Positions**

**\$10,000 Day-Use Parks and Restroom Improvements**

**\$39,000 Total REQUESTED**

### **2021 LTAC Actual Expenditures**

**\$ 9,116.83\* Parks & Fair Advertising and Social Media**

**\$14,860.17\*\* Summer Seasonal Ranger Position**

**\$ 8,400.00 Day-Use Parks and Restroom Improvements**

**\$ 32,377.00 Total EXPENDED**

**\*Under expended budget line due to 2021 Fair Cancellation.**

**\*\*Budget line increased to support extended summer seasonal ranger position – funds available due to under expended Fair promotion.**

Robin Hill Farm County Park



**CLALLAM COUNTY PARKS, FAIR & FACILITIES**  
223 East 4<sup>th</sup> Street, Suite 7 Port Angeles, WA 98362

# CLALLAM COUNTY PARKS AND FAIR UPDATED 2021 PARK BROCHURES

**CAMPING DETAILS:**  
Maximum of 30 visitors per campsite and one (1) vehicle. Additional fee for one (1) extra vehicle allowed per site.  
Maximum stay fourteen (14) consecutive nights, visitors under eighteen (18) years of age must be accompanied by a parent or guardian to stay at a campsite.

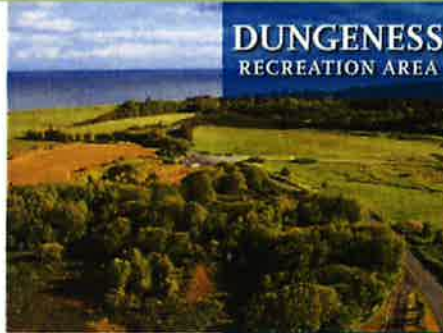
**MAIN GATE HOURS:**  
May - September: Gate Open 6 AM to 10 PM  
October - April: Gate Open 7 AM to 9 PM

**QUIET HOURS:** 10 PM to 8 AM  
**GENERATOR QUIET HOURS:** 9 PM to 6 AM

**CAMPSITE RESERVATIONS:**  
Reservations for campsites accepted beginning January 1, for the same calendar year.

Campsites may be reserved for the months of February - October. Credit card reservations are welcome on-line at: [www.clallam.net/parks](http://www.clallam.net/parks)

From February - October, half of the campsites are first come first serve, and from November - January, ALL campsites are first come first serve. Only cash or personal checks accepted at the campground for first come first serve sites.



## DUNGENESS RECREATION AREA



### DUNGENESS RECREATION AREA

55M View of America Rd - Sequim, WA 98282 USA  
Park #: 360-483-7847 • Main #: 360-417-2291  
[parkinfo@clallam.net](mailto:parkinfo@clallam.net) • [www.clallam.net/parks](http://www.clallam.net/parks)

CAMPING • PICNICKING • BIRDING  
HIKING • BIKING • HORSE TRAILS



**DESCRIPTION:** The park is located on the Strait of Juan de Fuca 7 miles northwest of Sequim. Park Highway 391, segment 200, turn north onto Klaskan-Duck Road. Road about 20 miles, the park entrance will be on your left about 1/2 mile beyond where Duck Road road right angles into a gravel road.

## PARK FEATURES

**DESCRIPTION:**  
Dungeness Recreation Area is one of more than twenty multi-use park properties operated by Clallam County Parks, Fair & Facilities. This 210-acre park is open year-round. There are no fees for day-use park entry and modest fees for camping. For more information visit: [www.clallam.net/parks](http://www.clallam.net/parks)

**CAMPITES:**  
Two loops of mostly forested campsites. The campground is comprised of forty-five (45) non-vehicle campsites, including two (2) ADA campsites, eight (8) tent sites, non-vehicle campsites, and (1) group campsite. Playground located near Loop 2.

**RESTROOMS:**  
Two (2) ADA accessible restrooms (one in each campground loop) with flush toilets, sinks, hand dryers, and coin-operated showers.

**TRAILS:**  
Hiking and equestrian trails along the park loop map. Left side (1/2 mile) trail connects to U.S. Fish and Wildlife Service Dungeness Wildlife Refuge. All park trails non-motorized use only.

**VIEWS:**  
South to Olympic Mountains, north to Strait of Juan de Fuca, Vancouver Island, west to Mount Baker, Cascade Mountains, and Port Angeles to the west.

## TO ENSURE VISITOR SAFETY, ENJOYMENT AND PARK PRESERVATION:

- Park, picnic table, fire, and camp in designated areas only.
- Stay on marked trails.
- No hunting on designated horse-use trails only (except trapped points).
- No motorized vehicles on any trails.
- Keep pets on leashes or in vehicles.
- Clean up pet waste.
- No alcohol or marijuana use.
- Any kind of weapon use is prohibited.
- Cutting or damaging vegetation.
- (Only summarized aerial vehicles).
- Firearms.
- Beach fires.

**CAMPING DETAILS:**  
Maximum of 30 visitors per campsite and one (1) vehicle. Additional fee for one (1) extra vehicle allowed per site.  
Maximum stay fourteen (14) consecutive nights, visitors under eighteen (18) years of age must be accompanied by a parent or guardian to stay at a campsite.

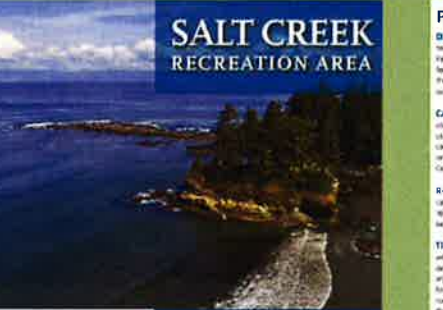
**MAIN GATE HOURS:**  
May - September: Gate Open 6 AM to 10 PM  
October - April: Gate Open 7 AM to 9 PM

**QUIET HOURS:** 10 PM to 8 AM  
**GENERATOR QUIET HOURS:** 9 PM to 6 AM

**CAMPSITE RESERVATIONS:**  
Reservations for campsites accepted beginning January 1, for the same calendar year.

Campsites may be reserved for the months of February - October. Credit card reservations are welcome on-line at: [www.clallam.net/parks](http://www.clallam.net/parks)

From February - October, half of the campsites are first come first serve, and from November - January, ALL campsites are first come first serve. Only cash or personal checks accepted at the campground for first come first serve sites.



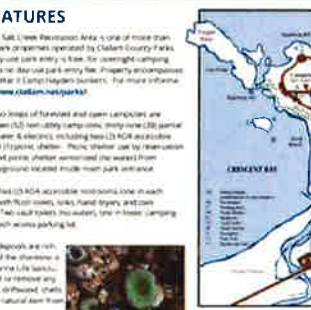
## SALT CREEK RECREATION AREA



### SALT CREEK RECREATION AREA

1566 Camp Hayden Rd - Port Angeles, WA 98151 USA  
Park #: 360-483-7847 • Main #: 360-417-2291  
[parkinfo@clallam.net](mailto:parkinfo@clallam.net) • [www.clallam.net/parks](http://www.clallam.net/parks)

CAMPING • PICNICKING • BIRDING  
TIDFOOTING • SURFING • KAYAKING



**DESCRIPTION:** Two loops of forested and open campsites and are comprised of thirty-two (32) non-vehicle campsites, thirty-two (32) partial utility campsites (water & electric), including two (2) ADA accessible campsites, and one (1) picnic shelter. Picnic shelter use by reservation only. Campsites and picnic shelter reserved the week of from October 1st - November 1st. Picnic shelter located inside main park entrance.

**RESTROOMS:** Two (2) ADA accessible restrooms (one in each campground loop) with flush toilets, sinks, hand dryers, and coin-operated showers. Two vault toilets (one in each campground loop) and one at beach access parking lot.

**TIDFOOTING:** Tidfooting is rich with marine life and the shoreline is designated as a Marine Life Sanctuary. Do not harvest or remove any form of marine life, defecated shells, rocks, or any other natural item from the shoreline.

**VIEWS:** South to view the Olympic Mountains, north to Vancouver Island, east to Lopez Island, Mount Baker, and Crescent Bay to the west.

## FOR PARK PRESERVATION & VISITOR SAFETY, ENJOYMENT, AND PARK PRESERVATION:

- Park, picnic table, fire, and camp in designated areas only.
- Stay on marked trails.
- No hunting on designated horse-use trails only (except trapped points).
- No motorized vehicles on any trails.
- Keep pets on leashes or in vehicles.
- Clean up pet waste.
- No alcohol or marijuana use.
- Any kind of weapon use is prohibited.
- Cutting or damaging vegetation.
- (Only summarized aerial vehicles).
- Firearms.
- Beach fires.



**DESCRIPTION:** Salt Creek Recreation Area is located 10 miles west of Port Angeles Washington on the Strait of Juan de Fuca. From the State May 1st to Port Angeles, travel west on WA May 112. Salt Creek May 112 west, travel 1.5 miles. Near May 112, segment 10, take a right turn onto Camp Hayden Road. Road 5.5 miles. Road right into park entrance.

**DESCRIPTION:**  
The historic shores of Lake Crescent, Camp David Jr. provides a beautiful setting for all types of group activities, with a focus on youth groups. The site was built in 1935 in honor of a site that was a significant health spa in the early years. 1900's and much of the history is preserved on the site.

Camp David Jr. has operated as an outdoor resort since 1935. For more information, visit <http://www.clallam.net/parks>

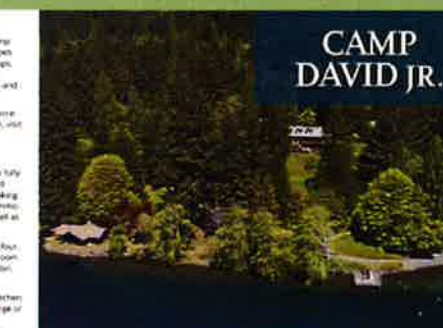
## FACILITIES:

**QUIN SANA LODGE:** houses the dining hall, a fully equipped kitchen, meeting area, fireplace, and wrap-around covered porches with beautiful views of Lake Crescent. The lower level also provides a recreation area and crafts room, as well as full restrooms with showers.

**SLEEPING CABINS:** are clustered in groups of four. Each cabin is located near a central full restrooms facility. There are eight to twelve beds per cabin. No reservations in sleeping cabins.

**BEACH & STAFF CABINS:** each has a small kitchen, full bath, sleeping area and can be used by large or small groups.

**WILHELM LODGE:** is a rustic, lake-view log cabin used for gathering, outdoor recreation, and private events.



## CAMP DAVID JR. COUNTY PARK



### CAMP DAVID JR. COUNTY PARK

1452 Camp David Jr. Rd - Port Angeles, WA 98151 USA  
Park #: 360-483-7847 • Main #: 360-417-2291  
[parkinfo@clallam.net](mailto:parkinfo@clallam.net) • [www.clallam.net/parks](http://www.clallam.net/parks)

DINING LODGE • CABINS • FULL KITCHEN  
SWIMMING • BOATING • PLAY HILLS



**DIRECTIONS:**  
Camp David Jr. is located on the north shore of Lake Crescent off Highway 101. From Port Angeles travel west on Highway 101 to the far west end of Lake Crescent. Turn right onto Camp David Jr. Road. Continue on Camp David Jr. Road for 1.5 miles. Camp David Jr. entrance is on the right.

## TO ENSURE PARK PRESERVATION, VISITOR SAFETY & ENJOYMENT:

- No pets.
- No alcohol or marijuana use.
- No weapon use or hunting.
- No cutting or damaging vegetation.
- No firearms.
- No UAVs (summarized aerial vehicles).

## RESERVATIONS

**Camp David Jr.** is a county managed overnight outdoor recreation camp on Lake Crescent. The facility is open from April 13 through October 15. Camp reservations emphasize youth groups, but family and adult groups are welcome when available.

Camp David Jr. offers all ideal, scenic environments and group amenities to tailor to your programs to fit specific needs. The maximum overnight capacity is 150 campers, and the maximum capacity for day-use is 125 individuals.

The camp is one of the first overnight camps in the state. Activities may include nature study, arts and crafts, fishing, camping programs, ping pong, swimming, volleyball, soccer, and hiking.

Applications are accepted from November 1 through March 1 by mail. The applications are considered on a priority system with youth groups receiving top priority. After March 1, reservations are accepted on a first come, first served basis.

To reserve a site at Camp David Jr. and enjoy the beautiful surroundings of Lake Crescent, download the application at: [www.clallam.net/parks/campdavidjr](http://www.clallam.net/parks/campdavidjr)

Questions? Call 360-417-2291



CLALLAM COUNTY PARKS, FAIR & FACILITIES  
223 East 4<sup>th</sup> Street, Suite 7 Port Angeles, WA 98362

# THANK YOU!



**“Nature has the power to heal because it is where we are from, it is where we belong and it belongs to us as an essential part of our health and our survival.”**

**– Nooshin Razani, MD, UCSF Center for Nature and Health Director**

Salt Creek Recreation Area



**CLALLAM COUNTY PARKS, FAIR & FACILITIES**  
**223 East 4<sup>th</sup> Street, Suite 7 Port Angeles, WA 98362**

Lodging Tax Advisory Committee  
2021 Hotel/Motel Funding Requests  
Clallam County Public Works/Road Dept.



## Clallam County Public Works/Road Department

223 E. Fourth St., Suite 6

Port Angeles, WA 98362-3000

360-417-2290 Fax: 360-417-2513 E-mail: [sgray@co.clallam.wa.us](mailto:sgray@co.clallam.wa.us)

December 13, 2021

TO: Clallam County Lodging Tax Advisory Committee

FM: Steve Gray, Transportation Program Manager

RE: 2021 Lodging Tax Grant Accomplishments

Dear LTAC Members:

The \$150,000 Clallam County Public Works/Road Department 2021 lodging tax grant award was used for the Olympic Discovery Trail (ODT)—Dawley Rd. Area Trail and Stabilization Project located about ¾-miles east of Sequim Bay State Park. The project involved the re-building and restoration of an approximately 150-foot long segment of the ODT that had been experiencing trail loss and damage over a number of years due to slumping.

The damaged trail segment was characterized by an abrupt irregular edge and drop-off, and also cracks and dips throughout the remaining trail surface. At the narrowest point, the paved trail width was only about three feet wide (originally 10-feet wide paved). Continued loss of trail would have ultimately resulted in a closure of this trail segment and required users to either turn-around at this location or take about a one-mile detour on busy US 101 to reconnect to the ODT.

The 2021 lodging tax grant award was key for the Department to move this project forward and its ultimate success. Construction was performed by the Clallam County Public Works/Road Department. The total project cost (labor, materials, equipment rental) was \$249,261.

Attached is a locator map of the project site. Also, attached are before and after project photos and photos of key construction stages.

Thank you for your support of this project.

