WORK SESSION AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Monday, October 10, 2022 – 8:00 a.m.

Board of Clallam County Commissioner meetings will also 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: 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

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

Public comment can be directed to the Clerk of the Board at 360-417-2256 or Loni.Gores@clallamcountywa.gov

Administration – 9 a.m.

1. Calendar/Correspondence

2. Interlocal Agreement designating Salish Behavioral Health Administrative Services Organization (SBH-ASO) as the Olympic Opioid Abatement Council

   Agreement

3. Pre-application questionnaire Office of Crime Victim Advocacy for STOP Formula Grant

   Pre-application questionnaire

4. 2022 Olympic Peninsula Disc Golf Association volunteer update

   Update

Public Works

5. Resolution establishing government equipment rental schedule for year 2023

   Resolution

6. Resolution modifying CR 6, 2022 regarding the temporary closure of Cooper Ranch Road – Road No. 20650

   Resolution

7. Review updated Right of Way Procedures

Right of Way Procedures

Board of Commissioners

8. Resolution appointing Craig Jaeger to the Lodging Tax Advisory Committee

Resolution

Budget

9. Discussion on proposed budget reductions to be considered on October 25 (6a)*

Budget reductions

10. Discussion on proposed budget revisions to be considered on October 25 (6b)*

Budget revisions

11. Discussion of proposed supplemental appropriations to be considered on October 25 (6c)*

Supplemental appropriations

12. Discussion of proposed budget emergencies to be considered on October 25 (6d)*

Budget emergencies

13. Administrator and Chief Financial Officer submits recommended 2023 Budget for review

Proposed 2023 Budget

General Discussion/Items for Future Agendas

a. Small Business Development Update (October 17)

b. Joint Meeting with Port of Port Angeles (October 24 at 11 a.m.)

c. Department of Natural Resources quarterly report (November 28 at 1 p.m.)

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

- Other items may be added at the discretion of the Board and additional Work Sessions may be scheduled if more time is needed to allow for adequate discussion.
- 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.

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda) 2 10/10/22

Department: Prosecuting Attorney's Office

WORK SESSION ☒ **Meeting Date: October 10, 2022** ✓

REGULAR AGENDA ☒ **Meeting Date: October 18, 2022**

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

Item summary:

☐ Call for Hearing ☒ Contract/Agreement/MOU - Contract # 000-22.001

☐ Resolution ☐ Proclamation ☐ Budget Item

☐ Draft Ordinance ☐ Final Ordinance ☒ Other: Litigation Settlement

Documents exempt from public disclosure attached: ☐

Executive summary:

A final agreement has been reached between local governments and the State of Washington in regards to allocation of the funds paid by the settling opioid distributors in *State of Washington v. McKesson Corporation, Cardinal Health Inc., and AmerisourceBergen Drug Corporation*. The Allocation Agreement Governing the Allocation of Funds Paid by the Settling Opioid Distributors in Washington State is attached for the consideration of the Board. The Clallam County Board of Commissioners approved this settlement on September 18, 2022.

Under the settlement, distributions can be managed at a regional level. It has been proposed that settlement monies received by Clallam, Jefferson, and Kitsap Counties be administered by the Salish Behavioral Health Administrative Services Organization(SBH-ASO). A copy of the proposed Interlocal Agreement designating SBH-ASO as the Olympic Opioid Abatement Council is attached for the consideration of the BOCC.

If the agreement is adopted, SBH-ASO would be responsible for receiving, managing, distributing and administering Opioid Funds allocated to Clallam, Jefferson, and Kitsap counties consistent with the Approved Purposes set forth in the On WA MOU.

This agreement is also scheduled to be considered by the Jefferson County BOCC and the Kitsap County BOCC during the week of October 10, 2022.

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 at this time.

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

The BOCC should consider the following document for approval:
Interlocal Agreement between Clallam County, Jefferson County, Kitsap County, and Salish Behavioral Health Administrative Services Organization

County Official signature & print name: Elizabeth Stanley

Name of Employee/Stakeholder attending meeting: Elizabeth Stanley

Relevant Departments: PAO, BOCC, HHS, CCSO

Date submitted: September 30, 2022

INTERLOCAL AGREEMENT BETWEEN
CLALLAM COUNTY
JEFFERSON COUNTY
KITSAP COUNTY
AND
SALISH BEHAVIORAL HEALTH ADMINISTRATIVE SERVICES ORGANIZATION

This Agreement is made between Clallam County, Jefferson County, and Kitsap County, on the one hand, and Salish Behavioral Health Administrative Services Organization (SBH-ASO), through Kitsap County, its administrative entity, on the other, (collectively "Parties") for the purpose of administering monetary amounts allocated to the counties of Clallam, Jefferson, and Kitsap resulting from settlements with and/or litigation against opioid pharmaceutical supply chain participants. The Parties to this Agreement mutually agree to the terms contained herein.

RECITALS

A. Clallam, Jefferson, and Kitsap counties are Participating Counties in the National Prescription Opiate Litigation, United States District Court for the Northern District of Ohio, Case No. 1:17-md-02804-DAP.

B. Clallam, Jefferson, and Kitsap counties are also Participating Local Governments to the One Washington Memorandum of Understanding Between Washington Municipalities (One WA MOU), a copy of which is attached hereto as Attachment A and fully incorporated herein.

C. Clallam, Jefferson, and Kitsap counties are also Participants to the Allocation Agreement Covering the Allocation of Funds Paid by the Settling Opioid Distributors in Washington State, a copy of which is attached hereto as Attachment B and fully incorporated herein (Allocation Agreement).

D. Clallam, Jefferson, and Kitsap counties anticipate receipt of other funds resulting from settlements with and/or litigation against opioid pharmaceutical supply chain participants.

E. Funds allocated to Clallam, Jefferson, and Kitsap counties pursuant to the One WA MOU and the Allocation Agreement shall be collectively referred to herein as "Opioid Funds."

F. Clallam, Jefferson, and Kitsap counties and the Jamestown S'Klallam Tribe are parties to an interlocal agreement (KC-279-19, as it may be amended or superseded from time to time) establishing the SBH-ASO. The SBH-ASO administers behavioral health services and programs under chapters 71.24 and 71.05 RCW within the Olympic Community of Health Region regional service area established under RCW 74.09.870.

G. Clallam, Jefferson, and Kitsap counties seek to designate SBH-ASO as the Olympic Opioid Abatement Council pursuant to Section C.4.h of the One WA MOU and pursuant to Section 15 of the Allocation Agreement for the purposes of receiving, managing, distributing, and administering Opioid Funds allocated to Clallam, Jefferson, and Kitsap counties consistent with the Approved Purposes set forth in the One WA MOU and consistent with the purposes set forth in Section 8 of the Allocation Agreement.

H. SBH-ASO's Tribal members are subject to separate agreements concerning Opioid Funds, are not subject to the One WA MOU or the Allocation Agreement described herein, and thus it is unnecessary to join SBH-ASO's Tribal members as parties to this Agreement.

I. This Agreement is made pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW.

J. This Agreement does not contemplate a joint budget.

K. This Agreement does not contemplate the joint acquisition of property by the parties. At termination, each party will remain the sole owner of its own property.

AGREEMENT

1. The foregoing Recitals A through H are true and correct and are incorporated herein by reference as if fully set forth herein.

2. Clallam, Jefferson, and Kitsap counties hereby designate SBH-ASO as the Olympic Opioid Abatement Council pursuant to Section C.4.h of the One WA MOU and pursuant to Section 15 of the Allocation Agreement to oversee allocation, distribution, expenditures, and dispute resolution of Opioid Funds allocated to Clallam, Jefferson, and Kitsap counties consistent with the Approved Purposes set forth in the One WA MOU and Allocation Agreement and consistent with the purposes set forth in Section 8 of the Allocation Agreement (collectively "Approved Purposes").

3. Clallam, Jefferson, and Kitsap counties shall pay over to SBH-ASO those Opioid Funds distributed to Clallam, Jefferson, and Kitsap counties or authorize that Opioid Funds allocated to Clallam, Jefferson, and Kitsap County be paid over directly to SBH-ASO.

4. SBH-ASO shall maintain Opioid Funds in a separate fund and Opioid Funds shall not be comingled with other funds received by SBH-ASO from HCA or other sources.

5. Ten percent (10%) of Opioid Funds received by SBH-ASO will be reserved, on an annual basis, for administrative costs related to managing, distributing, and administering Opioid Funds consistent with Approved Purposes. SBH-ASO will provide an annual accounting for actual costs and any reserved funds that exceed actual costs will be reallocated to Approved Purposes.

6. Opioid Funds will be subject to mechanisms for auditing and reporting to provide public accountability and transparency. All records related to the receipt and expenditure of

Opioid Funds shall be maintained for no less than five (5) years and such records shall be available for review by the Parties to this Agreement, government oversight authorities, and the public. Each party shall be responsible for its own compliance with the Washington Public Records Act, chapter 42.56 RCW (as may be amended). This Agreement, once executed, will be a "public record" subject to production to a third party if it is requested under the chapter 42.56 RCW.

7. SBH-ASO will be responsible for the following actions with respect to Opioid Funds:

a. Overseeing distribution of Opioid Funds to programs and services within the Olympic Community of Health Region regional service area for Approved Purposes.

b. Preparing annual expenditure reports for compliance with Approved Purposes.

c. Reporting and making publicly available all decisions on Opioid Fund allocation applications, distributions, and expenditures by SBH-ASO.

d. Developing and maintaining a centralized public dashboard or other repository for the publication of expenditure data for expenditures of Opioid Funds by SBH-ASO, which it shall update at least annually.

e. If necessary, require and collect additional outcome-related data to evaluate the use of Opioid Funds.

f. Hearing complaints by Clallam, Jefferson, and/or Kitsap Counties regarding alleged failure to (1) use Opioid Funds for Approved Purposes or (2) comply with reporting requirements.

8. If any Party to this Agreement believes another Party violated the terms of this Agreement, the WA One MOU, and/or the Allocation Agreement, the aggrieved Party may seek judicial enforcement of the terms of this Agreement, the WA One MOU, and/or the Allocation Agreement. The Parties hereby stipulate that venue of any action shall be Thurston County Superior Court in accordance with RCW 4.12.080. Prior to filing any such action, the alleging Party shall first provide the alleged offending Party notice of the alleged violation(s) and a reasonable opportunity to cure the alleged violation(s). In such an enforcement action, any alleging Party or alleged offending Party may be represented by their respective public entity in accordance with Washington law.

9. Nothing in this MOU shall be interpreted to waive the right of any Party to seek judicial relief for conduct occurring outside the scope of this Agreement that violates any Washington law. In such an action, the alleged offending Party may be represented by their respective public entities in accordance with Washington law. In the event of a conflict, any Party may seek outside representation to defend itself against such an action.

10. This Agreement is subject to the terms and conditions of the Parties' interlocal

agreement establishing the SBH-ASO (KC-279-19, as it may be amended or superseded from time to time), except that in the event of an inconsistency between this Agreement and the Parties' interlocal agreement establishing the SBH-ASO, unless otherwise provided, the inconsistency is resolved by giving precedence in the following order:

a. Applicable Federal and Washington State Statutes and Regulations.
b. All terms and conditions in this Agreement, including the One WA MOU and the Allocation Agreement.
c. The Parties' interlocal agreement establishing the SBH-ASO (KC-279-19, as it may be amended or superseded from time to time).
d. Any other material incorporated herein by written reference.

11. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. The Parties agree not to deny the legal effect or enforceability of this Agreement solely because it is in electronic form or because an electronic record was used in its formation. The Parties agree not to object to the admissibility of this Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the grounds that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

12. This Agreement shall take effect upon the date of its full execution and shall expire on the date that the Interlocal Agreement establishing the SBH-ASO expires (KC-279-19, as it may be amended or superseded from time to time).

13. Each Party represents that all procedures necessary to authorize such Party's execution of this Agreement have been performed and that the person signing for such Party has been authorized to execute this Agreement.

14. Once fully executed, this Agreement shall by filed by Kitsap County with the Kitsap County Auditor.

15. The parties shall keep and maintain all records required by law in connection with the performance of this Agreement.

16. The parties signed this Agreement in the State of Washington. The laws of the United States and the State of Washington govern this Agreement, as if applied to transactions agreed upon and to be performed wholly within the State of Washington. No Party shall argue or assert that any state law other than Washington law applies to the governance or construction of this Agreement.

17. This agreement may be amended to address distribution of additional funds received from settlements with and/or litigation against opioid pharmaceutical supply chain participants.

Approved this ___ day of _______________, 2022

CLALLAM COUNTY BOARD OF COMMISSIONERS

____
Mark Ozias, Chair

____
Randy Johnson, Commissioner

____
Bill Peach, Commissioner

Attest:

____
Loni Gores, Clerk of the Board

Approved as to form only:

_______________________________________ 9/29/22
Elizabeth Stanley, Date
Chief Civil Deputy Prosecuting Attorney

Approved this ___ day of ______________, 2022

JEFFERSON COUNTY BOARD OF COMMISSIONERS

____
Heidi Eisenhour, Chair

____
Kate Dean, Commissioner

____
Greg Brotherton, Commissioner

Attest:

____
Carolyn Gallaway, Clerk of the Board

Approved as to form only:

____
Philip C. Hunsucker, Date
Chief Civil Deputy Prosecuting Attorney

Approved this ___ day of _______________, 2022

KITSAP COUNTY BOARD OF COMMISSIONERS, in its capacities as the governing body of Kitsap County and as the administrative entity for the Salish Behavioral Health Organization

____

Edward E. Wolfe, Chair

____

Charlotte Garrido, Commissioner

____

Rob Gelder, Commissioner

Attest:

____

Dana Daniels, Clerk of the Board

Approved this ___ day of _______________, 2022

SALISH BEHAVIORAL HEALTH ADMINISTRATIVE ORGANIZATION

____

Greg Brotherton, Chair

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda) 3 10/10/22

Department: Prosecuting Attorney

WORK SESSION ☒ **Meeting Date:** **10/10/2022**

REGULAR AGENDA ☐ **Meeting Date:**

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

Item summary:

☐ Call for Hearing ☐ Contract/Agreement/MOU

☐ Resolution ☐ Proclamation ☐ Budget Item

☐ Draft Ordinance ☐ Final Ordinance ☒ Other Grant Application Questionnaire

Documents exempt from public disclosure attached: ☐

Executive summary:
Approval requested for application to the Office of Crime Victim Advocacy for funding provided through the STOP Formula Grant. This grant will cover a portion of the salary for a Victim Witness Coordinator to better serve victims of domestic violence, sexual assault, dating violence, and stalking.

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?** ☐

Revenues and expenditures have already been factored into the 2023 budget. No changes are expected.

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

Approval of application request by County Administrator. Application deadline is October 27, 2022.

County Official signature & print name: Mark Nichols Mark Nichols

Name of Employee/Stakeholder attending meeting: Christi Wojnowski & Kayla Ayers

Relevant Departments: Prosecuting Attorney's Office

Date submitted: 10/5/2022

Clallam County
Grant Application Information

DEPARTMENT: **Prosecuting Attorney**

DATE SUBMITTED TO W/S: **10/5/22**

GRANT NAME: **STOP Formula Grant**

APPLICATION DEADLINE: **10/27/22**

ISSUING AGENCY: **Office of Crime Victim Advocacy**

IS THIS A RENEWAL? **Yes**

LENGTH OF GRANT: **12 months**

RENEWAL POSSIBLE? **Yes**

TOTAL AWARD: **$16,417.00**

ANNUAL AMOUNT: **$16,417.00**

MATCH REQUIRED? **Yes**

MATCH AMOUNT: **$5,473.00**

DESCRIPTION OF GRANT AND PURPOSE:
To develop comprehensive strategies to address domestic violence, sexual assault, dating violence, and/or stalking; and to prioritize the needs and safety of victims while holding offenders accountable for their crimes.

EXPLAIN HOW THIS GRANT WILL BE USED FOR THE GOOD OF CLALLAM COUNTY CITIZENS:
Funds from this grant will cover a portion of the salary for a Victim Witness Coordinator to better serve victims of domestic violence, sexual assault, dating violence, and/or stalking.

DOES THE GRANT ACTIVITY FURTHER THE DEPARTMENT'S MISSION OR CORE FUNCTIONS? HAS IT BEEN A PART OF LONG TERM DEPARTMENT OR COUNTY GOALS?
Yes

DOES THE GRANT ACTIVITY INCREASE AN EXISTING SERVICE OR ADD A NEW SERVICE? TO WHAT DEGREE? IF THE GRANT WERE NOT AVAILABLE, WOULD THE SERVICE HAVE BEEN NECESSARY?
This grant allows for expanded service. The state requires our office to provide information and support to victims, and grants such as this allow us to be in compliance while using minimal general fund resources. If the grant were not available, interaction and support to victims may be reduced.

WHAT MEASUREMENTS (PERFORMANCE MEASURES) WILL BE USED TO EVALUATE THE SUCCESS OF THE ACTIVITIES PROVIDED BY THE GRANT? WILL PERFORMANCE MEASURES BE DEVELOPED?
These measurements are determined by the state and/or federal agencies that provide the funding. Statistical data is reported quarterly.

DOES THE GRANT ACTIVITY CREATE A NEW SERVICE OR LEVEL OF SERVICE WHICH IS EXPECTED TO BE CONTINUED FROM LOCAL FUNDING AT THE END OF THE GRANT PERIOD?
No

IF MATCHING FUNDS ARE REQUIRED, WHERE WILL THEY COME FROM? DOES THE DEPARTMENT HAVE EXISTING RESOURCES TO COVER MATCH REQUIREMENTS? FROM WHERE?
The match requirements are already accounted for within our budget.

WILL THE ACTIVITY IN THIS GRANT HAVE IMPACTS ON OTHER DEPARTMENTS? HAS THIS BEEN

DISCUSSED? DO OTHER DEPARTMENTS HAVE SUFFICIENT RESOURCES TO DEAL WITH ADDITIONAL IMPACTS? No

WILL NEW POSITIONS BE ADDED? IF SO, HOW MANY AND WHAT TYPE ARE EXPECTED? ARE ALL WAGES AND BENEFITS PAID IN THE GRANT? WHAT WILL HAPPEN TO THE POSITIONS WHEN THE GRANT PERIOD ENDS? No additional positions will be added due to this grant.
DOES YOUR DEPARTMENT HAVE SUFFICIENT RESOURCES TO ADMINISTER THE GRANT? PROVIDE FOR TIMELY REIMBURSEMENT AND ACTIVITY REPORTS? Yes, required reporting will be provided by the Victim Witness Coordinator. The financial aspect of the grant, including reimbursement requests, deposits, and the annual application, currently reside with the Office Manager.

ARE THERE IMPACTS TO THE COUNTY IF THE GRANT IS NOT RECEIVED? WHAT ARE THEY? We would be more limited in the assistance we provide victims of domestic violence, sexual assault, dating violence, and stalking.

ARE INDIRECT COSTS ALLOWABLE ON THIS GRANT? IF SO, ARE THERE LIMITATIONS? WILL THEY BE CHARGED AND ALLOCATED AS INDIRECT? This grant will provide funds for staff salary.

ARE THERE OTHER ACTIVITIES (GRANT OR OTHERWISE) THAT ARE BUDGETED FOR THIS YEAR THAT WILL NOT BE COMPLETED IF THIS GRANT IS APPROVED? No

WHAT BUDGET CHANGES ARE NECESSARY? INCLUDE REVENUES AND EXPENDITURES. None. The revenues and expenditures have been worked into the 2022 budget.

OTHER COMMENTS

Mark M Zielke

ELECTED OFFICIAL/DEPARTMENT HEAD SIGNATURE

APPROVAL

ADMINISTRATOR

Submit in **duplicate** to the Board of Commissioners for Work Session discussion and approval by the Administrator prior to application for any grant. The approved form must be included with the grant contract when it is submitted to the Board for approval. Refer to Administrative Policies 120 and 562.

Office of Crime Victims Advocacy

Washington State STOP Formula Grant Program Application for FFY 2022

Due to OCVA on or before Thursday; October 27, 2022

Grant Period: January 1, 2023 through December 31, 2023

For assistance with this application, please feel free to contact the OCVA Violence Against Women Program Coordinator for your county:

Ashley Storey Ashley-nicole.storey@commerce.wa.gov	Clark, Cowlitz, Grays Harbor, Jefferson, Kitsap, Lewis, Mason, Pacific, Skamania, Wahkiakum
Cheryl Rasch Cheryl.Rasch@commerce.wa.gov	Clallam, King, Island, Pierce, San Juan, Skagit, Snohomish, Whatcom
Jorey Stine jorey.stine@commerce.wa.gov	Asotin, Columbia, Ferry, Garfield, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman
Jodi Honeysett Jodine.honeysett@commerce.wa.gov	Thurston
Mia Davidson mia.davidson@commerce.wa.gov	Adams, Benton, Chelan, Douglas, Franklin, Grant, Kittitas, Klickitat, Okanogan, Yakima

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by the Office on Violence Against Women (OVW), U. S. Department of Justice (DOJ). The Office of Crime Victims Advocacy reserves the right to reduce, modify, or deny applications. Incomplete applications may cause a delay in receiving a grant.

This project will be supported by awards #15JOVW-22-GG-00458-STOP, #15JOVW-21-GG-00548-MUMU, and/or 2020-WF-AX-0054 from the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.

Washington State has an overarching STOP Grant goal of increasing the safety of youth and adults by supporting communities in developing comprehensive and collaborative strategies to address domestic violence, sexual assault, dating violence, and/or stalking; and to prioritize the needs and safety of victims while holding offenders accountable for their crimes.

Award Requirements

Applicant, and recipients at any level if an award is made, are bound by statutes, federal and state regulations; the provisions of this application; the Violence Against Women Act (VAWA) and subsequent legislation; the U.S. Department of Justice Grants Financial Guide DOJ Grants Financial Guide, including updates; and any conditions of the grantee's award. Grants and subgrants supported through the STOP Grant Program must meet one or more of the statutory purpose areas, which can be found at 34 U.S.C. § 10441(b).

Application Budget

The budget for this grant application must correspond to the amount provided by your grant manager. Goods and services must be proportionate to the grant-funded staff activities and must be direct project costs. **Based on prior years of spending, some grantees may not be given the entire allocation without justification and negotiation with your grant manager.** OCVA has the discretion to negotiate any changes to the scope of work and budget. Round budget numbers to the nearest dollar.

Coordinated Community Response (CCR) Team Participation

A condition of receiving these funds is mandatory and meaningful participation in the local Coordinated Community Response team meetings or tribal Coordinated Community Response team meetings, which must meet **at least** quarterly during the grant period. These meetings may be held in person, virtually, or via conference call. The intent is to collaborate on victim safety while addressing offender accountability. A note-taker should keep a record of who participated, date of meeting, and topics discussed.

Digital Signature

Applicants may use an electronic signature for award acceptance so long as your policies and procedures authorize it. Any of the electronic signature processes available in Adobe Acrobat Reader, or similar software, are generally acceptable. Please use one of the electronic signature processes or print and sign. A typed name only will **not** be accepted as an approved signature.

Direct Costs

Expenditures that can be traced to specific project costs must be included in salaries, benefits, subgrantees, contracted services and/or goods and services. This includes supervision and financial staff working on the STOP Grant. **Costs incurred for common or joint objectives and therefore cannot be readily and specifically identified with a particular project or activity *cannot* be included as direct costs.**

Equal Employment Opportunity Program

Funding for the STOP Formula Grant Program is subject to the Equal Employment Opportunity Program requirements. If you have questions regarding the Equal Employment Opportunity Program requirements, please visit the DOJ Office for Civil Rights website at www.ojp.gov/about/ocr/eeop for more information. Your grant document will include the Certification Form for Compliance with the Equal Employment Opportunity Program Requirements.

Match Required for Criminal Justice Agencies

There is a 25% match requirement for criminal justice agencies imposed on grant funds under this program.

Non-Supplanting of State and Local Funds

Federal funds must be used to supplement and enhance existing funds for program activities and may not replace (supplant) nonfederal funds that they have appropriated for the same purpose. If you have questions about supplanting, please contact your grant manager.

APPLICANT INFORMATION

Applicant Name:		
Authorizing Official's Name:	**Authorizing Official's Title:**	**Authorizing Officials' Email:**
Please list any individuals who have been delegated signature authority on behalf of the Authorizing Official to enter into grant agreements:		

Project Contact Name:	Project Contact Title:
Project Contact Email:	**Project Contact Phone:**
Fiscal Contact Name:	**Fiscal Contact Title:**
Fiscal Contact Email:	**Fiscal Contact Phone:**

As the duly authorized representative of the applicant, I hereby acknowledge the applicant has received notice that if awarded funding the recipient, and any subrecipients, will comply with the requirements, as applicable, in this application. Applicants unable to comply will be prohibited from receiving these funds.

1. I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.
2. I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.

Signature of Authorized Official **Date**

SUBGRANTEE INFORMATION

Subgrantee #1 Name:			
Authorizing Official's Name:		Authorizing Official's Title:	
Project Contact Name:		Project Contact Title:	
Project Contact Email:		Project Contact Phone:	
Fiscal Contact Name:		Fiscal Contact Title:	
Fiscal Contact Email:		Fiscal Contact Phone:	

Subgrantee #2 Name:			
Authorizing Official's Name:		Authorizing Official's Title:	
Project Contact Name:		Project Contact Title:	
Project Contact Email:		Project Contact Phone:	
Fiscal Contact Name:		Fiscal Contact Title:	
Fiscal Contact Email:		Fiscal Contact Phone:	

Subgrantee #3 Name:			
Authorizing Official's Name:		Authorizing Official's Title:	
Project Contact Name:		Project Contact Title:	
Project Contact Email:		Project Contact Phone:	
Fiscal Contact Name:		Fiscal Contact Title:	
Fiscal Contact Email:		Fiscal Contact Phone:	

Subgrantee #4 Name:			
Authorizing Official's Name:		Authorizing Official's Title:	
Project Contact Name:		Project Contact Title:	
Project Contact Email:		Project Contact Phone:	
Fiscal Contact Name:		Fiscal Contact Title:	
Fiscal Contact Email:		Fiscal Contact Phone:	

Subgrantee #5 Name:			
Authorizing Official's Name:		Authorizing Official's Title:	
Project Contact Name:		Project Contact Title:	
Project Contact Email:		Project Contact Phone:	
Fiscal Contact Name:		Fiscal Contact Title:	
Fiscal Contact Email:		Fiscal Contact Phone:	

PERSONNEL

Complete the STOP Staff Certification Form for any new staff charging to the STOP Grant as well as any staff whose checks have expired or have been updated since previous submittal.

Salaries: List the name and position of each individual whose time will be billed to the STOP Grant. Include the annual salary rate, full-time equivalent (FTE), and the computation showing the amount that will be charged to the grant. Direct victim services staff should be providing services to clients. Examples of direct administrative support staff include bookkeepers, executive directors, and staff doing program data entry. **All staff listed in salaries must maintain time-keeping records that reflect actual effort**.

PROJECT EMPLOYEE NAME & TITLE	FTE FOR POSITION		COMPUTATION OF ANNUAL SALARY RATE & FTE	AMOUNT TO BE CHARGED TO GRANT
	Direct Victim Services	Direct Administrative Support		
Name, Advocate	*.20*		*$40,000 salary x .20 FTE*	*$8,000*
Name, Supervisor	*.05*	*.05*	*$60,000 x .10 FTE*	*$6,000*
Name, Bookkeeper		*.03*	*$50,000 x .03 FTE*	*$1,500*
			TOTAL SALARIES	$0

Benefits: Must be for the employee(s) named in salaries. Benefits should be based on actual known costs or an established formula.

PROJECT EMPLOYEE NAME & TITLE	COMPUTATION OF BENEFITS	AMOUNT TO BE CHARGED TO GRANT
Name, Advocate	*$40,000 salary x 30% benefit rate x .20 FTE*	*$2,400*
	TOTAL BENEFITS	$0

PERSONNEL NARRATIVE

Please use the space below to provide a narrative on the activities to be completed by the staff listed in Salaries:

CONTRACTED SERVICES

Contracted Services: List any contracted services needed for the applicant's agency and this grant project. Contracts between the grantee and any contractors (or consultants) must verify payment will not exceed $81.25 per hour, not to exceed $650 per day. **Grantees are required to maintain documentation to support all daily or hourly contractor rates.**

CONTRACTOR NAME	ITEM OR ACTIVITY AND COMPUTATION	AMOUNT TO BE CHARGED TO GRANT
	TOTAL CONTRACTED SERVICES	$0

Please use the space below to provide a narrative on the activities to be completed by the Contractors listed above:

SUBGRANTEES

Subgrantees: List agencies (other than the applicant) that will be recipients of these grant funds. Detail the items or activities the subgrantee is applying for, its computation, and the amount that will be charged to the grant.

Subgrantee Name	Item or Activity and Computation	Amount to be Charged to Grant
	TOTAL SUBGRANTEE COSTS	$0

Please use the space below to provide a narrative on the activities to be completed or equipment to be purchased by the Subgrantees listed above:

GOODS AND SERVICES

Items included in the goods and services category must be readily and specifically identified with a particular project or activity. Costs incurred for common or joint objectives and therefore cannot be readily and specifically identified with a particular project or activity may not be charged as direct costs. **Check with your accountant or auditor if you are unsure about a particular cost.**

☐ As the duly authorized representative of the applicant, I acknowledge my agency will be responsible for reimbursement to the Department of Commerce for paid costs that may later be determined as ineligible.

ITEM	COMPUTATION OF ITEM	AMOUNT TO BE CHARGED TO GRANT
Rent	*400 sq. ft. x $12.00/sq. ft. x .33 FTE* *Square foot of space utilized by staff listed in salaries x cost per sq. ft. x FTE percentage paid by this grant*	*$1,584*
	TOTAL GOODS AND SERVICES	$0

INDIRECT COSTS

Please select one option below. Costs incurred for common or joint objectives and therefore cannot be readily and specifically identified with a particular project or activity must be included in this section, as appropriate.

☐ **We are <u>not</u> requesting reimbursement of indirect costs. Only direct costs will be charged to the grant.**

Indirect Cost Rate Agreement or Proposal:

☐ We have a current federal-negotiated indirect cost rate agreement from our cognizant agency. A copy of our most recent approved rate agreement and/or certification is attached.

☐ We prepare and retain for audit an indirect cost rate proposal and related documentation to support those costs. A copy of our most recent indirect cost rate proposal is attached.

If you have checked <u>either</u> box above, please complete the table.

Indirect Cost Rate (use decimals)	**Computation**	**Amount to be Charged to Grant**
	TOTAL INDIRECT	$0

Modified Total Direct Costs (MTDC):

☐ We do not have a current federally-negotiated indirect cost rate agreement with our cognizant agency. We request as a condition of award to charge a flat *de minimis* indirect cost rate of up to 10% of modified total direct costs as defined in 2 CFR 200.68, "Modified Total Direct Cost (MTDC)". We understand that the *de minimis* rate will apply for the life of the award, including any future extensions for time, and that the rate cannot be changed even if we establish an approved rate with our cognizant agency at any point during the award period. **We have completed and attached the Modified Total Direct Costs Certification.**

MODIFIED TOTAL DIRECT COSTS (MTDC) CERTIFICATION

Any non-Federal entity that does not have a current negotiated (including provisional) federal indirect rate may elect to charge a de minimis rate of **up to 10%** of its modified total direct costs[1] (MTDC) which may be used indefinitely. If chosen, this methodology must be used consistently for all Federal awards. Costs must be consistently charged as either direct or indirect costs.

