



Clallam County Opportunity Fund Board Meeting Agenda

<https://us02web.zoom.us/j/87402304834?pwd=ZVZLOXp0NGY2VTIFY2g2RFhJc3pJdz09>

Meeting ID: 874 0230 4834

Passcode: 546053

December 17, 2021 – 2:30 PM

- 1) Call to Order**
- 2) Roll Call**
- 3) Selection of Chair/Vice-Chair for 2020**
- 4) Introductory Remarks and Orientation from Chair**
- 5) Approval of Sep 18, 2020 Minutes—Clallam County Public Works & Road Dept Application**

Call to Order.

Alan Barnard called to order meeting on 09.18.2020 at 9:00 am.

Roll Call.

Six of seven board member were present, Bruce Guckenburg was excused. A quorum (5 members or more) was met.

Selection of Chair & Vice Chair.

Chair Barnard entertained a motion for Chair and Vice Chair. Bill Hermann moved to select Alan Barnard as Chair and Mike McAleer as Vice Chair. Joseph Murray seconded the motion. The motion passed unanimously.

Introductory Remarks and Orientation from Chair.

Chair Barnard provided introductory remarks and a brief orientation.

Approval of Minutes.

Sharon Delabarre moved to approve the minutes as presented from the Dec 30, 2019 meeting on the review of the Field Arts and Events Hall Application. Mike McAleer seconded the motion. The motion passed unanimously.

Report from Program administrator.

1. Executive Director McAleer asked if there were any conflicts of interest as per OFB Bylaws dated Dec 16, 1999 in relation to this application for Carlsborg Sewer Extension funding. No board members offered any concerns.

2. Executive Director McAleer briefly reviewed the RCW's and the Clallam County Code 5.40.030 – Opportunity Fund Program. She noted the new Ordinance passed by the BOCC which clarified the authority of the Board to spend Opportunity Fund (OF) dollars on county wide Economic Development Entities. McAleer reviewed the allowed Use of Proceeds and the minimum responsibilities of the Board.
3. Executive Director McAleer then shared her screen to review the latest version of the County's accounting of the Opportunity Fund. She noted the estimates were created by Mark Lane, CFO of Clallam County and that his latest version of the OF was dated Feb 2020. She said there had been a few changes to the fund balance since that time, but said they were de minimus amounts.

Executive Director McAleer reviewed the forecasted balance with revenues and expenses by year of on the spreadsheet. She noted there were assumptions made of 3% increase annually to the tax revenues and the interest income would be 1.8%. She noted the tax revenues may be lower by the end of the year due to the decreased tax revenue based on the COVID-19 public health emergency. McAleer noted that the forecast is a conservative one and showed the .09 revenues were due to sunset in 2032 but that the legislature may extend that legislation prior to the sunset. See attached spreadsheet.

McAleer highlighted the fact that the County Commissioners approved the \$589,473 which put the fund balance at the end of 2020 at just under \$4 million.

Mike McAleer asked about the \$125k to the Conservation District. Executive Director McAleer responded that the allocation was at the authority and discretion of the County Commissioners.

Sharon DelaBarre noted she was surprised the amounts to the four economic development organizations did not include any CPI increases.

The Chair opened the Public Meeting.

Administrative Overview of the application – Executive Director McAleer stated she had reviewed the application, confirmed the project was included in the County Comprehensive Plan and reviewed the financial records of the county and found everything to be in order.

Meggan Uecker presented the Clallam County Public Works and Road Department Application for \$90,000 of grant funding.

- Meggan shared her screen to show the Carlsborg area map. She first reviewed the 2017 project and the importance of the sewer infrastructure.
- Meggan reviewed the existing barriers to development. She said the PUD water does not fully serve all areas within the Carlsborg UGA and reviewed the PUD's future water expansion plans.
- She reviewed the current sewer extension plans along Gupster Road and highlighted the funds they were able to save by doing much of the work internally. She emphasized the cost savings that would be achieved if the Public Works and Road Department would be able to complete the Savannah Sewer Extension in conjunction with the Gupster Road Extension project.