Sincerely,

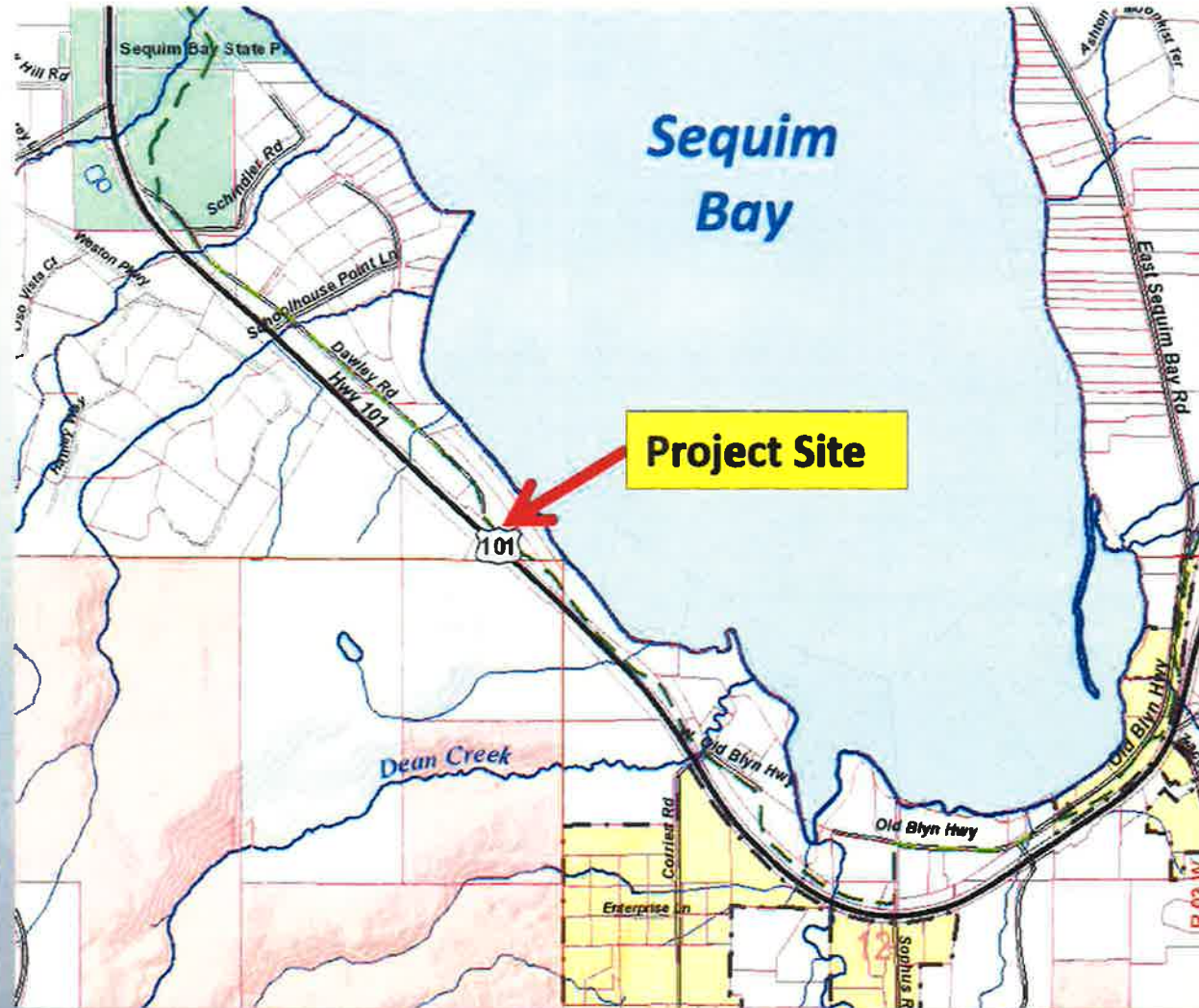
A handwritten signature in blue ink, appearing to read "Steve Gray", written over a horizontal line.

Steve Gray

Transportation Program Manager

Enc. Project map and photos

# ODT-Dawley Rd. Area Trail Stabilization & Restoration *Project Site*



# ODT - Repair East of Dawley Rd.

2019



2021



# ODT – Repair East of Dawley Rd.

▣ 2019



▣ 2021



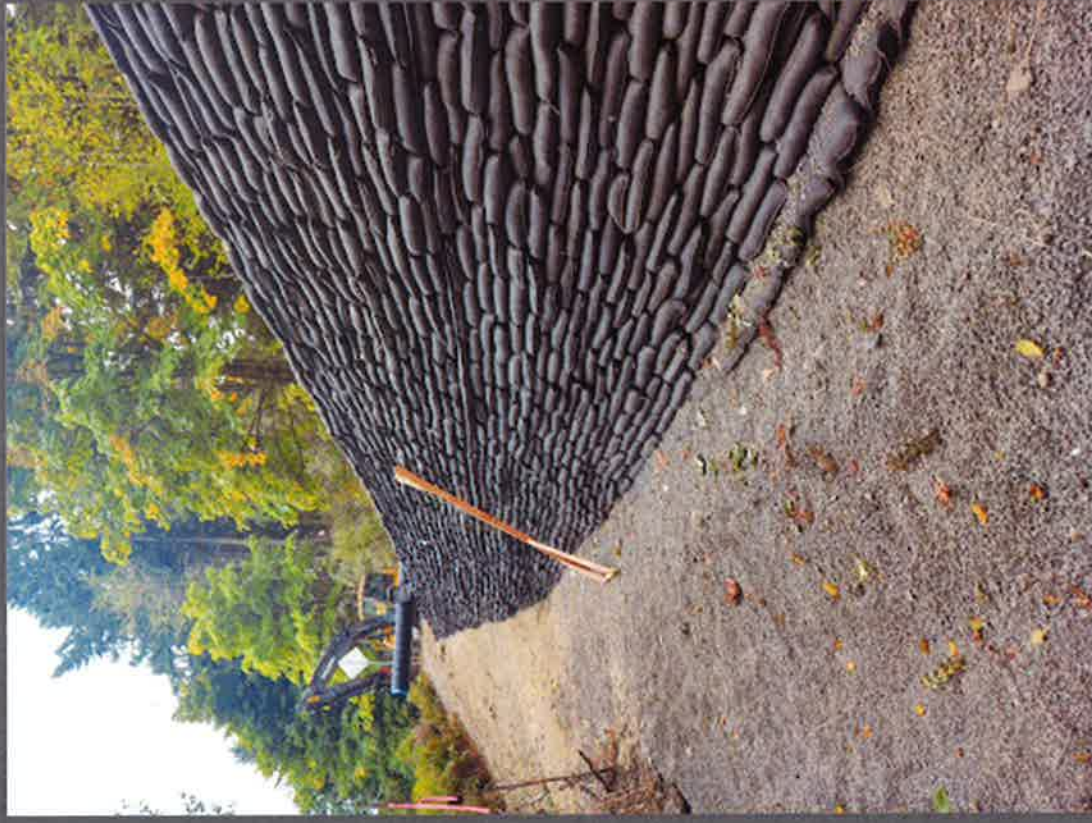
# ODT-Repair East of Dawley Rd. *Excavating*



# ODT-Repair East of Dawley Rd. *Building Back Up*



# ODT-Repair East of Dawley Rd. *Building the Wall*



# ODT-Repair East of Dawley Rd. *Final Steps (October 2021)*



Lodging Tax Advisory Committee  
2021 Hotel/Motel Funding Requests  
Clallam Bay / Sekiu Chamber

## Gores, Alanna

---

**From:** Clallam Bay Chamber <clallambayinfo@gmail.com>  
**Sent:** Thursday, December 30, 2021 9:33 AM  
**To:** Gores, Alanna  
**Subject:** 2021 Clallam Bay / Sekiu LTAC Update

\*\*\* EXTERNAL EMAIL \*\*\* This message was sent from outside our County network.

Hello Loni,

Per your request, here is our report. Please let me know if you have any questions or need anything else!

The following is a recap of activities supported by the LTAC 2021 grant to the Clallam Bay & Sekiu Chamber of Commerce. Our goal was to support two programs to provide specific information on available business services as well as tourist activities in the area including 1) Participation in OPTC mail marketing programs and 2) support operation of Visitor Center and website.

I am pleased to report we were able to achieve both objectives with the support of the LTAC grant. Our marketing brochure was updated this year and included in OPTC mailings and provided to other Peninsula visitor centers. Our Visitor Center remains the centerpiece of our efforts and is now essentially open at least a few days a week year round. This is possible since most of our expenses are fixed and our Visitor Center manager / volunteer coordinator lives a block away, making for an easy commute. We had over 1,000 visitors stop by in person, with up to 30 a day this year and another 5,600 unique visitors to the [ClallamBay.com](https://www.clallambay.com) & [Sekiu.com](https://www.sekiu.com) websites. Given the success of these programs, we plan to continue these efforts in 2022. If there are any additional questions, please let me know.

Matt Peloquin  
Clallam Bay & Sekiu Chamber Treasurer

Lodging Tax Advisory Committee  
2021 Hotel/Motel Funding Requests  
Port Angeles Chamber of Commerce



## **Clallam County Lodging Tax Report**

### **Port Angeles Winter Ice Village 2020-2021 December 30, 2021**

Thank you to the Clallam County Lodging Tax Committee and the Clallam County Board of Commissioners for the \$35,000 grant in 2021 to the Port Angeles Chamber of Commerce for operation of the 2020-2021 Winter Ice Village in Port Angeles. This annual activity had to be postponed from the holiday season at the end of 2020 due to the COVID-19 pandemic, but we were able to produce the ice skating operation over spring break in 2021, largely because of this grant from the Clallam County Lodging Tax fund.

The "Winter" Ice Village opening on March 19, 2021, and ran through April 18, 2021. The plan was to be open over the school spring break periods to maximize the ability for children to enjoy outdoor skating. Because of the warm weather, and frankly the uniqueness of ice skating outside the winter season, our attendance and participation numbers were lower than in past seasons. As you probably know, the previous season ended with the tent that covers the ice rink collapsing under snow, so the Chamber had to purchase our own replacement tent, as well as provide to 7 Cedars Resort the insurance funds we received for the damage to the tent. That, together with the impact of the COVID-19 pandemic on Chamber finances, made producing the "Winter" Ice Village in the spring of 2021 even more challenging. We could not have done it without this \$35,000 grant from Clallam County Lodging Tax funds.

Besides the fact that we actually operated this activity at an overall loss of nearly \$8,000, we still consider this to have been a success. It is important to continue the regularity of this annual activity in downtown Port Angeles, and it was a great outlet for many children who had been relatively isolated and indoors due to the pandemic. Despite our lower participation numbers, we did still have skaters from throughout the Pacific Northwest and beyond. As part of our required waiver process for all participants, we collect information on the zip code of each participant's home town, so we are able to show all the places far and wide that people come to Port Angeles to participate in the Winter Ice Village.

We opened the next season on time this year, November 19, 2021, and we are operating this new season with record participation numbers. In addition, we are doing so without using any lodging tax funds from any jurisdiction – something that has been our goal.

Thank you again for your support!

**Lodging Tax Advisory Committee**  
**2021 Hotel/Motel Funding Requests**  
**Lincoln Park BMX**



## Lincoln Park BMX

December 28, 2021

Board of Clallam County Commissioners  
223 East 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362

**Attn: Loni Gores**

**RE: LTAC 2021 Progress Report  
Contract #19925.21.006  
Port Angeles Pumptrack**

Dear Ms. Gores-

Lincoln Park BMX was awarded \$100,000.00 from the LTAC Committee for construction of the Port Angeles Pumptrack in 2021. Here is where we are currently at for our project-

- February 9, 2021- paid \$26,242.00 for Construction design and documents.
- April 5, 2021 & May 18, 2021- paid \$156,182.25 for deposit of pumptrack and to get on American Ramps schedule.
- July 2021- City of Port Angeles received contract from Washington State RCO office for the \$350,000 grant.
  - RCO Office had a new requirement requiring sign off with an archeological survey- once this was discovered, the city hired an archeologist to do the survey. Having only 3 weeks to find and have survey done and accepted the State RCO office, we ran up against our window for scheduling and weather. In a mutual agreement with the City of Port Angeles, we postponed the project until May 2022.
- Currently we have-
  - Storm system designed and materials purchased.
  - Pump track plans 100% complete
  - Archeological survey completed and signed off
  - SEPA Checklist done
  - Stormwater permit done
  - Building permit issued.
  - Start date of May 2022 on American Ramps schedule.



## Lincoln Park BMX

Attached is a copy of the invoices and checks paid to American Ramp company and also a copy of the 100% drawings for the project.

Should you have any questions, or need additional information, please let me know.

Sincerely;

Sean Coleman

Lincoln Park BMX- President/Track Operator

360.460.1435

Invoices- American Ramp (1 pages)

Port Angeles Pump Track Design (100%- 12 pages)



Lincoln Park BMX

## Statement Ending 04/30/2021

Page 8 of 8

Lincoln Park BMX Association  
[REDACTED]

DATE 03.31.2021

PAY TO THE ORDER OF American Ramp Company \$ 100,000.00

ONE HUNDRED THOUSAND & 00/100 DOLLARS

POSITED/ELECTRONICALLY DEPOSITED

FOR DEPOSIT - PORT ANGELES BRANCH  
INVOICE # 12200

[REDACTED]

#1160

04/07/2021

\$100,000.00

Lincoln Park BMX Association  
[REDACTED]

DATE 5.14.2021

PAY TO THE ORDER OF American Ramp Company \$ 56,182.25

FIFTY-SIX THOUSAND ONE HUNDRED EIGHTY-TWO & 25/100 DOLLARS

First Federal  
Soc. Sec. Branch 3601 45th Ave  
221 E. 6th St. P.O. Box 361  
Port Angeles, WA 98302 curriedad.com

FOR INVOICE # 21200 PA PUMPTRACK

[REDACTED]

#1154

05/19/2021

\$56,182.25



# Lincoln Park BMX

Lincoln Park BMX Association  
[REDACTED]

DATE 2-18-2021

PAY TO THE ORDER OF American Ramp Company \$ 26,242.00

TWENTY-SIX THOUSAND TWO HUNDRED FORTY-TWO & 00/100 DOLLARS

First Federal  
5102 S. 1st Avenue (367) 457-0461  
227 S. 6th St. P.O. Box 351  
Fort Pierce, FL 34945-0351

FOR DEPOSIT ONLY  
[REDACTED]

FOR DEPOSIT ONLY  
[REDACTED]

#1158

02/22/2021

\$26,242.00



**American Ramp Company**  
**601 S. McKinley Ave**  
**Joplin, MO 64801**

# Invoice

| Date     | Invoice # |
|----------|-----------|
| 2/9/2021 | 26227     |

|                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------|
| Bill To                                                                                                          |
| Lincoln Park BMX Association<br>Attn: Sean Coleman<br>403 South Lincoln Street #4 PMB4<br>Port Angeles, WA 98362 |

|         |
|---------|
| Ship To |
|         |

| Project ID |                 | P.O. No.   | Terms                    | Due Date    |
|------------|-----------------|------------|--------------------------|-------------|
| 119244     |                 |            | 100% on signing          | 2/9/2021    |
| Quantity   | Description     | Price Each |                          | Amount      |
| 1          | Asphalt PT CD's | 26,242.00  |                          | 26,242.00   |
|            |                 |            | <b>Total:</b>            | \$26,242.00 |
|            |                 |            | <b>Payments/Credits:</b> | \$0.00      |
|            |                 |            | <b>Balance Due:</b>      | \$26,242.00 |



**American Ramp Company**  
**601 S. McKinley Ave**  
**Joplin, MO 64801**

# Invoice

| Date      | Invoice # |
|-----------|-----------|
| 3/26/2021 | 26281     |

|                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------|
| Bill To                                                                                                                    |
| <p>Lincoln Park BMX Association<br/>Attn: Sean Coleman<br/>403 South Lincoln Street #4 PMB4<br/>Port Angeles, WA 98362</p> |

|         |
|---------|
| Ship To |
|         |

|                      |                    |          |                          |           |
|----------------------|--------------------|----------|--------------------------|-----------|
| Project ID           |                    | P.O. No. | Terms                    | Due Date  |
| NEW ORDER - NO JOB # |                    |          | Due on receipt           | 3/26/2021 |
| Quantity             | Description        |          | Price Each               | Amount    |
| 0.08993              | Asphalt Pumptracks |          | 624,729.00               | 56,182.25 |
|                      |                    |          | Total: \$56,182.25       |           |
|                      |                    |          | Payments/Credits: \$0.00 |           |
|                      |                    |          | Balance Due: \$56,182.25 |           |



**American Ramp Company**  
**601 S. McKinley Ave**  
**Joplin, MO 64801**

# Invoice

| Date      | Invoice # |
|-----------|-----------|
| 3/26/2021 | 26280     |

|                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------|
| Bill To                                                                                                          |
| Lincoln Park BMX Association<br>Attn: Sean Coleman<br>403 South Lincoln Street #4 PMB4<br>Port Angeles, WA 98362 |

|         |
|---------|
| Ship To |
|         |

|                      |                    |          |                           |            |
|----------------------|--------------------|----------|---------------------------|------------|
| Project ID           |                    | P.O. No. | Terms                     | Due Date   |
| NEW ORDER - NO JOB # |                    |          | Due on receipt            | 3/26/2021  |
| Quantity             | Description        |          | Price Each                | Amount     |
| 0.16007              | Asphalt Pumptracks |          | 624,729.00                | 100,000.00 |
|                      |                    |          | Total: \$100,000.00       |            |
|                      |                    |          | Payments/Credits: \$0.00  |            |
|                      |                    |          | Balance Due: \$100,000.00 |            |

JUNE 10, 2021  
DATE OF LAST REVISIONS

## An aerial photograph of a park area with a proposed layout. The layout features a dark, winding path that meanders through a green field. The path is bordered by a red line. There are several small trees and bushes scattered throughout the area. In the background, there are residential houses and a fence. The overall scene is a mix of natural greenery and planned infrastructure.