____________________________________ is electing to use the de minimis indirect rate of _____% of MTDC

Applicant Name

Modified Total Direct Costs Worksheet	
Add: Salaries + Benefits + Subgrantees + Contracted Services + Goods & Services	
- Subtract the amount of any subgrantee or contracted services line items that are over $25,000	
- Subtract rent costs	
- Subtract equipment[2] costs	
- Subtract any other costs as required per Uniform Guidance	
Total Modified Direct Cost (MTDC) Base of Grant	
MTDC Base of Grant x % = allowable de minimis indirect cost amount	

By signing below, I certify that the applicant listed above does not have a current Federally-negotiated indirect cost rate for any awards and has received less than $35 million in direct federal funding for the fiscal year requested.

In addition, the undersigned certifies that project costs will be consistently charged as either indirect or direct a nd will not be double charged or inconsistently charged as both, that project costs will be charged consistently between all Federal awards, and that the proper calculation, use and application of the de minimis rate is the responsibility of the applicant. OCVA may perform a financial monitoring review to ensure compliance with 2 CFR Part 200.

Signature of Authorized Official **Date**

[1] Modified Total Direct Cost (MTDC) means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel and sub-awards and subcontracts up to the first $25,000 of each sub-award or subcontract (regardless of the period of performance of the sub-awards and subcontracts under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each sub-award and subcontract in excess of $25,000.

[2] Equipment means tangible personal property having a useful life of more than one year and a per unit acquisition cost of $5,000. Equipment purchases must be pre-approved by OCVA before incurring. See Uniform Guidance, 2 CFR § 200.33 - Equipment.

MATCHING OR COST SHARING REQUIREMENTS

Tribal Governments and Non-Profit Victim Service providers are exempt from the match requirement.

There is a 25% match requirement for criminal justice agencies. Matching or cost sharing means the portion of project costs not paid by federal funds. **Your match requirement will be the amount provided to you by your grant manager.**

The costs of activities counted as match must be directly related to the project goals and objectives. Matching funds are restricted to the same use of funds as allowed for the federal award. If it is not allowable under the federal award, it is **not allowable** as match. **Grantees must maintain records that clearly show the source, the amount, and the timing of all matching contributions.**

MATCH DESCRIPTION	COMPUTATION OF ACTIVITY OR ITEM	MATCH TO BE REPORTED
	TOTAL MATCH	$0

TOTAL BUDGET SUMMARY

BUDGET CATEGORY	AMOUNT
SALARIES	$0
BENEFITS	$0
CONTRACTED SERVICES	$0
SUBGRANTESS	$0
GOODS AND SERVICES	$0
DIRECT COSTS SUBTOTAL	$0
INDIRECT COSTS	$0
TOTAL GRANT BUDGET	$0
NON-FEDERAL MATCH	$0

COORDINATED COMMUNITY RESPONSE PARTICIPATION

Only one completed form needs to be submitted for your CCR team. Decide which agency will respond on behalf of all STOP Grant applicants in your county. The designated agency must submit this completed CCR form with their application. A copy of the submitted form should be provided to the other STOP Grant applicants in your county for their files. **Please attach additional pages if more space is needed**.

Agency to submit completed form in their application: ______________________________

County: ____________________ **Date Completed:** ____________________

A condition of receiving these STOP Formula Grant funds is **mandatory participation** in the CCR meetings and **meaningful involvement** as a member of the county or tribal CCR team, which must meet at least quarterly during the grant period.

While it is a federal requirement that recipients report on their progress in **reducing, or reducing the risk of, domestic violence related homicides**, CCR teams should also consider and address services for youth (11 and older) or adult victims of domestic violence, sexual assault, dating violence, or stalking. Some goal examples could include:

- Map system responses to identify barriers, gaps, and intervention points
- Reviewing and revising policies, practices, and protocols
- Conduct coordinated case reviews and case management
- Share, review and discuss data (consider: What does it reveal? Where are the gaps? What will be done?)
- Review and implementation of promising practices
- Conduct high-risk offender reviews and identify how to maximize their victims safety

Goals should be specific, measurable, attainable, relevant, and time-based.

During the grant period, CCR teams will be required to report on their activities. Please keep notes and names of participants from your CCR meetings.

What is your CCR Team's Goal for 2022?	What issue will this address?	What steps will you take to meet this goal?	How will you measure or show success?

SUBMISSION OF APPLICATION

Due to OCVA on or before Thursday; October 27, 2022

Return applications electronically to the OCVA Violence Against Women Program Coordinator for your county listed below:

Ashley-Nicole Storey Ashley-nicole.storey@commerce.wa.gov	Clark, Cowlitz, Grays Harbor, Jefferson, Kitsap, Lewis, Mason, Pacific, Skamania, Wahkiakum
Cheryl Rasch Cheryl.Rasch@commerce.wa.gov	Clallam, King, Island, Pierce, San Juan, Skagit, Snohomish, Whatcom
Jorey Stine jorey.stine@commerce.wa.gov	Asotin, Columbia, Ferry, Garfield, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman
Jodi Honeysett Jodine.honeysett@commerce.wa.gov	Thurston
Mia Davidson mia.davidson@commerce.wa.gov	Adams, Benton, Chelan, Douglas, Franklin, Grant, Kittitas, Klickitat, Okanogan, Yakima

OCVA will confirm receipt of your renewal application to the Project Contact via the email provided on the Applicant Information page.

Applications will be reviewed as received. Grants will be developed after approval of all required components of the application. No application will be accepted after October 27, 2022 without prior written approval from Jodi Honeysett, Section Manager, Violence Against Women Program, OCVA. Applications accepted after the due date of October 27th could have a grant start date later than January 1, 2023. This would result in a grant period less than 12 months.

Completed renewal applications received by the deadline of October 27, 2022, will be issued a grant with a start date of January 1, 2023 and an end date of December 31, 2023, pending availability of appropriated funds.

Materials submitted to OCVA may be released pursuant to a request under the Washington State Public Records Act.

ATTACHMENT A

U.S. DEPARTMENT OF JUSTICE
CERTIFIED STANDARD ASSURANCES

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

1. I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.

2. I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.

3. I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--

    a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;

    b. the Applicant will require all sub recipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and

    c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.

4. The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--

    a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);

    b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)),which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;

    c. the Applicant understands that it must require any sub recipient to comply with all such applicable statutes (and associated regulations); and

    d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

5. The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

6. I assure that the Applicant will assist the Department as necessary (and will require sub recipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

7. I assure that the Applicant will give the Department and the Government Accountability Office, through any Authorized Representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

8. If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance—

   a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and

   b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.

9. I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application—

   a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and

   b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

10. If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self- Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

11. If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department of Commerce awards, including certifications provided in connection with such awards, are subject to review by the U.S. Department of Justice, including by its Office of the Inspector General.

____

Applicant Agency Name

____

Name of Authorized Official **Title of Authorized Official**

____

Signature of Authorized Official **Date**

STOP GRANT AWARD CONDITIONS

By signature on this form, applicant for the STOP Grant acknowledges that, if awarded funds, they will be required to comply with the following conditions, and will mandate that subgrantees, if any, comply as well.

1. **Availability of general terms and conditions on the Office on Violence Against Women website**
   All Office on Violence Against Women award recipients, and subrecipients at any tier, must comply with the applicable set of general terms and conditions that are available at https://www.justice.gov/ovw/award-conditions. These do not supersede any specific conditions that may be in the grant document.

2. **Part 200 Uniform Requirements and Compliance with DOJ Grants Financial Guide**
   The applicant agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance. The details of this requirement are posted on the OVW website at https://www.justice.gov/ovw/award-conditions *(Award condition: Applicability of Part 200 Uniform Requirements and Compliance with DOJ Grants Financial Guide)*, and are incorporated by reference here.

3. **Violence Against Women Act non-discrimination provision**
   The applicant acknowledges that 34 U.S.C. § 12291(b)(13) prohibits recipients of OVW awards from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. Recipients may provide sex-segregated or sex-specific programming if doing so is necessary to the essential operations of the program, so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. Recipients at any tier must comply with this provision. The details of this requirement are posted on the OVW website at https://www.justice.gov/ovw/award-conditions *(Award condition: VAWA 2013 nondiscrimination condition)*, and are incorporated by reference here.

4. **Notification of findings of discrimination or non-compliance**
   In the event a state or federal court or a state or federal administrative agency makes a finding of discrimination after a due process hearing on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, age, or disability against the recipient, or a program partner or participant receiving contract funds, the recipient will forward a copy of the finding to the U.S. Department of Justice, Office of Justice Programs, Office of Civil Rights (OCR), and the Department of Commerce (COMMERCE).

   The recipient, and subrecipient at any tier, shall include a statement clearly stating whether or not the finding is related to any contract activity supported with a contract in which U.S. Department of Justice funds are involved, and identify all open contracts utilizing U.S. Department of Justice funding by contract number and program title.

5. **Requirements related to System for Award Management and unique entity identifiers**
   No applicant may receive a grant unless they have obtained a Unique Entity Identifier from the System for Award Management (SAM), currently at https://www.sam.gov. Applicants are not required to maintain an active SAM registration, but must obtain a Unique Entity Identifier. Applicants must provide their Unique Entity Identifier when requested.

6. **Response to workplace-related incidents of sexual misconduct, domestic violence, and dating violence**
   As a condition of receiving STOP Grant funds, applicants, and recipients at any tier, must have a policy to address workplace-related incidents of sexual misconduct, domestic violence, and dating violence involving an employee, volunteer, consultant, or contractor. As part of grant monitoring, OCVA staff may request a copy of this policy. The details of this requirement are posted on the OVW web site at https://www.justice.gov/ovw/award-conditions *(Award Condition: Policy for response to workplace-related sexual misconduct, domestic violence, and dating violence)*, and are incorporated by reference here.

7. **Determination of suitability to interact with participating minors**
   The applicant, and subrecipients at any tier, must make determination of suitability before certain individuals may interact with participating minors. The details of this condition are posted on the OVW website at https://www.justice.gov/ovw/award-conditions *(Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors)*, and are incorporated by reference here.

8. **Requirements pertaining to prohibited conduct related to trafficking in persons**
   As a condition of receiving STOP Grant funds, recipients, and subrecipients at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients, or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient. The details of this condition are posted on the OVW web site at https://www.justice.gov/ovw/award-conditions *(Award Condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award))*, and are incorporated by reference here.

9. **Restrictions on "lobbying" and policy development**
   In general, as a matter of federal law, federal funds may not be used by the recipient, or subrecipients at any tier, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. § 1913. The recipient, or subrecipients may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 34 U.S.C. § 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

   Another federal law generally prohibits federal funds awarded by OVW from being used by the recipient, or subrecipients at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. § 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

10. Restrictions and certifications regarding non-disclosure agreements

No recipient or subrecipients under the STOP Grant award, or entity that receives a procurement contract or subcontract with any funds under the STOP Grant award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information. The details of this condition are posted on the OVW website at https://www.justice.gov/ovw/award-conditions *(Award Condition: Restrictions and certifications regarding non-disclosure agreements and related matters)*, and are incorporated by reference here.

11. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient, and subrecipients at any tier, must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712. The details of this condition are posted on the OVW website at https://www.justice.gov/ovw/award-conditions *(Award Condition: Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees))*, and are incorporated by reference here.

12. General Appropriations – Law restrictions on the use of federal funds

The recipient, and subrecipients at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are posted on the OVW website at https://www.justice.gov/ovw/award-conditions *(Award Condition: General appropriations-law restrictions on use of federal award funds)*, and are incorporated by reference here.

13. Copyrighted works

Pursuant to 2 C.F.R. 200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so. The details of this condition are posted on the OVW website at https://www.justice.gov/ovw/award-conditions *(Award Condition: Copyrighted works)*, and are incorporated by reference here.

14. Activities that compromise victim safety and recovery and undermine offender accountability

The applicant agrees that grant funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, income or lack of income, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and/or privacy of victims; procedures or policies that require victims to take certain actions (e.g., seek an order of protection; receive counseling; participate in counseling, mediation, or restorative justice/circle processes; report to law enforcement or other authorities; seek civil or criminal remedies) or penalize them for failing to do so; procedures or policies that fail to include conducting safety planning with victims; project designs and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or who are Deaf or hard of hearing; using technology without addressing implications for victim confidentiality, safety planning, and the need for informed consent; partnering with individuals or organizations that support/promote practices that compromise victim safety and recovery or undermine offender accountability.

As the duly authorized representative of the applicant, I hereby acknowledge that the applicant has received notice that if awarded funding they will comply with the above conditions. This acknowledgement shall be treated as a material representation of fact upon which the Department of Justice will rely if it determines to award the covered transaction, grant, or cooperative agreement.

____

Applicant Agency Name

____

Name of Authorized Official | **Title of Authorized Official**

____

Signature of Authorized Official | **Date**

ACKNOWLEDGEMENT OF NOTICE OF STATUTORY REQUIREMENT TO COMPLY WITH THE CONFIDENTIALITY AND PRIVACY PROVISIONS OF THE VIOLENCE AGAINST WOMEN ACT, AS AMENDED

Under section 40002(b)(2) of the Violence Against Women Act, as amended (34 U.S.C. 12291(b)(2)), grantees and subgrantees with funding from the Office on Violence Against Women are required to meet the following terms with regard to nondisclosure of confidential or private information and to document their compliance. By signature on this form, applicant acknowledges that they have notice that, if awarded funds, they will be required to comply with this provision, and will mandate that subgrantees, if any, comply with this provision, and will create and maintain documentation of compliance, such as policies and procedures for release of victim information, and will mandate that subgrantees, if any, will do so as well.

(A) In general

In order to ensure the safety of adult, youth, and child victims of domestic violence, dating violence, sexual assault, or stalking, and their families, grantees and subgrantees under this subchapter shall protect the confidentiality and privacy of persons receiving services.

(B) Nondisclosure

Subject to subparagraphs (C) and (D), grantees and subgrantees shall not --

(i) disclose, reveal, or release any personally identifying information or individual information collected in connection with services requested, utilized, or denied through grantees' and subgrantees' programs, regardless of whether the information has been encoded, encrypted, hashed, or otherwise protected; or

(ii) disclose, reveal, or release individual client information without the informed, written, reasonably time-limited consent of the person (or in the case of an unemancipated minor, the minor and the parent or guardian or in the case of legal incapacity, a court-appointed guardian) about whom information is sought, whether for this program or any other Federal, State, or Tribal grant program, except that consent for release may not be given by the abuser of the minor, incapacitated person, or the abuser of the other parent of the minor.

If a minor or a person with a legally appointed guardian is permitted by law to receive services without the parent's or guardian's consent, the minor or person with a guardian may release information without additional consent.

(C) Release

If release of information described in subparagraph (B) is compelled by statutory or court mandate --

(i) grantees and subgrantees shall make reasonable attempts to provide notice to victims affected by the disclosure of information; and

(ii) grantees and subgrantees shall take steps necessary to protect the privacy and safety of the persons affected by the release of the information.

(D) Information sharing

(i) Grantees and subgrantees may share --

(I) nonpersonally identifying data in the aggregate regarding services to their clients and nonpersonally identifying demographic information in order to comply with Federal, State, Tribal or territorial reporting, evaluation, or data collection requirements;

(II) court-generated information and law enforcement-generated information contained in secure, governmental registries for protection order enforcement purposes; and

(III) law enforcement-generated and prosecution-generated information necessary for law enforcement and prosecution purposes.

(ii) In no circumstances may --

(I) an adult, youth, or child victim of domestic violence, dating violence, sexual assault, or stalking be required to provide a consent to release his or her personally identifying information as a condition of eligibility for the services provided by the grantee or subgrantee;

(II) any personally identifying information be shared in order to comply with Federal, Tribal, or State reporting, evaluation, or data collection requirements, whether for this program or any other Federal, Tribal, or State grant program.

(E) Statutorily mandated reports of abuse or neglect

Nothing in this section prohibits a grantee or subgrantee from reporting suspected abuse or neglect, as those terms are defined and specifically mandated by the State or Tribe involved.

(F) Oversight

Nothing in this paragraph shall prevent the Attorney General from disclosing grant activities authorized in this Act to the chairman and ranking members of the Committee on the Judiciary of the House of Representatives and the Committee on the Judiciary of the Senate exercising Congressional oversight authority. All disclosures shall protect confidentiality and omit personally identifying information, including location information about individuals.

(G) Confidentiality assessment and assurances

Grantees and subgrantees must document their compliance with the confidentiality and privacy provisions required under this section.

As the duly authorized representative of the applicant, I hereby acknowledge that the Applicant has received notice that if awarded funding they will comply with the above statutory requirements. This acknowledgement shall be treated as a material representation of fact upon which the Department will rely if it determines to award the covered transaction, grant, or cooperative agreement.

____

Applicant Agency Name

____

Name of Authorized Official **Title of Authorized Official**

____

Signature of Authorized Official **Date**

ATTACHMENT D

REQUIREMENTS TO REPORT ACTUAL OR IMMINENT BREACH OF PERSONALLY IDENTIFIABLE INFORMATION (PII)

Grant recipients, and subrecipients at any tier, must have written procedures in place to respond in the event of an actual or imminent breach (as defined in OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.1) within the scope of an OVW grant-funded program or activity, or 2) uses or operates a Federal information system (as defined in OMB Circular A-130).

Grant recipient's breach procedures must include a requirement to report actual or imminent breach of personally identifiable information to the Authorized Representative identified on the Face Sheet of the Grant no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

Subrecipient's breach procedures must include a requirement to report actual or imminent breach of personally identifiable information to the Grantee no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

As the duly authorized person to legally bind the applicant to a grant, I hereby certify that the applicant will comply with the above requirements, if awarded a grant. I also acknowledge, as part of grant monitoring, OCVA staff may request a copy of grantee's breach procedures.

____

Applicant Agency Name

____

Name of Authorized Official **Title of Authorized Official**

____

Signature of Authorized Official **Date**

CERTIFICATION OF COMPLIANCE WITH THE STATUTORY ELIGIBILITY REQUIREMENTS OF THE VIOLENCE AGAINST WOMEN ACT AS AMENDED, STOP FORMULA GRANT PROGRAM

NOTE: *If the applicant is a community-based victim service provider with criminal justice agencies receiving STOP Grant funds through their grant, one of the criminal justice agencies must complete this form to be submitted by the victim service applicant.*

Applicants should refer to the laws cited below for further information regarding the certifications to which they are required to attest. Signature on this form certifies that the Applicant is qualified to receive the STOP Formula Grant Program funds and is in compliance with relevant requirements under 34 U.S.C §§ 10441, 10446 through 10451 and 28 C.F.R. Part 90. These certifications shall be treated as a material representation of fact upon which the Department will rely if it determines to award the covered transaction, grant, or cooperative agreement. Any federal funds received under this subchapter will be used to supplement, not supplant, nonfederal funds that would otherwise be available for activities funded under this chapter.

In addition, to be eligible for funding under the STOP Formula Grant Program, applicants must certify compliance with the requirements in 34 U.S.C. §§ 10449, 10450, and 10451 and implemented at 28 C.F.R. Part 90, as follows:

(1) Forensic Medical Examination Payment Requirement for Victims of Sexual Assault
(a) A state, Indian tribal government, or unit of local government shall not be entitled to funds under the STOP Formula Grant Program unless the state, Indian tribal government, unit of local government, or another governmental entity—

(1) incurs the full out-of-pocket cost of forensic medical exams for victims of sexual assault; and

(2) coordinates with health care providers in the region to notify victims of sexual assault of the availability of rape exams at no cost to the victims.

(b) A state, Indian tribal government, or unit of local government shall be deemed to incur the full out-of-pocket cost of forensic medical exams for victims of sexual assault if any government entity:

(1) provides such exams to victims free of charge to the victim; or

(2) arranges for victims to obtain such exams free of charge to the victims.

(c) A state or Indian tribal government may use STOP Formula Grant Program funds to pay for forensic medical exams performed by trained examiners for victims of sexual assault, except that such funds may not be used to pay for forensic medical exams by any state or Indian tribal government that requires victims of sexual assault to seek reimbursement for such exams from their insurance carriers.

(d) To be in compliance with this section, a state, Indian tribal government, or unit of local government shall com ply with subsection (b) without regard to whether the victim participates in the criminal justice system or cooper ates with law enforcement.

(2) Filing Costs For Criminal Charges and Protection Orders
A state, Indian tribal government, or unit of local government will not be entitled to funds under the STOP Formula Grant Program unless it certifies that its laws, policies, and practices do not require, in connection with the prosecution of any misdemeanor or felony sexual assault, domestic violence, dating violence, or stalking offense, or in connection with the filing, issuance, registration, modification, enforcement, dismissal, withdrawal or service of a protection order, or a petition for a protection order, to protect a victim of sexual assault, domestic violence, dating violence, or stalking, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, modification, enforcement, dismissal, withdrawal or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the State, tribal, or local jurisdiction.

(3) Judicial Notification

A State or unit of local government shall not be entitled to funds under the STOP Formula Grant Program unless the state or unit of local government– (a) certifies that its judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 922(g)(8) and (g)(9) of title 18, United States Code, and any applicable related federal, state, or local laws.

(4) Polygraph Testing Prohibition

(a) In order to be eligible for grants under the STOP Formula Grant Program, a state, Indian tribal government, territorial government, or unit of local government shall certify that, not later than January 5, 2009, their laws, policies, or practices will ensure that no law enforcement officer, prosecuting officer or other government official shall ask or require an adult, youth, or child victim of an alleged sex offense as defined under federal, tribal, state, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense.

(b) The refusal of a victim to submit to a polygraph or other truth telling examination shall not prevent the investigation, charging, or prosecution of an alleged sex offense by a state, Indian tribal government, or unit of local government.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with above certifications.

Applicant Agency Name

Name of Authorized Official **Title of Authorized Official**

Signature of Authorized Official **Date**

NOTE: *If the applicant is a community-based victim service provider with criminal justice agencies in their grant, one of the criminal justice agencies must complete this form to be submitted by the victim service provider.*

Name of Criminal Justice Agency (if not Applicant):

Name of Authorized Criminal Justice Official Title

Signature of Authorized Criminal Justice Official Date

CERTIFICATION OF COLLABORATION

Applicant Agency Name: ____

Criminal justice applicants are required to consult and collaborate with their local domestic violence and sexual assault victim services providers in the development of their grant application to ensure that their proposed activities and/or equipment acquisitions are designed to promote the safety, confidentiality, and economic independence of victims of domestic violence, sexual assault, stalking, and dating violence. Criminal justice applicants should consult and collaborate with their Community Sexual Assault Program (CSAP) and the Department of Social and Health Services (DSHS) Shelter-Funded Domestic Violence Agency. Tribal criminal justice agencies may consult and collaborate with their tribal victim services program.

In satisfaction of this requirement, criminal justice agencies must provide a brief description of the consultation with, and the collaborative relationship established, between the applicant and the appropriate victim services organization/s. Applicants must also have this form signed by the authorized official of the CSAP and DSHS shelter-funded agency. In counties where these organizations are separate, the applicant may print two copies of this form to enable both authorized officials to sign. Tribal criminal justice agencies may have it signed by their tribal victim services program.

Description of consultation and collaboration with community victim service agencies:

I certify that the above is an accurate description of the consultation with and collaborative relationship established between my agency and the applicant identified above. The proposed criminal justice activities and/or property acquisitions promote the safety, confidentiality, and economic independence of victims of domestic violence, sexual assault, stalking, and dating violence.

Community Sexual Assault Program Name: ____________________________________

Signature of CSAP Authorized Official: ____________________________________

DSHS Shelter-Funded Domestic Violence Agency Name: ____________________________

Signature of DSHS Shelter Authorized Official: ______________________________

Tribal Victim Services Program Name: ______________________________________

Signature of Tribal Victim Services Program Authorized Official: _______________________

4
10|10|22

AGENDA ITEM SUMMARY

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

Department: Parks, Fair, & Facilities

WORK SESSION ☒ **Meeting Date: 10.10.2022**

REGULAR AGENDA ☐ **Meeting Date:**

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 Volunteer Recap

Documents exempt from public disclosure are attached: ☐

Executive summary:
The Olympic Peninsula Disc Golf Association (OPDGA) has volunteered 750 labor hours and donated $5,500.00 worth of materials in the past three months building concrete tee boxes at Rain Shadow Disc Golf Course. This is in addition to the roughly 150 hours they volunteer every month assisting Parks personnel with course maintenance. This partnership has created a top ten state rating by three different Disc Golf Organizations (#5, #7, #9) and approximately 400 rounds of play a month.

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?** ☐
N/A

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
No Action

County Official signature & print name: RMDeee Don Crawford, Director

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Road Department and Parks, Fair and Facilities Department

Relevant Departments: Board of Commissioners, Parks, Fair & Facilities

Date submitted: 9-23-22

5
10/10/22

AGENDA ITEM SUMMARY

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

Department: Public Works

WORK SESSION ☒ **Meeting Date 10/10/2022**

REGULAR AGENDA ☒ **Meeting Date10/18/2022**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

A resolution to adjust the rental rates of equipment so they will be sufficient to include depreciation, maintenance and/or repair, and supplies consumed in operating road equipment. It is the responsibility of ER&R to provide safe, cost effective, reliable transportation for the County's needs. Rental rates on equipment need to be set to ensure replacement, cover maintenance and increased fuel costs.

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?** ☐

Adjustments in the rates will affect the budgets of those departments who use ER&R equipment.

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

The County Engineer, ER&R Manager & Lead Accountant have reviewed the rate changes and approve them to move forward for Commissioner signatures.

County Official signature & print name: Joe Donisi, Joe Donisi

Name of Employee/Stakeholder attending meeting: Brian Wahlsten

Relevant Departments: Public Works

Date submitted: 10/05/2022

CR RESOLUTION ____, 2022

ESTABLISHING GOVERNMENT EQUIPMENT RENTAL SCHEDULE
FOR YEAR 2023

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. R.C.W. 36.33A.040 allows the Board of County Commissioners to adjust the rental rates of the equipment so that they will be sufficient to include (1) Depreciation; (2) Maintenance and/or repair; and (3) Supplies consumed in operating such road equipment.

2. It is the mission of the Fleet Operations Division of ER&R to provide safe, cost efficient, reliable transportation that adequately meets the County's needs.

3. Some of the existing rental rates are not paying their cost to ensure replacement, cover maintenance and increased fuel costs.

4. The ER&R Manager shall be the responsible authority for all fleet purchasing and management decisions including, but not limited to, type of vehicle purchased, purchase options and accessories, added options and accessories, fleet service and maintenance, rebuild dates, replacement dates, and reassignment and/or disposal of replaced equipment.

5. The County Engineer in consultation with ER&R has recommended the below appropriate rates for Board consideration.

NOW, THEREFORE, BE IT RESOLVED that the following equipment rental rates shall become effective December 16, 2022.

NUMBER SERIES	CLASS	DESCRIPTION	HOURLY RENTAL RATE	FIXED MONTHLY RENTAL RATE	FIXED YEARLY RENTAL RATE
	01	PW- Administration	$4.40	$440.00	
		Also rented at $24.50/day plus $.38/mile			
	01H	PW- Pool Hybrid	$6.75	$500.00	
		Also rented at $27.45/day plus $.38/mile			
100	03	Pickups, Panels	$4.25	$425.50	
	03A	West End Supervisor Pickup	$5.75	$575.00	
	05	Diesel Shop Trucks	$25.00	$1260.00	
	06	Diesel Pickups	$7.66	$765.60	
	07	Crew Pickups & Station Wagons	$5.75	$575.00	
	07a	Trail Volunteer Crew Truck	$5.00	$240.00	
	08	1-Ton Patch	$9.63	$660.00	
	09	Chain Gang		$1,140.00	
200	10	Dump 10 Cu. Yd.	$29.16		
	11	Dump 5 Cu. Yd.	$47.52		$10,000.00
	12	5th Wheel Tractor	$34.50		
	16	Special Trucks	$44.28		
300		GRADERS:			
	14	Slope King	$5.00		$5,000.00
	15	Graders	$42.50		

400		TRACTORS:		
	20	Crawler/Dozer	$18.50	
400	21	Mowers, reach	$63.80	$7000.00
	22	Flail/Mower Attachments	$2.50	$500.00
	23	Riding Lawn Mower	$5.00	Actual cost
	27	Sweeper	$30.80	
	29	Pickup Broom	$73.80	
500	17	Road Striper	$181.65	
600	24	Shovels, Crane	$35.00	
700		TRAILERS:		
	31	Semi-Trailer Tank	$5.00	$500.00
	32	Low Boy, Tilt Deck	$10.00	
	33	Belly Dump & Pony	$8.50	$600.00
	34	House Trailer, Single Axle	$5.00	$300.00
	39	Chipper	$36.00	
	46	Engineer Job Trailer	$0.50	$125.00
	48	Heated Asphalt Storage	$2.40	
800		LOADERS:		
	35	Belt Loader	$62.40	
	36	Fork Lift	$18.00	$3,000.00
	37	Loaders	$44.00	
	38	Backhoe	$19.20	
900	40	Distributor, Bituminous	$71.00	
	41	Tack Trailer	$16.00	$3,000.00
1000		ROLLERS & PAVING EQUIPMENT:		
	44	Pavement Roller	$30.00	
	45	Rubber Tire Compactor (Pneumatic Rollers)	$39.00	$683.00
	49	Chip Spreader (primary)	$94.50	$6,000.00
	50	Chip Spreader Box	$3.50	$500.00
	51	Vibratory Hand Compactor	$3.00	$54.00
1400 & 1500	47	Portable Plant, Light Plant	$2.50	
	52	Surplus Generators	$4.20	$225.00
	53	Emergency Lighting	$1.00	$50.00
1600	60	Plows	$11.00	$1,100.00
1700	61	Sanders	$5.70	$760.00
	62	Hopper Sanders	$25.00	$1,875.00
	62D	Dump Truck Hopper Sanders	$19.00	$2,325.00
1800	63	Compressors, Air	$0.13	Actual cost
	63A	Compressors, Tow-behind	$6.30	$3,000.00
1900	64	Pumps, Portable	$0.20	
	64A	Buffalo Pumper	$6.00	

2000	65	Welders			$250.00
	68	Jackhammer/drill (gas)	$5.00		
2100	69	Asphalt saws	$12.50		$1,250.00
	70	Chain Saws, Sand Blaster	$0.50		$25.00
	70E	Chain Saws, Electric	$5.50		$60.00
2200	71	Base Unit/Repeaters		$9.00/unit	
	71R	Radio Repeaters		$100.00/unit	
	72	Mobile Unit		$3.75/unit	
2300		MISCELLANEOUS EQUIPMENT:			
	54	Crack Sealer/Thermo Striper	$53.00		$10,000.00
	73	Steam Cleaners	$7.00		$1,250.00
	76	Fans, Pumps, etc.	$1.00		$11.00
	77	Road Patrol Equipment			
		# 2450	$3.00		
8000	80's	Rental Equipment on Demand	Cost + 15%		Cost + 15%
	90	Shoring	$0.88		$85.00
	91	Reader Boards (insert)	$3.00		$1,500.00
	95	Copiers	$.0709/each		10% above cost
		OTHER DEPARTMENTS:			
	A1	Assessor's Vehicles		$310.00	
	AH	Assessor's Hybrid		$451.00	
	CD	Community Development Vehicles		$400.00	
	CDH	Community Development Hybrid		$456.00	
	EHH	Environmental Health Hybrid		$342.00	
	EX	Extension Agent		$405.00	
	J1	Juvenile Vehicles		$400.00	
	J2	Juvenile Vehicles – Surplus		$200.00	
	JH	Juvenile Hybrid		$350.00	
		SHERIFF:			
	S1	Patrol Vehicles	$0.62/mile		
	S11	Patrol AWD Vehicles	$1.01/mile		
	S2	Admin./Det./Reserve	$0.73/mile		
	S3	West End Vehicles	$0.73/mile		
	S33	West End AWD Vehicles	$0.98/mile		
	S4	Animal Control	$0.96/mile		
	S5	2x4 Expeditions/SUV	Cost + 10%	(pool vehicles)	
	S6	4x4 Expeditions/SUV	$0.68/mile		
	S7	Radio Van	$0.67/mile	$525.00	
	S8	Jail Vans	$0.50/mile	$187.00	
		PARKS:			
	P1	Small Pickups	$3.65/hour	$405.15	
	P2	Riding Mowers	$1.09/hour	$122.64	
	P5	Trailers	$1.45/hour	$145.00	
8000	P6	Kubota/4 Wheel Drive, Tractors	$2.28/hour	$288.93	
	P7	Parks JD Tractors	$3.26/hour	$345.03	
	P8	3/4 Ton Pickup	$3.90/hour	$354.90	
	P8H	Heavy Duty Pickup	$13.86/hour	$1386.00	
	P9	Patch Truck	$12.45/hour	$705.00	

PA	Parks Tractors	$1.05/hour	$118.65
PE1	Parks Electric Carts	$1.50/hour	$121.50
PE2	Parks Electric Carts 2	$1.65/hour	$181.50
PT	Tractors	$2.10/hour	$245.70
PX	Boat Motor	$0.55/hour	$80.85
PY	Boat Trailer	$0.42/hour	$49.56
PZ	Boats	$0.12/hour	$22.44
TP	Sekiu/Clallam Bay Treatment Plant		$374.00
WC	Weed Control Board		Cost + 10%

This resolution also rescinds all previous equipment rental rate resolutions including CR Resolution No. 8, 2020, adopted October 27, 2020.

