



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, September 12, 2023 – 10:00 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: <https://www.clallamcountywa.gov/669/Live-Archived-Meetings-Online>

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA ? Any Commissioner may remove items for discussion

- 1a. Approval of vouchers for the week of September 4

Approval of vouchers 

- 1b. Approval of minutes for the week of September 4

Approval of minutes 

- 1c. Letter to Bureau of Justice Assistance to decline Adult Drug Court and Veterans Treatment Court Discretionary Grant Program

Letter 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a. Rental Agreement with Richard B. Beers for leased hanger space in Sequim

Rental Agreement 

- 2b. Agreement amendment B with Department of Commerce for Multi-Jurisdictional Gang-drug Task Force

Agreement 

BIDS AND AWARDS

- 3a. Bid opening ? Clallam County Courthouse VAV Upgrade Project

Bid opening 

PUBLIC WORKS

- 4a. Recreation and Conservation Office Resolution for Local Parks Maintenance Grant Projects ? Olympic Discovery Trail and Salt Creek Recreation Area

Resolution 

BUDGET

- 5a. Notice that the following budget revisions will be adopted by Resolution on September 26:
Sheriff - Jail
? Contracted costs for Norpoint Services to provide courthouse security for the month of July 2023/\$18,590
? Contracted costs for Norpoint Services to provide courthouse security for the month of August 2023/\$20,570
NonDept - American Rescue Plan Act - Reallocation of American Rescue Plan Act (ARPA) funding expected to be provided for the PUD Carlsborg/Van-Lan water system project and to North Olympic Regional Veteran's Housing Network (NORVHN) under its amended agreement/\$140,000

Budget revisions 

- 5b. Notice that the following supplemental appropriations will be adopted by Resolution on September 26:
Juvenile Services
? State revenue share from Special Sex Offender Disposition program. Clallam County exceeded our estimated caseload resulting in increased reimbursement of cost per participant for supervision and treatment services/\$31,494
? Unanticipated Community Prevention Wellness Initiative (CPWI) funds through the Health Care Authority (HCA)/\$101,264
Sheriff - Emergency Services - Expenditures and reimbursement revenue received from state contract E23-089 Sate Homeland Security Program Grant FY22 for salary and benefits, purchase of a ballistic shield rated for rifle rounds, operational supplies, grant administration time, and county indirects/\$50,455

Supplemental appropriations 

- 5c. Resolution calling for a hearing to be held September 26 at 10:30 a.m. for the following debatable emergencies:
NonDepartmental - Additional funding needed to cover leave payouts to separating and retiring employees which have occurred at a higher amount than anticipated in the 2023 Budget/\$50,000
Assessor - Upgrade to existing mapping imagery in software system (PACS)/\$5,097
Parks and Facilities - REET - Out of scope project costs exceeded estimates including access control replacements being added to the Juvenile Services facility as a project change order/\$198,262
Public Works - Bullman Beach Water System - Funding needed to cover staff efforts related to

the Request for Proposals process, procurement of a new pump with associated installation costs, and expected staff time for chlorine calculations and AsBuilt correction measurements/\$25,000

Debatable emergencies 

HEARING(S) ? Beginning at 10:30 a.m.

H1. Ordinance amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule ? Records Fees 110-A

Ordinance 

H2. Proposed Ordinance titled Signs

Ordinance 

PUBLIC COMMENT ? Please limit comments to three minutes

EXECUTIVE SESSION

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

The following meetings are scheduled for the Board of Commissioners September 11 - 15:

Monday, September 11:

9:00 a.m. Work Session

12:00 p.m. WSAC Virtual Update

12:30 p.m. Executive Session

Tuesday, September 12:

10:00 a.m. Board Meeting

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

12:00 p.m. Employee Ice Cream Social

Wednesday, September 13:

8:00 a.m. Coffee with Colleen

Thursday, September 14:

1:00 p.m. KONP Radio Show

INSTRUCTIONS FOR SPEAKING AT A COMMISSIONERS' MEETING:

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

These guidelines are intended to promote an orderly system for conducting a public hearing so that each person has an opportunity to be heard and to ensure that exercising their right of free speech

embarrasses no one.

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



1a
SEP 11 2023

Date of report: September 6, 2023

General	\$29,666.71
Other	\$262,092.51
Total	\$291,759.22

STATE OF WASHINGTON

County of Clallam

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

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____ 2023.

SHOONA RIGGS COUNTY AUDITOR

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

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

MARK OZIAS, Chair

MIKE FRENCH

RANDY JOHNSON

TODD MIELKE (County Administrator)

Weekly Expenditures

September 4 - 8, 2023

Fund #	Department	Expenditures		Use Tax	
		General Fund	Other	General Fund	Other
00100.211	Assessor	845.23			
00100.241/291	Commissioners (BOCC)	540.84			
19914.291	BOCC - Veterans Relief		2,863.00		
19961.291	BOCC - American Rescue Plan Act		73,474.76		
00100.331-334	Dept. of Community Develop't (DCD)	248.36			
00100.871	District Court I	16.84			
11301.511	Health & Human Services (HHS)		1,704.47		
00100.511	HHS - Environmental Health	6,048.26			
11323.511	HHS - Chem Dep/Mental Hlth		18,302.05		
11331.511	HHS - Developmental Disabilities		600.00		
00100.461	Human Resources (HR)	964.20			
50401.461	HR - Risk Management		11,566.20		
00100.851	Juvenile Services	3,990.78			
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		308.45		24.60
00100.841-843	Prosecuting Attorney	5,718.87			
	Public Works (PW)				
10101.611	PW - Roads		88,030.03		
41401.611	PW - Clallam/Sekiu Sewer		31,867.79		
42401.611	PW - Carlsborg Sewer		99.59		
43401.611	PW - Bullman Beach Water System		1,980.62		
50301.611	PW - ER&R (Equip't Rental & Revolving)		29,008.78		
00100.811-815,817	Sheriff	5,398.78			
00100.816	Sheriff - Jail Medical	5,894.55			
11065.811	Sheriff - OPSCAN Operations		2,140.48		
11080.811	Sheriff - Inmate Commissary		111.84		9.85
Total		29,666.71	262,058.06	-	34.45

VISA Current Charges:

Statement Date:

Report Reconciliation		Totals			
Total	291,724.77	General Fund	29,666.71		
Final Check Lists	291,724.77	Non-GF	262,092.51		
Difference	-	VISA Charges	-		
		Grand Total	291,759.22	Use Tax	34.45

Prepared by: _____

Sara DeBiddle, Clallam County Auditor's Office

COPY

Invoice History Use Tax Report
CLALLAM COUNTY

Tran Date	Vendor Name	Invoice / Credit Memo No.	Doc Group	Taxable Amount	Tax Amount	Invoice Total
9/12/2023	SWANSONS SERVICES CORP.	1750814	jkoon	61.42	5.41	61.42
9/12/2023	SWANSONS SERVICES CORP.	1753014	jkoon	50.42	4.44	50.42
9/12/2023	U S BANK	722073	cstjohn	279.56	24.60	279.56
Totals:				391.40	34.45	391.40

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09/06/2023 8:48:59AM

Final Check List
CLALLAM COUNTY

Assessor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	9/12/2023	0000947	MARSHALL & SWIFT, BOECH, 67326 M&S 2023	8/30/2023	MARSHALL ANS SWIFT RESII	845.23	845.23
Sub total for U S BANK:							845.23

0.00
291.72
2.86
5.89
7.65
33.94
88.03
29.00
5.71
308.45
3,990.78
12,530.40
26,654.78
16.84
248.36
74,015.60
845.23
0.00

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Final Check List
CLALLAM COUNTY

BOCC

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0000289	CDW GOVERNMENT, INC.	DT11087	8/30/2023	BOCC BOARD ROOM VIDEO	1,364.89	1,364.89
9/12/2023	0000753	PENINSULA HOUSING AUTH	SH52307312023	8/30/2023	JULY PAYMENT PER CONTRA	31,064.08	31,064.08
9/12/2023	0001632	U S POSTMASTER	Jury 8/30/2023	8/30/2023	1,000 SUMMONS @ .493	493.00	493.00
9/12/2023	0027395	NORTH OLYMPIC REGIONAL	VARPA Vet Rel 8/	8/30/2023	ARPA FUNDING FOR HOMELE	40,000.00	40,000.00
9/12/2023	0030587	B&H PHOTO VIDEO	215836137	8/30/2023	BOCC BOARD ROOM VIDEO	1,045.79	1,045.79
9/12/2023	0046683	ODP BUSINESS SOLUTIONS	L324812110001	8/30/2023	DRAWER ORGANIZER	32.62	
			324158302001	8/30/2023	BINDERS	15.22	47.84
Sub total for U S BANK:							74,015.60

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Final Check List
CLALLAM COUNTY

DCD

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0039090	GUSSMAN, JOHN	2185	8/29/2023	G145 TASK 1 ADMIN	50.00	50.00
9/12/2023	0046683	ODP BUSINESS SOLUTIONS	L325482335001	8/10/2023	LRP OFFICE SUPPLY	69.61	
			326611647001	8/16/2023	ADMIN OFFICE SUPPLY	61.76	
			325482475001	8/10/2023	LRP OPERATING SUPPLY	43.07	174.44
9/12/2023	0048812	HAVEL, TIM	HAVEL 8-18-23	8/18/2023	CE OPERATING SUPPLY FOR	23.92	23.92
Sub total for U S BANK:							248.36

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Final Check List
CLALLAM COUNTY

District Court I

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	9/12/2023	0003410	LEMAY MOBILE SHREDDING 4803966S185	8/1/2023	LEMAY SHREDDING	16.84	16.84
Sub total for U S BANK:							16.84

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Final Check List
CLALLAM COUNTY

HHS

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0004046	CAPITOL CITY PRESS, INC.	152839	8/24/2023	WATER LAB - COLIFORM BAC	789.70	789.70
9/12/2023	0000336	CLALLAM CONSERVATION DIST	EPA23-PIC8	8/2/2023	WATER QUALITY - 07/2023 DC	3,009.23	3,009.23
9/12/2023	0000360	CLALLAM COUNTY ER&R	2023.253E	8/22/2023	ONSITE - MONTHLY VEHICLE	1,368.00	1,368.00
9/12/2023	0001716	DEPT OF ENTERPRISE SVCS	71143243	8/23/2023	ONSITE - INVESTIGATOR TR	460.00	460.00
9/12/2023	0036231	FISHER SCIENTIFIC COMPAN	5444201	8/17/2023	WATER LAB - LAB SUPPLIES	421.33	421.33
9/12/2023	0000546	EXPRESS SERVICES, INC	29488452	8/16/2023	HOPS - EXTRA HELP	1,279.20	1,279.20
9/12/2023	0001012	MOODY, TINA	TM PL 08-23-23	8/23/2023	HOPS - PROFESSIONAL LICE	145.00	145.00
9/12/2023	0001499	TAYLOR COMMUNICATIONS	IIV1039471	8/18/2023	HOPS - BIRTH CERTIFICATE I	175.93	175.93
9/12/2023	0033201	WESTSIDE PIZZA	WP 8-25-23	8/25/2023	HOPS - HRHC SUPPORT GRC	104.34	104.34
9/12/2023	0001252	PORT ANGELES, CITY OF	11323-22-23-PAI	8/16/2023	CD/MH - COMMUNITY PARAM	8,807.68	
			11323-22-23-PAI	8/16/2023	CD/MH - COMMUNITY PARAM	8,493.12	17,300.80
9/12/2023	0001763	WEST END OUTREACH	11323-22-23-WE	8/8/2023	CD/MH - LOW INCOME BEHA	1,001.25	1,001.25
9/12/2023	0000355	CLALLAM COUNTY PARKS, FAPFF	08-2023	8/24/2023	DDD - FAIR TICKETS FOR PR	600.00	600.00
Sub total for U S BANK:							26,654.78

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Final Check List
CLALLAM COUNTY

HR

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0025115	RADIA INC PS	DOS 81123 BM	8/30/2023	DOS 81123 BM	273.80	273.80
9/12/2023	0045292	BATES, JERRY	00067	8/30/2023	INV 00067	1,900.00	1,900.00
9/12/2023	0045805	NEXTREQUEST	Q-47586-1	8/30/2023	QUOTE Q-47586-1	8,807.40	8,807.40
9/12/2023	0046683	ODP BUSINESS SOLUTIONS	L325844233001	8/30/2023	325844233001	636.72	
			325844814001	8/30/2023	325844814001	304.60	
			325844825001	8/30/2023	325844825001	16.36	
			325844828001	8/30/2023	325844828001	6.52	964.20
9/12/2023	0048305	MASON, KENNEDY	81723	8/30/2023	INV 81723	585.00	585.00
Sub total for U S BANK:							12,530.40

Juv Svcs

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0001547	SYSCO FOOD SERVICES OF	555153872	8/23/2023	DET FOOD & SUPPLIES	907.97	907.97
9/12/2023	0002030	WAJCA, ANGIE HOLLIS TREAS	JCA-SUMMER2	8/22/2023	REGISTRATION	383.82	383.82
9/12/2023	0017787	DAIRY FRESH FARMS INC	8122322716	8/15/2023	DET FOOD	112.51	
			8122323410	8/22/2023	DET FOOD	94.85	207.36
9/12/2023	0028157	CENTER FOR CHILDREN & YC	BECCA-2025	8/8/2023	REGISTRATION	500.00	500.00
9/12/2023	0037240	OLIVER, MICHAEL	082423MO	8/24/2023	TRVL/TRNG-REIMB	203.50	203.50
9/12/2023	0041149	SEATTLE CHILDREN'S HOSPI	1551431	8/14/2023	MED SUPPLIES	1,709.27	1,709.27
9/12/2023	0041605	HOME DEPOT PRO	760119156	8/14/2023	DET SUPPLIES	78.86	78.86
Sub total for U S BANK:							3,990.78

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Final Check List
CLALLAM COUNTY

Nox Weeds

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	9/12/2023	0020849	U S BANK	722073	8/28/2023	EYE WASH BOTTLES AND BL	279.56	
				S1000889962	8/28/2023	GAITERS FOR MEG; FS = \$28	28.89	308.45
						Sub total for U S BANK:		308.45

Prosecutor

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0000546	EXPRESS SERVICES, INC	29466389	8/30/2023	EXPRESS SERVICES	550.46	550.46
9/12/2023	0001252	PORT ANGELES, CITY OF	74359-155474 8	8/30/2023	CITY OF PA 74359-155474	214.51	214.51
9/12/2023	0005958	KING COUNTY SHERIFF'S OFI	00596086	8/30/2023	PERSONAL SERVICE FEE	107.00	107.00
9/12/2023	0021190	CLACKAMAS COUNTY SHERII	2350006005	8/30/2023	PROCESS SERVER FEE	50.00	50.00
9/12/2023	0045735	PACIFIC NW FORENSIC PATH	2023-CO-213	8/30/2023	CORONER / AUTOPSY FEES	2,100.00	
			223-CO-211	8/30/2023	CORONER / AUTOPSY	2,100.00	4,200.00
9/12/2023	0046683	ODP BUSINESS SOLUTIONS	L323616036001	8/30/2023	OFFICE SUPPLIES	301.91	
			323630717001	8/30/2023	OFFICE SUPPLIES	39.83	341.74
9/12/2023	0047008	CINCOTTO, KARI	CINCOTTO08/2	8/30/2023	MILEAGE REIMBURSEMENT	41.27	41.27
9/12/2023	0047168	MILLETT, NATHAN	00069214	8/30/2023	REIMBURSEMENT FOR NATH	151.67	151.67
9/12/2023	0048779	STADLER, NATALYA	STADLER08/30/	8/30/2023	MILEAGE REIMBURSEMENT	62.22	62.22
Sub total for U S BANK:							5,718.87

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0000091	ANGELES MILLWORK & LUMB	338202	8/28/2023	Propane - PA 830	20.82	20.82
9/12/2023	0000099	A-1 AUTO PARTS	1448671	8/23/2023	Tap & die, sockets - SQ 110	99.61	99.61
9/12/2023	0000172	BAXTER A/P OFFICE	15663-52365	8/30/2023	Brake fluid - PA	36.85	36.85
9/12/2023	0000225	BRABER EQUIPMENT LTD	3035753	6/26/2023	Flail blade - PA 453	2,166.50	2,166.50
9/12/2023	0000677	GRAINGER INC	9803187203	8/14/2023	Strap wrench - PA	109.08	109.08
9/12/2023	0000848	PAPE KENWORTH NORTHWE	14112604	8/18/2023	Clutch, core - PA 242	2,394.42	
			14102884	8/15/2023	Sensor - PA 204	2,369.42	
			14114014	8/19/2023	Paccar fuel - PA Stores	227.30	4,991.14
9/12/2023	0001255	PRICE FORD LINCOLN MERCI	5050209	8/29/2023	Engine bracket - PA S344	141.18	
			5050210	8/29/2023	Engine bracket - PA S340	141.18	282.36
9/12/2023	0001300	PUBLIC UTILITY DISTRICT	9896-082423	8/24/2023	Electric Utility Chrg- 160 Grant	419.07	
			21685/082223	8/22/2023	Electric utility charges-51 Bedro	356.14	
			109032/082423	8/24/2023	Electric utility - Gravel Pit Rd 20	50.43	825.64
9/12/2023	0001405	LES SCHWAB TIRE CENTERS	38000818215	8/30/2023	Tire installation - LC 208	5,260.11	
			38000818214	8/30/2023	Tire installation - LC 754	1,595.47	6,855.58
9/12/2023	0001551	TACOMA SCREW PRODUCTS	100225319-00	8/15/2023	Misc supplies - LC	684.57	684.57
9/12/2023	0001781	WHITEHEADS AUTO PARTS IN	266408	8/30/2023	Fluid filters - LC 440	81.95	
			265974	8/24/2023	Horn - LC 178	52.65	
			265944	8/24/2023	Trailer wire - LC 910	28.59	163.19
9/12/2023	0003724	ECOLUBE RECOVERY LLC	1017082223	8/24/2023	Used oil recovery - PA	402.75	402.75
9/12/2023	0004211	CENTURYLINK	4295169B/08232	8/23/2023	Phone services - ER&R 169B P	41.17	41.17
9/12/2023	0005032	OWEN EQUIPMENT COMPAN	00111948	8/24/2023	Nozzels, pumps - PA 401	1,758.99	1,758.99
9/12/2023	0017663	ARAMARK UNIFORM SVCS IN	5120307517	8/29/2023	Laundry service - PA	19.93	19.93
9/12/2023	0022435	RACE STREET AUTO PARTS	644712-23	8/30/2023	Brake pads, rotor, filters - PA S	498.99	
			642001-23	8/10/2023	Fuel filters - All All fuel islands	235.18	
			642991-23	8/16/2023	Carb cleaner - PA	208.89	
			644715-23	8/30/2023	Transmission Fluid - PA S301	151.20	
			644737-23	8/30/2023	Front Brake Pads - PA S301	124.51	
			644513-23	8/29/2023	Solenoid - PA 552	62.84	
			644713-23	8/30/2023	Degreaser - PA	32.61	
			644469-23	8/28/2023	Oil filter - PA CG7	22.60	1,336.82
9/12/2023	0036098	O'REILLY AUTO PARTS	2750-450710	8/24/2023	Cabin filter - PA 183	21.62	21.62
9/12/2023	0038374	IRONCLAD COMPANY	16765	7/31/2023	Tube Brooms - PA Stores	3,285.76	3,285.76
9/12/2023	0043469	PETROCARD	0495778-IN	8/15/2023	Tubes - LC	201.68	201.68

Bank : apbank U S BANK

(Continued)

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
9/12/2023	0044360	OSW EQUIPMENT AND REPAI	528043	8/22/2023	Spinner motor - PA 1722	1,217.31	1,217.31
9/12/2023	0047582	WEST HILLS FORD MAZDA	813085/2	8/21/2023	Engine repair - PA S341	4,487.41	4,487.41
Sub total for U S BANK:							29,008.78

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0000039	ALBINA FUEL	0303793-IN	8/17/2023	CHIP SEALING-PA	19,956.58	
			0303813-IN	8/17/2023	CHIP SEALING-PA	19,811.40	39,767.98
9/12/2023	0000091	ANGELES MILLWORK & LUMB	337816	8/22/2023	FIELD SUPPLIES- TRAIL	14.66	14.66
9/12/2023	0000331	CLALLAM COUNTY AUDITOR	23-156328	8/25/2023	WISE CREEK RECORDING	407.00	407.00
9/12/2023	0000674	GOVCONNECTION, INC.	74325049	7/20/2023	HP COLOR LASER JET	3,212.58	3,212.58
9/12/2023	0001138	OLYMPIC PENINSULA TITLE	C126455-TO-1	8/30/2023	OWNER'S POLICY - NKA SWE	660.42	
			126456-TO-1	8/30/2023	OWNER'S POLICY - 52 SWED	660.42	1,320.84
9/12/2023	0001156	OLYPEN INC	230830-0019	8/30/2023	OLYPEN SERVICE 9/10/23-10/	161.25	161.25
9/12/2023	0001258	PORT ANGELES POWER EQU	56025-082223	8/22/2023	FIELD SUPPLIES- TRAIL	725.42	725.42
9/12/2023	0001551	TACOMA SCREW PRODUCTS	100227126-101C	8/22/2023	SUPPLIES LC	69.54	69.54
9/12/2023	0001740	WSU EXTENSION OF CLALLA	JOJULY.23	8/22/2023	07/23 ROADSIDE WEED MAN.	4,769.93	4,769.93
9/12/2023	0003816	JOHNSON, TIM	JOHNSON-CDL	8/25/2023	T JOHNSON REIMBURSEMNE	180.00	180.00
9/12/2023	0005032	OWEN EQUIPMENT COMPAN	'00111801	8/11/2023	BROOM BEAR	12,575.37	12,575.37
9/12/2023	0017663	ARAMARK UNIFORM SVCS IN	5120307518	8/29/2023	LAUNDRY SERVICE-PA	16.32	16.32
9/12/2023	0021386	STAPLES ADVANTAGE	3544889899	8/12/2023	SUPPLIES -SQ	354.19	354.19
9/12/2023	0022470	COOKE, JAMES M	COOK-CDL2023	8/24/2023	J COOKE REIMBURSEMNET-	175.00	175.00
9/12/2023	0030212	CARMICHAEL, ADAM	CARMICHAEL-8	8/22/2023	A CARMICHAEL REIMBURSEM	175.00	175.00
9/12/2023	0040272	MATT'S TOOLS USA LLC	136521	8/29/2023	MAINTENANCE SUPPLIES-PA	136.00	136.00
9/12/2023	0049034	WSP USA INC	1338175	8/25/2023	ELWAHA RIVER BRIDGE LOAI	23,968.95	23,968.95
Sub total for U S BANK:							88,030.03

