



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, November 23, 2021 – 9:00 a.m.

****ATTENTION****

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

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

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

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

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA – Any Commissioner may remove items for discussion

- 1a. Approval of vouchers for the week of November 15

Approval of vouchers 

- 1b. Approval of payroll ending October 31, 2021

Approval of payroll 

- 1c. Approval of minutes for the week of November 15

Approval of minutes 

- 1d. Letter of support to Washington State Broadband Office for a Clallam County Broadband Project

Letter of support 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a. Agreement with Washington State Department of Commerce for Courthouse electric charging stations

Agreement 

BIDS AND AWARDS

- 3a. Approval of 2022 Developmental Disabilities request for proposals recommendation

Recommendation 

BUDGET

- 4a. Notice that the following budget reductions will be adopted by Resolution on December 7:
Sheriff - Jail - Reduction of revenue due to booking restrictions in the jail during the COVID pandemic/(\$400,000)
Public Works - Roads- Salaries and benefits for engineering staff (1 of 3)/(\$51,948)

Budget Reduction 

- 4b. Notice that the following supplemental appropriations will be adopted by Resolution on December 7:
NonDept - Emergency Communication Tax - Additional emergency communication tax funding that was not expected when preparing the 2021 budget/\$315,000

Supplemental Appropriations 

- 4c. Resolution calling for a hearing to be held December 7 at 10:30 a.m. for the following debatable emergencies:
Public Work - Flood Control - Unexpected salaries and benefits from engineering staff (2 of 3)/\$9,874
Public Works - Clallam Bay/Seki Sewer - Unexpected salaries and benefits from engineering staff (3 of 3)/\$42,074
Parks & Facilities - To pay additional expenses related to COVID 19 virus event in Clallam County/\$33,250

Budget Emergencies 

PUBLIC COMMENT – Please limit comments to three minutes

EXECUTIVE SESSION

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

HEARING(S) – Beginning at 10:30 a.m.

- H1. Ordinance Amending Clallam County Code, Chapter 5.100 Consolidated Fee Schedule - Administrative Services - Fee Schedule 111-A

Ordinance 

- H2. Amending Clallam County Policy 503 – travel and Travel Reimbursement

Policy 

H3. Ordinance granting to Maple View Farm a franchise for use of county roads

Ordinance 

H4. Resolution adopting the Six-Year (2022-2027) Transportation Improvement Program

Resolution 

The following meetings are scheduled for the Board of Commissioners November 22 - 26:

Monday, November 22:

9:00 a.m. Work Session

12:00 p.m. WSAC Virtual COVID Update

Tuesday, November 23:

10:00 a.m. Board Meeting

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

1:00 p.m. KONP

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

Thursday, November 25:

Courthouse Closed - Holiday

Friday, November 26:

Courthouse Closed - Holiday

INSTRUCTIONS FOR SPEAKING AT A COMMISSIONERS' MEETING:

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

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

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



1a
11/23/21

Date of report: November 17, 2021

General	\$110,428.88
Other	\$285,770.16
Total	\$396,199.04

STATE OF WASHINGTON)
County of Clallam)

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

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____ 2021.

SHOONA RIGGS COUNTY AUDITOR

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

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

MARK OZIAS, Chair

BILL PEACH

RANDY JOHNSON

RICH SILL (County Administrator)

Weekly Expenditures

November 15 - 19, 2021

Fund #	Department	Expenditures		Use Tax	
		General Fund	Other	General Fund	Other
00100.221	Auditor	2,628.54		7.25	
12401.221	Auditor - Document Preservation		4.09		
00100.241/291	Commissioners (BOCC)	8,412.10			
19914.291	BOCC - Veterans Relief		1,895.48		
19961.291	BOCC - American Rescue Plan Act		47,947.08		
19991.291	BOCC - Emergency Communications		124,150.51		
00100.871	District Court I	2,319.51			
11301.511	Health & Human Services (HHS)		7,057.03		
00100.511	HHS - Environmental Health	2,163.05			
11331.511	HHS - Developmental Disabilities		312.75		
00100.461	Human Resources (HR)	3,222.26		34.12	
50401.461	HR - Risk Management		2,477.85		
00100.411	Information Technology (IT)	2,941.27		5.72	
00100.851	Juvenile Services	12,816.89		13.73	
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		1,854.78		
00100.911/912	Parks Fair Facilities (PFF)	19,441.25		19.01	
30501.911	PFF - Capital Projects		4,891.81		
00100.841-843	Prosecuting Attorney	10,886.76			
	Public Works (PW)				
10101.611	PW - Roads		19,548.36		
10135.611	PW - Flood Control		2,643.00		
30401.331	PW - Dungeness Reservoir		230.00		
30901.331	PW - Carlsborg Water Mitigation		36.09		
40201.611	PW - Solid Waste		7,557.87		
41401.611	PW - Clallam/Seki Sewer		2,931.28		
43401.611	PW - Bullman Beach Water System		261.28		
50301.611	PW - ER&R (Equip'l Rental & Revolving)		18,567.94		
00100.811-815,817	Sheriff	18,437.84		43.11	
00100.816	Sheriff - Jail Medical	7,259.39			
11003.811	Sheriff - Boating Safety		1,016.48		
11004.811	Sheriff - VRF Boating Program		7.95		
11008.811	Sheriff - OPNET Drug		3,130.02		0.79
11065.811	Sheriff - OPSCAN Operations		36,292.36		41.62
11070.811	Sheriff - 24/7 Sobriety		1,816.30		
11080.811	Sheriff - Inmate Commissary		1,092.09		5.35
00100.861	Superior Court	13,083.33			
00100.231	Treasurer	3,577.85			
00100.931	WSU Extension	3,115.90			
Total		110,305.94	285,722.40	122.94	47.76

Report Reconciliation		Totals			
Total	396,028.34	General Fund	110,428.88		
Final Check Lists	396,028.34	Other	285,770.16		
Difference	-	Total	396,199.04	Use Tax	170.70

COPY

Prepared by: _____

Sara DeBiddle, Clallam County Auditor's Office

Invoice History Use Tax Report
CLALLAM COUNTY

Tran Date	Vendor Name	Invoice / Credit Memo No.	Doc Group	Taxable Amount	Tax Amount	Invoice Total
11/9/2021	U S BANK	3276	dputnam3	156.00	13.73	156.00
11/9/2021	U S BANK	7934	tsulleng	387.76	34.12	387.76
11/9/2021	U S BANK	7275-Nov21	jkoon2	9.00	0.79	1,452.59
11/9/2021	U S BANK	6236-Nov21	jkoon2	473.00	41.62	523.00
11/9/2021	U S BANK	0097a-Nov21	jkoon2	319.99	28.16	373.30
11/10/2021	CHARM-TEX	0265568-IN	jkoon	169.92	14.95	169.92
11/10/2021	SWANSONS SERVICES CORP.	1517194	jkoon	60.84	5.35	60.84
11/11/2021	U S BANK	SFGERMPW-11114	tteel	65.03	5.72	65.03
11/23/2021	U S BANK	Messicks 1137379	mearley	137.43	12.09	137.43
11/23/2021	U S BANK	Messicks 2673457	mearley	78.65	6.92	78.65
11/23/2021	U S BANK	382044	sprice	82.35	7.25	82.35
Totals:				1,939.97	170.70	3,486.87

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000546	EXPRESS SERVICES, INC	26276138	11/3/2021	NICOLE MISCHKE	1,327.57	
			26243378	10/27/2021	NICOLE MISCHKE	938.23	2,265.80
11/23/2021	0002515	RIGGS, SHOONA	41642549	11/3/2021	SURVEYMONKEY	53.17	53.17
11/23/2021	0003410	LEMAY MOBILE SHREDDING	4722055	11/1/2021	DOCUMENT SHREDDING	4.09	4.09
11/23/2021	0020849	U S BANK	382044	10/20/2021	TONER CARTRIDGE	82.35	
			111-5494232-27	10/11/2021	STAPLES AND HIGHLIGHTER	41.53	
			CDWIHP-10202	10/15/2021	TRAINING REGISTRATION	35.00	
			CDWIHP-10202	10/15/2021	TRAINING REGISTRATION	35.00	193.88
11/23/2021	0041361	CAIN, DANIEL	Cain 11-2-2021	11/2/2021	SQ DROP BOX CLOSING	18.14	18.14
11/23/2021	0044251	FANE, ALEX	Fane 11-3-21	11/3/2021	EMPTYING WEST END DROP	97.55	97.55
Sub total for U S BANK:							2,632.63

0.*
396,028.34*
3,115.90+
1,895.48+
3,577.85+
13,083.33+
7,259.39+
7,140.43+
54,652.61+
13,659.52+
14,115.11+
18,567.94+
10,886.76+
22,968.81+
1,854.78+
10,075.36+
2,741.53+
2,941.27+
6,797.50+
5,700.11+
9,532.83+
2,319.51+
180,509.69+
2,632.63+
0.*

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0001113	OFFICE DEPOT, INC	205998997001	11/10/2021	RUBBERBANDS, STAPLES, S	35.84	
			205998724001	11/10/2021	POST IT NOTES, NOTE PADS	22.01	
			202711168001	11/10/2021	FORKS, BOWLS	8.80	
			202711168002	11/10/2021	SPOONS	1.68	68.33
11/23/2021	0001179	PACIFIC OFFICE EQUIPMENT	1089724	11/10/2021	MAINTENANCE & USAGE - 91	16.18	16.18
11/23/2021	0001252	PORT ANGELES, CITY OF	E911 October 20	11/10/2021	EMERGENCY COMMUNICATI	124,150.51	124,150.51
11/23/2021	0001300	PUBLIC UTILITY DISTRICT	14181	11/10/2021	ARPA CONTRACT #19961.21.(	47,947.08	47,947.08
11/23/2021	0020849	U S BANK	amazon 10/07/20	11/10/2021	AIR PURIFIERS	1,167.37	
			amazon 10/21/20	11/10/2021	REPLACEMENT FILTERS FOF	380.72	
			MH 10/28/2021	11/10/2021	2021 COUNTERING TERRORI	250.00	
			LG 10/28/2021	11/10/2021	2021 COUNTERING TERRORI	250.00	
			amazon 10/19/20	11/10/2021	SERVICE RECOGNITION IN L	204.59	
			Harbor Freight 10	11/10/2021	SUPPLIES FOR EMERGENCY	167.85	
			Costco 10/2021	11/10/2021	SUPPLIES FOR EMERGENCY	87.00	
			amazon 10/21/20	11/10/2021	EMERGENCY SUPPLIES	52.20	
			amazon 10/19/20	11/10/2021	SERVICE RECOGNITION IN L	31.84	
			amazon 10/21/20	11/10/2021	BINDER POCKETS	20.35	
			Pen Awards 10/2	11/10/2021	KEITH WILLS, 18 YRS	20.13	
			Pen Awards 10/1	11/10/2021	GARY FORT, 17 YRS	19.58	
			amazon 10/29/20	11/10/2021	LETTER - LEGAL FILE TOTE.	18.59	
			amazon 10/2021	11/10/2021	BATH TISSUE FOR EMERGEN	16.86	
			amazon 10/21/20	11/10/2021	SUPPLIES FOR EMERGENCY	10.19	
			amazon 10/21 cr	11/10/2021	CREDIT BATH TISSUE NOT R	-16.86	2,680.41
11/23/2021	0028699	SOUND PUBLISHING INC	8042229	11/10/2021	BUDGET HEARINGS, BUDGE	667.18	667.18
11/23/2021	0036677	SOUND LAW CENTER	2656	11/10/2021	CUP2018-00006, CUP2021-001	4,500.00	4,500.00
11/23/2021	0045432	CBG COMMUNICATIONS, INC	162-09WF2021	11/10/2021	SERVICES PER CONTRACT #	480.00	480.00
Sub total for U S BANK:							180,509.69

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Final Check List
CLALLAM COUNTY

District Court I

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0001140	OLYMPIC PRINTERS INC	28979	11/2/2021	OLYMPIC PRINTERS - JUDGM	1,707.07	1,707.07
11/23/2021	0001344	REDWOOD TOXICOLOGY LAE754884		10/28/2021	REDWOOD TOX - PROBATIOI	317.24	317.24
11/23/2021	0001509	CORDANT HEALTH SOLUTIONTC-1631010312		10/31/2021	CORDANT - RANDOM UA'S	281.55	281.55
11/23/2021	0003410	LEMAY MOBILE SHREDDING 4722061		11/1/2021	LEMAY MOBILE - SHREDDING	13.65	13.65
Sub total for U S BANK:							2,319.51

Final Check List
CLALLAM COUNTY

HHS

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000360	CLALLAM COUNTY ER&R	2021-279E	11/1/2021	OSS-VEHICLE RENT	1,368.00	1,368.00
11/23/2021	0037042	OFFICE DEPOT	207591257001	10/27/2021	OSS-OFFICE SUPPLIES	61.92	61.92
11/23/2021	0001179	PACIFIC OFFICE EQUIPMENT	1089768	10/31/2021	EHADMIN-COPIER 10272	98.56	
			1089769	10/31/2021	OSS-EH COPIER 10297	22.17	120.73
11/23/2021	0020849	U S BANK	7298-110821	11/8/2021	WLAB-FISHER SCIENTIFIC- T	612.40	612.40
11/23/2021	0000360	CLALLAM COUNTY ER&R	2021-276E	10/31/2021	HOPS-PUBLIC HEALTH VEHIC	202.04	202.04
11/23/2021	0000546	EXPRESS SERVICES, INC	26243375	10/27/2021	HOPS-DATA ENTRY	1,957.70	1,957.70
11/23/2021	0000593	FORKS, CITY OF	3801.0-110121	11/1/2021	HOPS-FORKS OFFICE WATEI	64.44	64.44
11/23/2021	0001113	OFFICE DEPOT, INC	206601823001	10/28/2021	HOPS-PH OFFICE SUPPLIES	75.39	
			207236536001	10/26/2021	HOPS-PH OFFICE SUPPLIES	26.52	
			206601823002	10/27/2021	HOPS-PH OFFICE SUPPLIES	14.35	116.26
11/23/2021	0001179	PACIFIC OFFICE EQUIPMENT	1089774	10/31/2021	HOPS-PH COPIER 12145	48.66	
			1089771	10/31/2021	HOPS-FORKS OFFICE COPIE	47.70	
			1089773	10/31/2021	HOPS-HHS ADMIN COPIER 9	47.00	
			1089733	10/31/2021	HOPS-PH COPIER 9311	43.05	
			1089772	10/31/2021	HOPS-HHS DIRECTOR COPIE	2.68	189.09
11/23/2021	0001262	PORT OF PORT ANGELES	174181	10/11/2021	HOPS-SDC UTILITIES THROU	3,962.10	3,962.10
11/23/2021	0020849	U S BANK	4878-110821	11/8/2021	HOPS- WALMART-FLAT SCRE	527.31	527.31
11/23/2021	0001767	WEST WASTE & RECYCLING	229883	10/31/2021	HOPS-FORKS OFFICE TRASH	38.09	38.09
11/23/2021	0000918	LINCOLN STREET STATION	6294-102121	10/21/2021	DDD-RFP NOTEBOOK MAILIN	17.41	17.41
11/23/2021	0001113	OFFICE DEPOT, INC	207239384001	10/26/2021	DDD-TONER-OFFICE SUPPLI	139.63	139.63
11/23/2021	0020849	U S BANK	4910-110821	10/13/2021	DD-OFFICE DEPOT-COPY PA	155.71	155.71
Sub total for U S BANK:							9,532.83

HR

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0025324	CEDAR GROVE COUNSELING	15864	11/9/2021	INVOICE 15864	550.00	550.00
11/23/2021	0045825	COLE, MARY	DRIV ABS REIM	11/9/2021	DRIV ABST REIM	13.39	13.39
11/23/2021	0000546	EXPRESS SERVICES, INC	26243368 HR	11/9/2021	INVOICE 26243368	703.18	703.18
11/23/2021	0035753	LOOMIS ARMORED US, LLC	12898661	11/9/2021	INVOICE 12898661	757.66	757.66
11/23/2021	0044480	MINERT & ASSOCIATES	309141	11/9/2021	INVOICE 309141	295.00	295.00
11/23/2021	0001179	PACIFIC OFFICE EQUIPMENT	1089760	11/9/2021	INVOICE 1089760	310.92	
			1089759	11/9/2021	INVOICE 1089759	7.15	318.07
11/23/2021	0020849	U S BANK	50914998	11/9/2021	INVOICE 50914998	564.89	
			51356035	11/9/2021	INVOICE 51356035	550.80	
			51072933	11/9/2021	INVOICE 51072933	548.43	
			1293294	11/9/2021	ORDER 1293294 APA ELEANC	525.00	
			7934	11/9/2021	ORDER 7934	387.76	
			52167540	11/9/2021	INVOICE 52167540	281.66	
			38901	11/9/2021	INVOICE 38901 PUBLIC RECC	104.06	
			4718293	11/9/2021	INVOICE 4718293	25.76	
			250759758	11/9/2021	250759758	15.95	
			250389023	11/9/2021	250389023	14.95	
			250759757	11/9/2021	250759757	14.95	
			251710670	11/9/2021	251710670	14.95	
			4722067	11/9/2021	INVOICE 4722067	13.65	3,062.81
Sub total for U S BANK:							5,700.11

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Final Check List
CLALLAM COUNTY

HR Payroll

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0016373	WESTERN CONFERENCE OF,PENOC	21	11/9/2021	TEAMSTERS PENSION TRUS	6,797.50	6,797.50
Sub total for U S BANK:							6,797.50

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0020849	U S BANK	189372	11/11/2021	IT20211013F - TRAINING (T.BI	1,082.56	
			J3572914	11/11/2021	SHER20211014 - SATELLITE II	789.26	
			358407239	11/11/2021	IT20211013A - OFC PANELS	191.41	
			11240984654813	11/11/2021	IT20211006B- OFC SUPPLY	164.89	
			1137376391999	11/11/2021	IT20211101- OFC SUPPLY	138.48	
			11305748762923	11/11/2021	IT20211013 - BOOKS	76.25	
			SFGERMPW-11	11/11/2021	IT202011006 - OFC SUPPLY	65.03	
			11156975002826	11/11/2021	IT20211021A- OFC SUPPLY	63.61	
			11179145972829	11/11/2021	IT20211104 - FOLDING UTILIT	57.65	
			11387933065313	11/11/2021	IT20211007 - OFC SUPPLY	54.37	
			11320063643912	11/11/2021	IT20211101- OFC SUPPLY	51.52	
			11200291847570	11/11/2021	IT20211019- OFC SUPPLY	45.01	
			11302658197720	11/11/2021	IT20211015- OFC SUPPLY	39.58	
			11328158814409	11/11/2021	IT20211006A - OFC SUPPLY	34.80	
			11105522406149	11/11/2021	IT20211101A- OFC SUPPLY	32.63	
			11176911418382	11/11/2021	IT20211019- OFC SUPPLY	22.83	
			11343772805253	11/11/2021	IT20211101- OFC SUPPLY	21.64	
			11147083256241	11/11/2021	IT20211021A- OFC SUPPLY	9.75	2,941.27
Sub total for U S BANK:							2,941.27

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0020849	U S BANK	050101/E	11/1/2021	CAP MINOR EQUIP-SEARS	654.94	
			0000611300	10/13/2021	ADVERTISING-LEGAL NOTICI	444.53	
			22327	2/5/2021	SOFTWARE LICENSE-AVAIL F	326.40	
			072367	10/25/2021	DET FOOD-COSTCO	308.48	
			1397910	10/18/2021	LICENSE AND CERTIFICATIO	200.00	
			3276	11/1/2021	SOFTWARE LICENSE-CASA N	156.00	
			084489	10/27/2021	AWARDS AND RECOGNITION	147.88	
			57984446	10/19/2021	REGISTRATION-WA PREVEN	100.00	
			58078184	10/22/2021	REGISTRATION-WA PREVEN	100.00	
			114-5255450-87	10/29/2021	DET SUPPLIES-AMAZON	84.77	
			114-0800545-08	10/11/2021	DET SUPPLIES-AMAZON-CR	72.10	
			095466	10/25/2021	DET FOOD-WALMART	31.96	
			10497856	10/28/2021	SERVICE RECOGNITION-POF	29.92	
			114-8117860-57	10/11/2021	DET SUPPLIES-AMAZON	26.07	
			1089017	10/14/2021	OP SUPPLIES-POE	22.77	
			4722058	11/1/2021	PRO SVCS-LEMAY MOBILE SI	20.45	
			061700	10/25/2021	DET FOOD-FRANZ	15.26	2,741.53
Sub total for U S BANK:							2,741.53

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000360	CLALLAM COUNTY ER&R	2021.286E	11/1/2021	VEHICLE RENTAL/LEASE	1,500.00	1,500.00
11/23/2021	0000628	GALLS LLC	019620503	10/27/2021	UNIFORMS & CLOTHING	563.23	
			019620502	10/27/2021	UNIFORMS & CLOTHING	547.24	1,110.47
11/23/2021	0001179	PACIFIC OFFICE EQUIPMENT	1089961	10/31/2021	EQUIP-REPAIR/MAINT	155.34	
			1089962	10/31/2021	EQUIP-REPAIR/MAINT	112.59	
			10/31/2021	10/31/2021	EQUIP-REPAIR/MAINT	53.18	
			1089964	10/31/2021	EQUIP-REPAIR/MAINT	3.41	
			1089963	10/31/2021	EQUIP-REPAIR/MAINT	1.10	325.62
11/23/2021	0001252	PORT ANGELES, CITY OF	103021PA	10/30/2021	UTILITIES-CITY OF PA	5,293.32	5,293.32
11/23/2021	0001949	LEWIS, DAVID	103121DL	10/31/2021	CAP VOL-MILEAGE	130.48	130.48
11/23/2021	0017787	DAIRY FRESH FARMS INC	8182130704	11/3/2021	DET FOOD	52.91	52.91
11/23/2021	0022041	THOMAS SHERRY, M.S.	4422	10/31/2021	PRO SVCS-SSODA	300.00	
			4421	10/31/2021	PRO SVCS-SSODA	300.00	
			4420	10/31/2021	PRO SVCS-SSODA	300.00	
			4419	10/31/2021	PRO SVCS-SSODA	300.00	1,200.00
11/23/2021	0028699	SOUND PUBLISHING INC	PDN940596	10/20/2021	ADVERTISING-LEGAL NOTICI	199.08	
			PDN940598	10/20/2021	ADVERTISING-LEGAL NOTICI	199.08	398.16
11/23/2021	0039632	COLE, MILTON	103121MC	10/31/2021	CAP VOL-MILEAGE	64.40	64.40
Sub total for U S BANK:							10,075.36

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000360	CLALLAM COUNTY ER&R	2021.272E	11/8/2021	SEPTEMBER KW=226.5, FS=	453.53	453.53
11/23/2021	0000679	GRANT, FRED	Grant2021 10-21	11/8/2021	BOARD MEETING	21.05	21.05
11/23/2021	0000933	LUCERO, CATHLEEN	Lucero2021 11-	11/8/2021	CONFERENCE PER DIEM + G	227.00	227.00
11/23/2021	0001641	VERIZON WIRELESS	9890676153	11/8/2021	GEN=1.38, FS=1.38	2.76	2.76
11/23/2021	0009870	ADOLPHSEN, ERIC	Adolphsen2021	11/8/2021	BOARD MEETING	13.22	13.22
11/23/2021	0020849	U S BANK	324014	11/8/2021	WEEDCONFERENCELICENSE	396.12	
			324008	11/8/2021	WEED CONFERENCECLLICEI	328.86	724.98
11/23/2021	0026655	PAUL, BRUCE	Paul2021 10-26	11/8/2021	BOARD MEETING	58.24	58.24
11/23/2021	0043467	REYNOLDS, JOE	Reynolds2021 1	11/8/2021	CONFERENCE PER DIEM	177.00	177.00
11/23/2021	0044340	COWARD, TODD	Coward2021 11-	11/8/2021	CONFERENCE PER DIEM	177.00	177.00
Sub total for U S BANK:							1,854.78

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11/16/2021 4:15:24PM

Final Check List
CLALLAM COUNTY

Parkes Fair Facilities Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000034	AIR FLO HEATING CO	56101288	11/10/2021	CH CRU-1 UNIT HUMIDIFIER	353.60	353.60
11/23/2021	0000094	ANGELES PLUMBING INC	34601	11/10/2021	JAIL MIXING VALVE AND INST	759.94	759.94
11/23/2021	0000196	BILLS PLUMBING & SANIKAN	s3641431	11/10/2021	RH SANIKAN	95.00	
			s3641433	11/10/2021	RDG SANIKAN	95.00	190.00
11/23/2021	0000290	CED/STUSSER - SEATTLE	5948-1009033	11/10/2021	JUV (50) FLOURESCENT BUL	408.00	
			5948-1011602	11/10/2021	JUV HID LAMP	32.64	440.64
11/23/2021	0000366	CLALLAM COUNTY TREASUR	20210802	11/10/2021	DRA D HUGO NSF FEE (8) #1	200.00	
			20210927	11/10/2021	SC JASON KING #0504 NSF F	25.00	
			20211007	11/10/2021	SC EMILY TYLER #132 NSF F	25.00	
			20210812	11/10/2021	SC BEN MEARS #213 NSF FE	25.00	
			20210401	11/10/2021	DRA GILLIAN MASLAND #1113	25.00	300.00
11/23/2021	0000546	EXPRESS SERVICES, INC	26276130	11/10/2021	CH COVID WK END 10/31/21	3,653.28	
			26243369	11/10/2021	CH COVID WK END 10/24/21	3,067.20	6,720.48
11/23/2021	0000561	FERGUSON ENTERPRISES IN	9876398	11/10/2021	SMPKAGNEW TOILET VALVE	4.23	4.23
11/23/2021	0000714	HARTNAGEL BLDG SUPPLY IN	828216	11/10/2021	2103UP STAIN AND MATERIAL	54.31	54.31
11/23/2021	0000918	LINCOLN STREET STATION	195157	11/10/2021	FG SHIPPING FOR MICROPH	26.40	26.40
11/23/2021	0001036	MURREYS OLYMPIC DISPOS	6833837	11/10/2021	SC OCT GARBAGE	1,395.09	
			6833822	11/10/2021	DRA OCT GARBAGE	960.37	
			6835217	11/10/2021	SC OCT RECYCLE	425.70	
			6834627	11/10/2021	CH OCT RECYCLE	416.53	
			6835218	11/10/2021	DRA OCT RECYCLE	185.55	
			6834716	11/10/2021	CH OCT RECYCLE	87.34	
			6834679	11/10/2021	VET OCT RECYCLE	33.03	3,503.61
11/23/2021	0001156	OLYPEN INC	211110-0013	11/10/2021	DRA DSL INTERNET	18.00	18.00
11/23/2021	0001252	PORT ANGELES, CITY OF	60327-152976 1	11/10/2021	CIB OCT UTIL	228.37	228.37
11/23/2021	0001300	PUBLIC UTILITY DISTRICT	22216 10/21	11/10/2021	CDJ OCT ELECT	399.43	
			25839 10/21	11/10/2021	DRA OCT ELECT	386.31	
			25837 10/21	11/10/2021	DRA OCT ELECT	199.05	
			25840 10/21	11/10/2021	DRA OCT ELECT	126.33	
			25838 10/21	11/10/2021	DRA OCT ELECT	48.38	1,159.50
11/23/2021	0001540	SWAIN'S GENERAL STORE IN	292704	11/10/2021	CH HIGH VISIBILITY TAPE	13.02	13.02

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0020849	U S BANK	Sears 039*1990	11/10/2021	DRA DISHWASHER FOR PARI	615.18	
			PNWS AWWA 2	11/10/2021	CDJ WATER SYSTEM OPERA	180.00	
			Messicks 113737	11/10/2021	SMPK KUBOTA LAWN MOWE	137.43	
			Delta Audio 452C	11/10/2021	FG HANDHELD MICROPHONE	120.00	
			viasat cdj 11/21	11/10/2021	CDJ SATELLITE INTERNET	95.65	
			Messicks 26734	11/10/2021	SMPK KUBOTA LAWN MOWE	78.65	
			Viasat SC 11/21	11/10/2021	SC SATELLITE INTERNET	70.64	
			amaz 6685004	11/10/2021	DRA LED SOLAR SECURITY L	65.08	
			amaz 8385823	11/10/2021	CDJ TONER CARTRIDGES	43.39	
			amaz 0658617	11/10/2021	CDJ POTASSIUM CHLORIDE	29.83	
			amaz 1306665	11/10/2021	ADM PLASTIC BINDING COMI	15.13	1,450.98
11/23/2021	0025092	PIERCE, SUSAN	WWWC 9/21 - 1	11/10/2021	SMPK WWWC 9/21 9/28 10/5	56.42	56.42
11/23/2021	0032999	PLATT	2f06218	11/10/2021	CH DIMMABLE LIGHT FIXTUR	63.13	63.13
11/23/2021	0035842	CLALLAM CO PARKS CREDIT	Oct 2021	11/10/2021	DRA SC OCT ONLINE CC FEE	413.87	413.87
11/23/2021	0037225	JACKSON, DALE	817-21-01 10/21	11/10/2021	2006FAC EOC RELOCATION F	4,837.50	4,837.50
11/23/2021	0041605	HOME DEPOT PRO	650100613	11/10/2021	CH COVID MERV FILTERS, S/	2,374.81	2,374.81
Sub total for U S BANK:							22,968.81

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000546	EXPRESS SERVICES, INC	26276147	11/10/2021	EXPRESS SERVICES	1,388.80	
			26243388	11/10/2021	EXPRESS SERVICES	1,145.76	2,534.56
11/23/2021	0001641	VERIZON WIRELESS	9891322282	11/10/2021	VERIZON	1,064.99	1,064.99
11/23/2021	0020849	U S BANK	845100567	11/10/2021	WESTLAW	3,467.33	
			845199608	11/10/2021	WESTLAW	398.23	
			1558627	11/10/2021	STORAGE FOR F.S.	211.01	
			0002412712	11/10/2021	PENINGER TICKET	161.00	
			0002412748	11/10/2021	PENINGER TICKETS	148.50	
			7729825	11/10/2021	OFFICE SUPPLIES	129.52	
			8909034	11/10/2021	OFFICE SUPPLIES	124.20	
			6291416	11/10/2021	OFFICE SUPPLIES	109.20	
			4638611	11/10/2021	OFFICE SUPPLIES	104.44	
			9617027	11/10/2021	OFFICE SUPPLIES	103.14	
			0897048	11/10/2021	OFFICE SUPPLIES	92.29	
			5395416	11/10/2021	OFFICE SUPPLIES	89.52	
			3743464	11/10/2021	OFFICE SUPPLIES	86.99	
			2840252	11/10/2021	OFFICE SUPPLIES	67.74	
			9158609	11/10/2021	OFFICE SUPPLIES	53.67	
			6545020	11/10/2021	OFFICE SUPPLIES	42.38	
			UBZKMK	11/10/2021	SERVICE FEE	40.00	
			2910639	11/10/2021	OFFICE SUPPLIES	38.24	
			6190604	11/10/2021	OFFICE SUPPLIES	31.52	
			7080242	11/10/2021	OFFICE SUPPLIES	31.41	
			5645859	11/10/2021	OFFICE SUPPLIES	31.12	
			1531255	11/10/2021	LEMAY SHREDDING	12.88	
			1528840	11/10/2021	LEMAY SHREDDING	12.88	5,587.21
11/23/2021	0045735	PACIFIC NW FORENSIC PATH	2021CO251	11/10/2021	CORONER FEES	1,700.00	1,700.00
Sub total for U S BANK:							10,886.76

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000172	BAXTER A/P OFFICE	15663-9715	11/4/2021	Oil, cabin, air filters - PA MP203	56.74	
			15663-9682	11/3/2021	Duct tape rolls - PA	39.10	95.84
11/23/2021	0000841	KAMAN IND TECHNOLOGIES	H869444	10/29/2021	Flange units - PA Stores	581.68	581.68
11/23/2021	0000848	PAPE KENWORTH NORTHWE	10907570	10/28/2021	11-04859-100D caps - PA 203,	295.12	
			10914802	11/2/2021	Paint - PA 207	67.92	363.04
11/23/2021	0001036	MURREYS OLYMPIC DISPOS	A6833848	11/1/2021	Garbage service - SQ	192.08	192.08
11/23/2021	0001252	PORT ANGELES, CITY OF	152934/4358 NC	11/6/2021	Utility charges - PA	2,883.31	2,883.31
11/23/2021	0001255	PRICE FORD LINCOLN MERCI	5040815	11/8/2021	Oil, rear axle - PA Stores	389.59	
			5040778	11/4/2021	Bolts - PA	84.95	
			5040797	11/5/2021	Bolts - PA	84.95	
			5040758	11/3/2021	Filter asy, oil - PA Stores	66.32	625.81
11/23/2021	0001300	PUBLIC UTILITY DISTRICT	22716/11022021	11/2/2021	Utility charges, 384 Frontier - Cl	134.10	134.10
11/23/2021	0001576	THURMAN SUPPLY	780028	11/4/2021	Phone cable, in-line coupler - P	14.67	14.67
11/23/2021	0001714	WA ST DEPT OF NATURAL RE	0100155/11/2022	11/1/2021	Surface Mining permit -'22 Quill	2,000.00	2,000.00
11/23/2021	0001720	WA ST DEPT OF REVENUE	10/21SUT-50301	10/31/2021	Sales & Use Tax - 50301 20-B2	63.05	63.05
11/23/2021	0017663	ARAMARK UNIFORM SVCS IN	512000181185	11/4/2021	Laundry services - SQ	16.32	
			512000181165	11/4/2021	Laundry services - WE	16.28	32.60
11/23/2021	0020849	U S BANK	0328-071765	11/3/2021	O.Depot: Ink, markers, envelope	226.42	
			0328-9914618	10/7/2021	Pr.Dealers: CB radios - SQ Sto	163.94	
			0328-1720228	10/18/2021	Amzn: AM Fleet, floor mats - SC	135.63	
			6048-7716266	10/25/2021	Amzn: S.Connect, laundry tub -	128.85	
			6048-3001843	10/28/2021	Amz: PGrd,Juvo,Amzn:brushes	120.92	
			6048-5499431	10/21/2021	Amzn: Wet-dry vacuum filters-F	67.20	
			6048-7474642	10/15/2021	Amzn: Groth/Haiss: tape, conct	66.16	
			6048-0610976	10/19/2021	HDepot: hidden hangers,screws	57.94	
			0328-8611254	10/21/2021	H.Depot: anchor shackles - SQ	57.90	
			0328-2615321	10/7/2021	H.Depot: Paint, tape - SQ 164	29.31	
			0328-4522695	10/15/2021	H.Depot: 1000w stem/swivel m	20.65	
			6048-6208222	10/25/2021	Amzn: Sink strainer/basket - CE	11.84	
			0328-8522246	10/11/2021	60W A19 SMT DL 4pk dim- SQ	10.77	1,097.53
11/23/2021	0022435	RACE STREET AUTO PARTS	560159	11/1/2021	Hose ends - PA 450	93.50	
			560788	11/5/2021	Air and cabin filters - PA 60	27.66	121.16
11/23/2021	0038153	GAYDESKI, JOE	0759-12586137	11/4/2021	CDL exam - WE Gaydeski	150.00	150.00

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0043469	PETROCARD	430334-IN	11/2/2021	Unleaded fuel purchase - CH	9,543.53	
			195406-IN	11/1/2021	DEF/Urea - LC Misc Stores	343.14	9,886.67
11/23/2021	0045826	NORTH PENINSULA ELECTRIC	783	11/4/2021	Pwr/data wire cell communicatc	326.40	326.40
Sub total for U S BANK:							18,567.94

