



Clallam County Opportunity Fund Board Agenda

May 23, 2024, 3p.m.
141 W. First St.
Port Angeles

- 1) Call to Order**
- 2) Roll Call**
- 3) Introductory Remarks and Orientation from Chair**
- 4) Approval of March 28, 2024 Minutes – Forks Supplemental Request for the Waste Water Treatment Facility**

1:05 pm - Chair Barnard called to order meeting on 03.28.24. Chair Barnard provided opening remarks and a brief orientation.

1: 06 pm - Roll Call - Lorie Fazio

- Board Members in attendance: Alan Barnard, Sharon Delabarre, Bill Hermann, Mike McAleer, and Joe Murray.
- Guest attendees: Timothy Dalton, Clallam County, Meggan Uecker, City of Sequim, Kenneith Reandeau, Clallam County, Paul Hampton, and Rod Fleck from the City of Forks.

Chair Barnard - Established a Quorum (5/6 members present)

1:07 pm - Selection of Chair & Vice Chair for 2024 – Vice Chair McAleer gave accolades to Alan Barnard's knowledge of codes and leadership of the OFB. Mike McAleer moved to select Alan Barnard as Chair. Joe Murray seconded the motion. The motion carries and passes unanimously. Joe Murray moved to select Mike McAleer as Vice Chair. Bill Hermann seconded the motion. The motion carries and passes unanimously.

1:09 pm – Chair Barnard elects Colleen McAleer to present Item for Consideration – Modify Quorum Definition

- Recommended Action: Sharon Delabarre moved to amend the Opportunity Board Fund Bylaws to state, "A quorum shall be considered present for a meeting of an Opportunity Fund Board meeting when at least 50 percent of members are present." Joe Murray seconded the motion. Comments: Sharon & Joe say this makes sense. The motion carries and passes unanimously.

1:12 pm - Approval of Minutes. Mike McAleer moved to accept the minutes as presented for the Dec 17, 2021, meeting minutes. Joe Murray seconded the motion. The motion carried and accepted. The motion passed unanimously.

1:13 pm - Report from Program administrator - Colleen McAleer

- Conflict of Interest review as per the OFB Bylaws dated Dec 16, 1999 (No Conflict)
- RCW 82.14.370 and RCW 43.330.010
- Clallam County Code 5.40.041– Opportunity Fund Program

1:18 pm - Timothy Dalton provided an overview of the RCW approved for Clallam County effective June 6th.

Updates provided on the following:

- Peninsula Housing Authority’s availability for Opportunity funds. Funds 1406 1590 \$150K 1/10 of 1% sales tax approximately 1.2M annually.

1:30 pm – Colleen McAleer - Minimum Responsibilities of the board review.

1:32 pm – Colleen McAleer – review the February 2024 OFB balance and budgeted revenues and expenses: Skills center loan update to mature 2048. 340-360.

No questions.

1:37 pm – Colleen McAleer – Application Review

- Audit reviewed to meet requirements.
- Creating new jobs or retaining current jobs.
- Main West End Business Core – Hospital
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1:39 pm – Public Input

- Rod Fleck to comment
- No public statements

1:47 pm – Application rebuttal

- N/A – Public hearing publicly closed.
- 1:48 pm – No OFB Member comments.

1:50 pm - Mike McAleer moved that the Opportunity Fund Board recommend to the Board of County Commissioners to approve a grant in the amount of \$295,000 to support the increased costs for the City of Forks Wastewater Treatment Facility. Chair Barnard requests Lorie Fazio reads back the motion for the record. “The Opportunity Fund Board recommend to the Board of County Commissioners to approve a grant in the amount of \$295,000 to support the increased costs for the City of Forks Wastewater Treatment Facility.” Bill Hermann seconded the motion. Comments: Joe Murray - worthwhile undertaking, in favor. Bill Hermann – housekeeping – up to date activity, in favor. Sharon Delabarre – concurs. Mike McAleer – we need to do this. The motion carries and passes unanimously.

1:52 pm – Chair Barnard – Thanks the Clallam County EDC for their continued support to the Opportunity Fund Board. Meeting Adjourned.

Approval of May 13,2024 Work Session Minutes; May 13, 2024 at 2pm; In person at 141 W. First St., Port Angeles, WA and via Teams

2:01 PM Vice Chair McAleer Call to Order

2:02 PM Colleen McAleer - Roll Call

Those in attendance: Alan Barnard, Sharon Dele barre, Bill Hermann, Mike McAleer, Joe Murray, and Johanna Bartee.