\*RENDERING IS JUST A VISUAL REPRESENTATION OF THE ACTUAL DESIGN. CHANGES BETWEEN RENDERING AND THE CONSTRUCTION DOCUMENT MAY OCCUR.



**Know what's below.  
Call before you dig.**

1-800-DIG-SAFE(DIGSAFE)



WE'VE AMERICAN PRINTER COMPANY  
 101 MCNEILY TOPUN PATSQUIN BROS  
 PHONE 1 800 944 2024 FAX 1 415 206 5895

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ERICKSON BIKE PARK  
PORT ANGELES, WA

403 S LINCOLN ST #4 PMB4, PORT ANGELES, WA 98362  
4TH ST & FRANCIS ST, PORT ANGELES, WA 98362

48° 6' 42" N, 123° 25' 16" W  
LINCOLN PARK BMX ASSOCIATION  
91.823.8835

| Time | Exercise | Unit |
|------|----------|------|
| 1    |          |      |
| 2    |          |      |
| 3    |          |      |
| 4    |          |      |
| 5    |          |      |
| 6    |          |      |

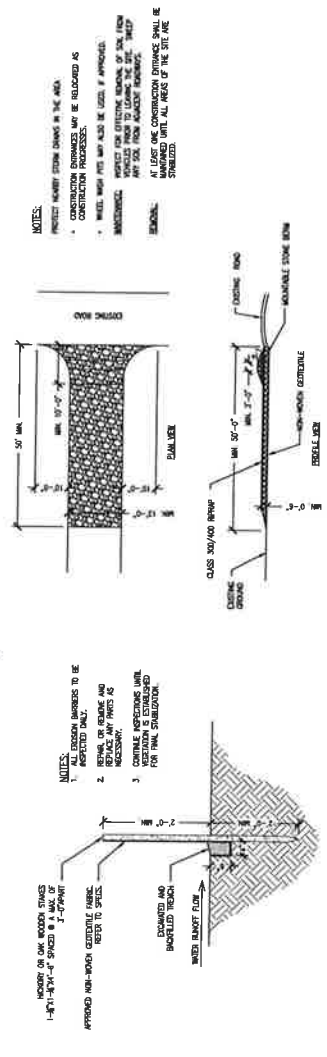
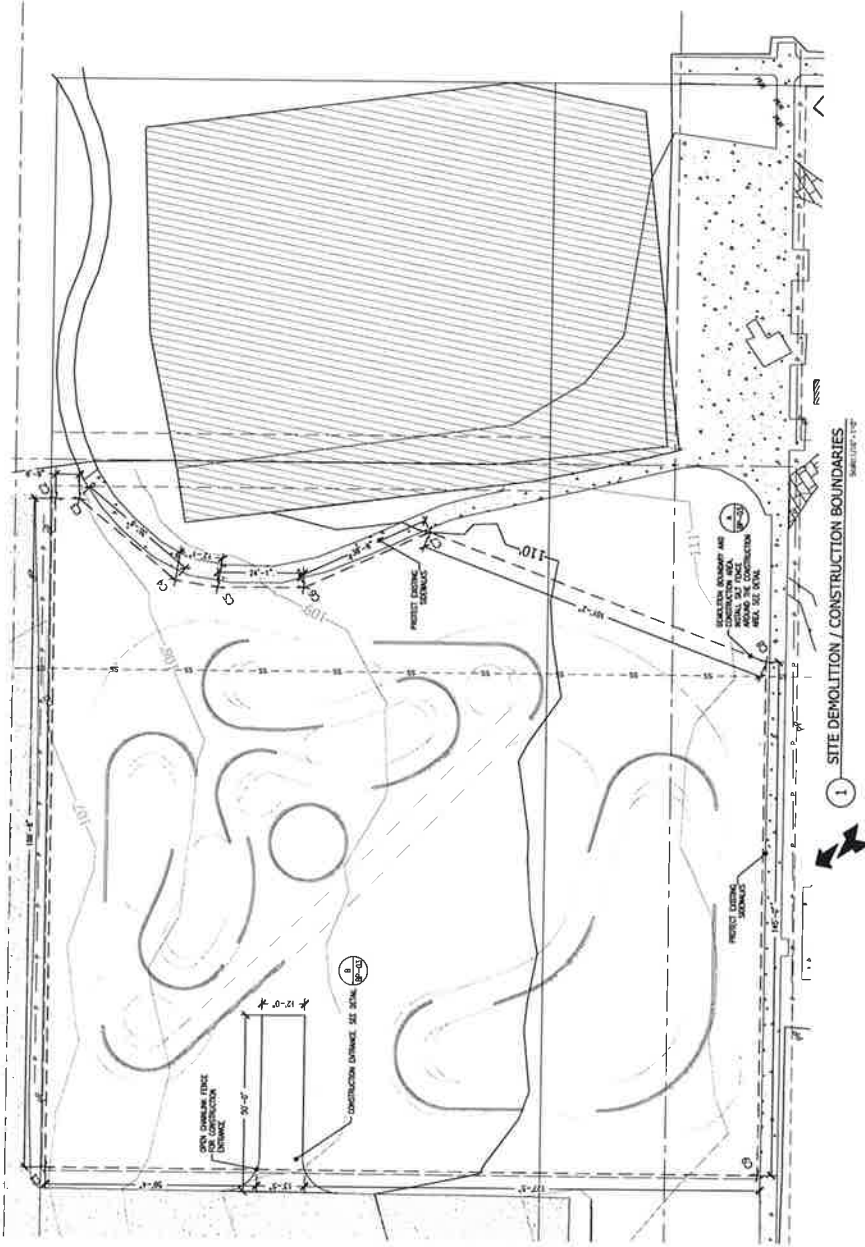
| BIKE PARK VICINITY MAP                                                              | BIKE PARK LOCATION MAP                                                              | PROJECT INFORMATION                                                                                                                                                                                                                           | SHEET INDEX                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------------|-------|--------------------------------------|-------|-----------------------------------|-------|---------------------|-------|----------|-------|------------------|-------|---------|-------|------------|-------|------------|-------|---------------------|-------|----------|-------|---------|
|  |  | <p><u>CUSTOMER:</u><br/>LINCOLN PARK BMX ASSOCIATION<br/>403 SOUTH LINCOLN STREET #4 PMB4<br/>PORT ANGELES, WA<br/>98362</p> <p><u>SITE ADDRESS:</u><br/>ERICKSON PARK<br/>4TH STREET &amp; FRANCIS STREET<br/>PORT ANGELES, WA<br/>98362</p> | <table><tr><td>BP-01</td><td>COVER SHEET</td></tr><tr><td>BP-02</td><td>PROJECT NOTES AND BIKE PARK FEATURES</td></tr><tr><td>BP-03</td><td>SITE DEMOLITION/CONSTRUCTION AREA</td></tr><tr><td>BP-04</td><td>STAKE-OUT LOCATIONS</td></tr><tr><td>BP-05</td><td>DRAINAGE</td></tr><tr><td>BP-06</td><td>DRAINAGE DETAILS</td></tr><tr><td>BP-07</td><td>GRADING</td></tr><tr><td>BP-08</td><td>DIMENSIONS</td></tr><tr><td>BP-09</td><td>ELEVATIONS</td></tr><tr><td>BP-10</td><td>MATERIALS AND COLOR</td></tr><tr><td>BP-11</td><td>SECTIONS</td></tr><tr><td>BP-12</td><td>DETAILS</td></tr></table> | BP-01 | COVER SHEET | BP-02 | PROJECT NOTES AND BIKE PARK FEATURES | BP-03 | SITE DEMOLITION/CONSTRUCTION AREA | BP-04 | STAKE-OUT LOCATIONS | BP-05 | DRAINAGE | BP-06 | DRAINAGE DETAILS | BP-07 | GRADING | BP-08 | DIMENSIONS | BP-09 | ELEVATIONS | BP-10 | MATERIALS AND COLOR | BP-11 | SECTIONS | BP-12 | DETAILS |
| BP-01                                                                               | COVER SHEET                                                                         |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-02                                                                               | PROJECT NOTES AND BIKE PARK FEATURES                                                |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-03                                                                               | SITE DEMOLITION/CONSTRUCTION AREA                                                   |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-04                                                                               | STAKE-OUT LOCATIONS                                                                 |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-05                                                                               | DRAINAGE                                                                            |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-06                                                                               | DRAINAGE DETAILS                                                                    |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-07                                                                               | GRADING                                                                             |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-08                                                                               | DIMENSIONS                                                                          |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-09                                                                               | ELEVATIONS                                                                          |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-10                                                                               | MATERIALS AND COLOR                                                                 |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-11                                                                               | SECTIONS                                                                            |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |
| BP-12                                                                               | DETAILS                                                                             |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |             |       |                                      |       |                                   |       |                     |       |          |       |                  |       |         |       |            |       |            |       |                     |       |          |       |         |

|           |                    |
|-----------|--------------------|
| NAME      | A. KARPMAN         |
| ADDRESS   | A. HORDOS          |
| PHONE NO. | N. BEMO            |
| DATE      | 06.10.2021         |
| SCALE     | AS SHOWN ON ARCH D |

COVER

PROJECT NUMBER SHEET NUMBER  
21-106 BP-01





**LEGEND:**

CONSTRUCTION BOUNDARY  
STATE-OUT LOCATION POINTS  
STATE-OUT COORDINATES IN THE TABLE  
BELOW

DEMOLITION BOUNDARIES

**NOTES:**

PREPARE SITE ACCORDING TO CONTRACT SPECIFICATIONS

1. REPAIRS AND/OR SOIL PER CONSTRUCTION SPECIFICATION AND CONFORM TO ALL CITY REQUIREMENTS AND WITH THE CITY ENGINEER OR THE PROJECT MANAGER.

2. PROTECT EXISTING FEATURES TO REMAIN AND VEGETATION TO KEEP PER CITY REQUIREMENTS.

3. MARK ALL UTILITIES ON SITE PRIOR TO CONSTRUCTION. PROTECT ALL EXISTING UTILITY LINES AND IF NECESSARY, RELOCATE UTILITY LINES AND FEATURES PER CITY REQUIREMENTS OUTSIDE THE BROWNPARK AREA.

| CONSTRUCTION AREA - POINT LOCATION COORDINATE TABLE |            |           |
|-----------------------------------------------------|------------|-----------|
| POINTS                                              | EASTING    | NORTHING  |
| C1                                                  | 1008466.19 | 416218.66 |
| C2                                                  | 1008469.90 | 416224.31 |
| C3                                                  | 1008312.28 | 416328.05 |
| C4                                                  | 1008202.17 | 416161.72 |
| C5                                                  | 1008323.10 | 416081.64 |
| C6                                                  | 1008404.97 | 416141.08 |
| C7                                                  | 1008410.94 | 416179.31 |
| C8                                                  | 1008424.12 | 416199.44 |
| C9                                                  | 1008432.25 | 416208.39 |

**AMERICAN**  
**ENGINEERING**  
**COMPANY**

10000 WILSON AVENUE, SUITE 100  
PORT ANGELES, WA 98127  
PHONE: 360.274.2021 FAX: 360.274.2020  
WWW.AMECC.COM

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ERICKSON BIKE PARK  
PORT ANGELES, WA

4035 LINCOLN ST. PORT ANGELES, WA 98126  
41° 5' 8" N 122° 25' 16" W

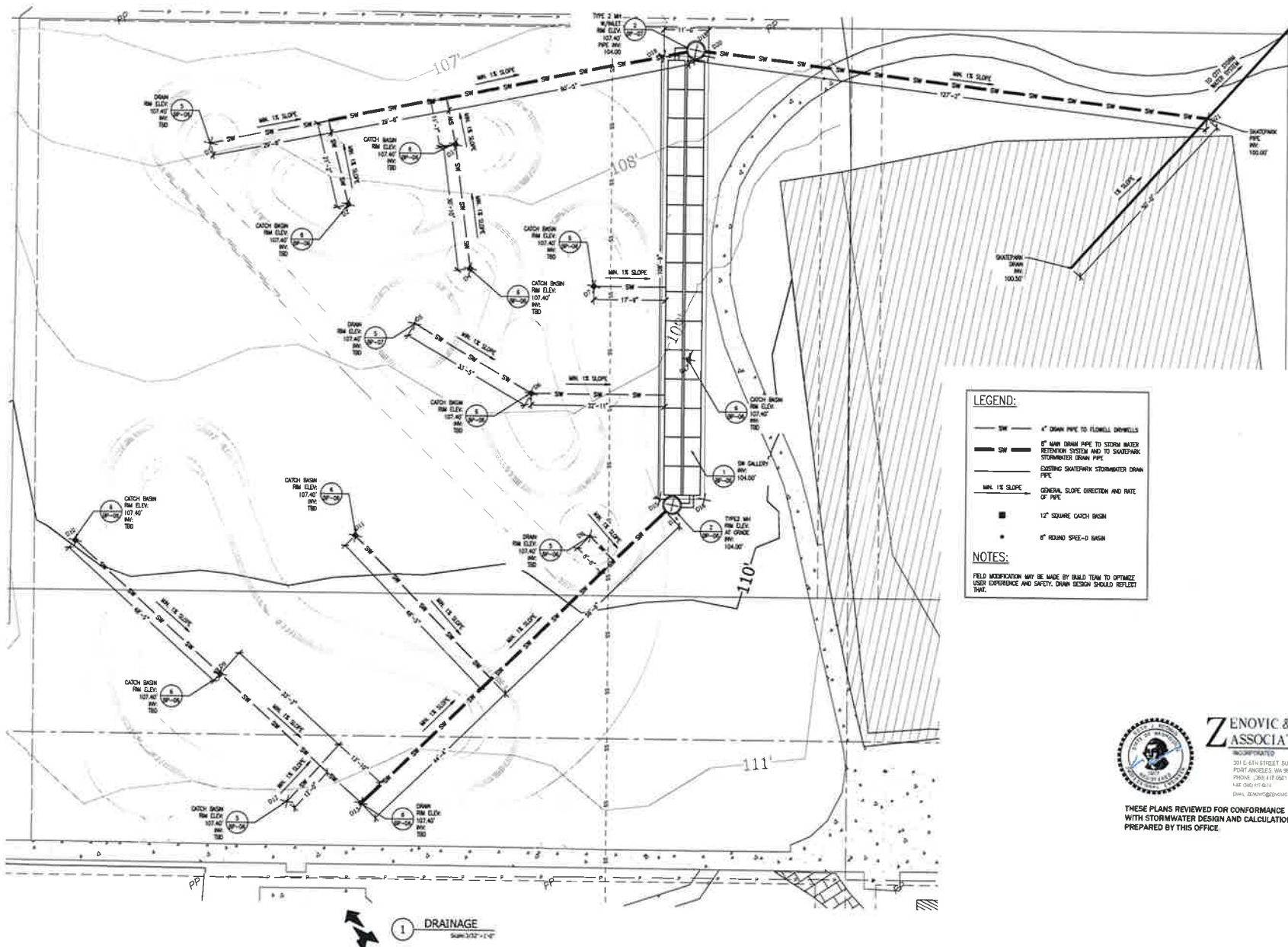
| DATE       | DESCRIPTION        |
|------------|--------------------|
| 06/10/2021 | AS SHOWN ON ARCH D |

A. KAPMAN  
A. HIRDOOS  
N. BEHMO  
06.10.2021  
AS SHOWN ON ARCH D

SITE DEMOLITION  
AND CONSTRUCTION  
AREA

2/1-106 BP-03





**LEGEND:**

- 4" DRAIN PIPE TO FLOWELL DOWNS
- 6" DRAIN PIPE TO STORM WATER RETENTION SYSTEM AND TO SKATEPARK STORMWATER DRAIN PIPE
- EXISTING SKATEPARK STORMWATER DRAIN PIPE
- MAX. 1% SLOPE
- GENERAL SLOPE DIRECTION AND RATE OF PIPE
- 12" SQUARE CATCH BASIN
- 6" ROUND SUMP-0 BASIN

**NOTES:**

FIELD MODIFICATION MAY BE MADE BY BUILD TEAM TO OPTIMIZE USER EXPERIENCE AND SAFETY. DRAIN DESIGN SHOULD REFLECT THAT.