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0000047	ALLFORM WELDING	29567	8/21/2023	SITE LABOR FOR WWTP	28,867.43	28,867.43
9/12/2023	0000594	DECKER CITY HARDWARE, TI	787846-082423	8/24/2023	MAINTENANCE SUPPLIES-W	54.82	54.82
9/12/2023	0046122	DUSTIN, COLE	896390	6/11/2023	REIMBURSE COLE DUSTIN	80.00	80.00
9/12/2023	0001300	PUBLIC UTILITY DISTRICT	23007-082223	8/22/2023	07/18-08/17 176 FRONT ST	758.68	
			23040-082223	8/22/2023	07/18-08/17 FRONT ST	156.56	
			23221-082223	8/22/2023	07/18-08/17 12901 HWY 112	148.92	
			22991-082223	8/22/2023	07/18-08/17 HWY 112 OPP 151	50.75	1,114.91
9/12/2023	0001700	WA ST DEPT OF ECOLOGY	24-WA0024431-	8/22/2023	2024 WATER QUALITY PROG	834.00	
			24-WA0024449-	8/22/2023	2024 WATER QUALITY PROG	831.00	1,665.00
9/12/2023	0001781	WHITEHEADS AUTO PARTS IN	265935	8/24/2023	MAINTENANCE SUPPLIES- W	85.63	85.63
9/12/2023	0001300	PUBLIC UTILITY DISTRICT	119586-082423	8/24/2023	07/15-08/17 1453 W WASHING	99.59	99.59
9/12/2023	0000282	CASCADE MACHINERY & ELE	INV8367	8/21/2023	BULLMAN BEACH PUMP	1,902.36	1,902.36
9/12/2023	0001300	PUBLIC UTILITY DISTRICT	24561-082223	8/22/2023	07/17-08/18 BULLMAN BEACH	78.26	78.26
Sub total for U S BANK:							33,948.00

Sheriff

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0000360	CLALLAM COUNTY ER&R	2023.261E	8/22/2023	RENTAL OF CHAIN GANG VEI	3,800.00	3,800.00
9/12/2023	0001022	MOTOROLA SOLUTIONS, INC	8281697517	8/23/2023	IMPRESS 2 LIION BATTERIES	747.67	747.67
9/12/2023	0001300	PUBLIC UTILITY DISTRICT	115366-Aug 23	8/24/2023	MILEAGE TO MEETING IN JEF	244.41	244.41
9/12/2023	0001543	SWANSONS SERVICES CORP	1750814	8/10/2023	INDIGENT PACKS	61.42	
			1753014	8/17/2023	INDIGENT PACKS	50.42	111.84
9/12/2023	0001650	VIKING SEW & VAC	145290	8/24/2023	REPLACE ZIPPER	54.40	54.40
9/12/2023	0001828	NIKOLA ENGINEERING INC	48785	8/22/2023	END POINTS INSPECTION	1,179.20	1,179.20
9/12/2023	0004211	CENTURYLINK	206-T30-9144-AI	8/23/2023	DATA CONNECTION	467.66	
			206-T01-0387-AI	8/16/2023	DATA CONNECTION	336.06	
			206-T31-9138-AI	8/23/2023	DATA CONNECTION	55.20	858.92
9/12/2023	0014594	ORTH, SYLVIA	082823	8/25/2023	MILEAGE TO MEETING IN JEF	27.97	27.97
9/12/2023	0029266	NI GOVERNMENT SERVICES	123072909221	8/8/2023	SATELLITE PHONE SERVICE	49.48	49.48
9/12/2023	0033486	LN CURTIS & SONS INC	INV737227	8/17/2023	UNIFORM - ROMAN, SGT CAM	442.22	
			INV732953	8/3/2023	UNIFORM - BERNSTEN, MCC,	359.75	
			INV731160	7/31/2023	CLERICI - UNIFORM	85.29	
			INV649775	11/11/2022	UNIFORM - MIDDLEKAUFF	33.62	
			042522	4/25/2022	CREDIT - DOUBLE PAYMENT	-45.53	
			050922	5/9/2022	CREDIT - DOUBLE PAYMENT	-465.34	410.01
9/12/2023	0041605	HOME DEPOT PRO	759695497	8/11/2023	JAIL SUPPLIES	166.89	
			759879232	8/11/2023	CREDIT MEMO	-55.63	111.26
9/12/2023	0045301	HNAT, KRISTIN	082823	8/28/2023	MILEAGE - MEETING IN POR1	55.94	55.94
Sub total for U S BANK:							7,651.10

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/12/2023	0000815	JIM'S PHARMACY	011042-8.28.23	8/30/2023	INMATE MEDICINE	2,048.62	2,048.62
9/12/2023	0001136	OLYMPIC MEDICAL CENTER	OMC-8.30.23	8/30/2023	INMATE MEDICAL	1,458.47	1,458.47
9/12/2023	0001209	PENINSULA BEHAVIORAL HEALTH	Jul-23	8/30/2023	MHP SUBSTITUTION	700.00	700.00
9/12/2023	0025115	RADIA INC PS	ZB2EIJ5	8/30/2023	INMATE MEDICAL	97.10	
			ZB2EIIO	8/30/2023	INMATE MEDICAL	63.50	
			ZB2JPKT	8/30/2023	INMATE MEDICAL	6.21	
			ZB2Q4PN	8/30/2023	INMATE MEDICAL	5.05	171.86
9/12/2023	0045270	MCCANN, NICKI	Reimb-7.31.23	8/30/2023	INMATE MEDICINE	21.56	21.56
9/12/2023	0048022	SOUND INPATIENT PHYSICIAN	ZB2A6FI	8/30/2023	INMATE MEDICAL	153.31	
			ZB2A6FG	8/30/2023	INMATE MEDICAL	122.04	
			ZB1V4WI	8/30/2023	INMATE MEDICAL	119.90	
			ZB24NUM	8/30/2023	INMATE MEDICAL	119.90	
			ZB2G70N	8/30/2023	INMATE MEDICAL	119.90	
			ZB2NYPQ	8/30/2023	INMATE MEDICAL	115.24	
			ZB2A6FH	8/30/2023	INMATE MEDICAL	86.08	
			ZB24NUN	8/30/2023	INMATE MEDICAL	86.08	
			ZB2G70O	8/30/2023	INMATE MEDICAL	79.28	
			ZBOMU87	8/30/2023	INMATE MEDICAL	79.28	
			ZB2A6FK	8/30/2023	INMATE MEDICAL	79.28	
			ZB24NUK	8/30/2023	INMATE MEDICAL	79.28	
			ZB24NUL	8/30/2023	INMATE MEDICAL	79.28	
			ZB00L5L	8/30/2023	INMATE MEDICAL	46.90	
			ZB1RS9F	8/30/2023	INMATE MEDICAL	46.90	
			ZB2RMAF	8/30/2023	INMATE MEDICAL	46.90	
			ZB2A6FJ	8/30/2023	INMATE MEDICAL	34.49	1,494.04
Sub total for U S BANK:							5,894.55

apChkLst
08/30/2023 4:00:01PM

Final Check List
CLALLAM COUNTY

Veterans

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
8/30/2023	0036333	VINTAGE AT SEQUIM	SB4722 8/30/23	8/30/2023	RENT	1,213.00	1,213.00
9/1/2023	0020849	U S BANK	BC8765 8/30/23	8/30/2023	FUEL	150.00	
			BG6299 8/30/23	8/30/2023	FOOD	150.00	
			EL2855 8/30/23	8/30/2023	FUEL	150.00	
			MG9761 8/30/23	8/30/2023	FOOD	150.00	
			TR1745 8/30/23	8/30/2023	FOOD	150.00	
			UA6931 8/30/23	8/30/2023	FUEL	150.00	
			ZT0109 8/30/23	8/30/2023	FUEL	150.00	
			AT4817 8/30/23	8/30/2023	FOOD	100.00	
			DT6401 8/30/23	8/30/2023	FOOD	100.00	
			JM5483 8/30/23	8/30/2023	FOOD	100.00	
			MG8806 8/30/23	8/30/2023	FUEL	100.00	
			NW3421 8/30/23	8/30/2023	FOOD	100.00	
			WS7621 8/30/23	8/30/2023	FOOD	100.00	1,650.00
Sub total for U S BANK:							2,863.00



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SEP 11 2023

BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of September 4 - 8, 2023

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Tuesday, September 5, 2023. Present were Commissioners Ozias and Johnson and French, and Administrator Sill. Administrator Mielke was excused.

Items of discussion per the agenda published August 31 were:

- Calendar/Correspondence
- Rental Agreement with Richard B. Beers for leased hanger space in Sequim
- Agreement amendment B with Department of Commerce for Multi-Jurisdictional Gang-drug Task Force
- Department of Community Development request to hire replacement personnel
- Letter to Commissioner of Public Lands regarding Ode to Joyce timber sale
- Discussion regarding Washington State Association of Counties participation

Meeting concluded at 9:21 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair Ozias called the meeting to order at 10 a.m., Tuesday, September 5, 2023. Also present were Commissioners Johnson and French and Administrator Sill. Administrator Mielke was excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CRJm to adopt the agenda as presented, CMFs, mc

PUBLIC COMMENT

- Ed Bowen, Clallam Bay, commented on items 1c and 1d
- Elizabeth Dunne, Port Angeles, commented on item 1d and Power Plant – Elwha River (see attached)
- Peter Steadman, Port Angeles, commented on item 1d and Power Plant – Elwha River

CONSENT AGENDA

- 1a Approval of vouchers for the week of August 28
- 1b Approval of minutes for the week of August 28
- 1c Letter to Olympic National Park regarding Hurricane Ridge winter season
- 1d Letter to Commissioner of Public Lands regarding Ode to Joyce timber sale
- 1e Proclamation Recognizing September 2023 as National Service Dog Month

ACTION TAKEN: CRJm to adopt the consent agenda as modified to correct the Ode to Joyce Timber Sale letter, CMFs, mc

REPORTS AND PRESENTATIONS

- CRJ Recognized September 2023 as National Service Dog Month
 - Pam Selnes, provided comment

PUBLIC COMMENT

- Ed Chadd, Port Angeles, commented on item 1d and Power Plant – Elwha River
- Ellen Menshew, Joyce, commented on TCB 23 and Power Plant – Elwha River (see attached)
- Tim Wheeler, Sequim, commented on Power Plant – Elwha River

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of September 4 - 8, 2023
Page 2

HEARING(S)

H1 Ordinance repealing Clallam County Code Chapter 3.35 Voters' Pamphlet

- ARS, read the agenda item into the record

ACTION TAKEN: CRJm to open the public hearing, CMFs, mc

- CMO noted no one provided testimony

ACTION TAKEN: CRJm to close the public hearing and adopt, CMFs, mc

H2 Ordinance amending Clallam County Code Chapter 5.05 Sales and Use Tax for Chemical Dependency and Mental Health Treatment

- ARS, read the agenda item into the record
- Jenny Oppelt, Health and Human Services, provided a staff report

ACTION TAKEN: CRJm to open the public hearing, CMFs, mc

- CMO noted no one provided testimony

ACTION TAKEN: CRJm to close the public hearing and adopt, CMFs, mc

H3 Ordinance amending Clallam County Code Chapter 5.40 Opportunity Fund Program

- ARS, read the agenda item into the record
- Dee Boughton, Prosecuting Attorney's Office, provided a staff report

ACTION TAKEN: CRJm to open the public hearing, CMFs, mc

- CMO noted no one provided testimony

ACTION TAKEN: CRJm to close the public hearing CMFs, mc

ACTION TAKEN: No action will be taken. Prosecuting Attorney's Office will be amending the language and will bring back to a future meeting

REPORTS AND PRESENTATIONS

- CMF commented on OlyCap Meeting, Recompete
- CRJ commented on Honor Flight Veterans Program, Overdose Awareness Day, First Federal 100th Anniversary

CONTRACTS AND AGREEMENTS

2a Agreement with Department of Ecology for Environmental Justice Pilot Project Grant

ACTION TAKEN: CRJm to approve, CMFs, mc

ADMINISTRATION

3a Resolution appointing Adam Bernbaum to the Conservation Futures Program Advisory Board

ACTION TAKEN: CRJm to adopt, CMFs, mc

3b Approval regarding Opioid Settlement Funding recommendation from the Board of Health

ACTION TAKEN: CRJm to accept the Settlement Funding recommendation from the Board of Health, CMFs, mc

PUBLIC WORKS

4a Call for hearing to be held Tuesday, September 19, 2023 at 10:30 a.m. regarding an Ordinance adding a Chapter to the Clallam County Code Titled Compost Procurement Policy

ACTION TAKEN: CRJm to issue notice, CMFs, mc

BUDGET

5a Presentation of Preliminary 2024 Budget

ACTION TAKEN: No action taken

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of September 4 - 8, 2023
Page 3

PUBLIC COMMENT

- Ed Telenick, Sequim, commented on item 5a, timber sales
- Jim Oliver, Port Angeles, commented on Power Plant – Elwha River
- Brian Carnes, Port Angeles, commented on Power Plant – Elwha River
- Ed Bowen, Clallam Bay, commented on consent agenda, District III meetings, Department of Natural Resources land, item 5a
- Kenneth Reandeau, Port Angeles, commented on Veterans, item 5a
- Nina Sarmiento, Port Angeles, commented on Ode to Joyce timber sale

The meeting concluded at 2:03 p.m. and continued to 9 a.m., Monday, September 11, 2023.

There are no Zoom chat logs for the week of September 4.

The Board of Commissioners attended Coffee with Colleen and KSQM Radio, during the week of September 4.

PASSED AND ADOPTED this 12th day of September 2023.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French

KEY TO ABBREVIATIONS:

ARS Administrator Rich Sill

CMO Commissioner Mark Ozias

CRJ Commissioner Randy Johnson

CMF Commissioner Mike French

m

mc

s

moved

motion carried

seconded

Public comment
Elizabeth Dunne
9/5/23

September 4, 2023

Commissioner Hilary Franz
Office of the Commissioner of Public Lands
MS 47001 Olympia, WA 98504
hilary.franz@dnr.wa.gov

Dear Commissioner Franz:

We are writing to request that you pause or cancel the "Power Plant" timber sale as featured in the Seattle Times July 30, 2023, story "[126-acre state timber sale rankles conservationists, some leaders](#)." Time is needed to explore alternatives. We appreciate that you have taken similar actions regarding other timber sales and ask that you do so for this critical stretch of forest, part of which borders a popular trail to the old lower dam site.

We are concerned about the proximity of this timber sale to the Elwha River. The iconic Elwha River is important to all Washingtonians. The City of Port Angeles, in [letters from City Manager Nathan West and Mayor Kate Dexter](#), with unanimous support by the City Council, has expressed concerns that logging of this forest compromises efforts to restore endangered salmon habitat; threatens other endangered and recovering species; destroys essential carbon sinks; and threatens the City's sole drinking water source.

The federal government has spent \$327 million in Elwha River restoration post-dam removal. We want to explore win-win solutions that will help the Department of Natural Resources (DNR) be able to do its part. We recognize that you and the DNR have the important task of managing forest lands to generate revenue for beneficiaries and appreciate that, for certain lands, you have started to explore revenue generation from means other than industrial logging.

We are not expressing opposition to all logging on state lands but believe that the unique location of this forest and the importance of the Elwha River Watershed warrants proactive discussion of a long-term plan for harvests that protects the river.

Thank you for your leadership and for your consideration of our request. We look forward to hearing from you.

Sincerely,

/s/ Mike Chapman

24th LD State Representative

/s/ Steve Tharinger

24th LD State Representative

/s/ Beth Doglio

22nd LD State Representative

Tarra Simmons

Tarra Simmons

23rd LD State Representative

/s/ LaTrisha Suggs

City of Port Angeles Councilmember

Individual Capacity

/s/ Lindsey Schromen-Wawrin

City of Port Angeles Councilmember

Individual Capacity

/s/ Navarra Carr

City of Port Angeles Councilmember

Individual Capacity

/s/ Dave Upthegrove

King County Council Chair

Individual Capacity



Toshiko Hasegawa

Port of Seattle Commissioner

Individual Capacity

cc: Board of Natural Resources, bnr@dnr.wa.gov

Ellen Menshew
337 Deer Tracks Rd
Port Angeles, WA 98363
(360) 477-5104
menshewmom@gmail.com

Public Comment
Ellen menshew
9/5/23

Sept. 5, 2023

Good morning Commissioners:

This is the third week I've come before you to ask that you intervene to protect the timber in the areas known as TCB23 & Power Plant from being harvested.

As stated previously, my concerns are threefold:

1. The threat that deforestation poses to the natural environment and ecosystems still in recovery from the dam removals; especially the Elwha River, salmon habitats, and other flora and fauna that rely on the natural forest for survival.
2. The threat to the only water supply to the City of Port Angeles, and 25% of Clallam County. The City of Port Angeles has already voiced opposition to the harvest of this timber because of the severe threats to the river flows during peak runoff seasons.
3. The loss of recreational use, to our community and visitors, that this area along the Olympic Adventure Trail has long provided.

Reforestation continues to be disappointingly unsuccessful. Just a couple of weeks ago we heard from one local resident who testified, of his own experience, of having to regularly water the seedlings he replanted after logging on his own property a couple of years ago. I've

read varying reports that here in Washington the DNR reforestation survival rates are only 30 to 50 percent. The droughts that we are experiencing every year are impacting our reforestation efforts. On the national level the numbers are just as dismal. Efforts to develop and increase climate adapted seed supplies and storage procedures are in the works but any positive results from these efforts are 7+ years away. An April 2023 joint report from the Dept. of Interior & Dept. of Agriculture indicates that (in some areas) reforestation costs have more than doubled in the past few years.

I urge you, once again, please join with the City of Port Angeles and countless residents here in Clallam County to send a letter to Commissioner Franz asking her to pause or cancel this timber sale and protect this valuable forest from being harvested.

Thank you.

**U.S. Department of the Interior and U.S. Department of Agriculture: Reforestation Goals
and Assessments, and a Climate-Informed Plan to Increase Federal Seed and Nursery
Capacity**

As Directed by Executive Order 14072

April 2023

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Introduction

On Earth Day, April 22, 2022, President Biden declared, “We can and must take action to conserve, restore, reforest, and manage our magnificent forests here at home and, working closely with international partners, throughout the world.” Executive Order 14072.

In Executive Order 14072 (EO 14072) the President charged the Secretaries of the Interior and Agriculture with developing: (i) a Federal goal to meet agency-specific reforestation targets by 2030, including an assessment of reforestation opportunities on Federal lands and through existing Federal programs and partnerships, and (ii) in collaboration with Federal, State, Tribal, and private-sector partners, a climate-informed plan (building on existing efforts) to increase Federal seed collection and to ensure seed and seedling nursery capacity is sufficient to meet anticipated reforestation demand. This report addresses Sections 2(d)(i) and 2(d)(ii) of the EO.

Executive Summary

Reforestation is at the core of efforts to ensure healthy and resilient forests. Among the variety of forest management practices, tree establishment has the greatest potential to store carbon.¹

Severe threats to forested landscapes continue to escalate in size, frequency, and intensity. Uncharacteristic wildfire, insect infestations, diseases, drought, flooding, invasive species, and climate change endanger forests and create a need for restoration and reforestation. Severely burned areas are vulnerable to debris flow, which can endanger communities, and invasive species, which, along with climate change, increases the risk of forests not growing back and instead converting to grasslands and shrublands.

The U.S. Department of the Interior (DOI) and U.S. Department of Agriculture (USDA) recognize the urgency to increase the rate of reforestation and collaborate with partners to integrate research and technology in deployment of climate-informed reforestation techniques to meet these unprecedented needs. Climate-informed reforestation incorporates the best available science to plan for, monitor, tend, and adaptively manage seedlings so they establish successfully in current climates and persist in projected future climates. Climate-informed reforestation is designed to foster resilient, healthy, and productive forests that sustain ecosystem services, economic values, carbon sequestration, and stable carbon pools.

Reforestation needs are increasing in both acres and complexity. Several factors are driving this change. The scale and intensity of the wildfires is increasing. For example, in 2020 and 2021, wildfires increased reforestation needs by over 1.5 million acres, primarily in California and Oregon. The high temperature at which those fires burned reduced natural regeneration and increased reliance on costlier and more labor-intensive site preparation and planting. Reforestation is increasingly needed in remote locations, such as high elevation headwaters, that are difficult and expensive to access. And labor markets, fuel prices, and other factors have increased the per-acre cost of reforestation. In some locations, reforestation costs have more than doubled over the last few years.

To succeed at scale, Federal public land management agencies must use the best available science and data and work in collaboration with reforestation partners to escalate our infrastructure and accomplishments exponentially. Recognizing that the opportunities to accelerate the pace and scale of tree establishment are often shared across management jurisdictions, USDA and DOI must collaborate with Tribes, States, and private landowners. This is a guiding principle in the USDA Forest Service's National Forest System Reforestation Strategy.²

Increasing workforce capacity is critical. In Fiscal Year (FY) 2022-2023, the Forest Service is hiring 100 to 200 additional staff agency-wide with a focus on nursery and seed facilities, genetics, and contracting, as well as entry-level reforestation foresters in field units. In addition, FY 2022-2023 investments are laying the groundwork for increasing reforestation accomplishments in FY 2024 and beyond: the Forest Service committed \$5 million to the Indian Youth Service Corps for reforestation; funded \$20 million through the Conservation Corps to amplify reforestation initiatives and build a reforestation workforce pipeline; invested \$35 million in rehabilitating aging National Forest System nursery and seed infrastructure; and announced nearly \$10 million for State nursery expansion and native seed partnerships. The Forest Service is also developing project proposals with seven Federally recognized Indian Tribes totaling \$3.25 million for seed collection and nursery expansion.

The Forest Service National Nursery System currently delivers about 28 million tree and native plant seedlings annually, of which about 5 million seedlings are grown for other Federal agencies, States, and Tribal partners. This system could deliver 11 million additional seedlings annually if fully staffed. Although the System has space to produce 70 to 90 million seedlings annually, reaching full capacity would require addressing workforce and infrastructure constraints. Here too, partners are vital: in FY 2022, the Forest Service leveraged \$7 million from four national reforestation partners to support reforestation projects using 16.5 million seedlings on national forests in 22 states and Puerto Rico.