PASSED AND ADOPTED this ___________ day of ________________________ 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

____
Mark Ozias, Chair

ATTEST:

____
Randy Johnson

____
Loni Gores, CMC, Clerk of the Board

____
Bill Peach

6
10/10/22

AGENDA ITEM SUMMARY

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

Department: Public Works/Roads

WORK SESSION ☒ **Meeting Date: 10/10/2022**

REGULAR AGENDA ☒ **Meeting Date: 10/18/2022**

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:
This item is a modification of resolution CR 6, 2022 regarding the closure of Cooper Ranch Road for culvert replacement changing the end date to November 18, 2022.

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?)

That the Commissioners review, approve and sign this resolution

County Official signature & print name:. Joe Donisi, P.E. Joe Donisi

Name of Employee/Stakeholder attending meeting: Linda Capps & Kaia Moore

Relevant Departments: Public Works/Roads

Date submitted: 10/05/2022

CR RESOLUTION ___, 2022

RESOLUTION MODIFYING CR 6, 2022 REGARDING THE TEMPORARY CLOSURE OF COOPER RANCH ROAD – ROAD NO. 20650

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County Engineer has determined that Cooper Ranch Road, between milepost 0.23 and milepost 0.40, needs to be closed completely for 90 calendar days during the period ending November 18, 2022 in order to install a new culvert in Kugel Creek removing an existing fish passage barrier.

2. During the closure of this segment of Cooper Ranch Road, motorists may utilize US 101 to Mary Clark Road as a detour back to Cooper Ranch Road.

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

1. That Cooper Ranch Road will be closed between milepost 0.23 and milepost 0.40 for a period no longer than 90 calendar days ending November 18, 2022.

2. That the Clallam County Road Department post and publish notices as required by R.C.W. 47.48.020

PASSED AND ADOPTED this ____________ day of ______________ 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

____
Mark Ozias, Chair

____
Randy Johnson

ATTEST:

____
Loni Gores, CMC, Clerk of the Board

____
Bill Peach

PLEASE PUBLISH:
PLEASE BILL: Clallam County Public Works Dept.
223 East 4th Street, Suite 6
Port Angeles, WA 98362-3015

6a
6/21/22

CR RESOLUTION 6, 2022

RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF COOPER RANCH ROAD – ROAD NO. 20650

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County Engineer has determined that Cooper Ranch Road, between milepost 0.23 and milepost 0.40, needs to be closed completely for 90 calendar days during the period beginning July 18, 2022, and ending October 17, 2022, in order to install a new culvert in Kugel Creek removing an existing fish passage barrier.

2. During the closure of this segment of Cooper Ranch Road, motorists may utilize US 101 to Mary Clark Road as a detour back to Cooper Ranch Road.

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

1. That Cooper Ranch Road will be closed between milepost 0.23 and milepost 0.40 for a period no longer than 90 calendar days during the period beginning July 18, 2022 and ending October 17, 2022.

2. That the Clallam County Road Department post and publish notices as required by R.C.W. 47.48.020.

PASSED AND ADOPTED this 21 day of June 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Excused
Mark Ozjas, Chair

Randall S Johnson
Randy Johnson

W Peach
Bill Peach

ATTEST:

L Gores
Loni Gores, CMC, Clerk of the Board

CLERK OF THE BOARD CLALLAM COUNTY COMMISSIONERS PORT ANGELES, WA

Please Publish: June 24, 2022

Please Bill: Clallam County Public Works/ Road Department
223 East Fourth Street, Suite 6
Port Angeles, WA 98362

7
10/10/22

AGENDA ITEM SUMMARY

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

Department: Public Works/Roads

WORK SESSION ☒ **Meeting Date: 10/10/2022**

REGULAR AGENDA ☒ **Meeting Date: 10/18/2022**

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:
Due to a number of changes in personnel in the Roads Department, we need to update our Right of Way Procedures both for ourselves and for the State. The new Right of Way Procedures needs to be reviewed and signed before submittal to the Local Programs Manager for WSDOT.

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?)

Approve

County Official signature & print name:. JOE DONISI Joe Donisi

Name of Employee/Stakeholder attending meeting: Joe Donisi & Linda Capps

Relevant Departments: Roads

Date submitted:

The Clallam County Road Department (Agency), needing to acquire real property (obtain an interest in and/or possession of) in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act and applicable federal regulations (49 CFR Part 24) and state law (Ch. 8.26 RCW), and state regulations (Ch. 468-100 WAC) hereby adopts the following procedures to adhere to all applicable laws, statutes, and regulations. The Agency is responsible for the real property acquisition and relocation activities on projects administered by the Agency and must acquire right of way (ROW) in accordance with the policies set forth in the Washington State Department of Transportation Right of Way Manual M 26-01 and Local Agency Guidelines (LAG).

Below is a list of Agency staff, by names and position titles, that are qualified to perform specific ROW functions. Attached to these procedures are resumes for everyone listed within these procedures, which provides a summary of their qualifications. The procedures shall be updated whenever staffing changes occur.

1. The Agency has the staff with the knowledge and experience to accomplish the following ROW Disciplines:

   i. PROGRAM ADMINISTRATION:
   Oversee delivery of the ROW Program on federal aid projects for the Agency. Ensures ROW functions are carried out in compliance with federal and state laws, regulations, policies, and procedures.

   Responsibilities/Expectations:
   - Ensures Agency's approved ROW Procedures are current, including staff qualifications, and provides copies to consultants and Agency staff;
   - Oversight of ROW consultants;
     - use of consultant contract approved by WSDOT
     - management of ROW contracts
     - management of ROW files
     - reviews and approves actions and decisions recommended by staff & consultants
     - Overall responsibility for decisions that are outside the purview of consultant functions
   - Sets Just Compensation prior to offers being made;
   - Oversight and approval of Administrative Offer Summaries (AOS) per policy;
   - Oversight and approval of Administrative Settlements per policy;
   - Ensure Agency has a relocation appeal process in place prior to starting relocation activities;
   - Obligation authority for their Agency;
   - Obtain permits (Non-Uniform Relocation Act (URA));
   - Ensures there is a separation of functions to avoid conflicts of interest.
   - Verifies whether ROW is needed, and that the property rights and/or interests needed are sufficient to construct, operate and maintain the proposed projects (see LAG Appendix 25.174, 25.175, & 25.176).

   Joe Donisi P.E., Interim Clallam County Engineer

   Note: Staff included under Program Administration must have completed the eLearning Administrative Settlement and No ROW Verification training available at http://www.wsdot.wa.gov/LocalPrograms/ROW1Services/Training.htm

ii. APPRAISAL

Prepare and deliver appraisals on federal aid projects for the Agency. Ensures that appraisals are consistent and in compliance with state and federal laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Use only qualified agency staff approved by WSDOT to perform appraisal work;
- Use Appraiser from WSDOT's Approved Consultant List if Agency does not have qualified staff;
- Prepare ROW Funding Estimate (not required to be completed by an appraiser & only when there are federal funds in the ROW Phase);
- Prepare AOS;
- Obtain specialist reports;
- Coordinate with engineering, program administration, acquisition, relocation, and/or property management as necessary.

Contract with a Qualified Consultant

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iii. APPRAISAL REVIEW:

Review appraisals on federal aid projects for the Agency to make sure they are adequate, reliable, have reasonable supporting data, and approve appraisal reports. Ensures appraisals are adequately supported and represent fair market value and applicable costs to cure and are completed in compliance with state and federal laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Use only qualified agency staff approved by WSDOT to perform appraisal review work;
- Use review appraiser from WSDOT's Approved Consultant List if agency does not have qualified staff;
- Ensures project wide consistency in approaches to value, use of market data, and costs to cure;
- Coordinate with engineering, program administration, acquisition, relocation, and/or property management as necessary.

Contract with a Qualified Consultant

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iv. ACQUISITION:

Acquire, through negotiation with property owners, real property, or real property interests (rights) on federal aid projects for the Agency. Ensures acquisitions are completed in compliance with federal and state laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Use only qualified staff to perform acquisition activities for real property or real property interests, including donations;
- To avoid a conflict of interest, when the acquisition function prepares an AOS, only acquires property valued at $10,000 or less;
- Provide and maintain a comprehensive written account of acquisition activities for each parcel;

- Prepare AOS justification and obtain approval;
- Prepare Administrative Settlement and obtain approval;
- Prepare Right of Way Funding Estimate (when there are federal funds in the ROW Phase);
- Review title, and recommend and obtain approval for acceptance of encumbrances;
- Ensure acquisition documents are consistent with ROW plans, valuation, and title reports;
- Provide a negotiator disclaimer;
- Maintain a complete, well organized parcel file for each acquisition;
- Coordinate with engineering, program administration, appraisal, relocation, and/or property management as necessary.

Linda Capps, Lead Right of Way Agent

Kaia Moore, Right of Way Agent

Note: Staff included under Acquisition must have completed the eLearning Administrative Settlement training available at
http://www.wsdot.wa.gov/LocalPrograms/ROWServices/Training.htm

v. RELOCATION:
Provide relocation assistance to occupants of property considered displaced by a federally funded projects for the Agency. Ensures relocations are completed in compliance with federal and state laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Prepare and obtain approval of relocation plan prior to starting relocation activities;
- Confirm relocation appeal procedure is in place;
- Provide required notices and advisory services;
- Make calculations and provide recommendations for Agency approving authority prior to making payment;
- Provide and maintain a comprehensive written account of relocation activities for each parcel;
- Maintain a complete, well organized parcel file for each displacement;
- Ensure occupants and personal property is removed from the ROW;
- Coordinate with engineering, program administration, appraisal, acquisition, and/or property management as necessary.

Contract with a Qualified Consultant

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vi. PROPERTY MANAGEMENT:
Establish property management policies and procedures that will assure control and administration of ROW, excess lands, and improvements acquired on federal aid projects for the Agency. Ensures property management activities are completed in compliance with federal and state laws, regulations, policies, and procedures.

Responsibilities/Expectations:

- Account for use of proceeds from the sale/lease of property acquired with federal funds on other title 23 eligible activities;

- Keep ROW free of encroachments;
- Obtain WSDOT/FHWA approval for change in access control along interstate;
- Maintain property records;
- Ensure occupants and personal property is removed from the ROW;
- Maintain a complete, well organized property management file;
- Coordinate with engineering, program administration, appraisal, acquisition, and/or property management as necessary.

Jesse Goodman, Engineer I

b. Any functions for which the Agency does not have qualified staff, the Agency will contract with another local agency with approved procedures, a qualified consultant, or the WSDOT. An Agency that proposes to use qualified consultants for any of the above functions will need to work closely with their ROW Local Agency Coordinator (LAC) and Local Programs to ensure all requirements are met. When the Agency proposes to have staff approved to negotiate who have limited experience in negotiation for FHWA funded projects, the LAC must be given an opportunity to review all offers and supporting data prior to offers being made to the property owners.

c. The Agency's Administrative Settlement Procedures indicating the approval authorities and the procedures involved in making administrative settlement needs to be included with these procedures (see Exhibit A).

d. An Agency wishing to take advantage of the AOS process, properties valued up to $25,000 or less, need to complete Exhibit B of these procedures.

2. All projects shall be available for review by the FHWA and WSDOT at any time and all project documents shall be retained and available for inspection during the plan development, ROW, construction stages, and for a three-year period following acceptance of the projects by WSDOT.

3. Approval of the Agency's procedures by WSDOT Local Programs may be rescinded at any time the Agency is found to no longer have qualified staff or is found to be in non-compliance with the regulations. The rescission may be applied to all or part of the functions approved.

Mark Ozias, Chair Clallam County Board | Date

Washington State Department of Transportation

Approved By:

Local Programs Right of Way Manager | Date

EXHIBIT A

Agency's Administrative Settlement Policy

Administrative Settlements are occasionally required in addition to Just Compensation in order to acquire needed Right of Way through negotiation. These Administrative Settlements can help eliminate costly condemnation litigation and project construction schedule delays. The Project Parcel Negotiation diary shall contain rational, justification and/or documentation for the settlement offer. The level of Authority to offer Administrative Settlements will be as follows and final approval will rest with the Clallam County Board of Commissioners:

A. Acquisition Negotiator – Just Compensation plus up to $10,000 Administrative Settlement

B. Program Administration – Just Compensation plus up to $20,000 Administrative Settlement

C. Clallam County Board of Commissioners – All Settlements exceeding Program Administrations authority

Mark Ozias, Chair Clallam County Board Date

Washington State Department of Transportation

Approved By:

Local Programs Right of Way Manager Date

EXHIBIT B

Waiver of Appraisal

Agency's Administrative Offer Summary (AOS)

The Clallam County Road Department , hereinafter (Agency), desiring to acquire Real Property according to 23 CFR, Part 635, Subpart C and State directives, and desiring to take advantage of the $25,000.00 appraisal waiver process approved by the Federal Highway Administration (FHWA) for Washington State, hereby agrees to follow the procedure approved for the Washington State Department of Transportation (WSDOT) as follows:

Rules

A. The Agency may elect to waive the requirement for an appraisal if the acquisition is simple and the compensation estimate indicated on the ROW Funding Estimate is $25,000.00 or less including cost-to cure items. A True Cost Estimate shall not be used with this procedure.

B. The Agency must make the property owner(s) aware that an appraisal has not been completed on the property for offers $10,000 or less.

C. The Agency must make the property owner(s) aware that an appraisal has not been completed on the property for offers over $10,000 and up to $25,000, and that an appraisal will be prepared if requested by the property owner(s).

D. Special care should be taken in the preparation of the AOS as no review is mandated, the preparer needs to assure that the compensation is fair and that all the calculations are correct.

Procedures

A. An AOS is prepared using comparable sales found at the time of preparation.

B. The AOS is submitted to the Clallam County Engineer for approval. Upon signature a first offer to the property owner(s) is authorized.

Mark Ozias, Chair Clallam County Board — Date

Washington State Department of Transportation

Approved By:

Local Programs Right of Way Manager — Date

RESUME

JOSEPH E. DONISI, P.E.

2/2022 – Present **Acting County Engineer, Clallam County Public Works Department, Port Angeles, WA**

1/2006 – Present **Assistant County Engineer, Clallam County Public Works Department, Port Angeles, WA**

Provide highly advanced civil engineering support to the County's road and infrastructure projects; to serve as Project Engineer for a variety of complex engineering projects such as road and bridge design and construction. Supervise and manage staff of engineers.

3/1998 – 1/2006 **Engineer II/III, Clallam County Public Works Department, Port Angeles, WA**

Increasing levels of responsibility preparing road and bridge designs, contract documents, and managing construction projects and contractors.

1/1983 – 3/1998 **Project Engineer/Project Manager, NTI Engineering & Surveying, Port Angeles, WA**

Project design and management. Predominantly residential & light commercial.

Professional Registrations **Professional Engineer, State of Washington**

Education

1986 - 1989 **B.S. Civil Engineering, Portland State University**

1983 – 1986 **Associate of Applied Science, Civil Engineering, Peninsula Community College**

Linda Capps

916 W. 6th St, Port Angeles, WA 98363 360-460-8361 linda.capps@clallamcountywa.gov

Skills & Abilities

Prepared Project Funding Estimates for the Olympic Discovery Trail to Calawah river, Piedmont Road project, Towne Road relocation, Dry Creek Road widening, and Towne Road Woodcock to Cougar Ridge projects. Prepared Administrative Offers for Olympic Discovery Trail to Calawah river and Dry Creek Road widening projects. Experience valuing land using the sales comparison approach and the allocation method.

Experience

Right of Way Agent – Clallam County
Dates from 09/15/2018-Present

- Value partial acquisitions for right of way purposes or hire appraisal and appraisal review as needed. Research amount of existing right of way and the type of ownership. Negotiate with property owners to obtain needed right of way for county projects

Certified Residential Appraiser, Gates Appraisal
Certification #1702439

Dates From 05/21/2007 – 09/15/2018

- Appraise residential properties and vacant land for lenders and property owners to determine fair market value. Work with clients after the appraisal to resolve questions and clarifications. Schedule appraisals and meet deadlines.

Real Estate Managing Broker, Windermere/Port Angeles
License #10623

Dates From 02/05/2002 – 02/04/2008

- Value, list and sell residential properties and vacant land with an emphasis on vacant land. Work with land owners to determine zoning requirements, placement of utilities and roads. Negotiate listing and sales contracts to reach mutual agreement. Keep track of timelines and meet deadlines.

Kaia Moore

Experience

Clallam County Road Department, Port Angeles- Right of Way Agent

November 16, 2021- Present

In the Clallam County Road Department, I help the county acquire land from landowners for road projects. I am involved in all negotiations acquiring land. I research deeds and recorded documentation to help with right of way inquiries, property and right of way information to give to individuals who inquire.

Clallam Title Company, Port Angeles- Title Plant Technician & Customer Service

June 8, 2020 – November 13, 2021

Responsibilities include downloading and posting all recorded documents and superior court filings to the database, answering multi-line phone systems, and responding to all customer service requests. Also worked in the Escrow Department for 6 months doing signings.

Swains' General Store, Port Angeles- Retail Clerk

February 7, 2017- June 5, 2020

Working in both the Hardware and Sundries Departments. Helping customers with questions and locating products, stocking shelves, rotating merchandise, creating displays, plant care for live plants when in season, inventory assistant and forklift operator.

A Cup Above, Port Angeles- Manager/ Barista

September 2015- February 2017

Trained new employees, inventory, ordered stock, daily ordering, inspected equipment and completed daily maintenance, scheduled equipment repairs, cashiering and daily balancing and deposits.

Starbucks Coffee Co., Seattle- Barista

October 2007- May 2015

Customer service. Cashiering and taking complex orders. Stocking floor displays and checking in orders. Store compliance representative for meeting health code and cleanliness standards.

Gene Juarez Academy, Seattle- Guste Service Representative

August 2008- October 2010

Answered phone calls on multi-line system, made appointments, confirmation calls and greeted clients. Organized and clean retail areas. Confirmed students' compliance for meeting all requirements for State Board exam. Daily bank deposits.

Education

Port Angeles High School- Graduate

September 2003- September 2007

High School diploma in general studies. Honors in architecture and fine arts.

Skills

Friendly & efficient customer service

Multi-tasker

Cash Handling

Dependable, responsible, and reliable

Multi-line phone systems

Organized

Team Player

Detail oriented

Basic computer software knowledge

Microsoft word & Excel

Auto CAD, Rhino & Solidworks

Certifications

Forklift Certification, OSHA

RESUME

Jesse Goodman

EDUCATION

Portland State University

9/2018 - 3/2021 **Master's Degree- Mechanical Engineering**

9/2016 – 6/2018 **Bachelor's Degree- Mechanical Engineering**

PROFESSIONAL EXPERIENCE

6/2022 – Present **Clallam County Public Works, Engineer II**

Promotion that expanded my duties to include designing & inspecting new road construction, design & inspection of replacement culverts, design & inspection of pavement overlay projects, and inspection of Olympic Discovery Trail & road widening projects.

6/2021 – 6/2022 **Clallam County Public Works, Development Review Engineer**

Review and issue road permits for work within County-owned right of way. Make comments for Public Works Department on residential and commercial projects, land divisions, and SEPA Checklists, and review plats for the County Engineer's approval and signature.

8/2020 – 4/2021 **Portland State University, Research Assistant**

Independently designed and completed experiments pertaining to my graduate research investigating free surface bubble rupture phenomena in microgravity environments.

6/2017 – 12/2019 **Fully LLC, Test & Development Design Engineering Intern**

Devised and constructed an inertial shaker to assess mechanical rigidity of adjustable height desks, suggesting and validating design changes that increased overall sales for the company.

9/2018 – 12/2019 **Portland State University, Graduate Fluid Lab Instructor**

Taught an upper division engineering fluid mechanics laboratory for four terms, providing instruction and lectures, grading reports, providing feedback, and maintaining laboratory equipment.

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10/10/22

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 10-10-22**

REGULAR AGENDA ☒ **Meeting Date: 10-18-22**

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 vacancy exists on the Lodging Tax Advisory Committee.

A press release was issued during the month of September 2022 soliciting applications from interested citizens. One application was received.

Commissioner Johnson endorses the appointments of Craig Jaeger to the Lodging Tax Advisory Committee.

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?)
Approve and sign resolution to appoint.

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

Name of Employee/Stakeholder attending meeting: Commissioner Johnson – Chair LTAC, BOCC

Relevant Departments: Board of Commissioners

Date submitted: October 5, 2022

* 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)

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

RESOLUTION __________, 2022

APPOINTING A MEMBER TO THE
LODGING TAX ADVISORY COMMITTEE

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Lodging Tax Advisory Committee.

2. A press release was issued during the month of September 2022 soliciting applications from interested citizens. One application was received.

3. Commissioner Johnson reviewed the application submitted and forwarded his recommendations to the Board of Commissioners to appoint Craig Jaeger to the Lodging Tax Advisory Committee.

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

1. **Craig Jaeger** is appointed to the category representing a collector of tax for a term expiring December 31, 2024.

PASSED AND ADOPTED this 18th of October 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

____
Mark Ozias, Chair

____
Randy Johnson

____
Bill Peach

ATTEST:

____
Loni Gores, CMC, Clerk of the Board

cc: A22.161
Appointee (s)
BOCC

9
10/10/22
LOA

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 10/10/22**

REGULAR AGENDA ☒ **Meeting Date: 10/11/22**

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 - Notice

Documents exempt from public disclosure attached: ☐

Executive summary:
Board of Clallam County Commissioners will consider adopting by Resolution the attached budget reduction on October 25, 2022
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?** ☐

See attached notice

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

NOTICE OF BUDGET REDUCTION

Notice is hereby given Clallam County will adopt by Resolution of the Board the budget reduction shown below on October 25, 2022 at 10 a.m. in the Commissioners' Meeting Room (160), Clallam County Courthouse.

Department of Community Development – Lower Dungeness Floodplain – Due to revised cost projection for 2022 and 2023, Lower Dungeness Floodplain will not be returning any funding back to General Fund Reserves in 2022/$1,850,000 (1 of 2)
General Fund Reserves - Due to revised cost projection for 2022 and 2023, Lower Dungeness Floodplain will not be returning any funding back to General Fund Reserves in 2022/$1,850,000 (2 of 2)

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: October 11, 2022

Mark Ozias, Chair

Publish: October 15, 2022
Bill: Commissioners' Office

c: Budget Director
Department(s)
Treasurer

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 9/21/2022 **Budget Hearing/Meeting Date:** 10/25/2022

__ **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.	30301.331	**Budget Name**	DCD - Lwr Dungeness Floodplain

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30301.331	DCD - Lwr Dungeness Floodplain	59714.00.0080	Transfer to General Fund Reserves	1,850,000
Total				1,850,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30301.331	DCD - Lwr Dungeness Floodplain	50800.00.0000	Ending Fund Balance	1,850,000
Total				1,850,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Due to the revised Lwr Dungeness Floodplain cost projection for 2022 and 2023, Lwr Dungeness Floodplain will not be returning any funding back to the General Fund Reserves in 2022. (1 of 2)

County Official Approval: ______________________

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

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 9/21/2022 **Budget Hearing/Meeting Date:** 10/25/2022

__ **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.	00100.293	Budget Name	General Fund Reserves

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293	General Fund Reserves	39714.00.0080	Transfer from Lwr Dungeness Floodplain	1,850,000
Total				1,850,000

EXPENDITURES

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	1,850,000
Total				1,850,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Due to the revised Lwr Dungeness Floodplain cost projection for 2022 and 2023, Lwr Dungeness Floodplain will not be returning any funding back to the General Fund Reserves in 2022. (2 of 2)

County Official Approval: ______________________

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

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10/10/22
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AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 10/10/22**

REGULAR AGENDA ☒ **Meeting Date: 10/11/22**

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 - Notice

Executive summary:
Board of Clallam County Commissioner will consider adopting by Resolution the attached budget revisions on October 25, 2022.
Budget revisions – Transfer 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.

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?** ☐

See attached notice

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

NOTICE OF BUDGET REVISION MEETING

Notice is hereby given Clallam County will adopt by Resolution of the Board the budget revision shown below on October 25, 2022 at 10 a.m. in the Commissioners' Meeting Room (160), Clallam County Courthouse.

<u>Department of Community Development – Lower Dungeness Floodplain</u> – To ensure flood protection work is completed on Lower Dungeness River Project before the flood season begins in November 2022/$4,434,997

A copy of the budget change forms 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: October 11, 2022

Mark Ozias, Chair

Publish: October 15
Bill: Commissioners' Office

c: Budget Director
Department(s)
Treasurer

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 9/21/2022 **Budget Hearing/Meeting Date:** 10/25/2022

__ **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

X **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.	30301.331	**Budget Name**	DCD - Lwr Dungeness Floodplain

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30301.331	DCD - Lwr Dungeness Floodplain	33403.10.3146	Lwr Dungeness Floodplain Enhancement Imp	4.434.997
Total				4,434,997

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30301.331	DCD - Lwr Dungeness Floodplain	33315.61.4000	USFWS Lwr Dung Floodplain Reconnection	177,075
30301.331	DCD - Lwr Dungeness Floodplain	33403.30.0030	RCO Lwr Dungeness Floodplain Restoration	4,257,922
Total				4,434,997

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Revision of grant revenue and grant projects required to ensure flood protection work is completed on the Lower Dungeness River Project before the flood season begins in November of 2022.

County Official Approval: ______________________________

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

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10/10/22
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AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 10/10/22**

REGULAR AGENDA ☒ **Meeting Date: 10/11/22**

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 - Notice

Documents exempt from public disclosure attached: ☐

Executive summary:
Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on October 25, 2022
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?** ☐
See attached notice

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

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 October 25, 2022 in the Commissioners' Meeting Room (160) of the Clallam County Courthouse.

Department of Community Development – Lower Dungeness Floodplain – To ensure flood protection work is completed on Lower Dungeness River Project before the flood season begins in November 2022/$3,631,639

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: October 11, 2022

Mark Ozias, Chair

Publish: October 15
Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 9/21/2022 **Budget Hearing/Meeting Date:** 10/25/2022

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.	30301.331	**Budget Name**	DCD - Lwr Dungeness Floodplain

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30301.331	DCD - Lwr Dungeness Floodplain	33403.30.0030	RCO Lwr Dungeness Floodplain Restoration	3,631,639
Total				3,631,639

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30301.331	DCD - Lwr Dungeness Floodplain	55310.41.0020	Professional Services	1,797,371
30301.331	DCD - Lwr Dungeness Floodplain	50800.00.0000	Ending Fund Balance	1,834,268
Total				3,631,639

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional grant revenue for grant projects required to ensure flood protection work is completed on the Lower Dungeness River Project before the flood season begins in November of 2022.

County Official Approval: ______________________

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

101

12
10/10/22
bd

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 10/10/22**

REGULAR AGENDA ☒ **Meeting Date: 10/11/22**

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 - Notice

Documents exempt from public disclosure attached: ☐

Executive summary:
Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on October 25, 2022
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?** ☐
See attached notice

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

BUDGET RESOLUTION __________, 2022

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:

   Parks & Facilities - Additional funding for expenses related to COVID-19 for goods and services expenditures incurred in August and September, 2022 expected to be reimbursed through FEMA/$14,656
   General Fund Reserves – Additional funding due to the revised Lower Dungeness Floodplain grant reimbursement and costs projections for 2022 and 2023/$650,000 (1 of 2)
   Department of Community Development – Lower Dungeness Floodplain – Additional funding due to the revised Lower Dungeness Floodplain grant reimbursement and costs projections for 2022 and 2023/$650,000 (2 of 2)
   NonDept – Affordable Housing Sales Tax – For the new Housing Solutions Coordinator position/$23,980

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 October 25, 2022 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 11th day of October 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

____
Mark Ozias, Chair

____
Randy Johnson

____
Bill Peach

ATTEST:

____
Loni Gores, CMC, Clerk of the Board

Publish: October 15, 2022
Bill: Commissioners

c: Budget Director
   Treasurer
   Department(s)

RECEIVED
CLALLAM CO. FINANCE
SEP 27 2022

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: September 27, 2022 **Budget Hearing/Meeting Date:** October 25, 2022

__ **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

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	$ 14,656
Total				$ 14,656

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	$ 1,442
00100.911.	Parks & Facilities	57680.41.1030	Personnel Services	$ 13,214
Total				$ 14,656

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 that were paid from the Parks and Facilities budget in 2022. This is to cover the goods and services expenditures incurred in August and September 2022, and are expected to be reimbursed through FEMA reimbursements.

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

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CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 9/21/2022 **Budget Hearing/Meeting Date:** 10/25/2022

__ **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.	00100.293	Budget Name	General Fund Reserves

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	650,000
Total				650,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293	General Fund Reserves	59714.00.0070	Transfer to Dungeness Floodplain	650,000
Total				650,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

GRANT REIMBURSEMENT

Due to the revised Lwr Dungeness Floodplain cost projections for 2022 and 2023, Lwr Dungeness Floodplain will need additional funding from the General Fund Reserves in 2022. (1 of 2)

County Official Approval: ______________________

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

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 9/21/2022 **Budget Hearing/Meeting Date:** 10/25/2022

__ **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.	30301.331	**Budget Name**	DCD - Lwr Dungeness Floodplain

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30301.331	DCD - Lwr Dungeness Floodplain	39714.00.0070	Transfer from General Fund Reserves	650,000
Total				650,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30301.331	DCD - Lwr Dungeness Floodplain	50800.00.0000	Ending Fund Balance	650,000
Total				650,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION: GRANT REIMBURSEMENT &

Due to the revised Lwr Dungeness Floodplain cost projections for 2022 and 2023, Lwr Dungeness Floodplain will need additional funding from the General Fund Reserves in 2022. (2 of 2)

County Official Approval: DCook

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

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 9/29/2022 **Budget Hearing/Meeting Date:** 10/25/2022

__ **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.	19951.291	**Budget Name**	NonDept – Affordable Housing Sales Tax

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19951.291	NonDept – Affordable Housing Sales Tax	50800.00.0000	Ending Fund Balance	23,980
Total				23,980

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19951.291	NonDept – Affordable Housing Sales Tax	56540.10.0010	Regular Time	13,750
19951.291	NonDept – Affordable Housing Sales Tax	56540.20.0020	Benefits	5,230
19951.291	NonDept – Affordable Housing Sales Tax	56540.31.0010	Supplies	1,000
19951.291	NonDept – Affordable Housing Sales Tax	56540.41.0020	Professional Services	2,000
19951.291	NonDept – Affordable Housing Sales Tax	56540.43.0010	Travel - Business	2,000
Total				23,980

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funds for the new Housing Solutions Coordinator. This new position will identify projects and work collaboratively with housing providers, builders, real estate professionals, non-profit agencies and local governments that could help alleviate the housing challenges facing residents of Clallam County.