10101 AMERICAN RAMP COMPANY WAY  
 92010 ANGELES, CA 90001  
 PHONE: 800.545.2024 FAX: 310.205.5340

FOR INFORMATION: THE PROJECT OF AMERICAN RAMP COMPANY AND ITS SUBSIDIARIES IS TO DESIGN AND CONSTRUCT A SKATEPARK AND STORMWATER DRAINAGE SYSTEM FOR THE PROJECT OF AMERICAN RAMP COMPANY. THE PROJECT OF AMERICAN RAMP COMPANY IS TO DESIGN AND CONSTRUCT A SKATEPARK AND STORMWATER DRAINAGE SYSTEM FOR THE PROJECT OF AMERICAN RAMP COMPANY. THE PROJECT OF AMERICAN RAMP COMPANY IS TO DESIGN AND CONSTRUCT A SKATEPARK AND STORMWATER DRAINAGE SYSTEM FOR THE PROJECT OF AMERICAN RAMP COMPANY.

# ERICKSON BIKE PARK PORT ANGELES, WA

|             |                    |
|-------------|--------------------|
| PROJECT NO. | 201-06             |
| DATE        | 06/10/2021         |
| DESIGNED BY | A. KARPMAN         |
| CHECKED BY  | A. HORDOS          |
| APPROVED BY | N. BEMO            |
| DATE        | 06/10/2021         |
| SCALE       | AS SHOWN ON ARCH D |



**ZENOVIC & ASSOCIATES**  
 INCORPORATED  
 301 E. 6TH STREET, SUITE 1  
 PORT ANGELES, WA 98126  
 PHONE: (360) 417-0001  
 FAX: (360) 417-0011  
 EMAIL: ZENOVIC@ZENOVIC.NET

THESE PLANS REVIEWED FOR CONFORMANCE WITH STORMWATER DESIGN AND CALCULATIONS PREPARED BY THIS OFFICE.

DRAINAGE

[illegible]

1. **OPTIONAL: THE PRESENCE OF A RECOMMENDED BEST PRACTICES RECOMMENDATIONS**

20

GENERAL SHEETPILE (HARD) SHEETPILE

PLACE WARNING TAPE STRIP ACRYLIC PIPE

LOOSE GRANULAR FILL

DRAINAGE LINE, SLOPE AT MIN. 0.5% DOWN

COMPACTED GRANULAR FILL

MIN. 0.5% SLOPE

1'

1'

1'

1'

The diagram illustrates a cross-section of a trench drain installation. At the top, a horizontal line represents the ground surface with 'V' marks on either side. Below this, a hatched area represents the 'COMPACTED SUBGRADE'. A '6" RISER & DRAIN Riser PIPE (LENGTH AS REQUIRED)' is shown as a vertical pipe section. Below the riser pipe is a horizontal section of '4" PVC 304-36 DRAIN PIPE' which is shown with a slight downward slope. This pipe is surrounded by a layer of 'CRANKLE SUB-BASE' (represented by a pattern of small circles). The entire assembly is contained within a trench. Labels with arrows point to the 'COMPACTED SUBGRADE', '6" RISER & DRAIN Riser PIPE (LENGTH AS REQUIRED)', '4" PVC 304-36 DRAIN PIPE', and 'CRANKLE SUB-BASE'. The top of the diagram is labeled 'SLOPE TO DRAIN' on both sides.



ZENOVIC &amp; ASSOCIATES

INCORPORATED  
301 E 6TH STREET, SUITE 1  
PORT ANGELES WA 98362  
PHONE: (360) 417-0501  
FAX: (360) 417-0514  
EMAIL: ZENGVC@ZENOVY.NET

THESE PLANS REVIEWED FOR CONFORMANCE  
WITH STORMWATER DESIGN AND CALCULATIONS  
PREPARED BY THIS OFFICE.



**AMERICAN  
RAMP  
COMPANY**

W. W. & A. M. C. A. M. P. COMPANY, L. O. M.  
601 MCINNEY (OPIN MISSOURI) GORE;  
PHONE 2 800-949 2024 Fax 2 417 206 6882

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ERICKSON BIKE PARK  
PORT ANGELES, WA

403 S LINCOLN ST #4 PMB4, PORT ANGELES WA 98362  
WA 98362  
4TH ST & FRANCIS ST., PORT ANGELES WA 98362

JACQUES CARP  
 JACQUES CARP BMA ASSOCIATION  
 3000 16TH AVE.  
 604-633-2727 FAX 633-2725 16-3001 W

A. KARPMAN  
A. HORDOS  
N. BEMO  
06.10.2021  
SHOWN ON ARCH D

### DRAINAGE DETAILS

PROJECT NUMBER: 21-106  
VOLUME NUMBER: BP-06



WWW.AMERICANRAMP.COM  
201 HICKORY - OREM, UTAH 84057  
PHONE 1.800.944.2024 FAX 1.437.205.6880

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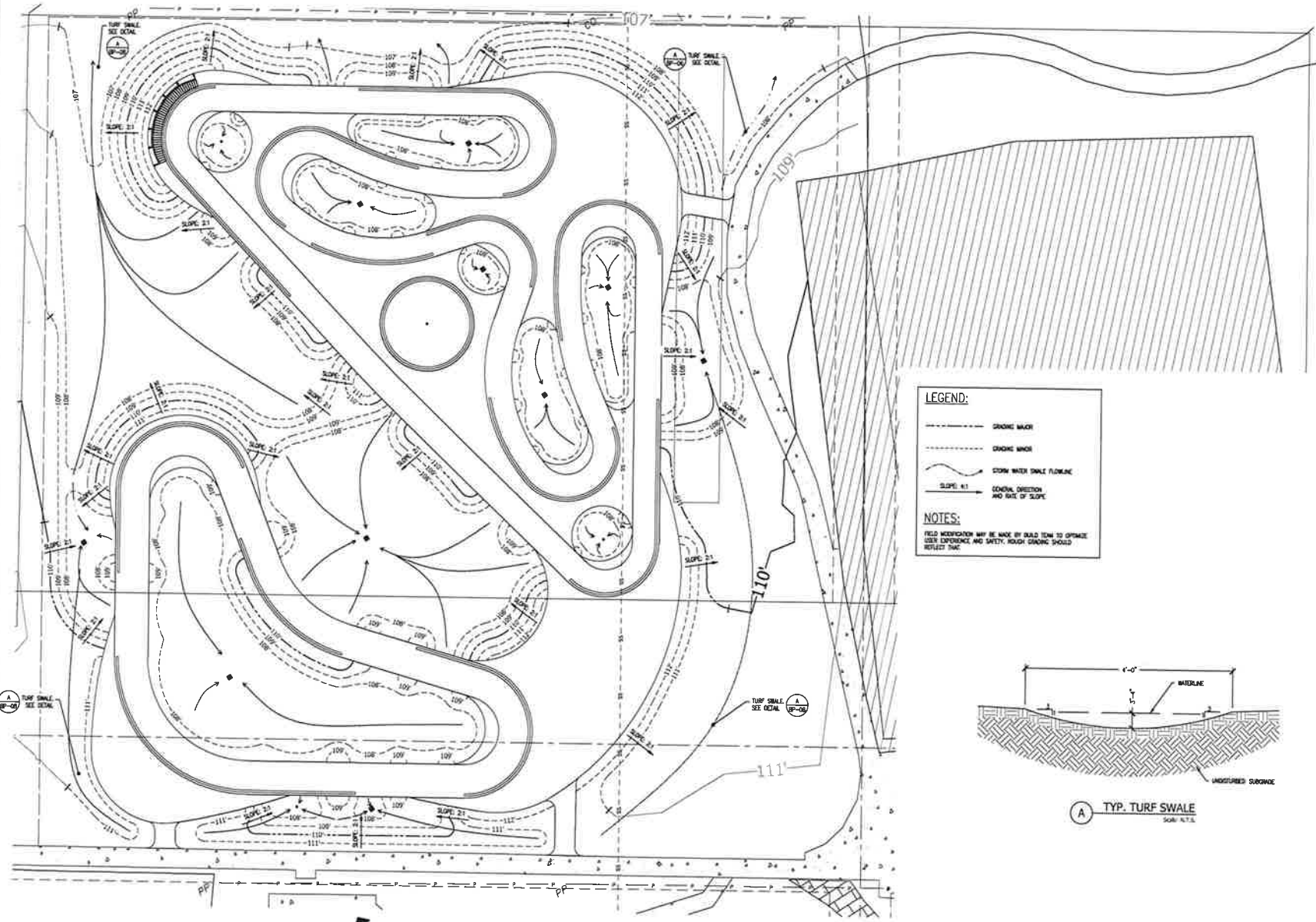
ERICKSON BIKE PARK  
PORT ANGELES, WA  
400 S. LAKEVIEW ST. PORT ANGELES, WA 98126  
400 S. LAKEVIEW ST. PORT ANGELES, WA 98126

| NO. | DESCRIPTION        | DATE       |
|-----|--------------------|------------|
| 1   | ISSUED FOR PERMIT  | 06.10.2021 |
| 2   | AS SHOWN ON ARCH D |            |

A. KARPMAN  
A. HORDOS  
N. BEMO  
06.10.2021  
AS SHOWN ON ARCH D

GRADING

PROJECT NUMBER: 281-106  
DATE: 06.10.2021  
281-106 BP-07

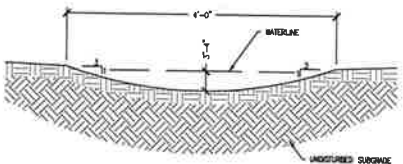


**LEGEND:**

- GRADING MAJOR
- GRADING MINOR
- STORM WATER SWALE FLOWLINE
- SLOPE: 2:1
- GENERAL DIRECTION AND RATE OF SLOPE

**NOTES:**

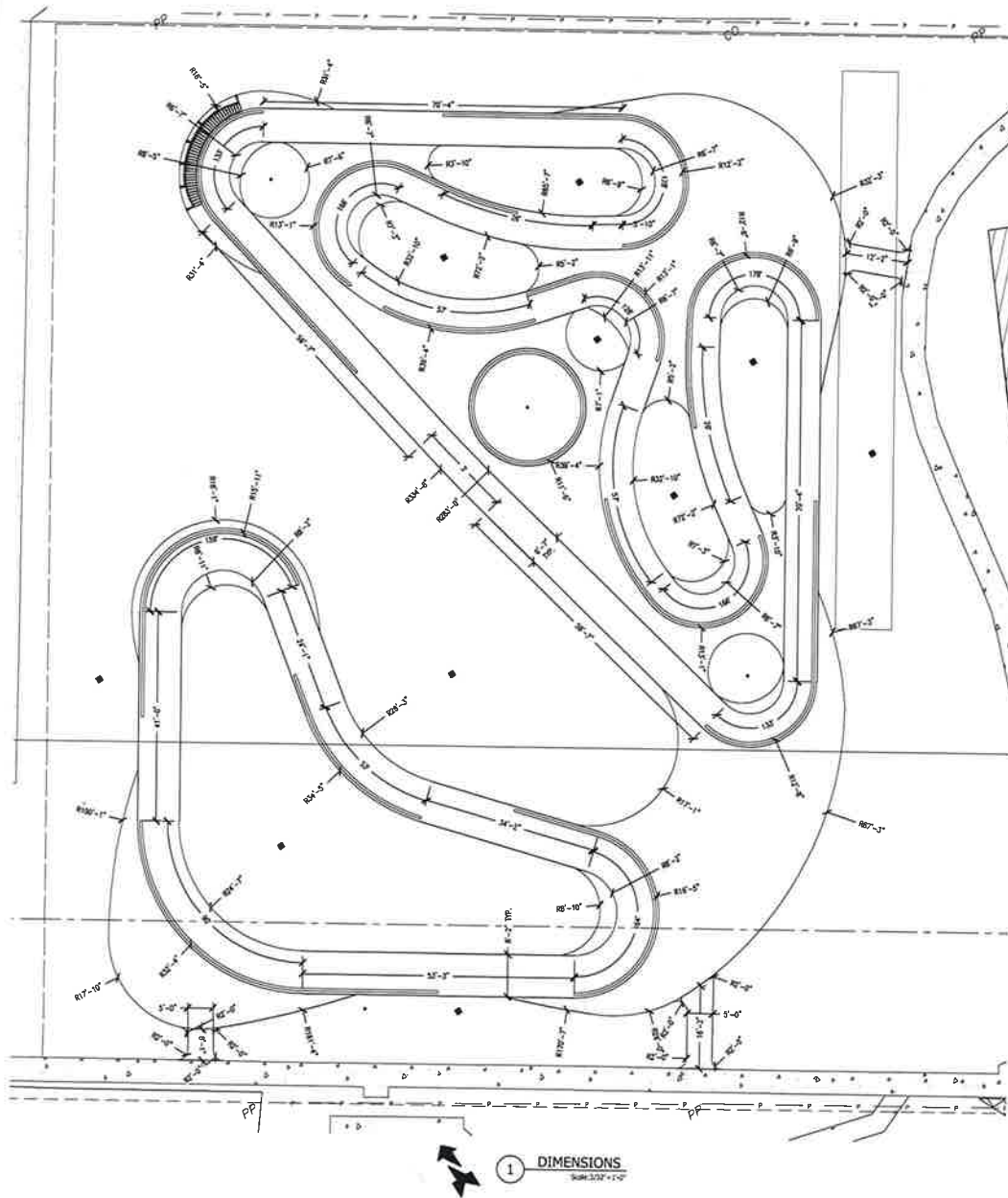
FIELD MODIFICATION MAY BE MADE BY BUILD TEAM TO OPTIMIZE USER EXPERIENCE AND SAFETY. ROUGH GRADING SHOULD REFLECT THIS.



A TYP. TURF SWALE  
SCALE: A.T.S.