In accordance with EO 14072, DOI and USDA developed the following agency-specific, public land reforestation targets by 2030, totaling over 2.3 million acres. As described below, these targets reflect current and anticipated capacity, funding, and infrastructure investments. Additional available resources would lead to more acres reforested.

Agency	2030 Target (acres)
Bureau of Land Management (BLM)	136,300
U.S. Fish & Wildlife Service (FWS)	122,000
National Park Service (NPS)	20,000
Bureau of Indian Affairs (BIA)	240,000

USDA Forest Service, National Forest System (NFS)	1,800,000
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In addition to establishing public land agency targets, EO 14072 directed the Secretaries to provide an assessment of reforestation opportunities on Federal lands and through existing Federal programs and partnerships. The Secretaries interpret that to include Federal programs that support voluntary reforestation on State, Tribal, and private land where most reforestation opportunities exist. Importantly, USDA and DOI have not set reforestation targets for State, Tribal, and private land. Further, as detailed below, State, private, and urban data is based on Forest Service Forest Inventory and Analysis data, and all lands may not be appropriate under established programs.

Agency	Opportunity Assessment of Voluntary Reforestation (acres)
Office of Surface Mining Reclamation and Enforcement (OSMRE)	265,000
State Timberland	5,100,000
Private Timberland	51,400,000
Riparian Buffers in Important Surface Drinking Water Watersheds (Private and Tribal)	5,700,090
Urban Reforestation	7,800,000

Part 1(a) REFORESTATION TARGETS ON DOI AND USDA PUBLIC LANDS

Trees can be established through natural regeneration or by planting. Natural regeneration, where new trees establish naturally by seeds or sprouting from stumps or roots, currently accounts for about 90 percent of the Nation's annual tree establishment. Natural regeneration can occur passively, that is without directed assistance such as site preparation, or actively, with direct assistance. Tree planting can either be reforestation—establishment of trees on existing forested land—or afforestation—establishment of trees on non-forested land or on former forested land where trees have been absent for longer than 50 years.

As the public land agencies continue to build capacity, including through partnerships and collaboration, it is anticipated that accomplishments will accelerate. Nevertheless, because of increasing reforestation costs combined with anticipated effective doubling of the acreage requiring reforestation due to wildfire and other extreme events, even the substantial increase of funding through sources such as The Repairing Existing Public Land by Adding Necessary Trees (REPLANT) Act will not be sufficient to fully address the backlog and future needs. It is

imperative therefore, that we optimize for innovation and collaboration in all aspects of the reforestation pipeline from seed collection and seedling nurseries, to planting and monitoring. The recommendations in Part 2 of this report will be a valuable starting place to support reforestation acceleration.

a. DOI – Bureau of Land Management

Total Backlog	Average Annual Reforestation Accomplishments	Target By 2030
89,000 acres	5,875 acres	136,300 acres

The BLM manages approximately 58 million acres of forest and woodlands. In western Oregon (Oregon and California Railroad Revested Lands) 2.4 million acres of forest and woodlands are managed under the Oregon and California Act.³ Public domain lands consist of nearly 56 million acres of forest and woodlands composed of about 9 percent commercial forest lands, 68 percent pinyon and juniper woodlands with greater than 10 percent cover, and 23 percent interior Alaska boreal forest and black spruce woodland.

In general, western Oregon forest management personnel conduct the greatest amount of reforestation, including planting after severe disturbances such as wildfire and regeneration after harvest to ensure sustained-yield timber production. For public domain forestry, planting in Alaska and in pinyon juniper woodlands is rare even though those are the largest acreages of forest and woodland under BLM management. Most of the reforestation activity in the public domain lands occurs in forests with commercial species after severe disturbance such as wildfire.

To develop its 2030 reforestation target, the BLM determined an average annual acreage for reforestation based on current resources and capacity, and also identified opportunities to increase reforestation by addressing the current backlog of lands needing reforestation. The annual average acreage was calculated from the past 10 years of reported annual reforestation accomplishments; it represents the anticipated reforestation activities for the years 2023-2030, including response to severe disturbances such as wildland fire. For the reforestation backlog estimate, the BLM surveyed field offices to identify areas impacted by fire and other disturbances. Field offices were provided geospatial wildfire perimeter and forest vegetation classification products to help with the assessment. The BLM estimated approximately 89,000 additional acres that, if reforested, would advance the goals of the EO, however, that would require additional resources.

The BLM expects reforestation of the backlog to be feasible by 2030 going forward based on current capacity and expected appropriations. The target would require additional funding. The FY 2024 President’s budget request included increases to support field foresters, seedling procurement, planting contracts, and cone collection contracts. BLM will continue to seek additional resources to meet this target.

b. DOI – National Park Service

Total Backlog	Average Annual Reforestation Accomplishments	Target By 2030
1.6 million acres	3,000 acres	20,000 acres

The NPS reforestation backlog was calculated by taking the average of annual reforestation completed in the last 5 years plus the estimated acreage burned in the last 5 years. Of the 1.6 million backlog, NPS estimates 1.5 million acres of natural regeneration. NPS calculated that estimate by combining the acres of NPS lands burned in the last 5 years with an estimation of natural regeneration on all NPS lands. The remaining 100,000 acres would require planting.

The average accomplishments are derived from a National Fire Plan Operations and Reporting System (NFPORS) data pull: over the last 5 years, NPS performed approximately 17,000 acres of active restoration and reforestation on burned areas. The NPS does not maintain reforestation targets. Rather, it pursues reforestation through specific projects, wildfire activities, and natural regeneration. These figures are only estimates based on compilation of the best available data. The NPS does not track or report this exact data on an annual basis.

Those areas where hand or machine planting can occur are dependent on project funding and capacity to accomplish reforestation goals and objectives. Addressing the backlog would require significant additional funding. The 2030 target does not indicate an ability to go beyond current reforestation annual accomplishments.

c. DOI – U.S. Fish and Wildlife Service

Total Backlog	Average Annual Reforestation Accomplishments	Target By 2030
336,000 acres	1,500 acres	48,000 acres

Approximately 20 million acres of forests grow within the National Wildlife Refuge System. Most (about 17 million acres) are in Alaska with the remaining 3 million acres across the lower 48 states and Hawaii. Alaska's contribution to FWS's reforestation backlog is difficult to assess because of the remote nature of its forests and subsequent lack of data. Additionally, this analysis excluded Puerto Rico and the Virgin Islands because forest cover information was not readily available. Data assumptions calculated from several data sources were tested against regional forest expertise from the FWS Forest Ecology Working Group. With additional funding for 50 personnel, annual seedling purchases, and site preparation contracts, the FWS could address the planning, implementation, monitoring, and post planting needs.

Reforestation targets account for both hand or machine planting and natural regeneration opportunities over the next eight years. Natural forest regeneration within the National Wildlife Refuge System is considered a management action. If high quality and abundant natural regeneration is nonexistent after disturbances, the FWS analyzes whether hand or machine

planting needs and costs will be necessary. Areas determined to be appropriate for hand or machine planting because of inadequate natural regeneration may depend on additional funding and capacity to accomplish reforestation goals and objectives.

d. DOI – Bureau of Indian Affairs

Total Backlog	Average Annual Reforestation Accomplishments	Target By 2030
458,000 acres	16,000 acres	240,000 acres

The Bureau of Indian Affairs (BIA) provides technical and financial assistance services to approximately 313 Tribes with forested reservations. The BIA has approximately 545,000 acres of trust forest lands in need of reforestation. Based on a 10-year (2011-2021) average, the BIA and Tribes reforest 16,000 acres annually. While some Tribes have tribal reforestation crews, most Tribes utilize contractors for reforestation projects. Current funding for reforestation is not sufficient to eliminate the backlog. To eliminate the backlog by 2030, annual accomplishments would need to increase to 68,500 acres, requiring an additional \$20 million dedicated to reforestation. Additional capacity is also needed for human resources, environmental compliance and archaeology, geospatial analysis, contracting officers, and awarding officials.

Tribal reforestation data is submitted by the Tribes to the BIA regions. Backlog acres are prioritized by the Tribes and the regions, considering the availability of funding.

A near term focus for the BIA is assisting Tribes in expanding greenhouses and production capacity. Most of the Tribes involved in forestry, reforestation, and seedling production are members of the Intertribal Timber Council. Additional opportunities to revamp and expand tribal seedling production could help fill gaps in supply.

e. USDA – National Forest System, U.S. Forest Service

Total Backlog	Average Annual Reforestation Accomplishments	Target By 2030
3.6 million acres	190,000 acres	1.8 million acres

Severe threats to forested landscapes continue to escalate with wildfire alone driving approximately 80 percent of reforestation needs on NFS lands. A substantial portion of the 3.6 million acres of reforestation backlog on NFS lands stems from recent wildfires. In 2020 and 2021, more than 2.5 million acres of NFS lands burned with high severity, compounding the acres previously identified and verified as needing reforestation. The total reforestation need through 2030, including the current backlog and new needs created primarily through wildfire, is

projected to be more than 7 million acres. During the last decade, only 6 percent of post wildfire planting needs were addressed annually, which is insufficient to sustain the forests on which we depend. The Repairing Existing Public Land by Adding Necessary Trees (REPLANT) Act is bringing additional resources to support reforestation and provides a down payment on addressing the backlog. However, even with REPLANT, funding is insufficient to address both the backlog and anticipated new reforestation needs. Nonetheless, REPLANT provides a crucial down payment to accelerate reforestation, and similar investments of this kind are needed across land management agencies to meet the need and opportunity that reforestation presents.

The Forest Service’s National Forest System outlines the goals and objectives necessary for successful reforestation on national forests. These goals and objectives build a robust framework to increase the pace and scale of reforestation to address existing needs, anticipate future events, and meet the provisions of the recently passed REPLANT Act. The Reforestation Strategy’s six goals emphasize the importance of strategic communication and developing a shared understanding of reforestation, and they describe actions needed throughout the reforestation process including expanding reforestation workforce capacity, seed production, nursery capacity, and related infrastructure. The Forest Service will develop national and regional 10-year implementation plans with specific actions for each goal.

The Forest Service’s estimate of total current reforestation needs (3.6 million acres) is derived from the verified needs within the Forest Service Activity Tracking System (FACTS) database (2.5 million acres at the end of FY 2022) and regional projections of additional existing acres from disturbances that have occurred but have not been fully assessed. The projection of more than 7 million acres of total reforestation need through 2030 includes the current need plus a projection of new needs accruing through 2030. The target of 1.8 million acres by 2030 is based on current costs, capacity, and projected available resources. The Forest Service will develop annual targets to support achieving the target of 1.8 million acres beginning in FY 2024. In addition, the FS will continue to evaluate opportunities to increase potential reforestation accomplishments as available resources, partnership opportunities, capacity, and costs change. Additional disturbances could impact reforestation needs, response timeframes, and costs.

Part 1(b) REFORESTATION OPPORTUNITIES THROUGH EXISTING FEDERAL PROGRAMS

a. DOI – Office of Surface Mining Reclamation and Enforcement

OSMRE	Estimation of Reforestation Total Opportunity
Sites subject to Title IV of SMRCA	27,500 acres
Sites not subject to Title IV	237,500 acres

The Office of Surface Mining Reclamation and Enforcement (OSMRE) investigated the feasibility of vegetation enhancements on reclaimed mine sites subject to Title IV of the Surface Mining Control and Reclamation Act of 1977 (SMCRA), as well as mine sites not subject to that title. OSMRE does not track revegetation data; therefore, revegetation potential can only be estimated. OSMRE considered Title IV mine sites, i.e., sites abandoned or not adequately

reclaimed before enactment of SMCRA, including sites with a specific feature in need of reclamation.

OSMRE identified as many as 22,000 Title IV sites that might provide revegetation opportunities. Approximately one-half of these sites are in the west or midwest and are generally not formerly forested ecosystems. Reforestation of one-half of these sites, which are located primarily in the Appalachian Coal Basin, would be a natural and acceptable land use. Based on OSMRE experience, typically 50 percent of the landowners of these sites opt for reforestation. Thus, OSMRE estimates 27,500 acres of Abandoned Mine Land (AML) available for reforestation, mostly in the eastern U.S.

In addition, OSMRE looked for mine sites not subject to Title IV that have post-mining land uses conducive to the restoration of native habitats such as forestland, wildlife habitat, and undeveloped land. Most of these mine sites were reclaimed with techniques available at the time and have resulted in excessive soil compaction and aggressive ground cover that can hinder the establishment of native habitat. OSMRE identified as many as 14,000 older reclaimed sites nationwide and 5,000 bond forfeiture sites that could be examined for revegetation opportunities. OSMRE estimates 237,500 acres of non-Title IV mine lands available for reforestation, mostly in the eastern U.S.

The Bipartisan Infrastructure Law (BIL) Mined Land Provision (Public Law No. 117-58, section 40804(b)(8)) provides funding to the Forest Service and DOI to support reforestation on formerly mined private land. The Abandoned Mine Land Economic Revitalization program and the Watershed Cooperative Agreement Program could serve as models for the distribution of funds to States, Tribes, non-governmental organizations, and other qualifying entities. These models achieve environmental improvements as a complement to the existing SMCRA regulatory and AML programs. Moreover, the Appalachian Regional Reforestation Initiative (ARRI) and Green Forests Work serve as models for cooperation with non-governmental organizations and other entities interested in and available to support and enhance vegetation on reclaimed mine sites. Together, these two organizations have planted over 5 million trees on 9,000 acres over the last fourteen years. OSMRE's ARRI would like to expand these types of partnerships to scale mine land reforestation.

b. USDA – Opportunities on State and Private Timberland

	Estimation of Reforestation Opportunity
State	Total understocked acres: 5.1 million (700,000 non-stocked; 4.4 million poorly stocked)
Private	Total understocked acres: 51.4 million (5.9M non-stocked; 45.5 million poorly stocked)

The Forest Service utilized its Forest Inventory and Analysis (FIA) data set to analyze potential reforestation opportunities on state and private timberland. These acres do not necessarily reflect private landowner interest, and not all lands are appropriate for reforestation under established

programs. The FIA program defines timberland as forest land that is not reserved (i.e., not permanently prohibited from timber production) and productive (capable of producing at least 20 cubic feet of wood per acre per year). Forest land includes all land that has at least 10 percent canopy cover of live trees or that has had at least 10 percent canopy cover in the past ([USDA Forest Service 2018](#)). With these definitions, FIA data totals 385.7 million acres of timberland on state and private lands.

This analysis used the most recent publicly available FIA data (2006-2022) to estimate the acres of potential opportunity for reforestation or supplemental planting on state and private land across all U.S. states and territories. Two forest stocking classes were considered: non-stocked, which may provide an opportunity of reforestation; and poorly stocked, which may benefit from supplemental planting. FIA plots that meet the definition of forest land but have less than 10 percent cover of trees, saplings, and seedlings at the time of sampling are classified as “non-stocked,” and those with 10-34 percent cover are classified as “poorly stocked” (USDA Forest Service 2018⁴). Some non-stocked areas may regenerate naturally over time, and poorly stocked areas may similarly experience a natural increase in tree cover. Other areas may require planting or seeding to reestablish tree cover or increase the rate of recovery. Moreover, areas with recent disturbances provide additional reforestation and supplemental planting opportunities, and areas that are not currently considered forest land provide opportunities for afforestation. An alternative study, Reforestationhub.org,⁵ uses a different method to identify a higher number of acres, about 130 million acres on private lands, as having a reforestation opportunity.

c. USDA – Opportunities on Private and Tribal Riparian Buffers

	Estimation of Reforestation Opportunity on Riparian Lands in Important Surface Drinking Water Areas
Private	5.7 million acres
Tribal	90,000 acres

Riparian areas (e.g., lands adjacent to rivers, streams, creeks, canals, lakes, and other surface waters) are prime locations for riparian forests buffer or other agroforestry practices. Opportunities exist on tribal and private acres. (Private ownership includes corporate, non-governmental organizations, local associations, private conservation land, conservation easements, and individual and family lands.) The USDA Forest Service, in collaboration with the USDA Natural Resources Conservation Service (NRCS), assessed riparian areas in the continental U.S. to identify lands where trees, shrubs, and/or grasses could be planted or enhanced to filter water running off cropland to improve water quality. These estimates are based on a 33 foot (10 meter) wide riparian area and do not account for historical land cover, such as native grasses, site-level feasibility, or ecological value of establishing riparian forest buffers.

The riparian areas used for this estimate were generated for the Buffering America’s Waterways Tool.⁶ A 10-meter-wide riparian area around all streams and waterbodies was generated using flowline and waterbody data from the National Hydrography Dataset Plus.⁷ Each of these buffer areas was overlain on the 2020 Global Land Use/Land Cover cropland classifications layer to

calculate the total acreage of cropland within the 10-meter riparian area.⁸ These estimates do not include pastureland adjacent to streams and waterbodies.

The Protected Areas Database (CBI edition 2016) was used to determine the land ownership (private or Tribal) for each riparian area opportunity.⁹ The Buffering America's Waterways Tool further prioritizes riparian areas using the National Forests to Faucets 2.0 Assessment watershed importance data.¹⁰ By combining importance to surface drinking water data with the percent riparian area that is cropland, the Buffering America's Waterways Tool identifies riparian area in watersheds important to surface drinking water that have greatest opportunity for improving water quality by establishing perennial vegetation between croplands and water bodies. Only watersheds with an index of 50 or higher in the Buffering America's Waterways Tool were used for these estimates. Watersheds with an index greater than 50 are generally more important for surface drinking water due to large or multiple surface drinking water systems downstream or higher precipitation amounts leading to more runoff potential and pollution risk.

d. USDA – Farm Bill Conservation Programs

Conservation Reserve Program (CRP): The USDA Farm Service Agency's (FSA) CRP is a voluntary program that contracts with agricultural producers and private landowners to establish conservation covers, such as grasses or trees, on environmentally sensitive agricultural land to aid in controlling soil erosion, improve water quality, and develop wildlife habitat. CRP was authorized by the Food Security Act of 1985 and reauthorized by the Agricultural Improvement Act of 2018 (the 2018 Farm Bill). The 2018 Farm Bill established an enrollment ceiling of 27 million acres by 2023. USDA's 2023 Budget includes \$2.47 billion in annual funding to carry out the CRP. Technical assistance for CRP tree practices is provided by the Forest Service through State forestry agencies, the NRCS, or technical service providers.

Tree practices on marginal lands, such as forested riparian buffers along water bodies, can be a powerful tool to address water quality and erosion challenges. As of December 2022, CRP enrollment was 23 million acres. Based on the approximately 4 million acres available for enrollment, plus 2 million acres that are scheduled to expire in FY 2023, about 6 million acres are available for enrollment in FY 2023. Based on CRP enrollment history, approximately 7 percent of total CRP enrollment is dedicated to tree practices, a trend that FSA expects to continue and potentially expand, particularly through Continuous CRP¹¹.

Emergency Forest Restoration Program (EFRP): The EFRP administered by the FSA provides payments to eligible owners of nonindustrial private forest land to carry out emergency measures to restore land damaged by a natural disaster. EFRP signup is activated by a local county and State committee, and signup periods are announced locally. Applicants receive technical assistance through an onsite inspection performed by State forestry agencies, provided through an agreement between FSA and the Forest Service. Funding is provided to the Forest Service for technical assistance through this agreement. Financial assistance varies from fiscal year to fiscal year; in FY 2022 the financial assistance was \$44.5 million. After forest restoration practices are identified, approved participants perform restoration activities and may receive cost-share reimbursement once restoration activities are complete. Cost-share of up to 75 percent of out-of-pocket costs are provided up to a payment limitation of \$500,000.

Environmental Quality Incentives Program (EQIP): EQIP, administered by the USDA NRCS, provides technical and financial assistance to agricultural producers and forest landowners to address natural resource concerns. NRCS works one-on-one with producers to develop a conservation plan that outlines conservation practices and activities to help solve on-farm resource issues. Producers implement practices and activities in their conservation plan that can lead to cleaner water and air, healthier soil, and better wildlife habitat, all while improving their agricultural operations. Outreach efforts to participants potentially eligible for forestry practices will continue. NRCS will strive to maintain the same level of forestry practice enrollment while looking to have continued growth. Forestry practices include alley cropping, multistory cropping (forest farming), riparian forest buffers, silvopasture, windbreak establishment, and windbreak renovation.

NRCS obligations for EQIP vary from year to year; in FY 2022, obligations were \$35.3 million. The estimation of reforestation opportunity, 51.4 million acres (5.9 million non-stocked; 45.5 million poorly stocked) is derived from the Forest Service Forest Inventory and Analysis (FIA) data set as described in Part1(b). As noted, reforestation opportunity does not necessarily reflect private landowner interest, and not all lands are appropriate for reforestation under established programs.

Conservation Stewardship Program (CSP): The Conservation Stewardship Program (CSP) administrated by the NRCS is the largest conservation program in the U.S. with more than 70 million acres of productive agricultural and forest land enrolled. NRCS works one-on-one with producers to develop a conservation plan that outlines and enhances existing efforts, using new conservation practices or activities, based on management objectives for their operation. Producers implement practices and activities in their conservation plan to expand on the benefits of cleaner water and air, healthier soil, and better wildlife habitat, all while improving their agricultural operations. CSP obligations vary from year to year; in FY 2020 obligations totaled \$9.98 million; in FY 2021, \$17.70 million; and in FY 2022, \$36.08 million.

The estimation of reforestation opportunity, 51.4 million acres (5.9 million non-stocked; 45.5 million poorly stocked) is derived from the FIA data set as described in IV. Part1(b)a; as noted, reforestation opportunity does not necessarily reflect private landowner interest, and not all lands are appropriate for reforestation under established programs.

e. USDA – Urban Reforestation Assessment

	Estimation of Reforestation Opportunity
Urban	7.8 million acres ¹²

Urban trees are important for health, wealth, and climate change response. Trees cool our cities and towns naturally, clean the air, reduce energy consumption, sequester carbon, improve mental health, and potentially increase property values. Urban forestry is also a job generator. Trees in cities reduce surface temperatures by as much as 45 percent and provide additional natural

cooling via evapotranspiration. In the contiguous U.S., urban trees store over 708 million tons of carbon (approximately 12.6% of annual carbon dioxide emissions in the U.S.).¹³ Additional data on the co-benefits of urban trees can be found on the Forest Service, American Forests, and National Association of Regional Councils website: Vibrant Cities Lab.¹⁴

The primary Forest Service urban forestry program is the Urban and Community Forestry Assistance Program (UCF) established under section 9(c) of the Cooperative Forestry Assistance Act of 1978 (16 U.S.C. 2105(c)). UCF is a technical, financial, and educational assistance program delivering nature-based solutions to ensure a resilient and equitable tree canopy in areas where more than 84 percent of Americans live. The Inflation Reduction Act, subtitle D, section 23003(a), allocated \$1.5 billion to provide multiyear, programmatic, competitive grants to State and local governments, the District of Columbia, an agency or governmental entity of an insular area governments, Indian Tribes, and nonprofit organizations through the UCF for tree planting and related activities.