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000091	ANGELES MILLWORKS & LUM	299622	11/9/2021	MAINTENANCE SUPPLIES - C	19.53	
			299565	11/9/2021	MAINTENANCE SUPPLIES - C	12.57	32.10
11/23/2021	0000196	BILLS PLUMBING & SANIKAN	IS3641387	11/1/2021	11/21~12/21 ODT SANIKANS	295.00	295.00
11/23/2021	0000546	EXPRESS SERVICES, INC	26276128-10101	11/3/2021	10/25/21~10/31/21 ROADS	4,505.67	4,505.67
11/23/2021	0001036	MURREYS OLYMPIC DISPOS	A6836538	10/31/2021	10/21 66 LOWER DAM RD	299.22	299.22
11/23/2021	0001156	OLYPEN INC	211111-0016	11/11/2021	10/21~11/21 PA OLS DUES	40.50	40.50
11/23/2021	0001258	PORT ANGELES POWER EQU	97976992	10/12/2021	MAINTENANCE SUPPLIES - C	26.04	26.04
11/23/2021	0001300	PUBLIC UTILITY DISTRICT	30702-110321	11/3/2021	10/02/21~10/31/21 66 LOWER	48.86	48.86
11/23/2021	0001540	SWAIN'S GENERAL STORE IN	292766	11/5/2021	MAINTENANCE SUPPLIES - P	228.06	
			292225	10/20/2021	MAINTENANCE SUPPLIES - C	73.88	301.94
11/23/2021	0001614	UNITED STATES DOSIMETRY	02317	10/31/2021	Q REPORT	64.14	64.14
11/23/2021	0001720	WA ST DEPT OF REVENUE	10/21SUT-10101	10/31/2021	10/21 SALES & USE TAX	134.02	134.02
11/23/2021	0001740	WSU EXTENSION OF CLALLA	102021	11/10/2021	10/21 ROADSIDE WEED MAN.	6,495.58	6,495.58
11/23/2021	0017663	ARAMARK UNIFORM SVCS IN	512000181164	11/4/2021	LAUNDRY SERVICE - LC	16.27	
			512000181184	11/4/2021	LAUNDRY SERVICE - SQ	16.27	32.54
11/23/2021	0020849	U S BANK	0328-5021406	11/3/2021	HOME DEPOT - SQ MAINT SL	368.14	
			6048-1884264	10/17/2021	AMAZON - DPRA SUPPLIES	305.44	
			3953-370352	11/3/2021	WCI*MURRAYS - DPRA GARB	260.04	
			0328-3020818	10/6/2021	HOME DEPOT - SQ MAINT SL	108.47	
			3953-5771435	10/31/2021	AMAZON - ACCT OFFICE SUF	50.32	
			0328-4615104	10/5/2021	HOME DEPOT - SQ MAINT SL	39.17	
			0328-005736	10/20/2021	WALMART - SQ MAINT SUPPI	28.90	
			0328-6514072	10/13/2021	HOME DEPOT - DAWLEY SLU	21.90	
			6048-07352	11/3/2021	WA ST FERRIES - NUKE GAU	16.80	
			6048-72797	11/3/2021	WA ST FERRIES - NUKE GAU	16.80	
			3953-1535672	10/25/2021	WCI*SHRED - DOCUMENT SH	13.65	1,229.63
11/23/2021	0021386	STAPLES ADVANTAGE	3492243180	11/2/2021	OFFICE SUPPLIES - STOCK	227.78	
			3492243183	11/6/2021	OFFICE SUPPLIES - STOCK	27.85	
			3492243181	11/6/2021	OFFICE SUPPLIES - ADMIN	23.93	
			3492243182	11/4/2021	OFFICE SUPPLIES - ADMIN	6.59	286.15
11/23/2021	0024909	DAVIS, WAYNE	11013950DAVIS	11/5/2021	CDL PHYSICAL REIMBURSEN	150.00	150.00
11/23/2021	0038542	LEDUKE, CAMERON	11013242LEDU	11/9/2021	CDL PHYSICAL REIMBURSEN	150.00	150.00
11/23/2021	0044766	NORTHWEST TECHNICAL SV	9784	11/5/2021	NUCLEAR GAUGE LEAK TES	23.72	23.72

Sub total for U S BANK: 14,115.11

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000352	CLALLAM COUNTY DEPT OF	613-10135	11/1/2021	08/21~12/21 IT SUPPORT	1,460.50	1,460.50
11/23/2021	0000360	CLALLAM COUNTY ER&R	2021.281E	11/1/2021	10/21 EQUIPMENT RENT	67.00	67.00
11/23/2021	0000361	CLALLAM COUNTY ROAD DEF	2021.076R	11/1/2021	09/16/21~10/15/21 EMPLOYEE	571.50	571.50
11/23/2021	0000370	CLALLAM TITLE CO	138400	10/28/2021	LIMITED LIABILITY CERTIFIC	544.00	544.00
11/23/2021	0000348	CLALLAM COUNTY DEPT OF	21-0682	10/12/2021	TESTING - TASK 3	230.00	230.00
11/23/2021	0000360	CLALLAM COUNTY ER&R	2021.277E	11/1/2021	10/21 MISC EQUIPMENT REN	36.09	36.09
11/23/2021	0001364	CLALLAM CO RISK MANAGEM	2021RISK2ND-S	11/1/2021	2021 RISK INSURANCE SECC	4,848.66	4,848.66
11/23/2021	0000360	CLALLAM COUNTY ER&R	2021.217E	8/22/2021	08/21 MISC EQUIPMENT REN	0.14	
			2021.248E	9/21/2021	09/21 MISC EQUIPMENT REN	0.14	0.28
11/23/2021	0000361	CLALLAM COUNTY ROAD DEF	2021.062R	9/20/2021	08/16/21~09/20/21 EMPLOYEE	420.03	
			2021.077R	11/1/2021	09/16/21~10/15/21 EMPLOYEE	245.91	
			2021.054R	8/20/2021	06/16/21~07/15/21 LSWFFA GF	193.70	
			2021.057R	8/20/2021	07/16/21~08/15/21 EMPLOYEE	37.63	
			2021.046R	7/22/2021	06/16/21~07/15/21 EMPLOYEE	5.73	903.00
11/23/2021	0025990	NONDEPARTMENTAL, CLALLA	21MB007-40201	7/20/2021	2021 Q2 POSTAGE	2.93	2.93
11/23/2021	0001714	WA ST DEPT OF NATURAL RE	0100154552/202	10/21/2021	10/21~09/22 BLUE MTN LAND	1,803.00	1,803.00
11/23/2021	0000362	CLALLAM COUNTY PUBLIC W	4496-CCPWPC	11/8/2021	REPLENISHMENT	200.00	200.00
11/23/2021	0000546	EXPRESS SERVICES, INC	26276128-41401	11/3/2021	10/25/21~10/31/21 WWTP	213.03	213.03
11/23/2021	0000677	GRAINGER INC	9096538047	10/22/2021	MAINTENANCE SUPPLIES - V	92.70	92.70
11/23/2021	0016440	MALAKOFF, KIM	4496MALAKOFF	11/8/2021	PETTY CASH REIMBURSEME	739.95	739.95
11/23/2021	0001300	PUBLIC UTILITY DISTRICT	22718-110221	11/2/2021	09/29/21~10/28/21 410 FRONT	742.85	
			22602-110221	11/2/2021	09/29/21~10/28/21 BOGACHIE	223.59	966.44
11/23/2021	0001720	WA ST DEPT OF REVENUE	10/21SUT-41401	10/31/2021	10/21 SALES & USE TAX	480.62	
			10/21SUT-42401	10/31/2021	10/21 SALES & USE TAX CARI	238.54	719.16
11/23/2021	0000546	EXPRESS SERVICES, INC	26276128-43401	11/3/2021	10/25/21~10/31/21 BBWA	261.28	261.28
Sub total for U S BANK:							13,659.52

Final Check List
CLALLAM COUNTY

Sheriff (1)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000008	LEXIS NEXIS RISK MGMT INC	1035851-202110	10/31/2021	DATABASE INTERFACE FEE	54.40	54.40
11/23/2021	0000179	BEERS, RICHARD B	Dec 2021	11/10/2021	RENTAL AGREEMENT	525.00	525.00
11/23/2021	0000268	WAVE BUSINESS	1032293-02-Nov	11/1/2021	CABLE TV - INMATES NOV 2	333.62	
			1032290-02-Nov	11/1/2021	CABLE - OPERATIONS & COR	286.32	
			1240306-01-Nov	11/1/2021	CABLE - EDWARDS RD NOV	129.27	749.21
11/23/2021	0000306	CHARM-TEX	0265568-IN	11/9/2021	INMATE CLOTHING	169.92	169.92
11/23/2021	0000354	CLALLAM COUNTY SEWER DIST	1481-Nov	11/10/2021	GARBAGE DISPOSAL - SLIP F	56.50	56.50
11/23/2021	0000363	CLALLAM COUNTY SHERIFF	110221	11/2/2021	REIMB SHERIFF'S OPERATIO	35,639.29	
			21-012	11/1/2021	REIMB CORRECTIONS BUDG	1,816.30	37,455.59
11/23/2021	0000546	EXPRESS SERVICES, INC	26243373	10/27/2021	CALL CENTER REPRESENTA	894.00	
			26276134	11/3/2021	CALL CENTER REPRESENTA	894.00	1,788.00
11/23/2021	0000593	FORKS, CITY OF	2096	11/2/2021	PRISONER BOARD BILL - OC	677.56	677.56
11/23/2021	0000608	FRANZ FAMILY BAKERIES	117101000925	10/28/2021	FOOD	143.80	
			117101000891	10/21/2021	FOOD	136.74	
			117101000809	10/4/2021	FOOD	126.95	
			117101000827	10/7/2021	FOOD	93.54	
			117101000843	10/11/2021	FOOD	72.00	
			117101000859	10/14/2021	FOOD	43.20	616.23
11/23/2021	0000628	GALLS LLC	019596352	10/25/2021	UNIFORM - WENZL	285.04	285.04
11/23/2021	0000812	JIFFY CLEANERS	110821	11/8/2021	UNIFORM CLEANINGS	198.01	198.01
11/23/2021	0000918	LINCOLN STREET STATION	Account1-Nov21	11/1/2021	SHIPPING CHARGES	416.26	
			Account1-Oct21	10/1/2021	SHIPPING CHARGES	209.56	625.82
11/23/2021	0001148	OLYMPIC SPRINGS INC	343000	10/14/2021	WATER	155.69	
			343277	10/28/2021	WATER	147.04	
			343465	10/31/2021	WATER COOLER RENT	43.30	346.03
11/23/2021	0001229	PETERSON FRUIT CO. INC.	421781	10/29/2021	FOOD	454.50	
			420893	10/1/2021	FOOD	208.40	
			421457	10/19/2021	FOOD	199.15	862.05
11/23/2021	0001298	PUBLIC UTILITY DISTRICT NO	14741000-Nov2	11/4/2021	UTILITIES - OPSCAN TOWER	75.68	75.68
11/23/2021	0001300	PUBLIC UTILITY DISTRICT	22794-Nov21	11/2/2021	UTILITIES - FRONTIER #1 9	138.02	
			96237-Nov21	11/2/2021	UTILITIES - FRONTIER #2 9	49.10	
			65837-Nov21	11/1/2020	MORSE CRK HOOKUP 09/27	47.25	234.37
11/23/2021	0001420	SECURITY SERVICES NW INC	118931	11/1/2021	TELEPHONE ANSWERING SE	247.50	247.50
11/23/2021	0001426	SEQUIM, CITY OF	Dec 2021	11/10/2021	LEASE AGREEMENT	1,100.00	1,100.00

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0001543	SWANSONS SERVICES CORP	1517194	10/28/2021	INDIGENT PACKS	60.84	60.84
11/23/2021	0001641	VERIZON WIRELESS	9891322280	10/23/2021	CELL PHONE SERVICE	673.88	673.88
11/23/2021	0001723	WSDOT/WA ST FERRIES	RK381630	10/31/2021	FERRY TICKET	16.80	16.80
11/23/2021	0001767	WEST WASTE & RECYCLING	0000229969	10/31/2021	GARBAGE DISPOSAL - SLIP F	72.00	72.00
11/23/2021	0003410	LEMAY MOBILE SHREDDING	4722063	11/1/2021	SHREDDING	54.60	
			4722057	11/1/2021	SHREDDING	13.65	68.25
11/23/2021	0004211	CENTURYLINK	360-417-5383-N	11/2/2021	INTERNET SERVICE 11/2/21	65.00	65.00
11/23/2021	0004361	USA TODAY	0015763568	10/31/2021	INMATE NEWSPAPERS	93.75	93.75
11/23/2021	0017787	DAIRY FRESH FARMS INC	8182130013	10/20/2021	FOOD	195.38	
			8182129318	10/20/2021	FOOD	192.67	
			8182127917	10/6/2021	FOOD	179.15	
			8182128616	10/13/2021	FOOD	179.15	746.35
11/23/2021	0020817	ALEXANDER, JOHN	779766	11/2/2021	REIMB ALEXANDER FOR LED	8.41	8.41
11/23/2021	0020862	GERMAN, NANCY	Dec 2021	11/10/2021	LEASE AGREEMENT	2,166.12	2,166.12
11/23/2021	0021923	FIRST RACE CAR WASH	103121	10/31/2021	CAR WASHES	66.00	66.00
11/23/2021	0024819	QUILEUTE TRIBE	Dec 2021	11/10/2021	LEASE AGREEMENT	1,200.00	1,200.00
11/23/2021	0037247	HAIR BY NICOLE	110621	11/9/2021	INMATE HAIRCUTS	75.00	75.00
11/23/2021	0041605	HOME DEPOT PRO	649583887	10/27/2021	JAIL & KITCHEN SUPPLIES	1,650.54	1,650.54
11/23/2021	0043469	PETROCARD	C824592	10/31/2021	FUEL FOR OPNET, BOAT ANE	1,086.38	1,086.38
11/23/2021	0043498	SOUND UNIFORM SOLUTION	202110SU215	10/28/2021	UNIFORM - BROOKS, C	536.38	536.38
Sub total for U S BANK:							54,652.61

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Final Check List
CLALLAM COUNTY

Sheniff (2)

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0020849	U S BANK	6528-Nov21	11/8/2021	OFFICE DEPOT, RESIDENCE	1,717.68	
			7275-Nov21	11/8/2021	MILITARY NAMES, CAPTAIN T'S	1,452.59	
			0097-Nov21	11/8/2021	SIG COINS, COSTCO, BAUDV	1,290.04	
			7400-Nov21	11/8/2021	SIMPLISAFE, PA POWER EQL	809.30	
			4761-Nov21	11/8/2021	GALLS, 1ST RACE CAR, AMA	524.79	
			6236-Nov21	11/8/2021	KG ELECTRONICS, GOOD2G	523.00	
			0097a-Nov21	11/8/2021	SIG COINS, COSTCO, BAUDV	373.30	
			6730-Nov21	11/8/2021	AMAZON, LEIRA, HOME DEPC	239.21	
			8739-Nov21	11/8/2021	TOTAL WIRELESS, DIRECTV	61.58	
			0945	11/8/2021	AMAZON, USPS, PA TRANSFE	53.00	
			4738-Nov21	11/8/2021	CONOCO	47.70	
			4530-Nov21	11/8/2021	NEXIPC	36.99	7,129.18
11/23/2021	0029676	POWLESS, JOSH	101221	10/12/2021	TRAVEL - ELLENSBURG	11.25	11.25
Sub total for U S BANK:							7,140.43

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Final Check List
CLALLAM COUNTY

Sheriff Jail Med

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0001136	OLYMPIC MEDICAL CENTER	OMC 11.10.21	11/10/2021	INMATE MEDICAL	4,020.33	4,020.33
11/23/2021	0004826	OLYMPIC MEDICAL PHYSICIAN	71227901360	11/10/2021	INMATE MEDICAL	69.51	
			71227901350	11/10/2021	INMATE MEDICAL	40.81	110.32
11/23/2021	0017535	COST LESS SENIOR SERVICE	18765-Nov 2021	11/1/2021	INMATE MEDICINE	3,023.11	3,023.11
11/23/2021	0025115	RADIA INC PS	Z8KNGA2	11/10/2021	INMATE MEDICAL	73.22	
			Z8KNGB1	11/10/2021	INMATE MEDICAL	32.41	105.63
Sub total for U S BANK:							7,259.39

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000716	HAYDEN, JOHN F	JH 11-21	11/9/2021	NOVEMBER 2021 - CHINS/YAI	2,333.33	2,333.33
11/23/2021	0001607	KAREN L UNGER, P.S.	KU 11-21	11/9/2021	NOVEMBER 2021 - ADULT CR	3,000.00	3,000.00
11/23/2021	0002298	JOHN D BLACK, PLLC	JB 11-21	11/9/2021	NOVEMBER 2021 - JUVENILE	700.00	700.00
11/23/2021	0020134	STANLEY B MYERS, JR, ATTO	SM 11-21	11/9/2021	NOVEMBER 2021 - ADULT CR	3,000.00	3,000.00
11/23/2021	0021617	WOLFLEY LAW OFFICE P.S.	LW 11-21	11/9/2021	NOVEMBER 2021 - ADULT CR	3,000.00	3,000.00
			JW 11-21T	11/9/2021	NOVEMBER 2021 - TRUANCY	1,050.00	4,050.00
Sub total for U S BANK:							13,083.33

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000008	LEXIS NEXIS RISK MGMT INC	1382924-202110	11/9/2021	MONTHLY SUBSCRIPTION	115.43	115.43
11/23/2021	0000546	EXPRESS SERVICES, INC	26276143	11/10/2021	FISCAL SPECIALIST II WEEK	1,152.80	
			26311671	11/10/2021	FISCAL SPECIALIST II WEEK	1,152.80	2,305.60
11/23/2021	0001179	PACIFIC OFFICE EQUIPMENT	1090564	11/9/2021	OFFICE EQUIPMENT	341.09	
			1089766	11/9/2021	CANON COPIER MAINT CONT	114.97	456.06
11/23/2021	0005487	MARCHI, TERESA	285920774664	11/9/2021	OVERNIGHT MAIL MASTERS	47.25	47.25
11/23/2021	0037042	OFFICE DEPOT	207772230001	11/9/2021	OFFICE SUPPLIES	274.12	
			203722214001	11/9/2021	OFFICE SUPPLIES	261.93	
			203743895001	11/9/2021	OFFICE SUPPLIES	117.46	653.51
Sub total for U S BANK:							3,577.85

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Final Check List
CLALLAM COUNTY

Veterans

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/10/2021	0045817	M&T BANK	TM9862 11/10/21	11/10/2021	MORTGAGE	730.16	730.16
11/10/2021	0020849	U S BANK	DH3154 11/10/21	11/10/2021	FOOD	250.00	
			HT5340 11/10/21	11/10/2021	FOOD	200.00	
			FJ0239 11/10/21	11/10/2021	FUEL	150.00	
			HT5340 11/10/21	11/10/2021	FUEL	150.00	
			MG9761 11/10/21	11/10/2021	FOOD	150.00	
			JJ9950 11/10/21	11/10/2021	FOOD	100.00	
			JJ9950 11/10/21	11/10/2021	FOOD	50.00	1,050.00
11/10/2021	0000268	WAVE BUSINESS	WAVE 11/10/21	11/10/2021	VET CENTER PHONE	115.32	115.32
Sub total for U S BANK:							1,895.48

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11/17/2021 9:34:58AM

Final Check List
CLALLAM COUNTY

WSU Ext

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
11/23/2021	0000546	EXPRESS SERVICES, INC	26038421	11/10/2021	EXPRESS SERVICES	2,753.75	2,753.75
11/23/2021	0001179	PACIFIC OFFICE EQUIPMENT	1089781	11/10/2021	POE OCT 2021	237.36	237.36
11/23/2021	0020849	U S BANK	Oct 2021	11/10/2021	US BANK	124.79	124.79
Sub total for U S BANK:							3,115.90



16
11/23/21

Payroll Ending: 10/31/2021

Gross Earnings:	\$1,530,027.06
Benefits Paid:	\$770,495.90
Total Expenditures:	\$2,300,522.96

STATE OF WASHINGTON)
COUNTY OF CLALLAM)

This is to certify that the foregoing 'Labor Distribution Totals by Fund' Report for the period herein indicated is a full, true, and correct representation of the earnings and benefits paid to all Clallam County employees as recorded in the books of original entry maintained by this office.



WITNESS MY HAND THIS 12th DAY OF November 2021

SR
SHOONA RIGGS, CLALLAM COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the payroll herein specified has been disbursed and that the earnings and benefits listed above are approved for payment:

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

RANDY JOHNSON

MARK OZIAS

BILL PEACH

(County Administrator)

COPY

Payroll and Benefits Paid for 3 Payrolls: November 8, 2021					
Fund Name	Fund Number	Gross Earnings Paid by Fund #	Benefits Paid by Fund #	Employees Paid by Fund #	Total Expenditures
MONTHLY: October 2021					
General Fund	00100	746,585.21	274,137.88	156	1,020,723.09
Sheriff: Boating Safety/VRF	11003/04	2,905.97	425.99	4	3,331.96
Sheriff: OPNET	11008	4,872.37	2,119.06	1	6,991.43
Sheriff: OPSCAN	11065				0.00
Sheriff: Stonegarden	11068				0.00
Sheriff: Port Security	11069				0.00
HHS	11301	16,896.42	8,082.38	5	24,978.80
HHS-Alcohol/Drug	11321				0.00
HHS-Dev Disabilities	11331	8,154.42	3,764.54	2	11,918.96
Law Library	11401	391.48	34.18	1	425.66
Prosecutor-Local Crime Victim	11701				0.00
Treasurer- O&M	12201				0.00
Treasurer-REET Electronic Tech	12231				0.00
Auditor-Doc Preservation	12401	1,208.61	106.31	1	1,314.92
Noxious Weed Control	13001	6,061.83	2,599.96	1	8,661.79
Dist Court 1 - Probation	13501				0.00
DCD Lwr Dungeness Floodplain	30301	6,846.06	2,853.90	2	9,699.96
Dungeness Reservoir	30401				0.00
HR Risk Management	50401	8,288.95	750.82		9,039.77
Wellness Benefit/Transit Passes	50601				0.00
MONTHLY TOTALS		802,211.32	294,875.02		1,097,086.34
SEMI-MONTHLY: 10/16-31/2021					
General Fund	00100	511,923.62	325,803.38	191	837,727.00
HHS	11301	18,488.74	14,421.43	10	32,910.17
HHS-Homeless Task Force	11322	706.11	717.16	1	1,423.27
Chem Depend/Mental Health	11323	706.11	717.12	1	1,423.23
Prosecutor-Local Crime Victim	11701	4,797.61	3,248.99	2	8,046.60
Treasurer- O&M	12201	1,076.29	907.92	1	1,984.21
Auditor-Doc Preservation	12401	1,792.97	1,521.10	2	3,314.07
Noxious Weed Control	13001	1,585.50	1,502.12	1	3,087.62
Veterans Relief	19914	4,069.88	3,165.16	2	7,235.04
DCD Lwr Dungeness Floodplain	30301	576.97	375.66	1	952.63
HR-Risk Management	50401	12,050.40	6,620.59	4	18,670.99
HR-Worker's Compensation	50501	1,517.74	752.69	2	2,270.43
Wellness Benefit/Transit Passes	50601				0.00
SM TOTALS		559,291.94	359,753.32		919,045.26
ROADS: 10/16-31/2021 TOTALS					
PW - Roads	10101	133,570.73	93,088.01	60	226,658.74
PW - Flood Control	10135	4,162.02	2,276.54	4	6,438.56
PW - Solid Waste	40201	1,780.23	941.41	2	2,721.64
Clallam Bay/Seki Sewer	41401	8,141.08	4,986.59	9	13,127.67
PW - Carlsborg Sewer M&O	42401	1,583.50	975.23	6	2,558.73
ER&R	50301	19,286.24	13,599.78	12	32,886.02
Wellness Benefit/Transit Passes	50601				0.00
ROADS TOTALS		168,523.80	115,867.56		284,391.36
TOTALS		\$1,530,027.06	\$770,495.90		\$2,300,522.96

Prepared by:

Angi Klahn, Deputy Auditor

COPY

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11/08/2021 10:17:06AM
Check Date: 11/10/2021

Labor Distribution Totals By Fund
CLALLAM COUNTY
10/01/2021 to 10/31/2021-1 Cycle m

Monthly

Page: 1

Fund Worked : 00100
Emps : 156

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		609,817.04	16,743.97	v	VACATION		38,563.10	1,111.50
s	SICK		31,524.21	934.25	o15s	OVERTIME X 1.5 - SHERIFF DEPT		27,742.75	471.00
fh	FLOATING HOLIDAY		10,003.51	288.38	covid	covid SICK		8,682.06	250.50
hazpay	HAZARD PAY		2,543.50		accred	ACCREDITATION PAY		2,433.22	
flxu	FLEX TIME USED (NO RUN BAL)		2,234.80	56.00	o15j	OVERTIME x 1.5 - JUV DETENTION		2,182.29	57.00
bsba	BS/BA EDUCATION INCENTIVE		1,531.80		clth	CLOTHING ALLOWANCE		1,500.00	
aute	AUTO ALLOWANCE ELECTED		1,360.00		detpay	DETECTIVE PAY		1,252.70	
aaas	AA/AS EDUCATION INCENTIVE		1,245.50		oth	OVERTIME X 1.5 - HOURLY		1,058.78	80.00
auto	AUTO ALLOWANCE CONTRACTUAL		1,020.00		phsm	PHONE STIPEND SMART PHONE		560.00	
swa	SICK - WA PART-TIME		522.80	21.99	swapt	SICK PAYOFF - TERMINATION 10%		221.22	11.83
fl	FUNERAL LEAVE		135.71	4.50	wep	WEST END PAY		100.00	
oc2	ON CALL NON-SHIFT DAY		85.80	1.00	aspj	ACTING SUPERVISOR PAY JUVENILE		72.40	60.00
aspd	SHERIFF ACTING SUP PAY DEPUTY		58.21	30.00	asp	SHERIFF ACTING SUPERVISOR PAY		47.43	29.00
cu	COMP USED		46.38	1.74	phns	PHONE STIPEND		40.00	
					Totals:			746,585.21	20,152.66

Deduction Code and Description			Amount	Deduction Code and Description			Amount
fedtx	FEDERAL WITHHOLDING TAX		70,085.13	socsec	SOCIAL SECURITY		41,869.70
pers2	PERS 2 RETIREMENT		20,634.78	leoff2	LEOFF 2 RETIREMENT		14,829.50
401a	401A DEFERRED COMPENSATION		14,383.53	medpre	HEALTH INSURANCE PRE TAX		13,723.95
icm457	ICMA DEFERRED COMP		13,154.66	medtx	MEDICARE TAX		10,333.84
psers	PSERS RETIREMENT		6,362.07	h457	MASSMUTUAL 457		5,791.64
pers3	PERS 3 RETIREMENT		3,955.97	rth457	ROTH-ICMA DEFERRED COMP		3,000.00
udteam	UNION DUES - TEAMSTERS		2,487.50	n457	NATIONWIDE 457		2,163.26
fmlatx	WA Paid Family & Medical Leave		1,751.51	aflpre	AFLAC PRE TAX		1,133.37
ltdshr	LTD - SHERIFF		1,104.86	l&i	L&I - SELF INSURED		888.63
udpd	UNION DUES - 1619 D		832.41	genpre	SUN LIFE PRE TAX		690.68
udmp	UNION DUES - 1619 MP		532.99	udcd	UNION DUES - 1619 CD C		524.25
hr125	HEALTH REIMBURSEMENT		497.48	udps	UNION DUES - 1619 S		482.65
udlc	UNION DUES - 1619 LC		349.50	aflaft	AFLAC POST TAX		305.85
pers1	PERS 1 RETIREMENT		304.20	n457rt	ROTH-NATIONWIDE 457		300.00
udcs	UNION DUES - 1619 CS		291.25	dc125	DEPENDENT CARE		154.17
uw	UNITED WAY		150.00	colaft	COLONIAL LIFE INS. POST TAX		145.68
colpre	COLONIAL LIFE INS. PRE TAX		88.12	wsatf	1619CD WSATF DUES		60.00
shrfcf	SHERIFF COFFEE FUND		45.62	shrfnd	SHERIFF EMPLOYEE FUND		26.92
				Totals:			233,435.67

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Check Date: 11/10/2021

Labor Distribution Totals By Fund
CLALLAM COUNTY
10/01/2021 to 10/31/2021-1 Cycle m

Page: 2

Fund Worked : 00100
Emps : 156

Benefit Code and Description	Amount
medpre HEALTH INSURANCE PRE TAX	132,862.88
pers2 PERS 2 RETIREMENT	33,255.69
medtx MEDICARE TAX	10,333.84
leoff2 LEOFF 2 RETIREMENT	9,214.10
vebahr HRA VEBA	5,974.32
fmlatx WA Paid Family & Medical Leave	1,014.11
pers1 PERS 1 RETIREMENT	519.67

Benefit Code and Description	Amount
socsec SOCIAL SECURITY	41,869.70
401a 401A DEFERRED COMPENSATION	13,157.26
psers PSERS RETIREMENT	10,169.48
l&i L&I - SELF INSURED	9,007.80
pers3 PERS 3 RETIREMENT	5,736.33
unemp UNEMPLOYMENT	677.70
genpre SUN LIFE PRE TAX	345.00

Totals: 274,137.88

Gross Earnings by Fund: 746,585.21 20,152.66

Total Fund Deductions: 233,435.67

Fund Net: 513,149.54

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Fund Worked : 11003
Emps : 4

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
o15s	OVERTIME X 1.5 - SHERIFF DEPT	2,905.97	47.50				
Totals:						2,905.97	47.50
Deduction Code and Description		Amount		Deduction Code and Description		Amount	
fedtx	FEDERAL WITHHOLDING TAX	279.22		leoff2	LEOFF 2 RETIREMENT	247.88	
socsec	SOCIAL SECURITY	178.42		medtx	MEDICARE TAX	41.73	
n457	NATIONWIDE 457	31.78		401a	401A DEFERRED COMPENSATION	30.00	
icm457	ICMA DEFERRED COMP	19.88		ltdshr	LTD - SHERIFF	18.61	
udpd	UNION DUES - 1619 D	16.59		h457	MASSMUTUAL 457	15.30	
hr125	HEALTH REIMBURSEMENT	9.52		fmlatx	WA Paid Family & Medical Leave	7.37	
udps	UNION DUES - 1619 S	5.60		l&i	L&I - SELF INSURED	2.60	
shrfcf	SHERIFF COFFEE FUND	0.38		shrfnd	SHERIFF EMPLOYEE FUND	0.08	
Totals:						904.96	
Benefit Code and Description		Amount		Benefit Code and Description		Amount	
socsec	SOCIAL SECURITY	178.42		leoff2	LEOFF 2 RETIREMENT	154.02	
l&i	L&I - SELF INSURED	44.65		medtx	MEDICARE TAX	41.73	
fmlatx	WA Paid Family & Medical Leave	4.27		unemp	UNEMPLOYMENT	2.90	
Totals:						425.99	
Gross Earnings by Fund:						2,905.97	47.50
Total Fund Deductions:						904.96	
Fund Net:						2,001.01	

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Fund Worked : 11008
Emps : 1

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		3,567.84	124.25	s	SICK		1,170.14	40.75
v	VACATION		86.15	3.00	accred	ACCREDITATION PAY		48.24	
					Totals:			4,872.37	168.00
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
fedtx	FEDERAL WITHHOLDING TAX		377.14		pers2	PERS 2 RETIREMENT		309.88	
socsec	SOCIAL SECURITY		294.24		medpre	HEALTH INSURANCE PRE TAX		126.60	
medtx	MEDICARE TAX		68.81		udlc	UNION DUES - 1619 LC		58.25	
fmlatx	WA Paid Family & Medical Leave		12.34		l&i	L&I - SELF INSURED		6.41	
shrfrnd	SHERIFF EMPLOYEE FUND		5.00		Totals:			1,258.67	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
medpre	HEALTH INSURANCE PRE TAX		1,225.00		pers2	PERS 2 RETIREMENT		499.42	
socsec	SOCIAL SECURITY		294.24		medtx	MEDICARE TAX		68.81	
l&i	L&I - SELF INSURED		19.57		fmlatx	WA Paid Family & Medical Leave		7.15	
unemp	UNEMPLOYMENT		4.87		Totals:			2,119.06	
					Gross Earnings by Fund:			4,872.37	168.00
					Total Fund Deductions:			1,258.67	
					Fund Net:			3,613.70	

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Fund Worked : 11301
Emps : 5

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		15,381.50	584.10	v	VACATION		729.35	25.50
s	SICK		408.03	15.00	fh	FLOATING HOLIDAY		184.35	6.40
cu	COMP USED		144.89	6.00	oth	OVERTIME X 1.5 - HOURLY		48.30	4.00
					Totals:			16,896.42	641.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		1,376.65	socsec	SOCIAL SECURITY		1,002.29		
pers2	PERS 2 RETIREMENT		768.39	icm457	ICMA DEFERRED COMP		757.54		
medpre	HEALTH INSURANCE PRE TAX		730.40	medtx	MEDICARE TAX		234.42		
udteam	UNION DUES - TEAMSTERS		229.00	pers3	PERS 3 RETIREMENT		123.03		
fmlatx	WA Paid Family & Medical Leave		42.79	l&i	L&I - SELF INSURED		30.15		
				Totals:			5,294.66		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
medpre	HEALTH INSURANCE PRE TAX		4,840.00	pers2	PERS 2 RETIREMENT		1,238.37		
socsec	SOCIAL SECURITY		1,002.29	401a	401A DEFERRED COMPENSATION		287.94		
pers3	PERS 3 RETIREMENT		252.20	medtx	MEDICARE TAX		234.42		
l&i	L&I - SELF INSURED		185.48	fmlatx	WA Paid Family & Medical Leave		24.78		
unemp	UNEMPLOYMENT		16.90						
				Totals:			8,082.38		
				Gross Earnings by Fund:			16,896.42	641.00	
				Total Fund Deductions:			5,294.66		
				Fund Net:			11,601.76		

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Fund Worked : 11331
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		7,379.41	239.63	v	VACATION		516.68	18.00
s	SICK		258.33	9.00					
					Totals:			8,154.42	266.63
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
fedtx	FEDERAL WITHHOLDING TAX		641.75		pers2	PERS 2 RETIREMENT		518.62	
h457	MASSMUTUAL 457		500.00		socsec	SOCIAL SECURITY		467.25	
dc125	DEPENDENT CARE		312.49		medpre	HEALTH INSURANCE PRE TAX		305.80	
icm457	ICMA DEFERRED COMP		187.50		udteam	UNION DUES - TEAMSTERS		119.75	
medtx	MEDICARE TAX		109.27		fmlatx	WA Paid Family & Medical Leave		20.65	
l&i	L&I - SELF INSURED		12.36						
					Totals:			3,195.44	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
medpre	HEALTH INSURANCE PRE TAX		2,131.25		pers2	PERS 2 RETIREMENT		835.83	
socsec	SOCIAL SECURITY		467.25		401a	401A DEFERRED COMPENSATION		163.09	
medtx	MEDICARE TAX		109.27		l&i	L&I - SELF INSURED		37.74	
fmlatx	WA Paid Family & Medical Leave		11.96		unemp	UNEMPLOYMENT		8.15	
					Totals:			3,764.54	
					Gross Earnings by Fund:			8,154.42	266.63
					Total Fund Deductions:			3,195.44	
					Fund Net:			4,958.98	

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Fund Worked : 11401
Emps : 1

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		391.48	20.75					
					Totals:			391.48	20.75
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
socsec	SOCIAL SECURITY		24.27	fedtx	FEDERAL WITHHOLDING TAX		6.23		
medtx	MEDICARE TAX		5.68	l&i	L&I - SELF INSURED		1.07		
fmlatx	WA Paid Family & Medical Leave		0.99						
				Totals:			38.24		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
socsec	SOCIAL SECURITY		24.27	medtx	MEDICARE TAX		5.68		
l&i	L&I - SELF INSURED		3.27	fmlatx	WA Paid Family & Medical Leave		0.57		
unemp	UNEMPLOYMENT		0.39						
				Totals:			34.18		
				Gross Earnings by Fund:			391.48		20.75
				Total Fund Deductions:			38.24		
				Fund Net:			353.24		

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Fund Worked : 12401
Emps : 1

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	1,208.61	69.00				
				Totals:		1,208.61	69.00
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
socsec	SOCIAL SECURITY	74.93	medtx	MEDICARE TAX	17.53		
fedtx	FEDERAL WITHHOLDING TAX	16.28	l&i	L&I - SELF INSURED	3.56		
fmlatx	WA Paid Family & Medical Leave	3.06					
			Totals:		115.36		
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
socsec	SOCIAL SECURITY	74.93	medtx	MEDICARE TAX	17.53		
l&i	L&I - SELF INSURED	10.87	fmlatx	WA Paid Family & Medical Leave	1.77		
unemp	UNEMPLOYMENT	1.21					
			Totals:		106.31		
			Gross Earnings by Fund:		1,208.61		69.00
			Total Fund Deductions:		115.36		
			Fund Net:		1,093.25		