Guest Attendees included: Timothy Dalton, Clallam County, Mark Lane, Clallam County, Meggan Uecker, COS, Ron Garcelon, Clallam County, Bruce Emery, Clallam County, Ethan Walker, COPA, Amy Doherty, COS, Matt Huish, COS, Paul Hampton, COF, Sarah VanAusdle, COS, Shayla Nagel, Clallam County, Todd Mielke, Clallam County, Mike French, Clallam County, Steve Gray, Clallam County, Caleb McMahon, Port of PA.

Introductions of Staff from Municipal organizations were made.

2:05 PM Mark Lane - CC provided a review of available funding in the Opportunity Fund (.09 funds) and obligations for the funds by year that are already committed to cover bonds previously issued.

2:14 PM Q&A

Staff from each of the local governments discuss potential strategic infrastructure investments. (~15 minutes for each local government). They will address the following:

- Infrastructure investments (road, water, power, sewer, broadband) or Community Facility in your comprehensive plan is a high priority.
- What would this investment support or facilitate regarding future development (commercial, industrial and/or residential) in terms of employment and/or housing impact.
- High level estimate of project cost.
- Existed matching funds.

2:20 PM Todd Mielke – CC – provided Strategic uses explanation to include unique broad application process for fund beneficiaries.

2:25 PM Ron Garcelon – CC – Carlsborg Sewer System, CB/Sekiu Waster water & collection station

2:50 PM Matt Huish – Public Works Initiative – Amy – Meggan Uecker presented.

3:16 PM Ethan Walker – COPA – 8th Street Basin (UGAS Expansion) Emergency Operations Center, Water & sewer Infrastructure.

3:25 PM Paul Hampton – COF – refer to Rod Flecks email attached.

3:30 PM Caleb McMahon -POP – Marine Trade Center, EOC building (Emergency Operations Center)

3:32 PM Chair Barnard – Thanked the EDC’s stewardship (looking into the future for context of the OFB funding)

3:33 PM Opportunity Fund Board Members ask any questions of the staff regarding their presentations. Colleen McAleer requested an outlined summary of each project from the Municipals.

3:41 PM Colleen McAleer to send out an invite for the next OF Board Meeting to Review County Application for two pump stations in the Clallam Bay/Sekiu Sewer System.

3:43 PM Chair Barnard adjourned the meeting.

5) 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 5.40.030 – Opportunity Fund Program
 - i) Use of Proceeds:
 - For the purposes of this section, “public facilities” means bridges, roads, domestic and industrial water facilities, sanitary sewer facilities, earth stabilization, storm sewer facilities, railroad, electricity, natural gas, buildings, structures, telecommunications infrastructure, transportation infrastructure, or commercial infrastructure, and port facilities in the State of Washington.
 - For purposes of this section, “economic development purposes” means those purposes which facilitate the creation or retention of businesses and jobs in Clallam County. Economic development purposes may be accomplished through construction of public facilities that have direct job creation or by construction of public facilities, such as infrastructure, that create an environment for business development and job creation.

ii) Minimum responsibilities of the Board:

- The cost of the proposal in relation to the project's potential to create economic development as defined in this chapter.
- The priority of the project with other economic development projects included in the public facilities and/or comprehensive plans of the County or cities.
- The readiness of the project, including availability of project financing and arrangements completed for cooperative efforts necessary between governmental jurisdictions.
- Whether a loan should be considered for a portion of the funding proposal, particularly if the project is for a utility that, when completed, has the potential to generate revenue through user rates.
- The need to retain funds for known future projects that have high priority in the community.

6) Application Review:

- a) Open Public Meeting
- b) Administrative Overview of the application – CCEDC Executive Director
- c) Applicant Review: Clallam County Public Works Department, Ron Garcelon
- d) Board Questions for County Official

7) Opportunity for Public Input

- a) Chair requests any members of the audience who wish to present written comments.
- b) All public comments, including the applicant's presentation, are limited to 5 minutes per person
- c) The applicant may have 10 minutes to rebut comments given at the hearing. And, the chair may waive this limitation if the situation warrants a longer testimony.
- d) The spokesperson for the applicant is given an opportunity to speak in favor of the application.
- e) All other interested parties are given an opportunity to speak either for or against.
- f) Each person shall give his/her name, address, and the nature of the interest.

8) Application rebuttal and close of public meeting

9) OFP Board Members questions, concerns and debate

10) Motion for disposition

11) Adjourn