UCF is a covered program under the USDA's Justice40 Initiative established through Executive Order 13985. To advance the mission of Justice40, proposals that deliver 40 percent of the benefits of IRA investments through established partnerships with local organizations working to support disadvantaged communities experiencing low tree canopy and environmental justice will receive priority consideration. On April 12, 2023, the Forest Service issued a Notice of Funding Availability¹⁵ soliciting proposals to advance the direction of the IRA. Along with the open grant funding opportunity, the Forest Service is providing up to \$250 million to States and territories to further local efforts to support urban communities through equitable access to trees and the benefits they provide. The funding for State and territory forestry agencies will be administered as subgrants to reach disadvantaged communities, as determined by the Climate and Economic Justice Screening Tool.¹⁶

Potential opportunities for reforestation on urban land in the U.S. is based on estimated urban available green space of 25.8 million acres, of which 7.8 million acres may provide opportunities for reforestation.¹⁷ For this analysis, urban available green space is defined as the amount of grass and soil area not covered with tree canopies and potentially available for planting. The acreage is calculated using the land area (not including water) of the geopolitical units derived from the U.S. Census cartographic boundary data and National Land Cover Database (NLCD). This value is determined by subtracting the acres of tree canopy cover from the total green space. Total green space is an estimate of pervious cover (i.e., grass, soil, or tree-covered areas) and was derived by taking the total area minus impervious and water cover.

The area of potential reforestation opportunity is estimated by adjusting available green space based on NLCD (2016) land cover class. Agriculture, wetland, and medium and high density developed areas are assumed to have zero acres of reforestation potential. In urban land classified as forest or shrub/scrub, 77.3 percent of the total available green space is assumed to be able to be planted. For all other land cover classes (low intensity/open space, developed, barren and grass/herbaceous), 27 percent of the total land area is classified as having no reforestation potential.¹⁸

Part 2: A CLIMATE-INFORMED PLAN TO INCREASE SEED AND NURSERY CAPACITY

a. Introduction

Extreme wildfire and other large scale disturbance events threaten our forests. Since 2002, invasive pests have killed 40 million ash trees in Michigan and tens of millions more throughout the Northeastern U.S. In 2022, an estimated 36 million trees were standing dead in California, killed by the cumulative impacts of extended drought, overstocked conditions, and insects and diseases. This is the highest count of dead trees since 2016, and it adds to the 127 million trees that were killed during the 2012-2016 drought, which has since fueled some of the most devastating wildfires in U.S. history.

The pace of climate change is exceeding the natural adaptation abilities of many tree species. For example, almost 20 percent of all Sierra Nevada conifer species are now mismatched with their current climate conditions. This rapid rate of change demands a different approach to traditional forest practices by adopting advances in climate adaptation science regarding tree and forest establishment. Climate change challenges conventional tree establishment practices. Adaptation requires a sharpened, climate-informed approach to ensure that newly established trees thrive. This may mean assisting some species, populations, or genotypes beyond their current range to help ensure current and future forests are better matched with future climates and are more resilient to climate mediated stressors such as drought and pests.

The Reforestation Pipeline

Successful tree establishment through natural regeneration or planting depends on a sequence of events and begins years before the physical tree establishment event occurs. This chain of events, or pipeline, includes planning and assessment; ensuring seed availability; growing seedlings; preparing the site; tree establishment; and monitoring and tending for the long-term. Each of these main steps has an embedded sequence of events as well. Broken links anywhere in these interconnected chains diminishes or impedes results. Critical to achieving these steps is developing and maintaining a well-trained, well-supported cadre of professionals.

Delayed reforestation is costly. Large fire scars, especially those near communities and other infrastructure, are highly susceptible to flash flooding and debris flows as rainfall is no longer absorbed by the forest and instead quickly runs off. These areas require immediate revegetation to avoid damage and potential loss of life as well as potential negative impacts on drinking water supplies. After wildfires, reestablishing trees can stabilize soil on hillsides and mountains and reduce the risk of debris flow while contributing to other desired reforestation benefits (e.g., carbon sequestration, productivity, effective wildlife habitat). Timely reforestation within fire scars is critical as it can take a few years to a decade for plants to establish depending on the severity of the wildfire and local climate. Delays in reforestation projects, such as planting seedlings out of desired times of year, can decrease seedling survival and growth.

Seeds are necessary for both natural regeneration and tree planting. Seed fall contributes to natural regeneration, whereas seed collected in the forest or tree seed orchards produce seedlings

for planting. Climate change is increasing the need for seed diversity as plant species are being affected by altered climatic conditions and ecosystem processes. For example, Washington State Department of Natural Resources reports that it relies on more than 335 genetically appropriate seed sources to ensure proper placement of seedlings across their variety of climate zones and elevation bands. Seed orchards provide an economically efficient supply of high quality and genetically diverse seed for reforestation. Climatic changes are affecting the location of seed zone boundaries with some boundaries likely shifting substantially. Without updating, a strict following of existing seed zones could lead to forests that are poorly adapted to future conditions, decreasing productivity and climate resilience.

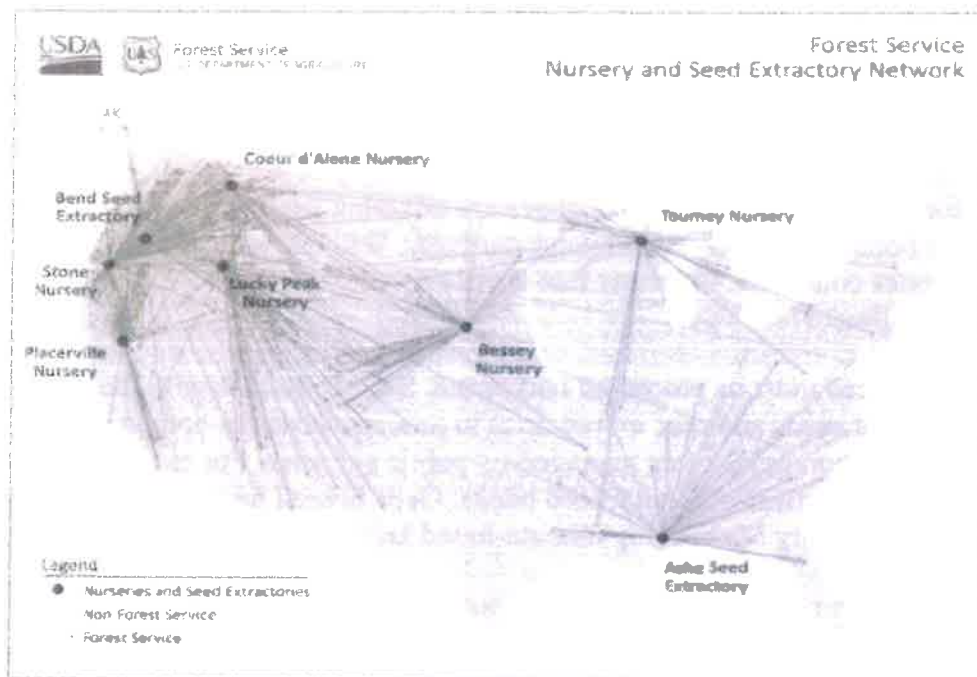
In addition to seed collection, seed must be processed and stored. Seed collectors with the technical skills to clean and treat seeds and seed extractories to process seeds are both in short supply. Seed banking (i.e., seed storage) is often managed by public agencies. For example, all Forest Service nurseries and seed extractories have seed banks. Gaps in seed inventories exist that could worsen with the complexity of changing climate-based seed zones.

Currently, forest and conservation nurseries annually distribute about 1.3 billion seedlings, resulting in about 2.2 million acres of tree planting annually. This level is down from the zenith of two billion seedlings annually in the mid-1980's. New or refurbished nurseries are coming online, particularly in the private sector, and this added capacity is critical and will need to continue across the federal, state, tribal and private sectors.

Depending on species, location, and planting objective, container and bareroot seedlings can be ready for outplanting in as little as 6 to 12 months but may require 2 to 4 years. Current seedling production is highest in the Southeastern U.S., followed by the Pacific Northwest. Private industry grows the most seedlings (94 percent), followed by states (4 percent) and the Federal government (2 percent). Nearly all seedlings grown by the Federal government are produced in the six NFS nurseries. For decades, DOI and USDA have used source identified information to record seed collections and deploy seed on the landscape. This information has come from decades of research that helps to ensure that land managers are planting the right seed in the right place.

USDA National Forest System National Nursery System

This network includes six nurseries, most with seed processing capabilities, and two stand-alone seed extractories. The USDA Forest Service National Nursery System provides seed and seedling services to USDA and DOI, while also supporting other Federal, State, and Tribal entities throughout the U.S. It currently delivers about 28 million tree and native plant seedlings annually, of which about 5 million seedlings are grown for non-Forest Service Federal agencies, States, and Tribal partners. This system could deliver 11 million additional seedlings annually if fully staffed. Although available space could produce 70 to 90 million seedlings annually, reaching full capacity requires addressing workforce and infrastructure constraints.



The USDA National Forest System, National Nursery System provides seed and seedling services to USDA and DOI, while also supporting other federal, state, and tribal entities throughout the US.

DOI Seed Warehouses

BLM Regional seed warehouses (in Ely, NV and Boise, ID) currently do not store tree seed. On average, BLM seed warehouses offer seeds of over 200 different types of grasses, forbs, and shrubs, depending on market availability and crop/collection conditions. The Ely and Boise seed warehouses have the capacity to store 2.1 million pounds of seed, which is about one-fifth of the total storage needed for BLM restoration from fire and other disturbances. The BLM estimates it needs another 1 billion pounds of native seeds for its projected acreages in need of restoration. However, cold storage is best for tree seed, and BLM warehouses have limited cold storage.

b. Summary of Feedback from Engagement Sessions and Outreach

In response to EO 14072, USDA and DOI hosted two engagement sessions (February 15 and 16, 2023). The first included about 40 representatives of State forestry agencies, and the second included about 50 attendees representing preeminent academic researchers, private reforestation companies, and numerous non-governmental organization partners, among others. In addition, the USDA Office of Tribal Relations led an engagement session with representation from Tribal forestry experts and Tribal reforestation-focused partners (February 23, 2023). Discussion topics explored how to bring efficiencies to public-private partnerships; provide market-signals and other predictive analyses to better enable seed and nursery sectors to scale up; increasing funding and technical assistance for private landowners interested in voluntary reforestation, especially

historically underserved landowners; and the need to better integrate Indigenous Traditional Ecological Knowledge including viewing reforestation more holistically than just tree planting.

c. Recommendations

Prior to EO 14072, the BLM commissioned a report from the National Academy of Sciences, Engineering, and Medicine: An Assessment of Native Seed Needs and the Capacity for their Supply¹⁹, which was released in January 2023. Many of the report's recommendations have application here. In addition, in response to USDA Secretarial Memorandum 1077-004²⁰, USDA is preparing a suite of recommendations for working as OneUSDA to increase climate-informed tree establishment, cone and seed collection, and nursery capacity to meet demands. Finally, in July 2022, the Forest Service issued the National Forest System Reforestation Strategy: Growing and Nurturing Resilient Forests²¹. Common themes emerged from these reports and from the public engagement sessions including the need for formal and informal forums for collaboration among the Federal partners and with non-Federal partners. In addition, there is agreement amongst all sectors and partners that the scope and scale of reforestation requires best available science and employment of cutting-edge technologies. Needed investments are far ranging including improving infrastructure and supporting additional well-trained professionals at levels commensurate with the scale of reforestation needs.

Given these in-depth and department-specific guidance documents, the recommendations included herein are focused on opportunities for high-level, cross-departmental actions. The recommendations are organized around four themes:

1. Coordinate Interagency Processes
2. Increase Climate-adapted Seed Supply & Optimize Seed Processing and Storage
3. Optimize Nursery Operations
4. Prioritize Workforce Development

1.0: Coordinate Interagency Processes

1.1: Establish an Interagency Working Group (IWG) that facilitates sustained interagency coordination of seed collection and supply, nursery infrastructure and related reforestation efforts. Departments of the Interior (DOI) and Agriculture (USDA) will co-lead an interagency working group comprised of other Federal agencies and offices with reforestation equities. The IWG would be charged with implementation of the reforestation directives of the EO and with coordinating with key stakeholders to help advance the EO's reforestation objectives. Specific actions of the IWG could include:

- identify opportunities to use existing authorities and existing or future authorized and appropriated funds to promote efforts to achieve reforestation targets and objectives;
- identify statutory, regulatory, and other limitations that constrain Federal action in furtherance of reforestation targets and opportunities, and recommend potential administrative and legislative actions to remedy such limitations;

- collaborate with State, local, and Tribal partners to achieve reforestation targets and opportunities;
- identify bottlenecks in regional supply chains and explore streamlined protocols and procedures across Federal agencies including for Federal partners to sell, trade, donate seed, seedlings, or surplus material; establish processes for enabling partners to collect seed on Federal lands; and, where appropriate, protocols for coordination of investments.
- develop and implement a methodology to track and measure Federal activities related to agency-specific reforestation targets and Federal support for Tribal, State, and private reforestation through Federal programs and partnerships; and,
- share science, tools, or new technology that can support climate-informed reforestation.

1.2. Develop a reforestation MOU between DOI and USDA to identify specific areas of cooperation between departments. In addition to the enhanced coordination through the multi-departmental IWG, DOI and USDA should establish an MOU specific to sharing of procurement and property services and grants and agreements to increase efficiency between DOI and USDA. A reforestation MOU between DOI and USDA could serve as the umbrella mechanism, with national level USDA Indefinite Delivery Indefinite Quantity contracts, blanket purchase agreements, partnership agreements, or other inter-agency funding agreements serving more specific opportunities.

1.3: Explore formalized interagency partnerships and shared prioritization with the Environmental Protection Agency (EPA), DOI, and USDA to combine remediation authorities with reforestation authorities. The Infrastructure Investment and Jobs Act, also known as the Bipartisan Infrastructure Law (BIL) Mined Land Provision (Public Law 117-58, Section 40804(b)(8)) provides funding to the Forest Service and DOI to support reforestation on formerly mined private land. This provides the opportunity for OSMRE and the Forest Service to complement EPA's remediation authorities to restore private forests. Partnerships and agreements are needed to share location data for remediated sites. State Forestry Agencies are instrumental in providing outreach and technical assistance to private landowners, train foresters on mined land restoration activities, and provide financial assistance to landowners for site preparation, tree establishment, and maintenance. With current BIL 40804(b)(8) funding, the Forest Service and OSMRE are exploring reforestation project opportunities with the EPA on non-Federal remediated mined lands and supporting projects in Appalachia to reforest former coal mined land.

2.0: Increase Climate-adapted Seed Supply & Optimize Seed Processing and Storage

2.1: Increase investments in seed orchards. Seed orchards are an efficient and economical source of high-quality seed. Many orchards would benefit from increased management in order to optimize high-quality seed production. New seed orchards are needed to augment or replace aging seed orchards, especially for species with seeds that store poorly and require annual predictable harvest. Investments in seed orchards should include:

- **Inventory existing seed orchards within the USDA and DOI to determine maintenance and revitalization needs.** Assessing the condition of seed orchards, including their vulnerability to wildfire, is vital to understanding existing infrastructure.
- **Compile a directory of other Federal, private, State or Tribal seed orchards.** Multiple Federal, State, and Tribal land management agencies as well as private industry and tree improvement cooperatives operate seed orchards. Sharing this information can facilitate opportunities for seed to be shared across land ownerships. Partners could include State Forestry Agencies, Tribes, universities, and other entities who would conduct and report on seed orchards on non-Federal land.
- **Foster shared learnings to enable states and tribes to invest in seed orchard revitalization.** Several states, including Washington State for example, are utilizing funds generated from forest management to kickstart seed orchard revitalization.

2.2: Establish a national tree seed collection permit system for Federal lands. Developing, standardizing, and improving the permit process for commercial tree seed collection with consistent product plans will expand seed collection opportunities for non-Federal entities, including Tribes, on Federal lands.

2.3: Use and promote tools for climate-informed seed deployment. While well-developed tree seed zones and provisional zones for native plants are known for some parts of the country, some areas need reevaluation or new guidance. Using existing, vetted tools for climate-informed seed selection and deployment such as the USDA Forest Service Seedlot Selection Tool should be prioritized.

2.4: Align seed collections with commonly used metrics to source identify all seed in storage and incentivize collecting and tracking this information. A variety of metrics (geolocation, seed zones, and/or county of origin) are employed to source-identify seed that is collected and eventually planted. With climate change, collecting and tracking precise seed source information (i.e., GPS coordinates and elevation) will be critical to ensure alignment of genetically appropriate seed, climate, and reforestation site to minimize maladaptation and promote healthy resilient forests. Private seed collectors may not wish to share this information for proprietary reasons, but this practice should be incentivized by requiring source identification of any seed purchased by Federal agencies or used in federally funded or matched programs. Standardized seed data metrics, especially geolocation, should be identified in collaboration with Federal agencies, Tribal entities, State Forestry Agencies, and other partners.

2.5: Collaborate with landowners to enhance knowledge of the value of quality cone and seed collection. To meet reforestation demands, seed will need to be collected from all lands. Working with partners (e.g., National Association of State Foresters, National Association of Conservation Districts, Forestry Extension Programs of Land Grant Universities, as well as private companies active in this space) outreach to non-Federal landowners to increase the knowledge of the value of seed and requirements for source identification. Outreach strategies should acknowledge a history of proprietary concerns by private entities against sharing geolocation data to protect investments.

2.6: Develop an online seed sharing marketplace and a “real time” seed crop availability information management system. A searchable online tree seed marketplace that is organized

by geographic region, and identify suitable seed deployment areas under climate change, may facilitate climate-adapted sharing of seeds among Federal, Tribal, State, and commercial nurseries. Seed banks with known surpluses and needs would use the site to facilitate meeting needs across all lands. Through engagement sessions, many partners noted the need for timely sharing of information about seed harvesting status given that seed collection opportunities are often unpredictable and short-lived. Examples of real-time notifications, such as the Inter-agency Incident Information Management System (InciWeb) could form the model for a “real time” seed collection opportunity system. A challenge grant, perhaps through challenge.gov, should be issued to solicit innovation.

3.0: Optimize Nursery Operations

3.1: Increase financial assistance to non-Federal nurseries that provide plant materials.

USDA and DOI should consider opportunities to increase the allocation of funding, including Bipartisan Infrastructure Law (BIL) funds (section 40804(b)(9)) made available for non-Federal land revegetation, to invest in Tribal and State nurseries, including, where appropriate, non-commercial tree species and non-tree species. In addition, an assessment of existing loan programs and grant program that could be used to support new nurseries or nursery expansion should include the USDA’s Rural Development and Farm Service Agency.

3.2: Assess Federal, State, and Tribal seed and nursery capacity. This assessment would inform a USDA-USDOJ MOU to share resources and would provide project planners information on potential resources available for their project. The National Tribal Timber Council, the National Association of State Foresters, and the private sector should be invited to collaborate on the assessment, recognizing that this participation is strictly voluntary. This information will also enable a more accurate assessment of current and future seed inventory needs, recommend uniform data collection and recording metrics, and explore barriers to seed transfer among land ownerships. This assessment could also be basis for development of a seed-sharing marketplace among Federal, Tribal, State, and private nurseries.

3.3: Develop an online seedling sharing marketplace and “real time” seedling availability management system. Not all seedlings grown in nurseries are planted and too often excess seedlings are disposed of for lack of buyers. Complementary to Recommendation 2.6, an online marketplace or automated notification system could provide real time inventories of surplus seedlings to promote efficient use of seedlings. Particular attention should be paid to encouraging smaller and mid-sized nursery participation. A challenge grant, perhaps through challenge.gov, should be issued to solicit innovation.

3.4: Invest in nursery infrastructure and equipment, ensuring overall sustainability, energy and labor efficiency, worker safety, physical security, and deferred maintenance are addressed. Many U.S. nursery operations across all sectors have aged facilities in need of constant maintenance, have physical security concerns, and use energy inefficiently. In keeping with Executive Order 14057: *Catalyzing Clean Energy Industries and Jobs Through Federal Sustainability*, Federal nurseries should lead on changes to increase energy efficiency and more sustainable practices. The 2021 National Renewable Energy Laboratory report to the National Forest System provides foundational recommendations for basic efficiency upgrades. A more comprehensive assessment will strategically align improvements to maximize gains specific to

nursery operation and renewable energy (e.g., improved appliance efficiencies, sustainable energy capture [wind, solar], mechanization and automation, recycling programs [materials, water, etc.], improved irrigation).

3.5: Conduct a nursery industry assessment to identify non-proprietary reforestation sustainability and efficiency innovations. The billion-dollar private nursery industry works to identify innovations in production efficiencies, reduce overhead costs, and provide high-quality, salable products. In consultation with the private sector, non-proprietary practices, procedures, equipment, and infrastructure should be evaluated. As Federal nursery facilities are upgraded or replaced, wherever possible, equipment should be standardized to increase procurement efficiency and potential sharing of equipment and knowledge across facilities. Many innovations may be immediately transferrable to reforestation nurseries; others will require testing and adaption ensure genetically appropriate, high-quality seedlings.

4.0: Prioritize Workforce Development

All forms of reforestation, from initial planning to seed collection and nursery production, to monitoring established trees, require a diverse workforce with specialized knowledge. This workforce includes employees, contractors, and partners. Across Federal agencies, reforestation staffing levels have declined, along with institutional knowledge. As the pace and scale of tree establishment (i.e., reforestation, agroforestry, and afforestation) increases, more trained personnel and skilled contractors will be needed. The Federal agencies are not alone in this respect; workforce issues are identified as the primary limiting factor to increasing nursery production regardless of sector.