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Fund Worked : 13001
Emps : 1

Earnings Code & Description	Amount	Hours	Earnings Code & Description	Amount	Hours
r REGULAR	5,758.74	152.00	v VACATION	303.09	8.00
			Totals:	6,061.83	160.00

Deduction Code and Description	Amount
icm457 ICMA DEFERRED COMP	2,000.00
pers2 PERS 2 RETIREMENT	385.53
401a 401A DEFERRED COMPENSATION	303.09
medpre HEALTH INSURANCE PRE TAX	81.60
fmlatx WA Paid Family & Medical Leave	15.36

Deduction Code and Description	Amount
fedtx FEDERAL WITHHOLDING TAX	638.91
socsec SOCIAL SECURITY	370.77
medtx MEDICARE TAX	86.71
udmp UNION DUES - 1619 MP	58.25
l&i L&I - SELF INSURED	8.26
Totals:	3,948.48

Benefit Code and Description	Amount
medpre HEALTH INSURANCE PRE TAX	1,270.00
socsec SOCIAL SECURITY	370.77
l&i L&I - SELF INSURED	89.95
vebahr HRA VEBA	25.00
unemp UNEMPLOYMENT	6.06

Benefit Code and Description	Amount
pers2 PERS 2 RETIREMENT	621.34
401a 401A DEFERRED COMPENSATION	121.24
medtx MEDICARE TAX	86.71
fmlatx WA Paid Family & Medical Leave	8.89
Totals:	2,599.96

Gross Earnings by Fund:	6,061.83	160.00
Total Fund Deductions:	3,948.48	
Fund Net:	2,113.35	

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Fund Worked : 30301
Emps : 2

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	6,814.56	188.15	fh	FLOATING HOLIDAY	31.50	1.12
				Totals:	6,846.06	189.27	
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	526.62	socsec	SOCIAL SECURITY	411.28		
pers3	PERS 3 RETIREMENT	284.38	401a	401A DEFERRED COMPENSATION	284.38		
h457	MASSMUTUAL 457	148.75	medpre	HEALTH INSURANCE PRE TAX	127.51		
medtx	MEDICARE TAX	96.18	hr125	HEALTH REIMBURSEMENT	85.00		
pers2	PERS 2 RETIREMENT	73.68	udmp	UNION DUES - 1619 MP	49.51		
icm457	ICMA DEFERRED COMP	23.17	fmlatx	WA Paid Family & Medical Leave	17.35		
udteam	UNION DUES - TEAMSTERS	15.75	l&i	L&I - SELF INSURED	9.20		
				Totals:	2,152.76		
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
medpre	HEALTH INSURANCE PRE TAX	1,369.51	pers3	PERS 3 RETIREMENT	582.96		
socsec	SOCIAL SECURITY	411.28	401a	401A DEFERRED COMPENSATION	136.92		
pers2	PERS 2 RETIREMENT	118.76	l&i	L&I - SELF INSURED	100.14		
medtx	MEDICARE TAX	96.18	vebahr	HRA VEBA	21.25		
fmlatx	WA Paid Family & Medical Leave	10.05	unemp	UNEMPLOYMENT	6.85		
				Totals:	2,853.90		
				Gross Earnings by Fund:	6,846.06	189.27	
				Total Fund Deductions:	2,152.76		
				Fund Net:	4,693.30		

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Fund Worked : 50401
Emps : 5

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
REGULAR			8,246.27	312.58	swa SICK - WA PART-TIME			42.68	2.00
					Totals:			8,288.95	314.58
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
fedtx FEDERAL WITHHOLDING TAX			679.98		socsec SOCIAL SECURITY			513.90	
medtx MEDICARE TAX			120.19		fmlatx WA Paid Family & Medical Leave			20.99	
l&i L&I - SELF INSURED			16.13						
					Totals:			1,351.19	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
socsec SOCIAL SECURITY			513.90		medtx MEDICARE TAX			120.19	
l&i L&I - SELF INSURED			96.27		fmlatx WA Paid Family & Medical Leave			12.16	
unemp UNEMPLOYMENT			8.30						
					Totals:			750.82	
					Gross Earnings by Fund:			8,288.95	314.58
					Total Fund Deductions:			1,351.19	
					Fund Net:			6,937.76	

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Fund Worked : 65101
Emps : 2

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
REGULAR		5,809.51	160.00	bhu	BENEFIT HOURS USED - TAX DIST	1,536.50	40.00
				Totals:		7,346.01	200.00
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
leoff2	LEOFF 2 RETIREMENT	524.26	fedtx	FEDERAL WITHHOLDING TAX	471.44		
fd1457	DRS 457 DEFERRED COMP FIRE 1	400.00	medtx	MEDICARE TAX	106.52		
socsec	SOCIAL SECURITY	74.40	l&i1	L&I - FIRE 1	64.92		
fmlf1	WA Paid Family & Medical Leave	18.61	Totals:		1,660.15		
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
leoff2	LEOFF 2 RETIREMENT	325.74	medtx	MEDICARE TAX	106.52		
socsec	SOCIAL SECURITY	74.40	Totals:		506.66		
			Gross Earnings by Fund:		7,346.01		200.00
			Total Fund Deductions:		1,660.15		
			Fund Net:		5,685.86		

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Fund Worked : 65151
Emps : 12

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		6,227.30	132.00					
					Totals:			6,227.30	132.00
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
socsec	SOCIAL SECURITY		386.11		fedtx	FEDERAL WITHHOLDING TAX		353.48	
medtx	MEDICARE TAX		90.32		fmlf5	WA Paid Family & Medical Leave		15.78	
					Totals:			845.69	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
socsec	SOCIAL SECURITY		386.11		medtx	MEDICARE TAX		90.32	
					Totals:			476.43	
					Gross Earnings by Fund:			6,227.30	132.00
					Total Fund Deductions:			845.69	
					Fund Net:			5,381.61	

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Fund Worked : 65161
Emps : 1

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
REGULAR			253.26	18.50					
					Totals:			253.26	18.50
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
socsec	SOCIAL SECURITY		15.70		medtx	MEDICARE TAX		3.67	
fmlf6	WA Paid Family & Medical Leave		0.64						
					Totals:			20.01	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
socsec	SOCIAL SECURITY		15.70		medtx	MEDICARE TAX		3.67	
					Totals:			19.37	
					Gross Earnings by Fund:			253.26	18.50
					Total Fund Deductions:			20.01	
					Fund Net:			233.25	

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Fund Worked : 65171
Emps : 11

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	13,327.48	278.92				
				Totals:		13,327.48	278.92
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	895.09	leof#4	LEOFF 2 RETIREMENT FIRE 4	721.30		
socsec	SOCIAL SECURITY	302.04	medtx	MEDICARE TAX	193.26		
l&if4	L&I - FIRE 4	72.18	fmlf4	WA Paid Family & Medical Leave	33.76		
				Totals:		2,217.63	
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
leof#4	LEOFF 2 RETIREMENT FIRE 4	448.17	socsec	SOCIAL SECURITY	302.04		
medtx	MEDICARE TAX	193.26					
				Totals:		943.47	
				Gross Earnings by Fund:		13,327.48	278.92
				Total Fund Deductions:		2,217.63	
				Fund Net:		11,109.85	

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Fund Worked : 67101
Emps : 3

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r REGULAR			5,775.80	273.50	ott OVERTIME - TAXING DIST			1,089.00	33.00
					Totals:			6,864.80	306.50
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx FEDERAL WITHHOLDING TAX			610.27	socsec SOCIAL SECURITY			425.62		
pers2 PERS 2 RETIREMENT			304.33	medtx MEDICARE TAX			99.54		
l&iagn L&I - AGNEW			79.19						
				Totals:			1,518.95		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2 PERS 2 RETIREMENT			490.46	socsec SOCIAL SECURITY			425.62		
medtx MEDICARE TAX			99.54	fmlagn WA Paid Family & Medical Leave			17.39		
				Totals:			1,033.01		
				Gross Earnings by Fund:			6,864.80		306.50
				Total Fund Deductions:			1,518.95		
				Fund Net:			5,345.85		

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Fund Worked : 67121
Emps : 3

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		2,150.00	55.00					
					Totals:			2,150.00	55.00
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
socsec	SOCIAL SECURITY		133.30		medtx	MEDICARE TAX		31.18	
fmlcln	WA Paid Family & Medical Leave		5.45						
					Totals:			169.93	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
socsec	SOCIAL SECURITY		133.30		medtx	MEDICARE TAX		31.18	
					Totals:			164.48	
					Gross Earnings by Fund:			2,150.00	55.00
					Total Fund Deductions:			169.93	
					Fund Net:			1,980.07	

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Fund Worked : 67141
Emps : 4

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
REGULAR		4,439.90	210.50				
				Totals:		4,439.90	210.50
Deduction Code and Description		Amount		Deduction Code and Description		Amount	
socsec	SOCIAL SECURITY	275.28		pers2h	PERS 2 RETIREMENT - HIGHLAND	225.81	
fedtx	FEDERAL WITHHOLDING TAX	123.29		medtx	MEDICARE TAX	64.37	
l&ihig	L&I - HIGHLAND IRRIGATION	54.10		fmlhig	WA Paid Family & Medical Leave	11.24	
				Totals:		754.09	
Benefit Code and Description		Amount		Benefit Code and Description		Amount	
pers2h	PERS 2 RETIREMENT - HIGHLAND	363.92		socsec	SOCIAL SECURITY	275.28	
medtx	MEDICARE TAX	64.37					
				Totals:		703.57	
				Gross Earnings by Fund:		4,439.90	210.50
				Total Fund Deductions:		754.09	
				Fund Net:		3,685.81	

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Fund Worked : 67701
Emps : 5

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r REGULAR			7,611.50	314.00					
					Totals:			7,611.50	314.00
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
socsec SOCIAL SECURITY			471.91		fedtx FEDERAL WITHHOLDING TAX			220.52	
medtx MEDICARE TAX			110.36		fmlbld WA Paid Family & Medical Leave			19.28	
					Totals:			822.07	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
socsec SOCIAL SECURITY			471.91		medtx MEDICARE TAX			110.36	
					Totals:			582.27	
					Gross Earnings by Fund:			7,611.50	314.00
					Total Fund Deductions:			822.07	
					Fund Net:			6,789.43	

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Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	32,255.68	1,129.75	bhu	BENEFIT HOURS USED - TAX DIST	1,810.35	55.75
ott	OVERTIME - TAXING DIST	737.03	19.25				
Totals:						34,803.06	1,204.75
Deduction Code and Description		Amount		Deduction Code and Description		Amount	
fedtx	FEDERAL WITHHOLDING TAX	2,450.59		socsec	SOCIAL SECURITY	2,157.78	
pers2s	PERS 2 RETIREMENT - SUNLAND	2,130.48		medtx	MEDICARE TAX	504.65	
medsun	HEALTH INSURANCE SUNLAND	338.12		l&isun	L&I - SUNLAND	248.76	
fmlsun	WA Paid Family & Medical Leave	88.18					
Totals:						7,918.56	
Benefit Code and Description		Amount		Benefit Code and Description		Amount	
medsun	HEALTH INSURANCE SUNLAND	9,315.68		pers2s	PERS 2 RETIREMENT - SUNLAND	3,433.55	
socsec	SOCIAL SECURITY	2,157.78		medtx	MEDICARE TAX	504.65	
Totals:						15,411.66	
Gross Earnings by Fund:						34,803.06	1,204.75
Total Fund Deductions:						7,918.56	
Fund Net:						26,884.50	

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Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		736,415.88	21,006.60	v	VACATION		40,198.37	1,166.00
s	SICK		33,360.71	999.00	o15s	OVERTIME X 1.5 - SHERIFF DEPT		30,648.72	518.50
fh	FLOATING HOLIDAY		10,219.36	295.90	covid	covid SICK		8,682.06	250.50
bhu	BENEFIT HOURS USED - TAX DIST		3,346.85	95.75	hazpay	HAZARD PAY		2,543.50	
accrd	ACCREDITATION PAY		2,481.46		flxu	FLEX TIME USED (NO RUN BAL)		2,234.80	56.00
o15j	OVERTIME x 1.5 - JUV DETENTION		2,182.29	57.00	ott	OVERTIME - TAXING DIST		1,826.03	52.25
bsba	BS/BA EDUCATION INCENTIVE		1,531.80		clth	CLOTHING ALLOWANCE		1,500.00	
aute	AUTO ALLOWANCE ELECTED		1,360.00		detpay	DETECTIVE PAY		1,252.70	
aaas	AA/AS EDUCATION INCENTIVE		1,245.50		oth	OVERTIME X 1.5 - HOURLY		1,107.08	84.00
auto	AUTO ALLOWANCE CONTRACTUAL		1,020.00		swa	SICK - WA PART-TIME		565.48	23.99
phsm	PHONE STIPEND SMART PHONE		560.00		swapt	SICK PAYOFF - TERMINATION 10%		221.22	11.83
cu	COMP USED		191.27	7.74	fl	FUNERAL LEAVE		135.71	4.50
wep	WEST END PAY		100.00		oc2	ON CALL NON-SHIFT DAY		85.80	1.00
aspj	ACTING SUPERVISOR PAY JUVENILE		72.40	60.00	aspd	SHERIFF ACTING SUP PAY DEPUTY		58.21	30.00
asp	SHERIFF ACTING SUPERVISOR PAY		47.43	29.00	phns	PHONE STIPEND		40.00	
					Totals:			885,234.63	24,749.56

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	79,752.59	socsec	SOCIAL SECURITY	49,449.19
pers2	PERS 2 RETIREMENT	22,995.21	icm457	ICMA DEFERRED COMP	16,142.75
leoff2	LEOFF 2 RETIREMENT	15,601.64	medpre	HEALTH INSURANCE PRE TAX	15,095.86
401a	401A DEFERRED COMPENSATION	15,001.00	medtx	MEDICARE TAX	12,318.23
h457	MASSMUTUAL 457	6,455.69	psers	PSERS RETIREMENT	6,362.07
pers3	PERS 3 RETIREMENT	4,363.38	rth457	ROTH-ICMA DEFERRED COMP	3,000.00
udteam	UNION DUES - TEAMSTERS	2,852.00	n457	NATIONWIDE 457	2,195.04
pers2s	PERS 2 RETIREMENT - SUNLAND	2,130.48	fmlatx	WA Paid Family & Medical Leave	1,892.41
aflpre	AFLAC PRE TAX	1,133.37	ltdshr	LTD - SHERIFF	1,123.47
l&i	L&I - SELF INSURED	978.37	udpd	UNION DUES - 1619 D	849.00
leoff#4	LEOFF 2 RETIREMENT FIRE 4	721.30	genpre	SUN LIFE PRE TAX	690.68
udmp	UNION DUES - 1619 MP	640.75	hr125	HEALTH REIMBURSEMENT	592.00
udcd	UNION DUES - 1619 CD C	524.25	udps	UNION DUES - 1619 S	488.25
dc125	DEPENDENT CARE	466.66	udlc	UNION DUES - 1619 LC	407.75
fd1457	DRS 457 DEFERRED COMP FIRE 1	400.00	medsun	HEALTH INSURANCE SUNLAND	338.12
aflaft	AFLAC POST TAX	305.85	pers1	PERS 1 RETIREMENT	304.20
n457rt	ROTH-NATIONWIDE 457	300.00	udcs	UNION DUES - 1619 CS	291.25
l&isun	L&I - SUNLAND	248.76	pers2h	PERS 2 RETIREMENT - HIGHLAND	225.81
uw	UNITED WAY	150.00	colaft	COLONIAL LIFE INS. POST TAX	145.68

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Deduction Code and Description		Amount
fmlsun	WA Paid Family & Medical Leave	88.18
l&iagn	L&I - AGNEW	79.19
l&i1	L&I - FIRE 1	64.92
l&ihig	L&I - HIGHLAND IRRIGATION	54.10
fmlf4	WA Paid Family & Medical Leave	33.76
fmlbld	WA Paid Family & Medical Leave	19.28
fmlf5	WA Paid Family & Medical Leave	15.78
fmlcln	WA Paid Family & Medical Leave	5.45

Deduction Code and Description		Amount
colpre	COLONIAL LIFE INS. PRE TAX	88.12
l&if4	L&I - FIRE 4	72.18
wsatf	1619CD WSATF DUES	60.00
shrfcf	SHERIFF COFFEE FUND	46.00
shrfnd	SHERIFF EMPLOYEE FUND	32.00
fmlf1	WA Paid Family & Medical Leave	18.61
fmlhig	WA Paid Family & Medical Leave	11.24
fmlf6	WA Paid Family & Medical Leave	0.64
Totals:		267,622.51

Benefit Code and Description		Amount
medpre	HEALTH INSURANCE PRE TAX	143,698.64
pers2	PERS 2 RETIREMENT	37,059.87
medtx	MEDICARE TAX	12,318.23
leoff2	LEOFF 2 RETIREMENT	9,693.86
medsun	HEALTH INSURANCE SUNLAND	9,315.68
vebahr	HRA VEBA	6,020.57
fmlatx	WA Paid Family & Medical Leave	1,095.71
pers1	PERS 1 RETIREMENT	519.67
pers2h	PERS 2 RETIREMENT - HIGHLAND	363.92
fmlagn	WA Paid Family & Medical Leave	17.39

Benefit Code and Description		Amount
socsec	SOCIAL SECURITY	49,449.19
401a	401A DEFERRED COMPENSATION	13,866.45
psers	PSERS RETIREMENT	10,169.48
l&i	L&I - SELF INSURED	9,595.74
pers3	PERS 3 RETIREMENT	6,571.49
pers2s	PERS 2 RETIREMENT - SUNLAND	3,433.55
unemp	UNEMPLOYMENT	733.33
leoff#4	LEOFF 2 RETIREMENT FIRE 4	448.17
genpre	SUN LIFE PRE TAX	345.00
Totals:		314,715.94

Grand Total Gross Earnings:	885,234.63	24,749.56
Grand Total Deductions:	267,622.51	
Grand Total Net:	617,612.12	

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Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	422,971.48	13,211.07	v	VACATION	28,244.03	930.95
s	SICK	14,973.62	520.74	o15s	OVERTIME X 1.5 - SHERIFF DEPT	11,024.90	236.75
fh	FLOATING HOLIDAY	10,027.06	387.65	vp	VACATION PAYOFF	5,682.98	242.30
covid	covid SICK	5,652.71	227.75	spt	SICK PAYOFF - TERMINATION 10%	2,815.76	1,146.47
fhp	FLOATING HOLIDAY PAID	2,563.60	80.00	cu	COMP USED	1,875.44	64.00
accres	ACCREDITATION PAY	1,031.00		hazpay	HAZARD PAY	930.98	
aute	AUTO ALLOWANCE ELECTED	680.00		auto	AUTO ALLOWANCE CONTRACTUAL	680.00	
bsba	BS/BA EDUCATION INCENTIVE	668.40		oth	OVERTIME X 1.5 - HOURLY	588.40	41.95
dont	DONATED TIME USED	369.11	13.51	phsm	PHONE STIPEND SMART PHONE	280.00	
aaas	AA/AS EDUCATION INCENTIVE	227.49		adml	ADMINISTRATIVE LEAVE PAID	218.57	8.00
uapr	URINE ANALYSIS PREMIUM	183.00		aspd	SHERIFF ACTING SUP PAY DEPUTY	95.55	52.50
o15j	OVERTIME x 1.5 - JUV DETENTION	54.49	1.25	asp	SHERIFF ACTING SUPERVISOR PAY	32.70	24.00
oc1	ON CALL SHIFT DAY	32.35	1.00	phns	PHONE STIPEND	20.00	
				Totals:		511,923.62	17,189.89

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	41,637.52	medpre	HEALTH INSURANCE PRE TAX	30,856.84
socsec	SOCIAL SECURITY	28,517.13	pers2	PERS 2 RETIREMENT	20,691.25
401a	401A DEFERRED COMPENSATION	9,715.12	icm457	ICMA DEFERRED COMP	7,408.89
medtx	MEDICARE TAX	6,835.88	leoff2	LEOFF 2 RETIREMENT	4,961.03
psers	PSERS RETIREMENT	3,860.52	h457	MASSMUTUAL 457	2,923.60
pers3	PERS 3 RETIREMENT	2,781.01	udteam	UNION DUES - TEAMSTERS	2,700.72
aflpre	AFLAC PRE TAX	2,225.76	fmlatx	WA Paid Family & Medical Leave	1,250.74
genpre	SUN LIFE PRE TAX	1,023.05	dshs	DSHS CHILD SUPPORT	962.38
dc125	DEPENDENT CARE	866.00	n457	NATIONWIDE 457	800.76
ltdshr	LTD - SHERIFF	768.69	l&i	L&I - SELF INSURED	692.16
rth457	ROTH-ICMA DEFERRED COMP	585.30	hr125	HEALTH REIMBURSEMENT	574.17
udpd	UNION DUES - 1619 D	495.32	a&aco	AUDIT & ADJUSTMENT CO INC	464.73
udcd	UNION DUES - 1619 CD C	407.82	aflaft	AFLAC POST TAX	370.24
pers1	PERS 1 RETIREMENT	330.30	udmp	UNION DUES - 1619 MP	320.43
evggar	EVERGREEN FIN GARNISHMENT	284.25	udlc	UNION DUES - 1619 LC	282.55
uw	UNITED WAY	264.16	colaft	COLONIAL LIFE INS. POST TAX	209.44
colpre	COLONIAL LIFE INS. PRE TAX	96.80	garnfe	GARNISHMENT FEE	41.50
udps	UNION DUES - 1619 S	34.88	shrfcf	SHERIFF COFFEE FUND	25.00
shrfd	SHERIFF EMPLOYEE FUND	16.80			
			Totals:		176,282.74

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Benefit Code and Description	Amount
medpre HEALTH INSURANCE PRE TAX	218,723.88
socsec SOCIAL SECURITY	28,517.13
vebahr HRA VEBA	8,486.45
psers PSERS RETIREMENT	6,170.86
pers3 PERS 3 RETIREMENT	4,238.87
fmlatx WA Paid Family & Medical Leave	724.28
unemp UNEMPLOYMENT	467.12

Benefit Code and Description	Amount
pers2 PERS 2 RETIREMENT	33,344.77
401a 401A DEFERRED COMPENSATION	9,219.41
medtx MEDICARE TAX	6,835.88
l&i L&I - SELF INSURED	5,037.18
leoff2 LEOFF 2 RETIREMENT	3,082.47
pers1 PERS 1 RETIREMENT	564.27
genpre SUN LIFE PRE TAX	390.81

Totals: 325,803.38

Gross Earnings by Fund: 511,923.62 17,189.89

Total Fund Deductions: 176,282.74

Fund Net: 335,640.88

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Fund Worked : 11301
Emps : 10

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		16,726.69	649.30	v	VACATION		1,108.94	31.95
oth	OVERTIME X 1.5 - HOURLY		279.28	22.05	s	SICK		220.57	10.30
fh	FLOATING HOLIDAY		153.26	6.20					
					Totals:			18,488.74	719.80
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
icm457	ICMA DEFERRED COMP		1,263.37	medpre	HEALTH INSURANCE PRE TAX		1,224.59		
pers2	PERS 2 RETIREMENT		1,092.54	socsec	SOCIAL SECURITY		1,056.40		
fedtx	FEDERAL WITHHOLDING TAX		971.48	401a	401A DEFERRED COMPENSATION		627.50		
medtx	MEDICARE TAX		247.09	udteam	UNION DUES - TEAMSTERS		178.40		
aflpre	AFLAC PRE TAX		145.20	pers3	PERS 3 RETIREMENT		131.06		
aflaft	AFLAC POST TAX		82.36	hr125	HEALTH REIMBURSEMENT		79.99		
udmp	UNION DUES - 1619 MP		58.26	fmlatx	WA Paid Family & Medical Leave		46.85		
l&i	L&I - SELF INSURED		35.22	Totals:			7,240.31		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
medpre	HEALTH INSURANCE PRE TAX		10,529.00	pers2	PERS 2 RETIREMENT		1,760.76		
socsec	SOCIAL SECURITY		1,056.40	401a	401A DEFERRED COMPENSATION		353.01		
medtx	MEDICARE TAX		247.09	l&i	L&I - SELF INSURED		245.22		
pers3	PERS 3 RETIREMENT		134.33	vebahr	HRA VEBA		50.00		
fmlatx	WA Paid Family & Medical Leave		27.14	unemp	UNEMPLOYMENT		18.48		
				Totals:			14,421.43		
				Gross Earnings by Fund:			18,488.74		719.80
				Total Fund Deductions:			7,240.31		
				Fund Net:			11,248.43		

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Fund Worked : 11322
Emps : 1

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	706.11	24.00				
				Totals:		706.11	24.00
Deduction Code and Description		Amount		Deduction Code and Description		Amount	
medpre	HEALTH INSURANCE PRE TAX	116.30		pers2	PERS 2 RETIREMENT	44.91	
socsec	SOCIAL SECURITY	36.57		401a	401A DEFERRED COMPENSATION	21.19	
udteam	UNION DUES - TEAMSTERS	16.50		fedtx	FEDERAL WITHHOLDING TAX	9.04	
medtx	MEDICARE TAX	8.56		fmlatx	WA Paid Family & Medical Leave	1.79	
l&i	L&I - SELF INSURED	1.24					
				Totals:		256.10	
Benefit Code and Description		Amount		Benefit Code and Description		Amount	
medpre	HEALTH INSURANCE PRE TAX	580.00		pers2	PERS 2 RETIREMENT	72.38	
socsec	SOCIAL SECURITY	36.57		401a	401A DEFERRED COMPENSATION	14.12	
medtx	MEDICARE TAX	8.56		l&i	L&I - SELF INSURED	3.78	
fmlatx	WA Paid Family & Medical Leave	1.04		unemp	UNEMPLOYMENT	0.71	
				Totals:		717.16	
				Gross Earnings by Fund:		706.11	24.00
				Total Fund Deductions:		256.10	
				Fund Net:		450.01	

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Fund Worked : 11323
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Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours	
r	REGULAR	706.11	24.00					
						Totals:	706.11	24.00
Deduction Code and Description		Amount		Deduction Code and Description		Amount		
medpre	HEALTH INSURANCE PRE TAX	116.30		pers2	PERS 2 RETIREMENT	44.91		
socsec	SOCIAL SECURITY	36.57		401a	401A DEFERRED COMPENSATION	21.18		
udteam	UNION DUES - TEAMSTERS	16.50		fedtx	FEDERAL WITHHOLDING TAX	9.04		
medtx	MEDICARE TAX	8.55		fmlatx	WA Paid Family & Medical Leave	1.79		
l&i	L&I - SELF INSURED	1.24						
						Totals:	256.08	
Benefit Code and Description		Amount		Benefit Code and Description		Amount		
medpre	HEALTH INSURANCE PRE TAX	580.00		pers2	PERS 2 RETIREMENT	72.37		
socsec	SOCIAL SECURITY	36.57		401a	401A DEFERRED COMPENSATION	14.12		
medtx	MEDICARE TAX	8.55		l&i	L&I - SELF INSURED	3.78		
fmlatx	WA Paid Family & Medical Leave	1.03		unemp	UNEMPLOYMENT	0.70		
						Totals:	717.12	
						Gross Earnings by Fund:	706.11	24.00
						Total Fund Deductions:	256.08	
						Fund Net:	450.03	

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Fund Worked : 11701
Emps : 2

Earnings Code & Description	Amount	Hours	Earnings Code & Description	Amount	Hours
r REGULAR	4,583.62	167.00	s SICK	213.99	8.00
			Totals:	4,797.61	175.00

Deduction Code and Description	Amount
pers2 PERS 2 RETIREMENT	305.13
fedtx FEDERAL WITHHOLDING TAX	276.74
401a 401A DEFERRED COMPENSATION	124.38
udmp UNION DUES - 1619 MP	58.26
l&i L&I - SELF INSURED	8.26

Deduction Code and Description	Amount
socsec SOCIAL SECURITY	284.02
medpre HEALTH INSURANCE PRE TAX	216.60
medtx MEDICARE TAX	66.42
fmlatx WA Paid Family & Medical Leave	12.15
Totals:	1,351.96

Benefit Code and Description	Amount
medpre HEALTH INSURANCE PRE TAX	2,270.00
socsec SOCIAL SECURITY	284.02
vebahr HRA VEBA	50.00
l&i L&I - SELF INSURED	25.20
unemp UNEMPLOYMENT	4.80

Benefit Code and Description	Amount
pers2 PERS 2 RETIREMENT	491.76
medtx MEDICARE TAX	66.42
401a 401A DEFERRED COMPENSATION	49.75
fmlatx WA Paid Family & Medical Leave	7.04
Totals:	3,248.99

Gross Earnings by Fund:	4,797.61	175.00
Total Fund Deductions:	1,351.96	
Fund Net:	3,445.65	

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Fund Worked : 12201
Emps : 1

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		810.58	36.15	s	SICK		107.63	4.80
fh	FLOATING HOLIDAY		107.63	4.80	cu	COMP USED		50.45	2.25
					Totals:			1,076.29	48.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
medpre	HEALTH INSURANCE PRE TAX		139.57	pers2	PERS 2 RETIREMENT		68.46		
socsec	SOCIAL SECURITY		58.08	fedtx	FEDERAL WITHHOLDING TAX		53.77		
401a	401A DEFERRED COMPENSATION		32.30	udteam	UNION DUES - TEAMSTERS		15.00		
medtx	MEDICARE TAX		13.57	fmlatx	WA Paid Family & Medical Leave		2.72		
l&i	L&I - SELF INSURED		1.89	Totals:			385.36		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
medpre	HEALTH INSURANCE PRE TAX		696.00	pers2	PERS 2 RETIREMENT		110.31		
socsec	SOCIAL SECURITY		58.08	401a	401A DEFERRED COMPENSATION		21.52		
medtx	MEDICARE TAX		13.57	l&i	L&I - SELF INSURED		5.79		
fmlatx	WA Paid Family & Medical Leave		1.57	unemp	UNEMPLOYMENT		1.08		
				Totals:			907.92		
				Gross Earnings by Fund:			1,076.29	48.00	
				Total Fund Deductions:			385.36		
				Fund Net:			690.93		

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Fund Worked : 12401
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		1,792.97	80.00					
					Totals:			1,792.97	80.00
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
medpre	HEALTH INSURANCE PRE TAX		216.35		afipre	AFLAC PRE TAX		162.82	
401a	401A DEFERRED COMPENSATION		121.89		pers3	PERS 3 RETIREMENT		103.60	
fedtx	FEDERAL WITHHOLDING TAX		94.79		socsec	SOCIAL SECURITY		87.66	
pers2	PERS 2 RETIREMENT		36.51		udteam	UNION DUES - TEAMSTERS		25.38	
icm457	ICMA DEFERRED COMP		25.00		medtx	MEDICARE TAX		20.51	
fmlatx	WA Paid Family & Medical Leave		4.55		l&i	L&I - SELF INSURED		4.15	
					Totals:			903.21	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
medpre	HEALTH INSURANCE PRE TAX		1,176.25		pers3	PERS 3 RETIREMENT		124.93	
socsec	SOCIAL SECURITY		87.66		pers2	PERS 2 RETIREMENT		58.84	
401a	401A DEFERRED COMPENSATION		35.85		medtx	MEDICARE TAX		20.51	
l&i	L&I - SELF INSURED		12.64		fmlatx	WA Paid Family & Medical Leave		2.62	
unemp	UNEMPLOYMENT		1.80						
					Totals:			1,521.10	
					Gross Earnings by Fund:			1,792.97	80.00
					Total Fund Deductions:			903.21	
					Fund Net:			889.76	

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Fund Worked : 13001
Emps : 1

Earnings Code & Description	Amount	Hours	Earnings Code & Description	Amount	Hours
r REGULAR	1,426.95	72.00	s SICK	158.55	8.00
			Totals:	1,585.50	80.00

Deduction Code and Description	Amount
medpre HEALTH INSURANCE PRE TAX	232.60
socsec SOCIAL SECURITY	83.88
udteam UNION DUES - TEAMSTERS	22.50
fmlatx WA Paid Family & Medical Leave	4.02

Deduction Code and Description	Amount
pers2 PERS 2 RETIREMENT	100.84
401a 401A DEFERRED COMPENSATION	47.57
medtx MEDICARE TAX	19.62
l&i L&I - SELF INSURED	3.72
Totals:	514.75

Benefit Code and Description	Amount
medpre HEALTH INSURANCE PRE TAX	1,160.00
socsec SOCIAL SECURITY	83.88
401a 401A DEFERRED COMPENSATION	31.71
fmlatx WA Paid Family & Medical Leave	2.33

Benefit Code and Description	Amount
pers2 PERS 2 RETIREMENT	162.51
l&i L&I - SELF INSURED	40.48
medtx MEDICARE TAX	19.62
unemp UNEMPLOYMENT	1.59
Totals:	1,502.12

Gross Earnings by Fund:	1,585.50	80.00
Total Fund Deductions:	514.75	
Fund Net:	1,070.75	

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Fund Worked : 19914
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		4,069.88	150.00					
					Totals:			4,069.88	150.00
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
pers2	PERS 2 RETIREMENT		258.85		socsec	SOCIAL SECURITY		252.34	
401a	401A DEFERRED COMPENSATION		166.71		fedtx	FEDERAL WITHHOLDING TAX		157.32	
medtx	MEDICARE TAX		59.01		udmp	UNION DUES - 1619 MP		29.13	
udteam	UNION DUES - TEAMSTERS		26.00		fmlatx	WA Paid Family & Medical Leave		10.31	
l&i	L&I - SELF INSURED		8.26						
					Totals:			967.93	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
medpre	HEALTH INSURANCE PRE TAX		2,295.00		pers2	PERS 2 RETIREMENT		417.17	
socsec	SOCIAL SECURITY		252.34		401a	401A DEFERRED COMPENSATION		81.40	
medtx	MEDICARE TAX		59.01		l&i	L&I - SELF INSURED		25.20	
vebahr	HRA VEBA		25.00		fmlatx	WA Paid Family & Medical Leave		5.97	
unemp	UNEMPLOYMENT		4.07						
					Totals:			3,165.16	
					Gross Earnings by Fund:			4,069.88	150.00
					Total Fund Deductions:			967.93	
					Fund Net:			3,101.95	

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Fund Worked : 30301
Emps : 1

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		459.78	12.75	s	SICK		117.19	3.25
					Totals:			576.97	16.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
icm457	ICMA DEFERRED COMP		60.00	fedtx	FEDERAL WITHHOLDING TAX		47.40		
pers2	PERS 2 RETIREMENT		36.69	medpre	HEALTH INSURANCE PRE TAX		36.32		
socsec	SOCIAL SECURITY		32.45	401a	401A DEFERRED COMPENSATION		17.31		
afipre	AFLAC PRE TAX		10.40	medtx	MEDICARE TAX		7.59		
genpre	SUN LIFE PRE TAX		6.88	fmlatx	WA Paid Family & Medical Leave		1.47		
l&i	L&I - SELF INSURED		0.83						
				Totals:			257.34		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
medpre	HEALTH INSURANCE PRE TAX		234.00	pers2	PERS 2 RETIREMENT		59.14		
socsec	SOCIAL SECURITY		32.45	vebahr	HRA VEBA		25.00		
401a	401A DEFERRED COMPENSATION		11.54	medtx	MEDICARE TAX		7.59		
l&i	L&I - SELF INSURED		2.52	genpre	SUN LIFE PRE TAX		2.00		
fmlatx	WA Paid Family & Medical Leave		0.84	unemp	UNEMPLOYMENT		0.58		
				Totals:			375.66		
				Gross Earnings by Fund:			576.97	16.00	
				Total Fund Deductions:			257.34		
				Fund Net:			319.63		

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Fund Worked : 50401
 # Emps : 4