County Official Approval: [signature]
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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10/10/22

AGENDA ITEM SUMMARY

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

Department: Finance

WORK SESSION ☒ **Meeting Date:** **10/10/2022**

REGULAR AGENDA ☐ **Meeting Date:**

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 Monthly Review

Documents exempt from public disclosure attached: ☐

EXECUTIVE SUMMARY:
As required by the Clallam County Charter, attached for review and discussion is the 2023 Recommended Budget for Clallam County. The submission of this Recommended budget is the first step in the budget adoption process, with the following key dates to follow:

- Monday, October 10h—CFO and the Administrator submit the Recommended Budget to the BOCC;
- October 12th-28th—BOCC, Administrator, CFO and Budget Director to meet with each department;
- Monday, October 24th—5 Year Capital Plan along with Proposed 2023 Capital Budget to be presented at BOCC work session for consideration and discussion;
- Monday, November 14th—CFO and the Administrator to submit the Proposed Final Budget to the BOCC;
- Tuesday, November 29th—Clallam County Property Tax Levy Certification
- Monday, December 5th—Special Taxing Districts Property Tax Levy Certification;
- Tuesday, December 6th--Public Hearings at 10:30am and 6pm in the Board Room to adopt final budget by resolution.
- Tuesday, December 13th—Possible extension of hearing for the Board to adopt the final budget by resolution (if needed)

The following materials have been provided to accompany this summary:

- 2023 Recommended Budget Summary—All Funds;
- General Fund 4 Year Comparison of 2023 Recommended Budget to Projected/Actual Results for 2022-2019;

- General Fund 4 Year Comparison of 2023 Recommended Budget to Adopted Budgets for 2022-2019;

- General Fund Bridge Analysis of Changes Between 2023 Preliminary Budget and Recommended Budget;

- General Fund Breakdown Analysis of the Change in Operating Surplus/Deficit between the 2023 Recommended Budget and 2022 Forecasted;

- 2023 Recommended Budget General Fund Revenue, Expenditure and Staffing Charts by Type and by Program;

- 2023 Budget Salary Worksheet Breakdown by Department/Fund;

- 2023 Department Requests Over Base Preliminary Budget; and

- 2023 Proposed Capital Outlay Budget by Fund

As noted in prior budget discussions, all departments have budgeted that all budgeted positions are assumed filled for the entire year in accordance with how policy currently requires us to budget, which, as has previously been discussed, not historically mirrored the County's actual payroll spending trends where the County has underspent its personnel budgets in the General Fund between $1.9 million and $2.1 million each year due to open positions, turnover and retirements (further discussion below).

This budget reflects estimates for 2023 revenue which are partly dependent on the current revenue forecast assumptions for 2022, as well as many additional variables including:

- GDP growth and inflationary growth expectations based on most recent state economic forecasts,
- Local economic conditions,
- Continuance of supply of chain disruptions,
- Changes in long term and short term interest rates as the Federal Reserve continues its interest rate increase strategy to reduce inflation, and
- Other revenue guidance available thru MRSC and other sources, etc).

Taxes, Intergovernmental taxes (including PILT, Timber excise tax, Leasehold Excise tax, PUD Privilege Tax, etc), Real Estate Excise taxes (REET), and Timber revenues reflected in the 2023 Recommended budget are based on projections developed based on the evaluation of such variables and available guidance. Departmental assumptions for other revenue streams reflected in this Recommended budget were discussed and evaluated for reasonableness during the Administrator and CFO discussions with each department in September, and reflect some changes based on those discussions that will be covered below.

Sales tax growth assumptions used in the 2023 Recommended budget remain relatively unchanged from the Preliminary Budget and still assume a 3% assumed growth for 2023 which is in line with projected 2023 retail sales and state GDP growth projected for the state by the Washington State

Economic and Revenue Forecast Council's economic forecast report which generally predicts low-single digit growth in 2023. 2022 sales tax growth remains relatively in line with our projections at 2.5-3%. However, given that economic conditions are still evolving and the growing concern for a potential recession in 2023, the sales tax revenue budget for 2023 will continue to be revisited during the 2023 budget process to reflect any changes in expectations for next year.

OVERVIEW OF CHANGES MADE BETWEEN PRELIMINARY BUDGET AND RECOMMENDED BUDGET

Several changes have been made to the 2023 Preliminary Budget in arriving at the 2023 Recommended Budget. While outlined in more detail in the attached schedule called "Bridge Analysis Between Preliminary Budget & Recommended Budget", these changes at a high level include:

- **REVENUE CHANGES—increased $2,811k**, mostly due to:
  - TRANSFERS IN increasing $2,108k mainly due to $1.1 million increase in funding being returned to the General Fund from the grant-funded Lower Dungeness Floodplain project (now projected to total $4.683 million) as the heavy construction phase of this project substantially concludes at the end of 2022, with the overall project concluding in 2023 with the completion of the Towne Road relocation. Also reflects a $900k increase in transfers in from the Dungeness Off Channel Reservoir (now totaling $1.65 million) based on revised project cash flow needs and expected grant reimbursements in 2022 and 2023;
  - INTERGOVERNMENTAL REVENUES increasing $1,208k due to the addition of $1,255k of funding under the Local Assistance and Tribal Consistent Program (Section 605 of the American Rescue Plan Act ("ARPA")) based on formal award notification received from the US Treasury in late September; as offset by
  - MISCELLANEOUS REVENUE decreasing ($462k) mainly due to revision of the initial estimate for investment interest income provided by the Treasurer's office;
  - FINES & PENALTIES decreasing ($113k) due mainly to reductions to infraction revenues projected by District Court 1 and District Court 2 to better reflect the downward trends noted during much of 2022.
- **EXPENDITURE CHANGES—decreased ($303k),** primarily driven by:
  - TRANSFERS OUT reduced $1,753k due to a $3.625 million reduction in transfers out for the Lower Dungeness Floodplain as no General Fund support will be needed for this project based on revised cash flow projections for this project. This decrease was partly offset by a $1.7 million increase in transfer funding needed from the Dungeness Off Channel Reservoir based on the revised cash flow needs of this project in 2023, which includes $2.2 million in land acquisition costs and approximately $3 million in remaining design costs and conveyance construction beginning in the 2nd half of 2023, which while grant-funded, will require upfront working capital funding from the General Fund until grant reimbursements are later received. This overall drop in Transfer Out was partly offset by:

- Department Requests recommended for inclusion in the 2023 Recommended Budget of approximately $933k were added, as outlined in the attached schedule "2023 Department Requests Over Base Recommended Budget"

- Other significant expenditures changes included increases in the General Fund's share of risk management insurance pool coverages (up $373k or 26.5% from the original budget) based on insurance renewal quotes guidance received from the Washington State risk pool, and the addition of $110k of Norpoint building security services under the BOCC NonDepartmental budget. Partly offsetting these increases was a $75k reduction made to Blake Decision LFO refunds in the Clerk's budget based on the planned transition of Blake LFO processing to the state AOC by July 2023, and the assumed elimination of the 1% hazard pay related to the COVID public health emergency that is expected to expire at the end of October (approx.impact $53k).

- Transition of Code Enforcement from Community Development to Sheriff's Department—reflecting the realignment of code enforcement functions from DCD to Sheriff, all budgeted staff (2 FTE) and other operating costs were transitioned to the Sheriff Operations budget, and 1 FTE Code Enforcement Sergeant position was added (added cost of $114k).

From an expenditure standpoint, there are certain additional costs not yet incorporated into this Recommended budget which will be incorporated in later versions of the 2023 budget pending further discussion with the departments and/or the BOCC, including:

- **Capital outlays and related transfers**—while a preliminary draft capital outlay plan 2023 has been included with the 2023 Recommended Budget materials and the impact has been layered in at a high level for purposes of calculating an Adjusted Projected Net Operating Surplus/Deficit for 2023, it has not been fully integrated into the Recommended Budget pending the outcome of discussions of the County's update 5 Year Capital Plan covering 2023-2027 which we plan to present to the BOCC on at the Monday, October 24th work session (with a continued work session as needed immediately following the joint BOCC/Port of PA meeting scheduled at 11am that same day).

- **Additional American Rescue Plan Act funding allocations** that are made this year that may carryover to next year or reduce the remaining ARPA funding available in 2023;

- **County-paid Benefit Cost Increases Related to Health Insurance and anticipated changes to the Worker's Compensation rates** will be incorporated in the Proposed Budget once more information becomes available;

- Other initiatives or changes in support funding the BOCC would like to incorporate into the budget.

GENERAL FUND BUDGET OVERVIEW

At a high level, the 2023 Recommended Budget projects a beginning General Fund Balance of approximately $11.157 million (vs $13.711 million in the Preliminary Budget, a $2.55 million drop which is reflective of changes in transfer funding relating to the Lower Dungeness Floodplain and Dungeness Off Channel Reservoir projects). Revenues are projected to total $52.916 million, Expenditures (including Transfers Out to the Lower Dungeness and Dungeness Off-Channel Reservoir Capital Projects, HHS, Veteran's Relief, Sheriff's VRF Boating Program, Clallam Bay Sekiu Sewer, Flood Control and other funds) are projected at $52.174 million, resulting in a budgeted increase in Reserves of $742k, and leaving an ending General Fund Balance of $11.899 million, representing an ending reserve level of 23% of total operating expenditures. However, as discussed later, when one adjusts for the historical underspend to our personnel and benefits budgets of $1.9 million-$2.1 million, and layers in $815k of preliminary capital outlays and $2.3 million of capital project-related transfers per a draft capital plan, it is likely the Recommended budget deficit for 2023 (excluding COVID-related revenues/expenditures) is closer to ($407k), as compared to 2022's projected deficit of ($4,478k), which would leave an ending fund balance of $10,850k for 2023, or a reserve of 20% of expenditures.

Below are the revenue and expenditure highlights behind these results:

REVENUE BUDGET HIGHLIGHTS

In this Recommended roll up of the 2023 budget, General Fund Revenues (excluding COVID-related reimbursements) are projected to total $52,816k, representing a $8,388k or 18.9% increase over 2022 projected revenue expected, and a $6,004k or 12.8% increase over the 2022 originally adopted budget. When you further exclude Transfers In revenue (which consist mainly of working capital-related transfers from the Lower Dungeness and Dungeness Off-Channel Reservoir projects), General Fund Revenues are projected to increase $2,300k or 5.3% from 2022 projected revenues.

In projecting revenues for 2023, certain revenue streams impacted by the economic and operational disruptions created by the COVID pandemic are projected to rebound from 2022, including:

- Miscellaneous Revenue is projected to grow by $1.11 million due primarily to significant growth in investment interest income as the County is able to reinvest its investment portfolio in much higher yielding US Treasuries and other fixed income securities that are yielding in excess of 2.5%-3.5% next year (as compared to sub 0.5% yields earned during much of 2022) due to the aggressive interest rate actions taken by the Federal Reserve to raise rates in an effort to curb inflationary pressures in the US economy, and also due to planned camping fee increases at the County's parks;

- Fines & Penalties are also expected to rebound somewhat ($98k) from 2022 levels as courts continue to return to normal operations post-pandemic and as case back logs clear, but still down over 22% from their peak in 2019 due to the impact that court rulings and recent RCW changes affecting the County's ability to assess and collect certain types of fines and penalties; and

- Goods & Services are projected to increase by 6.3% due to contractual CPI-tied increases in certain of interlocal criminal justice agreements, improvement expected in the Jail bed revenues earned under the County's agreement with the State Department of Corrections (albeit still $150k lower than pre-pandemic levels) as lower State prisoner populations during the COVID pandemic begin to subside, and increases in HHS Administration and

Environmental Health services provided under Foundational Public Health funding provided by Washington State.

Growth of certain of our revenue streams tied to retail sales activity are assumed to continue the trend seen for most of 2022 where a moderation to low single digit growth (2.5-3%) took place after the 1st quarter of 2022, leading to a more modest 6.1% growth being projected for full year 2022 sales taxes as compared to the 21%+ growth seen in 2021. For 2023, sales taxes are budgeted to grow at 3% based on this trend continuing. While we are not currently projecting a significant recession in 2023 in a traditional sense as employment levels remain strong, we do believe inflationary pressures will carry over to 2023 albeit at lower levels from those witnessed in 2022 which, along with higher consumer borrowing costs, will hold discretionary taxable sales activity to low single digit growth next year. Other revenue streams tied to real estate, particularly REET 1 and REET 2 and certain of our Auditor filing fees, are expected to decrease by approximately 30% from historically high levels seen in 2022 due to the rapid slowing of the real estate market taking place due to the rapid rise in mortgage rates.

TAX REVENUES

Representing almost 50% of General Fund total revenues, Tax revenues are projected to increase $619k or 2.56% in 2023. Property taxes are projected to increase $227k or 1.99% as we assumed the County takes its allowed for 1% annual levy growth limit, as adjusted for new construction assumed captured, as allowed for under statute. It should be noted that new construction estimates used in our preliminary 2023 levy calculations are conservative and may have some upside pending receipt of final new construction numbers from the County Assessor. Sales-driven taxes (local retail, juvenile correction sales and use taxes and local criminal/public safety taxes) are projected to increase a combined $357k or 2.9%, which again reflects our assumption that sales taxes will grow at a more moderate rate as compared to the +6% growth seen in 2022. Timber excise tax is also projected to increase 5% from 2022 projections based on trend.

LICENSES & PERMITS

Licenses & Permits are currently projected to decrease -$27k or -2.6% from 2022 projections mainly due to an assumed decline in building permit revenues following multiple years of strong permit activity and as interest rate hikes by the Federal Reserve continue to cool housing starts.

INTERGOVERNMENTAL REVENUES

Overall, Intergovernmental Revenues--consisting of federal and state grants and intergovernmental tax and excise payments received by the County--is budgeted to remain essentially flat in 2023. Intergovernmental Tax Revenues are projected to grow $138k or 3% due to 3-6% increases projected certain intergovernmental tax revenues including PILT, Criminal Justice, and PUD Privilege taxes. Based on recently announced awards relating to ARPA Section 605 Local Assistance and Tribal Consistency funds to be distributed by the US Treasury, the County learned it would be receiving $1.255 million of these funds both in 2022 and in 2023. As these funds may be spent in a manner consistent with other general revenues received by the County (with the exception of supporting lobbying activities), these funds are budgeted as part of the General Fund in 2023.

Intergovernmental grant revenues are projected to decrease $139k or (4.6%), due to lower grants in DCD Long Range Planning, HHS Environmental Health, HHS Admin, Sheriff Ops & Emergency Services, Superior Court, and other areas, as partly offset by higher grant revenues budgeted for DCD Environmental Quality (+$428k relating mainly to fish barrier-related grant increases), Juvenile Services, PA-Child Support, and increases in other areas.

CHARGES FOR GOODS & SERVICES

Charges for Goods & Services are projected to increase $496k or 6.3% in 2023 driven partly by partial recovery of certain COVID-impacted revenue streams, most notably the Sheriff Jail revenues derived from the provision of excess jail bed space to the State Department of Corrections which were negatively impacted during 2022 due to reduced COVID-related jail capacity restrictions that resulted in reduced DOC jail occupancy and need for County jail beds (a $150k improvement is assumed in 2023, but revenue remains $150k-$250k below pre-COVID levels). The remainder of the increase is largely due to increases in interfund services provided to the HHS Foundational Public Health fund and other non-General Fund HHS funds by HHS Environmental Health ($78k) and HHS Administration ($130k), increased County Fair gate and carnival proceeds ($46k), $60k in higher Auditor election services revenues, as offset by an $85k decrease in filing fees in the Auditor's Office due to lower real estate filing volume trends.

FINES & PENALTIES

Fines & Penalties are budgeted to increase $98k or 14.6% over 2022, reflecting an expectation by both district courts of a stabilizing and slight improvement in infraction revenue from 2022 levels as courts continue to return to normal operations post-pandemic and as case backlogs continue to clear. However, Fines & Penalties are budgeted at level that is still 22% below their peak in 2021 driven by court decisions and RCW changes affecting the County's ability to assess and collect fines and penalties across multiple functions.

MISCELLANEOUS REVENUE

Miscellaneous Revenue, consisting mainly of interest income and parks camping fees, is projected to increase $1,105k or +62.3%, driven mainly by a $979k increase in budgeted interest income driven by the sharp increase in interest rates available for US Treasury bills and notes that should allow the County to reinvest its investment portfolio in higher yielding fixed income investments following the collapse of the 2-year CD and LGIP investment pool interest rates beginning in 2020 and continuing through much of 2022. These yield gains are largely due to the aggressive interest rate increase measures taken by the Federal Reserve beginning in early 2022 to combat the 8-9% inflation experienced in the US economy, Partially offsetting this continued increase in investment interest income are lower interest earned on delinquent taxes (-$75k or -18%) due to RCW changes made in 2021 impacting the amount of interest counties may collect, and lower expected revenues earned from sales of unclaimed property (-$72k). Parks and fair revenues are expected to grow above 2022 projected levels, reflecting fee increases that were originally budgeted to occur in 2022 that were deferred until 2023. Also contributing to the increase is the new HHS Environmental Health operating assessment of $13 per septic-utilizing parcel approved in 2022 ($276k).

OTHER FINANCING SOURCES (TIMBER SALES)

Other Financing Sources, consisting mainly of timber revenues to the General Fund, are budgeted to decrease $69k or -9.8% based on an August Recommended DNR timber harvest sales projection received for 2023.

TRANSFERS IN

Transfers In for the General Fund are projected to total $6.748 million in 2023, consisting of:

- $4,683k from the Lower Dungeness Floodplain Restoration project as this project concludes in 2023,
- $1,650k related to the Dungeness Off-Channel Reservoir project (relating to grant reimbursement of land acquisition costs that will be incurred in 2023);
- $125k related to the Sheriff VRP Boating Fund's grant-fund acquisition of new boat that will require bridge funding from the General Fund that will be returned to the General Fund when grant proceeds are received; and
- $250k related to the Clallam Bay Sekiu Sewer restoration project.

This represents an increase of +$6,088k in total Transfers In over 2022, primarily due to higher grant reimbursements expected under the Lower Dungeness floodplain project and Dungeness Off Channel Reservoir, as offset by a $370k in transfers received from HHS 2022 relating to the return of General Fund support provided for the Serenity House bathroom remodel project.

EXPENDITURE BUDGET HIGHLIGHTS

Turning to expenditures for the General Fund, our Recommended expenditure budget, excluding COVID-related costs) currently stands at $52,174k, an increase of $3,174k or 6.5% from our 2022 projected expenditures, and an increase of $470k or 1% over the adopted 2022 budget.

SALARIES, WAGES & BENEFITS

The largest driver of the increase over 2022 projected expenditures is in Payroll and Benefits costs. Representing approximately 70% of our total expenditure budget, Payroll and Benefits are up $3,144k or 13.7% and $1,209k or 13.1%, respectively, to the 2022 forecast, mainly due to the fact that the budget assumes all budgeted staff positions are filled for the entire year as required under current policy, which clearly was not the case in 2022 where due to retirements, voluntary terminations, delays in filling positions during the year, the County had more open positions during 2022. This resulted in a projected budget underspend in payroll and benefits in 2022 of approximately $2.25 million. Based on 3-year and 5-year historical average payroll/benefits budget underspend of $2.12 million and $1.88 million, respectively, we anticipate a similar level of personnel budget underspend, while not reflected in the current 2023 Recommended budget due to policy, is nevertheless achievable in 2023. **If you adjust our 2023 personnel cost budget for this $2.065 million average budget underspend, our combined personnel costs in reality are expected to increase $2.016 million or 6.3% in 2023 as compared to 2022**.

This 6.3% increase in overall payroll/benefits costs is largely being driven by the full year impact of collective bargaining-related COLAs of 2.5% in January 2023, adjustments made to the pay scales and the addition of COVID hazard pay affecting our prosecuting attorney collective bargaining unit beginning in July 2022, a $50-per-month increase in County-paid health premium increases for most collective bargaining units, the addition of longevity-based medical premium pay as provided for in the collective bargaining agreements renewed in July 2022 and July 2023, and new FTES added as outlined in the attached "2023 Department Requests Over Base Budget" and below.

As compared to the 2022 adopted budget, Payroll is budgeted to increase 6%, while Benefits are budgeted to increase 4.5%. We have budgeted 8.6 more FTEs in 2023 as compared to the 2022 budget, with additions in BOCC Operations (+.5 FTE), GIS (+1.0 FTE), Human Resources (+1.8 FTE), HHS-Environmental Health (+1.0 FTE), Sheriff Operations (+4.85 FTE, due 2 new deputy positions requested and transition of code enforcement with assumed hiring of a code enforcement sergeant), Sheriff Emergency Services (+.50 FTE), Prosecuting Attorney Operations (+1.0 FTE, relates to additional Civil DPA position requested), and Juvenile Services (+1.0 FTE) as offset by reductions in DCD (-2.6 FTE—primarily due to shifting code enforcement to Sheriff), IT (-.25 FTE), and HHS Admin (-.20 FTE).

NOTE REGARDING HEALTH INSURANCE AND WORKERS COMPENSATION BENEFIT COSTS--It is important to note that the Recommended budget does not yet factor in health insurance benefit rate increases, which will not be known until late October and will be reflected in the Proposed Budget. Also, based on an analysis of the County's workers compensation L&I rates assessed (which have not been adjusted since 2018) and significant increases in claims cost and L&I in recent years, the Finance Department has determined that a worker's compensation rate increase will be needed to stabilize reserve levels in the Worker's Compensation fund, which will add an estimated $300k of increased benefits costs to the General Fund. These changes will be reflected in the Proposed Budget.

SUPPLIES

Supplies are projected to increase $92k or 6.7% from 2022 projected spending levels mainly due to several IT SRF departmental requests being incorporated into the 2023 budget as outlined in the Department Requests schedule.

SERVICES

Services in 2023 are projected to increase $1,386k or 18.9% over 2022 projected non-COVID services, and increase $1,106k or 14.5% compared to the 2022 original budget. These increases are mainly due to the following:

- A $304k increase in DCD—Environmental Quality Salmon Recovery services relating to additional grant funding received for fish barrier projects;
- Higher IT infrastructure-related network router, software renewal, ESRI maintenance, and a full year of Microsoft Office 365 services costs ($94k);
- A $133k increase in HHS Environmental Health On-Site Services and Drinking Water services costs funded through the new On-site Septic Assessment Fee of $13 per parcel (with a septic system) approved in 2022 and funding available from the HHS Foundational Public Health fund;
- An estimated $120k or 7.5% increase in indigent defense services costs;

- $265k of recommended 2023 Department Requests reflected in the 2023 Recommended Budget (see attached schedule), including:
    - Auditor (+$50k --relating to County's assumption of printing & binding costs for Voter Pamphlets that was previously paid by the State but will be recaptured in higher election services revenues);
    - DCD Environmental Health ($22k mainly relating to developing of a monitoring strategy for the Lower Dungeness);
    - GIS ($31k relating to ESRI costs);
    - HR ($45k for expanded job posting advertising),
    - Sheriff ($19k),
    - Prosecuting Attorney ($22k--mainly relating to higher witness and expert witness costs);
    - Parks Fair & Facilities ($63k--relating mainly to higher repairs & maintenance costs of facilities, parks and fairgrounds, and increased fair entertainment and advertising costs to drive more out-of-county visitorship), and
    - Superior Court ($8k relating to guardian at litem services costs),and
- 2022 projected budget underspend in Services in multiple other areas.

TRANSFERS OUT

Transfers Out are budgeted to total $3.505 million, a $2,663k or -43.2% decrease from 2022. This decrease is Primarily due to a $3.4 million decrease in Transfers Out to the Lower Dungeness Floodplain project as the bulk of Phase 2 construction work concludes by the end of 2022 and no further General Fund working capital funding will be needed to complete remaining work in 2023. Also contributing to his decrease is $1.369 million decrease in PFF and IT Capital Projects funds pending completion of our 2023 5 Year Capital Plan, a $130k decrease in transfers to HHS and $9k decrease in transfer to the Law Library. These decreases are partly offset by an $2,046k increase in working capital transfers out made to the grant-funded Dungeness Reservoir to fund the estimated $2.2 million acquisition cost of the build site assumed in Q1 2023, the continuance of design work, and commencing of conveyance-related construction work in the 2nd half of 2023 (note that $1.65 million of these funds are budgeted to be returned to the General Fund once grant reimbursements for the land acquisition are received). Additionally higher transfers related to the Sheriff's Department's VRF Boating Program acquisition of a grant-funded replacement vessel of $125k, the Veteran's Relief program (+$60k), and PW-Flood Control (+$24k) are driving the remainder of the offsetting increase.

Transfers for the Dungeness Off Channel Reservoir, Clallam Bay/Sekiu Sewer, and VRF Boating Program consist of working capital advances projected for these funds to support the funds' ongoing grant-funded capital projects and capital outlays, and will be reimbursed to the General Fund as grant reimbursements for these projects are received.

Transfers Out from the General Fund included in the 2023 Recommended budget include the following:

• Dungeness Off-Channel Reservoir	$2,450,000
• HHS Operations	400,000
• PW--Clallam Bay/Sekiu Sewer	250,000

- VRF Boating Program 125,000
- Local Crime Victim Comp 67,000
- Veterans Relief 96,000
- PW--Flood Control 70,601
- Law Library 15,037
- Employee Healthcare 19,000
- PW--Solid Waste 6,500
- HHS Chemical Dependency/Mental Health 6,211

TOTAL TRANSFERS OUT—2023 $3,505,349

NOTE REGARDING VETERANS RELIEF TRANSFER--It should be noted that the Transfer to the Veterans Relief fund (which is new for 2023) is being driven by increases in Veteran's Relief fund expenditure increases over the last several years of 17.6% in 2020, 23.8% in 2021, and 23% projected for 2022, resulting in decreases in fund reserves of ($75k) in 2019, ($25k) in 2020, ($47k) in 2021, and ($55k) in 2022. As a result, in order to support the level of 2023 spending budgeted for this fund and to meet the monthly aid need experienced in 2022 of approximately $9k per month, the Veteran's Relief fund will require a transfer of $96k from the General Fund. At the BOCC discretion, this additional funding could be accomplished by increasing via resolution the property tax fixed levy rate apportioned to the Veteran's Relief Fund from the .01125 current rate to .01855, which will result in a decrease in property tax revenue flowing to the General Fund.

NOTE REGARDING LOCAL CRIME VICTIM COMPENSATION FUND TRANSFER—In 2022, a debatable emergency was approved by the BOCC raising transfer funding provided to this fund from $17,000 to $67,000 to support this fund which had experienced a significant decline in one of the fund's primary sources of funding--Clerk's Office revenue—due to a reduction in payment of fines during the COVID pandemic and due to other RCW changes in how fines may be assessed. The 2023 budget reflects similar level of funding support needed. While not currently reflected in the 2023 Recommended Budget, it should be noted that the Prosecuting Attorney's Office is requesting additional funding to hire an additional Victim Witness Coordinator in 2023, which if approved would raise the amount of transfer funding needed from the General Fund for this fund by approximately $101k in 2023.

DEPARTMENT REQUESTS FOR 2022—as outlined in the attached "2023 Department Requests Over the Base Budget—Administrator Recommended Budget", a total of $933,119 of the $1,297,148 of additional General Fund spending requests are included in the Recommended Budget, with the remaining $364,029 recommended for deferral. Of the Other Non-General Fund requests of $476,662, we have recommended approval of $364,162.

COVID-19 COSTS FUNDED FROM THE GENERAL FUND

- The General Fund 2023 Recommended Budget currently does not reflect any COVID-specific budgeted revenues or expenditures, outside of $100k of FEMA reimbursements the County expects to receive in 2023 for eligible COVID expenditures incurred in the 2nd half of 2022.

- With FEMA-funded COVID mitigation costs the County's facilities ending in the third quarter of 2022, no additional COVID-related costs are expected to be paid out of the General Fund in 2023, representing a decrease of FEMA COVID costs incurred by the General Fund in 2022 of approximately $94k.

- All remaining eligible COVID-related expenditures in 2023 are budgeted to be funded out of the NonDepartmental—American Rescue Plan Act fund or other HHS special revenue funds that have COVID-specific grant funding for 2023.

CONCLUSION/TAKE-AWAYS

Based on this Recommended revenue and expenditure budget, the budget reflects adding $742k of General Fund reserves to fully fund the 2023 budget. However, as discussed previously and as outlined in the attached "Breakdown of Recommended Budget Deficit", based on historical average underspend to our personnel and benefits budgets of $1.9 million-$2.1 million, it is likely the Recommended budget deficit for 2023 after layering in $815k of proposed capital outlays and $2.299 million of capital-related transfers from the General Fund (as outlined below), the General Fund's 2023 Recommended Budget as adjusted would produce a projected deficit of ($307k), as compared to 2022's projected deficit of ($4,372k), which would leave an ending fund balance of $10,850k for 2023, or a reserve of 22% of expenditures.

2023 will see the County engaged in a number of multi-year, multi-million dollar projects which are fully or partially funded by grants and other state/federal resources, including:

- Lower Dungeness Floodplain--$16.9 million project (Phase 2 construction scheduled for completion in 2022, with remain work involving Towne Road Replacement slated for completion in 2023);
- EOC Relocation--$7.2 million project ($3.588 million grant funded)
- Dungeness Reservoir--$38.6 million project
- Joyce Broadband Expansion Project--$22.4 million (fully grant funded with match covered by $1.786 million committed from ARPA)

As most of these projects are funded through reimbursement grants, the projects have or will require varying levels of working capital funding support from the General Fund at various stages of the project to enable the projects to pay for project design and construction costs in advance of receiving grant funding reimbursements for such costs (with the exception of the Broadband project which will rely on committed ARPA funds for working capital). Once grant reimbursements begin to be received, those grant reimbursement funds then become a perpetual funding source for future project costs until the project is completed. Upon the project's completion and receipt of all remaining grant reimbursements, the fund that provided the initial working capital funding can then be fully repaid for all funds advanced (assuming the project is 100% grant funded).

Based on current project cash projections, it is expected that the General Fund will be fully reimbursed for the $4.67 million of working capital transfers provided to-date to the Lower Dungeness Floodplain project in 2023.

