



SPECIAL MEETING AGENDA

CLALLAM COUNTY HERITAGE ADVISORY BOARD

**223 East 4th Street, Room 160
Port Angeles, Washington
October 6, 2025 – 4:30 p.m.**

Heritage Advisory Board meetings will be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 836 9266 4344 and passcode: 12345 and use *9 to raise your hand.

If you would like to participate in the meeting via Zoom video conference, visit www.zoom.com and use meeting ID: 836 9266 4344 and passcode: 12345

This meeting can be viewed on a live stream at this link: <https://clallamcountywa.gov/meetings>

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or loni.gores@clallamcountywa.gov

CALL TO ORDER/ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES: July 7, 2025

BUSINESS ITEMS

- Introduction of Lindsey Sehmel new District I Board Member
- 2026 Heritage Fund applications call for applications
 - * Approve timeline
 - * Approve notice and press release
- Expiring terms on December 31, 2025
 - * Judith Stipe, Paula Hunt, Mike Doherty and Nancy Messmer
- Membership openings
 - * District II (2 openings)

ITEMS FOR THE GOOD OF THE ORDER

PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE

ADJOURNMENT

Heritage Advisory Board

Draft minutes

July 7, 2025



CLALLAM COUNTY HERITAGE ADVISORY BOARD MINUTES of July 7, 2025

MEETING OF THE HERITAGE ADVISORY BOARD (HAB)

Judith Stipe called the meeting to order at 4:30 p.m., Monday, July 7, 2025. Also present were Paula Hunt, Nancy Messmer, and Bryon Monohon. Frank Maybury and Mike Doherty were excused. Loni Gores, Clerk of the Board, was present.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Hunt moved to strike the financial report from the agenda, Stipe seconded, motion carried

APPROVAL OF MINUTES

- May 5, 2025 and June 17, 2025

ACTION TAKEN: Messmer moved to approve, Hunt seconded, motion carried

BUSINESS ITEMS

• Financial report

Hunt had moved to strike the financial report from the agenda. No objections from the HAB Members. The motion was passed.

• 2025 Heritage Fund applications 2nd call – Review and Recommendations

Stipe commented that general maintenance do not qualify for funds. HAB Members discussed what projects would qualify for funding.

Elks Lodge

HAB Members discussed the application for Elks Lodge application. Concerns were raised on whether the requested project qualifies for funds.

ACTION TAKEN: Messmer moved to approve \$2,500 for repair, power wash, scrape, paint for the Elks Lodge request, Hunt seconded, 2 voted in favor of and 2 voted no

Monohon recommended sending the application to the Board of Commissioners (BOCC) for review and recommendation. Clerk Gores will forward the application to the BOCC and report back to the HAB Members once the application has been reviewed.

North Olympic Peninsula Railroaders

HAB Members discussed the application for North Olympic Peninsula Railroaders. Hunt asked members to be mindful of advocating for projects they are involved in. Stipe briefed the HAB Members on the request. She noted that she is recused from voting on this application.

ACTION TAKEN: Monohon moved to approve \$5000 for the North Olympic Peninsula Railroaders request, Hunt seconded

ACTION TAKEN: Monohon moved to amend his motions to approve \$10,000 for the North Olympic Peninsula Railroaders request, Hunt seconded, motion carried (Stipe recused)

GOOD OF THE ORDER

- There will be a Clallam Bay Bridge Reopening Ceremony on Saturday, July 19, 2025 at 12 p.m.
- Potato Party update - Messmer
- North Olympic History Center tour – Stipe
- Historical newspaper archives - Monohon

NEXT MEETING DATES: August 4, 2025 at 4:30 p.m.

HAB Members requested to cancel the August 4, 2025 meetings. The next meeting will be held on September 2, 2025 at 4:30 p.m.

ADJOURNMENT: The meeting adjourned at 5:26 p.m.