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	10,970.63	240.69	v	VACATION	468.97	13.50
s	SICK	440.80	13.00	auto	AUTO ALLOWANCE CONTRACTUAL	170.00	
Totals:						12,050.40	267.19
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	1,256.97	h457	MASSMUTUAL 457	1,012.21		
socsec	SOCIAL SECURITY	733.19	medpre	HEALTH INSURANCE PRE TAX	543.60		
pers2	PERS 2 RETIREMENT	370.74	aflpre	AFLAC PRE TAX	222.32		
medtx	MEDICARE TAX	171.48	icm457	ICMA DEFERRED COMP	162.72		
401a	401A DEFERRED COMPENSATION	140.73	genpre	SUN LIFE PRE TAX	95.62		
fmlatx	WA Paid Family & Medical Leave	30.53	uw	UNITED WAY	20.00		
l&i	L&I - SELF INSURED	13.42	shrfcf	SHERIFF COFFEE FUND	5.00		
shrfnd	SHERIFF EMPLOYEE FUND	1.00	Totals:			4,779.53	
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
medpre	HEALTH INSURANCE PRE TAX	3,532.50	socsec	SOCIAL SECURITY	733.19		
h457	MASSMUTUAL 457	620.25	pers2	PERS 2 RETIREMENT	597.50		
vebahr	HRA VEBA	406.25	401a	401A DEFERRED COMPENSATION	358.63		
medtx	MEDICARE TAX	171.48	l&i	L&I - SELF INSURED	105.71		
genpre	SUN LIFE PRE TAX	65.50	fmlatx	WA Paid Family & Medical Leave	17.69		
unemp	UNEMPLOYMENT	11.89	Totals:			6,620.59	
Gross Earnings by Fund:						12,050.40	267.19
Total Fund Deductions:						4,779.53	
Fund Net:						7,270.87	

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Fund Worked : 50501
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		1,421.25	31.08	v	VACATION		96.49	1.10
					Totals:			1,517.74	32.18
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		139.26	icm457	ICMA DEFERRED COMP		112.30		
401a	401A DEFERRED COMPENSATION		102.49	pers2	PERS 2 RETIREMENT		95.36		
medpre	HEALTH INSURANCE PRE TAX		66.49	socsec	SOCIAL SECURITY		61.17		
medtx	MEDICARE TAX		20.95	genpre	SUN LIFE PRE TAX		12.07		
fmlatx	WA Paid Family & Medical Leave		2.07	l&i	L&I - SELF INSURED		1.44		
shrfnd	SHERIFF EMPLOYEE FUND		0.20						
				Totals:			613.80		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
medpre	HEALTH INSURANCE PRE TAX		406.01	pers2	PERS 2 RETIREMENT		155.57		
socsec	SOCIAL SECURITY		61.17	401a	401A DEFERRED COMPENSATION		51.41		
vebahr	HRA VEBA		43.75	medtx	MEDICARE TAX		20.95		
genpre	SUN LIFE PRE TAX		6.69	l&i	L&I - SELF INSURED		4.41		
unemp	UNEMPLOYMENT		1.53	fmlatx	WA Paid Family & Medical Leave		1.20		
				Totals:			752.69		
				Gross Earnings by Fund:			1,517.74	32.18	
				Total Fund Deductions:			613.80		
				Fund Net:			903.94		

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Fund Worked : - Totals -
Emps : 208

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	466,646.05	14,698.04	v	VACATION	29,918.43	977.50
s	SICK	16,232.35	568.09	o15s	OVERTIME X 1.5 - SHERIFF DEPT	11,024.90	236.75
fh	FLOATING HOLIDAY	10,287.95	398.65	vp	VACATION PAYOFF	5,682.98	242.30
covid	covid SICK	5,652.71	227.75	spt	SICK PAYOFF - TERMINATION 10%	2,815.76	1,146.47
fhp	FLOATING HOLIDAY PAID	2,563.60	80.00	cu	COMP USED	1,925.89	66.25
accred	ACCREDITATION PAY	1,031.00		hazpay	HAZARD PAY	930.98	
oth	OVERTIME X 1.5 - HOURLY	867.68	64.00	auto	AUTO ALLOWANCE CONTRACTUAL	850.00	
aute	AUTO ALLOWANCE ELECTED	680.00		bsba	BS/BA EDUCATION INCENTIVE	668.40	
dont	DONATED TIME USED	369.11	13.51	phsm	PHONE STIPEND SMART PHONE	280.00	
aaas	AA/AS EDUCATION INCENTIVE	227.49		adml	ADMINISTRATIVE LEAVE PAID	218.57	8.00
uapr	URINE ANALYSIS PREMIUM	183.00		aspd	SHERIFF ACTING SUP PAY DEPUTY	95.55	52.50
o15j	OVERTIME x 1.5 - JUV DETENTION	54.49	1.25	asp	SHERIFF ACTING SUPERVISOR PAY	32.70	24.00
oc1	ON CALL SHIFT DAY	32.35	1.00	phns	PHONE STIPEND	20.00	
Totals:						559,291.94	18,806.06

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	44,653.33	medpre	HEALTH INSURANCE PRE TAX	33,765.56
socsec	SOCIAL SECURITY	31,239.46	pers2	PERS 2 RETIREMENT	23,146.19
401a	401A DEFERRED COMPENSATION	11,138.37	icm457	ICMA DEFERRED COMP	9,032.28
medtx	MEDICARE TAX	7,479.23	leoff2	LEOFF 2 RETIREMENT	4,961.03
h457	MASSMUTUAL 457	3,935.81	psers	PSERS RETIREMENT	3,860.52
pers3	PERS 3 RETIREMENT	3,015.67	udteam	UNION DUES - TEAMSTERS	3,001.00
afipre	AFLAC PRE TAX	2,766.50	fmlatx	WA Paid Family & Medical Leave	1,368.99
genpre	SUN LIFE PRE TAX	1,137.62	dshs	DSHS CHILD SUPPORT	962.38
dc125	DEPENDENT CARE	866.00	n457	NATIONWIDE 457	800.76
l&i	L&I - SELF INSURED	771.83	ltdshr	LTD - SHERIFF	768.69
hr125	HEALTH REIMBURSEMENT	654.16	rth457	ROTH-ICMA DEFERRED COMP	585.30
udpd	UNION DUES - 1619 D	495.32	udmp	UNION DUES - 1619 MP	466.08
a&aco	AUDIT & ADJUSTMENT CO INC	464.73	aflaft	AFLAC POST TAX	452.60
udcd	UNION DUES - 1619 CD C	407.82	pers1	PERS 1 RETIREMENT	330.30
evggar	EVERGREEN FIN GARNISHMENT	284.25	uw	UNITED WAY	284.16
udlc	UNION DUES - 1619 LC	282.55	colaft	COLONIAL LIFE INS. POST TAX	209.44
colpre	COLONIAL LIFE INS. PRE TAX	96.80	garufe	GARNISHMENT FEE	41.50
udps	UNION DUES - 1619 S	34.88	shrufc	SHERIFF COFFEE FUND	30.00
shrfnd	SHERIFF EMPLOYEE FUND	18.00			
Totals:					193,809.11

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Fund Worked : - Totals -
Emps : 208

Benefit Code and Description	Amount
medpre HEALTH INSURANCE PRE TAX	242,182.64
socsec SOCIAL SECURITY	31,239.46
vebahr HRA VEBA	9,086.45
psers PSERS RETIREMENT	6,170.86
pers3 PERS 3 RETIREMENT	4,498.13
fmlatx WA Paid Family & Medical Leave	792.75
pers1 PERS 1 RETIREMENT	564.27
genpre SUN LIFE PRE TAX	465.00

Benefit Code and Description	Amount
pers2 PERS 2 RETIREMENT	37,303.08
401a 401A DEFERRED COMPENSATION	10,242.47
medtx MEDICARE TAX	7,479.23
l&i L&I - SELF INSURED	5,511.91
leoff2 LEOFF 2 RETIREMENT	3,082.47
h457 MASSMUTUAL 457	620.25
unemp UNEMPLOYMENT	514.35

Totals: 359,753.32

Grand Total Gross Earnings: 559,291.94 18,806.06

Grand Total Deductions: 193,809.11

Grand Total Net: 365,482.83

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Fund Worked : 10101
Emps : 60

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	102,353.58	3,290.00	v	VACATION	15,080.23	466.56
s	SICK	4,487.50	161.19	cu	COMP USED	4,053.08	150.75
fh	FLOATING HOLIDAY	3,312.49	120.00	o15r	OVERTIME X 1.5 - ROADS DEPT	2,319.72	49.75
covid	covid SICK	2,184.35	70.00	phns	PHONE STIPEND	690.00	
auto	AUTO ALLOWANCE CONTRACTUAL	170.00		c15r	COMP EARNED X 1.5 ROADS	-1,080.22	-22.75
				Totals:		133,570.73	4,285.50

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	10,665.94	pers2	PERS 2 RETIREMENT	7,899.43
socsec	SOCIAL SECURITY	7,753.76	medpre	HEALTH INSURANCE PRE TAX	7,711.25
icm457	ICMA DEFERRED COMP	2,695.60	medtx	MEDICARE TAX	1,813.35
401a	401A DEFERRED COMPENSATION	1,433.63	udteam	UNION DUES - TEAMSTERS	1,429.37
h457	MASSMUTUAL 457	881.77	c13gar	CHAPTER 13 GARNISHMENT	538.00
aflpre	AFLAC PRE TAX	501.31	pers3	PERS 3 RETIREMENT	415.86
fmlatx	WA Paid Family & Medical Leave	337.74	n457	NATIONWIDE 457	250.00
udmp	UNION DUES - 1619 MP	198.28	l&i	L&I - SELF INSURED	178.29
hr125	HEALTH REIMBURSEMENT	121.44	aflaft	AFLAC POST TAX	114.76
uw	UNITED WAY	58.25	colpre	COLONIAL LIFE INS. PRE TAX	34.10
genpre	SUN LIFE PRE TAX	31.30	garnfe	GARNISHMENT FEE	0.50
			Totals:		45,063.93

Benefit Code and Description		Amount	Benefit Code and Description		Amount
medpre	HEALTH INSURANCE PRE TAX	64,186.69	pers2	PERS 2 RETIREMENT	12,751.11
socsec	SOCIAL SECURITY	7,767.53	401a	401A DEFERRED COMPENSATION	2,574.65
l&i	L&I - SELF INSURED	2,422.63	medtx	MEDICARE TAX	1,816.58
pers3	PERS 3 RETIREMENT	851.71	vebahr	HRA VEDA	350.00
fmlatx	WA Paid Family & Medical Leave	195.97	unemp	UNEMPLOYMENT	132.78
genpre	SUN LIFE PRE TAX	38.36			

Totals: **93,088.01**

Gross Earnings by Fund: **133,570.73** **4,285.50**

Total Fund Deductions: **45,063.93**

Fund Net: **88,506.80**

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Fund Worked : 10135
Emps : 4

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	3,925.45	84.00	s	SICK	236.57	5.00
Totals:						4,162.02	89.00
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	368.75	pers2	PERS 2 RETIREMENT	270.72		
socsec	SOCIAL SECURITY	255.34	401a	401A DEFERRED COMPENSATION	208.38		
medpre	HEALTH INSURANCE PRE TAX	138.15	medtx	MEDICARE TAX	59.73		
udmp	UNION DUES - 1619 MP	31.59	h457	MASSMUTUAL 457	11.25		
fmlatx	WA Paid Family & Medical Leave	10.79	l&i	L&I - SELF INSURED	4.76		
udteam	UNION DUES - TEAMSTERS	2.16	icm457	ICMA DEFERRED COMP	0.56		
aflpre	AFLAC PRE TAX	0.41	uw	UNITED WAY	0.37		
Totals:						1,362.96	
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
medpre	HEALTH INSURANCE PRE TAX	1,369.91	pers2	PERS 2 RETIREMENT	426.61		
socsec	SOCIAL SECURITY	250.05	401a	401A DEFERRED COMPENSATION	83.24		
medtx	MEDICARE TAX	58.49	l&i	L&I - SELF INSURED	52.97		
vebahr	HRA VEBA	25.00	fmlatx	WA Paid Family & Medical Leave	6.10		
unemp	UNEMPLOYMENT	4.17					
Totals:						2,276.54	
Gross Earnings by Fund:						4,162.02	89.00
Total Fund Deductions:						1,362.96	
Fund Net:						2,799.06	

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Fund Worked : 40201
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		1,780.23	43.00					
					Totals:			1,780.23	43.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
medpre	HEALTH INSURANCE PRE TAX		116.26	pers2	PERS 2 RETIREMENT		113.20		
socsec	SOCIAL SECURITY		103.15	fedtx	FEDERAL WITHHOLDING TAX		73.86		
medtx	MEDICARE TAX		24.13	udmp	UNION DUES - 1619 MP		15.91		
fmlatx	WA Paid Family & Medical Leave		4.51	l&i	L&I - SELF INSURED		2.26		
icm457	ICMA DEFERRED COMP		0.56	aflpre	AFLAC PRE TAX		0.41		
uw	UNITED WAY		0.37						
				Totals:			454.62		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
medpre	HEALTH INSURANCE PRE TAX		619.81	pers2	PERS 2 RETIREMENT		182.47		
socsec	SOCIAL SECURITY		103.15	medtx	MEDICARE TAX		24.13		
l&i	L&I - SELF INSURED		6.89	fmlatx	WA Paid Family & Medical Leave		2.61		
unemp	UNEMPLOYMENT		1.78	401a	401A DEFERRED COMPENSATION		0.57		
				Totals:			941.41		
				Gross Earnings by Fund:			1,780.23		43.00
				Total Fund Deductions:			454.62		
				Fund Net:			1,325.61		

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Fund Worked : 41401
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Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	7,937.95	239.50	o15r	OVERTIME X 1.5 - ROADS DEPT	163.13	3.00
phns	PHONE STIPEND	40.00					
Totals:						8,141.08	242.50

Deduction Code and Description		Amount	Deduction Code and Description		Amount
medpre	HEALTH INSURANCE PRE TAX	550.51	pers2	PERS 2 RETIREMENT	523.45
fedtx	FEDERAL WITHHOLDING TAX	520.50	socsec	SOCIAL SECURITY	478.01
medtx	MEDICARE TAX	111.82	udteam	UNION DUES - TEAMSTERS	86.99
icm457	ICMA DEFERRED COMP	68.75	401a	401A DEFERRED COMPENSATION	63.29
h457	MASSMUTUAL 457	31.80	aflpre	AFLAC PRE TAX	24.74
fmlatx	WA Paid Family & Medical Leave	20.99	l&i	L&I - SELF INSURED	11.79
udmp	UNION DUES - 1619 MP	10.15	aflaft	AFLAC POST TAX	3.33
genpre	SUN LIFE PRE TAX	2.53	uw	UNITED WAY	2.31
Totals:					2,510.96

Benefit Code and Description		Amount	Benefit Code and Description		Amount
medpre	HEALTH INSURANCE PRE TAX	3,298.96	pers2	PERS 2 RETIREMENT	830.35
socsec	SOCIAL SECURITY	469.53	l&i	L&I - SELF INSURED	163.90
medtx	MEDICARE TAX	109.83	401a	401A DEFERRED COMPENSATION	90.87
fmlatx	WA Paid Family & Medical Leave	11.95	unemp	UNEMPLOYMENT	8.11
genpre	SUN LIFE PRE TAX	3.09			
Totals:					4,986.59

Gross Earnings by Fund:	8,141.08	242.50
Total Fund Deductions:	2,510.96	
Fund Net:	5,630.12	

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Labor Distribution Totals By Fund
CLALLAM COUNTY
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Fund Worked : 42401
Emps : 6

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	1,533.57	45.75	o15r	OVERTIME X 1.5 - ROADS DEPT	49.93	1.00
				Totals:		1,583.50	46.75
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	108.10	pers2	PERS 2 RETIREMENT	99.72		
socsec	SOCIAL SECURITY	93.48	medpre	HEALTH INSURANCE PRE TAX	62.60		
401a	401A DEFERRED COMPENSATION	46.39	medtx	MEDICARE TAX	21.86		
aflpre	AFLAC PRE TAX	13.14	udteam	UNION DUES - TEAMSTERS	11.69		
icm457	ICMA DEFERRED COMP	7.80	h457	MASSMUTUAL 457	7.20		
udmp	UNION DUES - 1619 MP	4.89	fmlatx	WA Paid Family & Medical Leave	4.01		
aflaft	AFLAC POST TAX	2.73	l&i	L&I - SELF INSURED	2.28		
uw	UNITED WAY	1.85	genpre	SUN LIFE PRE TAX	1.26		
			Totals:		489.00		
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
medpre	HEALTH INSURANCE PRE TAX	649.45	pers2	PERS 2 RETIREMENT	162.32		
socsec	SOCIAL SECURITY	93.48	401a	401A DEFERRED COMPENSATION	24.62		
medtx	MEDICARE TAX	21.86	l&i	L&I - SELF INSURED	18.05		
fmlatx	WA Paid Family & Medical Leave	2.31	unemp	UNEMPLOYMENT	1.59		
genpre	SUN LIFE PRE TAX	1.55					
			Totals:		975.23		
Gross Earnings by Fund:						1,583.50	46.75
Total Fund Deductions:						489.00	
Fund Net:						1,094.50	

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Labor Distribution Totals By Fund
CLALLAM COUNTY
10/16/2021 to 10/31/2021-1 Cycle s

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Fund Worked : 50301
Emps : 12

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	16,265.34	564.25	v	VACATION	1,298.20	45.00
covid	covid SICK	948.31	34.00	s	SICK	245.46	8.00
fh	FLOATING HOLIDAY	201.97	7.00	tlss	TOOL STIPEND	150.00	
phns	PHONE STIPEND	100.00		o15r	OVERTIME X 1.5 - ROADS DEPT	76.96	2.00
				Totals:		19,286.24	660.25
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
medpre	HEALTH INSURANCE PRE TAX	1,737.23	fedtx	FEDERAL WITHHOLDING TAX	1,220.47		
socsec	SOCIAL SECURITY	1,083.28	pers2	PERS 2 RETIREMENT	1,077.94		
dshs	DSHS CHILD SUPPORT	410.00	icm457	ICMA DEFERRED COMP	276.92		
medtx	MEDICARE TAX	253.34	udteam	UNION DUES - TEAMSTERS	225.29		
401a	401A DEFERRED COMPENSATION	118.79	pers3	PERS 3 RETIREMENT	103.44		
fmlatx	WA Paid Family & Medical Leave	48.88	hr125	HEALTH REIMBURSEMENT	41.06		
udmp	UNION DUES - 1619 MP	30.48	l&i	L&I - SELF INSURED	28.84		
aflpre	AFLAC PRE TAX	26.49	colpre	COLONIAL LIFE INS. PRE TAX	9.46		
uw	UNITED WAY	1.85			Totals:	6,693.76	
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
medpre	HEALTH INSURANCE PRE TAX	9,640.18	pers2	PERS 2 RETIREMENT	1,738.38		
socsec	SOCIAL SECURITY	1,083.28	l&i	L&I - SELF INSURED	325.85		
401a	401A DEFERRED COMPENSATION	298.56	medtx	MEDICARE TAX	253.34		
pers3	PERS 3 RETIREMENT	212.85	fmlatx	WA Paid Family & Medical Leave	28.29		
unemp	UNEMPLOYMENT	19.05			Totals:	13,599.78	
					Gross Earnings by Fund:	19,286.24	660.25
					Total Fund Deductions:	6,693.76	
					Fund Net:	12,592.48	

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Labor Distribution Totals By Fund
CLALLAM COUNTY
10/16/2021 to 10/31/2021-1 Cycle s

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Fund Worked : - Totals -
Emps : 66

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		133,796.12	4,266.50	v	VACATION		16,378.43	511.56
s	SICK		4,969.53	174.19	cu	COMP USED		4,053.08	150.75
fh	FLOATING HOLIDAY		3,514.46	127.00	covid	covid SICK		3,132.66	104.00
o15r	OVERTIME X 1.5 - ROADS DEPT		2,609.74	55.75	phns	PHONE STIPEND		830.00	
auto	AUTO ALLOWANCE CONTRACTUAL		170.00		tlss	TOOL STIPEND		150.00	
c15r	COMP EARNED X 1.5 ROADS		-1,080.22	-22.75					
					Totals:			168,523.80	5,367.00

Deduction Code and Description			Amount	Deduction Code and Description			Amount
fedtx	FEDERAL WITHHOLDING TAX		12,957.62	medpre	HEALTH INSURANCE PRE TAX		10,316.00
pers2	PERS 2 RETIREMENT		9,984.46	socsec	SOCIAL SECURITY		9,767.02
icm457	ICMA DEFERRED COMP		3,050.19	medtx	MEDICARE TAX		2,284.23
401a	401A DEFERRED COMPENSATION		1,870.48	udteam	UNION DUES - TEAMSTERS		1,755.50
h457	MASSMUTUAL 457		932.02	aflpre	AFLAC PRE TAX		566.50
c13gar	CHAPTER 13 GARNISHMENT		538.00	pers3	PERS 3 RETIREMENT		519.30
fmlatx	WA Paid Family & Medical Leave		426.92	dshs	DSHS CHILD SUPPORT		410.00
udmp	UNION DUES - 1619 MP		291.30	n457	NATIONWIDE 457		250.00
l&i	L&I - SELF INSURED		228.22	hr125	HEALTH REIMBURSEMENT		162.50
aflaft	AFLAC POST TAX		120.82	uw	UNITED WAY		65.00
colpre	COLONIAL LIFE INS. PRE TAX		43.56	genpre	SUN LIFE PRE TAX		35.09
garnfe	GARNISHMENT FEE		0.50				
				Totals:			56,575.23

Benefit Code and Description			Amount	Benefit Code and Description			Amount
medpre	HEALTH INSURANCE PRE TAX		79,765.00	pers2	PERS 2 RETIREMENT		16,091.24
socsec	SOCIAL SECURITY		9,767.02	401a	401A DEFERRED COMPENSATION		3,072.51
l&i	L&I - SELF INSURED		2,990.29	medtx	MEDICARE TAX		2,284.23
pers3	PERS 3 RETIREMENT		1,064.56	vebahr	HRA VEBA		375.00
fmlatx	WA Paid Family & Medical Leave		247.23	unemp	UNEMPLOYMENT		167.48
genpre	SUN LIFE PRE TAX		43.00				
				Totals:			115,867.56

Grand Total Gross Earnings:	168,523.80	5,367.00
Grand Total Deductions:	56,575.23	
Grand Total Net:	111,948.57	

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Labor Distribution Totals By Fund
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Fund Worked : - Totals -
Emps : 66



BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of November 15 – 19, 2021

1C
11/23/21

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, November 15. Present were Commissioners Johnson and Peach and Interim Administrator Sill. Commissioner Ozias is excused.

Items of discussion per the agenda published November 10 were:

- Calendar/Correspondence
- Review recommended 2022 Developmental Disabilities request for proposals
- Briefing on the status of the Road Fund debatable emergencies
- Agreement with Black Ball Transport, Inc. for American Rescue Plan Act funds (ARPA) for private marine transportation activities
- Discussion of proposed budget reduction to be considered on November 30
- Discussion of proposed supplemental appropriations to be considered on November 30
- Discussion of proposed budget emergencies to be considered on November
- Review of draft budget
- Resolution for declaration of emergency for a severe weather storm in Clallam County

ACTION ITEMS

CONSENT AGENDA

1a Approval of vouchers for the weeks of November 8

1b Approval of minutes for the week of November 8

ACTION TAKEN: CBPm to adopt the consent agenda, CRJs, mc

BUDGET

2a Agreement with Black Ball Transport, Inc. for American Rescue Plan Act funds (ARPA) for private marine transportation activities

ACTION TAKEN: CBPm to approve, CRJs, mc

- 2b Notice that the following budget reductions will be adopted by Resolution on November 30:
- Department of Community Development – Lower Dungeness Floodplain – Decrease Dungeness Floodplain expenditures/revenue expected in 2021/(\$2,600,000)
 - Clerk – Correction in error regarding Blake LFO settlements expense was inadvertently requested twice/(\$75,000)
 - Public Works – Roads
 - Reduction related to the Growth Management Act and Franchises/(\$10,100)
 - Revenue received is trending lower than projected/(\$535,000)
 - Reduction related to project construction work now scheduled for 2022/(\$1,040,000)
 - Budgeted \$70,000 in 2021. \$50,00 received from Lloyd J. Allen Trust. Remaining pledge of \$20,000 from Peninsula Trails Coalition coming in 2022/(\$20,000)
 - Reduction related to the Streamkeepers Program/(\$24,279)
 - Reduction related to project engineering design work now scheduled for 2022/(\$65,000)
 - Reduction related to project engineering design work and possible construction for 2022/(\$480,000)
 - Multiple Funds – 2020 Cost allocation plan true up/(\$96,987)

ACTION TAKEN: CBPm to adopt, CRJs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of November 15 – 19, 2021
Page 2

- 2c Notice that the following supplemental appropriations will be adopted by Resolution on November 30:
- Health and Human Services – Environmental Health – adding funding for emergency preparedness and the onsite services/\$42,500
 - Health and Human Services – Operations – adding funding for COVID-19 vaccination services, Opioid Prevention services, women, infant and children program services (WIC) and Maternal Child Health Services (MCH)/\$196,299
 - Non-Departmental- American Rescue Plan Act (ARPA) – Additional ARPA funding to be used to support the preservation of private marine transportation activities and jobs/\$4,950,000
 - Non-Departmental – Hotel/Motel Tax – Additional Hotel/Motel Tax funding that was not expected when preparing the 2021 budget/\$650,000
 - Sheriff's – Operations – Hours worked to maintain the public safety radio network/\$19,111

ACTION TAKEN: CBPm to adopt, CRJs, mc

- 2d Resolution calling for a hearing to be held November 30 at 10:30 a.m. for the following debatable emergencies:
- Parks & Facilities – additional expenses related to the COVID-19 virus event that were paid from the Parks and Facilities budget/\$13,410
 - Parks & Facilities – REET – Purchase of a 2.68 acres parcel to be added to the existing Clallam Bay West County Park/\$90,555
 - General Funds Reserve
 - Funds to correct Clallam Bay Sekiu Sewer paid time off personnel expenses that were charged to the Roads Funds in error (1 of 3)/\$277,382
 - Funds to correct Flood Control paid time off personnel expenses that were charged to the Roads Fund in error (1 of 3)/\$5,574
 - 2020 cost allocation plan true up/\$96,987
 - 2020 cost allocation plan true up/\$-212,488
 - Public Works – Clallam Bay Sekiu Sewer – Funds to correct Clallam Bay Sekiu Sewer paid time off personnel expenses that were charged to the Roads fund in error (2 of 3)/\$277,382
 - Public Works – Flood Control – Funds to correct Flood Control paid time off personnel expenses that were charged to the Roads fund in error (2 of 3)/\$5,574
 - Public Works – Carlsborg Sewer – Monthly utility charges that were not budgeted for 2021/\$15,000
 - Public Works – Roads
 - Transfer of funding from Public Works Flood Control I order reimburse for Flood Control paid time off personnel expenses that were charged to the Public Works Roads Fund 3 of 3)/\$5,574
 - Transfer of funding from Clallam Bay Sekiu Sewer in order to reimburse for Clallam Bay Sekiu Sewer paid time off personnel expenses that were charged to the Road Fund (3 of 3)/\$277,382
 - Public Works – Roads Transfer of funding from ER&R to Roads in order to correct ER&R paid time off personnel expenses that were charged to the Road Fund (2 of 2)/\$1,193,638
 - Public Works Equipment Rental & Revolving – Transfer of funding from ER&R to Roads in order to correct ER&R paid time off personnel expenses that were charged to the Road Fund (1 of 2)/\$1,193,638
 - Sheriff – Jail Medical – Additional expenses related to inmate testing COVID 19/\$26,100
 - Sheriff – Operations – Cover overtime shift costs associated with COVID 19/\$13,226
 - Multiple Funds – 2020 cost allocation plan true up/\$212,488

ACTION TAKEN: CBPm to adopt, CRJs, mc

BOARD OF COMMISSIONERS

- 3a Resolution for declaration of emergency for a severe weather storm in Clallam County

ACTION TAKEN: CBPm to adopt, CRJs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of November 15 – 19, 2021
Page 3

Meeting concluded at 11:30 a.m. and continued to 9 a.m., Monday, November 22, 2021.

There are no Zoom chat logs for the week of November 15.

The Board of Commissioners attended the Washington State Association of Counties Leadership Conference during the week of November 15.

PASSED AND ADOPTED this 23rd day of November 2021.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board

KEY TO ABBREVIATIONS:

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

m moved
mc motion carried
s seconded



AGENDA ITEM SUMMARY

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

ld
11/23/21

Department: BOCC

WORK SESSION ☒ Meeting Date: November 22, 2021

REGULAR AGENDA ☒ Meeting Date: November 23, 2021

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Clallam County is applying for a Broadband grant through the Washington State Broadband Office to improve Broadband in unserved and underserved areas of Clallam County. This specific project is targeting the Hwy 101/112 junction through Joyce, Washington which has the majority offering Broadband speeds of less than 25 Mbps / 3 Mbps. This letter is in support of Clallam County providing a 10% cost match of the total award amount of the grant using ARPA funds. The amount of ARPA funds to be used is dependent on a previous grant submitted on October 8, 2021 through the Washington State Public Works Board for \$4.5 million dollars. If that grant is awarded, the overall cost of this project will be reduced by roughly \$5 million dollars which would reduce the amount of ARPA funds to be used.

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

Approval of this letter will authorize the release of \$2.03 million dollars (or \$1.57 million if awarded Public Works Board Grant) of ARPA funds from the American Rescue Plan Act special revenue fund.

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

Discussion and determination if this project is suitable to meet county goals to enhance Broadband in underserved areas. If a determination is made to proceed, recommend approving letter of support.

County Official signature & print name: Chelsea Miller Chelsea Millar

Name of Employee/Stakeholder attending meeting: Chelsea Millar

Relevant Departments: BOCC

Date submitted: 11/17/2021

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

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



MARK OZIAS, District 1, Chair
RANDY JOHNSON, District 2
BILL PEACH, District 3

Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493
Email: commissioners@co.clallam.wa.us

Rich Sill, County Administrator

November 17, 2021

Tammy Mastro
Broadband Office Contracts Specialist
Washington State Broadband Office
Washington State Department of Commerce

RE: Support for the Clallam County Broadband Project – Washington State Department of Commerce Broadband Infrastructure Acceleration grant for Expanding Broadband in Unserved and Underserved Areas

Washington State Broadband Office:

Clallam County Board of County Commissioners recognizes the importance to expand broadband in unserved and underserved areas of Clallam County. This effort is greatly needed in the project area for this grant, beginning at the Hwy 101/Hwy 112 junction and going through Joyce, Washington.

The need for targeted Broadband speeds in unserved and underserved areas is a critical undertaking designed to ensure that Clallam County has access to reliable, affordable broadband access to allow for tele-working, remote learning and tele-medicine. Reliable broadband services will allow access for businesses and government services while reducing vehicle traffic and greenhouse gas emissions in Clallam County.

Please consider this letter as affirmation that Clallam County will provide funding at a 10% match of the total award amount of the grant if funded by the Washington State Department of Commerce to see the success of this important project.

We are hopeful that you will support Clallam County and its need to expand Broadband in unserved and underserved areas.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach



AGENDA ITEM SUMMARY

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

29
11/23/21

Department: Parks, Fair & Facilities (PFF)

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 11.23.2021

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

Item summary:

- ☐ Call for Hearing ☒ Contract/Agreement/MOU - Contract # 302-22-001
- ☐ Resolution ☐ Proclamation ☐ Budget Item
- ☐ Draft Ordinance ☐ Final Ordinance ☐ Other

Documents exempt from public disclosure attached: ☐

Executive summary:

Agreement with the Washington State Department of Commerce (hereafter, "Commerce") for grant assistance for the installation of three electric vehicle charging stations to be located in the Main Courthouse Parking Lot.

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

Yes, there is a budgetary impact. The County will receive grant funding from Commerce in the amount of \$67,890.00, and the County will provide matching funds in the amount of \$13,578.00. Funding has not been approved for this project in 2021, however, it has been submitted as part of the 2022 REET 2 Fund Project Request to be approved by the BOCC.

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

I recommend the Board approve the attached Agreement with Commerce and authorize the Chair to sign.

County Official signature & print name:  Joel G. Winborn

Name of Employee/Stakeholder attending meeting: Joel G. Winborn, (via ZOOM)

Relevant Departments: PFF

Date submitted: 11.17.2021

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

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

BOCC Agenda for Contract Approval.docx

Revised: 3-04-2019



Capital Agreement with

Clallam County

through

Electrification of Transportation Grants Program

For

Clallam County – Courthouse Charging Stations

Start date:

09/08/2021

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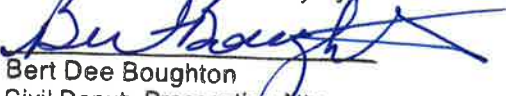
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FACE SHEET
Contract Number: #21-92201-004
Washington State Department of Commerce
Energy Division – Electrification of Transportation Systems Program

1. Contractor Clallam County 223 East 4th Street Room 150 Port Angeles, WA 98362		2. Contractor Doing Business As (optional) N/A	
3. Contractor Representative Joel Winborn Parks Fair and Facilities Director (360) 417-2429 jwinborn@co.clallam.wa.us		4. Commerce Representative Forrest Watkins 360-522-3390 cef@commerce.wa.gov PO Box 42525 1011 Plum St SE Olympia, Washington 98504-2525	
5. Contract Amount \$67,890	6. Funding Source Federal: ☐ State: ☒ Other: ☐ N/A: ☐	7. Start Date 09/08/2021	8. End Date 09/30/2023 (provided funds are re-appropriated into the next biennium)
9. Federal Funds (as applicable) NA		10. Federal Agency NA	
11. CFDA Number: NA			
12. Tax ID # 91-6001298	13. SWV # SWV0000200-25	14. UBI # 254004559	15. DUNS # 75739235
16. Contract Purpose To provide three (3) dual port Level 2 charging stations at the Clallam County Courthouse to serve employees, residents, visitors and county fleet vehicles. COMMERCE, defined as the Department of Commerce and Contractor acknowledge and accept the terms of this Contract and attachments and have executed this Contract on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract are governed by this Contract and the following other documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget, Attachment "C" – Reporting, Attachment "D" - Budget Proviso Language, and Attachment "E" – Site List.			
FOR CONTRACTOR Mark Ozias, Chair Board of Clallam County Commissioners Date		FOR COMMERCE Michael Furze, Assistant Director, Energy Division Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL June 15, 2018 Sandra Adix, Assistant Attorney General SIGNATURE ON FILE	

Approved as to form only by:


 Bert Dee Boughton
 Civil Deputy Prosecuting Attorney
 Clallam County

DECLARATIONS

The Washington State Department of Commerce (Commerce) has been appropriated funds under Section 1013 of the 2018 Capital Budget (Substitute Senate Bill 6090) (Chapter 2, Laws of 2018) to provide grants to demonstrate new approaches to the electrification of transportation systems.

CLIENT INFORMATION

Legal Name:	Clallam County
Contract Number:	#21-92201-004
Award Year:	2020
State Wide Vendor Number:	#SWV0000200-25

PROJECT INFORMATION

Number of Sites	1
Project Title:	Clallam County Courthouse
Project Address:	223 East 4th Street
Project City:	Port Angeles
Project State:	Washington
Project Zip Code:	98362

GRANT INFORMATION

Grant Amount:	\$67,890
Non-State Match (1:5)	\$13,578
Type of Match Accepted:	Cash
Earliest Date for Reimbursement:	09/08/2021
Time of Performance:	09/08/2021 - 09/30/2023

PROGRAM SPECIFIC TERMS AND CONDITIONS GOVERNING THIS GRANT

As identified herein, notwithstanding General Terms and Conditions Sections, the following Program Specific Terms and Conditions take precedence over any similarly referenced Special or General Terms and Conditions:

1. INSURANCE (REPLACES SPECIAL TERMS AND CONDITIONS #1.B)

The Grantee shall provide insurance coverage as set out in this section. The intent of the required insurance is to protect the State should there be any claims, suits, actions, costs, damages or expenses arising from any loss, or negligent or intentional act or omission of the Grantee or Subcontractor, or agents of either, while performing under the terms of this Contract.