4.1: Explore shared or term-limited staffing to meet immediate needs. USDA and DOI reforestation programs share many capacity needs from engineering, acquisition, and contracting expertise to geneticists and silviculturists. As both Departments ramp up, they should explore opportunities for shared or term-limited detail staffing to meet the expected surge in infrastructure and reforestation projects. The Departments should also explore Open Opportunities (openopps.usajobs.gov), a resource for cross-departmental capacity sharing to further meet short-term needs.

4.2: Engage with the Department of Labor and the Department of Homeland Security to document the current H-2A/B employee contribution to Federal, Tribal, State, and private forest sector work. This analysis should document anticipated needs across forest sectors and develop a tree establishment strategy that provides potential solutions to shortfalls in meeting tree growing, planting, and post-planting tending, concomitant with addressing issues of worker social justice. Indications are that wage increases are insufficient to incentivize and attract a workforce to the challenging working environments required for seed collection, nursery production, tree planting, and post-planting care. Alternative incentives may require the subsidization or development of critical support infrastructure and/or social programs to provide career pathways for workers to the forestry sector.

4.3: Strengthen relationships with Corps Facilities. The IWG should explore possible partnerships with Federal and State conservation corps including AmeriCorps National Community Civilian Corps. Corps, including public lands and youth corps, are actively engaged in many forest management activities, including reforestation. The dual mission of Corps is to

provide personal and professional development experiences for participants and to support the mission of the relevant Federal agency or other sponsor. These could include hands on work at various facilities or in the field with cone collection or out-planting. These facilities have programs that would foster training for Job Corps students that would also be candidates for workforce entry.

¹ Fargione, J.E.; Bassett, S.; Boucher, T.; et al. 2018. Natural climate solutions for the United States. *Science Advances* 4(11): eaat1869; 14 p. <https://doi.org/10.1126/sciadv.aat1869>

² USDA. 2022. National Forest System Reforestation Strategy: Growing and Nurturing Resilient Forests <https://www.usda.gov/sites/default/files/documents/reforestation-strategy.pdf>

³ Pursuant to the O&C Act, BLM must manage O&C timberlands “for permanent forest production, and the timber thereon shall be sold, cut, and removed in conformity with the [principle] of sustained yield for the purpose of providing a permanent source of timber supply, protecting watersheds, regulating stream flow, and contributing to the economic stability of local communities and industries, and providing recreational [facilities]” 43 U.S.C. § 2601.

⁴ USDA Forest Service 2018. Forest Inventory and Analysis; National Core Field Guide; Volume I: Field Data Collection Procedures for Phase 2 Plots. Version 8.0. https://www.fia.fs.usda.gov/library/field-guides-methods-proc/docs/2018/core_ver8-0_10_2018_final.pdf

⁵ Reforestation Hub. 2023. <http://Reforestationhub.org>

⁶ Lilja, R, Bentrup, G, Smith, M, and Stein, S. 2023. “Buffering America’s Waterways.” [Story Map]. <https://storymaps.arcgis.com/collections/a6154d9b5b7149eda95500414fa3cadf?item=1>

⁷ McKay, L.; Bondelid, T.; Dewald, T. [and others]. 2012. NHDPlus Version 2: User Guide. Funded under EPA contract CM130105CT0027. 182 p.

⁸ Karra, K.; Kontgis, C.; Statman-Weil, Z. [and others]. 2021. “Global land use/land cover with Sentinel-2 and deep learning.” In: 2021-2021 IEEE International Geoscience and Remote Sensing Symposium (IGARSS). [Place of publication unknown]: IEEE: 4704–4707. <https://ieeexplore.ieee.org/document/9553499>

⁹ Conservation Biology Institute [CBI]. 2016. “PAD-US (CBI Edition) Version 2.1” <https://databasin.org/datasets/64538491f43e42ba83e26b849f2cad28>.

¹⁰ Mack, Erika; Lilja, Rebecca; Claggett, Sally; Sun, Ge; Caldwell, Peter. 2022. “Forests to Faucets 2.0: connecting forests, water, and communities.” Gen. Tech. Rep. WO-99. Washington, DC: U.S. Department of Agriculture, Forest Service, Washington Office. 32 p. <https://doi.org/10.2737/WO-GTR-99>

¹¹ USDA Forest Service. 2023. Continuous CRP. <https://www.fsa.usda.gov/programs-and-services/conservation-programs/conservation-reserve-program/crp-continuous-enrollment/index>

¹² Estimates of urban land reforestation opportunities did not include Alaska, Hawaii, Puerto Rico, and the islands (NLCD is available from 2011 for AK/HI; and 2001 for PR; preliminary analysis showed close to 100,000 acres total additional opportunity).

¹³ Greenhouse gas emissions and removals from forest land, woodlands, urban trees, and harvested wood products in the United States, 1990–2020, Resource Update FS-382, Table 1).
<https://www.fs.usda.gov/research/treesearch/65623>

¹⁴ Vibrant Cities Lab. 2023. <https://www.vibrantcitieslab.com/>

¹⁵ USDA. 2023. <https://www.usda.gov/media/press-releases/2023/04/12/biden-harris-administration-announces-historic-funding-expand>

¹⁶ Council on Environmental Quality. 2023. <https://screeningtool.geoplatform.gov/en/#3/33.47/-97.5>

¹⁷ Urban land is delimited based on 2020 US Census Bureau definitions (US Census Bureau. 2022). An area must encompass at least 5,000 people or at least 2,000 housing units to qualify as a census urban area. In the continental US there is 67.5 million acres of census defined urban land.

¹⁸ Nowak, David J.; Ellis, Alexis; Greenfield, Eric J. 2022. The disparity in tree cover and ecosystem service values among redlining classes in the United States. *Landscape and Urban Planning*, Volume 221, May 2022

¹⁹ National Academies of Sciences, Engineering, and Medicine. 2023. *An Assessment of Native Seed Needs and the Capacity for Their Supply: Final Report*. Washington, DC: The National Academies Press.
<https://doi.org/10.17226/26618>.

²⁰ USDA. 2023. *Climate Resilience and Carbon Stewardship of America's National Forests and Grasslands*
<https://www.usda.gov/directives/sm-1077-004>

²¹ USDA. 2022. *National Forest System Reforestation Strategy: Growing and Nurturing Resilient Forests*.
<https://www.usda.gov/sites/default/files/documents/reforestation-strategy.pdf>



AGENDA ITEM SUMMARY

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

SEP 11 2023

Department: District Court 1

WORK SESSION ☒ Meeting Date: 9/11/2023

REGULAR AGENDA ☒ Meeting Date: 9/12/2023

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: Declination of grant award |

Documents exempt from public disclosure attached: ☐

Executive summary: In 2021, Clallam County District Court was awarded a grant from the Bureau of Justice to fund our new Mental Health Court. The District Court has secured funding from Washington State in an amount that meets our budget needs and needs to decline the grant awarded b the Bureau of Justice.

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? ☐ No, different funding is already secured.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?) Recommend that the board sign the letter declining the grant award 15PBJA-21-GG-04254-DGCT from the Bureau of Justice

County Official signature & print name: David Neupert David Neupert

Name of Employee/Stakeholder attending meeting: David Neupert

Relevant Departments: Clallam County District Court 1

Date submitted: 9/1/2023

* 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)



Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493
Email: commissioners@clallamcountywa.gov

TODD MIELKE, County Administrator

MARK OZIAS, District 1, Chair
RANDY JOHNSON, District 2
MIKE FRENCH, District 3

September 12th, 2023

Bureau of Justice Assistance
810 Seventh Street, NW
Washington, D.C. 20531

Sent by email to: tracy.lee-williams@usdoj.gov

RE: Award# 15PBJA-21-GG-04254-DGCT - Declination of grant award

Dear BJA,

This letter will inform Bureau of Justice Assistance (BJA) of Clallam County District Court I's decision to decline the grant award for the BJA FY21 Adult Drug Court and Veterans Treatment Court Discretionary Grant Program. Clallam County had applied to multiple sources for funding to support the Co-Occurring Therapeutic Court program. In addition to receiving notice of the BJA grant award, Clallam County District Court I received a grant award through the State of Washington Administrative Office of the Courts (AOC). The AOC grant award was sufficient to fund the Mental Health court program through the first half of 2023.

As of June 30, 2023, District Court I has received a commitment for an additional two years' funding through AOC to support the Mental Health court. Those funds are presumed sufficient for Mental Health Court operations through the first half of 2025. As a result, we no longer seek to apply BJA funding for this program.

We appreciate the opportunity to request, and qualify, for BJA funding for our Mental Health Court and look forward to additional opportunities as they arise. Please contact Marrissa Williams, District Court 1 Administrator, at Marrissa.Williams@clallamcountywa.gov if you have additional questions in this regard.

Sincerely,

Mark Ozias
Chair of the Board of Commissioners
Clallam County



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SEP 11 2023

AGENDA ITEM SUMMARY

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

Department: Sheriff

WORK SESSION ☒ Meeting Date: 9/5/23

REGULAR AGENDA ☒ Meeting Date: 9/12/23

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 11003-23-01 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary: The Clallam County Sheriff's Office houses it's marine patrol boat in a leased hanger space in Sequim. Both our department and the property owner wish to continue this agreement. Since our previous lease agreement expired this year and both our department and the property owner wish to continue our arrangement, this new contract will replace it. The monthly rate has been adjusted and the duration made indefinite unless cancelled.

Budgetary impact: The new monthly rate has increased by \$20, or \$240 annually, which has been included in the 2024 budget packet.

Recommended action: Board approval

County Official signature & print name: Brian King, Sheriff

Name of Employee/Stakeholder attending meeting: Beth Waknitz

Relevant Departments: Sheriff

Date submitted: 8/29/23

* 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)

Revised: 3-04-2019

RENTAL AGREEMENT

This agreement is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter designated the "Tenant") and Richard B. Beers of 48 Box Elder Drive, Paonia, CO 81428, (hereinafter designated the "Landlord").

In consideration of the terms, conditions, covenants and performances contained herein, IT IS MUTUALLY AGREED AS FOLLOWS:

1. The Landlord hereby rents to the Tenant the following described premises: Hanger space located at 403 Kitfox Lane, Sequim, WA.

RENTAL RATE

2. The Tenant shall pay rent to the Landlord for the premises at the following rate:

\$545.00 per month

Payment in the amount of \$545.00 shall be paid monthly, in advance to the Landlord prior to the 1st day of each month.

Future changes to the agreed upon rental rate can be effected by mutual written agreement of the Landlord and the Clallam County Sheriff's Office on behalf of Clallam County, without altering other conditions or terms of this agreement.

DURATION OF AGREEMENT

3. This Agreement shall be effective on the 1st of July, 2023, and will remain in effect unless terminated by either party with a minimum 90 days written notice.

USE OF PREMISES

4. The Tenant shall not use said premises for any purpose other than that of a storage facility for boats, trailers, and boating supplies and equipment. The premises shall be used for no other purposes. The Tenant represents that the premises may lawfully be used for such purpose. The Tenant shall not use the premises for the purposes of storing, manufacturing or selling any explosives, flammables or other inherently dangerous substance, chemical, thing or device except for marine related fuels and supplies.

ORDINANCES AND STATUTES

5. The Tenant agrees to conform to municipal, county and state codes, statutes, ordinances and regulations concerning the use and occupation of said premises.

RB 8/3/23

The Landlord shall maintain the premises in substantial conformance with all applicable provisions of municipal, county and state codes, statutes, ordinances and regulations governing maintenance or operation of such premises.

CARE AND MAINTENANCE

6. The Tenant acknowledges that the premises are in good order and repair, unless otherwise indicated herein. Tenant shall, at its own expense and at all times, maintain the premises in good and safe condition, including plate glass, electrical wiring, plumbing and heating installations and any other system or equipment upon the premises and shall surrender the same, at termination hereof, in as good condition as received, normal wear and tear expected. Tenant shall be responsible for all repairs required, excepting the roof, exterior walls and structural foundations which shall be maintained by the Landlord. Tenant shall also maintain in good condition such portions adjacent to the premises, such as sidewalks, driveways, lawns and shrubbery, which would otherwise be required to be maintained by the Landlord.

ASSIGNMENT AND SUBLETTING

7. The Landlord consents to the Tenant subletting use of the building to the Washington State Department of Fish and Wildlife for the purposes stated in Paragraph 5 USE OF PREMISES. The Tenant shall not further assign this lease or sublet any portion of the premises without prior written consent of the Landlord, which shall not be unreasonably withheld. Any such assignment or subletting without consent shall be void and at the option of the Landlord may terminate this lease.

UTILITIES

8. The Tenant shall pay for electricity and sewer utilities supplied to the premises. Water is supplied by a well at no cost to the Tenant.

ACCESS

9. The Landlord reserves the right of access to the premises for the purposes of: (a) Inspection; (b) Repairs, alterations or improvements; (c) To supply services; or (d) To exhibit or display the premises to prospective or actual purchasers, mortgagees, tenants, workmen, or contractors.

Access shall be at reasonable times except in case of emergency or abandonment. Access shall be coordinated in advance with a Clallam County Sheriff's Office member.

ALARM SYSTEM AND LOCKS

10. The Tenant shall be allowed to install an alarm system on the premises. The alarm system will be the property of the Tenant and will be removed upon vacation by the Tenant. The Tenant shall provide locks on the outside entrances to maintain

RB 8/3/23

security of the building. Upon vacation by the Tenant, the Tenant will remove the locks and it will be the responsibility of the Landlord to re-secure the building.

PARKING

11. The Tenant understands the hanger is located on a private airstrip and agrees that no equipment will be left outside between the hanger and the airstrip. At no time will equipment be left on the roadway/airstrip.

DAMAGE, DESTRUCTION, OR SALE

12. The Tenant agrees not to do or cause to be done any alterations to said premises without the prior written consent of the Landlord or as stated elsewhere in this agreement.

The Landlord approves of the Tenant re-enforcing the doors and windows of the premises for security purposes at the Tenant's expense.

In the event the premises are damaged, sold or is otherwise deemed untenable by either party, either party shall have the option to terminate this lease with thirty (30) days written notice to the other party.

CASUALTY INSURANCE

13. The Tenant is a self-insured entity. Although the Tenant is relieved of the obligation to provide commercial liability insurance, the Tenant shall never the less assume the same liabilities arising out of its, or any of its designated contractors, use of commercial lease property. Tenant shall provide Landlord with a Certificate of Liability Insurance.

INDEMNIFICATION

14. The Tenant shall be solely liable for any injury or damages to any property or any person caused as a result of the Tenant's negligent acts or omissions and shall save and hold harmless the Landlord from and shall defend the Landlord against all claims, demands, actions or lawsuits arising out of the negligent acts or omissions of the Tenant.

The Landlord shall be solely liable for any injury or damages to any property or any person caused as a result of the Landlord's negligent acts or omissions and shall save and hold harmless the Tenant from and shall defend the Tenant against all claims, demands, actions or lawsuits arising out of the negligent acts or omissions of the Landlord.

COSTS AND ATTORNEY'S FEES

15. If, by reason of any default or breach on the part of either party in the performance of any of the provisions of this agreement, a legal action is instituted the losing party agrees to pay all reasonable costs and attorney's fees in connection

RB 8/3/23

therewith. It is agreed that the venue of any legal action brought under the terms of this agreement may be in the county in which premises are situated.

MODIFICATIONS

16. Either party may request changes in the Agreement. Any and all agreed modifications shall be in writing, signed by each of the parties.

ENTIRE AGREEMENT

17. This written contract represents the entire Agreement between the parties and supersedes any prior statements, discussions or understandings between the parties except as provided herein.

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names.

Landlord:

**Richard B. Beers,
48 Box Elder Drive, Paonia, CO 81428**

By: 
Richard B. Beers, Owner

Date: 8/3/23

Tenant:

Clallam County Board of Commissioners

By: _____
Mark Ozias,
Chair of the Board

Date: _____

APPROVED AS TO FORM:


Clallam Prosecuting Attorney's Office

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AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda) **SEP 11 2023**

Department: Sheriff

WORK SESSION ☒ Meeting Date: 9/5/23

REGULAR AGENDA ☒ Meeting Date: 9/12/23

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

Item summary:

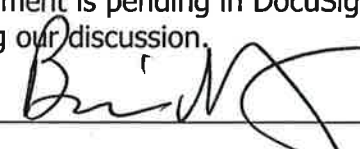
- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 11008-23-02 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary: This is an amendment to our existing grant contract with Washington State Commerce Department for Multi-Jurisdictional Gang-Drug Task Force. This amendment adds both additional funding and timeframe to the existing agreement. The current agreement expires 9/30/23, and this will extend it out until 6/30/24 and award an additional \$135,000 towards salary and benefits of support personnel and operating costs for the OPNET task force.

Budgetary impact: A supplemental budget action has been submitted.

Recommended action: This contract amendment is pending in DocuSign, recommend that the Chair of the Board approve it digitally following our discussion.

County Official signature & print name:  Brian King, Sheriff

Name of Employee/Stakeholder attending meeting: Elizabeth Waknitz

Relevant Departments: Sheriff

Date submitted: 8/29/23

* Work Session Meeting - Submit 1 single sided/not stapled copy Agenda Item Summary Grant Amendment IF RETURNED FROM LEGAL
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019

Washington State
Department of
Commerce**DocuSign Contract Review and Routing Form****Office of Firearm Safety and Violence Prevention – Community Safety Unit**

Type of Action: New Contract/Grant ☐ Amendment ☒ IAG ☐
Federal ☒ State ☐

Contractor/Grantee Name: **Clallam County – Olympic Peninsula Narcotics Enforcement Team**

Contract/Grant Number: F20-31440-203

Term: 8/1/2023 to 6/30/2024

Review by:	Name:	Initial/Date:
Contract Manager	Anica Stieve	 8/3/2023 9:19 AM PDT
Executive Director	Kate Kelly	 8/3/2023 9:28 AM PDT



Contract Number: F20-31440-203

Amendment Number: B

**Washington State Department of Commerce
Office of Firearm Safety & Violence Prevention/Community Safety Unit
Justice Assistance Grant (JAG)**

1. Contractor Name: Clallam, County of Mailing Address: 223 E 4th Street, suite 12		2. Contractor Doing Business As (optional)	
3. Contractor Representative (only if updated) Name: Amy Bundy Title: Chief Criminal Deputy Phone: 360-460-4309 Email: amy.bundy@clallamcountywa.gov		4. COMMERCE Representative (only if updated)	
5. Original Contract Amount (and any previous amendments) \$236,413.00	6. Amendment Amount \$135,000.00	7. New Contract Amount \$371,413.00	
8. Amendment Funding Source Federal: X State: Other: N/A:		9. Amendment Start Date 8/1/23	10. Amendment End Date 6/30/24
11. Federal Funds (as applicable): \$371,413.00	Federal Agency: <u>Department of Justice</u>		ALN: <u>16.738</u>
12. Amendment Purpose: - Add funds - additional contribution to multijurisdictional task force to extend portion of operations for 9 months - Revise Budget – reformat budget using budget template - Amend Scope of Work to include Task Force specific information - Extend contract end date			

COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract As Amended and attachments and have executed this Contract Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract As Amended are governed by this Contract Amendment and the following other documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget. A copy of this Contract Amendment shall be attached to and made a part of the original Contract between COMMERCE and the Contractor. Any reference in the original Contract to the "Contract" shall mean the "Contract as Amended".

FOR CONTRACTOR

 Mark Ozias, Chair of the Board of Commissioners, Clallam County

 Date

Approved as to form:

Bert D. Boughton
 Deputy Prosecuting Attorney

FOR COMMERCE

 Cindy Guertin-Anderson, Assistant Director

 Date

APPROVED AS TO FORM ONLY

 Sandra Adix
 Assistant Attorney General

 3/20/2014
 Date

Amendment B

This Contract is **amended** as follows:

Attachment A Scope of Work- the Scope of Work has been fully amended and replaced by the following:

PURPOSE AND BACKGROUND:

The Washington State Department of Commerce, hereafter called "COMMERCE," is initiating this contract to support the work of the Olympic Peninsula Narcotics Enforcement Team (OPNET). A primary focus of the Task Force is cooperative, investigative work to identify, interdict, dismantle, and prosecute mid- to upper-level criminal organizations engaged in illicit gang, gun, and drug activities. COMMERCE strongly encourages the use of evidence-based practices that have been proven effective through rigorous evaluation. COMMERCE will provide funding and Peer Review of the Task Force; and the Contractor will provide support for the task force's organization, oversight, administration, supervision and mission, staffing and support, and other items necessary to carry out this Agreement.

The Contractor will provide or perform the following:

Operation of the Olympic Peninsula Narcotics Enforcement Team (OPNET), in accordance with the following procedures and membership:

Task Force Specific Information	
Task Force Name	Olympic Peninsula Narcotics Enforcement Team (OPNET)
Year Established	1985
Task Force Executive Board Membership - Please list all members, their titles and departments (add rows if necessary)	Sheriff Brian King, Clallam County Sheriff's Office
	Chief Brian Smith, Port Angeles Police Dept
	Chief Sheri Crain, Sequim Police Dept
	Chief Tom Olsen, Port Townsend Police Dept
	Sheriff Joe Nole, Jefferson County Sheriff's Office
	Prosecutor Mark Nichols, Clallam County
How often does the Executive Board Meet?	Prosecutor James Kennedy, Jefferson County
	Quarterly
Task Force Commander:	Name: Title: Agency: Amy Bundy Chief Criminal Deputy Clallam County Sheriffs Office Commander since: 2023

Amendment B

Task Force Supervisor (if you do not have a TF supervisor please insert "NA"):	Name: Josh Powless	Title: Detective Sergeant	Agency: Port Angeles Police Dept.
	Supervisor since: 2020		
How is the Task Force Commander	Holder of the "Chief Criminal Deputy" title at Clallam County Sheriffs Office		Does this position rotate? no If yes, how often?
How is the Task Force Supervisor	Participating Sergeant from Port Angeles Police Dept		Does this position rotate? yes If yes, how often? 5 years
Task Force Mission:	The mission of the Olympic Peninsula Narcotics Enforcement Team is to identify, interdict, dismantle, and prosecute mid-to-upper level drug violators and criminal organizations engaged in illicit gang activities that have a negative impact on our communities thereby improving the quality of life in our area of responsibility.		