- She spoke about two prior housing developments that did not occur at the Savannah location due to the cost to connect to the sewer. She said the current developer would be connecting to the line and would build 14 affordable housing units. She said the developer would be paying for nearly equivalent portion of the sewer extension from the County's line to bring it to their development.
- She also highlighted the fact that 13.5 acres of developable land would also be served by Trunk Line and another 45 acres would potentially be served. She said the subject area is served by PUD water.
- She said the Clallam County Public Works and Road Department was requesting \$90,000 to be allocated to the Savannah Sewer Extension. She said of the original \$242,000 for the Gupster Rd Sewer line extension, \$92,000 would be committed to the Savannah trunk line.

The Chair asked the Board if they had any questions for the applicant.

- Bill Hermann asked what was needed for PUD to complete the water lines throughout the UGA. Meggan explained their processes but said Commissioner Ozias was very familiar with the status and issues.
- Sharon Delabarre asked if the County would be anticipating a need for supplemental funding for Gupster Rd. Meggan replied, "No, that the pressure line was fully funded and would be completed in 2020 with no anticipated supplemental funding".
- Joseph Murray asked if this would eliminate construction of new septic systems due to construction of the sewer line. Meggan answered, "Yes, due to the fact that contamination from nitrates from defunct septic systems were entering into existing well water, thus, new construction would be required".

Opportunity for Public Input

- Chair requests any members of the audience who wish to present written comments.
- Allyson Brekke, Director of Community and Economic Development for the City of Port Angeles provided written comment in the zoom chat box to request that they consider opportunity fund applications that would support the Olympic Discovery Trail.
- No other public comments were offered.

Application rebuttal and close of public meeting. No rebuttal was offered.

The Chair Closed the Public hearing at 9:52am.

The Chair prompted the board members to ask questions, raise any concerns to deliberate on the application.

Sharon Delabarre said she believed the question had been answered about developer participation so therefore she felt there was no reason to not put it forward.

John Brewer asked why this would be a grant instead of a loan? Meggan responded by explaining that the existing funds for the sewer are too limited and therefore debt service capability was limited.

Joseph Murray asked how would the maintenance of the new construction be funded? Meggan explained that the operations and maintenance of the sewer line comes from our rate payers and that new connections would bring in that revenue. She said maintenance of new sewer lines are very minimal.

Mike McAleer said he was in support of the grant and was prepared to make a motion.

Bill Hermann said he was torn about it. He said if it's a grant only a few customers will be benefit from it. But he also added said it would be cleaner transaction if it was funded as a grant.

Mike McAleer moved **the Opportunity Fund Board recommends to the Board of County Commissioners to approve a grant in the amount of \$90,000 for the County Public Works Department to extend the Carlsborg Sewer Line on Savannah Way.** Joseph Murray seconded the motion. The motion passed unanimously.

Executive Director McAleer said she would be emailing all of the municipalities and special districts in the County in the upcoming weeks to ask them to provide information about any upcoming Opportunity Fund requests they may have in the next year. She said she would cc all board members.

The Chair adjourned the meeting at 9:52.

6) Report from Program Administrator

- a) Conflict of Interest review as per the OFB Bylaws dated Dec 16, 1999
- b) RCW 82.14.370 and RCW 43.330.010
- c) Clallam County Code 5.40. – Opportunity Fund Program
- d) OF Balance review by Executive Director McAleer & CFO Mark Lane.

7) Application Review: City of Forks application to retrofit the Waste Water Treatment Facility.

- a) Open Public Meeting
- b) Administrative Overview of the application – Executive Director
- c) Presentation of funding request by City of Forks Staff
- d) Board Questions for City Officials

8) Opportunity for Public Input

9) Application rebuttal and close of public meeting

10) OFP Board Members questions, concerns and debate

11) Motion for disposition

12) Adjourn