The insurance required shall be issued by an insurance company authorized to do business within the state of Washington. Except for Professional Liability or Errors and Omissions Insurance, the insurance shall name the state of Washington, its agents, officers, and employees as additional insureds under the insurance policy. All policies shall be primary to any other valid and collectable insurance. The Grantee shall instruct the insurers to give COMMERCE thirty (30) calendar days advance notice of any insurance cancellation, non-renewal or modification.

The Grantee shall submit to COMMERCE within fifteen (15) calendar days of a written request by COMMERCE, a certificate of insurance which outlines the coverage and limits defined in this insurance section. During the term of the Contract, the Grantee shall submit renewal certificates not less than thirty (30) calendar days prior to expiration of each policy required under this section.

The Grantee shall provide insurance coverage that shall be maintained in full force and effect during the term of this Contract, as follows:

Commercial General Liability Insurance Policy. Provide a Commercial General Liability Insurance Policy, including contractual liability, written on an occurrence basis, in adequate quantity to protect against legal liability arising out of Contract activity but no less than \$1,000,000 per occurrence. Additionally, the Grantee is responsible for ensuring that any Subcontractors provide adequate insurance coverage for the activities arising out of subcontracts.

Local Government Contractors that participate in a self-insurance program. Self-Insured/Liability Pool or Self-Insured Risk Management Program – With prior approval from Commerce, the contractor may provide the coverage above under a self-insured/liability pool or self-insured risk management program. In order to obtain permission from Commerce, the contractor shall provide: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pool financial reports must comply with Generally Accepted Accounting Principles (GAAP) and adhere to accounting standards promulgated by: 1) Governmental Accounting Standards Board (GASB), 2) Financial Accounting Standards Board (FASB), and 3) the Washington State Auditor's annual instructions for financial reporting. Contractors participating in joint risk pools shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. The state of Washington, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

Contractor shall provide annually to Commerce a summary of coverages and a letter of self-insurance, evidencing continued coverage under contractor's self-insured/liability pool or self-insured risk management program. Such annual summary of coverage and letter of self-insurance will be provided on the anniversary of the start date of this agreement.

2. COPYRIGHT (REPLACES GENERAL TERMS AND CONDITIONS SECTION #2.13)

Provided that the deliverables required under the scope of work are produced in substantial compliance with the project timeline and milestones, Commerce disclaims any ownership interest in all other materials produced under this contract, and "work product" including, without limitation, document, data, studies, surveys, drawings, maps, photographs and any objects or source code for any software developed pursuant to or in connection with this contract, as well as any copyrights, patents, trade secrets, trademarks or other intellectual property developed for or in connection with this contract, shall be exclusively owned by and be the exclusive property of contractor and/or its subcontractors (as determined between contractor and its subcontractors).

Notwithstanding the foregoing, Commerce shall have a nonexclusive, royalty-free, irrevocable license and right to translate, reproduce, sublicense on the terms set forth herein, prepare derivative works, publicly perform, and publicly display the project reports (as defined below).

"Project reports" mean the project implementation reports and other information required to be submitted by contractor to Commerce under the scope of work herein. Project reports will not contain confidential information or work product.

3. PUBLICITY (REPLACES GENERAL TERMS AND CONDITIONS SECTION #2.30)

The Grantee will make reasonable efforts to notify Commerce of potential publicity, including but not limited to media coverage, site signage, and public events. The Grantee agrees to include references to Commerce or the Electrification of Transportation Grants Program as requested and approved by Commerce. The Grantee agrees to include Commerce or the Electrification of Transportation Grants program as a project funder. The Grantee agrees to notify and invite Commerce to any public events relating to this project, including but not limited to ground breaking ceremonies, ribbon cuttings, and public tours.

Grantee will allow Commerce to publicly share information on the project that is included in the application and contract. All other information shared will be coordinated with the Grantee, unless related to PUBLIC RECORDS ACT.

Unless addressed above, the Grantee agrees not to publish or use any advertising or publicity materials in which the state of Washington or COMMERCE's name is mentioned, or language used from which the connection with the state of Washington's or COMMERCE's name may reasonably be inferred or implied, without the prior written consent of COMMERCE.

4. SUBCONTRACTING (REPLACES GENERAL TERMS AND CONDITIONS SECTION #2.37)

The Grantee may only subcontract work contemplated under this Contract if it provides written notification to COMMERCE of any subcontractors who will be performing work under this Grant Agreement. The written notice must provide the names and address of the subcontractor with a brief description of which tasks within the Grantee Scope of Work (Attachment A) that will be undertaken by the subcontractor(s).

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

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

In no event shall the existence of a subcontract operate to release or reduce the liability of the Grantee to COMMERCE for any breach in the performance of the Grantee's duties.

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

5. TREATMENT OF ASSETS (REPLACES GENERAL TERMS SECTION #2.43)

The parties do not anticipate that COMMERCE will furnish property (other than the funds granted herein) to Grantee for use in Grantee's performance under this Contract; provided, however, that title to any other property that may be so furnished by COMMERCE shall remain in COMMERCE. COMMERCE claims no ownership for the materials, goods, or services purchased by the Grantee for the completion of this Contract, regardless of reimbursement status under this contract.

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

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

**SPECIAL TERMS AND CONDITIONS
CAPITAL STATE FUNDS**

1.1. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Grantee and their contact information are identified on the Face Sheet of this Contract.

The Grantee and COMMERCE will notify the other party in writing of any of the contact information changes at any time.

1.2. COMPENSATION

COMMERCE shall pay an amount not to exceed the amount shown as grant amount on the Contract Face Sheet for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work.

1.3. CHANGES TO SCOPE OF WORK

All changes to the scope of work must be approved by COMMERCE prior to construction. In the event that a change to the Scope of Work occurs that would have changed the outcome of the application, COMMERCE reserves the right to reevaluate the project based on the original criteria outlined in the Notice of Funding Opportunity. Revisions that fail to meet the same criteria as the original application may lose grant funds, in part or in whole. If the revised project is no longer eligible for funding, the Grantee agrees to repay grant funds as requested by COMMERCE.

1.4. MATCH

If the Grantee fails to provide the agreed to match, including resulting from a change in project costs to the Grantee, COMMERCE reserves the right to reduce the award amount to maintain the agreed to match requirements.

1.5. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Grantee upon acceptance of the applicable deliverable and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE not more than once per month.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and amount of funds requested. The invoice shall include the Grant Number referenced on the Contract Face Sheet.

The Grantee is required to maintain documentation to support invoiced costs and cost share obligations. The Grantee shall make these documents available to COMMERCE if requested.

COMMERCE will pay Grantee the amounts set forth in Attachment B upon full completion of each Milestone. Upon full completion of each Milestone, Grantee will provide an invoice and any required supporting documentation to the Representative of COMMERCE. Except as may be agreed by COMMERCE in its discretion, COMMERCE shall only be obligated to make payments upon demonstration of completion of all Deliverables within a given Milestone. However, it is acknowledged that in the event that Deliverables of a Milestone is delayed due to circumstances outside Grantee's control, COMMERCE may, in its sole discretion, reasonably negotiate with Grantee regarding paying for the Milestone Deliverables that are completed.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the account designated by the Grantee, as associated with the State Wide Vendor Number.

SPECIAL TERMS AND CONDITIONS CAPITAL STATE FUNDS

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Grantee for services rendered if the Grantee fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Duplication of Billed Costs

The Grantee shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Grantee, if the Grantee is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Grantee is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

1.6. SUBCONTRACTOR DATA COLLECTION

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

1.7. HISTORIC OR CULTURAL ARTIFACTS

Prior to approval and disbursement of any funds awarded under this Contract, Grantee shall complete the requirements of Governor's Executive Order 21-02, where applicable, or Grantee shall complete a review under Section 106 of the National Historic Preservation Act, if applicable. Grantee agrees that the Grantee is legally and financially responsible for compliance with all laws, regulations, and agreements related to the preservation of historical or cultural resources and agrees to hold harmless COMMERCE and the state of Washington in relation to any claim related to such historical or cultural resources discovered, disturbed, or damaged as a result of the project funded by this Contract.

In addition to the requirements set forth in this Contract, Grantee shall, in accordance with Governor's Executive Order 21-02, coordinate with COMMERCE and the Washington State Department of Archaeology and Historic Preservation ("DAHP"), including any recommended consultation with any affected tribe(s), during Project design and prior to construction to determine the existence of any tribal cultural resources affected by Project. Grantee agrees to avoid, minimize, or mitigate impacts to the cultural resource as a continuing prerequisite to receipt of funds under this Contract.

The Grantee agrees that, unless the Grantee is proceeding under an approved historical and cultural monitoring plan or other memorandum of agreement, if historical or cultural artifacts are discovered during construction, the Grantee shall immediately stop construction and notify the local historical preservation officer and the state's historical preservation officer at DAHP, and the COMMERCE Representative identified on the Face Sheet. If human remains are uncovered, the Grantee shall report the presence and location of the remains to the coroner and local enforcement immediately, then contact DAHP and the concerned tribe's cultural staff or committee.

The Grantee shall require this provision to be contained in all subcontracts for work or services related to the Scope of Work attached hereto.

In addition to the requirements set forth in this Contract, Grantee agrees to comply with RCW 27.44 regarding Indian Graves and Records; RCW 27.53 regarding Archaeological Sites and Resources; RCW 68.60 regarding Abandoned and Historic Cemeteries and Historic Graves; and WAC 25-48 regarding Archaeological Excavation and Removal Permits.

Completion of the requirements of Section 106 of the National Historic Preservation Act shall substitute for completion of Governor's Executive Order 21-02.

In the event that the Grantee finds it necessary to amend the Scope of Work the Grantee may be required to re-comply with Governor's Executive Order 21-02 or Section 106 of the National Historic Preservation Act.

SPECIAL TERMS AND CONDITIONS CAPITAL STATE FUNDS

1.8. INSURANCE

This section is superseded by Program Specific Terms and Conditions #1.

~~The Grantee shall provide insurance coverage as set out in this section. The intent of the required insurance is to protect the State should there be any claims, suits, actions, costs, damages or expenses arising from any loss, or negligent or intentional act or omission of the Grantee or Subcontractor, or agents of either, while performing under the terms of this Contract.~~

~~The insurance required shall be issued by an insurance company authorized to do business within the state of Washington. Except for Professional Liability or Errors and Omissions Insurance, the insurance shall name the state of Washington, its agents, officers, and employees as additional insureds under the insurance policy. All policies shall be primary to any other valid and collectable insurance. The Grantee shall instruct the insurers to give COMMERCE thirty (30) calendar days advance notice of any insurance cancellation, non-renewal or modification.~~

~~The Grantee shall submit to COMMERCE within fifteen (15) calendar days of a written request by COMMERCE, a certificate of insurance which outlines the coverage and limits defined in this insurance section. During the term of the Contract, the Grantee shall submit renewal certificates not less than thirty (30) calendar days prior to expiration of each policy required under this section.~~

~~The Grantee shall provide insurance coverage that shall be maintained in full force and effect during the term of this Contract, as follows:~~

~~**Commercial General Liability Insurance Policy.** Provide a Commercial General Liability Insurance Policy, including contractual liability, written on an occurrence basis, in adequate quantity to protect against legal liability arising out of Contract activity but no less than \$1,000,000 per occurrence. Additionally, the Grantee is responsible for ensuring that any Subcontractors provide adequate insurance coverage for the activities arising out of subcontracts.~~

1.9. ORDER OF PRECEDENCE

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

- Applicable federal and state of Washington statutes and regulations
- Current Washington State Capital Budget Proviso language (See Attachment D)
- Program Specific Terms and Conditions
- Special Terms and Conditions
- General Terms and Conditions
- Attachment A – Scope of Work
- Attachment B – Budget
- Attachment C – Reporting
- Attachment D – Budget Proviso Language
- Attachment E – Site List

**GENERAL TERMS AND CONDITIONS
CAPITAL STATE FUNDS**

2.1. DEFINITIONS

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

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

2.2. ALLOWABLE COSTS

Costs allowable under this Contract are actual expenditures according to an approved budget up to the maximum amount stated on the Contract Award or Amendment Face Sheet.

2.3. ALL WRITINGS CONTAINED HEREIN

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

2.4. AMENDMENTS

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

2.5. AMERICANS WITH DISABILITY ACT (ADA) OF 1990, PUBLIC LAW 101-336, ALSO REFERRED TO AS THE "ADA" 28 CFR PART 35

The Grantee must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

2.6. APPROVAL

This Contract shall be subject to the written approval of COMMERCE's Authorized Representative and shall not be binding until so approved. The Contract may be altered, amended, or waived only by a written amendment executed by both parties.

2.7. ASSIGNMENT

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

2.8. ATTORNEY'S FEES

Unless expressly permitted under another provision of the Contract, in the event of litigation or other action brought to enforce Contract terms, each party agrees to bear its own attorney's fees and costs.

2.9. CODE REQUIREMENTS

All construction and rehabilitation projects must satisfy the requirements of applicable local, state, and federal building, mechanical, plumbing, fire, energy and barrier-free codes. Compliance with the Americans with Disabilities Act of 1990 28 C.F.R. Part 35 will be required, as specified by the local building Department.

2.10. CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

A. "Confidential Information" as used in this section includes:

1. All material provided to the Grantee by COMMERCE that is designated as "confidential" by COMMERCE;
2. All material produced by the Grantee that is designated as "confidential" by COMMERCE; and
3. All personal information in the possession of the Grantee that may not be disclosed under state or federal law. "Personal information" includes but is not limited to information related to a person's name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver's license number and other identifying numbers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

B. The Grantee shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Grantee shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Grantee shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Grantee shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Grantee shall make the changes within the time period specified by COMMERCE. Upon request, the Grantee shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Grantee against unauthorized disclosure.

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

2.11. CONFORMANCE

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

2.12. CONFLICT OF INTEREST

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the COMMERCE may, in its sole discretion, by written notice to the Grantee terminate this Contract if it is found after due notice and examination by COMMERCE that there is a violation of the Ethics in Public Service Act, Chapters 42.52 RCW and 42.23 RCW; or any similar statute involving the Grantee in the procurement of, or performance under this Contract.

Specific restrictions apply to contracting with current or former state employees pursuant to chapter 42.52 of the Revised Code of Washington. The Grantee and their subcontractor(s) must identify any person employed in any capacity by the state of Washington that worked on the Electrification of Transportation Systems Grants Program including but not limited to formulating or drafting the legislation, participating in grant procurement planning and execution, awarding grants, and monitoring grants, during the 24 month period preceding the start date of this Contract. Identify the individual by name, the agency previously or currently employed by, job title or position held, and separation date. If it is determined by COMMERCE that a conflict of interest exists, the Grantee may be disqualified from further consideration for the award of a grant.

In the event this Contract is terminated as provided above, COMMERCE shall be entitled to pursue the same remedies against the Grantee as it could pursue in the event of a breach of the Contract by the Grantee. The rights and remedies of COMMERCE provided for in this clause shall not be exclusive and are in addition to any other rights and remedies

provided by law. The existence of facts upon which COMMERCE makes any determination under this clause shall be an issue and may be reviewed as provided in the "Disputes" clause of this Contract.

2.13. COPYRIGHT

This section is superseded by Program Specific Terms and Conditions #2.

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

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

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

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

2.14. DISALLOWED COSTS

The Grantee is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its Subcontractors.

2.15. DISPUTES

Except as otherwise provided in this Contract, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Director of COMMERCE, who may designate a neutral person to decide the dispute.

The request for a dispute hearing must:

- be in writing;
- state the disputed issues;
- state the relative positions of the parties;
- state the Grantee's name, address, and Contract number; and
- be mailed to the Director and the other party's (respondent's) Contract Representative within three (3) working days after the parties agree that they cannot resolve the dispute.

The respondent shall send a written answer to the requestor's statement to both the Director or the Director's designee and the requestor within five (5) working days.

The Director or designee shall review the written statements and reply in writing to both parties within ten (10) working days. The Director or designee may extend this period if necessary by notifying the parties.

The decision shall not be admissible in any succeeding judicial or quasi-judicial proceeding.

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

Nothing in this Contract shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution (ADR) method in addition to the dispute hearing procedure outlined above.

2.16. DUPLICATE PAYMENTS

The Grantee certifies that work to be performed under this Contract does not duplicate any work to be charged against any other contract, subcontract, or other source.

2.17. GOVERNING LAW AND VENUE

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

2.18. INDEMNIFICATION

To the fullest extent permitted by law, the Grantee shall indemnify, defend, and hold harmless the state of Washington, COMMERCE, agencies of the state and all officials, agents and employees of the state, for, from and against all claims for injuries or death arising out of or resulting from the performance of the Contract. "Claim" as used in this Contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or the destruction of tangible property including loss of use resulting therefrom.

The Grantee's obligation to indemnify, defend, and hold harmless includes any claim by Grantee's agents, employees, representatives, or any subcontractor or its employees.

The Grantee expressly agrees to indemnify, defend, and hold harmless the State for any claim arising out of or incident to the Grantee's or any subcontractor's performance or failure to perform the Contract. Grantee's obligation to indemnify, defend, and hold harmless the State shall not be eliminated or reduced by any actual or alleged concurrent negligence of State or its agents, agencies, employees and officials.

The Grantee waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the state and its agencies, officers, agents or employees.

2.19. INDEPENDENT CAPACITY OF THE GRANTEE

The parties intend that an independent Grantee relationship will be created by this Contract. The Grantee and its employees or agents performing under this Contract are not employees or agents of the state of Washington or COMMERCE. The Grantee will not hold itself out as or claim to be an officer or employee of COMMERCE or of the state of Washington by reason hereof, nor will the Grantee make any claim of right, privilege or benefit which would accrue to such officer or employee under law. Conduct and control of the work will be solely with the Grantee.

2.20. INDUSTRIAL INSURANCE COVERAGE

The Grantee shall comply with all applicable provisions of Title 51 RCW, Industrial Insurance. If the Grantee fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, COMMERCE may collect from the Grantee the full amount payable to the Industrial Insurance Accident Fund. COMMERCE may deduct the amount owed by the Grantee to the accident fund from the amount payable to the Grantee by COMMERCE under this Contract, and transmit the deducted amount to the Department of Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the Grantee.

2.21. LAWS

The Grantee shall comply with all applicable laws, ordinances, codes, regulations and policies of local, state, and federal governments, as now or hereafter amended.

2.22. LICENSING, ACCREDITATION, AND REGISTRATION

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

2.23. LIMITATION OF AUTHORITY

Only the Authorized Representative or Authorized Representative's designee by writing (designation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Contract.

2.24. LOCAL PUBLIC TRANSPORTATION COLLABORATION

Where applicable, Grantee shall participate in local public transportation forums and implement strategies designed to ensure access to services.

2.25. NONCOMPLIANCE WITH NONDISCRIMINATION LAWS

During the performance of this Contract, the Grantee shall comply with all federal, state, and local nondiscrimination laws, regulations and policies. In the event of the Grantee's non-compliance or refusal to comply with any nondiscrimination law, regulation or policy, this Contract may be rescinded, canceled or terminated in whole or in part, and the Grantee may be declared ineligible for further contracts with COMMERCE. The Grantee shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein.

The funds provided under this contract may not be used to fund religious worship, exercise, or instruction. No person shall be required to participate in any religious worship, exercise, or instruction in order to have access to the facilities funded by this grant.

2.26. PAY EQUITY

The Grantee agrees to ensure that "similarly employed" individuals in its workforce are compensated as equals, consistent with the following:

- a. Employees are "similarly employed" if the individuals work for the same employer, the performance of the job requires comparable skill, effort, and responsibility, and the jobs are performed under similar working conditions. Job titles alone are not determinative of whether employees are similarly employed;
- b. Grantee may allow differentials in compensation for its workers if the differentials are based in good faith and on any of the following:
 - (i) A seniority system; a merit system; a system that measures earnings by quantity or quality of production; a bona fide job-related factor or factors; or a bona fide regional difference in compensation levels.
 - (ii) A bona fide job-related factor or factors may include, but not be limited to, education, training, or experience that is: Consistent with business necessity; not based on or derived from a gender-based differential; and accounts for the entire differential.
 - (iii) A bona fide regional difference in compensation level must be: Consistent with business necessity; not based on or derived from a gender-based differential; and account for the entire differential.

This Contract may be terminated by the Department, if the Department or the Department of Enterprise services determines that the Grantee is not in compliance with this provision.

2.27. POLITICAL ACTIVITIES

Political activity of Grantee employees and officers are limited by the State Campaign Finances and Lobbying provisions of Chapter 42.17A RCW and the Federal Hatch Act, 5 USC 1501 - 1508.

No funds may be used for working for or against ballot measures or for or against the candidacy of any person for public office.

2.28. PREVAILING WAGE LAW

The Grantee certifies that all contractors and subcontractors performing work on the Project shall comply with state Prevailing Wages on Public Works, Chapter 39.12 RCW, as applicable to the Project funded by this Contract, including but not limited to the filing of the "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid" as required by RCW 39.12.040. The Grantee shall maintain records sufficient to evidence compliance with Chapter 39.12 RCW, and shall make such records available for COMMERCE's review upon request.

2.29. PROHIBITION AGAINST PAYMENT OF BONUS OR COMMISSION

The funds provided under this Contract shall not be used in payment of any bonus or commission for the purpose of obtaining approval of the application for such funds or any other approval or concurrence under this Contract provided, however, that reasonable fees or bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

2.30. PUBLICITY

This section is superseded by Program Specific Terms and Conditions #3.

~~The Grantee agrees not to publish or use any advertising or publicity materials in which the state of Washington or COMMERCE's name is mentioned, or language used from which the connection with the state of Washington's or COMMERCE's name may reasonably be inferred or implied, without the prior written consent of COMMERCE.~~

2.31. RECAPTURE

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

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

2.32. RECORDS MAINTENANCE

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

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

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

2.33. REGISTRATION WITH DEPARTMENT OF REVENUE

If required by law, the Grantee shall complete registration with the Washington State Department of Revenue.

2.34. RIGHT OF INSPECTION

At no additional cost all records relating to the Grantee's performance under this Contract shall be subject at all reasonable times to inspection, review, and audit by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, in order to monitor and evaluate performance, compliance, and quality assurance under this Contract. The Grantee shall provide access to its facilities for this purpose.

2.35. SAVINGS

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

2.36. SEVERABILITY

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

2.37. SUBCONTRACTING

This section is superseded by Program Specific Terms and Conditions #4.

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

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

~~Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Grantee is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Grantee shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Grantee to COMMERCE for any breach in the performance of the Grantee's duties.~~

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

2.38. SURVIVAL

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

2.39. TAXES

All payments accrued on account of payroll taxes, unemployment contributions, the Grantee's income or gross receipts, any other taxes, insurance or expenses for the Grantee or its staff shall be the sole responsibility of the Grantee.

2.40. TERMINATION FOR CAUSE

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

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

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

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

2.41. TERMINATION FOR CONVENIENCE

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

2.42. TERMINATION PROCEDURES

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

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

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

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

1. Stop work under the Contract on the date, and to the extent specified, in the notice;
2. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the Contract that is not terminated;

3. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Grantee under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
4. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
5. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the Contract had been completed, would have been required to be furnished to COMMERCE;
6. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
7. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this Contract, which is in the possession of the Grantee and in which COMMERCE has or may acquire an interest.

2.43. TREATMENT OF ASSETS

This section is superseded by Program Specific Terms and Conditions #5.

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

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

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

2.44. WAIVER

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

ATTACHMENT A – SCOPE OF WORK

Purpose:

Clallam County seeks to install and maintain electric vehicle supply equipment (EVSE), providing three dual pedestal mounted charging stations, (six charging units) offering multiple payment options. The EVSE will be located in the Clallam County Courthouse parking lot to incentivize our employees to purchase electric vehicles, provide charging options to residents and visitors and make the purchase of electric county fleet vehicles feasible.

Port Angeles is the government seat of Clallam County and the hub of business and tourism. The electric vehicle charging station will be placed in the centrally located courthouse parking lot, which is within walking distance to most of the downtown attractions and public services. The parking area allows unobstructed access twenty-four hours a day.

Tasks:

- Clallam County will, through a competitive procurement process, purchase and install three level-2 dual-port pedestal charging stations, with credit card readers, cord management systems, software, and any extension to the factory warranties necessary to meet the three-year minimum required by the RFA. Any additional extended warranties will be funded by Clallam County.
- Using an existing transformer, our certified electrical contractor, chosen by competitive procurement process, will:
 - Add a 320-amp meter socket, two 200-amp 120/240 single phase panels and six 2-pole, 40-amp breakers.
 - Trench conduit to the EVSE site.
 - Pour concrete pads to mount the dual port pedestal charging stations.
 - Connect the EVSE to the power supply.
- We will manufacture signage to guide the public to our EVSE location.
- We will restripe parking spaces to clearly indicate the charging stations.

Outreach:

- We will gather county stakeholders to determine accessibility, rates, outreach and identify benchmarks/milestones for sustainability. Due to Covid-19 related restrictions, Clallam County was not able to gather stakeholders to determine accessibility/rates/outreach/sustainability as previously planned in 2020. Thus, until stakeholders can be convened to determine rates, the County has determined to use the low mean average of surrounding charging station rates in place of stakeholder input to determine charging station rates. Since Clallam County has now entered Phase III, the County is planning to gather stakeholders to make a determination of a fair and accessible rate, as well as accessibility factors, outreach, and benchmarks/milestones for sustainability.
- We will educate our employees and the public of the availability of our EVSE through the use of radio interviews, advertisements, Spanish and English language mailer inserts, tourism guides/maps and the multitude of web-based applications designed to assist electric vehicle owners find charging stations.
- The EVSE will be an advantage to our Highly Impacted Communities and Vulnerable Populations who do not have the means to invest in home-based charging equipment. The low maintenance and use costs associated with electric vehicle ownership could provide transportation options that would not exist with traditionally-fueled vehicles.
- A benefit to all of our vulnerable community members is better air quality, reduced noise pollution and enhanced disaster preparedness created by not being solely reliant on gasoline deliveries.
- One of the charging units will service an ADA compliant, van accessible parking space.

Outcomes:

Clallam County has identified benchmarks to achieve with our EVSE project. To stay on track and meeting our expectations, we will conduct reviews of data with an eye toward the following milestones:

- An "up-time" of 95% as a gauge of equipment dependability.
- An average "in-use" of at least 20% of the available charging time.
- An annual increase of 5% of in-use time to be generated through, public education, outreach and electric vehicle additions to our County fleet.

Our goal is a five percent increase in our employees switching to electric vehicles annually after the addition of charging stations.

Clallam County leadership has adopted an emissions reduction target of 80% by 2050. A contributor to this reduction goal is the electrification of our county fleet vehicles.

Major Components		
Quantity	Description	Site(s) Affected
265'	Trench Electrical Conduit	Courthouse
Three (3)	Pour concrete pads	Courthouse
Six (6)	Restripe parking spaces in green	Courthouse
Twelve (12)	Install directional signs	Courthouse
One (1)	Install 320-amp meter socket	Courthouse
Two (2)	Install 200-amp 120/240 single phase panels	Courthouse
Six (6)	Install 2-pole, 40-amp breakers	Courthouse
Three (3)	Install Level-2 dual port charging stations	Courthouse
Three (3)	Install Credit Card Readers	Courthouse
Three (3)	Install Cable retractors	Courthouse
Three (3)	Obtain Software and extended warranties	Courthouse

Description of Miscellaneous Major Cost Items	
<i>Equipment</i>	
Three (3) Level 2 dual port pedestals	
Six (6) 5-year network software license	
Three (3) Credit card readers	
Six (6) cable retractors	
Three (3) Warranty extension to meet three-year minimum (factory warranty)	
Shipping	
Tax n/a	
Subtotal	\$30,595
12 Directional signs	
Tax n/a	
Subtotal	\$1,200
Parking redesignation (striping, imbedding & placard)	
Tax n/a	
Subtotal	\$1,675
320-amp meter socket	
Two (2) 200-amp rain-tight 120/240 single phase panels	
Six 2-pole, 40-amp breakers	
Three 1" x 265' PVC wired conduits	
Tax n/a	
Subtotal	\$3,570
<i>Labor</i>	
County project staff	\$8,039
Contractor Costs	
Electrician (permits, trenching, conduits, installation, testing, warranty, tax)	\$13,804
Promotional Materials	
Public outreach (fliers, advertising, bus signs and tourism map inclusion)	\$2,000
Indirect/Overhead	
Predetermined and negotiated rate of 33.81%	\$20,585
Total	\$81,468

Project Siting

The project address is at 223 East 4th Street in Port Angeles. The EVSE will be located on Clallam County owned land accessible to the public 24/7. The selected location is near an existing unused transformer that was installed with the future intent to add EVSE. Our public utility provider has verified in a letter that they have reviewed our project plans and determined there is no concern that the proposed installation will negatively impact the electrical distribution system. The site is located against a greenbelt and the installation will not impact the traffic flow in the courthouse parking lot.

ATTACHMENT B - BUDGET

Milestone	Milestone and Task Description	Key Deliverable(s)	Activity Period	Percent of CEF Grant	\$ Applicant Match	\$ Amount of CEF Grant
A	Project Development and Confirmation					
	Project Scoping & Review	Overview document	Q3 '21	3.0%		\$2,037
	Permitting Strategy & Risk Assessment	Report document	Q3 '21	3.0%		\$2,037
	Design Basis Memorandum (DBM)	DBM document	Q3 '21	3.0%		\$2,037
	Equipment and Services Procurement Plan	Report document	Q3 '21	3.0%		\$2,037
	Project schedule confirmation	Smart Sheet	Q3 '21	3.0%		\$2,037
	Indirect/Overhead	Report document	Q3 '21	10.0%		\$6,789
			Activity A Subtotal	25.0%	\$3,395	\$16,973
B	Engineering Design					
	Request for Qualifications for Services	Copy of Public Notice	Q3 '21	1.0%		\$679
	Contract Negotiations and Agreement	Copy of County PSA	Q3 '21	1.0%		\$679
	Site Assessment and Verification	Pre-Construction Site Fixtures	Q3 '21	1.0%		\$679
	Specifications and Construction Documents	Copy of Bid Package	Q3 '21	1.0%		\$679
	Salaries & Benefits	Timesheet Report	Q3 '21	6.0%		\$4,073
			Activity B Subtotal	10.0%	\$1,358	\$6,789
C	Contracting & Procurement					
	Invitation to Bid	Copy of Signed Notice	Q4 '21	0.5%		\$339
	Pre-Bid/Bid Opening	Copy of Bid Opening	Q4 '21	0.5%		\$339
	Contract Negotiation/Contract Award	Copy of Final Contract	Q4 '21	0.5%		\$339
	Bonds/Insurance/Permit	Copy of Required Forms	Q4 '21	1.0%		\$679
	Construction Schedule	Copy of Approved Schedule	Q4 '21	0.5%		\$339
	Contractors	Copy of Schedule of Values	Q4 '21	0.5%		\$339
			Activity C Subtotal	3.5%	\$475	\$2,376
D	Equipment Delivery, Installation & Construction					
	Site Mobilization	Copy of Site Log	Q4 '21	2.0%		\$1,358
	Temporary Utilities and Controls	Copy of Site Log	Q4 '21	2.0%		\$1,358
	Traffic Regulation	Copy of Approved Parking Log	Q4 '21	1.5%		\$1,018
	Demolition/Construction	Copy of Site Log	Q4 '21	26.0%		\$17,651
	Contractor/Pay Requests	Copy of Pay Requests	Q4 '21	1.0%		\$679
	On-Site Observation	Copy of Site Log	Q4 '21	5.0%		\$3,395
	Equipment	Copy of Equipment Cut Sheets	Q4 '21	9.0%		\$6,110
			Activity D Subtotal	46.5%	\$6,314	\$31,569
E	Systems Integration & Commissioning					
	Final Testing and Project Approval	Copy of Testing	Q4 '21	4.0%		\$2,716
	Final Closeout	Copy of Final Closeout Docs	Q4 '21	8.0%		\$5,431
	Public Education, Outreach and Promotional Materials	Copy of Presentation Materials	Q4 '21	1.0%		\$679
			Activity E Subtotal	13.0%	\$1,765	\$8,826
F	Analytics & Monitoring					
	Maintenance and Utilization Planning	Copy of Reports	Q2 '22	1.0%		\$679
	Benchmark Monitoring and Reporting	Copy of Reports	Q3 '22	1.0%		\$679
			Activity F Subtotal	2.0%	\$272	\$1,358
			Budget Total	100.0%	\$13,578	\$67,890

DEFINITIONS

Milestone	Project Activity and Task	Key Deliverable(s)	Deliverable Description
A	Project Development and Confirmation		
	Project Scoping & Review	Overview document	Executive summary and full document to be provided with approval signatures
	Permitting Strategy & Risk Assessment	Report document	Executive summary and cover sheet with approval signature (full doc. provided upon request)
	Design Basis Memorandum (DBM)	DBM document	Executive summary to be provided with signatures documenting that design basis memo was prepared and reviewed with stakeholders and is now complete. Provide copy of completed and approved design basis memo.
	Equipment and Services Procurement Plan	Report document	Executive summary and cover sheet with signature (full document provided upon request)
	Project schedule confirmation	Smart Sheet	Smart Sheet in PDF file format saved as baseline for future reference
	Indirect/Overhead	Report document	Copy of Negotiated Contract detailing the Indirect and Overhead Costs
B	Engineering Design		
	Request for Qualifications for Services	Copy of Public Notice	Advertisement for Professional Design Services
	Contract Negotiations and Agreement	Copy of County PSA	Contract with the selected Engineer
	Site Assessment and Verification	Pre-Construction Site Fixtures	On-Site documentation of existing conditions
	Specifications and Construction Documents	Copy of Bid Package	Final Contract Documents and Specifications to begin Bid process
	Salaries & Benefits	Timesheet Report	Provide Copies of Actual Timesheets from Staff and summary of hours spent on activities to complete this milestone
C	Contracting & Procurement		
	Invitation to Bid	Copy of Signed Notice	Public Notification of Call for Bids, in alignment with application technical specifications and warranty plans
	Pre-Bid/Bid Opening	Copy of Bid Opening	Contractor Pre-Bid and Public opening of Contractor Bids
	Contract Negotiation/Contract Award	Copy of Final Contract	Contract negotiation and approval with Low Bidder
	Bonds/Insurance/Permit	Copy of Required Forms	Receive all required Bonds, Insurance and Schedule of Values
	Construction Schedule	Copy of Approved Schedule	Approval of Contractor proposed Construction Schedule
	Contractors	Copy of Schedule of Values	Compare and Verify Material Use and Work Completed to Date
D	Equipment Delivery, Installation & Construction		
	Site Mobilization	Copy of Site Log	Setup of site job shack, equipment, and miscellaneous fixtures and approval letter to Contractor for site storage
	Temporary Utilities and Controls	Copy of Site Log	Establish site power needs and all required Permitting before beginning work
	Traffic Regulation	Copy of Approved Parking Log	Approval of Contractors proposed Construction parking plan and access/egress requirements
	Demolition/Construction	Copy of Site Log	Project Construction begins after utility locates and site signage/barricades in place
	Contractor/Pay Requests	Copy of Pay Requests	Monthly Contractor Pay Requests submission and approval
	On-Site Observation	Copy of Site Log	On-Site Construction Observation and reporting
E	Equipment	Copy of Equipment Cut Sheets	Copy of Contractor Equipment Use Breakdown
	Systems Integration & Commissioning		
	Final Testing and Project Approval	Copy of Testing	Certified Testing Confirmation and Documentation

Final Closeout	Copy of Final Closeout Docs.	Receive Final Maintenance & Operation (M&O) Manual, Final Permit Approval, Substantial Completion Form, Final Pay Request, and Miscellaneous Closeout Documentation
Public Education, Outreach and Promotional Materials	Copy of Presentation Materials	Notification of Public Outreach Dates, provide copy of presentation materials
F Analytics & Monitoring		
Maintenance and Utilization Planning	Copy of Reports	Copy of completed maintenance and utilization plans with funding sources identified.
Benchmark Monitoring and Reporting	Copy of Reports	Deliver first set of data reporting with six months of data specified in Attachment C to this contract, Assess and Compare to outcomes mentioned in scope of work

ATTACHMENT C – REPORTING

The Contractor must provide quarterly written reports and host regular (monthly or quarterly) meetings with Commerce for project update purposes. Regular meetings should cover current status of the project and any barriers that may affect the project schedule.