1 GRADING  
SCALE: 3/32\"/>





WWW.AMERICANRAMP.COM  
222 MCOWLEY CIRCLE, ANGELES, CA 90008  
PHONE: 1-800-945-1024 FAX: 1-415-286-0885

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ERICKSON BIKE PARK  
PORT ANGELES, WA  
4TH ST. & FRANCIS ST., PORT ANGELES, WA 98101

| NO. | DESCRIPTION             | DATE       |
|-----|-------------------------|------------|
| 1   | ISSUED FOR PERMIT       | 06.10.2021 |
| 2   | ISSUED FOR CONSTRUCTION | 06.10.2021 |
| 3   | ISSUED FOR AS-BUILT     | 06.10.2021 |
| 4   | ISSUED FOR RECORD       | 06.10.2021 |

DESIGNED BY: A. KARPMAN  
CHECKED BY: A. HORDOS  
INCHES: N. BEMO  
DATE: 06.10.2021  
SCALE: AS SHOWN ON ARCH D

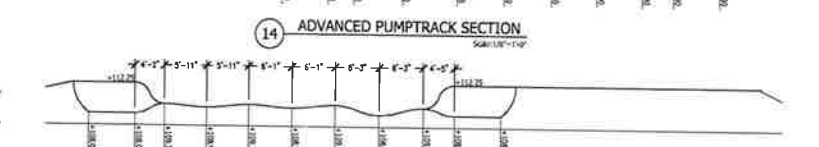
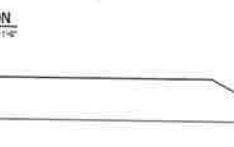
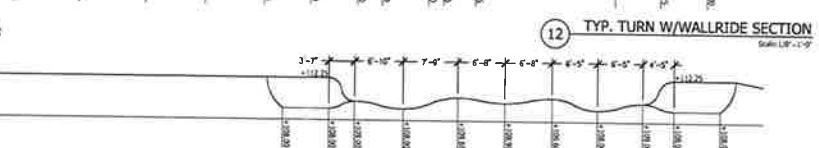
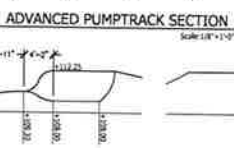
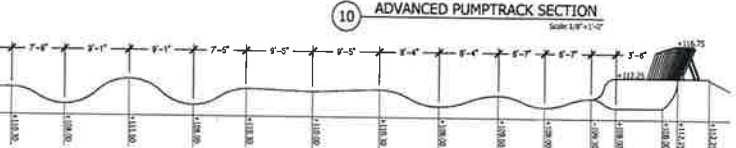
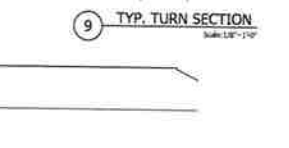
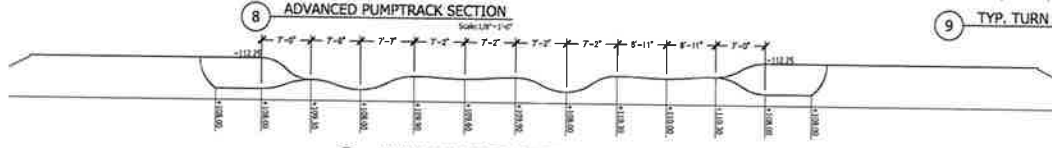
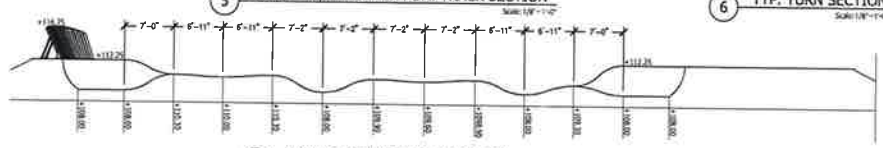
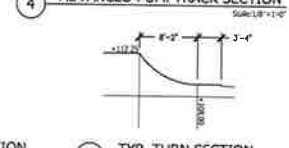
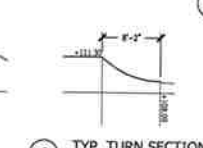
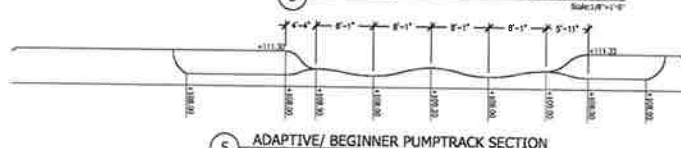
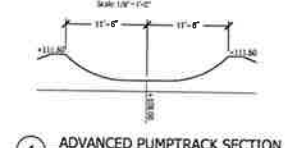
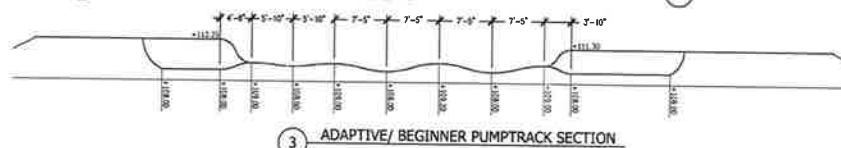
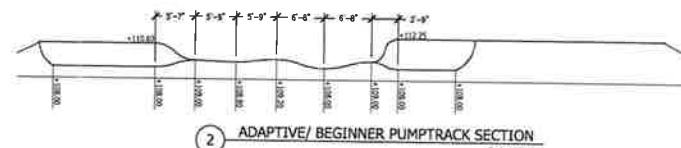
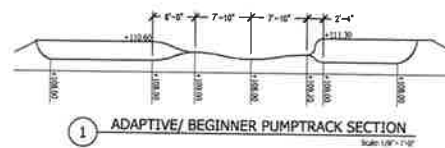
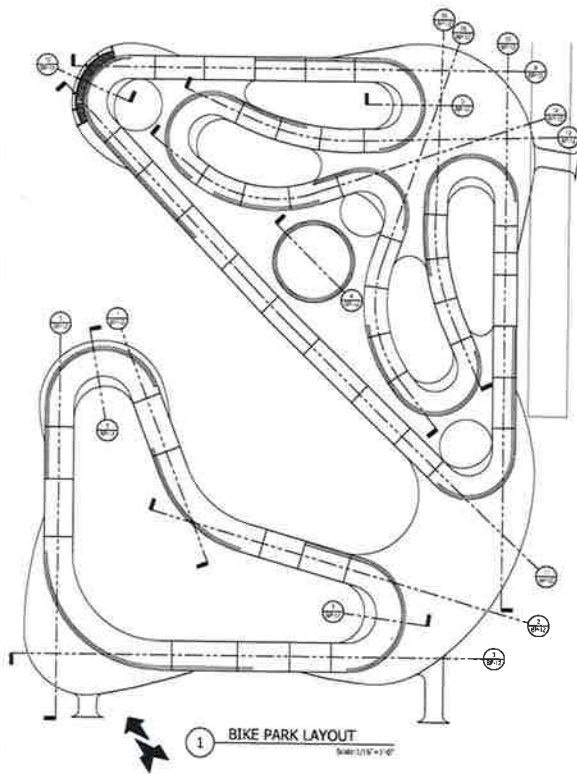
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PROJECT NUMBER: 21-106  
SHEET NUMBER: BP-08









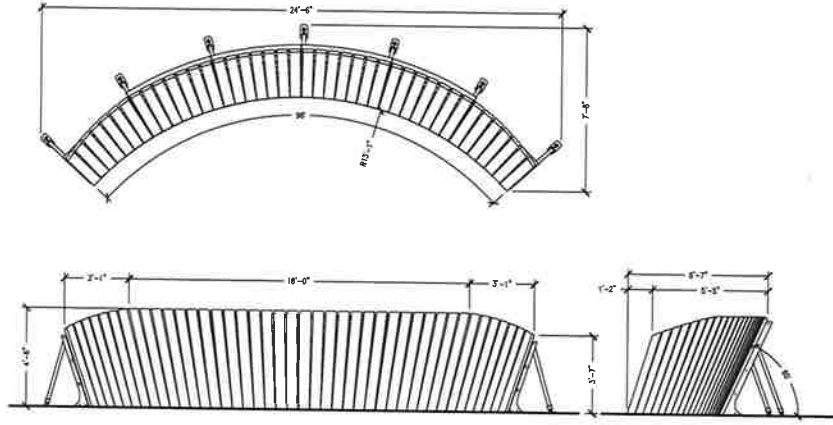
WAVE AND TCA/AMERICAN RAMP COMPANY  
200 N. 10TH ST. SUITE 100  
PORT ANGELES, WA 98126  
PHONE 360.919.2021 FAX 360.919.2022

ERICKSON BIKE PARK  
PORT ANGELES, WA  
401 S. LINCOLN ST. #4 PORT ANGELES, WA 98126  
410 S. 6th STREET, PORT ANGELES, WA 98126

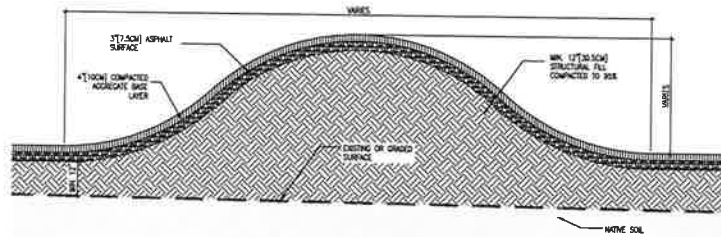
LINCOLN PARK BMA ASSOCIATION  
401 S. LINCOLN ST. #4 PORT ANGELES, WA 98126  
410 S. 6th STREET, PORT ANGELES, WA 98126

A. KARPMAN  
A. HORODS  
N. BEMO  
06.10.2021  
AS SHOWN ON ARCH D

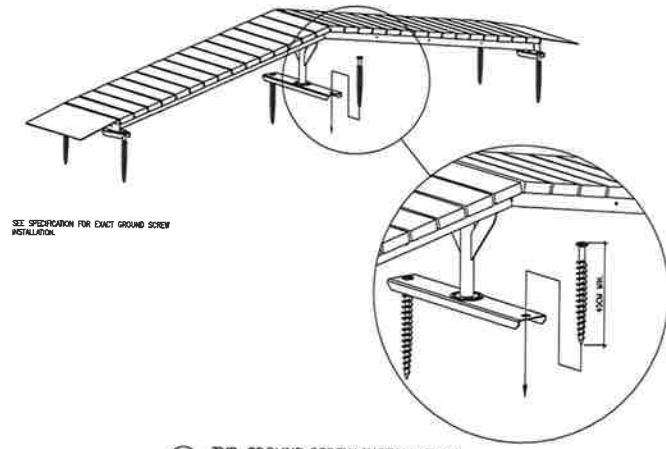
SECTIONS



2 PUMPTRACK WALLRIDE  
Scale: N.T.S.



3 TYP. ASPHALT PUMPTRACK LAYERS  
Scale: N.T.S.



SEE SPECIFICATION FOR EXACT GROUND SCREW INSTALLATION.

2 TYP. GROUND SCREW INSTALLATION  
Scale: N.T.S.



WWW.AMERICANRAMPCOMPANY.COM  
602 WESTBURY, CORP. IN VANDERBILT, ARIZONA  
PHONE: 1 800 945 3024 FAX: 1 417 205 0986

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ERICKSON BIKE PARK  
PORT ANGELES, WA  
403 S. VANDERBILT, PORT ANGELES, WA 98122  
907-890-0000  
407 S. E. FRANCIS ST., PORT ANGELES, WA 98122

| NO. | DESCRIPTION             | DATE       |
|-----|-------------------------|------------|
| 1   | ISSUED FOR PERMIT       | 06/10/2021 |
| 2   | ISSUED FOR CONSTRUCTION | 06/10/2021 |
| 3   | ISSUED FOR AS-BUILT     | 06/10/2021 |
| 4   | ISSUED FOR FINAL REVIEW | 06/10/2021 |
| 5   | ISSUED FOR ARCHIVE      | 06/10/2021 |

|             |                    |
|-------------|--------------------|
| DESIGNED BY | A. KARPMAN         |
| CHECKED BY  | A. HORDOS          |
| APPROVED BY | N. BEMO            |
| DATE        | 06.10.2021         |
| SCALE       | AS SHOWN ON ARCH D |

Lodging Tax Advisory Committee  
2021 Hotel/Motel Funding Requests  
Port Angeles Marathon Association

# PORT ANGELES MARATHON ASSOCIATION



To: Board of Clallam County Commissioners  
223 East 4th Street, Suite 4  
Port Angeles, WA 98362

Re: LTAC 2021 Progress Report  
Contract #: 19925.21.007  
Port Angeles Marathon Association

Dear Ms. Gores:

Port Angeles Marathon Association was awarded \$12,500 from the LTAC Committee for the 2021 Port Angeles Marathon Association. Here is how the funds were used.

The following items are included in this grant re-cap:

- Executive Director's narrative of the events
- Billing Report for Reimbursement (Date, Transaction ID, Amount, Payment Status)
- Payment Confirmation
- Examples of Facebook Paid Ads for Run the Peninsula and North Olympic Discovery Marathon and performance of ads.
- Positive Comments from 2021

If you have any questions please feel free to contact me.

*Victoria Jones*

Victoria Jones  
585.451-0014  
victoria@nodm.com  
www.nodm.com

Port Angeles Marathon Association | PO Box 431 | Port Angeles, WA 98362  
Victoria Jones | Race Director | victoria@nodm.com | (585) 451-0014

# PORT ANGELES MARATHON ASSOCIATION

## Executive Director's Narrative

### **Elwha Bridge Run 5K / 10K**

The 3rd Annual Run the Peninsula Elwha Bridge Run 5K / 10K was a huge success given all of the obstacles and restrictions. This was the third year of the event and the first event on the Peninsula post COVID-19. Due to COVID-19 restrictions, not being allowed to bus participants and limited on-site parking we had to GREATLY reduce the number of participants.

On February 6th, 2021 we had 221 participants. In 2019 we sold out at 400 participants in 2020 we sold out at 650 participants. In addition to the 221 on-site participants there were another 1163 virtual participants that took part in the Elwha Bridge Run.

The 5K and 10K started at the Lower Elwha Bridge and ran east on the Olympic Discovery Trail. Both the 5K and 10K were both an out and back.

### **Railroad Bridge Run 5K / 10K**

The 3rd Annual Run the Peninsula Railroad Bridge Run 5K / 10K was a huge success. This was the third year of the event and the second event on the Peninsula post COVID-19. Due to COVID-19 restrictions we had to GREATLY reduce the number of participants. Additionally we also had to change the start/ finish line due to delayed construction of the new Railroad Bridge Audubon Center.

On April 24th, 2021 we had 303 participants. In addition to the 303 on-site participants there were another 1119 virtual participants that took part in the Railroad Bridge Run.

The 5K and 10K started at the Industrial Loop in Carlsborg on Banana Way and the Olympic Discovery Trail. Participants ran east on the Olympic Discovery Trail and were able to run over the Railroad Bridge. Both the 5K and 10K were both an out and back.

### **North Olympic Discovery Marathon**

The 19th Annual North Olympic Discovery Marathon was once again a successful event. The overall participants for our event was low due to COVID-19. Our marathon numbers were close to where they were in 2019, which was very exciting. The events were met with rave reviews. With an amazing group of volunteers and thoughtful planning, the weekend was perfect. There were a total of 527 participants for the 5K and 10K on Saturday, 5th and 1,030 participants for the marathon, half-marathon and marathon relay on Sunday, 6th. In addition to the 1,557 on-site participants there were an additional 1,334 virtual participants.

# PORT ANGELES MARATHON ASSOCIATION

## **North Olympic Discovery Marathon**

The marathon start at 7 Cedars Casino was very special. The North Olympic Discovery Marathon will continue to work with the tribe to give the marathon runners an amazing experience. The half marathon was still at Agnew Soccer Fields on Barr Road. Due to COVID-19 the 5K and 10K events were moved to Saturday (due to event restriction from the state that). The 5K and 10K events were an out and back starting at Port Angeles City Pier. There were several participants who participated in both an event on Saturday and Sunday. Next year (2022) will be our 20th anniversary. Our goal is to get our numbers back to where they were in 2019 before COVID-19.

## **Jamestown S'Klallam Tribe Glow Run**

The 3rd Annual Run the Peninsula Jamestown S'Klallam Tribe Glow Run 5K / 10K was a fantastic end to the year. This was the third year of the event and the fifth event in the Run the Peninsula Series.

On December 4th, 2021 we had 440 participants for the on-site run. In addition to the 440 on-site participants there were another 1015 virtual participants that took part in the Jamestown S'Klallam Tribe Glow Run 5K / 10K

The 5K and 10K started at the Jamestown Tribal Campus in the evening to highlight all of the amazing Jamestown holiday lights. Participants ran northwest on the Olympic Discovery Trail. Both the 5K and 10K were both an out and back.