Task Force Goals — please list all task force goals:	• Reduce the number of drug traffickers and criminal gang related activities in the communities of Clallam County through the professional investigation, apprehension, and conviction of drug traffickers. • Efficiently attack, disrupt, prosecute individual and organized mid to upper level drug traffickers and criminal gangs who do not recognize jurisdictional boundaries or limitations, and by doing so, impact drug trafficking organizations previously impregnable • Enhance drug and criminal gang enforcement cooperation and coordination through multi-agency investigations, support, training of local jurisdictions, and the sharing of resources and information. • To address these issues with the foremost consideration of safety for both law enforcement and the community.
Does your task force have a Task force Policy?	X Yes – Policy attached to this Amendment as Exhibit A

Task Force Agency Participation			
Agency	Personnel	FTE Dedication	Other Contributions (funding, equipment, etc.)
Port Angeles Police Department	• Task Force Supervisor	• 1.0 FTE	• One Vehicle

Amendment B

Clallam County Sheriff's Office	• Task Force Commander • Task Force Detective • Task Force Support Staff • Task Force Analyst	• 3.5 FTE	• Vehicles
Clallam County Prosecuting Attorney's Office	• Prosecutor	• 1.0 FTE	
Sequim Police Department	• Task Force Detective	• 1.0 FTE	• Vehicle
Jefferson County Sheriff's Office	• Task Force Detective	• 1.0 FTE	• Vehicle
US Border Patrol	• Task Force Detective	• 1.0 FTE	• Vehicle • Office Space

Contractual Requirements

1. Ensure each member of the Task Force completes the online task force training within 120 days of award acceptance. All future Task Force members are required to complete this training once during the life of this award or once every four years if multiple awards include this requirement. (See Center for Task Force Training Online Training Portal <https://www.centf.org/CTFLI/>)
2. Ensure attendance at Commander's Conference (Semi-Annual) Training. Attendance by key personnel is mandatory unless waiver is granted by COMMERCE
3. Ensure the Task Force will agree to an audit of its performance, a minimum of once per biennium
4. Participate in a follow-up of the Peer Review
5. Ensure the Task Force will participate in support of the Peer Review process by allowing assigned staff to volunteer as members of Peer Review Teams during audits in other jurisdictions
6. Ensure the Task Force will comply with COMMERCE and BJA on the collection of required performance measurement data. The Task Force will complete the required reports using the BJA Performance Measure Tool (PMT). It is required to select and report on all accountability measures that pertain to JAG-funded activities. The Task Force is responsible for creating a report within the PMT and uploading it. (See <https://bjapmt.ojp.gov/help/jagdocs.html>)
 - a. Complete quarterly performance measures and deliverable reports for COMMERCE. Reports are due on the 20th of the month following the reporting quarter. Reports should be submitted simultaneously with quarterly invoice; late receipt of reports may prevent or delay invoice processing and/or payment. The intent of the reports are to provide data to (1) conduct evaluations and performance measurement that will address the effectiveness and efficiency of Task Force operations and (2) use the reported information to improve program planning and implementation. Reports due to COMMERCE will be submitted at <https://app.smartsheet.com/b/form/45be9fc65e264a9eb9258778e97ba88f>
 - b. NOTE: All report information provided should pertain to task force activity and not the activity of the entire jurisdiction or law enforcement agency housing the task force.
 - c. All required reporting metrics can be found in the smartsheet form above and the BJA Performance Measure Tool (PMT) System
 - d. Both the PMT report (entered directly into the PMT, and the smartsheet report must be received prior to invoice payment.

Amendment B

- e. Final Report: Complete a final report for COMMERCE, which will be a compilation of all quarterly reports and will include a comparison across quarters and year-to-date, overall accomplishments, and lessons learned. The Task Force will provide a non-technical brief for a general audience that summarizes findings and policy implications that will be disseminated. This is due no later than the 20th of the month following the expenditure of all funds or July 20, 2024. Submit at:
<https://app.smartsheet.com/b/form/45be9fc65e264a9eb9258778e97ba88f>
- 7. Complete Fiscal and Administrative requirements, as measured by:
 - a. "FIFO" or First-In/First-Out tracking and quarterly reporting of Program Income funds (Forfeitures).
 - b. Timely submission of Contractor's A-19 (Reimbursement Requests/Vouchers) by the 20th of the month following the reported quarter through Secure Access Washington (SAW): <https://secureaccess.wa.gov/>

AMEND Attachment B Budget

Attachment B Budget has been fully amended and replaced by the following:

Amendment B

Olympic Peninsula Narcotics Enforcement Team					
July 1, 2022 - June 30, 2024					
Agency Name:	Clallam County Sheriff's Office				
Program Name:	Olympic Peninsula Narcotics Enforcement Team				
Contract Number:	F20-31440-203				
Item	Amount by Fund Source				Total Project
	COMMERCE Funding	Other Fund Source	Other Fund Source	Other Fund Source	
PERSONNEL SERVICES					
Salaries (Full- & Part-Time)	\$ 160,980.00	\$ -	\$ -	\$ -	\$ 160,980.00
Personnel Benefits	\$ 58,159.00	\$ -	\$ -	\$ -	\$ 58,159.00
SUBTOTAL - PERSONNEL SERVICES	\$ 219,139.00	\$ -	\$ -	\$ -	\$ 219,139.00
GOODS & SERVICES					
Office Supplies	\$ 20,521.00	\$ -	\$ -	\$ -	\$ 20,521.00
Operating Supplies ²	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment ³	\$ 20,928.00	\$ -	\$ -	\$ -	\$ 20,928.00
Consultant and Subcontracted	\$ -	\$ -	\$ -	\$ -	\$ -
Automobile Expense	\$ 3,750.00	\$ -	\$ -	\$ -	\$ 3,750.00
Printing & Duplicating	\$ 250.00	\$ -	\$ -	\$ -	\$ 250.00
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Rentals - Buildings	\$ 19,600.00	\$ -	\$ -	\$ -	\$ 19,600.00
Rentals - Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL - GOODS & SERVICES	\$ 65,049.00	\$ -	\$ -	\$ -	\$ 65,049.00
Travel	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00
Training	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00
Other Misc. Expenses ⁵	\$ 52,225.00	\$ -	\$ -	\$ -	\$ 52,225.00
Indirect & Administration Costs ⁶	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00
TOTAL EXPENDITURES	\$ 371,413.00	\$ -	\$ -	\$ -	\$ 371,413.00

¹ Identify specific funding sources included under the		² Operating Supplies - Itemize below:	
	\$ -		\$ -
	\$ -		\$ -
	\$ -		\$ -
	\$ -		\$ -
Total	\$ -	Total	\$ -

³ Equipment - Itemize below:		⁴ Consultant and Subcontracted Services - Itemize below:	
(2) Mobile radios w/ stealth	\$ 13,078.00		\$ -
(1) currency counter	\$ 9,850.00		\$ -
	\$ -		\$ -
	\$ -		\$ -
Total	\$ 22,928.00	Total	\$ -

⁵ Other Miscellaneous Expenses - Itemize below:		⁶ Indirect Administration Costs - Itemize	
professional services	\$ 19,590.00	Indirect fees	\$ 10,000.00
utilities, phone, seizure costs	\$ 17,650.00		\$ -
registration, postage, dues	\$ 14,985.00		\$ -
Total	\$ 52,225.00	Total	\$ 10,000.00

Amendment B

The Contractor may vary from the approved distribution of funds by shifting up to ten percent (10%) of the total awarded funds between categories of expense. Contractor will contact the Commerce Program Manager for approval prior to shifting funds in this way. This authority to shift funds is limited by the following: grant funds may not be shifted into zero budgeted categories of expense except Benefits, and any shifts made may not constitute a significant change to the Scope of Work (Attachment A).

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.



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AGENDA ITEM SUMMARY

SEP 11 2023

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

Department: Parks, Fair, and Facilities

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date:** 09.12.2023

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: Bid opening for the Clallam County Courthouse VAV Upgrade.

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

Recommended action: Parks, Fair, and Facilities recommends the opening and referring all bids to the Parks, Fair, and Facilities Department.

County Official signature & print name: _____

Rick McFarlen

Name of Employee/Stakeholder attending meeting: Rick McFarlen.

Relevant Departments: Parks, Fair, and Facilities

Date submitted: 07.31.2023.

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

Agenda Item Summary Bid Opening For VAV Project 2023

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

Revised: 3-04-2019

4a
AUG 15 2023

CLALLAM COUNTY PARKS, FAIR & FACILITIES DEPARTMENT
NOTICE OF CALL FOR BIDS

SEALED BIDS will be received by the Board of Clallam County Commissioners 223 East Fourth Street, Room 150, Port Angeles, Washington until **10:00 a.m. on Tuesday, September 12, 2023** for:

CLALLAM COUNTY
-VAV Replacement Project-

complete drawings and specifications may be obtained from Pen Print, Inc., Phone 360.457.3404. All bidding and related questions shall be directed to John Hunt, Hunt Engineering Services, Inc., Phone: 206.842.6947 or Email: johnhunt@hunteng.com.

The sealed bids must be clearly marked on the outside of the envelope, "**BID PROPOSAL - CLALLAM COUNTY - VAV Upgrade Project**". Address bid proposal to: Board of Clallam County Commissioners, 223 East 4th Street, Suite 4, Port Angeles, Washington 98362 or hand-deliver to 223 East 4th Street, Room 150, Port Angeles, Washington. Bid documents received late by the Commissioners' Office, delivered to other offices, received by fax or email or by any other means will not be considered. **Late bids will be returned unopened.**

Note: All Bids shall include a 5% Bid Bond on a form approved by Clallam County.

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

Clallam County will determine the lowest responsible bidder in accordance with the terms of Clallam County Code Section 3.12.070 and reserves the right to reject any or all bids and to waive minor informalities in the process or to accept the bid, which in its estimation best serves the interests of Clallam County.

Bidders on Washington State Dept. of Labor & Industries or federal debarment list are prohibited from bidding on this project.

Construction Timeframe: 220 Calendar Days from Agreement Approval

A pre-bid walk-through will be conducted on Tuesday, August 29, 2023 @ 2:00 PM. All interested bidders are to meet at the project site, located at 223 East 4th Street, Port Angeles, WA. This will be the only opportunity for bidders to review the as-built conditions. Owner and/or the Owners representative will be on site throughout the afternoon to answer questions and provide access for bidders. A bidder's absence **will be** considered as part of the Bidder responsibility criteria as set forth in the Specifications and Contract Documents.

APPROVED this 15 day of August 2023.

BOARD OF CLALLAM COUNTY
COMMISSIONERS:

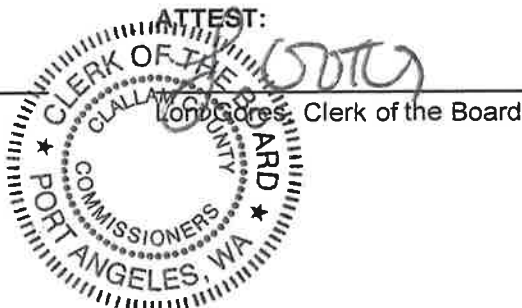

Mark Ozias, Chair

Publish: **August 18th and 25th, 2023(PDN)**

Bill to: Parks, Fair and Facilities Dept.

END OF SECTION 00100

ATTEST:





49
SEP 11 2023

AGENDA ITEM SUMMARY

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

Department: Public Works/Parks Departments

WORK SESSION ☒ **Meeting Date:** 09/11/23

REGULAR AGENDA ☒ **Meeting Date:** 09/12/23

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 Grant Application Authorization |

Documents exempt from public disclosure attached: ☐

Executive summary: County Public Works and Parks Departments are proposing to submit a grant application to fund the following: (1) to purchase of a tractor with boom flail mower, backhoe, bucket, and post hole equipment attachments to support vegetation management and other maintenance work along the Olympic Discovery Trail (ODT) corridor; and (2) to replace failing roof, water damaged walls, and insulation to address needed repairs of the southwest campground restroom at the Salt Creek Recreation Area. This is a new grant opportunity by the Washington State Recreation and Conservation Office (RCO) to support addressing deferred maintenance project. It also allows for purchase of equipment to address deferred maintenance needs. The grant application and awards must be between \$35,000 - \$100,000 range. Grant deadline is September 18, 2023.

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?** ☐

The grant application is for 100% of equipment purchase and restroom maintenance repairs. No match required.

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

Authorize staff to apply for this grant and approve attached RCO resolution/authorization form required as part of grant submission.

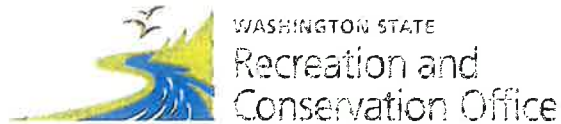
County Official signature & print name:  Steve Gray

Name of Employee/Stakeholder attending meeting: Steve Gray and Don Crawford

Relevant Departments: Public Works & Parks, Fair and Facilities

Date submitted: September 6, 2023

* 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)



Local Parks Maintenance Program Applicant Authorization and Electronic Signature

Organization Name (sponsor) Clallam County

Resolution No. or Document Name Grant Authorization

Project Number and Name County Trail and Restroom Maintenance

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS grant assistance is requested by our organization to aid in financing the cost of the Project referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Routing Order	Name of Signatory and Title of Person Authorized to Sign	Email Address
Grant application (submission thereof)		Steve Gray, Public Works Deputy Director	steve.gray@clallamcountywa.gov
Project contact (day-to-day administering of the grant and communicating with the RCO)		Steve Gray, Public Works Deputy Director	steve.gray@clallamcountywa.gov
Agreement/amendment approver ¹	1	Steve Gray, Public Works Deputy Director	steve.gray@clallamcountywa.gov
Agreement/amendment approver	2	Don Crawford, Parks Director	donald.crawford@clallamcountywa.gov
Agreement/amendment approver	3		
Agreement/amendment approver	4		
RCO Grant Agreement signer ²		Mark Ozias, County Commissioner Chair	mark.ozias@clallamcountywa.gov
Agreement amendments signer ²		Mark Ozias, County C	mark.ozias@clallamcountywa.gov

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide updated documentation of authorized signers, if needed.

3. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
4. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
5. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
6. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
7. Our organization acknowledges that the grant will only be used for maintenance of local park property owned by our organization.
8. This resolution/authorization is deemed to be part of the formal grant application to the Office.
9. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises, and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed _____

Title _____ Date _____

On File at: _____

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:

Location: _____ Date: _____

You may reproduce the above language in your own format; however, text may not change.

¹ **Agreement/Amendment Approver:** refers to an individual or several individuals who review and approve the electronic document and contacts RCO if corrections are needed. The approver does not sign the document. You may add more than one approver but please designate the order for routing purposes.

² **RCO Grant Agreement/Agreement Amendments Signer:** refers to the individual who must officially sign the document with an electronic signature and may be required to enter data such as title, date, agency name, etc. into fields. The signer of Agreements may differ from the individual who is delegated to sign Amendment documents, but we can only accept one signature per document.



5a
SEP 11 2023

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 9-11-23**

REGULAR AGENDA ☒ **Meeting Date: 9-12-23**

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 budget revisions on September 26, 2023.

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 form(s).

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

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

Budget Revisions 9-12-23
Revised: 3-04-2019



NOTICE OF BUDGET REVISION MEETING

Notice is hereby given Clallam County will adopt by Resolution of the Board the budget revision shown below on September 26, 2023 at 10 a.m. in the Commissioners' Meeting Room (160), Clallam County Courthouse.

Sheriff – Jail

- Contracted costs for Norpoint Services to provide courthouse security for the month of July 2023/\$18,590
- Contracted costs for Norpoint Services to provide courthouse security for the month of August 2023/\$20,570

NonDept – American Rescue Plan Act – Reallocation of American Rescue Plan Act (ARPA) funding expected to be provided for the PUD Carlsborg/Van-Lan water system project and to North Olympic Regional Veteran's Housing Network (NORVHN) under its amended agreement/\$140,000

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: September 12, 2023

Mark Ozias, Chair

Publish: September 16

Bill: Commissioners' Office

c: Budget Director
Department(s)
Treasurer

AUG 09 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 8/10/23

Budget Hearing/Meeting Date: 9/26/23 ✓

- **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.	00100.815 ✓	Budget Name	Sheriff – Jail ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.10.0010 ✓	Regular Time	18,590 ✓
Total				18,590 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.41.1030 ✓	Personnel Services	18,590
Total				18,590 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Contracted costs for Norpoint Services to provide Courthouse security for the month of July 2023 total \$18,590. These costs are not budgeted, so we need to transfer budget from our staff salary lines into the professional services line. The staff salary lines have extra budget based on open positions that we are currently in the process of filling.

County Official Approval: _____

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

100

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE
SEP 01 2023



Date Submitted: 8/29/23

Budget Hearing/Meeting Date: 9/26/23 ✓

- **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.	00100.815 ✓	Budget Name	Sheriff – Jail ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.10.0010 ✓	Regular Time	20,570 ✓
Total				20,570 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.41.1030 ✓	Personnel Services	20,570
Total				20,570 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Contracted costs for Norpoint Services to provide Courthouse security for the month of August 2023 total \$20,570. These costs are not budgeted, so we need to transfer budget from our staff salary lines into the professional services line. The staff salary lines have extra budget based on open positions that we are currently in the process of filling.

County Official Approval: _____

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

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107

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 8/30/2023 ✓

Budget Hearing/Meeting Date: 9/26/2023

- ___ **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.	19961.291 ✓	Budget Name	NonDept – American Rescue Plan Act ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19961.291 ✓	NonDept – ARPA ✓	51420.49.0225 ✓	Unanticipated Services	140,000
Total				140,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19961.291 ✓	NonDept – ARPA ✓	51420.41.0582 ✓	Clallam County PUD	100,000
19961.291 ✓	NonDept – ARPA ✓	51420.41.0587 ✓	North Oly Reg Veterans Housing Network	40,000
Total				140,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of ARPA funding expected to be provided for the PUD Carlsborg/Van-Lan water system project & to NORVHN under its amended agreement.

County Official Approval: _____

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

A handwritten signature in black ink, appearing to be "J. Cook", with several horizontal lines drawn below it.



SEP 11 2023

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ Meeting Date: 9/11/23

REGULAR AGENDA ☒ Meeting Date: 9/12/23

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 September 26, 2023.

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

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

Budget Supplementals 9-12-23
Revised: 3-04-2019



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 September 26, 2023 in the Commissioners' Meeting Room (160) of the Clallam County Courthouse.

Juvenile Services

- State revenue share from Special Sex Offender Disposition program. Clallam County exceeded our estimated caseload resulting in increased reimbursement of cost per participant for supervision and treatment services/\$31,494
- Unanticipated Community Prevention Wellness Initiative (CPWI) funds through the Health Care Authority (HCA)/\$101,264

Sheriff – Emergency Services – Expenditures and reimbursement revenue received from state contract E23-089 Sate Homeland Security Program Grant FY22 for salary and benefits, purchase of a ballistic shield rated for rifle rounds, operational supplies, grant administration time, and county indirects/\$50,455

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: September 12, 2023

Mark Ozias, Chair

Publish: September 16

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

AUG 23 2023



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 08/18/2023

Budget Hearing/Meeting Date: 09/26/2023 ✓

- 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.	00100.851 ✓	Budget Name	Juvenile Services ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.851 ✓	Juvenile Services ✓	33404.66.0020 ✓	Special Sex Offender Disposition	31,494
Total				31,494 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293	General Fund Reserve	50800.00.000	Ending Fund Balance	22,494
00100.851 ✓	Juvenile Services ✓	52760.41.0020 ✓	Professional Services	9,000
Total				31,494 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

State revenue share from Special Sex Offender Disposition program. Clallam County exceeded our estimated caseload resulting in increased reimbursement of cost per participant for supervision and treatment services.

County Official Approval: _____

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

[Handwritten signature]

103

SEP 01 2023

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 08/31/2023

Budget Hearing/Meeting Date: 09/26/2023



- ☒ **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.	00100.851 ✓	Budget Name	Juvenile Services ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.851 ✓	Juvenile Services ✓	33393.95.9010 ✓	HHS HCA CPWI	101,264
Total				101,264 ✓

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	2,923
00100.851 ✓	Juvenile Services ✓	52760.31.0020 ✓	Operating Supplies	5,341
00100.851 ✓	Juvenile Services ✓	52760.31.0033 ✓	Furnishings	2,000
00100.851 ✓	Juvenile Services ✓	52760.31.0065 ✓	Food	750
00100.851 ✓	Juvenile Services ✓	52760.35.0010 ✓	Small Tools/Minor Equipment	3,500
00100.851 ✓	Juvenile Services ✓	52760.41.0020 ✓	Professional Services	71,800
00100.851 ✓	Juvenile Services ✓	52760.43.0010 ✓	Training-Business	14,750
00100.851 ✓	Juvenile Services ✓	52760.49.0040 ✓	Dues	200
Total				101,264 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Unanticipated Community Prevention Wellness Initiative (CPWI) funds through the Health Care Authority (HCA). Grant funds applied to CPWI expenditures that occurred from 04/01/23 through 06/30/23. Grant funds used to increase the capacity to implement direct and environmental substance use disorder prevention services based on youth substance use in the community to prevent and reduce abuse of tobacco, marijuana, opioids, and other drugs.

County Official Approval:

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

John Janke

[Signature]

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CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE
SEP 01 2023



Date Submitted: 8/29/23

Budget Hearing/Meeting Date: 9/26/23 ✓

- ☒ **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.	00100.817 ✓	Budget Name	Sheriff – Emergency Services ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.817 ✓	Sheriff – Emergency Services ✓	33397.06.7001 ✓	Region 2 Homeland Security Grant	50,455
Total				50,455 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.817 ✓	Sheriff – Emergency Services ✓	52510.31.0020 ✓	Operating Supplies	4,000
00100.817 ✓	Sheriff – Emergency Services ✓	52510.41.5130 ✓	Sheriff	1,665
00100.817 ✓	Sheriff – Emergency Services ✓	59425.64.0010 ✓	Machinery and Equipment	13,000
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	31,790
Total				50,455 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Expenditures and reimbursement revenue received from state contract E23-089 State Homeland Security Program Grant FY22. The majority of grant funding (\$31,309) is for salary and benefits, most of which was already anticipated in our budget, so much of this revenue will return to the general fund. Capital funding (\$13,000) is for law enforcement safety and will be used to purchase a ballistic shield rated for rifle rounds, used to protect responders and evacuate civilians from active shooter zones. Remaining funds are for operational supplies, grant administration time, and county indirects.