2023 DRAFT CAPITAL OUTLAYS

- **CAPITAL REQUESTS**—consistent with the draft 5 Year Capital Plan and 2023 Proposed Capital Budget that will be presented to the BOCC at work session October 24, 2022, we are proposing a total $26,183,089 of capital outlays for the 2023 budget, and deferring $1,050,738 of requests identified in the 2023 capital plan. The recommended capital outlays are proposed to be funded through the following sources (source: "Proposed Capital Requests to Include in 2023 Budget" attachment):

- **Parks & Facilities Capital Projects Fund**--$4,113,000 (consisting of the first half of the EOC construction phase ($3.54 million), of which $.588 million is funded through a Dept of Commerce Grant approved as part of the 2021-23 biennium that must be accepted by 6/30/2023 to guarantee the funds are available and $3 million earmarked in the 2023 Federal appropriations budget, along with a transfer of $1 million from the General Fund to fund initial working capital needs of the project which was budgeted in 2022 but deferred due to delays in the project); also included are $118k for PFF Unanticipated Projects, $70k to fund a Building Facility Security and Safety Study, $100k to replace Failed Dock piles at Lake Pleasant and Camp David Jr, $250k for an Office Space Reconfiguration/Expansion placeholder to cover needs in the Auditor's Office, Finance, WSU and others, and $35k for Fairgrounds shower upgrades); the capital outlays from this fund will require a Transfer from the General Fund of $1.282 million.

- **IT Capital Projects Fund**--$644,120 (mainly relating to Cisco license renewal and switch replacements ($257k), network device replacement ($67k), recurring PC Replacement ($90k), Tyler Permit Planning system remaining costs ($30k), Wireless network upgrade and expansion ($100k), Microsoft InTune Deployment ($29k), UPS DR Site and phone system upgrades ($19k), scheduled copier replacements ($43k), and server hardware replacement ($10k); the capital outlays from this fund will require a Transfer from the General Fund of $556k.

- **REET 1**--$2,260,000 (consisting of $1,610,000 of capital outlays, with major items including the Juvenile Facilities Roof Membrance Replacement ($725k), Restoration of the Old Juvie Building to Office Space ($300k), the continued replacement of the Courthouse VAV HVAC air system boxes ($150k), Replacement of the Art Barn Roof at the fairgrounds ($120k), a Fairgrounds Site and Security Lighting and Power Project ($100k carry over project, which would be 50% grant funded); Costs to Design and Engineer New Jail Medical Offices and Exam Room ($75k), and other carryover or recurring projects ($140k). Also to be funded through REET are $650k of transfers to the Carlsborg Deep Water Well ($150k) and Clallam Bay Sekiu Sewer fund ($500k) to fund a 5 year project to replace each of the systems five pump stations ($470k) and replace the drive bearings for the systems' remaining four biological contactors (also a carry over project--$80k);

- **REET 2**--$1,425,000 (including $1,100k to Roads to fund 2023 road projects which includes the carryover of an additional $400k ask approved in the 2022 budget to help fund the rebuild of Towne Road on the new Lower Dungeness Levy in 2023, remaining installation costs of 3 electric car charging stations at the Courthouse ($25k), and $300k of carryover Courthouse irrigation/planter/sidewalk replacements (the cost of which is $75k higher than originally approved due to supply chain and cost increases);

- **General Fund**--$815,250 (consisting primarily of:

    - $427k of Sheriff Operations/ Jail/ Animal Control / Emergency Services items ($207k of which is for vehicle equipment for the scheduled replacement of 4 patrol vehicles, 1 animal control vehicle, and 1 emergency management response RV vehicle for the

west end, and $130k for acquisition of two additional patrol vehicles for two additional patrol deputies requested), with remainder for portable radio replacements, Jail PIPE hardware, camera, and book room upgrades, and ARES Program Equipment).
  - HHS Environmental Health ($90k to re-equip 30 year old testing lab equipment),
  - Superior Court (Clerk bench remodel $11k),
  - District Court 1 ($10k requested for lobby display), and
  - Parks and Facilities ($277k requested to purchase 2 UTVs, 2 Tractors with loader/mower attachments, and replace an RV bunkhouse to more efficiently support maintenance needs at two parks and the fairgounds.

As noted earlier, Transfers from General Fund will be needed for the Parks & Facilities Capital fund ($1,000k), IT Capital Projects fund ($556k), PW-Solid Waste ($38k), and Clallam Bay Sekiu Sewer Fund ($397k needed to support additional wastewater treatment operator FTE and to subsidize this fund to fully cover its operating costs) to fully fund the 2023 capital projects in these funds. These transfers of $1,991k will be included in the 2023 Proposed Budget;

- **Other Funds Capital Outlays**
  - Boating Safety--$157k of grant-funded costs to acquire a replacement marine vessel
  - VRF Boating Fund--$29k for replacement marine vessel costs not covered under grant
  - OPSCAN--$177k for radio network equipment replacement
  - Auditor Document Preservation--$300k for Recorded Document Imaging Project approved in 2022
  - Carlsborg Sewer--$490k (including $250k for the previously approved Gupster project (shift to Opportunity Fund from REET funded), and $240k for the Savannah/Village Lane extension (Opportunity Fund funded)
  - Clallam Bay Sekiu--$2,556k (includes $2.0 million DOE grant funded collection system rebuild project, $470k to replace second of five pump stations (REET 1 transfer funded), and $80k to replace all bearings on remaining four biological contactors (REET 1 transfer funded) and $6k for Spectrometer testing equipment;
  - ER&R--$1,917k, consisting of vehicle and equipment replacements for Roads of $1.480 million and $257k for General Fund, and $180k for general site maintenance to replace failing gutters on all ER&R buildings;
  - ARPA--$250k for Bipolar Ionization Air Purification System for County facilities to reduce airborne illness risks (BOCC approved usage of ARPA funds); and
  - Dungeness Off Channel Reservoir--$5.173 million for land acquisition ($2.2 million), design work, and conveyance construction phase work of Dungeness Off Channel Reservoir Project (100% grant funded through grants rec'd to date).
  - Broadband Project--$6.317 million for initial engineering/design, permitting, project management, materials, and right of way ascertainment.

In summarizing the total recommended capital spend by the key strategic initiative or summary categories we grouped our 2023-2027 capital plans according to, the 2023 Recommended budget proposes the following spending by key initiative/grouping:

- **EOC Relocation**--$3,540,000

- **Courthouse Facility Aging Infrastructure Initiatives**--$570,000 (consisting of $150k for VAV Air System Box replacements, $300k to restore Old Juvie Building for use as office space, Fairgrounds Art Barn Roof Replacement);
- **Juvie Master Plan**--$725,000 (roof membrane replacement)
- **Disaster Recovery/Business Continuity**--$12,000
- **IT Infrastructure Initiatives**, --$263,000
- **Sewer System Repair/Replacement Initiatives**--$2,550,000 (relating to Clallam Bay/Sekiu collection overflow project which will be 100% funded through Ecology grant/loan ($2.0 million), pump station replacement ($470k), and biological contactor bearing replacement ($80k))
- **Deep Water Well/Water Mitigation**--$5,323,000 ($150k Carlsborg Water Mitigation, $5.173 million Dungeness Off Channel Reservoir (100% grant funded)
- **Other Non-Recurring Capital Outlay**—$589,000 (cost to design/engineer new Jail medical space $75k, Fairgrounds shower upgrade ($35k), 2 new patrol vehicles for added deputies ($130k), Jail PIPE hardware, camera, and booking area improvements ($26k), Sheriff EMS response vehicle replacement ($30k), DC1 Lobby Display ($10k), Parks & Facilities UTV, Tractor Additions ($277k), Clallam Bay Sekiu Sewer Spectrometer ($6k)
- **Broadband Expansion**--$6,317,274
- **Mandatory/Recurring/Regular Replacement**--$310,680
- **Previously Approved Carry Over Capital Outlays**—$2,263,690
- **Road Projects Supported Thru REET**—$1,100,000
- **Non-Recurring Capital Fully Funded through Grants/Dedicated Funds (No General Fund/REET Funding Needed)**—$452,445
- **ER&R Funded Capital Outlays**--$1,917,000
- **ARPA Funded Capital Outlays**--$250,000 (building HVAC air purification system).

    - **TOTAL--$26,183,089**

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?**

This is the Recommended rolled up budget for 2023. No budgetary impact until the final adopted budget is approved in December 2022.

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

County Official signature & print name: ______Mark Lane________

Name of Employee/Stakeholder attending meeting: ______Mark Lane, Rebecca Turner, Rich Sill, Debi Cook__________

Relevant Departments: ___________Finance, BOCC___________________________________

Date submitted:

October 5, 2022

Exhibit A

CLALLAM COUNTY 2023 Administrator Recommended Budget

NUMBER FUND	& DEPT	TYPE	FUND/ACCOUNT NAME	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	TOTAL
			GENERAL FUND					
00100.	211	G	Assessor	0	4,515	2,219,994	0	-2,215,479
00100.	221	G	Auditor	0	1,197,550	1,719,695	0	-522,145
00100.	231	G	Treasurer	0	30,419,643	793,531	0	29,626,112
00100.	241	G	Board of County Commissioners - Operations	0	110	922,772	0	-922,662
00100.	242	G	BOCC - Boundary Review Board	0	150	1,780	0	-1,630
00100.	243	O	BOCC - Port Crescent Cemetery	0	500	3,000	0	-2,500
00100.	244	G	BOCC - Board of Equalization	0	0	78,740	0	-78,740
00100.	291	G	NonDepartmental	0	109,010	3,354,721	0	-3,245,711
00100.	293	~	General Fund Reserves	0	6,708,019	1,527,989	0	5,180,030
00100.	331	D	Comm Dev - Administration	0	6,000	353,172	0	-347,172
00100.	332	D	Comm Dev - Environmental Quality	0	812,052	1,001,779	0	-189,727
00100.	333	D	Comm Dev - Permit Center	0	1,045,800	911,164	0	134,636
00100.	334	D	Comm Dev - Long Range Planning	0	148,400	605,091	0	-456,691
00100.	361	D	Hearing Examiner	0	0	42,500	0	-42,500
00100.	411	I	Information Technology	0	52,000	2,306,128	0	-2,254,128
00100.	421	I	Geographic Information System	0	0	373,821	0	-373,821
00100.	461	I	Human Resources	0	10,801	829,684	0	-818,883
00100.	511	H	HHS - Environmental Health	0	1,470,308	1,585,765	0	-115,457
00100.	513	H	HHS - Administration	0	253,603	785,377	0	-531,774
00100.	811	L	Sheriff - Operations	0	1,092,505	8,470,736	0	-7,378,231
00100.	813	L	Sheriff - Animal Control	0	500	216,158	0	-215,658
00100.	814	L	Sheriff - Search and Rescue	0	1,500	30,490	0	-28,990
00100.	815	L	Sheriff - Jail	0	1,676,474	4,596,507	0	-2,920,033
00100.	816	L	Sheriff - Jail Medical	0	304,677	1,044,266	0	-739,589
00100.	817	L	Sheriff - Emergency Services	0	50,584	305,821	0	-255,237
00100.	831	L	NonDepartmental - Indigent Defense	0	291,226	1,725,638	0	-1,434,412
00100.	841	L	Prosecuting Attorney - Operations	0	248,105	3,490,129	0	-3,242,024
00100.	842	L	Prosecuting Attorney - Child Support	0	299,000	324,243	0	-25,243
00100.	843	L	Prosecuting Attorney - Coroner	0	40,001	407,539	0	-367,538
00100.	851	L	Juvenile Services	0	3,191,356	3,824,674	0	-633,318
00100.	861	L	Superior Court	0	473,340	1,816,320	0	-1,342,980
00100.	871	L	District Court I	0	904,076	1,315,880	0	-411,804
00100.	881	L	District Court II	0	116,322	423,600	0	-307,278
00100.	891	L	Clerk	0	387,631	1,115,908	0	-728,277
00100.	911	O	Parks and Facilities	0	935,110	2,639,209	0	-1,704,099
00100.	912	O	Parks and Facilities - Fair	0	465,050	583,260	0	-118,210
00100.	931	O	WSU Extension	0	200,000	426,894	0	-226,894
			TOTAL GENERAL FUND	11,028,000	52,915,918	52,173,975	11,769,943	741,943
			OTHER FUNDS					
10101.	611	P	PW - Roads	7,931,858	17,097,201	19,264,616	5,764,443	0
10135	611	P	PW - Flood Control	24,000	238,651	236,606	26,045	0
11002.	811	L	Sheriff - Honor Guard Donation	4,388	500	3,912	976	0
11003	811	L	Sheriff - Boating Safety	8,205	20,647	23,310	5,542	0
11004	811	L	Sheriff - VRF Boating Program	145,294	150,210	188,933	106,571	0
11008	811	L	Sheriff - OPNET Drug	62,063	177,493	176,605	62,951	0
11061	811	L	Sheriff - Nine-One-One Enhanced	58,755	772,025	771,025	59,755	0
11065	811	L	Sheriff - OPSCAN Operations	715,017	398,232	259,144	854,105	0
11068	811	L	Sheriff - Operation Stonegarden	57,127	412,968	418,618	51,477	0
11070	811	L	Sheriff - 24/7 Sobriety Program	61,169	25,000	17,076	69,093	0
11080	811	L	Sheriff - Inmate Commissary and Welfare	109,528	47,500	64,320	92,708	0
11301.	511	H	Health and Human Services - Operations	959,839	1,825,505	2,054,994	730,350	0
11322	511	O	HHS - Homeless Task Force	906,705	820,000	752,466	974,239	0
11323	511	H	HHS - Chemical Dependency/Mental Health	2,683,019	1,973,214	2,110,122	2,546,111	0
11324	511	O	HHS - Affordable Housing	302,751	121,500	85,000	339,251	0
11331	511	H	HHS - Developmental Disabilities	615,544	1,818,892	1,889,365	545,071	0
11341	511	H	HHS - Foundational Public Health Services	521,500	1,243,000	1,243,000	521,500	0
11401.	821	L	Law Library	16,410	39,037	36,590	18,857	0
11701.	841	L	Pros Attny - Local Crime Victim Comp	20,430	202,147	193,016	29,561	0
11901.	841	L	Pros Attny - Racketeering	1,857	3	0	1,860	0
12201.	231	G	Treasurer - Operation and Maintenance	119,726	102,510	143,913	78,323	0
12231	231	G	Treasurer - REET Electronic Technology	86,416	18,000	8,039	96,377	0
12241	231	G	Treasurer - Land Assessment	7,665	24,138	18,828	12,975	0
12401	221	G	Auditor - Document Preservation	620,673	130,000	422,677	327,996	0
12905	861	L	Superior Crt - Dispute Resolution	650	15,135	15,135	650	0
12911	861	L	Superior Crt - Courthouse Facilitator	743	8,520	8,520	743	0
13001.	381	D	Noxious Weed Control	181,154	177,925	251,275	107,804	0
13051	381	D	Noxious Weed - LMD#2 Lake Sutherland	38,071	18,834	26,235	30,670	0
19910	291	O	Non Dept - Conservation Futures	184,451	307,700	400,000	92,151	0
19913	291	L	Non Dept - Trial Court Improvements	51,586	36,300	40,000	47,886	0
19914	291	O	Non Dept - Veterans' Relief	21,896	357,484	344,788	34,592	0
19915	291	O	Non Dept - Federal Forest Replacement	82,479	39,000	39,000	82,479	0
19925	291	O	Non Dept - Hotel/Motel Tax	1,352,091	1,644,000	1,500,000	1,496,091	0
19941	291	O	Non Dept - Opportunity Fund	6,349,418	1,846,000	2,973,879	5,221,539	0
19951	291	O	Non Dept -Affordable Housing Sales Tax	430,811	1,415,862	123,865	1,722,808	0
19961	291	L	Non Dept - American Rescue Plan Act	7,667,073	25,000	7,692,073	0	0
19991	291	L	Non Dept - Emergency Communication Tax	2,413,694	2,008,000	2,032,860	2,388,834	0
			TOTAL SPECIAL REVENUE FUNDS	34,814,056	35,558,133	45,829,805	24,542,384	0
27401.	611	P	PW - RID #149 Osborn Road	2,453	2,004	2,500	1,957	0
29500.	231	P	Treasurer - LID 3rd Street Sewer Line Extension	13,496	1,982	3,000	12,478	0
			TOTAL DEBT SERVICE FUNDS	15,949	3,986	5,500	14,435	0
30101.	911	P	Parks and Facilities - Real Estate Excise Tax Projects	2,163,578	1,135,000	1,091,755	2,206,823	0
30201.	911	P	Parks and Facilities - Real Estate Excise Tax Projects 2	716,946	1,157,000	249,939	1,624,007	0
30301.	331	D	Comm Dev - Lwr Dungeness Floodplain	4,569,278	2,722,286	7,291,564	0	0
30401.	331	D	Comm Dev -Dungeness Reservoir	442,172	6,656,425	6,828,363	270,234	0
30501.	911	P	Parks and Facilities - Capital Projects	2,645,138	588,000	2,415,000	818,138	0
30701.	411	I	Information Tech - Capital Projects	317,563	0	65,000	252,563	0
30805.	611	P	PW - Broadband Infrasucture Capital Projects	0	6,317,274	6,317,274	0	0
30901.	331	D	Comm Dev - Carlsborg Water Mitigation	0	150,000	150,000	0	0
			TOTAL CAPITAL PROJECT FUNDS	10,854,675	18,725,985	24,408,895	5,171,765	0
40201.	611	P	PW - Solid Waste	10,000	101,550	81,371	30,179	0
41401.	611	P	PW - Clallam Bay-Sekiu Sewer	15,000	2,577,388	1,673,990	918,398	0
41501.	611	P	PW - Clallam Bay-Sekiu Sewer Cap Replace	5,211	3,150	0	8,361	0
42401.	611	P	PW - Carlsborg Sewer	185,336	125,011	256,626	53,721	0
42501.	611	P	PW - Carlsborg Sewer Capital Repair/Replacement	191,201	32,000	0	223,201	0
43401	611	P	PW - Bullman Beach Water System	102,437	46,859	43,788	105,508	0
			TOTAL ENTERPRISE FUNDS	509,185	2,885,958	2,055,775	1,339,368	0
50301.	611	I	PW - Equipment Rental and Revolving	1,825,000	3,416,447	2,604,996	2,636,451	0
50401.	461	I	HR - Risk Management	1,341,335	3,224,747	3,224,147	1,341,935	0
50501.	461	I	HR - Workers' Compensation Claims	260,642	501,979	714,236	48,385	0
50601.	461	I	HR - Employee Health Care Benefit	39,987	23,450	25,000	38,437	0
50701.	461	I	HR - Unemployment	189,794	24,008	62,701	151,101	0
			TOTAL INTERNAL SERVICE FUNDS	3,656,758	7,190,631	6,631,080	4,216,309	0
			TOTAL OTHER FUNDS	49,850,623	64,364,693	78,931,055	35,284,261	0
			TOTAL BUDGET	60,878,623	117,280,611	131,105,030	47,054,204	0

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CLALLAM COUNTY
GENERAL FUND 2023 RECOMMENDED BUDGET--4 YEAR COMPARISON TO ACTUALS/FORECAST
$ IN 000s

	4 YEAR COMPARISON					$ INCREASE (DECREASE) FROM PRIOR YEAR				% INCREASE (DECREASE) FROM PRIOR YEAR				AS A % OF TOTAL REVENUE			
	2023	2022	2021	2020	2019	2023	2022	2021	2020	2023	2022	2021	2020	2023	2022	2021	2020
	Recommended Budget	Projected	Actuals	Actuals	Actuals	Recommended Budget	Projected	Actuals	Actuals	Recommended Budget	Projected	Actuals	Actuals	Recommended Budget	Projected	Actuals	Actuals
REVENUES:																	
Taxes	24,828	24,209	23,307	20,899	20,466	619	902	2,408	433	2.56%	3.87%	11.52%	2.12%	46.92%	54.25%	54.24%	46.84%
Licenses & Permits	1,012	1,039	1,088	1,004	1,019	-27	-49	84	-15	-2.61%	-4.49%	8.37%	-1.46%	1.91%	2.33%	2.53%	2.25%
Intergovernmental Revenues	7,531	7,532	6,111	5,700	5,289	-1	1,421	411	411	-0.02%	23.24%	7.21%	7.77%	14.23%	16.88%	14.22%	12.78%
Charges for Goods & Services	8,332	7,836	7,641	7,479	9,525	496	195	162	-2,047	6.33%	2.55%	2.17%	-21.49%	15.75%	17.56%	17.78%	16.76%
Fines & Penalties	770	672	985	879	956	98	-313	106	-77	14.59%	-31.80%	12.10%	-8.09%	1.46%	1.51%	2.29%	1.97%
Misc Revenue (Interest Inc, Camping Fees, etc)	2,879	1,774	2,130	2,235	2,562	1,105	-356	-105	-327	62.27%	-16.72%	-4.70%	-12.75%	5.44%	3.98%	4.96%	5.01%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	83	3	3	50	98	80	0	-47	-48	2650.50%	4.53%	-94.20%	-49.30%	0.16%	0.01%	0.01%	0.11%
Other Financing Sources (Timber Sales, other)	634	703	612	694	665	-69	91	-82	28	-9.80%	14.90%	-11.78%	4.27%	1.20%	1.58%	1.42%	1.55%
Transfers In	6,748	660	270	561	132	6,088	390	-291	429	922.43%	144.44%	-51.87%	324.94%	12.75%	1.48%	0.63%	1.26%
TOTAL REVENUE--EXCLUDING COVID REIMB	**52,816**	**44,428**	**42,147**	**39,500**	**40,712**	**8,388**	**2,281**	**2,647**	**-1,212**	**18.88%**	**5.41%**	**6.70%**	**-2.98%**	**99.81%**	**99.55%**	**98.08%**	**88.53%**
Intergovernmental--COVID Reimbursements	100	200	824	5,118	0	-100	-624	-4,294	5,118	-50.00%	-75.73%	-83.90%	-	0.19%	0.45%	1.92%	11.47%
TOTAL REVENUE--INCLUDING COVID REIMB	**52,916**	**44,628**	**42,971**	**44,618**	**40,712**	**8,288**	**1,657**	**-1,647**	**3,906**	**18.57%**	**3.86%**	**-3.69%**	**9.59%**	**100.00%**	**100.00%**	**100.00%**	**100.00%**
EXPENDITURES:																	
Payroll	26,119	22,975	21,428	20,594	19,962	3,144	1,547	834	632	13.68%	7.22%	4.05%	3.17%	49.36%	51.48%	49.87%	46.16%
Benefits	10,472	9,263	8,698	8,466	8,166	1,209	565	232	300	13.05%	6.50%	2.74%	3.67%	19.79%	20.76%	20.24%	18.97%
Supplies	1,470	1,378	1,001	1,110	1,074	92	377	-110	37	6.65%	37.70%	-9.87%	3.40%	2.78%	3.09%	2.33%	2.49%
Services	8,712	7,326	5,800	6,049	7,680	1,386	1,526	-249	-1,630	18.92%	26.30%	-4.12%	-21.23%	16.46%	16.42%	13.50%	13.56%
Capital	123	430	60	338	434	-307	370	-278	-96	-71.38%	620.23%	-82.33%	-22.13%	0.23%	0.96%	0.14%	0.76%
Transfers Out	3,505	6,168	2,967	2,174	545	-2,663	3,201	793	1,629	-43.17%	107.89%	36.46%	299.10%	6.62%	13.82%	6.90%	4.87%
Payment to Risk Management/Workers Comp Funds	1,773	1,366	1,237	1,229	1,095	407	129	8	134	29.82%	10.42%	0.63%	12.26%	3.35%	3.06%	2.88%	2.76%
TOTAL EXPENDITURES--EXCLUDING COVID	**52,174**	**48,906**	**41,191**	**39,961**	**38,955**	**3,268**	**7,715**	**1,229**	**1,006**	**6.68%**	**18.73%**	**3.08%**	**2.58%**	**98.78%**	**110.08%**	**97.73%**	**101.17%**
Salaries & Wages--COVID	0	0	44	245	0	0	-44	-202	245	-	-100.00%	-82.21%	-	0.00%	0.00%	0.10%	0.55%
Benefits--COVID	0	0	1	13	0	0	-1	-12	13	-	-100.00%	-90.47%	-	0.00%	0.00%	0.00%	0.03%
Supplies--COVID	0	4	65	213	0	-4	-61	-148	213	-100.00%	-93.87%	-69.37%	-	0.00%	0.01%	0.15%	0.48%
Services--COVID	0	90	211	3,207	0	-90	-121	-2,996	3,207	-100.00%	-57.27%	-93.43%	-	0.00%	0.20%	0.49%	7.19%
Capital Outlays--COVID	0	0	63	702	0	0	-63	-639	702	-	-100.00%	-91.08%	-	0.00%	0.00%	0.15%	1.57%
Transfers Out--COVID	0	0	392	995	0	0	-392	-603	995	-	-100.00%	-60.59%	-	0.00%	0.00%	0.91%	2.23%
TOTAL EXPENDITURES--INCLUDING COVID	**52,174**	**49,000**	**41,966**	**45,336**	**38,955**	**3,174**	**7,034**	**-3,370**	**6,381**	**6.48%**	**16.76%**	**-7.43%**	**16.38%**	**98.60%**	**109.80%**	**97.66%**	**101.61%**
NET OPERATING SURPLUS (DEFICIT)--EXCLUDING COVID	**642**	**-4,478**	**956**	**-462**	**1,757**	**5,120**	**-5,434**	**1,418**	**-2,218**	**-114.34%**	**-568.24%**	**-307.14%**	**-126.28%**	**1.22%**	**-10.08%**	**2.27%**	**-1.17%**
NET OPERATING SURPLUS (DEFICIT)--INCLUDING COVID	**742**	**-4,372**	**1,005**	**-718**	**1,757**	**5,114**	**-5,377**	**1,723**	**-2,475**	**-116.97%**	**-535.09%**	**-239.86%**	**-140.90%**	**1.40%**	**-9.80%**	**2.34%**	**-1.61%**

BUDGET ADJUSTMENTS:

PAYROLL/BENEFITS HISTORIC BUDGET UNDERSPEND DUE TO POSITION DARK TIME	2,065
ADJ FOR GENERAL FUND PRELIM CAPITAL OUTLAYS (PER DRAFT 5-YEAR CAPITAL PLAN)	-815
ADJ FOR GENERAL FUND TRANSFERS TO PARKS/FACILITIES CAPITAL PROJECT, IT CAPITAL PROJECTS & CLALLAM BAY/SEKIU SEWER (PER DRAFT 5-YEAR CAPITAL PLAN)	-2,299

CLALLAM COUNTY

GENERAL FUND 2023 RECOMMENDED BUDGET--4 YEAR COMPARISON TO ACTUALS/FORECAST

$ IN 000s

	4 YEAR COMPARISON					$ INCREASE (DECREASE) FROM PRIOR YEAR				% INCREASE (DECREASE) FROM PRIOR YEAR				AS A % OF TOTAL REVENUE			
	2023	2022	2021	2020	2019	2023	2022	2021	2020	2023	2022	2021	2020	2023	2022	2021	2020
	Recommended Budget	Projected	Actuals	Actuals	Actuals	Recommended Budget	Projected	Actuals	Actuals	Recommended Budget	Projected	Actuals	Actuals	Recommended Budget	Projected	Actuals	Actuals
PROJECTED NET OPERATING SURPLUS (DEFICIT)--ADJUSTED FOR HISTORIC PAYROLL UNDERSPEND/PRELIMINARY GENERAL FUND CAPITAL FUNDING	**-307**	**-4,372**	**1,005**	**-718**	**1,757**	**4,065**	**-5,377**	**1,723**	**-2,475**	**-92.97%**	**-535.09%**	**-239.86%**	**-140.90%**	**-0.58%**	**-9.80%**	**2.34%**	**-1.61%**
BUDGETED ENDING FUND BALANCE	**11,899**	**11,157**	**15,529**	**14,524**	**15,243**					**6.65%**	**-28.15%**	**6.92%**	**-4.71%**	**22.49%**	**25.00%**	**36.14%**	**32.55%**
As a % of Total Expenditures	23%	23%	37%	32%	39%												
As a % of Total Expenditures (excluding Transfers Out)	24%	26%	40%	34%	40%												
PROJECTED ENDING FUND BALANCE	**10,850**	**11,157**	**15,529**	**14,524**	**15,243**					**-2.76%**	**-28.15%**	**6.92%**	**-4.71%**	**20.50%**	**25.00%**	**36.14%**	**32.55%**
As a % of Total Expenditures	20%	23%	37%	32%	39%												
As a % of Total Expenditures (excluding Transfers Out)	22%	26%	40%	34%	40%												
GENERAL FUND REVENUE DETAIL																	
TAX SUMMARY:																	
Real and Personal Property Taxes	11,658	11,431	11,277	10,992	10,840	227	154	285	152	1.99%	1.37%	2.59%	1.40%	22.03%	25.61%	26.24%	24.64%
Juvenile Correction Sales and Use Tax	1,946	1,897	1,812	1,507	1,445	49	85	305	62	2.60%	4.67%	20.24%	4.32%	3.68%	4.25%	4.22%	3.38%
Timber Excise Tax	349	332	281	212	450	17	51	69	-238	5.07%	18.08%	32.55%	-52.89%	0.66%	0.74%	0.65%	0.48%
Local Retail Sales and Use Tax	9,444	9,172	8,639	7,097	6,678	272	533	1,542	419	2.97%	6.17%	21.73%	6.27%	17.85%	20.55%	20.10%	15.91%
Leasehold Excise Tax	87	70	59	70	70	18	11	-11	0	25.73%	17.88%	-15.71%	0.00%	0.17%	0.16%	0.14%	0.16%
Local Criminal Justice/Public Safety	1,344	1,308	1,239	1,021	983	36	69	218	38	2.75%	5.57%	21.35%	3.84%	2.54%	2.93%	2.88%	2.29%
TOTAL TAX REVENUE	**24,828**	**24,209**	**23,307**	**20,899**	**20,466**	**619**	**902**	**2,408**	**433**	**2.56%**	**3.87%**	**11.52%**	**2.12%**	**46.92%**	**54.25%**	**54.24%**	**46.84%**
OTHER GENERAL FUND REVENUES:																	
Licenses & Permits	1,012	1,039	1,088	1,004	1,019	-27	-49	84	-15	-2.61%	-4.49%	8.37%	-1.46%	1.91%	2.33%	2.53%	2.25%
Intergovernmental Revenues--Grants	2,886	3,026	2,971	2,660	2,395	-139	54	311	265	-4.61%	1.82%	11.69%	11.07%	5.45%	6.78%	6.92%	5.96%
Intergovernmental Revenues--PILT, ARPA Section 605 Local Assistance & Tribal Consistency, PUD Privilege Tax, Criminal Justice, Marijuana/ Liquor Excise, Autopsy, Other	4,644	4,506	3,140	3,040	2,894	138	1,366	100	146	3.06%	43.52%	3.29%	5.04%	8.78%	10.10%	7.31%	6.81%
Charges for Goods & Services	8,332	7,836	7,641	7,479	9,525	496	195	162	-2,047	6.33%	2.55%	2.17%	-21.49%	15.75%	17.56%	17.78%	16.76%
Fines & Penalties	770	672	985	879	956	98	-313	106	-77	14.59%	-31.80%	12.10%	-8.09%	1.46%	1.51%	2.29%	1.97%
Misc Revenue (Interest Inc, Camping Fees, etc)	2,879	1,774	2,130	2,235	2,562	1,105	-356	-105	-327	62.27%	-16.72%	-4.70%	-12.75%	5.44%	3.98%	4.96%	5.01%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	83	3	3	50	98	80	0	-47	-48	2650.50%	4.53%	-94.20%	-49.30%	0.16%	0.01%	0.01%	0.11%
Timber Sales	634	703	612	694	665	-69	91	-82	28	-9.80%	14.90%	-11.78%	4.27%	1.20%	1.58%	1.42%	1.55%
Transfers In	6,748	660	270	561	132	6,088	390	-291	429	922.43%	144.44%	-51.87%	324.94%	12.75%	1.48%	0.63%	1.26%
TOTAL OTHER REVENUE, EXCLUDING COVID REIMBURSEMENTS	**27,988**	**20,219**	**18,840**	**18,601**	**20,246**	**7,769**	**1,379**	**239**	**-1,645**	**38.42%**	**7.32%**	**1.29%**	**-8.13%**	**52.89%**	**45.31%**	**43.84%**	**41.69%**
Intergovernmental--COVID Reimbursements	100	200	824	5,118	0	-100	-624	-4,294	5,118	-50.00%	-75.73%	-83.90%	-	0.19%	0.45%	1.92%	11.47%
TOTAL REVENUE--GENERAL FUND	**52,916**	**44,628**	**42,971**	**44,618**	**40,712**	**8,288**	**1,657**	**-1,647**	**3,906**	**18.57%**	**3.86%**	**-3.69%**	**9.59%**	**100.00%**	**100.00%**	**100.00%**	**100.00%**