The Run the Peninsula is keeping up the momentum even with all of the COVID-19 restrictions. For this years events we worked closely with Clallam County Health department and made sure to follow all of the state and county guidelines in order to have a safe and successful event. With an amazing group of volunteers and thoughtful planning, all of the event days went extremely smoothly.

The plan for 2022 is to try and grow this event back to where it was in early 2020 before COVID-19. The title sponsor of the 2021 Run the Peninsula Series is Peninsula Daily News and Sequim Gazette. The presenting sponsor for the Elwha Bridge run was Lower Elwha Klallam Tribe.

During 2021 we heavily relied on social media for the majority of our marketing. We had great success with this for both on-site participants and also virtual participants. Our hope is that participants who participated virtually and didn't feel comfortable coming to an in-person event will attend in person when they feel safe and comfortable to do so. We are making sure that our events stay on the publics radar, so they don't forget about us on the Olympic Peninsula.

## Grant Receipt Summary

**Submitted by:** Port Angeles Marathon Association  
**To:** Board of Clallam County Commissioners  
**Purpose:** Reimbursement for Tax and Lodging Grant -  
**Date Submitted:** December 30, 2021

| Date              | Company                 | Ad Type / Notes                | Method Paid | Amount                   | Copy of Ad and Invoice Attached |
|-------------------|-------------------------|--------------------------------|-------------|--------------------------|---------------------------------|
| 06/01/21-12/30/21 | Facebook - Social Media |                                |             | \$9,357.86               | YES                             |
| 08/28/2021        | Betazed Creative        | Branding - Art / Logo Design   | Betazed     | \$990.08                 | YES                             |
| 06/25/2021        | Creative Branding       | - Art / Logo Design            |             | \$821.54                 | YES                             |
| 04/02/2021        | Betazed Creative        | -Art / Logo Design & Printing  |             | \$1,038.68               | YES                             |
| 01/29/2021        | Betazed Creative        | --Art / Logo Design & Printing |             | \$562.31                 | YES                             |
|                   |                         |                                |             | <b>Total \$12,770.27</b> |                                 |

|                                                                            |              |                                                                |                                  |
|----------------------------------------------------------------------------|--------------|----------------------------------------------------------------|----------------------------------|
| PORT ANGELES MARATHON ASSOCIATION<br>PO BOX 2832<br>PORT ANGELES, WA 98282 |              | PORT FEDERAL SAVINGS<br>P.O. BOX 881<br>PORT ANGELES, WA 98282 | 2567<br>IN NAME 51<br>09/10/2021 |
| PAY TO THE ORDER OF: Betazed Creative                                      |              | \$                                                             | \$990.08                         |
| Nine hundred ninety and 08/100                                             |              |                                                                | DOLLARS                          |
| Betazed Creative<br>PO Box 2832<br>Port Angeles, WA 98282                  |              | <i>Victoria Jones</i><br>VICE PRESIDENT                        |                                  |
| MEMO                                                                       | Invoice 0680 |                                                                |                                  |
| 1*0025674* 1525170848103560627C3*                                          |              |                                                                |                                  |

#2567

09/10/2021

\$990.08

PORT ANGELES MARATHON ASSOCIATION  
PO BOX 431  
PORT ANGELES, WA 98102

PORT ANGELES MARATHON ASSOCIATION  
P.O. BOX 431  
PORT ANGELES, WA 98102

2558  
15 MAY 2021  
@15:59:25

06/25/2021

PAY TO THE ORDER OF Betazed Creative \$ \*\*821.54

Eight hundred twenty-one and 54/100

Betazed Creative  
PO Box 2832  
Port Angeles, WA 98362

MEMO Invoice 0573 - May 2021

*Victoria Jones*

⑈00 2558⑈ 4325170848⑈0356062703⑈

#2558 07/07/2021 \$821.54

PORT ANGELES MARATHON ASSOCIATION  
PO BOX 431  
PORT ANGELES, WA 98102

PORT ANGELES MARATHON ASSOCIATION  
P.O. BOX 431  
PORT ANGELES, WA 98102

2508  
15 MAY 2021  
@15:59:25

04/02/2021

PAY TO THE ORDER OF Betazed Creative \$ \*\*1,038.68

One thousand thirty-eight and 68/100

Betazed Creative  
PO Box 2832  
Port Angeles, WA 98362

MEMO Invoice 0583 Invoice 0662

*Victoria Jones*

⑈00 2508⑈ 4325170848⑈0356062703⑈

#2506 05/06/2021 \$1,038.68

PORT ANGELES MARATHON ASSOCIATION  
PO BOX 431  
PORT ANGELES, WA 98102

PORT ANGELES MARATHON ASSOCIATION  
P.O. BOX 431  
PORT ANGELES, WA 98102

2488  
15 MAY 2021  
@15:59:25

01/28/2021

PAY TO THE ORDER OF Betazed Creative \$ \*\*562.31

Five hundred sixty-two and 31/100

Betazed Creative  
PO Box 2832  
Port Angeles, WA 98362

MEMO December 2020 - Invoice 363

*Victoria Jones*

⑈00 2488⑈ 4325170848⑈0356062703⑈

#2488 03/02/2021 \$562.31



Facebook, Inc.  
1601 Willow Road  
Menlo Park, CA 94025-1452  
United States

Account: 10152369356807002

## Billing Report: 06/01/2021 - 12/31/2021

Facebook Ads payment

Payment Method: Visa · 8660

| Date       | Transaction ID           | Amount                     | Payment Status |
|------------|--------------------------|----------------------------|----------------|
| 12/29/2021 | 4660731280709517-8973116 | \$900.00 USD               | Paid           |
| 12/18/2021 | 4801482003301111-8905441 | \$900.00 USD               | Paid           |
| 12/08/2021 | 4547975021985146-8848899 | \$900.00 USD               | Paid           |
| 11/30/2021 | 4641440389305271-8794432 | \$900.00 USD               | Paid           |
| 11/20/2021 | 4533182210131095-8741136 | \$900.00 USD               | Paid           |
| 11/11/2021 | 4678175135631799-8690455 | \$900.00 USD               | Paid           |
| 10/31/2021 | 4544239085692069-8626896 | \$488.38 USD               | Paid           |
| 10/23/2021 | 4377246049058040-8582637 | \$900.00 USD               | Paid           |
| 09/30/2021 | 4485177754931537-8447429 | \$716.02 USD               | Paid           |
| 08/31/2021 | 4274506715998647-8273045 | \$384.04 USD               | Paid           |
| 07/31/2021 | 4222334097882579-8100257 | \$815.52 USD               | Paid           |
| 06/30/2021 | 4271478246301492-7920086 | \$653.90 USD               | Paid           |
|            |                          | <b>Total Amount Billed</b> | \$9,357.86 USD |
|            |                          | <b>Total Funds Added</b>   | \$0.00 USD     |

Facebook Ads payment

Payment Method: Ad Credit

| Date       | Transaction ID           | Amount                     | Payment Status |
|------------|--------------------------|----------------------------|----------------|
| 09/23/2021 | 4523473677768613-8406942 | \$0.01 USD                 | Paid           |
| 06/25/2021 | 4120800728035917-7891051 | \$0.01 USD                 | Paid           |
|            |                          | <b>Total Amount Billed</b> | \$0.02 USD     |



10152369356807002

Owned by: Port Angeles Marathon Association

ID:

10152369356

#### Reach

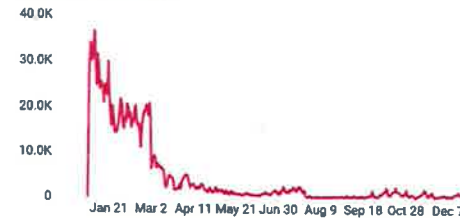
Facebook Page Reach ⓘ

2,610,719 ↑ 247.8%



Instagram Reach ⓘ

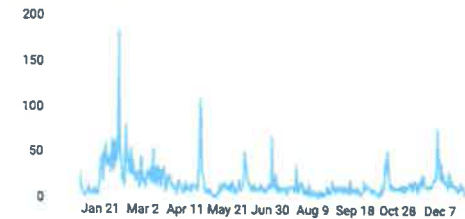
853,146 ↑ 567.4%



#### Page and profile visits

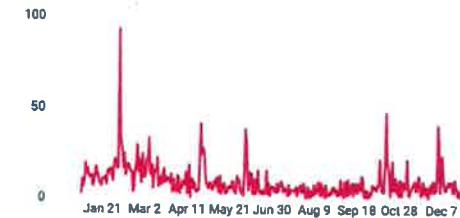
Facebook Page Visits ⓘ

6,383 ↓ 35.1%



Instagram Profile Visits ⓘ

3,120 ↑ 148.2%



#### Ad trends

Paid Reach ⓘ

2.7M ↑ 212.7%

Paid Impressions ⓘ

4.9M ↑ 230.5%





## Run the Peninsula Race Series

...

January 20 · 🌐

2021 Run the Peninsula Race Series Medal! Virtual Series.  
All of the medals magnetize to a wooden stand to form a tribal totem. If you do all 5 races you will receive the wooden totem that will showcase your impressive accomplishment, in addition to the medal earn lots of amazing swag. Register today:  
<https://runsignup.com/Race/WA/PortAngeles/RTPVirtualSeries>



**RTP**  
RUN THE PENINSULA

RUNSIGNUP.COM

**Run the Peninsula Series- Virtual 5K / 10K / Half  
Marathon Race Series - 5 Races**

[Sign up](#)

**696,053**

People reached

**39,221**

Engagements

[Boost again](#)

Boosted on Aug 25, 2021  
By Victoria Jones

Completed

Boosted on Jun 19, 2021  
By Victoria Jones

People  
reached

**67.3K**

Link clicks

**1.2K**

People  
reached



[View results](#)

👍❤️🔥 1.6K

195 Comments · 405 Shares



North Olympic Discovery Marathon is 🥳 feeling excited.

February 18

Yes, you heard correct! We will be having NODM this June. You can participate in person or virtually.

Register: <https://runsignup.com/Race/WA/PortAngeles/nodm>

The North Olympic Discovery Marathon, Marathon Walk, Marathon Relay, Half Marathon and 10K take place on a unique point to point course that incorporates the beautiful Olympic Discovery Trail with stunning views of the Olympic Mountains and a five mile finishing stretch along the shores of the Strait of Juan de Fuca. Th... See more



RUNSIGNUP.COM

**North Olympic Discovery Marathon (5K / 10K/ Half / Full / Relay / Kids Marathon)**

[Sign up](#)

**13,413**

People reached

**2,293**

Engagements

[Boost again](#)

Boosted on Feb 18, 2021  
By Courtney Nestler

[Completed](#)

People  
reached

**9.7K**

Link clicks

**422**

[View results](#)

251

27 Comments 42 Shares

Like

Comment

Share



## 2021 Positive Feedback - North Olympic Discovery Marathon

I run a lot of races and I'm a sucker for race schwag. Particularly medals and running shirts. What typically drives me nuts is that many of the race memorabilia/medals I collect have either 1) a great logo on a really horrendous shirt color, or a 2) horrible logo on a decent shirt color. The tribal art and the shirt provided this year are awesome!!! - Ryan

Thank you. It was a beautiful race. We hope to come back next year. - John

I wanted to thank you for putting on a great race (as always!). The volunteers were enthusiastic, the logistics were flawless, the attention to COVID-related details helped me feel safe in participating in race events again, and the shirts, medals and plaques are awesome. I'm already waiting for next year's date to mark my calendar! - Greg

Hello & thank you for the wonderful race weekend. The energy & organization was some of the best I've ever seen. - Mike

"Well organized and amazing volunteers! The course was beautiful!" - Mishel

Thanks for an amazing event!!! It was so nicely organized and I had the best time ever! Thank you so much. Can't wait for next year!!! - Jayme

Thank you for the wonderful race yesterday!! What a beautiful course & so we'll-organized. - Zoe

I ran the half marathon this past weekend & absolutely loved it. - Tanvir

I would like to start out this email by telling you guys what a wonderful event that was put on, given the current circumstances. All volunteers and race officials were friendly, respectful, and helpful! It was my first time participating in the North Olympic Discovery Marathon weekend, and it's an event I plan to continue to participate in! Being a healthcare worker, I respected and appreciated the measures that were taken to still protect the volunteers and racers. Thank you! - Allyson

Thank you so much! The marathon was very well organized. I appreciate everybody.- Laurie

Thank you for the thousands of details you attended to (including replying to my question last week re parking) to make today's NODM a success. I met participants all along the way, and at the finish, who were so happy to be back in a live event — especially one that was in such a beautiful and friendly locale. You and all those volunteers pulled it off again!- Lucy

thank you so much for putting on such a great event. The volunteers I interacted with were all cheerful, competent and went out of their way to be helpful. My friends and I really had a great time today, so thanks! - Chris

We had the best time! This is by far my favorite course. The terrain, views, volunteers, organization, support. Amazing job to all. Thank you so much! Can't wait for next year - Shelbe

### **2021 Positive Feedback - North Olympic Discovery Marathon**

The volunteers were awesome! What a beautifully organized race and I really appreciated that you'll kicked things off with singing the National Anthem - Chloe

A great event for Port Angeles each year. Thanks to all the volunteers and participants who make it happen! - Gwen

A great event as always! Can't wait to do it again next year! - Greg

This race is my favorite!! Was nice to race "normal" again for sure!!! - Brith

My group of Texans had a wonderful time and can give only accolades to the NODM team and volunteers. I've done dozens of half and full marathons as well as six Ironmans and always prefer the small-town races for their attention to detail and personal touches. Thanks for all the race photos, too. - Robert

This was such a well-organized event. From all the road support, aid stations, bathroom availability, and all the wonderful volunteers! The route eye-candy was incredible and it was a really fun race. I would highly recommend this to anyone looking for a half/full marathon. - Mishel

I really loved the two days of races and the Eagle Challenge option. I know that happened because of COVID-19, but I would welcome that as a permanent change. It made the weekend more fun, and it eliminated the extra challenge of dodging 5K walkers when finishing the half. I had a wonderful time and can't wait to be back next year. - Missel.

It was my 7th marathon and I found it to be very well organized, and the volunteers were wonderful. Route of course was beautiful! The communication was excellent. I normally have some suggestions, but not this time. Will be back in 2022!! - Chloe

It was a great experience, well organized and wonderful volunteers!!! I let all my friends know and will continue to do this event!!! Thank you for all you do!!! - Susan

The organization was great, the information was timely, the course was beautiful, well marked and supported, the aid stations were fun, plentiful, and well staffed. The finish line treats, especially the cup of soup and chocolate milk were yummy and thoughtful. - Mandie

Love the shirt and medal! So many friendly neighbors and supporters made a great experience. The beer sponsors were fun - we went to both! - Susan

Well done. Aid was well spaced, Everyone who volunteered should get a gold medal!!! - Charles

To whoever set up the run-through sprinklers on mile 10 of the half.... YOU'RE AWESOME! - Drew

Lodging Tax Advisory Committee  
2021 Hotel/Motel Funding Requests  
Juan de Fuca Foundation for the Arts



JUAN DE FUCA  
FOUNDATION  
FOR THE ARTS

KYLE LEMAIRE, EXECUTIVE DIRECTOR  
KARI CHANCE, ADMINISTRATIVE MANAGER

## 2021 JFFA - LTAX Reimbursement Request

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RECEIVED  
CLALLAM CO. COMMISSIONERS  
DEC 29 2021  
1...2...3...A...

Total Submitted:     **\$10,000.00**



JUAN DE FUCA  
FOUNDATION  
FOR THE ARTS

KYLE LEMAIRE, EXECUTIVE DIRECTOR  
KARI CHANCE, ADMINISTRATIVE MANAGER

### **Summary**

Clallam County awarded Juan de Fuca Foundation for the Arts \$10,000 in 2021 LTAX dollars to be used for artist fees for our 2021 Juan de Fuca Festival. Our regular festival was cut drastically to a hybrid online/in-person event which did not draw the normal attendance we expect. Due to Covid-19 and this loss of attendance, the 2021 Juan de Fuca Festival had a loss of -\$27,102.87. These funds will be used to offset this loss and help return JFFA to a more financially stable organization.