The Contractor shall issue a quarterly report to Commerce, no later than 15 days after the end of each quarter, describing the project activity that occurred during the quarter. The report form will be provided by Commerce. The intent is to collect a description of the project activity that occurred during the period, including but not limited to:

1. A narrative summarizing project activities, risks and issues mitigated, and lessons learned;
2. The project milestones met to date and anticipated in the subsequent quarter (such as through a project Gantt Chart schedule provided quarterly in Microsoft Project format showing actual progress to date along with the baseline schedule developed at project kickoff etc.);
3. Quarterly updated budget projections for project expenditures;
4. Any additional metrics required from the capital budget proviso, legislature, governor's office, or Commerce;

Once construction is complete and the project is online, all EVSE data affiliated with EVSE status and its use will be available to Commerce upon request. Commerce reserves the right to specify the form and manner in which the data is provided. At a minimum, this must include:

1. Address where each EVSE is located;
2. Zip code of each EVSE;
3. Port type of each EVSE;
4. The number of unique charging events by month;
5. The average duration of each charging event by month;
6. The kilowatt hours delivered by each EVSE at each project site by month; and
7. Downtime at each EVSE at each project site by month where monitored.

Upon Milestone A completion, the Contractor will submit an initial fact sheet. The Contractor will update and finalize this fact sheet prior to the submission of the final invoice. Commerce may request the fact sheet be updated between initial and final fact sheet as conditions warrant.

ATTACHMENT D – BUDGET PROVISIO LANGUAGE

2018 Enacted Supplemental Capital Budget

Section 1013 of Substitute Senate Bill 6090

Electrification of Transportation Systems Grants (30000881)

The appropriations in this section are subject to the following conditions and limitations:

(6) \$7,900,000 of the state building construction account and \$3,100,000 of the energy efficiency account are provided solely for grants to demonstrate new approaches to electrification of transportation systems.

(a) Projects must be implemented by local governments, or by public and private electrical utilities that serve retail customers in the state. Eligible parties may partner with other public and private sector research organizations and businesses in applying for funding. The department of commerce must coordinate with other electrification programs, including projects the department of transportation is developing and projects funded by the Volkswagen consent decree, to determine the most effective distribution of the systems.

(b) Priorities must be given to eligible technologies that reduce the top two hundred hours of demand and the demand side.

(d) Eligible technologies for these projects include, but are not limited to:

- (i) Electric vehicle and transportation system charging and open source control infrastructure, including inductive charging systems;
- (ii) Electric vehicle sharing in low-income, multi-unit housing communities in urban areas;
- (iii) Grid-related vehicle electrification, connecting vehicle fleets to grid operations, including school and transit buses;
- (iv) Electric vehicle fleet management tools with open source software;
- (v) Maritime electrification, such as electric ferries, water taxis, and shore power infrastructure.

ATTACHMENT E – SITE LIST

List of Sites (Attachment to the Contract)

Site #	Site Name	Site Address	City	Zip
1	Clallam County Courthouse East Parking Lot	223 East 4th Street	Port Angeles	98362-2493



AGENDA ITEM SUMMARY

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

39
11/23/21

Department: Health & Human Services

WORK SESSION ☒ **Meeting Date:** November 15, 2021

REGULAR AGENDA ☒ **Meeting Date:** November 23, 2021

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

Item summary:

- | | | |
|---|--|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other 2022 DD RFP Funding Proposals |

Documents exempt from public disclosure attached: ☐

Executive summary:

The attached report was submitted to the Developmental Disabilities Advisory Committee (DDAC) on November 4, 2021 after the RFP Review Committee recommended the attached allocations. The full DDAC has reviewed these recommendations and has requested these recommendations be forwarded to the BOCC for their approval.

If these recommendations are approved by the BOCC, Clallam County Health and Human Services Developmental Disabilities will develop statements of work and contracts for final BOCC approval. 2022 Developmental Disabilities RFP recommendations are in the amount of \$195,445.09.

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

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Please approve per the DDAC recommendations.

County Official signature & print name:  KEVIN LoPiccolo

Name of Employee/Stakeholder attending meeting: Kevin LoPiccolo, Kelley Lawrence, Laura Johns and Carina Robinson

Relevant Departments: Health & Human Services

Date submitted: November 8, 2021

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

Agenda Item Summary 11-8-21
Revised: 3-04-2019

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

2022 Developmental Disabilities RFP Summaries and Recommendations

Proposals: \$200,000 was available for Services and Programs supporting individuals with intellectual and developmental disabilities with designated millage funds. Priorities for this RFP were identified from surveys conducted from stakeholders in the Fall of 2020 by our Clallam County Developmental Disability Program which assessed the current knowledge of services and supports in Clallam County as well as the level of inclusion and quality of life individuals who experience intellectual and developmental disabilities encounter in our community. The information from this survey was provided to the local Developmental Disabilities Advisory Committee (DDAC) and prioritized; and, the following areas of service were recommended for funding by the DDAC:

- **Parent Support Services**
- **Early Intervention Services**
- **Training and Education for Individuals with Intellectual and Developmental Disabilities and/or their families and/or informal supports**

Clallam County Health and Human Services · Developmental Disabilities received “7” proposals (Listed below):

Organization Name	Proposal Title	Description	Requested Funds
Clallam Mosaic	Art Classes	Art classes which allow space for free and creative expression, develop practical skills, teach control and engender self-confidence for individuals with intellectual and developmental disabilities.	\$44,790.00
Clallam Mosaic	Clallam Parent to Parent (P2P) Program	A service where individuals with intellectual and developmental disabilities, their families and caregivers can access one source of information, advocacy and support. P2P would facilitate identification of needed services when required and assist in navigating systems to access essential services regarding community, individual supports, family, advocacy, health and planning.	\$40,946.00
Clallam Mosaic	Health & Fitness Classes	Health and fitness classes for individuals with intellectual and developmental disabilities.	\$25,040.00
First Step Family Support Center	Supported Parenting Program	Supported Parenting Services for families where at least one parent experiences an intellectual and developmental disability. The program will assist a parent(s) in providing a safe living environment for the child to thrive. The goal is for parents to have the chance to be fully included in their children’s lives and receive to the assistance they need to help them be successful in their role as their child’s parent.	\$44,273.57
Morningside	Digital Literacy	An inclusive community-based learning center in partnership with the Sequim PC Users Group which will provide the skills to remove barriers for individuals who experience intellectual and developmental disabilities to access digital technology, provide marketable skills, and build bridges of interpersonal relationships for the people of Clallam County.	\$15,037.52

Morningside	Eye on Empowerment Course	A training and educational program to reach adults and youth who experience intellectual and developmental disabilities in an integrated setting to acquire knowledge and skills that will enrich the lives they live and improve their employment opportunities. The intended result for each attendee is to understand the services available in order to become more capable and self-directed in pursuing their adult lives, to confidently seek employment, to interact in their community, and to live fulfilling lives.	\$35,895.00
PAVE	Family Navigation and Resources	To increase knowledge of, and access to, State and County based support services, community supports (both established and upcoming), medical and therapeutic resources through family support navigators. This proposal includes building an accessible information/services database for both families and service providers.	\$59,293.00

The following individuals were members of the “2022 RFP Development Disabilities Review Committee”. Each member had no financial interests in any entity eligible to submit a proposal.

RFP Review Committee

Jessica Garcia: Developmental Disabilities Advisory Committee Member (DDAC)

Laura Johns: Developmental Disabilities Advisory Committee Member (DDAC)

Kelly Oneal: Kitsap County Developmental Disabilities County Coordinator

Carina Robinson: Washington State Department of Social and Health Services (DSHS) Developmental Disabilities Administration (DDA) Administrator, Region 3, Clallam and Jefferson Counties

County Staff (Attending in a Non-Voting Capacity)

Kevin LoPiccolo: Clallam County Health & Human Services Director

Kelley Lawrence: Clallam County Coordinator for Developmental Disabilities

Jennifer Charles: Clallam County Administrative Specialist for Developmental Disabilities

Clallam County Health & Human Services · Developmental Disabilities provided each member of the “RFP Review Committee” a binder of information (approximately 2-weeks prior to the Virtual Interviews) which included: a copy of the RFP, evaluation and scoring forms and a copy of each proposal along with organization audits or financial records. The RFP process followed was similar to previously executed RFP processes performed in Clallam County Health & Human Services.

On November 3, 2021 the RFP Review Committee virtually assembled where the “4” agencies that who submitted proposals provided a short presentation of their proposal and then answered questions posed by the RFP Review Committee members. The information provided by the Proposers helped clarify elements of the proposals which ultimately helped in determining the final recommendations of the RFP Review Committee (i.e. recommended for funding/not recommended for funding).

The RFP Review Committee recommendations are given below:

Organization Name	Proposal Title	Total Score (max 90)	Requested Funds	Recommendation	Comments
Clallam Mosaic	Art Classes	41	\$44,790.00	Not Funded	• Does not meet criteria regarding inclusivity • People who work could not attend • Basing time on para-transit • Proposal was more about the work product than the individual • Little information on staff qualifications • Goals person focused not program focused
Clallam Mosaic	Clallam Parent to Parent (P2P) Program	60.5	\$40,946.00	Funded	• Positively supporting caregivers • Want to see data and outcomes • Outreach was not strong • Little information on staff qualifications
Clallam Mosaic	Health & Fitness Classes	47.75	\$25,040.00	Not funded	• Does not meet criteria regarding inclusivity • Needs a better time • Little information on staff qualifications • Outreach was limited
First Step Family Support Center	Supported Parenting Program	71.75	\$44,273.57	Funded	• Inclusive • Assisting and supporting families • A specific target population • Enhanced outreach (included West End) • Kept program going during pandemic • Enhance data collections
Morningside	Digital Literacy	69	\$15,037.52	Funded	• Difference in budget request and presentation • Very strong and significant community need • Creative approach in addressing a service gap • Good data collection plan • Inclusive program • Want to use this program as a seed to grow more such services

Morningside	Eye on Empowerment Course	84.75	\$35,895.00	Funded	• Fulfills a critical need for targeted population • Inclusive program • Strong outreach process • Evaluation process is strong
PAVE	Family Navigation and Resources	68.75	\$59,293.00	Funded	• How does it specifically benefit Clallam County? • More measurable data collection • Included West End and Tribal outreach • Strong staff training • Good focus on continuous program improvement

The total amount of all proposals recommended for funding is \$195,445.09.

This report was submitted, reviewed and approved by the Developmental Disabilities Advisory Committee (DDAC) on November 4, 2021. The DDAC, additionally, made a recommendation the report be forwarded to the Board of County Commissioners for funding approval.

If these recommendations are approved by the Board of County Commissioners the Clallam County Health & Human Services Department Developmental Disabilities will develop statements of work and contracts for final approval from the Board of County Commissioners.



AGENDA ITEM SUMMARY

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

49
11/23/21

Department: BOCC

WORK SESSION ☒ Meeting Date: 11/22/21

REGULAR AGENDA ☒ Meeting Date: 11/23/21

Item summary:

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

Executive summary:

Board of Clallam County Commissioners will consider adopting by Resolution the attached budget reduction on December 7, 2021

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

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

Sheriff – Jail – Reduction of revenue due to booking restrictions in the jail during the COVID pandemic/(\$400,000)

Public Works – Roads - Salaries and benefits for engineering staff (1 of 3)/(\$51,948)

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

Approve the attached notice – Budget reductions.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

Date submitted: November 15, 2021

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

Budget Reductions 11-23-21.docx
Revised: 3-04-2019



NOTICE OF BUDGET REDUCTION

Notice is hereby given Clallam County will adopt by Resolution of the Board the budget reduction shown below on November 30, 2021 at 10 a.m. in the Commissioners' Meeting Room (160), Clallam County Courthouse.

Sheriff – Jail – Reduction of revenue due to booking restrictions in the jail during the COVID pandemic/(\$400,000)

Public Works – Roads- Salaries and benefits for engineering staff (1 of 3)/(\$51,948)

A copy of the budget change form may be reviewed at the office of the Board of County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: November 23, 2021

Mark Ozias, Chair

Publish: November 28 and December 5, 2021

Bill: Commissioners' Office

c: Budget Director
Department(s)
Treasurer

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

NOV 15 2021



Date Submitted: 11.10.21

Budget Hearing/Meeting Date: 12.07.21 ✓

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

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

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

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

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

Budget Number xxxxx.xxx.	10101.611 ✓	Budget Name	Public Works – Roads ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	54420.10.0010 ✓	Salaries Regular Time	\$40,756 ✓
10101.611 ✓	PW – Roads ✓	54420.20.0020 ✓	Benefits	\$11,192 ✓
Total				\$51,948 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	50800.00.0000 ✓	Ending Fund Balance	\$51,948
Total				\$51,948 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

(1 of 3) Salaries and benefits for Engineering staff that were originally budgeted in the Road fund were spent in the Flood and Clallam Bay Sewer funds for ongoing projects that were unexpected.

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

[Handwritten signature]

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AGENDA ITEM SUMMARY

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

4b
11/23/21

Department: BOCC

WORK SESSION ☒ Meeting Date: 11/22/21

REGULAR AGENDA ☒ Meeting Date: 11/23/21

Item summary:

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

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on December 7, 2021
Supplemental appropriations – increased expenditures due to unanticipated federal, state, and local funds.

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

NonDept – Emergency Communication Tax – Additional emergency communication tax funding that was not expected when preparing the 2021 budget/\$315,000

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

Date submitted: November 15, 2021

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



NOTICE OF SUPPLEMENTAL APPROPRIATIONS BUDGET MEETING

Notice is hereby given Clallam County will adopt by Resolution of the Board, the supplemental budget appropriations in the following funds pursuant to RCW 36.40.100, at 10 a.m. on December 7, 2021 in the Commissioners' Meeting Room (160) of the Clallam County Courthouse.

NonDept – Emergency Communication Tax – Additional emergency communication tax funding that was not expected when preparing the 2021 budget/\$315,000

Copies of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: 23 November 2021

Mark Ozias, Chair

Publish: November 28 and December 5

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 11/15/2021 ✓

Budget Hearing/Meeting Date: 12/07/2021 ✓

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

Budget Number xxxxx.xxx.	19991.291 ✓	Budget Name	NonDept – Emergency Communication Tax ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19991.291 ✓	NonDept – Emergency Communication Tax ✓	31316.00.0010 ✓	Emergency Communication Tax	315,000
Total				315,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19991.291 ✓	NonDept – Emergency Communication Tax ✓	52870.41.0560 ✓	Payment to PenCom City of PA	315,000
Total				315,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional Emergency Communication Tax funding that was not expected when preparing the 2021 Budget.

County Official Approval: _____

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

[Handwritten signature]



AGENDA ITEM SUMMARY

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

4C
11/23/21

Department: BOCC

WORK SESSION ☒ Meeting Date: 11/22/21

REGULAR AGENDA ☒ Meeting Date: 11/23/21

Item summary:

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

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on December 7, 2021

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

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

Public Work – Flood Control – Unexpected salaries and benefits from Engineering staff (2 of 3)/\$9,874

Public Works – Clallam Bay/Seki Sewer – Unexpected salaries and benefits from Engineering staff (3 of 3)/\$42,074

Parks & Facilities – To pay additional expenses related to COVID 19 virus event in Clallam County/\$33,250

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

Date submitted: November 15, 2021

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



BUDGET RESOLUTION _____, 2021

CALL FOR HEARING FOR DEBATABLE EMERGENCIES IN THE FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, the following facts constitute a public emergency that could not reasonably have been foreseen at the time of making the budget:

Public Work – Flood Control – Unexpected salaries and benefits from Engineering staff (2 of 3)/\$9,874

Public Works – Clallam Bay/Seki Sewer – Unexpected salaries and benefits from Engineering staff (3 of 3)/\$42,074

Parks & Facilities – To pay additional expenses related to COVID 19 virus event in Clallam County/\$33,250

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

1. A public hearing on the debatable emergencies listed above will be held December 7, 2021 at 10:30 a.m. in Room 160 of the Clallam County Courthouse.
2. A copy of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

PASSED AND ADOPTED this 23rd day of November 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach

ATTEST:

Loni Gores, CMC, Clerk of the Board

Publish: November 28, 2021

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

NOV 15 2021

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 11.10.21

Budget Hearing/Meeting Date: 12.07.21 ✓

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

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

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

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

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

Budget Number xxxxx.xxx.	10135.611 ✓	Budget Name	Public Works – Flood Control
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10135.611 ✓	PW – Flood Control	50800.00.0000 ✓	Ending Fund Balance	\$9,874
Total				\$9,874 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10135.611 ✓	PW – Flood Control	55310.10.0010	Salaries Regular Time	\$7,747
10135.611 ✓	PW – Flood	55310.20.0020	Benefits	\$2,127
Total				\$9,874 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

(2 of 3) Unexpected salaries and benefits from Engineering staff. Originally budgeted in the Roads fund, which has been reduced.

County Official Approval: _____

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

NOV 15 2021



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 11.10.21

Budget Hearing/Meeting Date: 12.07.21 ✓

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

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

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

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

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

Budget Number xxxxx.xxx.	41401.611 ✓	Budget Name	Public Works – Clallam Bay/Seki Sewer ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
41401.611 ✓	PW – Clallam Bay/Seki Sewer ✓	50800.00.0000 ✓	Ending Fund Balance	\$42,074
Total				\$42,074 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
41401.611 ✓	PW – Clallam Bay/Seki Sewer ✓	53580.10.0010	~~Salaries~~ Regular Time	\$33,009
41401.611 ✓	PW – Clallam Bay/Seki Sewer ✓	53580.20.0020	Benefits	\$9,065
Total				\$42,074 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

(3 of 3) Unexpected salaries and benefits from Engineering staff. Originally budgeted in the Roads fund, which has been reduced.

County Official Approval: _____

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

Joe Domini

[Signature]

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CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

NOV 15 2021



Date Submitted: November 12, 2021 Budget Hearing/Meeting Date: December 7, 2021 ✓

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

Budget Number xxxxx.xxx.	00100.911.	Budget Name	Parks & Facilities
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293	General Fund Reserves	50800.00.0000	Ending Fund Balance	\$ 33,250
Total				\$ 33,250 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.911.	Parks & Facilities	57680.31.0035 ✓	Cleaning and Sanitation Supplies	\$ 3,650
00100.911.	Parks & Facilities	57680.31.0045 ✓	Building Supplies and Materials	\$ 3,000
00100.911.	Parks & Facilities	57680.41.1030 ✓	Personnel Services	\$ 26,600
Total				\$ 33,250 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To pay for additional expenses related to the Covid 19 virus event in Clallam County to be paid from the Parks and Facilities budget in 2021. This is in anticipation of goods and services expenditures to be incurred in November and December 2021, and are expected to be reimbursed through FEMA reimbursements.

County Official Approval: _____

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

[Signature] 11/12/2021

[Signature]

177



AGENDA ITEM SUMMARY

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

H1
11/23/21

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 11-23-21

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

To continue the effort to keep the Clallam County Code up to date, the code section relating to 5.100 Consolidated Fee Schedule – Administrative Services 111-A needs updated.
Hold a public hearing and request to approve Ordinance.

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

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

To continue the effort to keep the Clallam County Code up to date, the code section relating to 5.100 Consolidated Fee Schedule – Administrative Services 111-A needs updated.
Hold a public hearing and request to approve Ordinance.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: Board of Commissioners

Date submitted: October 20, 20201

* Work Session Meeting - Submit 1 single sided/not stapled copy Fee Schedule 111-A Administrative Services 11-23-21.docx
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019

Ordinance ____

Amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule –
Administrative Services - Fee Schedule 111-A

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 1. Section 5.100.111, Fees for Administrative Services 111-A is amended to read as follow:

See attached Administrative Services Fee Schedule 111-A.

ADOPTED this _____ day of _____ 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores
CMC, Clerk of the Board

Bill Peach

ADMINISTRATIVE SERVICES FEE SCHEDULE 111-A
EFFECTIVE ~~2009~~ 2021

SERVICE	FEE	REFERENCE
~~Notary~~ ²	~~\$5~~	
Certification of copy	See Auditor's fees	
Returned check (NSF)	~~\$25~~ \$40 or the face value of the check, whichever is less	<u>RCW 62A.3-515</u>

² ~~Subject to County Policy. Also see Fee Schedule 110-A~~

DRAFT



AGENDA ITEM SUMMARY

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

Ha
11/23/21

Department: BOCC/PAO

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 11-23-21

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

The Policy Working Group met to review and recommend changes to Policy 503 – Travel and Travel Reimbursement. The Policy was posted to the internet to allow staff and the public time to comment. There was a hearing held for public comment on Tuesday, November 23, 2021 at 10:30 a.m..

Requesting the BOCC to approve the proposed changes to Policy 503 – Travel and Travel Reimbursement.

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

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Requesting the BOCC to approve the proposed changes to Policy 503 – Travel and Travel Reimbursement.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Prosecuting Attorney's Office, Human Resources

Relevant Departments: Board of Commissioners, Prosecuting Attorney's Office, Human Resources

Date submitted: 10-19-21

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



RESOLUTION _____, 2021

ADOPTING AMENDMENTS TO
POLICY 503 – TRAVEL AND TRAVEL REIMBURSEMENT

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Formal policies and procedures were developed and implemented in 2004 to ensure accountability in government and consistency of process.
2. Periodic updates are required as government rules and regulations change as well as current practices.
3. The proposed amendments to the policy were posted on the Internet to allow staff and the public time to review and comment. Prosecuting Attorney's Office reviewed the policy amendments.
4. A public hearing was held November 16, 2021 to solicit testimony.

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

1. The amendments to Policy 503 – Travel and Travel Reimbursement are adopted for inclusion in the Clallam County Administrative Policy Manual.

PASSED AND ADOPTED this 23rd day of November, 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Bill Peach

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TRAVEL AND TRAVEL REIMBURSEMENT

.1 GENERAL PROVISIONS

1.1 Definitions: As used in this policy, the term "nominal cost" means one-fourth of the daily per diem rate for breakfast or lunch, one-half the daily per diem rate for dinner, and one-sixteenth the daily per diem rate for refreshments.

1.12 Prudent Judgment

County Officials (as used in this policy meaning elected officials and appointed department heads) and employees are expected to exercise prudent judgment when incurring travel expenses on official County business. The failure of employees to follow this policy, or incur excessive expenses, may be cause for disciplinary action. Non-business related expenses and/or expenses not made in accordance with this policy will not be approved or reimbursed.

Employees are expected to utilize local training opportunities, where travel is not necessary, as much as possible. The use of local training and other alternatives to travel such as teleconferencing, on-line training, satellite training, and/or train-the-trainer models is encouraged. The number of employees attending a particular meeting should be the minimum necessary, consistent with the benefit to be derived therefrom.

1.23 Travel Restrictions

The Board of Clallam County Commissioners may place additional requirements or restrictions on out-of-County travel in conjunction with adoption of Clallam County's budget. A copy of any such board restrictions shall be considered an addendum to this policy and distributed to County departments.

1.34 Volunteers and Board Members

Officially recognized volunteers, board members, and others authorized to be reimbursed for travel expenses shall be reimbursed consistent with this policy. Reference in this policy to employee(s) shall include county officials, recognized volunteers, and/or board members.

1.45 Out-of-State/Alternative Travel

Employees should consider method and times of travel in order to minimize costs to the County. As an example, if air travel over a Saturday is less expensive it may justify extension of travel dates when cost of airfare is weighed against the additional costs of hotel and per diem. If traveling to a remote city where airfare is costly, the cost of

travel to a nearby hub and car rental should be considered when determining travel arrangements. When an employee extends travel or travels to an alternative location in order to save money, a statement of monetary and benefit savings is to be submitted with the reimbursement request. Employees who extend travel or travel to alternate destinations that result in increased expenses shall be required to pay for any such difference in costs.

1.56 Determination of Policy Application and Payment of Claims

The County Administrator is authorized to make determinations regarding the interpretation of this policy. The Auditor is authorized to make determinations on approval or rejection of claims under this policy. Individuals who travel are responsible to actively assist and cooperate with the County in the investigation and settlement of travel claims. Such determinations shall be final unless appealed, in writing, to the Board of Commissioners within 10 working days of the Auditor's notice to the employee.

.2 REIMBURSEMENT FOR TRAVEL EXPENSES

2.1 Travel Claim Form

Acceptable Travel Claim Forms are located (1) on the Intranet under County Forms and (2) on the K drive, in Excel, under Auditor.

2.2 Timely Submission of Expense for Reimbursement

Requests for reimbursement, under this policy, must be submitted to the Auditor within 60 days of completion of travel or incurrence of expense. Claims presented after 60 days are subject to rejection at the sole discretion of the Auditor.

2.3 Registration

Registration fees required in connection with attendance at conventions, conferences, and official meetings are reimbursable. Reimbursable registration fees may include meals, special dinners, and banquets but may not include recreational activities such as golf tournaments and pistol competitions, etc. Registration should be paid prior to travel through the normal voucher system.

2.4 Meals for Travel Outside Clallam County Overnight

Reimbursement for meals when an employee is traveling outside Clallam County for more than one day will be up to the maximum daily per diem rate. The maximum allowable amount for meals shall be the current rates established in the U.S. General

Services Travel Regulations. Additional partial days shall be calculated in 4-hour increments with reimbursement of one-fourth the daily rate for each full 4 hours of absence from the County, up to the maximum daily per diem rate. Maximum daily rates for per diem and hotel are available at <http://www.gsa.gov> or on the County's intranet site under "County Forms" in the Travel Claim Form. A list of hotels in various communities that accept the per diem rate is also located on the web site. There is no additional allowance for tips when employees travel under this section.

Meals included in a convention seminar, lodging payment, or other registration fee shall be deducted from the per diem rate at one-fourth the daily rate for breakfast or lunch and one-half the daily rate for dinner. A continental breakfast will be considered a meal provided if you choose it over purchasing a full breakfast elsewhere. The County defines a continental breakfast as coffee, tea, juice, assorted pastries, and similar baked goods.

Employees may submit travel claims for less than the allowable per diem rate at their discretion and without receipts.

2.5 Meals for Travel Outside Clallam County One Day

Reimbursement for meals when an employee is traveling outside Clallam County for one day or less shall be paid by receipt to a maximum of one-fourth the daily per diem rate for lunch and one-half the daily rate for dinner, including allowable tip (as used in this policy "allowable tip" means up to 15 percent of the allowable meal cost, excluding tax). Allowable meals for one-day travel are restricted to lunch if the employee is out of the County, for four or more hours, during the noon hour and provides a detailed meal receipt, and dinner if the employee is out of the County after 6 p.m., provides a detailed meal receipt, and is gone for four or more hours. The total of meal, tax, and tip may not exceed allowable fractional per diem. Over expenditures may not be applied to other meal allowances.

Individual meals may exceed the maximum fractional per diem amount with the approval of the county official when an employee is required to attend a business-related function where the meal cost is set at a rate higher than the maximum. Reimbursement for such meals shall be by receipt. A tip of no more than 15 percent of the meal, excluding tax, may be included.

Tobacco and alcoholic beverages are not reimbursable. Reimbursement will be made from only one vendor per meal. Food must be purchased outside Clallam County.

2.6 Meals and Refreshments within Clallam County

~~(As used in this policy, the term "nominal cost" means one fourth of the daily per diem rate for breakfast or lunch, one half the daily per diem rate for dinner, and one sixteenth the daily per diem rate for refreshments.)~~

Staff meetings or staff trainings of County departments or personnel over the meal period do not qualify for County paid or reimbursed snacks, refreshments, or meals.

Meals and refreshments for Clallam County employees while within Clallam County shall be purchased with County funds or reimbursed only in the following cases. Except as noted below, receipts are required for reimbursement. Reimbursement may include allowable tip.

- a. Required training at a conference or seminar attended by an employee includes meals and refreshments as part of the cost.
- b. Business-related meetings with outside agencies, groups, organizations, service clubs, etc. where the employee is speaking or has been designated as the representative of the County/department.
- c. Business meetings with persons, not employed by the County, providing services to the County when those meetings are conducted during a meal period and/or are part of an extended meeting of business with the party which requires attendance of County personnel.
- d. Meals and refreshments during travel between the West End of Clallam County and the Port Angeles/Sequim area. Meals for employees traveling out of their area of residence to the other end of the County, and where no other circumstances above apply, shall normally not be paid. Meals may be reimbursed at the discretion of the county official, only when such travel was unexpected prior to the start of the employee's shift, was for four hours or more, and was over either the lunch hour or dinner hour (6 p.m. to 7 p.m.), and the employee provides a receipt. In such cases, lunch (one-fourth the daily rate) and/or dinner (one-half the daily rate) may be reimbursed by receipt up to the fractional per diem rate. Total reimbursement for meal, tax, and tip is limited to the allowable fractional per diem. Per diem for meals may also be provided for the above travel when the employee is required to stay overnight in the area of the County outside his/her residence due to extended hours of work before or after the employee's normal shift.
- e. During initial crime scene investigations or major crimes, or other emergency situations when employees are working extended hours, and stopping for a meal period could worsen the emergency or increase cost to the County, departments may provide an on-scene meal of nominal cost. A detailed receipt must be provided. A Claim for Reimbursement form must be included when submitted to the Auditor for payment.

2.7 Meals and Refreshments for Volunteers

County offices and departments may provide meals and refreshments of nominal cost to officially recognized volunteers pursuant to the provisions of this policy.

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2.8 Meals and Refreshments for General Public

County offices and departments may provide meals and refreshments of nominal cost for customers and general public pursuant to the provisions of this policy.

2.9 Meals and Refreshments for Trainers, Consultants, and Other Persons Providing Services to the County

County officials may authorize meals and refreshments of nominal cost for trainers, consultants, and other persons providing services to the County except when contractual per diem is paid by the County to the person providing service pursuant to the provisions of this policy.

.3 LODGING

3.1 Reimbursement for Lodging Expenses

Reimbursement for lodging expenses shall be on the basis of actual expenses incurred but not to exceed a maximum of the current lodging rates as established in the U.S. General Administration Travel Guidelines, not including tax.

3.2 Exception to the Lodging Rate

An exception to the lodging rate may be authorized by a County Official under one or more of the situations listed below. Written approval for the exception and the reason for exception, signed by the County Official or his/her designee prior to travel is to be part of the payment document.

- a. Lodging accommodations at the destination are not available at or below the standard lodging amount and the savings achieved from occupying less expensive lodging at a more distant site are consumed by an increase in transportation and other costs.
- b. Costs in the area have temporarily escalated due to special events or disasters.
- c. The traveler attends a meeting, conference, convention, or training session where they are expected to have business interaction with other participants in addition to the scheduled events, and it is anticipated that maximum benefits will be achieved by authorizing them to stay at the lodging facility where the event is held.

- d. Meeting room facilities are necessary and it is more economical for the traveler to acquire special lodging accommodations rather than to acquire a meeting room and a separate room for lodging.
- e. The health and safety of the traveler is at risk, or in order to comply with provisions of the Americans with Disabilities Act.

If lodging is in a private residence, one-half of the maximum standard lodging rates may be paid; or via RV, a receipt is required for reimbursement to a maximum of three-fourths of the maximum standard lodging rate per night.

.4 TRANSPORTATION EXPENSES AND MILEAGE

4.1 Mileage Reimbursement Rate

The mileage reimbursement allowed to County employees when using their personal vehicles in connection with County business shall be the current federal travel regulation privately owned vehicle mileage rate. Use of a motorcycle shall be paid at the General Services Administration (GSA) motorcycle rate.

The Board of County Commissioners may approve different mileage reimbursement rates or payment systems for positions and/or employees who are routinely required to drive their personal cars in connection with County business and as a result incur reasonable expenses in excess of the standard reimbursement. Any reimbursement in excess of General Services Administration rates is subject to inclusion in employee taxable income.

4.2 Mileage Reimbursement Limited

Reimbursement for mileage and per diem during travel shall not exceed the sum of the round-trip coach airfare of a common carrier plus necessary local mileage/ground transportation, per diem and other related costs that would have been incurred had airfare been chosen. Documentation must be completed prior to finalization of travel plans and must be submitted with the reimbursement request.

Employees traveling subject to this policy will be reimbursed for only those miles additional to their normal commuting mileage to their usual place of work.

4.3 Miscellaneous Transportation/Mileage Provisions

(1) County Vehicles

County vehicles shall be used in accordance with the Clallam County Vehicle Use and Assignment Policy.

(2) Use of Common Carriers

Air or other transportation shall be at the most economical class.

(3) Car rental

Car rental is reimbursable only if rental is necessary as part of official county business. Shuttles will be used in lieu of car rentals when they are available at less cost. Officials and employees should consider alternative transportation, its availability, and cost prior to vehicle rental. Many times, shuttles between airports and hotels are available at a nominal fee, and taxi, subway, etc. between hotels and business sites may be less expensive and more efficient than vehicle rental.

The County does not provide for insurance of rental vehicles as part of its vehicle coverage. Vehicles must be rented using a County credit card. Exceptions must be authorized in advance by the County Official, and only after ensuring that the employee is providing supplemental insurance through his/her personal credit card. VISA, MasterCard, Discover, and American Express all provide vehicle insurance as part of the use of their credit card for rental. Purchase of supplemental insurance is not necessary when a County credit card is used, and not authorized as an additional County expenditure when a personal credit card is used.

(4) Other Transportation Fees

Business required taxi fares, parking fees, and ferry and bridge tolls are reimbursable. Tips for taxis are not separately reimbursable. They are covered in the Meals and Incidental portion of the per diem rate.

Valet parking is reimbursable if no other parking option is available. If another option is available and you choose valet parking you will be reimbursed only for the cost of self-parking. Proof of self-parking cost must be provided.

(5) Use of Private Aircraft and Private Watercraft

Use of private aircraft and/or private watercraft on County business is reimbursable at the same rate as a private auto, only with prior approval from County Official.

.5 DOCUMENTATION OF EXPENSES

5.1 Receipts

Each claim for reimbursement must be accompanied by a travel reimbursement form prescribed by the Auditor and supported by an original detailed receipt (the Auditor may accept, at his/her discretion, other forms of documentation in extraordinary circumstances), except for the following:

- a. Meals during travel outside the County for more than one day.
- b. Transit fares, bridge and road tolls, and bus, taxi, and limousine fares if \$20 or less.
- c. Parking fees if \$15 or less (per stay).

5.2 Credit Card Receipts

When paying by credit card, most merchants provide a detailed receipt in addition to the credit card slip. Detailed receipts are required to be submitted in all cases where they are provided by the vendor.

5.3 Affidavit in Lieu of Receipt

The Auditor at his/her discretion may accept an Affidavit of Expense in lieu of receipt for an expenditure for which a receipt might reasonably not have been available. Such reimbursement will be included in the employee's taxable income.

5.4 Claims for Reimbursement of Food Consumed by Others

All claims for reimbursement for meals and refreshments purchased for others pursuant to section 2.4, 2.5, 2.6, or 2.7 must contain the following:

- a. Who consumed the food and drink?
- b. What was the nature of the occasion for the consumption?
- c. What public purpose or policy objective was served?
- d. What is the date and name of the event?
- e. What is the start time and the end time of the event?

Any remaining food shall not be removed from County premises for personal use by County employees.

.6 SPECIAL PROVISIONS

6.1 Tips and Gratuities

Tips and gratuities are not reimbursable except for meals reimbursed by receipt and then only to a maximum of 15 percent of the amount.

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6.2 Personal Expenses

Personal expenses including mileage, taxi fares, car rental, and other transportation costs to places of entertainment and other non-business facilities are not reimbursable.

Personal telephone calls are not reimbursable, except one brief call (not to exceed three minutes) per day is allowed to the employee's family/home when the employee is away from home overnight on County business.

6.3 Fines and Penalties

All fines, penalties, and/or forfeitures are not reimbursable. Employees shall pay for all traffic tickets and shall report any violations received to their supervisor.

6.4 Travel with Non-Employee

Expenses for a non-employee (e.g., spouse) traveling with any employee are not reimbursable. Receipts which contain expenses for both the employee and the person traveling with them must clearly indicate only the employee expenses.

6.5 Travel with Another Employee

Employees traveling together and who share lodging may combine lodging expenses on a single receipt. However, employees must claim meal per diem individually. For one day travel employees must submit individual receipts and claims for meals.

6.6 Lodging

Lodging receipts must clearly identify the itemized amounts paid, the number of occupants, and the single room rate.