Four Year Comparison of Major Budget Items - Administrator Recommended Budget

Budget Years	2023	2022	2021	2020
Taxes				
Real and Personal Property Taxes	11,658,000	11,431,700	11,251,500	11,000,000
Juvenile Correction Sales and Use Tax	1,946,000	1,904,000	1,470,000	1,460,000
Timber Excise Tax	348,600	375,000	360,000	450,000
Local Retail Sales and Use Tax	9,444,000	9,031,000	6,738,000	6,750,000
Leasehold Excise Tax	87,450	64,450	74,350	73,350
Local Criminal Justice/Public Safety	1,344,000	1,287,000	990,000	990,000
Total Taxes	**24,828,050**	**24,093,150**	**20,883,850**	**20,723,350**
% increase year over year	3.050%	15.367%	0.774%	4.969%
General Fund Major Sources of Budgeted Revenue				
Grants	4,241,421	2,885,495	2,728,087	2,262,282
Sale of County Timber	634,100	740,100	625,100	600,100
Taxes	24,828,050	24,093,150	20,883,850	20,723,350
Licenses and Permits	1,011,850	1,055,400	1,050,173	1,150,092
Intergovernmental	3,389,100	4,628,100	3,129,600	3,024,070
Charges for Goods and Services	8,332,071	8,276,209	7,845,437	9,695,209
Fines and Forfeits	770,039	833,378	908,285	968,942
Other	2,961,268	1,860,371	2,112,275	2,648,852
Total	46,167,899	44,372,203	39,282,807	41,072,897
Transfers	6,748,019	2,440,000	1,840,000	1,790,000
Total Budgeted Revenue	**52,915,918**	**46,812,203**	**41,122,807**	**42,862,897**
Plus General Fund Reserves	11,028,000	15,028,000	13,880,000	14,352,000
Total Funds Available	**63,943,918**	**61,840,203**	**55,002,807**	**57,214,897**
% increase year over year	3.402%	12.431%	-3.866%	5.824%
General Fund Budgeted Expenditures				
Salaries	26,118,680	24,619,899	22,537,254	21,820,814
Benefits	10,471,834	10,017,552	9,543,856	9,086,752
Supplies	1,469,623	1,518,239	1,242,488	1,369,708
Services	10,485,419	8,971,999	7,763,740	9,886,119
Intergovernmental	0	0	0	0
Capital	123,070	363,330	184,425	279,830
Subtotal	48,668,626	45,491,019	41,271,763	42,443,223
Transfers Used	3,505,349	6,213,350	3,377,857	3,491,200
Interfund Payments Used	0	0	0	0
Total Budgeted Expenditures	**52,173,975**	**51,704,369**	**44,649,620**	**45,934,423**
% increase year over year	0.908%	15.800%	-2.797%	7.961%
General Fund Budgeted Expenditures by Program				
General Government	9,091,233	8,174,821	7,190,582	7,076,124
Law and Justice	29,107,909	27,548,587	25,343,359	24,951,422
Public Works	0	0	0	0
Internal Services	3,509,633	3,171,090	2,738,288	2,586,847
Public Health	2,371,142	2,100,738	1,870,422	1,820,417
Land Use and Development	2,913,706	2,809,217	2,502,693	2,636,980
Other Services	3,652,363	3,565,046	3,342,397	3,371,433
Subtotal	50,645,986	47,369,499	42,987,741	42,443,223
Plus Transfers	3,505,349	6,213,350	3,377,857	3,491,200
Minus Indirect Costs Reimbursement	-1,977,360	-1,878,480	-1,715,978	
Total	**52,173,975**	**51,704,369**	**44,649,620**	**45,934,423**
% increase year over year	0.908%	15.800%	-2.797%	7.961%
General Fund Staffing by Program				
General Government	51.04	50.54	46.21	44.90
Law and Justice	199.80	192.45	188.91	189.59
Public Works	0.00	0.00	0.00	0.00
Internal Services	19.45	16.90	16.83	17.08
Public Health	20.38	19.58	17.58	17.58
Land Use and Development	20.94	23.54	22.78	23.16
Other Services	24.58	24.58	24.58	25.08
Total	**336.19**	**327.59**	**316.89**	**317.39**
% increase year over year	2.625%	3.377%	-0.158%	2.278%

CLALLAM COUNTY
GENERAL FUND RECOMMENDED 2023 BUDGET
BRIDGE ANALYSIS BETWEEN PRELIMINARY BUDGET & RECOMMENDED BUDGET
$ IN 000s

		COMMENTS
OPERATING DEFICIT--2023 PRELIMINARY BUDGET	**-2,372**	
NET REVENUE CHANGES:		
Intergovernmental Revenues	1,208	Primarily due to additional $1,255k of ARPA Section 605 Local Assistance and Tribal Consistency funds based on recent Treasury guidance
Charges for Goods & Services	71	Increase mainly due to $60k of added support for DC1 Mental Health Court from HHS Chemical Dependency/Mental Health fund; a $46k increase in Fair gate receipt and carnival proceed revenues, and increases in other areas, as offset by a $85k decrease in filing fees in Auditor's Office due to lower real estate filing volume trend as offset by $60k in higher projection election services revenues.
Fines & Penalties	-113	Due to reductions made in infraction revenues in DC 1 & 2 based on trend observed in 2022.
Misc Revenue (Interest Inc, Camping Fees, etc)	-462	Mainly due to a $442k decrease in projected investment interest income due to a miscalculation in the preliminary interest calculations submitted.
Transfers In	2,108	Reflects increases of funds returning to the General Fund relating to working capital advances made to the DCD Lower Dungeness Floodplain Project (now projected at $4.683 million, an increase $1.083 million), and Dungeness Off Channel Reservoir (projected now at $1.65 million, and increase of $900k) based on updated cash flow projections for these two grant-funded projects. Also reflects addition of $125k relating to reimbursement of funds needing to be advanced to the VRF Boating Program for purchase of a principally grant-funded new boat for the Sheriff's department.
TOTAL NET REVENUE CHANGES	**2,811**	
NET EXPENDITURE CHANGES:		
Payroll	251	(see detail breakdown below)
Benefits	113	(see detail breakdown below)
Supplies	96	(see detail breakdown below)
Services	495	(see detail breakdown below)
Intergovernmental	0	(see detail breakdown below)
Capital	123	(see detail breakdown below)
Transfers Out	-1,753	(see detail breakdown below)
Payment to Risk Management/Workers Comp Funds	372	(see detail breakdown below)
TOTAL NET EXPENDITURE CHANGES	**-303**	
NET CHANGE BETWEEN REVENUE & EXPENDITURES	3,114	
OPERATING SURPLUS--2023 RECOMMENDED BUDGET	**742**	

CLALLAM COUNTY
GENERAL FUND RECOMMENDED 2023 BUDGET
BRIDGE ANALYSIS BETWEEN PRELIMINARY BUDGET & RECOMMENDED BUDGET
$ IN 000s

BREAKDOWN OF NET EXPENDITURE CHANGES ABOVE:

Department Requests Recommended to be Approved (see attached "2022 Department Requests Over Base Budget--Administrator Recommended Budget" for further details):

		COMMENTS
Assessor	13	IT recommended replacement of Ipad devices and additional Adobe Acrobat license
Auditor	52	Mainly due to County now paying printing costs of Voter Pamphlets for each election, as well as overall increase in elections printing & binding costs.
DCD--Environmental Quality	22	Funding to develop a high level scientific monitoring strategy for the Lower Dungeness, and $2k of additional Streamkeepers professional services/supplies costs.
DCD--Building Permits	23	Additional costs for new code books, t-posts, and copier replacement.
Information Technology/GIS	34	Additional $3k IT staff training and $31k to support ESRI consulting, training, and conference travel costs.
Human Resources	45	Additional funding to enable County to utilize more online/social media advertising solutions to maximize quality and quantity of job applicant pool for vacant positions.
Sheriff--Operations	383	Includes request to add to 2 FTE Patrol Deputy positions ($258k, plus vehicle costs included in capital plan), $26k funding for 4 months cross-training of staff for pending retirement of Chief Civil Deputy, $29k for ballistic vests and rifle plate replacements, $8k for law-enforcement specific continuing education software, and $60k to replace 10 MDTS units in patrol vehicles.
Sheriff--Search & Rescue	9	Funds for SAR Topo mapping software for first responders and swift water rescue and rope rescue training.
Sheriff--Jail	28	Ballistic vest replacement ($20k), $6k for replaement of jail camera equipment, and $2k for PoliceOne law enforcement continuing education software.
Sheriff--Emergency Services	5	Additional supplies and travel funding for catastrophic event planning meetings and training, replacement batteries for tsunami warning sirens, and Salamander asset management software for tracking location and condition of shared equipment.
Prosecuting Attorney--Operations	185	Funding for 1 additional FTE Deputy Prosecuting Attorney - Civil Division ($144k staff, supplies, & equipment costs), $22k in additional witness and expert witness fees to address several sexual assault and child abuse trial cases expected in 2023, $15k for replacement of staff Iphones, and copier machine replacement.
Superior Court	18	Funding for JAVS video cart switchers, $7.5k of GAL Guardian at Litem costs, and additional Adobe Pro subscriptions.
District Court 2	9	Copier replacement and pro-tem Judge extra help funding.
Parks & Facilities	15	Additional funding for higher outside repairs & maintenannce, supplies, dues, staff training, and small equipment for park maintenance.
Parks & Facilities--Fair	89	Additional funding for higher outside and building repairs & maintenannce, supplies, dues, staff travel, additional small stages, $12k increase in entertainment vendor fees to attract higher quality entertainment, and increased advertising funding ($19k) to increase out-of-county fair attendees. Also includes $17k for additional seasonal technician for fairgrounds and $10k for copier replacement.
WSU	3	Reflects requested increase in WSU MOA.

Total Department Requests Recommended for Approval **933**

CLALLAM COUNTY
GENERAL FUND RECOMMENDED 2023 BUDGET
BRIDGE ANALYSIS BETWEEN PRELIMINARY BUDGET & RECOMMENDED BUDGET
$ IN 000s

		COMMENTS
Capital Requests (see attached detail)--General Fund	123	Consists mainly of capital items outlined above in department requests. The remaining capital requests to be covered in a pending discussion regarding the County's 5 Year Capital Plan are outlined in the attached narrative summary.
Transfers from General Fund:		
Transfer from General Fund to Lower Dungeness Floodplain Project	-3,625	Decrease reflects the shifting of most LDFP construction work from 2023 to 2022, resulting in no further transfers anticipated to be needed in 2023 from the General Fund based on revised cash flow projections for this project.
Transfer from General Fund to Dungeness Off Channel Reservoir	1,700	Based on revised cash flow projections for this project for the remainder of 2022 and 2023, this increase reflects theadditional working capital funding needed to enable the acquisition of the land site for the project ($2.2 million cost) and to begin construction in the 2nd half of 2023.
Transfers from General Fund to Veteran Relief	36	Based on observed monthly need for veteran support of approx $9k-$10k per month, increase reflects the additional funding needed to support Veteran's Relief fund.
Transfers from General Fund to Law Library	-9	Reflects lower funding support needed based on reduction of indirects charged to the Law Library due to the reduction in square footage.
Transfer from General Fund to PW-Flood Control	20	Increase to reflect revised allocations of personnel.
Transfer from General Fund to VRF Boating Program	125	Working capital funding needed to purchase new Sheriff replacement boat, which will be reimbursed to the General Fund once grant reimbursement proceeds are received.
Other Additional Costs:		
Clerk--Blake Costs	-75	Based on State assuming all Blake LFO reimbursement processing beginning in July 2023.
BOCC Non Departmental	500	Reflects increase in Payment to Risk Management for GF's share of risk pool insurance costs to reflect significant rate increases in general liability, property and cyber insurance rec'd ($373k or 26.5% higher), addition of $110k for the assumed continued use of Norpoint Security for courthouse security (was being paid out of Sheriff Jail budget in 2022), and increase in SAO audit fees ($17k)
Other Cost Increases/ (Decreases)	(31)	
TOTAL NET EXPENDITURE CHANGE FROM PRELIM BUDGET TO RECOMMENDED BUDGET	**-303**	

CLALLAM COUNTY
GENERAL FUND RECOMMENDED 2023 BUDGET
BREAKDOWN OF RECOMMENDED 2023 BUDGET SURPLUS/(DEFICIT) VS 2022 PROJECTED DEFICIT
$ IN 000s

		NOTES
TOTAL RECOMMENDED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 BUDGET	**742**	
TOTAL FORECASTED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2022 PROJECTED	**(4,372)**	
NET CHANGE IN GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 BUDGET VS 2022 PROJECTED	**5,114**	

MAJOR COMPONENTS OF CHANGE IN OPERATING SURPLUS/(DEFICIT) FROM 2022 TO 2023:

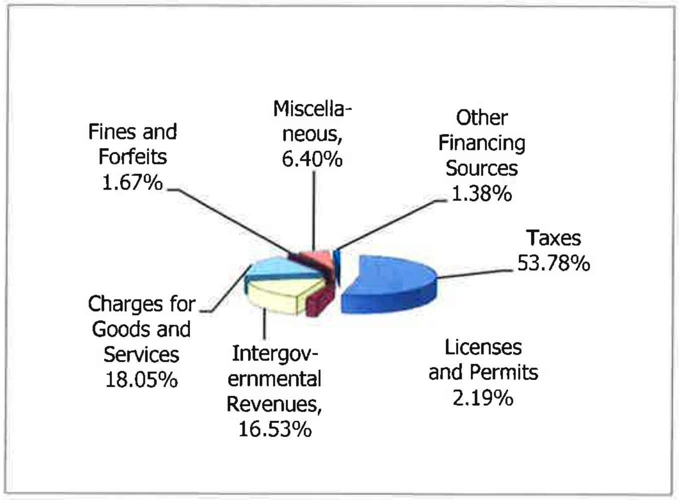
INCREASE IN TAX REVENUE (SALES & USE, JUVENILE SERVICES, ETC)	619	Assumes Sales tax annual increase of +3% due to an assumed return to a more typical year-over-year growth rate after 2021 and 2022 which saw higher levels of stimulus and economic recovery driving sales tax growth of +22% in 2021 and 6.1% in 2022, and given the likely economic cooling expected in 2023 as the Federal Reserve continues to raise interest rates to combat inflation. Property Taxes projected to grow 2% based on 1% levy growth allowed plus new construction.
DECREASE IN LICENSING & PERMITS REVENUE	-27	Mainly due to continued softening of building permit revenues following multiple years of strong permit activity and as interest rate hikes by the Federal Reserve continue to cool housing starts.
DECREASE IN INTERGOVERNMENTAL REVENUE	-1	Immaterial change, with $138k growth in intergovernmental tax revenues offset by a corresponding decrease in other grant funds.
INCREASE IN GOODS & SERVICES REVENUE	496	Mainly due to partial recovery of certain COVID impacted revenue streams, including Sheriff Jail's gradual jail excess bed usage with DOC (+$150k over forecasted 2022, but still budgeted at half of pre-COVID levels)), and increases interfund services provided to the HHS Foundational Public Health and other non-General Fund HHS funds by HHS Environmental Health ($78k) & HHS Administration ($130k). Also due to a $46k increase in Fair gate receipt and carnival proceed revenues, $60k in higher projection election services revenues, and increases in other areas, as offset by a $85k decrease in filing fees in Auditor's Office due to lower real estate filing volume trends.
INCREASE IN FINES & PENALTIES	98	Increase due to infraction downward trends observed earlier in 2022 stabilizing and improving in DC1 & DC2 in 2023.
INCREASE IN MISC REVENUE	1,105	Increase mainly due to a $979k increase in interest income due to significant increases in interest rates that have occurred beginning 2022 as the Federal Reserve has begun significantly increasing interest rates to cool inflationary pressures seen across the US Economy, as well as the assumed increase use of short-term US treasuries by the Treasurer's Office to aid in a more rapid yield recovery in the County's investment portfolio. Increase is also due to a new HHS Environmental Health operating assessment revenue ($276k).
DECREASE IN TIMBER REVENUE	-69	Decrease based on current DNR 2023 preliminary forecast.
INCREASE IN TRANSFERS IN	6,088	Primarily due to a $4.683 million increase in Transfer In from the Lower Dungeness Floodplain project as almost all heavy construction of phase 2 of the project is concluded by the end of 2022 and grant reimbursements for these costs are received and remitted to the General Fund to reimburse it for all prior working capital transfers provided to this project since inception. $1.65 million in higher Transfers In from the Dungeness Off Channel Reservoir is also reflected based on revised cash flow projections for this project. Also due to $125k Transfer In from the VRF boat programing for bridge funding to be provided for the purchase of a replacement Sheriff boat that will be covered under a reimbursement grant. Offsetting these increases is a $370k decrease in Transfers In from HHS relating the return in 2022 of funding provided to Serenity House relating to a facility expansion project that was subsequently covered by a grant.
INCREASE IN PAYROLL	-3,144	Increase due to base budget assuming all positions staffed per current policy (vs savings from position darktime)--see below for estimated dark-time projected underspend. **When adjusted to reflect $1.436 million of historic darktime budget underspend, payroll is projected to increase approximately $1.7 million, or 7.4%,** from 2022 to 2023 which reflects increases due to 2.5-3% COLAs for the various bargaining units, pay increases beginning July 2022 relating to the Prosecuting Attorney collective bargaining renewal, the addition of accreditation pay and pay scale restructuring for patrol/corrections following completion of new collective bargaining agreements, and step increases, as partially offset by savings due to turnover that occurred in 2022. Increase is also due to additional 3 FTEs requested in the areas of Sheriff Operations (2 FTE patrol deputies--$258k), and Prosecuting Attorney (1 FTE Civil Division DPA--$144k).
INCREASE IN BENEFITS	-1,209	Increase due to base budget assuming all positions staffed--see below. **When adjusted to reflect $0.629 million of historic darktime budget underspend, benefits are projected to increase approximately $580k, or 6.3%, from 2022 to 2023,** with this increase reflecting the increase in payroll costs outlined above, the $50 per month County-paid health premium increases and longevity-based medical premium pay that take effect in January each year under the new collective bargaining agreements completed in July 2021/2022 and the addition of 3 FTES (2 in Sheriff Ops and 1 in Prosecuting Attorney's Office).
DECREASE IN TRANSFERS OUT	2,663	Primarily due to $3.4 million decrease in Transfers Out to the Lower Dungeness Floodplain project as the bulk of Phase 2 construction work concludes by the end of 2022. Also contributing to his decrease is $1.369 million decrease in PFF and IT Capital Projects funds pending completion of our 2023 5 Year Capital Plan, a $130k decrease in transfers to HHS and $9k decrease in transfer to the Law Library. These decreases are partly offset by an $2,046k increase in working capital transfers out made to the grant-funded Dungeness Reservoir to fund the estimated $2.2 million acquisition cost of the build site assumed in Q1 2023, the continuance of design work, and commencing of conveyance-related construction work in the 2nd half of 2023 (note that $1.65 million of these funds are budgeted to be returned to the General Fund once grant reimbursements for the land acquisition are received). Additionally higher transfers related to the Sheriff's Department's VRF Boating Program acquisition of grant-funded replacement boat of $125k, the Veteran's Relief program (+$60k), and PW-Flood Control (+$24k).

CLALLAM COUNTY
GENERAL FUND RECOMMENDED 2023 BUDGET
BREAKDOWN OF RECOMMENDED 2023 BUDGET SURPLUS/(DEFICIT) VS 2022 PROJECTED DEFICIT
$ IN 000s

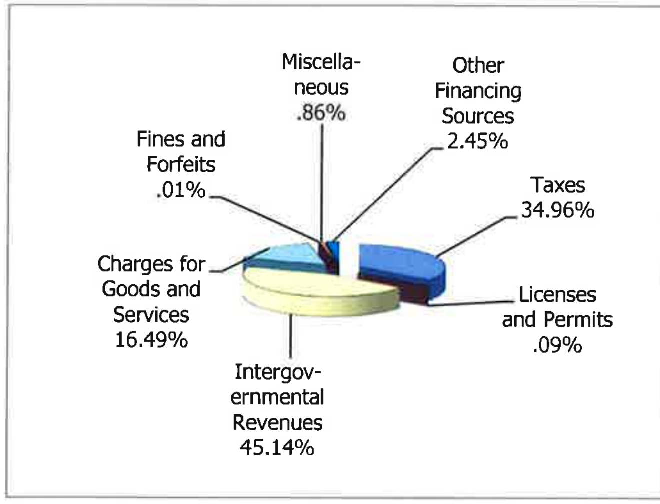
		NOTES
INCREASE IN SERVICES	-1,386	Increase driven by a $304k increase in DCD--Environmental Quality Salmon Recovery services tied to additional fish barrier removal grant funds received, $94k in higher IT network router, software renewal, ESRI maintenance and full year Microsoft Office 365 costs, $133k in higher HHS Environmental Health On-Site Services and Drinking Water services funded through new OSS and Foundational Public Health funds, $120k in higher anticipated Indigent Defense costs, and due to projected underspend to budget within Services in 2022, as offset by $87k decrease in Superior Court expert witness and other costs associated with the conclusion of the last of 2018-2019 multiple-homicide cases in 2022. Increase also reflects approx. $265k of recommended 2022 Department Requests, including Auditor (+$50k --relating to County's assumption of printing & binding costs for Voter Pamplets that was previously paid by the State); DCD Environmental Health ($22k mainly relating to developing of a monitoring strategy for the Lower Dungeness); GIS ($31k relating to ESRI costs); HR ($45k for expanded job posting advertising), Sheriff ($19k), Prosecuting Attorney ($22k--mainly relating to higher witness and expert witness costs); Parks Fair & Facilities ($63k--relating mainly to higher repairs & maintenance costs of facilities, parks and fairgrounds, and increased fair entertainment and advertising costs to drive more visitorship, and Superior Court ($8k relating to guardian at litem services costs), and other increases
REMAINING PROJECTED OPERATING DEFICIT--EXCLUDING CAPITAL TRANSFERS/PROPOSED DEPT REQUESTS	-118	Mainly due to increase in Supplies ($92k) mainly relating to IT-recommended SRF requests and other department requests for increased supplies needs proposed for approval as outlined in the "2023 Department Requests Over Base Recommended Budget".
TOTAL CHANGE IN GENERAL FUND OPERATING DEFICIT--RECOMMENDED 2023 BUDGET VS 2022 PROJECTED	**5,114**	
PROJECTED GENERAL FUND OPERATING DEFICIT--ADJUSTED FOR AVG COMP UNDERSPEND		
TOTAL RECOMMENDED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 BUDGET	**742**	
LESS: HISTORICAL AVERAGE BUDGET UNDERSPEND--SALARY AND BENEFITS	2,065	Historically, the General Fund has underspent its salary/benefits budgets on average by $2.124 million over the last 3 years, and by $1.878 million over the last 5 years. Many factors contribute to this, with the most significant being that per County policy, each department has to be budgeted assuming it is fully staffed the entire year. In reality, for many departments, this has rarely been the case. Open positions (or "dark time") that occur due to retirements, voluntary terminations/turnover and delays in filling positions create cost savings to budget, as does refilling positions open due to retirement at often lower salary rates than budgeted. While current policy does not allow for budgeting for "dark time" and there is no assurance similar savings will occur at the same level of employment trends/economic conditions change, it is nonetheless an important component in understanding how our actual spending in this area compares to our budget.
PROJECTED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--ADJUSTED FOR AVG COMP UNDERSPEND	**2,807**	
LESS: GENERAL FUND CAPITAL OUTLAYS--BASED ON PRELIMINARY 5 YEAR PLAN (TO BE DISCUSSED)	(815)	While Capital Requests for 2023 will be discussed as part of the County's 5 Year Capital Plan in the coming weeks, preliminary General Fund capital requests are estimated at $815k, consisting of HHS Environmental Health Need to Re-equip in 30 year old testing lab ($90k), Sheriff Patrol Vehicle Replacement Costs and Vehicle Equipment relating to fleet replacements ($152k), two Patrol vehicle fleet additions for 2 new Patrol Deputy Hires ($130k), and beginning a 5 year plan to replace 3 non-grant funded portable radio per year (totaling $54k), Sheriff Animal Control vehicle replacement and equipping costs ($25k), Sheriff Jail PIPE hardware, camera, and jail booking room workstation improvements ($26k), Sheriff Emergency Services ARES Program Equipment and replacement of west-end emergency management response RV replacement ($40k), remodel of the Clerk bench in Courtroom 1 ($11k), District Court 1 lobby display board ($10k), Parks, and Fair & Facilitiies' purchase of 2 tractors and 2 UTVs and mowing decks better suited to more efficiently support maintenance needs at Dungeness Rec Area, Robin Hill Park and the fairgrounds ($242k) and a replacement RV bunk house to replace an irreparable unit at Dungeness ($35k).
LESS: GENERAL FUND TRANSFERS TO CAPITAL PROJECT FUNDS TO FUND 2023 PRELIMINARY CAPITAL OUTLAYS	(2,299)	Based on Preliminary Updated 5 Year Capital Plan to be discussed, and includes: (A) $1,282k transfer to the Parks & Facilities Capital Projects Fund to fund (1) the EOC Relocation new building project (based on design and construction costs projected of $3.54 million, less $588k of state funding (under the DOC grant awarded) and $3 million federal grant funding expected to be received, plus $1 million working capital transfer that was originally budgeted to be made in 2022 but was deferred to 2023 due to project delays that will be needed to cover County and City of PA design costs and other project costs until reimbursement is received from grants or City of PA is received), (2) Unanticipated PFF Projects ($118k), (3) a Facility Building Security & Safety Assessment Study ($70k), (4) fairgounds shower upgrades ($35k), and (5) Office Space Reconfiguration/Expansion Placeholder ($250k); (B) a $552k transfer to the IT Capital Projects Fund for Cisco license renewal and switch replacements ($257k), network device replacement ($67k), PC Replacement ($90k), Tyler Permit Planning system remaining costs ($30k), Wireless network upgrade and expansion ($100k), Microsoft InTune Deployment ($29k), UPS DR Site and phone system upgrades ($19k), scheduled copier replacements ($43k), and server hardware replacement ($10k); a transfer of $31k to the Sheriff's VRF Boating fund to cover the local match on replacement of its boat for which VRF funds may not be utilized for; a $38k transfer to PW-Solid Waste to cover operating funding needs; and a $397k transfer to the PW Clallam Bay Sekiu sewer fund to cover the additional local treatment plant operator FTE being added and operating costs funding shortfall.
PROJECTED 2023 GENERAL FUND OPERATING SURPLUS/(DEFICIT)--INCLUDING CAPITAL CONTRIBUTIONS	**(307)**	
PROJECTED 2023 GENERAL FUND BALANCE--BASED ON RECOMMENDED BUDGET AS ADJUSTED		
2023 PROJECTED FUND BALANCE--BEGINNING	**11,157**	
PROJECTED 2023 GENERAL FUND OPERATING DEFICIT	**(307)**	
2023 PROJECTED FUND BALANCE--ENDING	**10,850**	

2023 Budgeted Revenue Charts

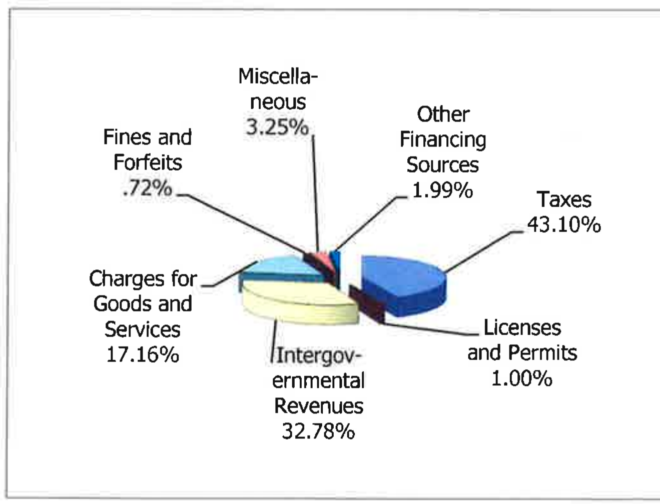
General Fund Budgeted Revenue	
Taxes	24,828,050
Licenses and Permits	1,011,850
Intergovernmental Revenues	7,630,521
Charges for Goods and Services	8,332,071
Fines and Forfeits	770,039
Miscellaneous	2,955,368
Other Financing Sources	640,000
Subtotal	46,167,899
Plus Transfers	6,748,019
Total Revenue	52,915,918
Reserves Available	11,028,000
Total Funds Available	63,943,918



Other Fund Budgeted Revenue	
Taxes	21,224,402
Licenses and Permits	57,620
Intergovernmental Revenues	27,398,780
Charges for Goods and Services	10,007,405
Fines and Forfeits	4,600
Miscellaneous	520,727
Other Financing Sources	1,488,360
Subtotal	60,701,894
Plus Transfers	3,662,799
Total Revenue	64,364,693
Reserves Available	49,850,623
Total Funds Available	114,215,316



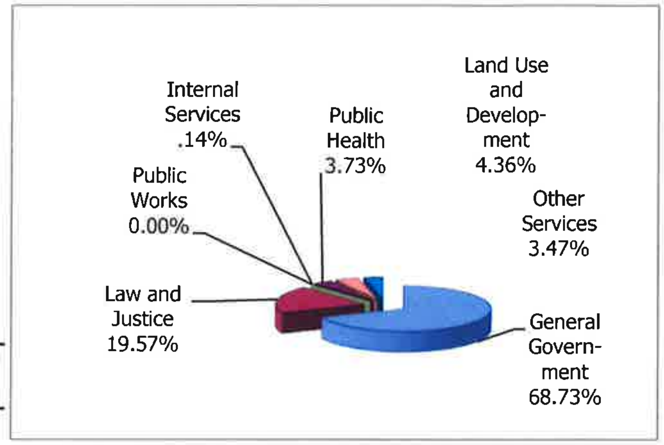
Total General and Other Fund Budgeted Revenue	
Taxes	46,052,452
Licenses and Permits	1,069,470
Intergovernmental Revenues	35,029,301
Charges for Goods and Services	18,339,476
Fines and Forfeits	774,639
Miscellaneous	3,476,095
Other Financing Sources	2,128,360
Subtotal	106,869,793
Plus Transfers	10,410,818
Total Revenue	117,280,611
Reserves Available	60,878,623
Total Funds Available	178,159,234