Your Financial Institution

12/29/2021 10:47 AM

## Checking \*3800



### Apr 1, 2021 - Aug 1, 2021 Custom

| Date       | Description                    | Amount    | Balance |
|------------|--------------------------------|-----------|---------|
| 04/07/2021 | Check #9113: Payment by Check. | -\$500.00 |         |

Your Financial Institution

**Checking \*3800**



**Apr 1, 2021 - Aug 1, 2021 Custom**

| Date       | Description                    | Amount      | Balance |
|------------|--------------------------------|-------------|---------|
| 04/20/2021 | Check #9117: Payment by Check. | -\$1,000.00 |         |

Your Financial Institution

**Checking \*3800****Apr 1, 2021 - Aug 1, 2021 Custom**

| Date       | Description                    | Amount    | Balance |
|------------|--------------------------------|-----------|---------|
| 06/02/2021 | Check #9115: Payment by Check. | -\$500.00 |         |

Your Financial Institution

**Checking \*3800****Apr 1, 2021 - Aug 1, 2021 Custom**

| Date       | Description                    | Amount      | Balance |
|------------|--------------------------------|-------------|---------|
| 04/28/2021 | Check #9118: Payment by Check. | -\$1,000.00 |         |

Your Financial Institution

**Checking \*3800****Apr 1, 2021 - Aug 1, 2021 Custom**

| Date       | Description                    | Amount    | Balance |
|------------|--------------------------------|-----------|---------|
| 04/22/2021 | Check #9119: Payment by Check. | -\$800.00 |         |

Your Financial Institution

**Checking \*3800**



**Apr 1, 2021 - Aug 1, 2021 Custom**

| Date       | Description                    | Amount      | Balance |
|------------|--------------------------------|-------------|---------|
| 05/27/2021 | Check #9124: Payment by Check. | -\$2,500.00 |         |

Your Financial Institution

**Checking \*3800**



**Apr 1, 2021 - Aug 1, 2021 Custom**

| Date       | Description                    | Amount    | Balance |
|------------|--------------------------------|-----------|---------|
| 06/02/2021 | Check #9134: Payment by Check. | -\$500.00 |         |

Your Financial Institution

**Checking \*3800**



**Apr 1, 2021 - Aug 1, 2021 Custom**

| Date       | Description                    | Amount      | Balance |
|------------|--------------------------------|-------------|---------|
| 06/02/2021 | Check #9137: Payment by Check. | -\$1,500.00 |         |

Your Financial Institution

**Checking \*3800****Apr 1, 2021 - Aug 1, 2021 Custom**

| Date       | Description                    | Amount    | Balance |
|------------|--------------------------------|-----------|---------|
| 06/08/2021 | Check #9139: Payment by Check. | -\$500.00 |         |

Your Financial Institution

**Checking \*3800****Apr 1, 2021 - Aug 1, 2021 Custom**

| Date       | Description                    | Amount      | Balance |
|------------|--------------------------------|-------------|---------|
| 06/07/2021 | Check #9140: Payment by Check. | -\$1,000.00 |         |

Lodging Tax Advisory Committee  
2021 Funding Request Report  
Forks Timber Museum



• FORKS TIMBER MUSEUM •

November 22, 2021

Clallam County Board of County Commissioners  
223 E 4<sup>th</sup> Street, Suite 4  
Port Angeles, WA 98362

RE: Personal Services Agreement, Contract Number: 19925.21.010, Forks Timber Museum

Dear Commissioners:

Thank you for providing the funding to pay for our new roof and emergency exit stairs. Along with the "Keep the Lights On" funding and Forks LTAC monies, we are in good shape to remain open daily in the coming year.

Attached you will find the invoices for:

|                               |                                                            |
|-------------------------------|------------------------------------------------------------|
| Roof removal & new roof       | \$53,781.04                                                |
| Emergency stairs and ADA ramp | \$16,275.00                                                |
| Cedar for Nature Trail Sign   | <u>\$ 720.52</u> (OCC is doing the building work for free) |
| TOTAL EXPENSE PAID            | \$70,776.56                                                |

Amount received from Clallam County LTAC was \$67,142.00 The balance paid out of the Timber Museum General Funds. Our roof is complete, the stairs will be started this next week – delays from material acquisition and weather - and OCC is due to deliver the new Nature Sign in December.

Enclosed you will see a spreadsheet breakdown of total expenses estimated through the end of the year at \$176,597.84 for the Museum. Payments received or anticipated for these expenses are broken out as follows:

|                                               |                     |
|-----------------------------------------------|---------------------|
| Clallam County "Keep the Lights On"           | \$ 17,583.00        |
| Clallam County LTAC Grant                     |                     |
| For Roof, Emergency Exit Stairs & Nature Sign | \$ 67,142.00        |
| Forks LTAC funds                              | <u>\$ 31,500.00</u> |
| TOTAL all LTAC FUNDS                          | \$116,225.00        |

The balance of the expenses has been paid through regular admissions, direct public support, our yearly fundraiser and Membership drive, as well as a small reserve – as outlined in the attached spreadsheet.

Again, we thank you for your continued support. We are proud of our community supported Museum.

Should you have any questions, I can be reached at the Museum – phone below, or my personal cell at 909-762-6859.

Sincerely,

Linda Offutt  
Board Treasurer

Forks Timber Museum, a 501 (c)(3) not for profit organization  
Forks Timber Museum EIN number is 91-1223946  
Forks Timber Museum, located at 1421 S Forks Avenue on Hwy 101 south of Forks  
Mailing Address: P O Box 873, Forks, WA 98331-0873 Phone: 360-374-9663

# WESTERN WASHINGTON CONSTRUCTION, LTD.

P.O. Box 821 Aberdeen WA 98520  
Office (360) 538-0227 Fax (360) 537-7022  
Email: [wwc2007@comcast.net](mailto:wwc2007@comcast.net)  
WESTEWC044BK

DATE: 5/24/2021

INVOICE # 9920-127

**Bill To:**

Forks Timber Museum  
1421 S. Forks Street  
Forks, WA 98331

**Job Site:**

1421 S. Forks Street  
Forks, WA 98331

**Description:**

ReRoof Museum and Logger Memorial

Permit

Sub-total

Tax 8.50%

Total

Less down payment 9/22/2021 ck #5683

Total

**Amount:**

\$ 48,975.00

592.78

49,567.78

4,213.26

53,781.04

(27,000.00)

26,781.04

Payment due upon receipt of invoice

All credit card payments will be processed with a 3% handling fee

Late payment will be charged interest at APR 18%

Thank you,

*Shane Chapin*

Shane Chapin, President  
Western Washington Construction, Ltd.

FROM ACCT: *Capital project*  
*Roof*

JUN 14 2021

APPROVED TO PAY *[Signature]*



## Solano's Construction LLC

Roofing, Seamless Rain Gutters, Drywall,

Tape, Mud, Painting, and More

# Construction Bid Form

### Customer Information

Name Forks Timber Museum  
Address 1421 S. Forks Avenue  
City, State ZIP Forks, WA 98331  
Phone 360-374-9663  
Email info@forkstimmermuseum.org  
Project name Stairs

### Contractor Information - License#: SOLANCL81008

Company Solano's Construction, LLC  
Name Francisco Elena-Solano  
Address P.O. Box 2222  
City, State ZIP Forks, WA 98331  
Phone (360) 640-9162  
Email solanosgeneralcontractor@gmail.com

### Scope of Work

Build a new stair case with pressure treated wood, install stair rail, build entrance enclosure, and pour 4' x 6' concrete pad to make handicap accessible.

*MISC - Emergency Stairwell*

*pay 1/2 payment = \$8,137.50*

### Not Included

Project details that are not included: Any existing damages that are discovered during the project will need to be discussed and cost will need to be adjusted.

### Company Proposal

Solano's Construction, LLC proposes the above scope of work for the amount of \$ 16,275.00 (includes 8.5% tax). Please advise Solano construction within five business days for best scheduling options. Unsigned bids that extend beyond ten business days from the date it was sent to the customer may need to be re-negotiated.

Francisco Elena-Solano, Owner

Date

### Owner Acceptance

I, Linda Offutt of Forks Timber Museum, authorize Solano's Construction, LLC to proceed with the scope of work for the price listed above. I understand any deviation from the scope of work will result in additional costs. Modifications will be listed in an addendum to this bid with additional costs reflected. By signing below I am accepting the price, scope of work and proposed completion date. I agree to pay \$16,275.00 with 50% due upfront and the remaining amount due upon completion. Late fees will be charged for outstanding balances.

Signed (Homeowner or authorized representative)

Date

GS-202-3  
PRINTED IN U.S.A.



Thank You

|                                       | TOTAL<br>TO DATE | PROJECTED<br>NOV-DEC | 2021 TOTAL<br>YR END<br>PROJECTION | 2021<br>APPROVED<br>BUDGET | 2020<br>ACTUALS |
|---------------------------------------|------------------|----------------------|------------------------------------|----------------------------|-----------------|
| <b>INCOME</b>                         |                  |                      |                                    | 32,000.00                  |                 |
| Current Checking cat                  |                  |                      |                                    |                            |                 |
| Capital Funds                         | 18,487.75        |                      | 18,487.75                          |                            | 27,630.24       |
| DIRECT PUBLIC SUPPORT                 | 2,825.00         |                      | 2,825.00                           | 2,000.00                   | 3,180.00        |
| Cash Box Donations                    | 2,357.00         |                      | 2,357.00                           | 1,610.00                   | 290.00          |
| Outside Box Donations                 | 54.00            | 30.00                | 84.00                              |                            |                 |
| Canoe                                 | 79.00            | 50.00                | 129.00                             |                            |                 |
| Outfitters 1% Cash Back               | 765.11           | 30.00                | 795.11                             | 500.00                     | 556.81          |
| Amazon Smile                          | 83.13            | 16.87                | 100.00                             | 100.00                     | 122.95          |
| Business After Hours                  |                  |                      |                                    | 500.00                     | 0.00            |
| Giving Tuesday                        | 440.00           |                      | 440.00                             |                            | 100.00          |
| Fundraiser                            | 1,043.00         | 200.00               | 1,243.00                           | 1,000.00                   | 2,080.00        |
| Forks - Book royalties                | 76.52            |                      | 76.52                              | 100.00                     | 88.97           |
| Anonymous Donation                    |                  |                      |                                    |                            | 10,000.00       |
| Facebook Donations                    | 25.00            |                      | 25.00                              |                            | 165.00          |
| PAVILION PROJECT                      |                  |                      |                                    |                            |                 |
| Insurance Refund                      | 100.00           |                      | 100.00                             |                            |                 |
| GROSS RECEIPTS FROM SALES             | 4,104.00         | 100.00               | 4,204.00                           | 3,000.00                   | 374.00          |
| INVESTMENTS/INTEREST                  |                  |                      |                                    |                            |                 |
| Short Term CD Umpqua                  |                  |                      |                                    |                            | 1,371.22        |
| Interest CD's First Federal           | 2,035.70         | 400.00               | 2,435.70                           | 2,400.00                   | 2,370.36        |
| Money Market Interest                 | 6.72             | 1.50                 | 8.22                               | 100.00                     | 117.83          |
| Olympic Evergreen Note 1              | 889.56           | 168.00               | 1,057.56                           | 1,200.00                   | 1,288.64        |
| Olympic Evergreen Note 2              | 1,578.18         | 296.00               | 1,874.18                           | 2,000.00                   | 2,264.68        |
| MEMORIAL INCOME                       | 170.00           |                      | 170.00                             | 500.00                     | 1,295.00        |
| OTHER TYPES OF INCOME                 |                  |                      |                                    |                            |                 |
| Museum Entry Fees                     | 20,374.00        | 200.00               | 20,574.00                          | 20,000.00                  | 1,263.00        |
| PROGRAM INCOME                        |                  |                      |                                    |                            |                 |
| Membership Dues                       | 2,165.00         | 200.00               | 2,365.00                           | 1,500.00                   | 2,790.00        |
| <b>GRANTS &amp; LODGING TAX</b>       |                  |                      |                                    |                            |                 |
| Forks Lodging Tax Funds               | 0.00             | 31,500.00            | 31,500.00                          | 31,500.00                  |                 |
| Dahlgren Logging picnic table         |                  |                      |                                    |                            | 382.13          |
| Lloyd Allen Trust direct support      | 500.00           |                      | 500.00                             | 500.00                     | 0.00            |
| Port Grant - hydration station & cups |                  |                      |                                    |                            | 2,161.80        |
| Keep the Lights On - County LTAC      | 17,583.00        |                      | 17,583.00                          |                            | 5,040.00        |
| CLALLAM COUNTY Lodging Tax            | 67,142.00        |                      | 67,142.00                          |                            |                 |
| Federal Stimulus SBAD funds           | 0.00             |                      |                                    | 5,000.00                   | 1,000.00        |
| EDC Grant                             |                  |                      |                                    |                            | 2,000.00        |
| First Federal Grant                   |                  |                      |                                    | 43,000.00                  |                 |
| TOTAL INCOME                          | \$142,883.67     | \$33,192.37          | \$176,076.04                       | \$118,510.00               | \$67,932.63     |

Closed 2020

DECLINED

## COLOR CODES:

Clallam County Lodging Tax

Clallam Count Keep the Lights On

|                                                                     | TOTAL<br>TO DATE | PROJECTED<br>NOV-DEC | 2021 TOTAL<br>YR END<br>PROJECTION | 2021<br>APPROVED<br>BUDGET | 2020<br>ACTUALS |
|---------------------------------------------------------------------|------------------|----------------------|------------------------------------|----------------------------|-----------------|
| <b>EXPENSES</b>                                                     |                  |                      |                                    |                            |                 |
| ADVERTISING                                                         |                  |                      |                                    |                            |                 |
| Local Pages                                                         | 173.00           |                      | 173.00                             | 168.00                     | 518.00          |
| Ads (Visitor Guide, Forum, etc)                                     | 739.15           |                      | 739.15                             | 3,000.00                   | 853.00          |
| Olympic Tourism mailing                                             |                  |                      |                                    | 118.00                     | 115.00          |
| Facebook ads                                                        | 12.00            |                      | 12.00                              |                            |                 |
| Now Open Print                                                      |                  |                      |                                    | 2,000.00                   | 0.00            |
| CONTRACT SERVICES                                                   |                  |                      |                                    |                            |                 |
| Website Solutions/Computer help                                     | 109.44           |                      | 109.44                             | 2,000.00                   | 177.75          |
| Accounting                                                          | 1,888.52         | 420.00               | 2,308.52                           | 4,000.00                   | 3,083.50        |
| Tax Preparation                                                     | 1,200.00         |                      | 1,200.00                           | 1,200.00                   | 1,000.00        |
| Square Credit Card                                                  | 326.85           | 30.00                | 356.85                             | 200.00                     | 18.03           |
| Bank fees                                                           |                  |                      |                                    |                            |                 |
| FACILITIES & EQUIPMENT                                              |                  |                      |                                    |                            |                 |
| Equip Rental & Maintenance                                          | 791.94           |                      | 791.94                             |                            | 42.32           |
| Grounds-gravel,site prep, cleanup                                   | 13,196.58        | 1,000.00             | 14,196.58                          |                            |                 |
| Building Maint.-paint, gutters                                      | 1,995.19         | 500.00               | 2,495.19                           | 1,000.00                   | 3,250.00        |
| Other                                                               | 773.76           |                      | 773.76                             |                            | 358.02          |
| COVID Cleaning and Signage                                          | 198.60           |                      | 198.60                             | 3,000.00                   | 0.00            |
| CLALLAM COUNTY Lodging tax                                          |                  |                      |                                    |                            |                 |
| Museum Roof                                                         | 53,781.04        |                      | 53,781.04                          |                            | 27,000.00       |
| Emergency Stairwell - 2nd Floor<br>and ADA Accessible Entrance ramp | 8,137.50         | 8,137.50             | 16,275.00                          | 500.00                     |                 |
| Nature Trail Sign                                                   | 504.00           |                      | 504.00                             |                            |                 |
| UTILITES                                                            |                  |                      |                                    |                            |                 |
| PUD                                                                 | 2,461.43         | 538.57               | 3,000.00                           | 3,000.00                   | 2,655.51        |
| West Waste - trash                                                  | 1,975.50         | 56.00                | 2,031.50                           | 750.00                     | 601.58          |
| COST OF GOODS SOLD                                                  | 1,666.28         |                      | 1,666.28                           | 500.00                     | 389.99          |
| NEW EXHIBITS                                                        |                  |                      |                                    |                            | 164.86          |
| MEMORIAL EXPENSE                                                    |                  | 30.00                | 30.00                              | 150.00                     | 147.56          |
| OPERATIONS                                                          |                  |                      |                                    |                            |                 |
| SUBSCRIPTIONS                                                       |                  |                      |                                    |                            |                 |
| Loggers World                                                       | 27.40            |                      | 27.40                              | 28.00                      | 27.40           |
| Forks Forum                                                         |                  |                      |                                    |                            | 100.00          |
| PDN                                                                 | -5.64            |                      | -5.64                              | 150.00                     | 145.60          |
| WEBPA                                                               | 25.00            |                      | 25.00                              |                            | 0.00            |
| Amr. Assoc.for ST & Local Hist.                                     | 118.00           |                      | 118.00                             | 118.00                     | 118.00          |
| Norton Anti-virus                                                   | 54.24            | 65.76                | 120.00                             | 120.00                     | 124.76          |