6.7 Expenses Incurred on Behalf of Another

When an employee claims reimbursement for travel or other expenses incurred on behalf of another, in addition to other requirements, a detailed accounting must be attached to the reimbursement claim, which includes at least the following:

- a. Name of person on whose behalf the expenses were incurred.
- b. Whether the person is a County employee and, if not, the nature of his or her connection with County business.
- c. A breakdown of each type of expense for each person, including the claimant, for whom reimbursement is claimed.

6.8 Expenses for Cancelled Travel/Training

It is the responsibility of the County Official to ensure that prepaid travel costs such as registration and airline tickets, as well as non-cancelable reservations are only incurred when travel will actually occur. Payment for expenses related to cancelled travel/training will only be made by the County upon written documentation by the County Official, explaining the circumstances surrounding the cancellation and certification that the travel cancellation was due to a business necessity or personal emergency. Documentation must be submitted to Auditor with claim.

6.9 Credit of Personal Frequent Flier Miles

The County has determined that the cost of the additional administrative efforts required to ensure that the county captures credits for frequent flier miles is beyond the benefit received. County officials are responsible to ensure that internal procedures exist for obtaining the best price for airline tickets. All personnel are prohibited from purchasing tickets from a particular airline without regard to price in order to have frequent flier miles credited to their personal account.

6.10 Use of Personal Credit Cards for Travel

The use of personal credit cards for travel is allowed only for the individual traveling. Employees may not submit travel claims for another individual who has placed expenses on their personal credit card. Personal credit cards that accrue air miles are allowed to be used for the individual's own travel expenses. Refer to the County's policy on credit card use for further information and restrictions.

6.11 Reimbursement by Another Agency or Third Party

When reimbursement for part or all of travel expenses incurred on behalf of the County is available, employees are required to seek reimbursement. Reimbursement for County incurred expenses shall be remitted to the County if received by the employee. Employees traveling on County business and using County funds (receiving advance funds and/or submitting a travel claim) are required to comply with this policy even though they may be receiving full or partial reimbursement for their claim from another agency or a third party. The fact that another agency or third party may reimburse the county for an otherwise non-allowed expenditure under this policy does not justify the expense.

6.12 Authority to Withhold Rejected Expenditures from Pay

Clallam County reserves the right to withhold from employee pay checks charges made against the County for travel which are found to be non-business, unjustified

expenditures not in compliance with this policy, or for which proper documentation has not been submitted. Employees in such circumstances are required to assist the Auditor to differentiate between business and non-business expenses and to remit the full amount owed for non-business, unjustified, or expenditures not in compliance with this policy to the County within ten days of notification by their department or the Auditor.

6.13 Method of Reimbursement

The IRS has specific rules regarding reimbursement for travel to which Clallam County will make every effort to comply. Most travel reimbursements are paid through the county's normal voucher process.

The IRS considers reimbursement for meals as part of one-day travel (section 2.3, para 1) to be income. Meal reimbursement (except meals that are part of a meeting registration or meeting attendance where the meal is mandatory) for one day travel will be paid through the County's payroll or added to the employees gross pay.

.7 ADVANCE TRAVEL EXPENSES

The following regulations apply to advance travel:

- a. Advance travel allowances may be obtained for all reimbursable expenses for travel in excess of one day, except airline tickets, and pre-registration fees paid prior to the travel.
- b. County officials, employees, officially recognized volunteers, and board/committee members of Clallam County may request advance travel allowances.
- c. The request for the advance shall be made on an advance travel form prescribed by the Treasurer. The advance shall be issued not more than five days prior to commencement of the authorized travel period except under unusual circumstances as approved by the appropriate county official.
- d. Advances shall be accounted for by submitting a proper claim with necessary receipts and any excess monies within five working days following the completion of travel. Excess travel advance funds will be returned to the issuing agent and a copy of the receipt for return of the funds submitted with the travel claim. Failure to submit timely travel claims shall render the individual receiving the advance in default and personally liable for the full unpaid amount, plus interest at 10 percent per annum from the date of default until repaid. The County shall thereupon have a prior lien against and a right to withhold funds payable or to become payable by the County to such officer or employee. (RCW 42.24.140)
- e. No advance shall be made to any individual who is in default.
- f. Under no circumstances shall any travel advance be considered as a personal loan to any individual, and any unauthorized expenditure of any advance shall be deemed a misappropriation of public funds.

.8 RESPONSIBILITIES

8.1 Employee

- a. Be familiar with the requirements of this policy.
- b. Incur travel expenses in accordance with this policy.
- c. Obtain and submit receipts and other documents necessary to document expenditures.
- d. Submit properly documented travel claim within the timelines of this policy.
- e. Cooperate with Auditor and/or County Official in auditing of travel claims.
- f. Promptly repay any advances or travel reimbursement not approved under this policy.

8.2 County Official

- a. Ensure employees possess a working knowledge of the requirements of this policy.
- b. Develop and maintain internal practices that ensure employees make travel arrangements, incur travel expenses, provide documentation, and submit travel claims in accordance with this policy.
- c. Assist the Auditor in audits and investigation of travel claims.
- d. Ensure corrective action and/or disciplinary action is taken against employees who do not follow this policy, have a history of not following this policy, and/or submit fraudulent claims.

8.3 Auditor

- a. Audit travel reimbursement claims to ensure expenditures are legitimate business expenses made in accordance with this policy.
- b. Provide reimbursement of approved travel claims.
- c. Further investigate and make determinations to approve or disapprove questioned claims.
- d. Take measures to recoup excess advanced funds or reimbursements made in error.

.9 FREQUENTLY ASKED QUESTIONS

The questions and answers below are intended to guide employees in topics where questions are often asked. This is not intended to be an all-inclusive list of issues, topics, or answers. The information provided below is enforceable as a part of this policy.

- ***Who must comply with this policy?***

Anyone traveling on County business and requesting reimbursement is required to comply with this policy. This includes employees, volunteers and employees of County agencies. Employees traveling on County business using County funds are required to comply with this policy even though they may be receiving full or partial reimbursement for their claim from another agency or a third party. The fact that another agency or third party may reimburse the county for an otherwise non-allowed expenditure under this policy does not justify the expense.

- ***Why does the County add reimbursement for one day travel onto my income once a quarter?***

The IRS has determined that since meal expenses on one day travel does not qualify as "travel reimbursement" meals must be taxed as income. The County, at its discretion, either pays one day travel expenses as a part of payroll, or, pays by voucher then adds any one day travel reimbursement to gross income once a quarter.

- ***When can I rent a car as part of my trip?***

A car rental is only allowed when it is necessary as part of County business. It cannot be rented when transportation for business purposes (shuttle, limo, or taxi) is available at less cost.

- ***Do I need to buy the supplemental insurance offered by most car rental agencies?***

Car rentals must be made using County credit cards. When rental is accomplished with a County credit card, insurance is provided as a part of the credit card plan. Most personal credit cards also automatically provide insurance on vehicle rentals. Prior to utilizing a personal credit card for vehicle rental, it is the employee's responsibility to ensure that the credit card provides liability and collision coverage as a part of the card agreement. The employee must also receive prior permission for use of a personal credit card for vehicle rental from the County Official.

- ***Why can't I get a breakfast reimbursement for one day travel?***

Prior to finalizing our travel policy, the County surveyed the policies of other counties. It was found that our final policy on meal allowance for one day travel is similar to or better than most. Breakfast is seldom allowed as part of other county policies. In a number of counties, only lunch reimbursement is allowed for one day travel.

- ***What is the responsibility of the traveler in filling out the Travel Claim Form?***

- Prepare the Travel Expense Voucher, providing the level of detail requested on the form.
 - In the "PURPOSE OF TRIP" column, describe the name of the training, or the purpose of the trip in enough detail to document that the travel was essential to carry out the necessary work of the agency.
 - Attach original detailed receipts and documentation required by County policy.
 - Submit the travel voucher to the person authorized in your department to approve travel.
 - Submit the claim to the Auditor within 60 days.
- ***What are the responsibilities of the department?***
 - Department Head or Designee reviews and approves the voucher.
 - The accounts payable personnel should check to be sure all receipts, exception forms, etc. are attached and explanations for special circumstances are included.
 - Present to the Auditor's office for timely payment.
 - ***What can I claim for mileage?***

Any mileage traveled for the County can be claimed with the exception of commute mileage. For example, if you live in Joyce and normally travel to the courthouse for your normal work day but must travel to Seattle you may only claim mileage from your workplace. Mileage between home and your work place is considered commute mileage and may not be reimbursed. If you live in Sequim and leave for home for a meeting in Seattle your mileage reimbursement is from home and not your normal work location.
 - ***If employees share a room can lodging expenses double the federal per diem rate be reimbursed?***

No. To encourage the cost savings practice of sharing a room, a rate higher than the allowed federal per diem rate will be reimbursed without the need for the exception form. When submitted to the Auditor's office simply note the name of the other employee and state that the room was shared.
 - ***Is my spouse allowed to travel with me?***

Yes. However, any extra costs incurred because of the extra person will not be reimbursed. Some hotels/motels charge for an extra person. If this happens you are responsible for obtaining the rate for a single and will be reimbursed for the single rate. This should be noted on your travel claim form or on the invoice provided by the hotel.

If using a County vehicle please see the County code on vehicle use, section 4.4.
 - ***On a day trip I didn't use all of my lunch per diem. Can I be reimbursed for a snack I purchased on my drive home?***

No. Employees and volunteers are reimbursed for the meal only. Per Clallam County Travel Policy, section 2.3, reimbursement is for one vendor only.
 - ***I will be buying dinner for a group of four volunteers locally. This is a working dinner. Is the amount I can spend based on individual per diems or a total of all***

per diems added together? (For example if per diem for dinner in Port Angeles is \$21 per person. Do I get \$84 total or is each diner limited to \$21?)

Meals within the county are reimbursed by detailed receipt only. Each diner should remain under the \$21 per diem rate. This includes meals, beverages, desserts, tax, and tip. An approval form signed by the County Official explaining the necessity of a dinner meeting must also be submitted with the voucher.

- ***What's included in the Meals and Incidental per diem rate?***

- Meals including tips
- Snacks
- Tips for taxis
- Tips for hotel services: porters, maid service, and parkingOther minor expenses

- ***How does pay work when I am traveling to training or a meeting?***

There are several rules concerning compensation when traveling. Basically they can be broken down into two situations:

- *One-Day Travel* – When traveling to training or a meeting for one day (leave and return on the same day) all employees traveling are considered on compensable work time. This includes driving or riding in a car or on a common carrier.

○ *Overnight and Out-of-Town Travel* – Travel time is compensable work time when it occurs during the employee's regularly scheduled work hours. This is true whether the employee is driving, or riding in a vehicle or on a common carrier. This includes time spent traveling from an employee's home until the employee arrives at his or her hotel or place of work at an out-of-town location. "Travel time" does not include commute time from home to the job site, or from the job site to home. In addition, if the travel occurs during normal work hours on nonworking days (i.e., Saturday or Sunday 8 am to 4 pm for an employee who works Monday through Friday, 8 am to 4 pm), the time is compensable. Overnight travel that occurs outside of regular working hours as a passenger on an airplane, train, boat, bus or car is not considered compensable work hours. If an employee is required to drive, the time spent is considered work hours. An employee riding in a car outside normal work hours is not on compensated time.

- Employees are not authorized to travel separately in order to be subject to compensation while traveling. Departments are required to minimize travel costs by requiring employees to travel together when possible.



AGENDA ITEM SUMMARY

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

H3
11/23/21

Department: Prosecuting Attorney's Office

WORK SESSION ☐ Meeting Date:
REGULAR AGENDA ☒ Meeting Date: November 23, 2021

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary: A Franchise Agreement with Maple View Farm was authorized and adopted by Clallam County in 2001 for a twenty (20) year term allowing the location of a waste water transmission line within certain County properties. It is recommended that the franchise agreement be renewed for a term of five (5) years while the Clallam County Treasurer reviews financial terms and monetary returns on this and other franchise agreements.

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

Recommended action: It is recommended that the Board consider signing and adopting the final Maple View Franchise Ordinance.

County Official signature & print name: _____

Bert Roughton
Bert Roughton

Name of Employee/Stakeholder attending meeting: Angi Klahn, Mark Lane

Relevant Departments: Finance, Prosecutor

Date submitted: 11/17/2021

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

ORDINANCE NO., _____ 2021

An ordinance granting to MAPLE VIEW FARM a franchise for use of county roads.

Farm Waste Line Facility Franchise

Sections:

010	Application for Franchise
020	Hearing on Franchise
030	Grant of Franchise
040	Reservation of Rights
050	Record of Franchise
060	Severability
070	Effective Date

010 Application for Franchise. An application for a waste transmission line facilities franchise to allow the location of certain utilities within certain county properties has been signed by Ben Smith, Managing Partner of Maple View Farm, dated _____. The approved application is attached hereto as Exhibit A and is by this reference expressly incorporated herein.

020 Hearing on Franchise. The Board of Clallam County Commissioners (Board) has conducted a public hearing in regard to the request for franchise. Public notice of the hearing was given by posting notices in three public places in Port Angeles, the county seat of Clallam County, at least fifteen days before the date fixed for the hearing and by publishing a like notice two times in the official newspaper of the county not less than five days before the date fixed for the hearing. The notice stated the name(s) of the applicant; a description of the county property by reference to section, township, and range; and the time and place fixed for the hearing.

030 Grant of Franchise. The Board deems it to be in the public interest to grant the franchise as described in the attached Exhibit A.

040 Reservation of Rights. The franchise granted by this ordinance shall be subject to the power of eminent domain and the right of the Board or the people acting for themselves through the initiative or referendum to repeal, amend, or modify the franchise in the interest of the public.

050 Record of Franchise. This chapter shall be recorded with the County Auditor.

060 Severability. If any section, subsection, paragraph, sentence, clause or phrase of the chapter is for any reason held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this chapter, it being hereby expressly declared that this chapter and each section, subsection, paragraph, sentence, clause, and phrase thereof would have been adopted irrespective of the fact that any one (1) or more other sections, subsections, paragraphs, sentences, clauses, or phrases be declared invalid or unconstitutional.

070 Effective Date. This chapter shall take effect ten (10) days after adoption.

PASSED AND ADOPTED this _____ day of _____, 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

William Peach

ATTEST:

Loni Gores
Clerk of the Board

UTILITIES FRANCHISE

Granted by Clallam County Board of Commissioners to

MAPLE VIEW FARM

This franchise to construct, extend, connect, repair, maintain, operate and remove manure line facilities along, the county roads within Clallam County ("County") is granted to Maple View Farm ("Grantee") upon the following express terms and conditions:

1. DEFINITIONS: The term "county roads" or "roads" as used herein shall include, but not be limited to, county road, avenues, alleys, streets, boulevards, public ways, public rights-of-way, viaducts, and bridges. Specifically, the road included in this franchise is the west side of Schmuck Road, Road #54070 from milepost 0.36 to milepost 1.18 The geographic location is in Sections 16 and 21, Township 30 North, Range 3 West, W.M.
2. LOSS OF JURISDICTION: Whenever any of the roads as designated in this franchise shall fall outside the County's authority by reason of change in political jurisdiction such as by subsequent incorporation or annexation, then all the rights and privileges herein granted shall terminate in respect to said roads; but this franchise shall continue in force and effect in respect to all roads not so removed from County authority.
3. POWERS: The Grantee shall have the right and authority to enter over, under, along, across, and upon the above-mentioned roads for the purpose of construction, extension; connection, repair, maintenance, operation, and removal of facilities as authorized herein in conformity with such county, state, and federal codes, regulations and standards, as now enacted or hereafter amended, governing such facilities.
4. TERM: The franchise granted by this ordinance shall last for a term of Five(5) years from the date of this grant unless terminated for reasons of material noncompliance with the terms of this franchise, by either party upon 180 days written notice to the non-terminating party. Said notice of termination shall be deemed complete on the third day following mailing to, by certified mail, return receipt requested, or upon personal service at, the non-terminating party's principal place of business.
5. PERMITS: Before any work is done by the Grantee under this franchise, it shall first file with the Clallam County Road Engineer (hereinafter the Engineer) an application for a permit to do such work, accompanied by design drawings in triplicate showing the position, location, and type of facilities sought to be constructed, extended, connected, repaired, maintained, operated or removed, showing the relative positions to existing roads and property lines. Such prints shall be submitted on 24-inch by 36-inch or smaller paper (but not smaller than 8-1/2"x11"). Such drawings shall be drawn to scale 1 inch = 50 feet (unless otherwise approved). Such drawings shall give an accurate graphic representation of local improvements including, but not limited to, sidewalks, roadways, property lines, turnouts, parking strips, telephone lines, electric lines, poles, conduits, culverts, ditches, drainage facilities, sewer lines, water lines, as may exist over, under, along, and upon the

roads sought to be occupied and immediately adjacent thereto and said locations shall be drawn in such a manner that identification in the field is possible. Such drawings shall indicate the nature of the materials being installed (e.g.: concrete, PVC, HDPE, asbestos cement, copper, steel, treated wood, etc.). Such drawings shall also show the location by cross sections of the utility to be installed by the Grantee.

The Engineer shall either approve and issue the permit, approve subject to conditions, or reject the application. If the application is rejected, the Engineer shall provide the Grantee, in written form, with an explanation of the reasons that the application was rejected.

Permits shall not be required for work performed by Grantee's personnel, contractors, and equipment relating to the following, provided that no obstruction, improvement, or construction is located so as to constitute a hazard to motor or pedestrian traffic:

- a. Tree trimming and brushing, unless the vegetation in need of trimming or brushing is the subject of a "no trim" agreement between Clallam County and the property owner, his heirs, successors, or assigns, where the vegetation is located. The Grantee shall contact the County Engineer prior to trimming or brushing to ascertain whether or not a tree trimming agreement is in effect.;
- b. Maintenance repairs where no damage to the road or its appurtenances will occur;
- c. Installation of customer service laterals from existing lines where no damage to the road or its appurtenances will occur;
- d. Emergency work provided that Grantee shall notify the Engineer of the nature and scope of said emergency work as soon thereafter as possible but in no event later than forty-eight (48) hours after commencement of said emergency work and shall provide the Engineer, if requested to do so, with as-built drawings which are consistent with the requirements for permit drawings hereunder.

6. COMPLIANCE WITH LAW AND STANDARDS: The Grantee shall construct, extend, connect, repair, maintain, operate, and remove its facilities at its own risk. The Engineer may inspect said construction, extension, repair, maintenance, or removal to determine whether the construction, extension, repair, maintenance, or removal materially or adversely impacts the county road. Approval by the Engineer of the construction, extension, repair, maintenance, or removal shall not be construed as an approval of the nature, extent, quality, or workmanship of the Grantee's work and shall be construed to mean nothing other than that the Grantee's work does not materially adversely impact the physical characteristics of the county road. The location of all the Grantee's facilities, their depth below or height above the surface of the ground or grade of any road, and their lateral location in relation to the road centerline shall be in compliance with all county, state, and federal codes, regulations, and standards, including WAC 136-40. All underground facilities shall be installed with a locate wire of 10-gauge stranded copper wire with 600 volt insulation; Essex, or approved equal. Where conflicts occur between the aforesaid codes, regulations, and standards vs. the terms of this franchise, the stricter of the two shall apply. The Grantee shall at all times insure

that its construction, extension, connection, repair, maintenance, operation, and removal of its facilities does not diminish the safety of the public using, or in proximity to, county roads.

7. **RECORDS:** Grantee shall at all times keep at its principal place of business full and complete plans, maps, and records showing the location and details of all franchise facilities located over, under, along, across, or upon the roads. Grantee shall make copies of the maps, plans, and records available, free of charge, County at any time upon request. Such maps shall be drawn in the same manner as design drawings as set forth in Section 5 of this franchise, showing the location of all franchise facilities installed over, under, along, across, or upon the roads within the limits of Clallam County. One complete set of said maps, plans, and records shall be provided on reproduction quality mylar or, alternatively, up to four sets shall be provided on paper. Maps, plans, and records may be provided in electronic form, instead of mylar or paper, if approved by the County.

In addition to the above described plans, maps, and records the Grantee shall maintain a paper or mylar map at a scale of 1 inch = 2000 feet (or other scale approved by the County) showing all county roads within the bounds of this franchise and showing where Grantee's facilities are located in respect to said roads. An up to date copy of this map shall be provided, free of charge, annually to the County.

8. **RESTORATIONS AND MAINTENANCE:** The Grantee shall leave all roads in as good and safe condition in all respects as they were before the commencement of such work by the Grantee, its officers, agents, contractors, or employees, or in such condition as meets with the approval of the Engineer.

In case of any damage to said roads or their appurtenances, including, but not limited to, turnouts, gutters, curbs, ditches, wood or concrete walks, drain pipes, culverts, catch basins, manholes, hand or guard rails, retaining walls, bridges, trestles, wharves or landings, or to the property of third parties, resulting from any work performed or failed to be performed by the Grantee, the Grantee agrees to immediately repair said damage at its own cost and expense to the satisfaction of the Engineer. Clallam County may at any time, do, order, and have done any and all work considered necessary to restore to a good and safe condition any such roads or appurtenances left by the Grantee, its officers, agents, contractors, or employees in a condition different from that which existed prior to the work and the Grantee, upon demand, shall pay to the County all costs of such construction or repair and of doing such work; provided, that Clallam County shall have first made written demand upon the Grantee to perform the work necessary to return the road or appurtenances to the condition which they existed prior to the work by the Grantee, and the Grantee shall have failed, for a period of forty-eight (48) hours after receipt of such written demand, to commence the work necessary to return the road or appurtenance to its pre-existing condition. Provided further, that in the event it is reasonably determined by Clallam County that an emergency exists, which requires immediate restoration, then the County may perform such work and the Grantee shall pay all reasonable costs thereof.

The grantee shall trim brush, grass, trees, and all other vegetative matter from within the county right of way within a 10-foot radius of all aboveground appurtenances so as to aid in visual location of the utilities by county personnel. Trimming shall be performed as necessary to keep vegetative growth shorter than the appurtenance. Herbicides and other chemical agents shall not be used.

9. **HOLD HARMLESS :** The Grantee shall defend and indemnify Clallam County, its officers, agents, and employees, and any and all other public agencies and their members, officers, agents, and employees, against any and all claims, demands, suits, actions, damages, expenses and costs, including a reasonable attorney fee, for injury to or death of any person or any damage to any property caused by the fault of the Grantee, as defined in R.C.W. 4.22.015, as now enacted or hereafter amended, its officers, agents, contractors, or employees, by any manner whatsoever, in the construction, extension, connection, repair, maintenance, operation, or removal of its facilities, or arising out of the exercise of any right or privilege under this franchise.

The Engineer shall notify Grantee, in writing, as soon as practicable after the presentation of any claims, demands, suits, actions, damages, expenses or costs (collectively "claims") made or accrued against the County on account of any fault on the part of Grantee. Failure by the Engineer to notify Grantee properly in accordance with the foregoing of any such claims against the County shall not release Grantee from its obligation to defend or indemnify the County unless Grantee can establish that it has been materially prejudiced by such failure.

Approval by the county pursuant to Section 5 of this franchise shall be no defense for avoidance of this covenant.

10. **CONCURRENT POWERS:** The construction, extension, connection, repair, maintenance, operation, or removal of the Grantee's facilities shall not preclude Clallam County, its officers, agents, contractors, or employees from blasting, grading, or doing other necessary road work contiguous to the Grantee's facilities, provided that the Grantee shall have advance notice of said blasting, excavating, or embanking in order that the Grantee may protect its facilities.

If, at any time, Clallam County, deems it advisable to improve any of its roads by, including, but not limited to, grading, regrading, paving, altering, repairing, realigning, widening, or draining, the Grantee, upon advance notice by Clallam County, shall, at its own expense, except as detailed below, promptly so raise, lower, or move its facilities to allow Clallam County to complete its road improvements and to conform to such improved roads and the County shall in no way be held liable for any damages to Grantee that may occur by reason of the County's improvements or by the exercise of any rights so reserved in this section or grant, except as a result of negligence or fault on the part of the County. Said advance notice shall indicate the date by which the Grantee is required to raise, lower, or move its facilities and said notice will be given to the Grantee in advance of said date by a length of time consistent with the urgency of the situation (less time for emergencies and more time for scheduled projects). Clallam County will strive for as much advance notice as is practical so as to allow time for designing, bidding, and completing the work. Failure of the Grantee to raise, lower or move its facilities by the date set forth in the written notice shall entitle Clallam County to liquidated damages in the amount of Two Hundred Fifty Dollars (\$250.00) per day for each day of non-compliance. Said dollar amount will increase in accordance with Section 18, Inflation Adjustments.

The Grantee shall raise, lower, or move its facilities at the County's expense if the Grantee shall have prior easement or right-of-use rights, or as otherwise agreed to between the parties.

11. **FRANCHISE NOT EXCLUSIVE:** This grant or privilege shall not be deemed or held to be an exclusive franchise. It shall in no manner prohibit Clallam County from granting other franchises of a like nature for other public or private purposes over, under, along, or upon any of the county roads and shall in no way prevent or prohibit Clallam County from using any of said roads or affect its jurisdiction over them or any part of them, with full power to make all necessary changes, relocation, repairs, maintenance, etc., as it deems fit.
12. **ASSIGNMENT:** Except for assignment or hypothecation for security purposes, Grantee shall not have the right to assign the franchise or otherwise transfer it in any manner whatsoever, or sell, lease, license, or permit others to use or transfer in any manner whatsoever any interest in all or any part of its facilities that are installed or operated hereunder, except on prior written approval of the Board of Clallam County Commissioners, which consent shall not be unreasonably withheld.
13. **FORFEITURE:** The franchise may be forfeited, at the option of the County, upon failure or violation by Grantee to observe the material terms and conditions set forth herein. Forfeiture may be exercised only following written notice to Grantee of failure to observe the terms and conditions hereof, detailing the breach of this franchise with specificity, followed by Grantee's failure or refusal to eliminate or correct such failure or to commence correction of such within 120 days. In the event of any failure or violation, the County may bring suit in the manner provided by law for the forfeiture of the franchise without the necessity of resorting to procedures in quo warranto, and the exercise of such remedy of forfeiture shall not preclude exercise of any other right or remedy given to the County by law, whether exercised concurrently or subsequently.
14. **ABANDONMENT:** Grantee may at any time abandon the rights and authority granted hereunder, provided that six (6) months' prior written notice of intention to abandon is given to the Board of County Commissioners and provided further that all roads occupied by Grantee's facilities are restored to that condition existing immediately before such facilities were removed.
15. **AMENDMENTS:** Clallam County reserves for itself the right at any time upon forty-eight (48) hours' notice to the Grantee to change, amend, modify, or amplify any of the provisions or conditions herein enumerated to conform to any local, state, or federal law or regulation or recognized engineering practice relating to the public welfare, health, safety, or highway design as may hereinafter be adopted or recognized.
16. **MONUMENT REFERENCE:** Before any work is performed under this franchise, the Grantee shall reference all monuments and markers of every nature relating to subdivision plats, highways, and all other surveys that are affected by such work. The reference points shall be so located that they will not be disturbed during the Grantee's operations under this franchise. The method of referencing these monuments or other points to be referenced shall be approved by the Engineer before placement. The replacement of all such monuments or markers disturbed during the Grantee's operation shall be made as expeditiously as conditions permit and as directed by the Engineer. The cost of monuments or other markers lost, destroyed, or disturbed and the expense of replacement of approved monuments shall be borne by the Grantee. Said reference and replacement of monuments shall be performed by a surveyor licensed by the State of Washington or such other person authorized by state law to prepare and file a survey.

17. REMOVAL: Except as otherwise provided herein, within six (6) months after the use of any facilities has been permanently discontinued or this franchise expires or is otherwise terminated, Grantee shall forthwith remove its facilities from the roads. Grantee shall restore such roads to that condition existing immediately before such facilities were removed; provided that such property shall not be removed if the Engineer shall reasonably determine that such removal will cause unreasonable damage to such roads and provided further, that should the Engineer request that any facilities be allowed to remain in place for the use of the County or other franchise(e), then such facilities shall not be removed, and title thereto shall be transferred to County at no cost to the County. The Engineer may, at his discretion, permit facilities to be abandoned in place, provided that Grantee provide the Engineer with a detailed description of the facilities being abandoned (type of material, condition, size, extent, etc.), and provided such facilities are not considered hazardous, problematic, or otherwise undesirable, and further provided that Grantee shall submit to the Engineer an instrument transferring to the County ownership of such facilities. Said instrument shall certify that the utilities being abandoned are disconnected from service and are inactive. In the event that the Grantee does not forthwith remove its facilities as required herein, Clallam County reserves the right to effect such removal and assess all reasonable costs associated therewith against the Grantee. Upon presentation of an invoice, the Grantee shall pay the amounts stated therein to Clallam County.
18. INFLATION ADJUSTMENTS: The dollar amounts fixed under this franchise in Section 10, Concurrent Powers, shall be increased annually on the anniversary date of this franchise by Three and One-Half percent (3.5%),

INFLATION ADJUSTMENTS: The dollar amounts fixed under this franchise in the second paragraph of Section 24, Compensation, shall be increased annually on the anniversary date of this franchise by Three and One-Half percent (3.5%).

The dollar amounts fixed under this franchise in Section 19, Insurance, and in Section 20, Performance Bond, shall be increased to not less than one hundred fifty percent (150%) of the original amount at the tenth (10th) anniversary date of this franchise and shall be increased to not less than two hundred percent (200%) of the original amount at the fifteenth (15th) anniversary date of this franchise.

19. INSURANCE: Grantee shall maintain in full force and effect during the term of this franchise public liability and property damage insurance in the following amounts:

Bodily injury, including death
\$1,000,000 per person
\$2,000,000 per occurrence

Property damage
\$1,000,000 per occurrence

Clallam County, its officers, and employees shall be named as additional insureds and a certificate of insurance establishing coverages, limits of coverage and insureds shall be provided to Clallam County within thirty (30) days after the date the franchise is passed and adopted by the Clallam

County Commissioners. Failure to provide a certificate of insurance to Clallam County or to maintain insurance as required herein shall constitute failure of consideration and this franchise shall be void and a nullity provided that Clallam County shall have first given written notice to Grantee of its failure to provide insurance, and Grantee shall not, within ten working days of the receipt of such notice, have corrected the deficiency. No termination or change in the coverage provided herein shall be effective without 30 days prior notice to the county and the certificate shall provide for said notice to the County. Said dollar amount will increase in accordance with Section 18, Inflation Adjustments.

20. **PERFORMANCE BOND:** Grantee shall furnish an executed bond in substantially the form furnished by Clallam County and signed by an approved surety in the amount of Fifteen Thousand Dollars (\$15,000.00). This bond shall be conditioned upon the faithful performance of the Grantee's responsibilities hereunder. The bond shall provide that the surety agrees to protect and indemnify Clallam County against any direct or indirect loss claimed by reason of failure of the Grantee to faithfully perform its responsibilities hereunder. The bond shall be provided to Clallam County not less than thirty (30) days prior to commencing work on County property. The Grantee shall provide, annually, verification of its possession of a current bond. Said dollar amount will increase in accordance with Section 18, Inflation Adjustments.

As an option to furnishing an executed bond as provided for above, the Grantee may deposit the sum of Fifteen Thousand Dollars (\$15,000.00) with Clallam County. The deposit shall be retained in a fund by the County in an interest bearing escrow account in a bank, mutual savings bank, or saving and loan association. Escrow instructions shall be established by Clallam County directing that upon written request of the Grantee any earned interest remaining after deductions for escrow fees and inflation adjustments shall be released to the Grantee on each anniversary date of this franchise agreement, for the life of this franchise agreement; Provided that said funds shall not be returned to the Grantee at the termination of the franchise if there are claims by Clallam County outstanding; Further provided that payment of any escrow fees charged by the institution shall be the responsibility of the Grantee. The cash bond shall be provided to Clallam County not less than thirty (30) days prior to commencing work on County property. Said dollar amount will increase in accordance with Section 18, Inflation Adjustments.

In the event that Grantee shall request a permit to perform construction, pursuant to Section 5, which will involve the Grantee's affecting, as the result of the process of construction, maintenance or removal of facilities, roadways or appurtenances of Clallam County, and the total aggregate sum to repair such roadways or facilities from the disruptions caused to those facilities by the proposed work of the Grantee exceeds the amount of Fifteen Thousand Dollars (\$15,000.00), then the Engineer, in issuing a permit for such work, may require the Grantee to provide an additional performance bond or cash deposit in an amount not to exceed 125% of the Engineer's reasonable estimate of the costs and damages which might accrue to Clallam County by reason of the Grantee's failure to properly perform the proposed work. Such a performance bond or cash deposit shall be conditioned in the same manner as provided for the above referenced performance bond and deposit. Upon satisfactory completion of the work, the excess performance cash deposit over Fifteen Thousand Dollars (\$15,000.00) shall be refunded to the Grantee. Under no circumstances shall the Grantee's performance responsibilities hereunder fall below Fifteen Thousand Dollars (\$15,000.00).

21. SEVERABILITY: If any article, section, sentence, clause, or phrase of this ordinance is for any reason held illegal, invalid, or unconstitutional, such invalidity shall not affect the validity of the franchise or any of the remaining portions. The invalidity of any portion of this franchise shall not abate, reduce, or otherwise affect any consideration or other obligation required of Grantee.
22. ADDITIONAL POWERS: This franchise shall be subject to the power of eminent domain and the right of the Board of Clallam County Commissioners or the people acting for themselves through the initiative or referendum to repeal, amend, or modify the franchise in the interests of the public.
23. ENFORCEMENT: In the event that Clallam County seeks judicial enforcement of any term of this agreement, the Grantee shall reimburse Clallam County for all disbursements and costs incurred, including a reasonable attorney's fee, if Clallam County prevails and expert witness fees.
24. COMPENSATION: In consideration for the granting of this franchise, Grantee shall pay Clallam County for the actual costs incurred by the County in the processing and administration of this franchise. An accounting of actual costs will be sent to Grantee within 30 days of the completion and approval of the work. Payment to cover actual costs shall be paid by Grantee within 30 days of billing by Clallam County.

In additional consideration for the granting of this franchise the Grantee shall pay Clallam County the sum of Five Hundred Dollars (\$994.86) per year each and every year that this franchise is in effect. Said compensation shall be paid within 30 days of the granting of this franchise and annually within 30 days of each anniversary date thereof. Said dollar amount will increase in accordance with Section 18, Inflation Adjustments. '

25. CONTACTS/NOTICES: Any notices required to be given under this franchise shall be given by certified mail, return receipt requested, to the designated contact. The following identified persons shall be the designated contact persons for administration of this franchise:

FOR GRANTEE:	Contact Name:	Ben Smith
	Mailing Address	Maple View Farm 373 Schmuck Road Sequim, WA 98382
	Billing Address	Maple View Farm 373 Schmuck Road Sequim, WA 98382

Phone Number (360)-683-3465
Pager Number (360) -681-5701

FOR COUNTY Clallam County Franchise Department-BOCC
 Clallam County Courthouse
 223 East 4th Street, Suite 4
 Port Angeles, WA 98362

Phone Number - (360) 417-2233

Notice of any changes in the contact person, address, or telephone number for the Grantee shall be communicated to the County, in writing, within 3 business days.

26. EFFECTIVE DATE CLAUSE: This franchise shall become effective upon adoption of the ordinance granting it, which is ten days following signature of such ordinance.
27. ACCEPTANCE AND APPLICATION: The undersigned hereby accepts all the rights and privileges of this franchise, if approved by the Board of Clallam County Commissioners, subject to all the terms, conditions, stipulations, and obligations contained herein. The undersigned hereby applies for this franchise.

COMPANY NAME _____

BY (SIGNATURE) _____ Date _____

(PRINT) _____

TITLE _____

SEAL OR STAMP

State of Washington
County of Clallam

I certify that I know or have satisfactory evidence that _____
is the person who appeared before me, and said
person acknowledged that (he/she) was
authorized to execute the instrument and
acknowledged it as the

_____ of
(type of authority, e.g. (officer, president, trustee, etc)

(name of company or party on behalf of whom instrument was executed)

to be the free and voluntary act of such party for
the uses and purposes mentioned in the
instrument.