2023 Budgeted Revenue by Program

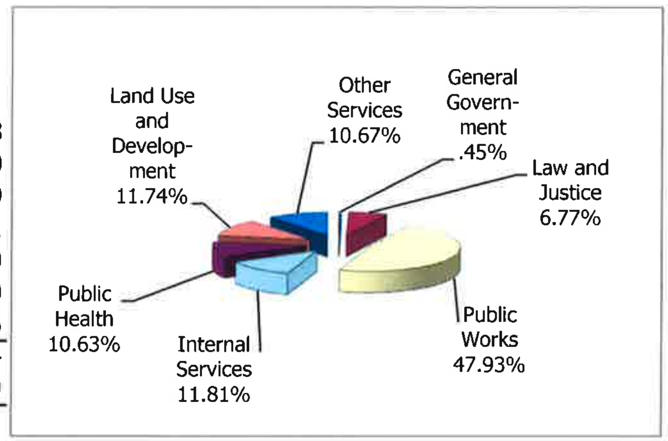
General Fund Budgeted Revenue by Program

General Government	31,730,978
Law and Justice	9,037,297
Public Works	0
Internal Services	62,801
Public Health	1,723,911
Land Use and Development	2,012,252
Other Services	1,600,660
Subtotal on Chart	46,167,899
Plus Transfers	6,748,019
Total	52,915,918



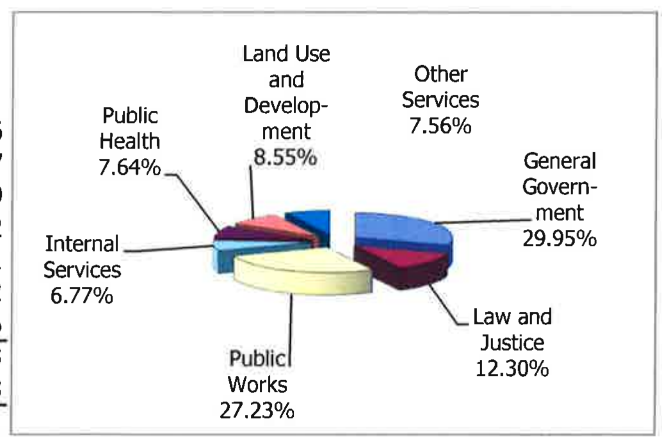
Other Funds Budgeted Revenue by Program

General Government	274,648
Law and Justice	4,106,680
Public Works	29,095,969
Internal Services	7,167,181
Public Health	6,454,400
Land Use and Development	7,125,470
Other Services	6,477,546
Subtotal on Chart	60,701,894
Plus Transfers	3,662,799
Total	64,364,693



Total General and Other Fund Budgeted Revenue by Program

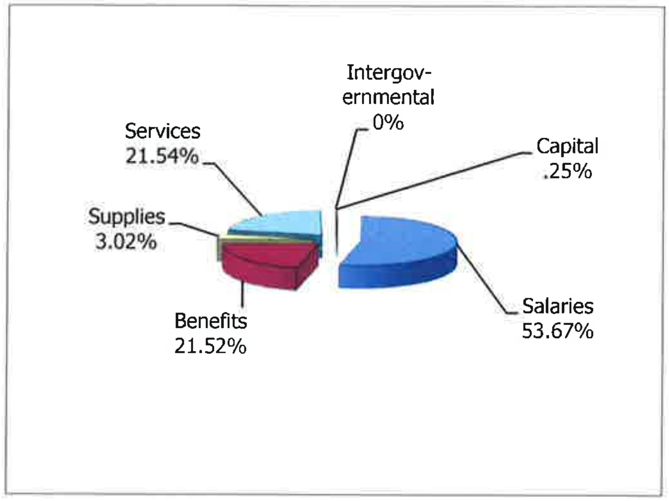
General Government	32,005,626
Law and Justice	13,143,977
Public Works	29,095,969
Internal Services	7,229,982
Public Health	8,178,311
Land Use and Development	9,137,722
Other Services	8,078,206
Subtotal on Chart	106,869,793
Plus Transfers	10,410,818
Total Revenue	117,280,611



2023 Budgeted Expenditure Charts

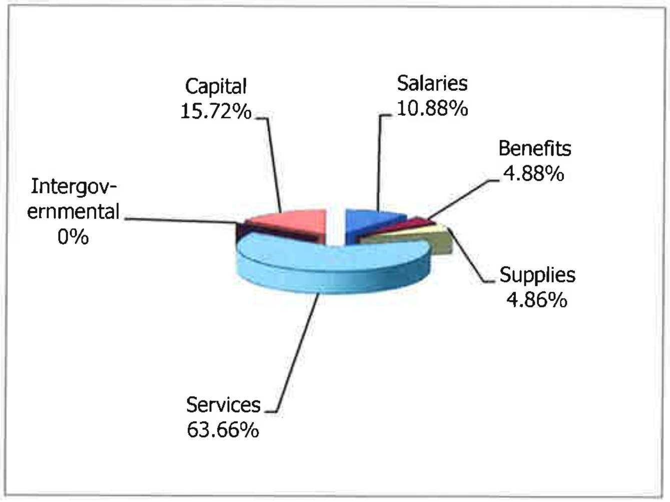
General Fund Budgeted Expenditures

Salaries	26,118,680
Benefits	10,471,834
Supplies	1,469,623
Services	10,485,419
Intergovernmental	0
Capital	123,070
Subtotal	48,668,626
Transfers Used	3,505,349
Interfund Payments Used	0
Total Budgeted Expenditures	52,173,975



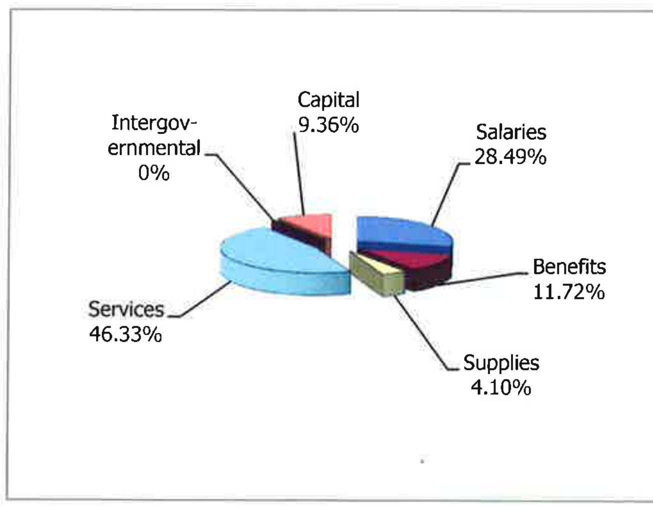
Other Fund Budgeted Expenditures

Salaries	7,573,501
Benefits	3,395,015
Supplies	3,384,876
Services	44,325,143
Intergovernmental	0
Capital	10,951,741
Subtotal	69,630,276
Transfers Used	6,905,469
Interfund Payments Used	2,395,310
Total Budgeted Expenditures	78,931,055



Total General and Other Fund Budgeted Expenditures

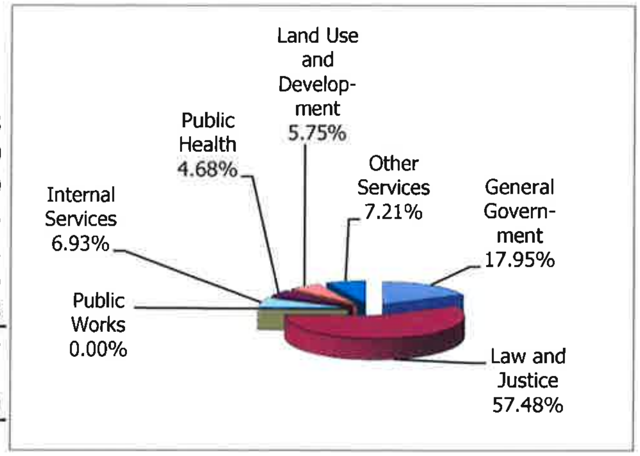
Salaries	33,692,181
Benefits	13,866,849
Supplies	4,854,499
Services	54,810,562
Intergovernmental	0
Capital	11,074,811
Subtotal	118,298,902
Transfers Used	10,410,818
Interfund Payments Used	2,395,310
Total Budgeted Expenditures	131,105,030



2023 Budgeted Expenditures by Program

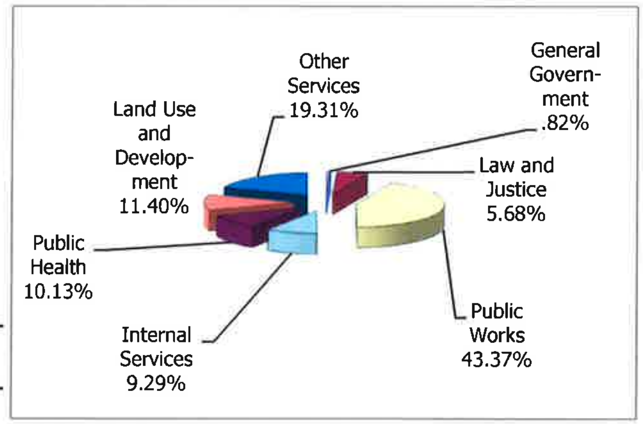
General Fund Budgeted Expenditures by Program

General Government	9,091,233
Law and Justice	29,107,909
Public Works	0
Internal Services	3,509,633
Public Health	2,371,142
Land Use and Development	2,913,706
Other Services	3,652,363
Subtotal on Chart	50,645,986
Plus Transfers	3,505,349
Minus Indirect Costs Reimb.	-1,977,360
Total	52,173,975



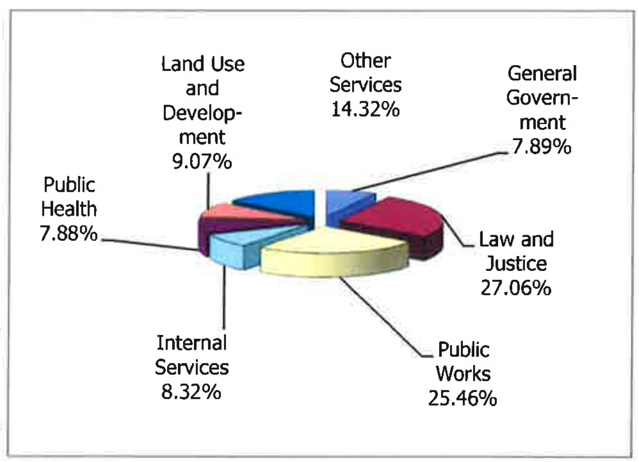
Other Funds Budgeted Expenditures by Program

General Government	593,457
Law and Justice	4,084,064
Public Works	31,230,570
Internal Services	6,694,525
Public Health	7,297,481
Land Use and Development	8,214,418
Other Services	13,911,071
Subtotal on Chart	72,025,586
Plus Transfers	6,905,469
Total	78,931,055



Total General Fund and Other Funds Budgeted Expenditures by Program

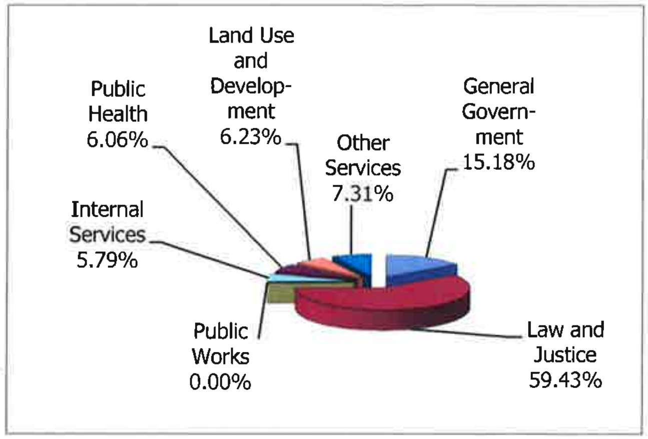
General Government	9,684,690
Law and Justice	33,191,973
Public Works	31,230,570
Internal Services	10,204,158
Public Health	9,668,623
Land Use and Development	11,128,124
Other Services	17,563,434
Subtotal on Chart	122,671,572
Plus Transfers	10,410,818
Minus Indirect Costs Reimb.	-1,977,360
Total	131,105,030



2023 Staffing (Full Time Equivalents) by Program

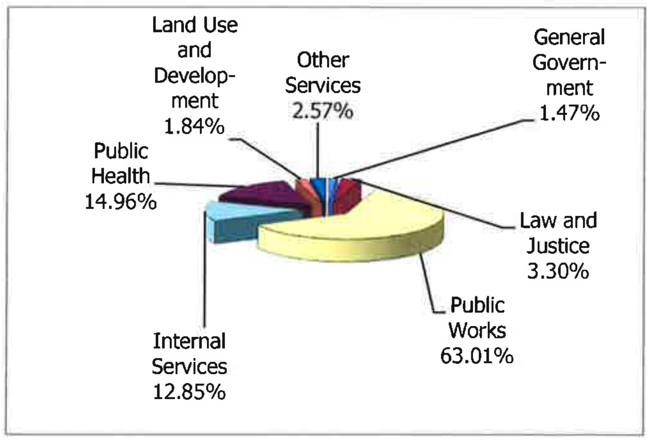
General Fund Staffing by Program

General Government	51.04
Law and Justice	199.80
Public Works	0.00
Internal Services	19.45
Public Health	20.38
Land Use and Development	20.94
Other Services	24.58
Total	336.19



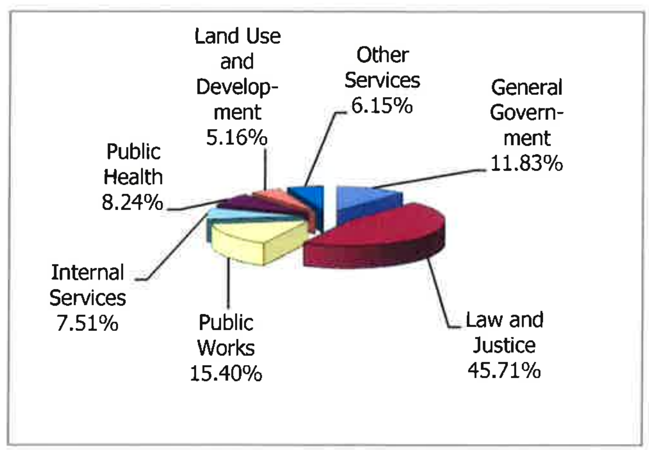
Other Funds Staffing by Program

General Government	1.60
Law and Justice	3.59
Public Works	68.55
Internal Services	13.98
Public Health	16.28
Land Use and Development	2.00
Other Services	2.80
Total	108.80



Total General Fund and Other Funds Staffing by Program

General Government	52.64
Law and Justice	203.39
Public Works	68.55
Internal Services	33.43
Public Health	36.66
Land Use and Development	22.94
Other Services	27.38
Total	444.99



Full Time Equivalents are based on a 40 hour work week.

2023 BUDGET SALARY WORKSHEET BREAKDOWN: Administrator Recommended Budget

NUMBER FUND AND DEPT	TYPE	FUND/ACCOUNT NAME	BUDGETED SALARY	FICA / MEDICARE 0.0765	RETIREMENT	401A MATCH / CONTRIBUTION	EMPLOYEE MEDICAL INSURANCE	UNEMPLOYMENT .1%	INDUSTRIAL INSURANCE	PENSION TRUST	COMPENSATION	EMPLOYEES
		GENERAL FUND										
00100. 211	G	Assessor	1,390,262	106,356	140,544	27,426	284,160	2,567	13,619		1,964,934	18.50
00100. 221	G	Auditor	959,796	73,424	95,501	18,605	230,715	1,656	4,749		1,384,446	15.13
00100. 231	G	Treasurer	460,868	35,257	46,308	9,036	94,668	711	1,813		648,661	6.40
00100. 241	G	BOCC - Operations	662,427	50,675	66,236	15,714	95,958	684	1,958		893,652	6.98
00100. 242	G	BOCC - Boundary Review Board	1,500	115	0	0	0	0	15		1,630	0.00
00100. 244	G	BOCC - Board of Equalization	48,460	3,707	3,327	649	14,640	65	315		71,163	0.53
00100. 291	G	NonDepartmental	421,951	32,280	42,269	9,812	55,218	835	1,162		563,527	3.50
00100. 331	D	Comm Dev - Administration	233,621	17,873	23,479	4,582	45,420	254	1,558		326,787	3.00
00100. 332	D	Comm Dev - Environmental Quality	348,785	26,682	30,965	6,024	60,900	694	4,461		478,511	4.00
00100. 333	D	Comm Dev - Building	518,469	39,664	53,143	10,352	120,960	1,034	5,830		749,452	8.00
00100. 334	D	Comm Dev - Planning	406,235	31,078	41,639	8,106	89,520	811	3,771		581,160	5.94
00100. 411	I	Information Technology	949,852	72,664	96,892	19,958	181,236	1,869	3,311		1,325,782	11.75
00100. 421	I	Geographic Information System	205,783	15,743	21,093	4,891	43,560	411	840		292,321	3.00
00100. 461	I	Human Resources	379,014	28,995	38,640	9,771	73,184	754	1,316		531,674	4.70
00100. 511	H	HHS - Environmental Health	878,117	67,177	90,008	17,562	208,920	1,754	11,374		1,274,912	14.28
00100. 512	H	HHS - Administration	546,531	41,809	55,540	11,928	105,636	1,084	1,708		764,236	6.10
00100. 811	L	Sheriff - Operations	4,936,778	380,266	318,095	110,734	947,031	9,227	64,546		6,766,677	55.64
00100. 813.	L	Sheriff - Animal Control	59,237	4,532	6,072	1,125	16,140	112	1,330		88,548	1.00
00100. 815	L	Sheriff - Jail	2,794,370	213,772	287,901	53,459	649,034	5,804	68,390		4,072,730	39.00
00100. 816.	L	Sheriff - Jail Medical	220,892	16,898	14,741	2,808	31,147	437	1,859		288,782	2.25
00100. 817.	L	Sheriff - Emergency Services	137,728	10,536	14,117	2,694	43,560	269	780		209,684	2.50
00100. 841	L	Prosecuting Attorney - Operations	2,340,982	179,086	239,534	46,736	406,092	4,311	7,102		3,223,843	25.10
00100. 843	L	Prosecuting Attorney - Child Support	198,698	15,201	20,366	3,975	45,348	398	787		284,773	2.53
00100. 842	L	Prosecuting Attorney - Coroner	164,216	12,563	8,144	1,589	14,520	329	1,078		202,439	1.00
00100. 851	L	Juvenile Services	2,404,397	183,939	238,621	46,411	535,476	4,676	28,576		3,442,096	37.53
00100. 861	L	Superior Court	972,785	45,218	58,842	10,030	88,680	1,192	4,066		1,180,813	8.75
00100. 871	L	District Court I	890,484	60,047	76,385	14,818	146,640	1,387	3,220		1,192,981	10.00
00100. 881	L	District Court II	270,104	20,663	24,692	4,812	43,800	297	975		365,343	3.00
00100. 891	L	Clerk	666,059	50,954	67,851	14,284	168,876	1,324	3,220		972,568	11.50
00100. 911	O	Parks and Facilities	1,158,482	88,623	109,998	21,753	269,146	2,280	29,314	16,640	1,696,236	20.54
00100. 912	O	Fair	200,075	15,306	13,407	2,483	33,450	387	4,422	2,080	271,610	2.54
00100. 931	O	WSU Extension	91,722	7,017	7,449	1,454	21,780	183	1,138		130,743	1.50
		TOTAL GENERAL FUNDS	25,918,680	1,948,120	2,351,799	513,581	5,165,415	47,796	278,603	18,720	36,242,714	336.19
10101. 611	P	PW - Public Works	4,240,735	324,414	429,377	84,906	954,696	8,453	76,925	68,904	6,188,410	61.35
10135. 611	P	PW - Flood Control	101,659	7,777	10,420	2,034	15,720	204	1,048		138,862	1.05
11002. 811	L	Sheriff - Honor Guard Donation	2,800	214	148	0	0	0	0		3,162	0.00
11003 811	L	Sheriff - Boating Safety	3,500	268	186	0	0	0	0		3,954	0.00
11003 811	L	Sheriff - VRF Boating Program	35,000	2,678	1,855	0	0	0	0		39,533	0.00
11008 811	L	Sheriff - OPNET Drug	89,709	6,863	6,559	1,280	15,300	179	392		120,282	1.40
11301. 511	H	Health and Human Services - Operations	881,958	67,470	90,400	16,928	220,620	1,764	9,220		1,288,360	14.28
11322. 511	H	HHS - Homeless Task Force	31,355	2,399	3,214	627	7,260	63	140		45,058	0.50
11323. 511	H	HHS -Chemical Dependency/Mental Health	31,355	2,399	3,214	627	7,260	63	140		45,058	0.50
11331. 511	H	HHS - Developmental Disabilities	72,030	5,510	7,363	1,437	14,520	144	285		101,289	1.00
11401. 821	L	Law Library	7,724	591	0	0	0	15	52		8,382	0.19
11701. 841	L	Pros Attny - Local Crime Victim Comp	125,298	9,585	12,844	2,506	29,040	250	560		180,083	2.00
12201. 231	G	Treasurer - Operation and Maintenance	31,001	2,372	3,178	620	8,712	62	168		46,113	0.60
12401 221	G	Auditor - Document Preservation	65,788	5,033	6,744	1,016	14,715	101	280		93,677	1.00
13001. 381	D	Noxious Weed Control	124,069	9,491	11,180	2,181	29,040	249	1,996		178,206	2.00
19914. 291	O	NonDept - Veterans Relief	106,991	8,185	10,967	2,140	29,040	214	504		158,041	1.80
19951. 291	O	NonDept -Affordable Housing Sales Tax	82,485	6,310	8,455	1,650	14,520	165	280		113,865	1.00
19961. 291	O	NonDept -American Rescue Plan Act	0	0	0	0	0	0	0	0	0	0.00
30301. 331	D	Comm Dev - Lwr Dungeness Floodplain	0	0	0	0	0	0	0		0	0.00
30401. 331	D	Comm Dev - Dungeness Reservoir	0	0	0	0	0	0	0		0	0.00
30805. 611	P	PW - Broadband Indfrasructure Capital Projects	61,833	4,730	6,338	1,237	14,520	124	280		89,062	1.00
40201. 611	P	PW - Solid Waste	37,847	2,896	3,879	757	14,520	76	449		60,424	0.45
41401. 611	P	PW - Clallam Bay Sekiu Sewer	300,480	22,988	30,750	5,830	43,560	600	5,544		409,752	4.10
42401. 611	P	PW - Carlsborg Sewer	51,198	3,917	5,248	1,014	0	102	599		62,078	0.60
50301. 611	I	PW - ER&R	615,197	47,062	62,985	12,071	132,660	1,230	9,858	12,528	893,591	9.45
50401. 461	I	HR - Risk Management	433,809	33,186	32,164	11,085	50,001	860	1,169		562,274	4.18
50501. 461	I	HR - Worker's Compensation	39,680	3,036	4,067	1,351	5,689	79	98		54,000	0.35
		TOTAL OTHER FUNDS	7,573,501	579,374	751,535	151,297	1,621,393	14,997	109,987	81,432	10,883,516	108.80
		TOTAL 2023 BUDGET	33,492,181	2,527,494	3,103,334	664,878	6,786,808	62,793	388,590	100,152	47,126,230	444.99

This does not include the Non Dept 200,000 leaving service salary and 50,000 benefits; or the HR payments to claimants of 97,800 (benefits); or the Employee Health Care Benefits of 25,000 (benefits); or Unemployment Comp. of 60,000.

GENERAL FUNDS

2023 Department Requests Over Base Budget - Administrator Recommended

Department	Requested Item or Program Change	Request	One Time	Ongoing	BOCC Recommended	BOCC Deferred	Funding Source: General Fund Reserve	Funding Source: Other Fund Reserves	Funding Source: Grant/New Funding	Comments
Assessor	SRF: (7) iPAD PRO & PERIPHERALS	12,600	12,600		12,600		12,600			
.00100.211	SRF: ACROBAT PRO (D. CHILDRESS)	200	200		200		200			
Auditor	Printing & Binding	50,000		50,000	50,000		50,000			WA ST has discontinued paying the cost to produce & mail Voter Pamphlets for each election, this creates an increase in Printing & Binding costs for the County, as well as, overall increased printing & binding costs.
.00100.221	SRF: A/V CONFERENCING SET-UP	2,200	2,200		2,200		2,200			
Treasurer .00100.231	SRF: A/V CONFERENCING SET-UP	2,900	2,900			2,900	2,900			**CFO Comments**: Given competing demands for capital funding, recommend deferring request.
DCD -Administration .00100.331	Code Enforcement Overtime	1,000		1,000		1,000	1,000			Overtime funds to be used if needed due to increased work tasks. **CFO Comments:** Given the realignment of Code Enforcement under the Sheriff's department in 2023 and the addition of a supervisor Code Enforcement sergeant, recommend deferring this request.
DCD -Environmental Quality .00100.332	Develop Monitoring Strategy for the Dungeness	50,000	50,000		20,000	30,000	50,000			Funding to develop a high level scientific monitoring strategy. **CFO Comments**--pending further clarity on requirements and evaluation of options available for developing monitoring plan through possible partnership with other parties in defining requirements, recommend funding $20k initially.
	Streamkeepers - YSI ProDss Multipara meter Water Quality Meter	8,000	8,000			8,000	8,000			This third meter would provide backup in case on older one fails and allow for more monitoring activities to occur simultaneously. **CFO Comments**: Given competing demands for capital funding, recommend deferring request.
	Streamkeepers - Professional Services	1,100		1,100	1,100		1,100			Funding for Macroinvertebrate ID services, used to indicate the health of the water.
	Streamkeepers - Operating Supplies	1,300		1,300	1,300		1,300			Building up the Streamkeepers program resulted in the need for additional supplies.
DCD -Building	Code Books for July 1, 2023 Code Change	5,000	5,000		5,000		5,000			Purchase of 2021 International Building Codes books are needed for code changes that go into effect July 1, 2023
.00100.333	Addressing T-posts	1,000		1,000	1,000		1,000			Cost of the metal T-posts have risen. These posts are used for addressing.
	Travel Training	1,200	1,200		1,200		1,200			Funding will allow Permit Center staff the ability to attend training.
	SRF: COPIER REPLACEMENT (TAG 8631)	15,300	15,300		15,300		15,300			
Information Technology .00100.411	Travel Training	3,000	3,000		3,000		3,000			Funds for additional training for IT staff.
	Additional FTE - Sheriff Dept. Support	87,550	87,550			87,550	87,550			IT critical business functions support for the Sheriff's department for one year. **CFO Comments:** Based on further discussion with IT, provision of one-time dedicated support problematic from a staff recruitment and cross-training perspective. IT will focus on providing more collaborative staff support to meet needs of Sheriff's Department.
Geographic Information System .00100.421	Ad-Hoc Consulting	28,000	28,000		15,000	13,000	28,000			ESRI consulting hours for any emergent IT/GIS application issue or new business request. **CFO Comments:** Based on further discussion with IT, there appears to be sufficient capacity to partially cover this cost, thus recommend funding $15k of $28k requested.
	ESRI Training	10,000	10,000		10,000		10,000			Training for new ESRI tools and functionality.
	ESRI Conference	6,000	6,000		6,000		6,000			Funding allows for GIS manager to attend the annual ESRI conference.
Human Resources .00100.461	Advertising/Recruitment	45,000		45,000	45,000		45,000			Clallam County continues to utilize more advertising solutions to obtain the best pool of applicants for our vacant positions.
Sheriff - Operations .00100.811	4 Months Transition Training for new Chief Civil Deputy	26,248	26,248		26,248		26,248			4 months side by side training would be the best option to promote a smooth transition between the retiring Chief Civil Deputy and the newly appointed. **CFO Comments:** Given the complexity and demands of the Chief Civil Deputy position, we are supportive of this request to provide extra help funding to support a 4 month transition period for this position.
	Ballistic Vests	6,340		6,340	6,340		6,340			Mandatory replacement of ballistic vests.
	Ballistic Rifle Plate Replacements	22,866	22,866		22,866		22,866			Add'l funds to replace outdated heavy ceramic rifle vests.
	2 Additional FTE Patrol Deputy Positions	258,124		258,124	258,124		258,124			Recruiting and retention continue to challenge the law enforcement profession. Expanding our personnel positions will allow service capabilities to continue during periods of reduced staffing. An addition cost of $130,000 for vehicles will be presented in the Capital Plan. **CFO Comments:** Given the high level of recruitment effort and extensive lead time to fill a patrol deputy position (including time to recruit, perform background, and completion of academy training for non-laterals), and the additional competing time demands being placed on patrol deputies in evidence gathering, additional training, and other areas that make any open patrol positions operationally difficult to manage around, it appears prudent to add these 2 FTE patrol positions to serve as additional buffer and capacity to the patrol function.

	PoliceOne Academy Training & Inventory Software	7,686		7,686	7,686		7,686			PoliceOne Academy software provides law enforcement & corrections specific continuing education, as well as, reports to monitor & track training completion. This software also provides for Inventory Management to track equipment used by staff and sends alerts when the item is due for replacement. **CFO Comment:** In discussions with Sheriff, it was indicated that Neogov continuing education and safety training is inadequate to support the specialized needs of law enforcement--recommend approval of this request.
	SRF: (4) A/V CONFERENCING SET-UP	5,800	5,800			5,800	5,800			**CFO Comments**: Given competing demands for capital funding, recommend deferring request.
	SRF: Blockwatch - LAPTOP, PROJECTOR, SPEAKERS	1,720	1,720		1,720		1,720			
	SRF: (10) MDTS - REPLACE / UPGRADE	60,000	60,000		60,000		60,000			**CFO Comments:** Given the age and wear and tear these units undergo, recommend accepting IT's recommendation for MDTS replacements.
Sheriff - Search and Rescue	Subscription to SAR Topo	2,000		2,000	2,000		2,000			SAR Topo is a digital mapping platform for first responders and Search & Rescue teams. This mapping tool allows for planning with map layers, shared maps, tracking personnel, navigate in the field, etc.
.00100.814	Swift Water Rescue & Rope Rescue Training	6,800		6,800	6,800		6,800			Add'l funds for training will allow the SAR unit to be better prepared to assist Clallam citizens.
Sheriff - Jail	Jail Security Camera System Repairs & Maintenance	5,500		5,500	5,500		5,500			Add'l funds to adequately fund the frequent repair/replacement costs of the Jail cameras equipment.
.00100.815	Ballistic Vests	20,288		20,288	20,288		20,288			Mandatory replacement of ballistic vests.
	PoliceOne Academy Training & Inventory Software	1,902		1,902	1,902		1,902			PoliceOne Academy software provides law enforcement & corrections specific continuing education, as well as, reports to monitor & track training completion. This software also provides for Inventory Management to track equipment used by staff and sends alerts when the item is due for replacement.
Sheriff - Emergency Services	Staff Support Supply and Travel Costs	3,500		3,500	2,500	1,000	3,500			Add'l supplies & travel costs to attend catastrophic planning meetings and specialized training.
.00100.817	Tsunami Siren Batteries Replacement Schedule	2,220		2,220	2,220		2,220			Add'l funds to start replacing batteries in a proactive manner to lessen the risk of simultaneous failure.
	Salamander Asset Management Solution Subscription	750		750	750		750			The Sheriff's office frequently assists other agencies by lending equipment, this software allows for tracking the location & condition of shared equipment resulting in more accurate & timely asset management.
	SRF: EOC - SMARTBOARD (1 OF 2)	3,450	3,450			3,450	3,450			**CFO Comments**: Based on conversation with EMS staff, the EOC already has one smartboard as well as several monitors. While addition of this additional smartboard would enhance EMS ability to support multi-use and subdividing of their operational space, given competing demands for capital funding and other higher priority asks being recommended for approval, recommend deferring request and perhaps re-addressing this request as part of the EOC relocation.
	SRF: EOC - SMARTBOARD (2 OF 2)	4,375	4,375			4,375	4,375			**CFO Comments**: Based on conversation with EMS staff, the EOC already has one smartboard as well as several monitors. While addition of this additional smartboard would enhance EMS ability to support multi-use and subdividing of their operational space, given competing demands for capital funding and other higher priority asks being recommended for approval, recommend deferring request and perhaps re-addressing this request as part of the EOC relocation.
	SRF: EOC - BLUETOOTH PRESENTATION SPEAKERS	680	680			680	680			
	SRF: EOC - (2) WIRELESS PRESENTATION PROJECTORS	575	575			575	575			
Prosecuting Attorney	Additional FTE - Deputy Prosecuting Attorney - Civil Division	138,000		138,000	138,000		138,000			The work of the Civil Division has grown beyond the workload of two attorneys. **CFO Comments:** Based on the extensive expansion of the demands for in-house civil legal support with the multiple new initiatives undertaken by the County, as well as the increasing need to continue reviewing and update County code and support code enforcement, this request appears reasonable.
.00100.841	Furniture & IT Equipment for new DPA	6,000	6,000		6,000		6,000			Funds to purchase a workstation setup for new DPA.
	Copy Machine	3,500		3,500	3,500		3,500			Copy costs have greatly increased now that staff are back in the office and court operations have resumed.
	Expert Witness Fees	20,000		20,000	20,000		20,000			Add'l funds needed for witnesses in several sexual assault & child abuse cases that are anticipated to go to trial.
	Witness Fees	2,000		2,000	2,000		2,000			Add'l funds needed for witnesses in several sexual assault & child abuse cases that are anticipated to go to trial.
	SRF: IPHONE REPLACEMENTS (20)	15,250	15,250		15,250		15,250			
Superior Court	JAVS Switchers for Video Carts & VIA	10,000	10,000		10,000		10,000			Switchers are needed to select different functions on the video carts to use for presentation of court documents, exhibits and videos during courtroom proceedings.
.00100.861	GAL Guardian at Litem	15,000		15,000	7,500	7,500	15,000			Add'l funds to cover costs of GAL attorney and non-attorney appointments. **CFO Comments:** Appears based on availability of other services funding that has not historically been fully spent, and given the full effect of GAL changes has not been seen, recommend deferring half of requested amount and will re-visit need at mid-year.
	New Part-time Court Facilitator	50,000		50,000		50,000	50,000			New part-time position for anticipated changes in law that will increase demands upon the court and the need for this position. **CFO/Administrator Comments**: Pending provision of metrics supporting need for position given case loads, recommend deferring at this time.
	Cellular Phone	750		750		750	750			Deputy Court Administrator would like a cell phone to perform work duties and communicate with employees on weekends and evenings.
	Adobe Pro Subscriptions	400		400	400		400			Adobe Pro is used to review, modify, edit and create forms used throughout the judicial and court legal industry for preparing and processing documents.