|                                   | TOTAL<br>TO DATE | PROJECTED<br>NOV-DEC | 2021 TOTAL<br>YR END<br>PROJECTION | 2021<br>APPROVED<br>BUDGET | 2020<br>ACTUALS |
|-----------------------------------|------------------|----------------------|------------------------------------|----------------------------|-----------------|
| Website renewal & domain          | 47.70            |                      | 47.70                              |                            | 415.16          |
| Non-Profit renewal                | 10.00            |                      | 10.00                              | 10.00                      | 0.00            |
| Acronis                           | 108.49           |                      | 108.49                             |                            | 108.99          |
| Office 365                        |                  |                      |                                    |                            | 108.49          |
|                                   |                  |                      |                                    |                            |                 |
|                                   |                  |                      |                                    |                            |                 |
| Insurance                         | 291.00           | 2,509.00             | 2,800.00                           | 2,800.00                   | 3,595.00        |
| Printing and Copying              | 1,462.61         | 250.00               | 1,712.61                           | 1,000.00                   | 466.67          |
| Rack Cards                        |                  |                      |                                    | 1,000.00                   | 0.00            |
| Rack Card Distribution 6 MO       |                  |                      |                                    | 8,000.00                   | 0.00            |
| Supplies                          | 1,338.69         | 200.00               | 1,538.69                           | 1,600.00                   | 1,323.41        |
| Stamps and Postage                | 173.89           | 26.11                | 200.00                             | 200.00                     | 216.30          |
| P O Box Rent                      | 70.00            |                      | 70.00                              | 56.00                      | 64.00           |
| Telephone/Internet                | 1,384.68         | 277.08               | 1,661.76                           | 1,800.00                   | 1,607.10        |
| Fundraiser Expense                | 907.04           |                      | 907.04                             | 200.00                     | 382.13          |
|                                   |                  |                      |                                    |                            |                 |
| TRAVEL & EXPENSES                 | 240.01           |                      | 240.01                             | 500.00                     | 90.14           |
|                                   |                  |                      |                                    |                            |                 |
| PAVILION EXPENSES                 | 18,487.75        |                      | 18,487.75                          |                            |                 |
| (Capital Funds)                   |                  |                      |                                    |                            |                 |
| MISC PROJECTS                     | 257.76           |                      | 257.76                             | 941.00                     | 415.60          |
| 4th of July parade entry expenses |                  |                      |                                    | 300.00                     | 0.00            |
| Hydration Station                 |                  |                      |                                    |                            | 0.00            |
| Congregational Church space       |                  | 500.00               |                                    |                            | 0.00            |
| City Permit                       |                  |                      |                                    |                            | 630.24          |
| PROJECTOR & DISPLAY UPDATES       |                  |                      |                                    | 3,000.00                   | 0.00            |
|                                   |                  |                      |                                    |                            |                 |
| 6 month reserve                   |                  | 30,000.00            | 30,000.00                          | 30,000.00                  | 0.00            |
|                                   |                  |                      |                                    |                            |                 |
| City Land Lease                   | 1.00             |                      |                                    | 1.00                       | 2.00            |
|                                   |                  |                      |                                    |                            |                 |
| SALARIES                          |                  |                      |                                    |                            |                 |
| Linda                             | 5,082.00         | 1,000.00             | 6,082.00                           |                            | 14,408.17       |
| Manager/Director                  | 4,680.90         | 1,000.00             | 5,680.90                           | 23,000.00                  | 1,155.00        |
| Heather Severence                 | 3,665.52         |                      | 3,665.52                           |                            |                 |
| Additional help                   |                  |                      |                                    | 13,000.00                  | 1,000.00        |
| COVID HELP                        |                  |                      |                                    | 5,000.00                   | 0.00            |
| TAXES                             | 1,102.45         | 1,097.55             | 2,200.00                           | 4,100.00                   | 2,203.72        |
|                                   |                  |                      |                                    |                            |                 |
| TOTAL EXPENSES                    | \$129,461.27     | \$47,637.57          | \$176,597.84                       | \$118,510.00               | \$69,083.00     |
|                                   |                  |                      |                                    |                            |                 |
| NET REGULAR INCOME                | \$13,422.40      | \$14,445.20          | \$521.80                           |                            | \$1,150.37      |

Lodging Tax Advisory Committee  
2021 Hotel/Motel Funding Requests  
Forks Chamber of Commerce

**Forks Chamber of Commerce  
LTAC - 2021 Funding Request Report  
January 21, 2022**

The Forks Chamber of Commerce received \$40,000 in 2021 lodging taxes for two projects. We had a new roof installed on the Forks Visitor Information Center and initiated the process for getting a new tourism website.

**Roof Project**

Our shake roof was torn down and replaced by architectural shingles. It was installed in November and finished on November 17<sup>th</sup>. There were no negative incidents during the installation, such as leaking, which was incredible with the amount of rain and wind that took place in November.

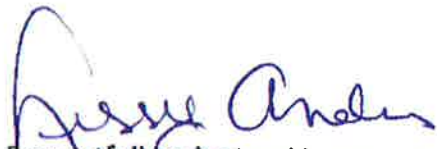
The appearance of the new roof is very appealing, and we are so happy to have this project behind us.

We paid \$23414.30 on November 17<sup>th</sup> to Clear River Construction Inc. The invoice is attached.

**Website Project**

We are in the process of getting our new website. We have made the down-payment to InsideOut, done the necessary steps to create a site map, created a new logo image, had multiple meetings with the website creators. Our next steps are picking photos and adjusting our current text on our website so they can move it over. We have paid a total of \$9657.90 in 2021 and will expend the balance of \$6927.80 in 2022. Due to the longer-term nature of this project, we did not finish it in 2021, but will finish it by December 31, 2022.

The invoices are attached.



Respectfully submitted by Lissy Andros

Clear River Construction Inc.  
PO Box 102  
Forks, WA 98331 US  
(360)640-5128  
clearriversconstruction@gmail.com

# INVOICE

**BILL TO**

Forks Chamber of  
Commerce/Visitor Center  
1411 S Forks Avenue.  
Forks, Wa 98331

**INVOICE # 1591****DATE 11/17/2021****DUE DATE 12/02/2021****TERMS Net 15**

| DESCRIPTION                                                         | QTY   | RATE     | AMOUNT    |
|---------------------------------------------------------------------|-------|----------|-----------|
| <b>Demolition</b><br>Remove and dispose of existing shake roof.     | 2,200 | 1.75     | 3,850.00T |
| <b>Material</b><br>OSB<br>Paramount roof system                     | 1     | 8,143.00 | 8,143.00T |
| <b>Labor</b><br>Re-sheet roof<br>Install new Paramount roof system. | 2,200 | 4.25     | 9,350.00T |
| <b>Permit Fee</b><br>City of Forks Permit Fee                       | 1     | 237.00   | 237.00T   |

|             |                    |
|-------------|--------------------|
| SUBTOTAL    | 21,580.00          |
| TAX (8.5%)  | 1,834.30           |
| TOTAL       | 23,414.30          |
| BALANCE DUE | <b>\$23,414.30</b> |

Forks Chamber of Commerce, Inc

Account QuickReport

January through December 2021

| Type                     | Date       | Num | Name                     | Memo                           | Amount          |
|--------------------------|------------|-----|--------------------------|--------------------------------|-----------------|
| <b>Forks Advertising</b> |            |     |                          |                                |                 |
| <b>Website</b>           |            |     |                          |                                |                 |
| Bill                     | 10/31/2021 |     | Forks Website Solutions  | Website planning; FWS; October | 523.31          |
| Check                    | 11/02/2021 | 135 | InsideOut Solutions      | Down payment on new website    | 7,500.00        |
| Bill                     | 11/18/2021 |     | Laurel Black Design Inc. | New logo                       | 750.00          |
| Bill                     | 11/30/2021 |     | Forks Website Solutions  | Website planning; FWS; Novemb  | 134.59          |
| Bill                     | 12/31/2021 |     | Laurel Black Design Inc. | New Logo final payment         | 750.00          |
| Total Website            |            |     |                          |                                | 9,657.90        |
| Total Forks Advertising  |            |     |                          |                                | 9,657.90        |
| <b>TOTAL</b>             |            |     |                          |                                | <b>9,657.90</b> |



# Forks Website Solutions

PO Box 2626  
Forks, WA 98331

## Invoice

| Date       | Invoice # |
|------------|-----------|
| 10/31/2021 | 1458      |

Forks Chamber of Commerce  
PO Box 1249  
Forks, WA 98331

|                                                                                                |                                                 |                           |                  | Terms    |
|------------------------------------------------------------------------------------------------|-------------------------------------------------|---------------------------|------------------|----------|
|                                                                                                |                                                 |                           |                  | Net 15   |
| Date                                                                                           | Description                                     | Quantity                  | Rate             | Amount   |
|                                                                                                | October Month-End reports, website maintenance. | 7.83                      | 43.00            | 336.69   |
|                                                                                                | New website planning                            | 12.17                     | 43.00            | 523.31   |
| When you support a small business you are supporting a dream.<br>Thank you for your patronage. |                                                 |                           | Sales Tax (8.5%) | \$0.00   |
| Phone #                                                                                        | E-mail                                          | Web Site                  | Total            | \$860.00 |
| 360-640-8044                                                                                   | susie@forkstech.net                             | forkswebsitesolutions.com | Balance Due      | \$860.00 |



InsideOut Solutions Inc  
1271 Three Crabs Rd  
Sequim, WA 98382 US  
360-683-5774  
accounting@insideout.com  
www.insideout.com

## Invoice

### BILL TO

Lissy Andros  
Forks Chamber of Commerce  
P.O. Box 1249  
Forks, WA 98331

| INVOICE # | DATE       | TOTAL DUE  | DUE DATE   | TERMS          | ENCLOSED |
|-----------|------------|------------|------------|----------------|----------|
| 96875     | 11/02/2021 | \$7,500.00 | 11/08/2021 | Due on receipt |          |

| ACTIVITY        | DESCRIPTION                                                                                                                                              | QTY | RATE     | AMOUNT            |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----------|-------------------|
| Web Development | Development of Website: Site based on contract, \$15,000 terms: 1/2 down (this invoice) remaining 1/2 invoiced and due upon completion, prior to launch. | 1   | 7,500.00 | 7,500.00T         |
| SUBTOTAL        |                                                                                                                                                          |     |          | 7,500.00          |
| TAX (0%)        |                                                                                                                                                          |     |          | 0.00              |
| TOTAL           |                                                                                                                                                          |     |          | 7,500.00          |
| BALANCE DUE     |                                                                                                                                                          |     |          | <b>\$7,500.00</b> |

**LAUREL  BLACK**  
**COMMUNICATIONS + DESIGN**

246 Patterson Road  
Port Angeles, WA 98362

# Invoice

| Date       | Invoice # |
|------------|-----------|
| 11/18/2021 | 12001     |

|                           |
|---------------------------|
| Bill To                   |
| Forks Chamber of Commerce |

| P.O. No. | Terms          |
|----------|----------------|
|          | Due on receipt |

| Item              | Description                                                                                  | Amount   |
|-------------------|----------------------------------------------------------------------------------------------|----------|
| Creative Services | Deposit for creation of new logo for Forks Chamber of Commerce, as per proposal of 11-10-21. | 750.00   |
| Thank you!        |                                                                                              |          |
|                   | Sales Tax (8.5%)                                                                             | \$0.00   |
|                   | Total                                                                                        | \$750.00 |

|                |
|----------------|
| Phone #        |
| (360) 460-1834 |

|                        |                     |
|------------------------|---------------------|
| E-mail                 | Web Site            |
| laurel@laurelblack.com | www.laurelblack.com |



## Forks Website Solutions

PO Box 2626  
Forks, WA 98331

## Invoice

| Date       | Invoice # |
|------------|-----------|
| 11/30/2021 | 1462      |

Forks Chamber of Commerce  
PO Box 1249  
Forks, WA 98331

|                                                                                                |                                                                                                     |                           |                  | Terms    |
|------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------------|------------------|----------|
|                                                                                                |                                                                                                     |                           |                  | Net 15   |
| Date                                                                                           | Description                                                                                         | Quantity                  | Rate             | Amount   |
|                                                                                                | November Month-End reports, website maintenance                                                     | 7.5                       | 43.00            | 322.50   |
|                                                                                                | Install monitors on 2 computers.                                                                    | 3.08                      | 43.00            | 132.44T  |
|                                                                                                | New website planning.                                                                               | 3.13                      | 43.00            | 134.59   |
|                                                                                                | <input type="checkbox"/> VC <input type="checkbox"/> Gen<br>cat. _____<br>proj. _____<br>note _____ |                           |                  |          |
|                                                                                                | <input type="checkbox"/> VC <input type="checkbox"/> Gen<br>cat. _____<br>proj. _____<br>note _____ |                           |                  |          |
| When you support a small business you are supporting a dream.<br>Thank you for your patronage. |                                                                                                     |                           | Sales Tax (8.5%) | \$11.26  |
| Phone #                                                                                        | E-mail                                                                                              | Web Site                  | Total            | \$600.79 |
| 360-640-8044                                                                                   | susie@forkstech.net                                                                                 | forkswebsitesolutions.com | Balance Due      | \$600.79 |

**LAUREL**  **BLACK**  
COMMUNICATIONS + DESIGN

246 Patterson Road  
Port Angeles, WA 98362

# Invoice

| Date       | Invoice # |
|------------|-----------|
| 12/31/2021 | 12010     |

|                           |
|---------------------------|
| Bill To                   |
| Forks Chamber of Commerce |

| P.O. No. | Terms          |
|----------|----------------|
|          | Due on receipt |

| Item              | Description                                                                        | Amount   |
|-------------------|------------------------------------------------------------------------------------|----------|
| Creative Services | Final payment for creation of new Forks Chamber logo, as per proposal of 11-10-21. | 750.00   |
| Thank you!        |                                                                                    |          |
|                   | Sales Tax (8.5%)                                                                   | \$0.00   |
|                   | Total                                                                              | \$750.00 |

|                |
|----------------|
| Phone #        |
| (360) 460-1834 |

|                        |                     |
|------------------------|---------------------|
| E-mail                 | Web Site            |
| laurel@laurelblack.com | www.laurelblack.com |