Dated: _____

Signature: _____

Title: _____

Residing at: _____

My appointment ends: _____

PASSED AND ADOPTED BY:

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

William Peach

Date: _____

ATTEST:

Loni Gores
Clerk of the Board

Approved as to Form:

Deputy Prosecuting Attorney
Clallam County



AGENDA ITEM SUMMARY

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

H4
11/23/21

Department: Public Works/Roads Dept.

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: November 23, 2021**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

The Clallam County Six-Year Transportation Improvement Program (TIP) is updated annually pursuant to RCW 36.81.121. The Six-Year TIP identifies current and planned transportation improvement projects under the provision of adequate funding over the next six years for roads (e.g., new construction, reconstruction, widening, resurfacing, etc...), bridges, non-motorized trails (e.g., Olympic Discovery Trail) and other improvements (e.g., culvert replacements) related to Clallam County managed transportation facilities. The Six Year TIP does not include general maintenance activities or the County's annual chip seal surface improvements on the County's transportation system that is a significant part of the Department annual operations and budget.

The Six-Year TIP serves as the basis for preparing and adopting the County's Annual Construction Program for transportation improvements. Advancing projects into design, right-of-way acquisition, and construction are based on the TIP thru the annual County budgeting process.

The Department presented the recommended Six-Year (2022-2027) to the Board on October 18 and to the Clallam County Planning Commission (PC) on October 20. The PC held a public hearing on the recommended TIP on November 3, 2021, and following the hearing recommended approval of the Six-Year (2022-2027) TIP as recommended by the Department. The Department also held a virtual open house on November 9 on the recommended Six-Year (2022-2027) TIP.

Following the PC public hearing, the Department received a request from the North Olympic Peninsula Lead Entity for Salmon (NOPE) to add to the TIP unfunded project list three culvert replacement projects on the Hoko-Ozette Road for fish passage improvements. This request is to help support NOPE applications for grant funding for design of these three fish passage improvement projects on a county road (Hoko-Ozette Road). The Department recommends adding these three projects to the unfunded TIP planned project list. They are represented by TIP Project #'s U36-U38 in the attached recommended Six-Year (2022-2027) TIP. The Department recommendation is based on no county

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

BOCC_Agenda_TIP(11-23-21 mtg)
Revised: 3-04-2019

funding being recommended for these projects at this time. Any future county funding for these projects would need to be considered as part of a TIP update.

The recommended Six-Year (2022-2027) TIP and supporting resolution is attached. The Board has scheduled a public hearing on November 23, 2021 on the Six-Year (2022-2027) TIP.

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

Clallam County transportation improvement projects are based on the adopted Six-Year TIP.

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

Following the public hearing, the Board needs to take action to approve the Six-Year (2022-2027) Transportation Improvement Program and the supporting Resolution. The Six-Year TIP must be adopted prior to adopting the Clallam County 2022 Budget. The Department recommends adopting the attached Six-Year (2022-2027) TIP.

County Official signature & print name:


Mary Peterson, for Joe Bonisi, P.E.

Name of Employee/Stakeholder attending meeting: Steve Gray

Relevant Departments: Public Works/Road Department

Date submitted: November 17, 2021

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



CR RESOLUTION _____, 2021

ADOPTING THE SIX-YEAR (2022-2027) TRANSPORTATION IMPROVEMENT PROGRAM

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. RCW 36.81.121 and WAC 136-15-010 requires the Board of County Commissioners to annually adopt a Six-Year Transportation Improvement Program.
2. The Six-Year Transportation Improvement Program projects consider many potential factors such as traffic volumes, roadway conditions, geometrics, safety and accident history; bridge inspection report, local significance, and available funding.
3. The Engineer's Bridge Inspection Report and priority array were available and consulted as part of the preparation of the Six-Year (2022-2027) TIP in accordance with WAC 136-14 and WAC 136-20.
4. The Board held a work session on the recommended Six-Year (2022-2027) Transportation Improvement Program on October 18, 2021.
5. The Clallam County Planning Commission held a work session on the recommended Six-Year (2022-2027) Transportation Improvement Program on October 20, 2021.
6. A determination of non-significance (DNS) on the Six-Year (2022-2027) Transportation Improvement Program (2022-2027) was issued on October 29, 2021.
7. The Clallam County Planning Commissioner held a public hearing on the Six-Year Transportation Improvement Program (2022-2027) on November 3, 2021, and recommended approval.
8. The Clallam County Public Works/Road Department held a virtual open house on the recommended Six-Year (2022-2027) Transportation Improvement Program on November 9, 2021.
9. Pursuant to RCW 36.81.121, a public hearing before the Board is required to be held so all taxpayers have a chance to comment on the proposed program.

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

1. The Board held a public hearing on November 23, 2021 on the Six-Year (2022-2027) Transportation Improvement Program for 2022-2027.
2. That the attached Six-Year Transportation Improvement Program is hereby adopted for the period from 2022 through 2027.

PASSED AND ADOPTED this _____ day of _____ 2021

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Bill Peach

SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM 2022 TO 2027



Clallam County Public Works/Roads Department
223 E. Fourth Street, Suite 6
Port Angeles, WA 98362-3000
roads@co.clallam.wa.us

Clallam County Six-Year (2022-2027) Transportation Improvement Program (TIP)

Guide to Codes and Acronyms

Road Functional Class

06=Rural Minor Arterial	16=Urban Minor Arterial
07=Rural Major Collector	17=Urban Collector Arterial
08=Rural Minor Collector	18=Urban Minor Collector
09=Rural Local Access	19=Urban Local Access
00=No functional classification (e.g., trails)	

Improvement Types

01=New construction	08=New Bridge Construction
02=Relocation Project	09=Bridge or Culvert Replacement
03=Reconstruction	10=Bridge Rehabilitation
04=Major Widening	11=Minor Bridge Rehabilitation
05=Minor Widening	12=Safety/Traffic Operation
06=Other Enhancements	23=Transit
07=Resurfacing	32=Non-Motor Vehicle Project (e.g., trail)

Project Phase

PE = Preliminary Engineering
RW = Right-of Way
CN = Construction

Funding Status

C = Completed Phase in prior year(s).
S = Secured (funded)
S/P = Secured partial funding or application for funding pending.
P/U = Planned (Unfunded).

Federal Fund Codes

FEMA=Federal Emergency Management Agency Hazard Mitigation Program
FLAP=Federal Lands Access Program
HSIP=Highway Safety Improvement Program
STBG=Surface Transportation Block Program
STP(BR)=Surface Transportation Program (Bridge)
TA=Transportation Alternatives
NHSAM=National Highway System Asset Management Program
USFWS=U.S. Fish & Wildlife Service

State Fund Codes

CAPP=County Arterial Preservation Program
RAP=Rural Arterial Program
UATA=Urban Arterial Trust Account
RCO=Recreation Conservation Office
RCO-FBRB = RCO Fish Barrier Removal Board
RCO-SRFB = RCO Salmon Recovery Funding Board
RCO-WCRRRI = RCO WA. Coast Restoration & Resiliency Initiative

Other Fund Codes (local funding)

PRVT=Private Donation
LEKT = Lower Elwha Klallam Tribe

Local Funds By Phase Explanation

Local funding comes primarily from the property tax road levy and the County's share of the state Motor Vehicle Fuel Tax. Other potential funding may include Real Estate Excise Tax, lodging tax, and other local funding.

CLALLAM COUNTY
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
2022 - 2027

Hearing Date: _____
Adoption Date: _____
Resolution No.: _____

TIP Project No.	PROJECT IDENTIFICATION A. Project/Road Name (Road Log/Bridge No.); [Project No.] B. Beginning and End Milepost (MP) or Termini C. Description of Work D. Total Project Federal, State and/or Other Outside Funding (prior/future)	Functional Class	Improvement Types(s)	Total Length (mi.)	PROJECT COSTS IN THOUSANDS OF DOLLARS													
					Project Phase	Funding Status	Phase Start	FUNDING SOURCE INFORMATION (BY PHASE)							EXPENDITURE SCHEDULE (LOCAL AGENCY) (See Footnote)			
								Federal Fund Type	Federal Funds by Phase	State or Other Fund Type	State or Other Funds by Phase	Local Funds by Phase	Total	2022	2023	2024	2025 to 2027	
ROAD CAPITAL CONSTRUCTION PROJECTS																		
1	Black Diamond Road (31030) [698-1507] MP 2.66 to MP 3.40 Shoulder widening, improve recoverable slopes, and potential separated bike and pedestrian path. HSIP = \$268,000	8	5 12 32	0.74	PE	S	2015	HSIP	18			20	38	20				
					RW	S	2022				50	50	50					
					CN	S/P	2023		250			490	740		740			
								Totals	268		0	560	828	70	740	0	0	
2	Carlsborg Road (94270) [698-1902] MP 1.01 to 1.76 Resurface, restore and shoulder widening. RAP = \$472,500	7	3 7	0.75	PE	S	2019			RAP	27	3	30	30				
					RW	S	2022				50	50	50					
					CN	S	2022				445	296	741	741				
								Totals	0		472	349	821	821	0	0	0	
3	Dry Creek Road (31870) [698-1601] MP 0.00 to MP 0.68 Rehabilitate, resurface, restore, widen, and partial realignment between US 101 and Edgewood Drive. Right-of-way and utilities work completed in earlier phase. RAP= \$1,035,000; LEKT=\$125,000	7	3 5 7	0.68	PE	C	2018			RAP			0					
					RW	C	2020				0							
					CN	S	2020				710	600	1,310	1,300	10			
								Totals	0		710	600	1,310	1,300	10	0	0	
4	Dungeness Natl. Wildlife Refuge (DNWR) Access Improvements (45350, 45890, 94170) [698-2001] Relocate part of the Voice of America Rd. away from bluff; realign the Kitchen-Dick Rd and Lotzgesell Rd. curve; add dedicated left-turn lane into the County Park and DNWR entrance; and widening. FLAP = \$1,729,438	7	2 9 5 6 7	1.44	PE	S	2022	FLAP	166			26	192	192				
					RW					0								
					CN	S	2023		1,563		244	1,807		1,807				
								Totals	1,729		0	270	1,999	192	1,807	0	0	
5	Health Road (45850) [698-1910] MP 0.00 to MP 1.50 Shoulder widening	9	5	1.5	PE	S	2023					15	15	15				
					RW	S	2023				15	15	15					
					CN	S	2023				65	65	65					
								Totals	0		0	95	95	0	95	0	0	
6	Kitchen-Dick Rd. (94170) & Old Olympic Hwy (94120) Roundabout Design and public input process for a roundabout safety and traffic flow intersection improvement project. Possible application for state or federal (e.g., HSIP) transportation improvement funding.	7	3 6 7	0.2	PE	S	2023					100	100	50	50			
					RW						0							
					CN						0							
								Totals	0		0	100	100	0	50	50	0	
7	Joyce Piedmont Road (92210) [SCP-21001] MP 0.0 to 4.3 Reconstruction, realignment, widening, resurfacing and safety improvements. Project delivered by Western Federal Lands Highway Division. FLAP = 6,487,000 (Pursue Toll Credits for Match)	7	2 3 4 7	4.3	PE	S	2019	FLAP	564	Pursue Toll Credits			564	5	5	5	15	
					RW	S	2023				90							
					CN	S	2023		5,923		923	6,846						
								Totals	6,487		1,013	0	7,500	5	5	5	15	
8	Sequim-Dungeness Way (95250) & Woodcock Rd. (52500) Roundabout [698-1803] MP 2.42 to MP 2.62 Roundabout safety and traffic flow intersection improvement. HSIP = \$788,206; STBG = \$350,000	17	3 6 7	0.2	PE	C	2020	HSIP STBG	45			45	90					
					RW	C	2021				23	23						
					CN	S	2021		1,138		55	1,193	733					
								Totals	1,183		0	123	1,306	733	0	0	0	
9	South Airport Road (93230) MP 0.00 to MP 0.682 Pre-level and overlay and section of grind and overlay. Cooperative project with the City of Port Angeles. NHSAM = \$1,038,280	16	7	0.68	PE	S	2022	NHSAM	20				20	20				
					RW						0							
					CN	S	2023		1,018			1018	1,018					
								Totals	1,038		0	0	1,038	20	1,018	0	0	

CLALLAM COUNTY
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
2022 - 2027

Hearing Date: _____
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TIP Project No.	PROJECT IDENTIFICATION A. Project/Road Name (Road Log/Bridge No.); [Project No.] B. Beginning and End Milepost (MP) or Termini C. Description of Work D. Total Project Federal, State and/or Other Outside Funding (prior/future)	Functional Class	Improvement Types(s)	Total Length (mi.)	PROJECT COSTS IN THOUSANDS OF DOLLARS											EXPENDITURE SCHEDULE (LOCAL AGENCY) [See Footnote]			
					Project Phase	Funding Status	Phase Start	FUNDING SOURCE INFORMATION (BY PHASE)						Total	2022	2023	2024	2025 to 2027	
								Federal Fund Type	Federal Funds by Phase	State or Other Fund Type	State or Other Funds by Phase	Local Funds by Phase							
10	Towne Road (52270) [698-1701] MP 0.76 to MP 1.99 Spot improvements for shoulders and sight distance between Woodcock Road and future alignment on top of relocated levee.	9	6	1.23	PE	S	2025					70	70					10	
					RW	S	2026					60	60					60	
					CN	S	2026					460	460					460	
					Totals				0		0	590	590	0	0	0	0	590	
11	Towne Road (52270) [698-1606] MP 1.99 to Seq. Dung. Way Reconstruct and relocate segment of Towne Rd. on top of completed relocated levee section. Design & right-of-way funded under Dungeness River Floodplain Restoration Project grant.	9	2	0.75	PE	C	2020					0							
					RW	C	2020					0							
					CN	S	2022					800	800	800	10				
					Totals				0		0	800	800	800	10	0	0	0	
12	Towne Rd. (52270) & Sequim-Dungeness Way (95250) Roundabout Roundabout safety and traffic flow intersection improvement at the new Towne Rd. and Seq.-Dung. Way intersection (See TIP # 11). Design funded as part of Dungeness River Floodplain Restoration project.	7	3	0.2	PE	S	2020					0							
					RW	C	2020					0							
					CN	P/U					0								
					Totals						0	0	0	0	0	0	0	0	
13	Undi Road (11670) [SCP-21002]. Road improvements related to the Jefferson County Undi Road Bypass Project. Funded by a Federal Lands Access Program (FLAP) Award to Jefferson County. Project delivered by Western Federal Lands Highway Div. FLAP \$2,034,407	9	3	1.29	PE	S	2020					0							
					RW			FLAP				0							
					CN	S	2023					0							
					Totals				0		0	0	0	0	0	0	0	0	
BRIDGE REPLACEMENT, PRESERVATION, AND REHABILITATION PROJECTS																			
14	Clallam Slough Bridge Replacement (19400 BR1) On Frontier Street (19400) MP 0.07 to MP 0.44 Demolish bridge and replace with new bridge and approaches designed to current standards. STP(BR) = \$5,193,100	8	4	0.37	PE	S	2020		1,298				1,298	225	873				
					RW	S	2023	STP(BR)	75			12	87		87				
					CN	S	2024		3,808				3,808		2,856	952			
					Totals				5,181		0	12	5,193	225	3,816	952	0		
15	Hoko Falls Bridge (91460BR2) [698-1804] on Hoko-Ozette Road (91460) MP 6.88 to MP 6.91 Various bridge preservation work (replace expansion joints, clean bridge, prepare & paint bearings, seal deck).	7	10	0.03	PE	S	2024					0				25			
					RW							0							
					CN	S/P	2025					0				175			
					Totals				0		0	0	0	0	0	25	175		
16	Sol Duc River Bridge (11200BR1) On Quillayute Road (11200) MP 6.47 to MP 6.52 Bridge preservation. Prep and paint steel truss bridge. STP(BR) = \$2,790,000	8	10	0.05	PE	S	2022		363			57	420	210	210				
					RW			STP(BR)					0						
					CN	S	2024		2,370				2,370			2,370			
					Totals				2,733		0	57	2,790	210	210	2,370	0		
17	Weel Bridge (18760BR1) On Weel Road (18760) MP 0.39 Bridge preservation. Prep and paint steel girder bridge. STB(BR) = \$1,822,200	9	10	0.19	PE	S	2022		242			38	280	140	140				
					RW			STP(BR)					0						
					CN	S	2024		1,580				1,580			790	790		
					Totals				1,822		0	38	1,860	140	140	790	790		

CLALLAM COUNTY
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
2022 - 2027

Hearing Date: _____
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					Project Phase	Funding Status	Phase Start	FUNDING SOURCE INFORMATION (BY PHASE)						EXPENDITURE SCHEDULE (LOCAL AGENCY) [See Footnote]						
								Federal Fund Type	Federal Funds by Phase	State or Other Fund Type	State or Other Funds by Phase	Local Funds by Phase	Total	2022	2023	2024	2025 to 2027			
CULVERT AND FISH PASSAGE CAPITAL PROJECTS																				
18	Bear Creek Rd. (20210) Culvert Replacements MP 1.74 & 1.78 Fish passage improvement. <i>Delivered by Trout Unlimited.</i> RCO-SRFB = \$137,625 & Private = \$97,000 [Design Only] No County Funding Match Required.	9	9	0.01	PE	S	2021				235		235							
					RW							0								
					CN							0								
					Totals						0	235	0	235	0	0	0	0		
19	Hoko-Ozette Road Culvert Replacement (91460) MP 5.77 Replace two failing culverts.	7	9	0.01	PE	S	2022					20	20	20						
					RW							0								
					CN	S	2022							200	200	200				
					Totals						0	220	220	220	0	0	0	0		
20	Johnson Creek Triple Culvert Replacement Hoko Ozette Road (91460) MP 9.4 [SCP-21003] Fish passage improvement. <i>Delivered by North Olympic Salmon Coalition.</i> RCO-FBRB = \$3,552,060; USFWS = \$72,000; RCO-SRFB = \$76,090	7	9	0.01	PE	S	2020			RCO	339	60	399							
					RW							0								
					CN	S/P	2023							4,470		4,470				
					Totals						0	4,809	60	4,869	0	0	0	0		
21	Kugal Creek Culvert Replacement Cooper Ranch Rd. (91460) MP 0.24 [SCP-21006] Fish passage improvement. <i>Delivered by Pacific Coast Salmon Coalition.</i> RCO-SRFB = \$780,000; RCO-WCRR = \$206,000	9	9	0.01	PE	S	2019			RCO	165	40	205							
					RW							0								
					CN	S	2022							821	56	877	56			
					Totals						0	986	96	1,082	56	0	0	0		
22	Wisden Creek & Swede Roads Culvert Replacements (20550 20460) [698-2002] MP 0.13 & 0.38 (Wisden) & MP 0.0 (Swede). Fish passage improvements. <i>Delivered by Trout Unlimited.</i> RCO-SRFB = \$137,896 (Design Only)	9	9	0.01	PE	S	2020			RCO	137	25	162	10						
					RW							0								
					CN							0								
					Totals						0	137	25	162	10	0	0	0		
NON-MOTORIZED TRANSPORTATION IMPROVEMENT PROJECTS (e.g., Olympic Discovery Trail, sidewalks)																				
23	Olympic Discovery Trail (ODT)--Forks Calawah River Park to Sitkum-Sol Duc Road (aka "A" Rd.) [698-1907] Construct ~1-mile trail and a multi-user, Calawah River trail bridge crossing. Federal: TA = \$450,000 + STBG = \$825,000; PRVT = \$300,000	0	32	1	PE	S	2021	TA STBG	65	PRVT		10	75	60						
					RW	S	2018					145								
					CN	S	2023					1,210	300	1,510		750	750			
					Totals						1,275	300	155	1,730	60	750	750	0		
24	ODT-Forks to La Push Trail Corridor Acquisition [698-2101] Acquire trail corridor between US 101 and Olympic National Park adjacent to SR 110. Costs apply towards local match for PE & CN phases-- see TIP # 25. RCO = \$905,456; PRVT = \$20,000	0	32	9.7	PE					RCO			0							
					RW	S	2021						905	302	1,207	670	537			
					CN									0						
					Totals						0	905	302	1,207	670	537	0	0		
25	Olympic Discovery Trail (ODT)--Forks to La Push [698-2101] Design and construct ~ 12-mile, trail from US 101 to existing La Push trail adjacent to SR 110 corridor. Project delivered by Western Federal Lands Highway Divison. FLAP = 5.1 to 11.3 million	0	32	12	PE	S	2021	FLAP	2,117				2,117							
					RW									0						
					CN	S	2025							372	9,582				372	
					Totals						11,327	0	372	11,699	0	0	0	0	372	
26	Countywide Olympic Discovery Trail (ODT) Trail Corridor Gap Acquisition [698-1607, 698-2102, 698-2103] Various locations countywide in current ODT gaps.	0	32		PE															
					RW	S/P	2022							300	300	50	50	50	150	
					CN															
					Totals						0	0	300	300	50	50	50	150		

CLALLAM COUNTY
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
2022 - 2027

Hearing Date: _____
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					Project Phase	Funding Status	Phase Start	FUNDING SOURCE INFORMATION (BY PHASE)						EXPENDITURE SCHEDULE (LOCAL AGENCY) [See Footnote]			
								Federal Fund Type	Federal Funds by Phase	State or Other Fund Type	State or Other Funds by Phase	Local Funds by Phase	Total	2022	2023	2024	2025 to 2027
VARIOUS LOCATION PROJECTS																	
27	Countywide Overlay Surface Improvements Road resurfacing improvements at various County locations.		7		PE	S	2022					120	120	20	20	20	60
					RW												
					CN	S	2022					1,080	1,080	180	180	180	540
								Totals	0	0	1,200	1,200	200	200	200	600	
28	Countywide Various Improvements Traffic control devices, signage, safety (e.g., guardrails), shoulder widening, drainage, surfacing upgrades, or other improvements using local funds. County misc. engineering project review services.		6		PE	S	2022				60	60	10	10	10	10	
					RW							0					
					CN	S	2022					90	90	15	15	15	45
								Totals	0	0	150	150	25	25	25	55	
TOTAL FUNDED PROJECTS								33,043		9,567	6,474	49,084	5,807	9,463	5,217	2,687	

NOTE: The estimated Local Agency (i.e., Clallam County) project expenditures for the 2022-2027 planning period may be less than the total costs shown by project funding source and phase. This may be due to one or more of the following reasons:

- 1) The project is underway and has expended project funds prior to Year 2022;
- 2) The project funding award is not to Clallam County and the project is being delivered by another agency or organization without any County match required;
- 3) The project funding award is not to Clallam County and the project is being delivered by another agency or organization with only a County match shown;
- 4) A project phase may not be completed to after Year 2027; and/or
- 5) Other project funding circumstances.

CLALLAM COUNTY
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
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					Project Phase	Funding Status	Phase Start	FUNDING SOURCE INFORMATION (BY PHASE)						EXPENDITURE SCHEDULE (LOCAL AGENCY) [See Footnote]			
								Federal Fund Type	Federal Funds by Phase	State or Other Fund Type	State or Other Funds by Phase	Local Funds by Phase	Total	2022	2023	2024	2025 to 2027

PLANNED (UNFUNDED PROJECTS)

U1	Anderson Road (East) (#47990) MP 0.00 to MP 0.45 (Cays Rd. to Thorton Drive-east crossing) Drainage, Widen, Resurfacing.	18	3	0.45	PE	P/U						50						
					RW	P/U						100						
					CN	P/U						500						
					Totals				0		0	650	650					
U2	Atterberry Road (#44300) M.P. 0.00 to M.P. 2.78 Reconstruct road between Sherburne Road and Hooker Road Widen, Regrade, Drainage - 3 Phases	8	2	2.78	PE	P/U						200						
					RW	P/U						400						
					CN	P/U						3,000						
					Totals				0		0	3,600	3,600					
U3	Barr Road (North) (#43110) M.P. 0.18 to M.P. 0.82 Reconstruct road north of SR 101 to west 90 degree corner Widen, Regrade, Drainage - 2 Phases	18	2	0.64	PE	P/U						50						
					RW	P/U						50						
					CN	P/U						600						
					Totals				0		0	700	700					
U4	Brown Road (#53810) M.P. 0.97 to M.P. 1.47 Sequim City Limits to Port Williams Road 3R upgrade plus walkways/bikeway	19	5	0.50	PE	P/U						60						
					RW	P/U						75						
					CN	P/U						500						
					Totals				0		0	635	435					
U5	Edgewood Drive (93110) - Rife Rd. to Reddick Rd. MP 0.87 to MP 2.38 Rehabilitate, resurface, restore, widen, and partial realignment	7	3	1.51	PE	P/U						150						
					RW	P/U						300						
					CN	P/U						2,500						
					Totals				0		0	2,950	2,950					
U6	Edgewood Drive, Reddick to City Limits (#93110) M.P. 2.38 to M.P. 2.99 Reconstruct Road to Major Collector Standards Widen, Realign, Regrade, Resurface	16	3	0.61	PE	P/U						50						
					RW	P/U						50						
					CN	P/U						850						
					Totals				0		0	950	950					
U7	Ennis Creek Road (#36200) M.P. 0.00 to M.P. 0.27 Baker Street to Front Street 3R upgrade plus walkway/bikeway	19	5	0.27	PE	P/U						60						
					RW	P/U						60						
					CN	P/U						400						
					Totals				0		0	520	520					
U8	Happy Valley Road (50300) MP 0.74 to MP 1.44 Reconstruct road north of McFarland Dr. to west of 3rd Ave, widen regrade, and drainage improvements.	8	3	0.7	PE	P/U						50						
					RW	P/U												
					CN	P/U						500						
					Totals				0		0	550	550					
U9	Heath Road Connector to Gilbert Road (#45850) Heath Road to Gilbert Road, No. 45850 Construct Connector Road between Heath and Gilbert Carlsborg Transportation Study #13	19	2	0.08	PE	P/U						300						
					RW	P/U						300						
					CN	P/U						1,300						
					Totals				0		0	1,900	1,900					

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					Project Phase	Funding Status	Phase Start	FUNDING SOURCE INFORMATION (BY PHASE)						2022	2023	2024	2025 to 2027	
								Federal Fund Type	Federal Funds by Phase	State or Other Fund Type	State or Other Funds by Phase	Local Funds by Phase	Total					
U10	Hoko-Ozette Road (#91460) M.P. 19.5. Relocate road segment (~ 400 feet or less) away from slide area, reconstruct and resurface. May need 40 to to 50-feet of additional right-of-way.	7	2 3 7	0.08	PE	P/U						10						
					RW	P/U					10							
					CN	P/U					150							
					Totals			0		0	170	170						
U11	Hoko-Ozette Road, No. 91460 Various segments M.P. 0.00 to M.P. 21.31 Reconstruct road away from Big River bank in 4 phases M.P. 0.79-1.0, 2.2-2.4, 2.7-3.0, 4.1-4.4	7	02 03 05 07	1.01	PE	P/U					120							
					RW	P/U					100							
					CN	P/U					750							
					Totals			0		0	970	970						
U12	Kirk Road Extension M.P. 0.28 to M.P. 0.50 Upgrade Existing Road and Extend to Atterberry Road Carlsborg Transportation Study #10	9	03 05 07	0.22	PE	P/U					150							
					RW	P/U					100							
					CN	P/U					600							
					Totals			0		0	850	850						
U13	Marine Drive (#47530) M.P. 0.00 to M.P. 0.72 Cays Road to Cline Spit Road Bluff Drainage Enhancements	9	05 06 07	0.72	PE	P/U					58							
					RW	P/U					40							
					CN	P/U					533							
					Totals			0		0	631	631						
U14	Mary Clark Road (#20100) M.P. 2.32 to M.P. 2.60 Realign road at Bear Springs Hatchery Corner	9	02 05 07	0.28	PE	P/U					10							
					RW	P/U					25							
					CN	P/U					150							
					Totals			0		0	185	185						
U15	Mill Road Traffic Island (#44930) M.P. 0.00 Install Raised Traffic Island to make Mill Road Right-in & Right Out Only Intersection. Carlsborg Transportation Study # 11D	18	05 06 07	0.1	PE	P/U					50							
					RW	P/U					30							
					CN	P/U					110							
					Totals			0		0	190	190						
U16	Mill Road Extension to Business Park Loop (#44930) M.P. 0.57 to 0.70 Extend Mill Road to tie into the industrial Business Park Loop Carlsborg Transportation Study # 6	18	05 06 07	0.13	PE	P/U					50							
					RW	P/U					50							
					CN	P/U					250							
					Totals			0		0	350	350						
U17	Mt. Angeles Road M.P. 0.47 to M.P. 1.12 Proposed Rural Arterial Program Project Widen, Realign, Regrade, Resurface	8	02 03 04 07	0.65	PE	P/U					75							
					RW	P/U					65							
					CN	P/U					600							
					Totals			0		0	740	740						
U18	Old Olympic Highway (#94120) M.P. 4.00 to 6.67 Widen, Regrade, Pulverize, Resurface & Drainage from McDonald Creek Bridge to Cays Road.	7	03 05 07	2.67	PE	P/U					100							
					RW	P/U												
					CN	P/U					920							
					Totals			0		0	1,020	1,020						

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					Project Phase	Funding Status	Phase Start	FUNDING SOURCE INFORMATION (BY PHASE)						Total	2022	2023	2024	2025 to 2027
								Federal Fund Type	Federal Funds by Phase	State or Other Fund Type	State or Other Funds by Phase	Local Funds by Phase						
U19	Olympic Discovery Trail - Elwha River to Freshwater Bay Road Gap [698-2102] Plan route, acquire right-of-way, and construct a non-motorized, shared use separated trail to close the trail gap west of ODT-Elwha River Bridge to Freshwater Bay Rd.	0	32	4.5	PE	P/U						225						
					RW	P/U					300							
					CN	P/U					2,250							
					Totals			0	0	2,775	2,775							
U20	Olympic Discovery Trail - Thompson/Onella Rd. to Gossett Rd Gap [698-2103] Plan route, acquire right-of-way, and construct a non-motorized shared use trail between the ODT-Thompson/Onella Rd. and Gossett Road sections and connect the ODT to Joyce.	0	32	7.0	PE	P/U					350							
					RW	P/U					500							
					CN	P/U					3,500							
					Totals			0	0	4,350	4,350							
U21	Olympic Discovery Trail - Sappho to Forks Gap [698-1607] Plan route, acquire right-of-way, construct new separated trail, and improve (e.g., pave) existing forest roads to connect the ODT route between Mary Clark Rd (Sappho area) and Forks ("A" road).	0	32	11.0	PE	P/U					310							
					RW	P/U					500							
					CN	P/U					3,100							
					Totals					3,910	3,910							
U22	Olympic Discovery Trail - Waterline Rd. Improvements [698-1401] Paving & other improvements (e.g., some widening, drainage) to gravel forest access road to improve trail route surface between the ODT Gossett Road and Spruce Railroad Trail sections.	0	32	3.5	PE	P/U					50							
					RW													
					CN	P/U					1,000							
					Totals			0	0	1,050	1,050							
U23	Parkwood Boulevard Traffic Island (#44940) M.P. 0.00 Install Raised Traffic Island to make Parkwood Boulevard a Right-in & Right-Out Only Intersection. Carlsborg Transportation Study #11D.	9	05 06 07	0.1	PE	P/U					30							
					RW	P/U					50							
					CN	P/U					110							
					Totals			0	0	190	190							
U24	Pioneer Road (#35820) M.P. 0.00 to M.P. 0.39 Reconstruct road between SR 101 & Baker Street Widen, Regrade, Drainage - 2 Phases	19	02 03 05 07	0.39	PE	P/U					60							
					RW	P/U					100							
					CN	P/U					400							
					Totals			0	0	560	560							
U25	Quillayute Road (#11200) M.P. 1.72 to 2.87 Quillayute Weather Station to Mina Smith Road Regrade, Drain, Widen, Resurface	8	03 04 07	1.15	PE	P/U					100							
					RW	P/U					100							
					CN	P/U					875							
					Totals			0	0	1,075	1,075							
U26	Runnion Road, East (#44730) M.P. 0.89 to M.P. 1.14 Carlsborg Road to Mill Road Regrade, Drain, Widen, Resurface	8	03 04 07	0.25	PE	P/U					20							
					RW	P/U					25							
					CN	P/U					105							
					Totals			0	0	150	150							
U27	Runnion Road Roundabout (#44730) M.P. 0.89 At the intersection with Carlsborg Road and realigned Spath Road construct a four-legged roundabout. Carlsborg Transportation Study #1	8	03 04 07	0.25	PE	P/U					78							
					RW	P/U					100							
					CN	P/U					900							
					Totals			0	0	1,078	1,078							

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					Project Phase	Funding Status	Phase Start	FUNDING SOURCE INFORMATION (BY PHASE)						Total	2022	2023	2024	2025 to 2027
								Federal Fund Type	Federal Funds by Phase	State or Other Fund Type	State or Other Funds by Phase	Local Funds by Phase						
U28	Sequim-Dungeness Way (#95250) M.P. 1.00 to 4.62 Sequim City Limits to Marine Drive, except Woodcock Road vicinity Repave	7	06 07	3.62	PE	P/U						30						
					RW													
					CN	P/U					2000							
					Totals				0		0	2,030	2,030					
U29	Spath Road (#45420) M.P. 0.00 to M.P. 0.80 Kitchen-Dick Road to Carlsborg Road Regrade, Drain, Widen, Resurface	9 19	03 04 07	0.8	PE	P/U					50							
					RW	P/U					106							
					CN	P/U					600							
					Totals				0		0	756	756					
U30	Spath Road to West Runnion Road Connector Route (#45420) M.P. 0.0.80 (Spath Road) to M.P. 0.60 (West Runnion Road) Construct New Connector Segment between Spath and West Runnion Roads. Carlsborg Transportation Study # 5	19	1	1.26	PE	P/U					100							
					RW	P/U					90							
					CN	P/U					800							
					Totals				0		0	990	990					
U31	Spencer Road Connector to Mill Road (#44660) M.P. 1.50 to Mill Road Construct New Connector Segment between Spencer Road and Mill Road. Carlsborg Transportation Study # 14	19	1	0.75	PE	P/U					300							
					RW	P/U					300							
					CN	P/U					1884							
					Totals				0		0	2,484	2,484					
U32	Sunland Non-motorized Trail Trail beside Taylor Blvd in Sunland for pedestrian access from Sequim-Dungeness Way & Dung Way to Holland Road.		32	2	PE	P/U					40							
					RW	P/U					40							
					CN	P/U					300							
					Totals				0		0	380	380					
U33	Trout Creek Bridge Replacement (#91460 BR4) M.P. 17.19 to M.P. 17.29 Hoko-Ozette Road	7	04 09	0.1	PE	P/U					50							
					RW	P/U					10							
					CN	P/U					475							
					Totals				0		0	535	535					
U34	US 101 Underpasses of McDonald Creek Bridge (#94120 BR1) Reconnect S. Barr & Sherburne Roads to North Side of US 101 by extending these County Roads under the New McDonald Creek US 101 Bridges.	7	04 09 07	0.09	PE	P/U					200							
					RW	P/U												
					CN	P/U					1948							
					Totals				0		0	2,148	2,148					
U35	Winterhawk to West Runnion Connector (#44730) Construct new Connector Segment between Winterhawk St. and West Runnion Rd. Carlsborg Transportation Study # 12.	19	1	0.25	PE	P/U					50							
					RW	P/U					20							
					CN	P/U					90							
					Totals				0		0	160	160					
Unfunded Culvert Replacement Projects																		
U36	Hoko-Ozette Rd (91460) Culvert Replacement (Culvert #: 800001331) M.P. 2.92 Fish passage improvement project.	7	9	0.01	PE	P/U					200							
					RW	P/U												
					CN	P/U												
					Totals				0		0	200	200					

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								Federal Fund Type	Federal Funds by Phase	State or Other Fund Type	State or Other Funds by Phase	Local Funds by Phase	Total	2022	2023	2024	2025 to 2027
U37	Hoko-Ozette Rd (91460) Culvert Replacement (Culvert #: 800001279) M.P. 6.41. Fish passage improvement project.	7	9	0.01	PE	P/U						200					
					RW	P/U											
					CN	P/U											
					Totals			0	0	200	200						
U38	Hoko-Ozette Rd (91460) Culvert Replacement (Culvert #: 800001275) M.P. 6.83 Fish passage improvement project.	7	9	0.01	PE	P/U						200					
					RW	P/U											
					CN	P/U											
					Totals			0	0	200	200						
TOTAL UNFUNDED PROJECTS													42,582				