Department	Item	Total Request	One Time	Ongoing	BOCC Recommended	BOCC Deferred	General Fund	Other Fund Reserves	Grant/New Funding	Comments
District Court II .00100.881	Overtime	700		700		700	700			Increase overtime to cover additional cleaning due to COVID. **CFO Comments:** Per Health Officer guidance provided in 2022, additional COVID-related cleaning of courthouse facilities is no longer deemed needed. Consistent with phase-out of this function at other county facilities, recommend deferring this request.
	Extra Help	1,000		1,000	1,000		1,000			Increased costs for pro-tem Judge that is paid from the Extra Help line.
	SRF: COPIER REPLACEMENT COURTROOM (TAG 10201)	8,200	8,200		8,200		8,200			
Parks & Facilities .00100.911	Travel Training	1,000		1,000	1,000		1,000			Increased regulatory related training and professional development.
	Small Tools & Minor Equipment	2,000		2,000	2,000		2,000			Increased field operations productivity and enhanced services at Robin Hill Park.
	Outside Repairs & Maintenance	7,800		7,800	7,800		7,800			Address courthouse deferred grounds maintenance issues and increase irrigation efficiency.
	Extra Help	33,649		33,649		33,649	33,649			Add'l funds to support two seasonal laborers at the 200 acre park. **CFO/Administrator Comments:** Given inclusion of additional equipment better suited to the care of the park in the capital plan which should support more efficient maintenance and increase bandwidth of staff and existing seasonal laborers already budgeted to address deferred maintenance issues at this park, recommend deferring this request at this time.
	Equipment Supplies	1,000		1,000	1,000		1,000			Actual department spending in the expense line justifies the increase.
	Dues	1,200		1,200	1,200		1,200			Add'l professional development and maintaining licenses and certifications.
	Cellular Phone	600		600		600	600			Enhanced services at Robin Hill Farm Park by seasonal technicians warrants phone for safety and
	Capital Minor Equipment	2,000		2,000	2,000		2,000			Increased field operations productivity and enhanced services at Robin Hill Park.
Parks & Facilities - Fair .00100.912	Travel Business	2,000		2,000	2,000		2,000			Increased Fair Board Member and PFF Director participation at the annual WA ST Fair Association Convention.
	Small Tools & Minor Equipment	1,800		1,800	1,800		1,800			Related to increased aesthetic expectations.
	Small Stages	4,500		4,500	4,500		4,500			Increased vendor fees and desire to provide higher quality entertainment.
	Outside Repairs & Maintenance	12,500		12,500	12,500		12,500			Increased maintenance expectations of fairgrounds
	Extra Help	16,825	16,825		16,825		16,825			Add'l funding to support an additional seasonal technician at the fairgrounds for four months.
	Registration	1,200		1,200	1,200		1,200			Increased Fair Board Member and PFF Director participation at the annual WA ST Fair Association Convention.
	Building Repairs & Maintenance	5,000		5,000	5,000		5,000			Increased maintenance expectations of Fair Facilities
	Rodeo	1,000		1,000	1,000		1,000			Increased vendor fees.
	Lawn & Grounds Supplies	2,800		2,800	2,800		2,800			To address deferred grounds maintenance issues and increased aesthetic expectations
	Equipment Supplies	800		800	800		800			Actual spending in the expense line justifies the increase.
	Entertainment	12,000		12,000	12,000		12,000			Increase vendor fees and desire to provide higher quality entertainment. **CFO Comments:** As improvements in entertainment should lead to increased attendance at the fair by out-of-county attendees that would lead to more tourism related activity for the County's lodging and other businesses, recommend approval of this request.
	Advertising	19,000		19,000	19,000		19,000			Increased advertising fees and enhanced efforts to solicit fairgoers from Victoria, BC, Kitsap, Olympic Peninsula and WA ST ferries. **CFO Comments:** As increased advertising should lead to increased attendance at the fair by out-of-county attendees which should lead to more tourism related activity for the County's lodging and other businesses, recommend approval of this request.
	SRF: COPIER REPLACEMENT FAIRGROUNDS (TAG 7971)	10,000	10,000		10,000		10,000			
WSU .00100.931	Increase WSU Contract	3,000		3,000	3,000		3,000			WSU is requesting an increase in the County contribution to the MOU with WSU.
	Supplies	20,000	20,000			20,000	20,000			Requesting a one-time increase for operational supplies in anticipation of relocating to a new facility in 2023. **CFO Comments:** As these costs should be covered adequately under a space relocation/reconfiguration placeholder that will be available to accomodate office moves such as this within our facility capital plan, recommend deferring this request.
General Funds Transfer to Other Funds		92,500	6,000	86,500	0	92,500	92,500			
	TOTALS	1,297,148	449,939	847,209	933,119	364,029	1,297,148	0	0	

	Request		Request		Funding Source		
	One Time	Ongoing	**BOCC Recommended**	**BOCC Deferred**	General Fund	Other Fund Reserves	Grant/New Funding
	449,939	**847,209**	**933,119**	**364,029**	**1,297,148**	**0**	**0**
Total General Fund Requests:	**1,297,148**		**1,297,148**		**1,297,148**		

OTHER FUNDS

Department	Requested Item or Program Change	Request	One Time	Ongoing	BOCC Recommended	BOCC Deferred	Funding Source: General Fund Reserve	Funding Source: Other Fund Reserves	Funding Source: New/Grant Funding	Comments
PW - Roads 10101.611	Overtime	30,000		30,000	30,000			30,000		Add'l funds for overtime to cover maintenance crews due to winter storms. **CFO Comments:** Given the regularity of this issue, concur with the need for this additional funding for winter storm overtime.
	SRF: (11) BLUEBEAM SOFTWARE LICENSES	9,000	9,000		9,000			9,000		
	Training overlap for retiring Admin Specialist	21,321	21,321		21,321			21,321		Additional funds will cover 3 month training before the Admin Specialis IV retires.
	Training overlap for retiring Fiscal Specialist	21,321	21,321		21,321			21,321		Additional funds will cover 3 month training before the Fiscal Specialis V retires.
VRF Boating Program 11004.811	Transfer of expenditures from 11003 Boating Safety	32,390	32,390		32,390			32,390		Due to declining funding in the Boating Safety fund the Boating Safety Unit can no longer be supported by that revenue alone. Some of these costs will be assumed by the VRF Boating Program fund.
HHS - Homeless Task Force 11322.511	Contract Services	42,881		42,881	42,881			42,881		Add'l funds for contract services recommended by the HTF Advisory Board.
	Travel Business	1,800		1,800	1,800			1,800		Add'l funds to ensure the HHS team can conduct outreach to neighboring counties throughout WA ST to collaborate and collect information regarding the Consolidated Homeless Grant.
	Travel Training	1,500		1,500	1,500			1,500		Add'l funds for training for the Consolidated Homeless Grant.
HHS - Affordable Housing 11324.511	Contract Services	10,000		10,000		10,000		10,000		Add'l funds for contract services to increase their emergency fund. **CFO Comments:** Based on historical spend, there appears to be more than adequate funding to cover this fund's contract services needs. Recommend deferral of request.
Law Library 11401.821	Books	10,000		10,000		10,000		10,000		Funding dedicated to legal reference materials have decreased while costs have not. **Administrator/CFO Comment:** given focus of law library services migrating to more digitally delivered resources which this fund currently has funding in its budget to support, additional funding of physical books without a definitive plan of resources needed is problematic.
Pros Att - Local Crime Victim Comp 11701.841	Additional FTE - Victim Witness Coordinator	86,500		86,500		86,500	86,500			Add'l funds to hire a fulltime Victim Witness Coordinator to provide state mandated level of support to victims of crimes. **Administrator/CFO Comment:** The staffing level of Victim Witness Coordinators has doubled since 2020, with currently 2 positions dedicated to this function (1 FTE was added in 2020). The reliance of this fund for general fund support for this function has risen substantially given the significant decline in court fine revenues witnessed over past year. The approval of this request would more than double the level of general fund support needed to keep this fund fully funded. Pending provision of metrics showing how this additional coordinator is needed relative to the case load carried and how other counties of similar size are supporting this function, recommend deferring this request at this time.
	Furniture & IT Equipment for new FTE	6,000	6,000			6,000	6,000			Funds to purchase a workstation setup for new FTE. **Administrator/CFO Comment:** Based on recommendation to defer approval of an addition Victim Witness Coordinator position, this request should similarly be deferred.
IT - Capital Projects 30701.411	Domain Rebuild/Group Policy	35,000	35,000		35,000			35,000		County network operating architecture is currently comprised of multiple Windows Server domains, collapsing these into a single instance will simplify network integrations. **CFO Comments**--based on discussion of the need for this request and the efficiencies that will be gained, recommend this request for approval.
PW - Clallam Bay/Sekiu Sewer 41401.611	New FTE - Treatment Plant Operator	88,228		88,228	88,228			88,228		CB/Sekiu wastewater treatment plant must be maintained seven day a week. A third operator would eliminate current overtime, allow for cross training, dual controls & staff to take paid time off. **CFO Comment:** Based on current staffing levels, the existing treatment plant operators are unable to take vacation or days off for excessive periods of time, leading to burnout and retention risk issues. While the approval of this position will result in increased need for funding to support from REET or the General Fund barring a sufficient increase in sewer user rates, it appears no longer sustainable to continue operating this system with just two operators--recommend for approval.
PW - ER&R 50301.611	New FTE - Fleet Mechanic	80,721		80,721	80,721			80,721		ER&R is experiencing delays in repairs, overtime and non-support of the outlying shops in Sequim, and Lake Creek. **CFO Comment**--as this position was left unfilled when Scott Takas was promoted to ER&R manager, it appears reasonable based on the impacts described that this position be refilled.
	TOTALS	476,662	125,032	351,630	364,162	112,500	92,500	384,162	0	

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		Request		Request		Funding Source		
		One Time	Ongoing	BOCC Recommended	BOCC Deferred	General Fund	Other Fund Reserves	New/Grant Funding
		125,032	351,630	364,162	112,500	92,500	384,162	0
Total Other Fund Requests:		476,662		476,662		476,662		
TOTAL ALL	**1,773,810**	**574,971**	**1,198,839**	**1,297,281**	**476,529**	**1,389,648**	**384,162**	**0**

CLALLAM COUNTY

2023 PROPOSED FINAL CAPITAL OUTLAY BUDGET--BY FUND

PROPOSED CAPITAL REQUESTS TO INCLUDE 2023 BUDGET

Include in 2023 Budget?	Y
2023	(Multiple Items)

Sum of 2023 / Row Labels	Column Labels: General Fund 00100	Boating Safety 11003	VRF Boating 11004	OPSCAN 11065	Auditor-Document Preservation 12401	ARPA 19961	REET 1 30101	REET 2 30201	Dungeness Off-Channel Reservoir 30401	Parks/ Facilities Capital Projects 30501	IT Capital Projects 30701	Broadband Infrastructure 30805	DCD - Carlsborg Water Mitigation 30901	PW - Solid Waste 40201	PW - Clallam Bay/Sekiu Sewer 41401	PW - Carlsborg Sewer 42401	ER&R 50301	Grand Total
00100.511--General Fund--HHS- Environmental Health																		
1																		
Autoclave, Hot Air Oven, Water Bath, ICP-OES Metal Testing, Allowance for Installation	$ 90,000																	$ 90,000
00100.811--General Fund--Sheriff - Operations																		
1																		
Capital Outlay- ER&R Additional Funding Needed to Cover Cost of Planned Vehicle Replacement	$ 63,686																	$ 63,686
Capital Outlay- Vehicle Equipment for new patrol cars	$ 88,000																	$ 88,000
Capital Outlay-2 Additional vehicles for 2 new Patrol Deputy hires	$ 130,000																	$ 130,000
2																		
Capital Outlay- Portable radio replacement plan	$ 54,400																	$ 54,400
00100.813--General Fund--Sheriff - Animal Control																		
1																		
Animal Control Capital Outlay- ER&R Additional Funding Needed to Cover Cost of Planned Vehicle Replacement	$ 13,060																	$ 13,060
Animal Control Capital Outlay- Vehicle Equipment for new patrol cars	$ 12,000																	$ 12,000
00100.815--General Fund--Sheriff - Jail																		
2																		
Capital Outlay - Jail Guard1 PIPE hardware upgrade	$ 8,140																	$ 8,140
Capital Outlay - additional camera purchase and installation	$ 10,000																	$ 10,000
Capital Outlay - Jail Booking room workstations replacement	$ 7,560																	$ 7,560
00100.817--General Fund--Sheriff - Emergency Services																		
1																		
Capital Outlay - ARES Program Equipment	$ 10,000																	$ 10,000
Capital Outlay- Emergency Management response vehicle replacement	$ 30,000																	$ 30,000
00100.861--General Fund--Superior Court																		
1																		
Clerk Bench Remodel - Courtroom 1	$ 11,200																	$ 11,200
00100.871--General Fund--District Court I																		
3																		
Capital Outlay--Lobby Display	$ 10,000																	$ 10,000
00100.911--General Fund--Parks and Facilities																		
1																		
John Deere Gator HPX815E	$ 18,451																	$ 18,451
John Deere Tractor with Loader/Mower	$ 126,679																	$ 126,679
RV Bunk House Model - Dungeness Recreation Area location	$ 35,000																	$ 35,000
2																		
John Deere Gator HPX815E	$ 18,451																	$ 18,451
00100.912--General Fund--Parks and Facilities - Fair																		
2																		
John Deere Tractor with Loader and Finish Mower	$ 78,624																	$ 78,624
10101.611 PW - ROADS																		
2																		
REET-SUPPORTED ROADS PROJECTS								$ 500,000										$ 500,000
REET-SUPPORTED ROADS PROJECTS--SUPPLEMENTAL REQUEST								$ 200,000										$ 200,000
REET-SUPPORTED ROADS PROJECTS--Supplemental Request to Construct Towne Road on top of the Relocated Dungeness River Levee								$ 400,000										$ 400,000
11003.811--Sheriff - Boating Safety																		
1																		
VRF Fund Capital Outlay-Vessel Replacement/Equipment - Grant Eligible Costs		$ 156,658																$ 156,658
11004.811--Sheriff - VRF Boating Program																		
1																		
VRF Fund Capital Outlay-Vessel Replacement/Equipment - Grant Ineligible Costs			$ 28,787															$ 28,787
11065.811--Sheriff - OPSCAN Operations																		
1																		
Capital Outlay-Radio Network Equipment				$ 177,000														$ 177,000
12401.221--Auditor - Document Preservation																		
1																		
Recorded Document Imaging Project					$ 300,000													$ 300,000
19961.291--NonDept - American Rescue Plan Act																		
1																		
Bipolar Ionization Air Purification Sys						$ 250,000												$ 250,000
30101.911--Parks and Facilities - Real Estate Excise Tax Projects																		
1																		
Costs To Design and Engerneer New Medical Office and Exam Room for the Jail							$ 75,000											$ 75,000
Facilities-Courthouse Pressure Wash Exterior							$ 45,000											$ 45,000
Facilities-Courthouse VAV Air System Box Replacement							$ 150,000											$ 150,000
Facilities-Floor Covering							$ 40,000											$ 40,000
Facilities-Jail Lock Repair & Replacement							$ 35,000											$ 35,000
Facilities-Juvenile Membrane Roof Replacement							$ 725,000											$ 725,000
Fairgrounds-Art Barn Roof Replacement							$ 120,000											$ 120,000
Fairgrounds-Site Security Lighting & Power							$ 100,000											$ 100,000
2																		
Cost To Restore Old Juvenile Building To Office Space							$ 300,000											$ 300,000
Parks-Road Development and Repair							$ 10,000											$ 10,000
Parks-Trail Development and Repair							$ 10,000											$ 10,000
30201.911--Parks and Facilities - Real Estate Excise Tax Projects 2																		
1																		
Facilities-Courthouse -Electric Charging Stations (3)								$ 25,000										$ 25,000

CLALLAM COUNTY

2023 PROPOSED FINAL CAPITAL OUTLAY BUDGET--BY FUND

PROPOSED CAPITAL REQUESTS TO INCLUDE 2023 BUDGET

Include in 2023 Budget? Y

2023 (Multiple Items)

Sum of 2023 **Row Labels**	General Fund **Column Labels** **00100**	Boating Safety **11003**	VRF Boating **11004**	OPSCAN **11065**	Auditor-Document Preservation **12401**	ARPA **19961**	REET 1 **30101**	REET 2 **30201**	Dungeness Off-Channel Reservoir **30401**	Parks/ Facilities Capital Projects **30501**	IT Capital Projects **30701**	Broadband Infrastructure **30805**	DCD - Carlsborg Water Mitigation **30901**	PW - Solid Waste **40201**	PW - Clallam Bay/Sekiu Sewer **41401**	PW - Carlsborg Sewer **42401**	ER&R **50301**	**Grand Total**	
Facilities-Courthouse Replacement of Irrigation/Planters/Sidewalks								$ 300,000										$ 300,000	
30401.331--Public Works -Dungeness Off Channel Reservoir																			
1																			
Dungeness Off-Channel Reservoir									$ 5,173,000									$ 5,173,000	
30501.911--Parks and Facilities - Capital Projects																			
1																			
Capital Outlay- New EOC building Placeholder										$ 3,540,000								$ 3,540,000	
Facility Building Security & Safety Assessment Study										$ 70,000								$ 70,000	
Fairgrounds Shower Upgrades										$ 35,000								$ 35,000	
Office Space Reconfiguration/Expansion Placeholder										$ 250,000								$ 250,000	
Unanticipated Projects PFF										$ 118,000								$ 118,000	
2																			
Replace Failed Pile At Lake Pleasant										$ 50,000								$ 50,000	
Replace Rotting Pile At Camp David JR										$ 50,000								$ 50,000	
30701.411--Information Tech - Capital Projects																			
1																			
Cisco Functional License Renewal and configuration services											$ 96,420							$ 96,420	
Cisco switch replacement											$ 161,000							$ 161,000	
Network Device Replacement											$ 66,700							$ 66,700	
Tyler Permit Planning System											$ 30,000							$ 30,000	
Wireless Network Upgrade / Expansion											$ 99,800							$ 99,800	
2																			
Microsoft InTune Deployment Services											$ 29,100							$ 29,100	
PC Replacement Cycle - laptops, desktops, tablets, zero clients, monitors, etc.											$ 90,000							$ 90,000	
Phone System Upgrade											$ 6,500							$ 6,500	
UPS - DR site (uninterrupt. pwr supply)											$ 12,000							$ 12,000	
3																			
Copiers (other department copiers not separately scheduled elsewhere)											$ 42,600							$ 42,600	
Server Hardware Replacement											$ 10,000							$ 10,000	
30805.611--PW - Broadband Infrastructure																			
1																			
Broadband Infrastructure Grant Project												$ 6,317,274						$ 6,317,274	
30901.331--Comm Dev - Carlsborg Water Mitigation																			
1																			
Carlsorg Deep Water Well													$ 150,000					$ 150,000	
40201.611--PW - Solid Waste																			
3																			
County Solid Waste Management Plan Implementation (organics current conditions study, Organics Reduction Plan, other)														$ 60,000				$ 60,000	
41401.611--PW - Clallam Bay-Sekiu Sewer																			
1																			
Collection System Repair & Replacement Project															$ 2,000,000			$ 2,000,000	
Replace Driveshaft Bearings for Four Rotating Biological Contactors															$ 80,000			$ 80,000	
2																			
Sewer Pump Station Repair & Replacement Project															$ 470,000			$ 470,000	
Spectrometer for Nutrient Removal Testing															$ 6,000			$ 6,000	
42401.611--PW - Carlsborg Sewer																			
3																			
Gupster Road Pressure Sewer Line Extension (Phase 1) REET Funded																$ 250,000		$ 250,000	
Village Lane Sewer Line Extensions																$ 240,000		$ 240,000	
50301.611--PW--ER&R																			
1																			
Capital Outlay-General Site Maintenance																	$ 180,000	$ 180,000	
Capital Outlay-Schedule C Projected Equipment Replacement--GENERAL FUND FUNDED																	$ 257,000	$ 257,000	
Capital Outlay-Schedule C Projected Equipment Replacement--ROADS FUNDED																	$ 1,480,000	$ 1,480,000	
Grand Total	$ 815,250	$ 156,658	$ 28,787	$ 177,000	$ 300,000	$ 250,000	$ 1,610,000	$ 1,425,000	$ 5,173,000	$ 4,113,000	$ 644,120	$ 6,317,274	$ 150,000	$ 60,000	$ 2,556,000	$ 490,000	$ 1,917,000	$ 26,183,089	
BEGINNING FUND BALANCE		$ 8,205	$ 145,294	$ 715,017	$ 620,673	$ 7,667,073	$ 1,970,488	$ 931,650	$ 442,172	$ 243,458	$ 92,597	$ -	$ -	$ 10,000	$ 15,000	$ 185,336	$ 1,825,000		
INFLOW FUNDING		$ 20,647	$ 25,210	$ 398,232	$ 130,000	$ 25,000	$ 1,135,000	$ 1,157,000	$ 2,450,000	3,588,000	$ -	$ -	$ -	$ 41,550	$ 577,388	$ 125,011	$ 3,416,447		
EXPENDITURES (BEFORE CAPITAL)		$ (23,310)	$ (63,933)	$ (259,144)	$ (122,677)	$ (7,442,073)	$ -	$ -	$ (1,655,363)	$ -	$ -	$ -	$ -	$ (81,371)	$ (771,624)	$ (256,626)	$ (2,604,996)		
CAPITAL OUTLAYS (PER ABOVE)		$ (156,658)	$ (28,787)	$ (177,000)	$ (300,000)	$ (250,000)	$ (1,610,000)	$ (1,425,000)	$ (5,173,000)	$ (4,113,000)	$ (644,120)	$ (6,317,274)	$ (150,000)	$ (60,000)	$ (2,556,000)	$ (490,000)	$ (1,917,000)		
ENDING FUND BALANCE, BEFORE ADDITIONAL FUNDING		$ (151,116)	$ 77,784	$ 677,105	$ 327,996	$ -	$ 1,495,488	$ 663,650	$ (3,936,191)	$ (281,542)	$ (551,523)	$ (6,317,274)	$ (150,000)	$ (89,821)	$ (2,735,236)	$ (436,279)	$ 719,451		
TRANSFERS BETWEEN FUNDS		$ 31,332								$ 1,281,542								$ 3,114,240	From General Fund
OTHER GRANTS/LOAN FUNDING		$ 125,327					$ 62,500		$ 4,206,425			$ 6,317,274		$ 60,000	$ 2,006,000				
ADDITIONAL REET FUNDING REQUIRED							$ (650,000)						150000		$ 500,000				
OPPORTUNITY FUND FUNDING REQUIRED																$ 490,000			
GENERAL FUND FUNDING REQUIRED	$ 815,250	$ -	$ -	$ -	$ -	$	$ -	$ -	$ -	$ -	$ 551,523	$ -	$ -	$ 37,958	$ 396,635	$ -	$ -	$ 1,801,367	
ENDING FUND BALANCE--ADJUSTED		**$ 5,542**	**$ 77,784**	**$ 677,105**	**$ 327,996**	**$ -**	**$ 907,988**	**$ 663,650**	**$ 270,234**	**$ 1,000,000**	**$ -**	**$ 0**	**$ -**	**$ 8,137**	**$ 167,399**	**$ 53,721**	**$ 719,451**		
MINIMUM FUND BALANCE REQUIRED BY POLICY (10% OF TOTAL EXPENDITURES FOR THOSE FUNDS WITH PAYROLL)					$ 42,268									$ 8,137	$ 167,399	$ 25,663	$ 260,500		

Transfers for the 2023 Clallam County Budget

#	Fund	Description	Account				Debit	Credit
1	19913.291.	Trial Court Improvements	59723.00.0010	Transfer	to	Jail	40,000	
	00100.815.	Jail	39723.00.0010	Transfer	from	Trial Court Improvements		40,000
2	00100.293.	General Fund Reserves	59768.00.0000	Transfer	to	PW - Flood Conrol	70,601	
	10135.611	PW - Flood Control	39768.00.0000	Transfer	from	General Fund Reserves		70,601
3	00100.293	General Fund Reserves	59766.00.1000	Transfer	to	HHS - Chemical Dep/Mental Health	6,211	
	11323.511	HHS - Chemical Dep/Mental Health	39766.00.1000	Transfer	from	General Fund Reserves		6,211
4	00100.293.	General Fund Reserves	59717.00.0000	Transfer	to	Employee Health Care	19,000	
	50601.461	Employee Health Care Benefit	39717.00.0000	Transfer	from	General Fund Reserves		19,000
5	29500.231.	LID 3rd Street Sewer Line	59752.00.0000	Transfer	to	Opportunity Fund	3,000	
	19941.291.	Opportunity Fund	39752.00.0000	Transfer	from	LID 3rd Street Sewer Line		3,000
6	10101.611	Public Works - Roads	59717.00.0010	Transfer	to	Employee Health Care Benefit	2,000	
	10135.611.	Public Works - Flood Control	59717.00.0010	Transfer	to	Employee Health Care Benefit	5	
	40201.611.	Public Works - Solid Waste	59717.00.0010	Transfer	to	Employee Health Care Benefit	50	
	41401.611.	Public Works - Clallam Bay Sekiu Sewer	59717.00.0010	Transfer	to	Employee Health Care Benefit	340	
	42401.611.	Public Works - Carlsborg Sewer	59717.00.0010	Transfer	to	Employee Health Care Benefit	500	
	50301.611.	Public Works - Equipment Rental Revolving	59717.00.0010	Transfer	to	Employee Health Care Benefit	1,555	
	50601.461.	Employee Health Care Benefit	39717.00.0010	Transfer	from	Public Works		4,450
7	30301.331	Lwr Dungeness Floodplain	59714.00.0080	Transfer	to	General Fund Reserves	4,683,019	
	00100.293	General Fund Reserves	39714.00.0080	Transfer	from	Lwr Dungeness Floodplain		4,683,019
8	00100.293.	General Fund Reserves	59762.00.0000	Transfer	to	Health and Human Services	400,000	
	11301.511	Health and Human Services	39762.00.0000	Transfer	from	General Fund Reserves		400,000
9	00100.293	General Fund Reserves	59714.00.0090	Transfer	to	Dungeness Reservoir	2,450,000	
	30401.331	Dungeness Reservoir	39714.00.0090	Transfer	from	General Fund Reserves		2,450,000
10	30401.331	Dungeness Reservoir	59714.00.0100	Transfer	to	General Fund Reserves	1,650,000	
	00100.293	General Fund Reserves	39714.00.0100	Transfer	from	Dungeness Reservoir		1,650,000
11	00100.293.	General Fund Reserves	59735.00.0060	Transfer	to	Solid Waste	6,500	
	40201.611	Solid Waste	39735.00.0060	Transfer	from	General Fund Reserves		6,500
12	00100.293	General Fund Reserves	59718.00.0100	Transfer	to	Law Library	15,037	
	11401.821	Law Library	39718.00.0100	Transfer	from	General Fund Reserves		15,037
13	00100.293	General Fund Reserves	59712.00.0030	Transfer	to	Local Crime Victim Comp	67,000	
	11701.841	Local Crime Victim Comp	39712.00.0030	Transfer	from	General Fund Reserves		67,000
14	00100.293	General Fund Reserves	59735.00.0015	Transfer	to	Clallam Bay Sekiu Sewer	250,000	
	41401.611	Clallam Bay Sekiu Sewer	39735.00.0015	Transfer	from	General Fund Reserves		250,000
15	41401.611	Clallam Bay Sekiu Sewer	59735.00.0016	Transfer	to	General Fund Reserves	250,000	
	00100.293	General Fund Reserves	39735.00.0016	Transfer	from	Clallam Bay Sekiu Sewer		250,000
16	30101.911	Real Estate Excise Tax	59735.00.0060	Transfer	to	Carlsborg Water Mitigation	150,000	
	30901.331	Carlsborg Water Mitigtion	39735.00.0090	Transfer	from	Real Estate Excise Tax		150,000
17	00100.293	General Fund Reserves	59771.00.0000	Transfer	to	Veterans Relief	96,000	
	19914.291	Veterans Relief	39771.00.0000	Transfer	from	General Fund Reserves		96,000
18	00100.293	General Fund Reserves	59773.00.0005	Transfer	to	VRF Boating Program	125,000	
	11004.811	VRF Boating Program	39773.00.0005	Transfer	from	General Fund Reserves		125,000
19	11004.811	VRF Boating Program	59714.00.0015	Transfer	to	General Fund Reserves	125,000	
	00100.293	General Fund Reserves	39714.00.0015	Transfer	from	VRF Boating Program		125,000
							10,410,818	10,410,818