Heritage Advisory Board

Business item

2026 call for Heritage Fund applications

Timeline/Notice/Press Release



**CLALLAM COUNTY
HERITAGE ADVISORY BOARD
223 EAST 4TH STREET, STE. 4, ROOM 150
PORT ANGELES, WASHINGTON**

**Clallam County Heritage Advisory Board
Timeline 2026**

1. Notice, press release, application released for HAB funding applications – **October 6, 2025**
2. Applications due – **December 8, 2025 at 12 p.m.**
3. Prosecuting Attorney eligibility review – **December 8, 2025 – January 21, 2026**
4. Publish agenda and applications for review by HAB Members for February 2 meeting by - **January 29, 2026**
5. HAB Board meeting for review and recommendations for which project to fund – **February 2, 2026**
* This must be done in open session. HAB members will recuse themselves, if necessary, as outlined in guideline.
6. HAB Board Clerk forwards recommendations to BOCC – **February 4, 2026**
7. BOCC work session review – **February 9, 2026**
8. BOCC regular agenda approval – **February 17, 2026**
9. Applicants notified and contracts processed – **February 18 - March 31, 2026**



Clallam County Heritage Advisory Board Accepting applications for grants notice

CLALLAM COUNTY HERITAGE ADVISORY BOARD

The Clallam County Heritage Advisory Board is accepting applications for historic preservation grants.

The grants are for public programming, capital improvements and equipment, collections management and training that support projects' preservation and enhancing county history for residents, visitors and future generations.

In compliance with the Americans with Disabilities Act, reasonable accommodations are available upon request.

Applications may be submitted by a public entity or a nonprofit tax-exempt organization that either operates or owns a museum or similar historical institution promoting local history within the boundaries of Clallam County; entities performing educational, interpretive or similar activities that promote local history within county boundaries; or individuals or entities that own property within Clallam County that is listed on local, state or national registers.

According to state law, these funds are to be used for projects which "promote historical preservation or historical programs, which may include preservation of historic documents."

Grant application will be received at 223 East 4th Street, Room 150, Port Angeles, Washington until 12 p.m. (noon), Monday, December 8, 2025.

The sealed applications must be clearly marked on outside of the envelope, "**Heritage Advisory Board Grant Application.**" Address proposal to: Clallam County Heritage Advisory Board – Commissioners Office, 223 East 4th Street, Suite 4, Port Angeles, Washington 98362 or hand-deliver to 223 East 4th Street, Room 150, Port Angeles, Washington. Documents delivered to other offices and received late by the Commissioners' Office will not be considered nor will ones received by facsimile or e-mail. Submittals made in an incorrect format will not be considered.

A complete informational packet on preparing a proposal may be obtained from:

Clallam County Board of Commissioners
223 East Fourth Street, Suite 4
Port Angeles, WA 98362
Phone: 360-417-2233
Email: loni.gores@clallamcountywa.gov

Applications are available at Web:

<https://www.clallamcountywa.gov/737/Heritage-Advisory-Board-HAB>

Clallam County hereby notifies all that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined in Title VI of the Civil Rights Act of 1964 at 49 CFR Part 23 will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

PASSED THIS 6th day of October 2025

Heritage Advisory Board

Loni Gores, MMC, Clerk of the Board

Publish:

October 10, 2025 – Peninsula Daily News

October 16, 2025 – Forks Forum

October 15, 2025 - Sequim Gazette

Bill: Board of Commissioners – Heritage Advisory Board



Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493
E-mail: loni.gores@clallamcountywa.gov

PRESS RELEASE **For Immediate Release**



The Clallam County Heritage Advisory Board is accepting applications for historic preservation grants.

According to state law, funds are collected to be used for projects which "promote historical preservation or historical programs, which may include preservation of historic documents." The grants are for public programming, capital improvements and equipment, collections management and training that support projects' preservation and enhancing county history for residents, visitors and future generations.

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Interested residents are invited to call the Board of Commissioners' Office at 360-417-2256 or email to loni.gores@clallamcountywa.gov or visit the Board of Commissioners' office in the Clallam County Courthouse, 223 E. Fourth St. Room 150, Port Angeles.