County Official Approval: _____

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

109



AGENDA ITEM SUMMARY

SEP 11 2023

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

Department: BOCC

WORK SESSION ☒ Meeting Date: 9/11/23

REGULAR AGENDA ☒ Meeting Date: 9/12/23

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 September 26, 2023.

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

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



BUDGET RESOLUTION _____, 2023

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:

NonDepartmental – Additional funding needed to cover leave payouts to separating and retiring employees which have occurred at a higher amount than anticipated in the 2023 Budget/\$50,000
Assessor – Upgrade to existing mapping imagery in software system (PACS)/\$5,097
Parks and Facilities – REET – Out of scope project costs exceeded estimates including access control replacements being added to the Juvenile Services facility as a project change order/\$198,262
Public Works – Bullman Beach Water System – Funding needed to cover staff efforts related to the Request for Proposals process, procurement of a new pump with associated installation costs, and expected staff time for chlorine calculations and AsBuilt correction measurements/\$25,000

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 September 26, 2023 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 12th day of September 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

Randy Johnson

Mike French

ATTEST:

Loni Gores, CMC, Clerk of the Board

Publish: September 16, 2023

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 8/15/2023

Budget Hearing/Meeting Date: 9/26/2023 ✓

- ☐ **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.	00100.291 ✓	Budget Name	NonDepartmental
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	50,000
Total				50,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.291 ✓	NonDepartmental ✓	51790.10.0010 ✓	Regular Time	50,000
Total				50,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding needed to cover leave payouts to separating and retiring employees which have occurred at a higher amount than anticipated in the 2023 Budget.

County Official Approval: _____

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

A handwritten signature in black ink, appearing to be "Code", written over a horizontal line.

101

AUG 17 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 8/16/2023

Budget Hearing/Meeting Date: 9/26/2023 ✓

- **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.	00100.211	Budget Name	Assessor
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	5,097
Total				5,097 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.211 ✓	Assessor ✓	51424.41.0161	High Resolution Imagery	5,097
Total				5,097 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Upgrade to existing mapping imagery in software system (PACS). This was not anticipated to be available at the time our budget was adopted last year. GIS in PACS is antiquated and barely usable and will no longer be supported by the vendor. Integrating Matix will create functionality needed to utilize PACS GIS for appraisals, administrative use and mapping.

County Official Approval: Patricia R. Bustin
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

CLALLAM COUNTY BUDGET CHANGE FORM

AUG 30 2023



Date Submitted: August 29, 2023

Budget Hearing/Meeting Date: September 26, 2023 ✓

- **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.	30101.911. ✓	Budget Name	Parks and Facilities – REET ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30101.911. ✓	Parks & Facilities REET	50800.00.0000	Ending Fund Balance	\$198,262
Total				\$198,262 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30101.911. ✓	Parks & Facilities REET	59419.63.2125 ✓	Courthouse Access Control Systems	\$198,262
Total				\$ 198,262 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Out of scope project costs exceeded estimates, INCLUDING access control replacements BEING added to the Juvenile Services facility as a project change order, resulting in increased project cost THAT AFTER FACTORING IN PRIOR YEAR BUDGET CARRYFORWARD EXCEEDED TOTAL PROJECT ESTIMATE BY \$134,462.

County Official Approval:

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

[Handwritten signature]

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SEP 01 2023

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 08.31.23

Budget Hearing/Meeting Date: 09.26.23 ✓



- **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.	43401.611 ✓	Budget Name	Public Works – Bullman Beach Water System ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
43401.611 ✓	PW – Bullman Beach Water System ✓	50800.00.0000 ✓	Ending Fund Balance	\$25,000
Total				\$25,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
43401.611 ✓	PW – Bullman Beach Water System ✓	53450.41.7777 ✓	Other Services and Charges	\$25,000
Total				\$25,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Staff efforts relating to the Request for Proposals process, including open house meetings and community outreach meetings, were not included in 2023 Budget. Procurement of a new pump, with associated installation costs, was also not factored in. Expected additional staff time in the third and fourth quarters for chlorine calculations and AsBuilt correction measurements are also included in this dollar amount.

County Official Approval: _____

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

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AGENDA ITEM SUMMARY

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

SEP 11 2023

Department: Public Records

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 09-12-23

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

To continue the effort to keep the Clallam County Code up to date, the code section relating to Chapter 5.100 Consolidated Fee Schedule – Records Fees 110-A needs to be updated.
Hold a public hearing and request to approve Ordinance.
The Ordinance has been reviewed and approved by the Prosecuting Attorney's Office.

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?)
Hold a public hearing and request to approve Ordinance.

County Official signature & print name: Kelly Gonzalez 

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Kelly Gonzalez – Public Records

Relevant Departments: Board of Commissioners, Public Records Department, Prosecuting Attorney's Office

Date submitted: August 16, 2023

* 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)

Records Fee Schedule 110-A hearing AIS fnl.docx

Revised: 3-04-2019

Ordinance_____

Amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule –
Records Fees 110-A

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 5.100.110, Records fees 110-A is amended to read as follow:

See attached Records fees schedule 110-A:

ADOPTED this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores
MMC, Clerk of the Board

Mike French

RECORDS FEE SCHEDULE 110-A

**EFFECTIVE ~~JULY 23,~~
2017SEPTEMBER 12, 2023**

COPIES OF PUBLIC RECORDS <u>RCW 42.56</u>	FEE	REFERENCE
Photocopies, printed copies of electronic records or for the use of agency equipment to make photocopies	15 cents/page	RCW 42.56.120
Scanned records, or use of agency equipment for scanning	10 cents/page	RCW 42.56.120
Records uploaded to E-mail or cloud-based data storage device or other means of electronic delivery	5 cents/each 4 electronic files or attachment	RCW 42.56.120
Records transmitted in electronic format <u>CD/DVD</u>	10 cents/gigabyte <u>Actual cost of digital storage device</u>	RCW 42.56.120 <u>RCW 42.56.120</u>
<u>Postage</u>	<u>Actual cost</u>	<u>RCW 42.56.120</u>
<u>Envelope/mailing container</u>	<u>Actual cost</u>	<u>RCW 42.56.120</u>
<u>Tasks performed by technical/management personnel, e.g., IT data compilations, specialized access, etc.</u> <u>; i.e. IT</u>	<u>Actual cost</u>	<u>RCW 42.56.120</u>
<u>Body Worn Camera Video Redaction</u>	<u>Costs of required redaction and editing</u>	<u>RCW 42.56.240(14)(f)</u>
<u>OTHER RECORDS</u>	<u>FEE</u>	
Microfilm reader	15 cents/page	
Assessor survey map (color)	\$10 each	
<u>Existing Comprehensive plan/zoning, road maps, or other large scale maps (GIS will not create custom maps)</u>	<u>\$25 per sheet</u>	
Black and white section map	\$5 per sheet	
Color Maps 18" x 24" 24" x 36" 36" x 48" 36" x 72"	\$6.25/sheet \$12.50/sheet \$25/sheet \$37.50/sheet	
CD/DVD	\$7	
Postage	Actual cost	
Tax/billing file, tax roll, delinquent property	\$35/each	
Assessment file—includes real property value, sales, improvements, land segments	\$45/set	
GIS-based technical assistance	\$6445/hour	

RATES FOR RECORDS' TASKS	FEE	REFERENCE
Performed by technical/management personnel; i.e. IT, GIS	\$45/hour [†]	

[†] Calculated at Salary Range 62, Step 9, includes indirect costs for IT, GIS, engineering, management and professional personnel

* The salary ranges and steps are established by resolution adopted by the Board of County Commissioners and are incorporated herein, as amended.

DRAFT



42
SEP 11 2023

AGENDA ITEM SUMMARY

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

Department: DCD

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 9-12-2023**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

The Clallam County Planning Commission completed their review and public hearing process regarding revisions to the Clallam County Sign Ordinance on March 1, 2023. The Clallam County Board of Commissioners held public hearings on April 11, 2023 and May 2, 2023. The Board requested the Planning Commission relook at the ordinance and provide a final recommendation. The Planning Commission completed their review and voted 6-2 to forward a recommendation back to the Board. The Board met on July 3, 2023 to discuss the completed review of the Planning Commission and decided to table a decision until they could review the Planning Commission's discussion and reach out to stakeholders for comment. During the work session on August 14, 2023 the Board of Commissioners requested DCD staff to add standards for electronic signs to be permissible in the Eastern Urban Growth Area of Port Angeles. Staff has added the proposed standards to section CCC 33.57.060 in order to help mitigate the concerns of electric signs in Clallam County.

(3) Electronic signs are prohibited outside of the Eastern Port Angeles Urban Growth Area unless displaying a numeric price per unit of a fixed item, such as the current price of gasoline at a gas station. Electronic signs are permitted within the Eastern Urban Growth Area of Port Angeles provided they meet the following standards:

- a. Only one sign on the property may be an electronic sign;
- b. The electronic portion of a multiple-business complex sign is limited to 32 square feet in size;
- c. All electronic signs shall be equipped with automatic dimming capabilities;
- d. The brightness of the sign shall be no greater than 0.3 foot candles above ambient light (includes day and night);
- e. Messages shall remain static for a minimum 10 seconds and shall change instantaneously, avoiding startling flashing of lights or distracting movements.

* 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)

f. Sign shall not contain any animation.

g. Messages shall relate to the business on-premise, however, if approached by a community organization the sign owner is encouraged to advertise events occurring in the County.

h. Photo quality images may not be displayed behind text.

This language had been reviewed by the Planning Commission prior to their final recommendation to forward an ordinance that would prohibit electronic signs throughout the County. The Board should now conduct their public hearing with the requested language in the ordinance for comment by the public and vote on the proposed ordinance.

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

None

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

Conduct hearing and adopt the Sign Ordinance.

County Official signature & print name:

 Bruce Emery

Name of Employee/Stakeholder attending meeting: Donella Clark, Principal Planner

Relevant Departments: DCD

Date submitted: 9-5-2023

* 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)

An ordinance amending Clallam County Code Chapter 33.57 Signs

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 33.57.010. ~~Goals and intent~~Purpose is amended to read as follows:

~~— (1) The goals of these sign regulations are:~~

~~(1a) To exempt certain signs from permitting requirements, prohibit specific signs as listed herein, and to establish minimum standards and permitting requirements for signs neither prohibited or allowed outright; encourage the effective use of signs as a means of communication in the County;~~

~~(b) To maintain and enhance the visual environment and the County's ability to attract sources of economic development and growth;~~

~~(2e) To minimize excessive lighting in rural Clallam County along designated scenic highways;~~

~~(3d) To maintain and enhance not impede scenic views along the County's scenic highways;~~

~~(4e) To improve traffic and pedestrian safety and to eliminate minimize distractions to vehicle drivers;~~

~~(5f) To minimize the potential adverse effects of signs on nearby public and private property;~~

~~(6) To prevent damage and personal injury from signs improperly constructed;~~

~~(7g) To ensure compliance with the Scenic Vistas Act and the Growth Management Act; and~~

~~(8h) To enable the fair and consistent enforcement of these sign regulations.~~

~~This chapter is adopted under the zoning authority of the County in furtherance of the more general purposes set forth in this title.~~

~~— (2) It is the intent of this chapter that signs may be erected, placed, established, painted, created or maintained in the County only in conformance with the standards, procedures, exemptions and other requirements of this chapter. The intent of this chapter, as more specifically set forth herein, is:~~

~~— (a) To permit a variety of types of signs in commercial and industrial zones and a limited variety of signs in other zones, subject to the standards of this chapter;~~

~~— (b) To permit certain signs which are small, unobtrusive, and incidental to the principal use of the lots on which they are located; provided, that these types of signs are not portable signs which often cause safety problems due to blockage of vehicle/pedestrian sight lines and are further subject to the substantive requirements of this chapter;~~

~~— (c) To bring existing, nonconforming signs which exceed an area/height/number cap set in this chapter into compliance with these standards after a set period of time in order to further the goals and intent set forth in this chapter;~~

~~— (d) To prohibit signs not expressly permitted by this chapter; and~~

~~— (e) To provide for monitoring and compliance with the provisions of this chapter. This chapter distinguishes between signs by their structural type and duration of use but to the maximum extent possible does not distinguish between signs by their content. Certain types of signs are classified as temporary if they are only up for a short and specified period of time. Signs required by law, public signs required for safety, and public signage, the purpose of which is to inform the traveling public of public roadside facilities, are exempt from the ordinance requirements.~~

Section 33.57.020. Definitions is amended to read as follows:

Except where specifically defined herein, all words used in this chapter shall carry their customary meanings. Words used in the present tense include the future, and the plural includes the singular. The word "shall" is mandatory; the word "may" denotes a use of administrative discretion in making a

decision. The words “used” or “occupied” shall be considered as though followed by the words “or intended, maintained, arranged or designated to be used or occupied.”

(1) “Abandoned sign” means a sign that, for a period of more than six (6) months, no longer correctly identifies, exhorts, or advertises any person, business, lessor, lessee owner, product or activity conducted or available on or off the premises on which the sign is located. Signage on a property which is continuously listed for sale or lease shall not be considered abandoned. ~~for a period of six (6) months after which it shall be considered abandoned and subject to conformance with this chapter.~~

(2) “Administrator” means the Director of the Clallam County Department of Community Development or ~~their~~ his/her designee.

(3) “Advertising” means to announce publicly by emphasizing a printed notice or to call public attention to desirable qualities so as to arouse a desire to buy or patronize. This also includes logos, borders, backgrounds and accents.

~~(4) “A-frame sign” or “Sandwich Board sign” means two usually hinged boards not permanently attached to the ground and generally oriented to pedestrians.~~

~~(5) “Alter” means to change the structure of a sign in height, foundation, size, weight, materials or design in a manner that would require issuance of a building permit, not merely the change of copy. This definition specifically excludes the content or message present in the sign.~~

~~(6) “Animation” means the manipulation of electronic images in order to create moving images; or a sign depicting action, motion, light, or color changes through electrical or mechanical means.~~

~~(7) “Awning” means a shelter extending from the exterior wall of a building and composed of nonrigid materials except for the supporting framework.~~

~~(8) “Backlit sign” means a sign whose face is illuminated from behind.~~

~~(9) “Banner sign” means a flexible substrate on which copy or graphics are displayed. These signs can be mounted to a structure with a cord, rope, cable, or a similar method, or that may be supported by stakes in the ground. These signs are considered a temporary sign unless affixed to a building.~~

(104) “Building frontage” means the linear frontage of a building facing an abutting public or private street. When a building fronts on multiple streets, the building frontage shall be the one building front that would result in the greatest linear frontage.

~~(11) “Copy” means the words, logos, symbols, or message displayed on a sign.~~

~~(12) “Digital or Electronic components” means changeable copy that uses illumination (LED-light emitting diodes, LCD-light crystal display, plasma display, individual light bulbs) to display or project copy.~~

~~(13) “Electronic sign” means a changeable sign that generally uses a matrix of illumination elements (such as light emitting diodes (LED), liquid crystal display (LCD), plasma display, individual light bulbs, or other digital analog electronic media) capable of displaying words, symbols, figures, images, or graphics that can be electronically programmed to change automatically.~~

~~(14) “Exterior illuminated sign” means a sign illuminated by a light source that is directed toward and shines on the face of a sign.~~

~~(5) “Community event sign” means a temporary informational sign that pertains exclusively to a specific upcoming event sponsored by a nonprofit organization or by a governmental entity and is removed soon after the event.~~

~~(6) “Construction sign” means a temporary informational sign that identifies the architect, engineers, contractors, suppliers or grant agencies involved in construction project or announces the character of the building and is removed soon after completion of construction.~~

~~(7) "Election sign" means any sign which serves to influence, is intended to influence, or appears to be of the type which is commonly erected to influence, an election or ballot proposition.~~

(158) "Facade sign" means a sign which is attached parallel to and within nine (9) inches of the wall of a building, or vertical face of an awning or parapet which is supported by and confined within the limits of such wall, awning or parapet and which displays only one sign surface. "Facade sign" also includes signs affixed to (within nine (9) inches at one point) or painted on an awning, canopy or roof so long as they do not extend above the primary roofline or more than eight (8) feet from the outside edge of the building. Soft drink dispensing machines will be considered a facade sign if located within nine (9) inches of the building.

~~(16) "Fade" means a mode of message transition on a digital sign accomplished by varying light intensity or color, where the first message gradually grows faint and disappears.~~

~~(17) "Feather, Flutter, Flag, or Blade sign" means a freestanding portable sign that contains a harpoon-style pole or staff driven into the ground for support that resembles a sail or flag made of fabric, or nylon, or a flexible material.~~

(189) "Flashing sign" means a sign or a portion thereof which changes light intensity or switches on and off in a repetitive pattern at less than one-minute intervals, or uses electrical energy to provide motion or the optical illusion of motion.

(1940) "Freestanding sign" means a sign which is supported by permanent uprights, pole or braces to the ground and which is not connected to a building.

(2044) "Grade" means the average elevation of the natural ground surface immediately below the sign before construction, exclusive of any filling, berming, mounding or excavating solely for the purpose of locating the sign; and provided, that when the elevation of the natural ground surface of a freestanding/monument sign is below the grade of the edge of the adjacent roadway, then the height of a freestanding or monument sign shall be measured from the grade at the outer edge of the roadway nearest the proposed sign location.

~~(2142) "Grand opening sign" means a temporary sign of no more than thirty (30) days' duration announcing the new opening of a store or a complete change in ownership or product line sold.~~

~~(2243) "Illuminated sign" means any sign illuminated in any manner by an on-site artificial light source. These signs include both exterior-illuminated and backlit signs.~~

~~(23) "Illegal sign" means any sign placed without proper approval or permits as required by any applicable zoning or building code and also any sign placed contrary to the terms of time limits of any permit, or out of compliance with any applicable code.~~

~~(24) "Legal Nonconforming sign" means any sign in existence within the County on the date of adoption of Ordinance 694 codified in the year 2000 which did not conform to all applicable laws in effect on the date the sign was originally erected. Also, those signs permitted under Ordinance 694 that do not conform to the standards herein.~~

~~(25) "Marquee" means a permanent, roof-like canopy with an integral sign that extends from part or all of the building face that may or may not project over a public right-of-way.~~

~~(26) "Memorial sign" means a sign memorializing a person, event, or significance related to a site, building, or structure.~~

~~(2744) "Monument sign" means a ground-related, freestanding sign which is attached to the ground or to its base on grade by a solid sign structure and which structure extends from the ground or base to the sign face at the same or greater width as the sign face. Banner signs on fences are considered a form of monument sign and are only allowed to be placed temporarily. Signs on fences are considered a form of monument sign.~~

(2845) "Multiple-business complex" means a group of structures housing at least two (2) separate businesses or agencies operating under separate State tax numbers, or a single structure

containing more than one business with separating walls and at least one outside or inside access for each business which shares a common lot, access and/or parking facility operating under separate State tax numbers.

~~— (16) “Multiple-business complex sign” means a sign that is designated to identify a multiple business complex including directory signs for businesses within the complex.~~

(2917) “Mural” means an outdoor wall painting on a building which consists exclusively of paint applied to the wall or to framework attached within nine (9) inches of the wall and which contains no advertising.

(3018) “Noise” means any intended or unintended sound created by the sign or its installed equipment which exceeds forty (40) decibels as measured from the nearest point adjacent to the property or place of business, whichever is closer.

~~(19) “Nonconforming sign” means any sign in existence within the County on the date of adoption of the ordinance codified in this chapter which does not conform with the provisions of this chapter, but which did conform to all applicable laws in effect on the date the sign was originally erected.~~

(31) “Permanent sign” means a sign attached to a building, structure, or the ground, in a manner that enables the sign to resist environmental loads, such as wind, and precludes ready removal or movement of the sign.

(3220) “Portable sign” or “Movable sign” means any ~~moveable~~ sign which is not permanently affixed to the ground or a structure or building. This definition includes movable reader boards, outdoor soft drink dispensers located farther than nine (9) inches from a building and sandwich boards that are placed so as to be seen from public right-of-ways.

(3324) “Primary roofline” means the roofline under which a majority of the square footage of the business is located.

(3422) “Real estate sign” means a temporary sign advertising real estate for sale, rent or lease.

~~(35) “Rotating sign” means a moving sign that physically revolves about an axis.~~

(36) “Sidewalk sign” means a moveable sign not secured or attached to the ground or surfaces upon which it is located, supported by its own frame.

(3723) “Sign” means any object, device, fixture, placard, banner, structure or portion thereof, including any letters, figures, design, symbol, trademark or device that uses any color, form, graphic, illumination, symbol or writing intended to advertise, announce the purpose of, or identify the purpose of a person or entity, or to attract attention to any message, activity, service, place, subject, person, firm, corporation, public performance, article, machine or merchandise or to communicate information of any kind to the public, and which is visible from any right-of-way open to the public. Lighting that highlights an architectural feature of a building and does not consist of lettering, symbols or graphics shall not be considered a sign.

(3824) “Sign area” means the ~~entire~~ face of the sign, including advertising surface, backlit surface, but does not include and any framing, trim or molding, or supporting structure, but does not include the supporting structure. Sign area is measured by multiplying the maximum horizontal width by the maximum vertical width. The surface area of a sign painted on a wall, awning or roof shall be measured by multiplying the maximum width of the copy by the maximum length of the copy. Sign areas may also be calculated by measuring the smallest square, circle, rectangle, triangle or combination thereof that will encompass the extreme limits of the advertising copy, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, including an awning. Supportive framework which contains no written copy or other advertising and is clearly incidental to the display itself shall not be included in sign area calculations; provided, that the sign support structure shall be

the minimum necessary to support the sign. For the purpose of this chapter the total sign area of any two (2) faced sign with parallel faces or V-type sign having an interior angle of forty-five (45) degrees or less shall be calculated as the area of the larger of the two (2) faces or one face if equal in size. All other multiple-faced or paneled signs shall be the total area of all faces or panels combined.

(3925) "Sign surface" means any surface of a sign upon which there is lettering, logos, symbols, or other advertising.

(4026) "Sign height" means the vertical distance from grade to the highest point of a sign or any projection thereof.

(4127) "Sign structure" means any structure that supports or is capable of supporting any sign as defined in this chapter. A sign structure may be a pole or poles, or may be an integral part of a building. Structures that perform a separate use, such as a telephone booth, bus shelter, recycling or used goods container, etc., shall not be considered a sign structure. Sign structures shall be the minimum necessary to support the sign and shall not depict any product being advertised.

(4228) "Street" means a public or private way open to the general public for the purpose of vehicular traffic, including all classes of roadways and easements.

(4329) "Temporary sign" means a nonpermanent sign intended for use for a short period of time, ~~which includes election signs, construction signs, real estate signs, grand opening signs, community event signs and residential yard sale signs.~~

(4430) "Under common ownership" describes a situation where one person, corporation, legal entity or related legal entities owns contiguous properties occupied by closely related businesses in which case these businesses will be considered to be one business, operating on one property for the purpose of applying this chapter (i.e., a car dealership may cover multiple contiguous parcels and have several related businesses on these parcels but shall be considered to be "under common ownership" for the purpose of interpreting the provisions of this chapter).

(4534) "Vehicular signs" are signs affixed or painted on work vehicles, tractor-trailers, busses, vans or other vehicles.

(46) "Window sign" is any sign viewable through and/or affixed in any manner to a window or exterior glass that is intended to be viewable from the exterior. These signs count toward the square footage of façade signs.

Section 33.57.030060. Exempt signs is amended to read as follows:

The following types of signs shall be exempt from the standards established within this code and from the ~~certificate of compliance requirements~~ permitting requirements of this chapter; provided, that ~~the any~~ standards in this section are met:

(1) Official notices authorized by a court, public body or public safety official, provided they are removed within seven (7) days after conclusion of the subject of notification;

(2) Directional, warning or information signs authorized by federal, State or municipal governments or signs required by law not exceeding 200 square feet of sign area and twenty (20) feet in height. Directional signs located within State or County right-of-way shall be administered by State standards for directional signs and, if within Clallam County right-of-way, shall be administered by the Motorist Informational Sign Ordinance, Chapter 9.21 CCC;

(3) Memorial plaques, building identification signs and building cornerstones which are cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure. Plaques, tablets, or inscriptions indicating the name of a building, its date of erection, or other commemorative information, which are an integral part of the building structure or are attached flat to the face of the building, and which are not illuminated, except incidentally from light sources used for other purposes;

(4) Sculptures, murals, landscape features, fountains, mosaics, religious symbols, and design features which do not incorporate advertising or identification;

(5) The flag of a recognized government or noncommercial institution such as a school;

(6) Traffic or pedestrian control signs or signals, or signs indicating scenic or historic points of interest which are erected by, or on the order of, a public officer in the performance of his/her public duty;

(7) Exterior signs or displays not visible from streets or ways open to the public;

(8) "No trespassing," "no dumping," "no parking," "private," and other informational warning signs which shall not exceed four (4) square feet in surface area and eight (8) feet maximum height above grade;

(9) Commercial or residential address signs with lettering not exceeding twelve (12) inches in height and newspaper boxes located within ten (10) feet of an existing commercial/industrial building; ~~and~~

~~(10) Election signs no greater than thirty-two (32) square feet in area and five (5) feet in height above grade. Signs erected in anticipation of an election (for the purpose of advertising a candidate or proposal) shall be no greater than thirty-two (32) square feet in area and ten (10) feet in height above grade and shall be compliant with WAC 468-66-050 regarding removal;~~

~~(11) Replacement of legal nonconforming signs if not changed in height, shape, size, lighting/illumination and does not affect the structure of the sign;~~

~~(12) Painting, cleaning, refacing, or replacement of defective parts;~~

~~(13) Signs at a construction site, no more than three signs and no greater than 32 square feet each, that may identify the architect, engineers, contractors, supplies, or grant agencies involved in the construction project or announces the character of the building. Signs not permitted shall be removed fourteen days after construction is complete;~~

~~(14) Signs advertising real estate for sale, rent, or lease, no greater than thirty-two (32) square feet, and removed after the real estate transaction is complete;~~

~~(15) Grand opening or closing displays, such as temporary banners, flags, or balloons, are allowed to remain for a period of fourteen days from setup of the display, to announce the opening of a completely new business, new management, or closing of the business;~~

~~(16) Banner signs displayed for 3 months as a temporary monument sign used by businesses within commercial zones. Banner signs shall not be used as permanent monument signs. Banner signs affixed to a wall shall be required to be permitted as façade signs.~~

~~(17) One feather/flutter/flag/blade sign placed per 200 feet of road frontage. If fronting two or more roads the total of the road frontages determines the number of signs allowed to be used. The sign(s) shall remain in good condition with no rips, tears, frayed edges or be sun-faded.~~

~~(18) Portable signs used to provide traffic and directional information during events or for agricultural businesses that do not block safety sign lines of motorists pulling into or out from a business or within safety sight triangles on corner lots, and are removed immediately upon conclusion of the event or the end of the harvest season.~~

Section 33.57.040070. Prohibited signs is amended to read as follows:

The following signs or displays are prohibited, ~~except as otherwise specifically allowed within this chapter and subject to enforcement action and/or removal by the County. Prohibited signs are subject to removal by the County at the owner's or user's expense.~~

(1) Signs which, by reason of their size, location, movement, content, coloring or manner of illumination may be confused with or construed as a traffic control sign, signal, or device, or the light of an emergency or radio equipment vehicle; or which obstruct the visibility of any street sign or signal device;

(2) Signs erected, altered or relocated without a permit issued by the County or any other governmental agency that requires a permit under law;

(32) Signs identifying activities, products, businesses or services which have been discontinued for more than six (6) months on the premises upon which the signs are located;

(43) Private signs on public utility poles;

(5) Any sign that interferes with safe sight distances (determined by the County Road Department) at an intersection or causes an intersection to be illuminated;

(64) Portable signs, except if placed as an exempt sign as listed in section 33.57.030, but that shall not due to fact that they are often placed where they block safety sight lines of motorists pulling into or out from a business or within safety sight triangles on corner lots;

(5) Signs erected, altered or relocated without a permit issued by the County or any other governmental agency that requires a permit under law;

(76) Signs that rotate or have a part or parts that move or revolve shall not be permitted in any zone except for the face of a clock less than six (6) square feet in size;

(87) Signs or advertising displays consisting of clusters of posters, banners not affixed to a building wall, pennants, ribbons, streamers, strings of lights other than holiday lights used exclusively for decorative purposes, spinners, twirlers or propellers, flashing signs, rotating or blinking lights, chasing or oscillating lights, light projections on other natural or manmade surfaces, television type video, flares, balloons, inflatable signs, bubble machines and similar devices of carnival nature, or containing elements creating sound greater than 40 decibels as measured from the nearest adjacent property or business boundary shall not be permitted in any zone;

(9) Banner signs that do not meet the exemption listed under 33.57.030;

(10) Pennants, ribbons, streamers, strings of lights other than holiday lights used exclusively for decorative purposes, spinners, twirlers or propellers, flashing signs, rotating or blinking lights, chasing or oscillating lights, light projections on other natural or manmade surfaces, television type video, flares, balloons, inflatable signs, bubble machines and similar devices of carnival nature, or containing elements creating sound greater than 40 decibels as measured from the nearest adjacent property or business boundary shall not be permitted in any zone;

(11) Parking of vehicles with the sole intent to remain stationary for more than three days for purposes of using the signage in or on the vehicle as advertising. Parking of registered vehicles on property with a company message is not considered intentionally advertising;

(812) Signs within the public right-of-way unless erected by Clallam County or the State of Washington. These signs are subject to removal by the Clallam County Road Department.

Section 33.57.050030. Permitting Certificate of compliance is amended to read as follows:

No sign may be erected, relocated, constructed, or altered within the areas of the County under Clallam County jurisdiction without a permit obtained from the Clallam County Department of Community Development. A certificate of compliance for a sign is used to track sign installations for record keeping and to ensure all signs erected after passage of this chapter are in conformance with the chapter. No sign may be erected within the areas of the County under Clallam County jurisdiction without a certificate of compliance obtained from the Clallam County Department of Community Development unless specifically it is a temporary sign or an exempt sign under this code (CCC 33.57.03033.57.080). Painting, cleaning, refacing, or replacement of defective parts may be completed without a permit; however, replacement of the sign structure will need to be reviewed by the building department to determine if a building permit is required in accordance with the International Building Code. No noneonforming sign maintenance, except exchanging the area of existing advertising copy for a business not changing land use category or repainting to freshen faded

~~or damaged advertising copy shown on the face of the sign for a business not changing land use category or changing lighting tubes/bulbs with bulbs of the same or lesser intensity, is allowed without a certificate of compliance.~~

~~The application for permitting a sign shall include drawings and details of the proposed sign, associated support structure and method of attachment, drawing of all exterior lighting (if any), a site plan with location of all proposed and existing signs, and dimensions of all existing signs.~~

Section 33.57.060040. Commercial and industrial sign standards is amended to read as follows:

~~The following standards shall apply to signs placed on property zoned commercial or industrial. There are only four (4) basic types of signs that are used by business and industry. Those four (4) types include signs that are attached to the building (facade), signs that are set apart from the building (freestanding/monument), vehicular signs and temporary signs that are needed when certain conditions are met. Any sign that cannot be configured to qualify as one of these four (4) sign types and is not an exempt sign is prohibited in all zones. The time, place, number and manner regulations of these four (4) types of signs is as follows:~~

~~— (1) The total area of signage attached to any face of the building(s) in one or more facade signs shall not exceed the square footage limit for a facade signage of one square foot of sign area for each linear foot of building frontage facing a single public or private road. No facade sign may extend above the primary roofline or project more than eight (8) feet from the roofline edge of the building. For multiple business complexes each business within a plaza may have one facade sign attached to the commercial structure that is limited to one square foot of sign area per linear foot of each businesses building frontage.~~

~~(12) FA freestanding sign, or monument signs, shall meet the following standards:~~

~~a. Shall be designed so they appear firmly anchored to the ground with a base width at least forty percent (40%) of the total sign width;~~

~~b. Integrates a top, middle, and base element;~~

~~c. One sign permitted for each business not part of a multiple-business complex; within a commercial or industrial zone shall be limited to one sign for each area of land under common ownership that is not the site of a multiple-business complex.~~

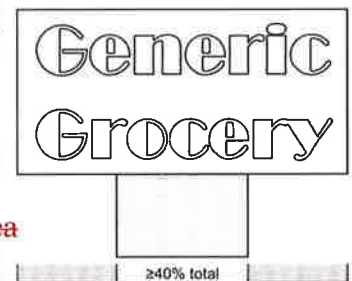
~~d. Shall be designed as an integrated architectural feature of the site and include durable high-quality materials that complement the design of on-site buildings;~~

~~e. Located outside of the public right-of-way;~~

~~f. Shall include one square foot of decorative landscaped area around the base of the sign per one square foot of sign area. Landscaping shall include ground cover and/or non-invasive shrubs, and encourage the use of native, drought-tolerant plantings;~~

~~g. This one sign (either freestanding or monument) shall not exceed thirty-two (32) square feet of sign area and shall not exceed ten (10) feet in height above grade. Except for multiple-business complexes advertising multiple businesses;~~

~~h. Multiple-business complex signs shall be limited to, one freestanding sign or one monument sign may be used to advertise the plaza or complex name and the businesses within the complex. This sign shall be limited to one sign not exceeding the signage area limit of 100 square feet and whose height shall not exceed ten (10) feet in height above grade shall be used to advertise the complex name and the businesses within the complex. The business complex name shall be distinct from the names of the tenants, and can be included on a distinctive sign cap. The sign may not~~



be used entirely for only on tenant unless it is limited to 32 square feet. Individual tenants in a multiple-business complex may not erect individual freestanding signs.

- i. Sign copy shall not exceed fourteen (14) feet in height above grade and the structure shall be maximum fifteen (15) feet above grade;
- j. Sign may be internally or externally illuminated and shall have a steady, stationary, fully shielded light source with a brightness of no greater than 0.3 foot candles at the property line and shall contain no electronic/digital components, unless displaying a numeric price per unit of a fixed item, such as the current price of gasoline at a gas station;
- k. Illumination of a business's fleet or outside inventory shall be considered advertising and shall not exceed brightness of no greater than 0.3 foot candle at the property line.

(2) Façade sign(s) shall meet the following standards:

- a. The total area of signage attached to any face of the building(s) shall not exceed a total of one square foot of sign area for each linear foot of the building frontage facing a single public or private road. Banner signs affixed to a wall count toward the total square footage for façade signs. For multiple-business complexes each business within a plaza may have one façade sign attached to the commercial structure, limited to one square foot of sign area per linear foot of each businesses building frontage;
- b. Shall not extend above the building parapet soffit, eave line, or primary roofline of the building;
- c. The sign frame shall be concealed or integrated into the building's architectural character in terms of form, color, and materials;
- d. Marquee, awning, and window signs will be considered façade signs;
- e. Shall be placed a minimum of eight feet above a sidewalk or walkway;
- f. Sign may be internally or externally illuminated and shall have a steady, stationary, fully shielded light source with a brightness of no greater than 0.3 foot candles at the property line.

(3) Electronic signs are prohibited outside of the Eastern Port Angeles Urban Growth Area unless displaying a numeric price per unit of a fixed item, such as the current price of gasoline at a gas station. Electronic signs may be permitted within the Eastern Urban Growth Area of Port Angeles if they meet the following standards:

- a. Only one sign on the property may be an electronic sign;
- b. The electronic portion of a multiple-business complex sign is limited to 32 square feet in size;
- c. All electronic signs shall be equipped with automatic dimming capabilities;
- d. The brightness of the sign shall be no greater than 0.3 foot candles above ambient light (includes day and night);
- e. Messages shall remain static for a minimum 10 seconds and shall change instantaneously, avoiding startling flashing of lights or distracting movements.
- f. Sign shall not contain any animation.
- g. Messages shall relate to the business on-premise, however, if approached by a community organization the sign owner is encouraged to advertise events occurring in the County.
- h. Photo quality images may not be displayed behind text.

(3) Vehicular signage visible from a State scenic and recreational highway shall be limited to thirty-two (32) square feet and vehicular signage shall be set back from the lot line or right of public use line that fronts on the State scenic and recreational highway a minimum of fifty (50) feet. Firm identification signage and other signage at the minimum sizes required by State or federal law on commercial/industrial vehicles shall not be calculated as part of the thirty-two (32) square foot signage limitation. Work vehicles making a delivery or making a service call away from the home base of the business are not subject to this provision, as the purpose of this provision is to prevent vehicular signs from being used as a form of long term freestanding sign. Likewise, local franchise holders for national moving van companies are not subject to the square footage limitation of this provision, as the local franchise holder has no control over the size of signage on the vehicles.

(4) When the conditions for a temporary sign are met, one temporary sign may also be allowed on a commercial/industrial property. Conditions present to qualify for a temporary sign would include the sale of property/business, a grand opening, construction of a business, and when advertising a community event. Such signage is limited to one unit thirty-two (32) square foot sign that shall not exceed five (5) feet in height above grade.

(5) Externally illuminated signs shall not exceed background area average illumination levels when measured five (5) feet beyond any vertical surface of the sign; lighting fixtures shall be carefully located, aimed and shielded so that light is only directed on to the sign surface with a light source that is not directly visible from the adjacent roadway. Internally illuminated signs using 800 milliwatt ballasts shall not have lamps spaced closer than twelve (12) inches apart or if using 425 milliwatt ballast shall not be closer than six (6) inches apart.

(6) Commercial/Industrial zoning includes the following zoning districts

Zone Name

Zoning Symbol

Light Industrial	I1
Industrial	M
Commercial	GC
Tourist Commercial	TC
Western Region Rural Center	WRC
Urban Center	UC
Urban Regional Commercial	URC
Urban Neighborhood Commercial	UNC
Rural Center	CEN
Rural Limited Commercial	RLC
Rural Neighborhood Commercial	RNC

~~Zone Name~~	~~Zoning Symbol~~
~~Carlsborg Commercial~~	~~CC~~
~~Rural Village~~	~~RV~~
~~Rural Commercial~~	~~RC~~
~~Sequim General Retail District~~	~~S(GC)~~
~~Sequim Light Manufacturing~~	~~S(LM)~~
~~Sequim Bypass Commercial~~	~~S(BC)~~
~~Sequim Neighborhood Commercial~~	~~S(NC)~~

Section 33.57.070050. Residential/Resource zoning district sign standards is amended to read as follows:

~~The following standards shall apply to signs placed on property zoned residential or resource: There are only four (4) basic types of signs that are used in residential/resource zones. Those four (4) types include signs that are attached to the building (facade), signs that are set apart from the building (freestanding/monument), vehicular signs and temporary signs that are needed when certain conditions are met. Any sign that cannot be configured to qualify as one of these four (4) sign types and is not an exempt sign is prohibited in all zones. The time, place, number and manner regulations of these four types of signs is as follows:~~

~~(1) Freestanding, monument and facade signage in Residential/Resource zoning districts, regardless of use, is limited to one unlit sign freestanding or facade sign;~~

~~(2) Sign shall contain no electronic or digital components or be illuminated;~~

~~(3) Sign shall be no more than of one type with a maximum of six (6) square feet of signage; on residentially zoned property and no more than -and provided, that within a Commercial Forest zoning district (CF) the maximum sign size is twenty (20) square feet of signage on resource zoned property; -~~

~~(42) Freestanding sign If the one sign allowed is a freestanding sign or monument sign, it shall not exceed five (5) feet in height above grade and shall be unlit no facade sign may extend above the primary roofline.~~

~~(3) Vehicular signage visible from a County road or State scenic and recreational highway shall be limited to a total of thirty-two (32) square feet and vehicular signage shall be set back from the lot line or public right of use line that fronts on the State scenic and recreational highway a minimum of 100 feet. On parcels that predate the effective date of this chapter that cannot meet the 100-foot vehicular sign setback due to lack of lot depth, vehicular signs can be parked within twenty (20) feet of the lot line farthest from the scenic and recreational highway. Firm identification signage and other signage at the minimum sizes required by State or federal law on commercial/industrial vehicles shall not be calculated as part of the thirty-two (32) square foot signage limitation. Work vehicles making a delivery or making a service call away from the home base of the business are not~~

subject to this provision, as the purpose of this provision is to prevent vehicular signs from being used as a form of long-term freestanding signs.

(4) When the conditions for a temporary sign are met, one temporary sign may also be allowed on a Residential/Resource property. Conditions present to qualify for a temporary sign would include property/home sale and when advertising a community event. Such signage is limited to one unlit six (6) square foot sign for a property/home sale, construction sign and community event and shall not exceed five (5) feet in height above grade.

(5) Residential/Resource Zoning includes the following zoning districts

Zone Name	Zoning Symbol
Urban Moderate Density	MD
Urban Very Low/Urban Low Density	VLD/LD
Urban Low Density	LD
Urban Very Low Density	VLD
Urban Residential Low	URL
Urban Residential High	URH
Rural Low Mixed	RLM
Rural Character Conservation 3	RCC3
Rural Character Conservation 5	RCC5
Quillayute Residential	QR
Western Regional Rural	RW1
Rural	R1
Rural Suburban Community	RSC
Western Regional Rural Moderate	RW2
Rural Moderate	R2
Western Regional Rural Low	RW5
Rural Low	R5
Rural Very Low	R20
Commercial Forest/Mixed Use 5	CFM5

~~Zone Name~~	~~Zoning Symbol~~
~~Commercial Forest/Mixed Use 20~~	~~CFM20~~
~~Commercial Forest~~	~~CF~~
~~Agricultural Retention~~	~~AR~~
~~Public Land~~	~~P~~
~~Airport Overlay District~~	~~AO~~
~~Open Space Overlay/Open Space Corridors~~	~~OS~~
~~Sequim Urban Residential—I~~	~~S(R-I)~~
~~Sequim Urban Residential—II~~	~~S(R-II)~~
~~Sequim Urban Residential—III~~	~~S(R-III)~~
~~Sequim Urban Residential—IV~~	~~S(R-IV)~~
~~Sequim Mixed Use~~	~~S(MU)~~

Section 33.57.080. ~~Legal N~~nonconforming signs is amended to read as follows:

It is the intent of this section to ensure that nonconforming signs ~~are brought into compliance with standards with the standards of this code. of exceptional size and height are reduced in size and height in accord with this section and to ensure that nonconforming signs are retrofitted into conforming signs as expeditiously and fairly as possible while avoiding any unreasonable invasion of established property rights.~~ The following standards apply to nonconforming signs:

(1) ~~Residential/Resource Zones. A nonconforming sign shall not be altered in height, shape, size, lighting/illumination, or affect the base or support without conforming with the provision of this chapter. No off-premise sign shall add electronic/digital components to a sign and existing electronic/digital signs shall be no greater than 0.3 foot candles above ambient light (includes day and night) and shall remain static for a minimum of 10 seconds, changing instantaneously to avoid startling flashing of lights, and shall transition without animation;~~

(2) ~~A nonconforming sign may be maintained as long as the nonconformity of the sign is not increased.~~

(3) ~~Properties with nonconforming signage shall only be allowed new or replacement signage requiring a permit after an equivalent number of nonconforming signs on the property are brought into conformance with standards of this chapter.~~

(a) ~~Existing, legally erected, nonconforming freestanding signs greater than 128 square feet in area and/or taller than fifteen (15) feet shall be reduced to this standard (128 square feet in area/fifteen (15) feet in height).~~

(b) ~~A property whose commercial use predates the existence of a zoning code in Clallam County shall be able to retain one existing, legally erected, nonconforming freestanding sign between~~

thirty-two (32) square feet and 100 square feet in area and fifteen (15) feet in height but any sign larger than this standard shall be reduced to this standard. All existing, legally erected, nonconforming facade signage may be retained but shall not be enlarged in area or changed in location.

(c) All existing, legally erected, nonconforming, freestanding signs not covered in subsections (1)(a) or (1)(b) of this section which are greater than twenty (20) square feet in area and/or taller than five (5) feet shall be reduced to this standard.

(2) *Commercial/Industrial Zones:*

(a) Existing, legally erected, nonconforming, freestanding signs greater than 128 square feet in area and/or taller than fifteen (15) feet shall be reduced to this standard (128 square feet in area/fifteen (15) feet in height).

(b) A property with one or more existing, legally erected, nonconforming, freestanding sign(s) larger than 128 square feet covered by subsection (2)(a) of this section, that also has a secondary sign larger than thirty-two (32) square feet but smaller than 128 square feet may retain such secondary, existing nonconforming, freestanding sign; provided, that if it is greater than sixty-four (64) square feet in size and fifteen (15) feet in height then it must be reduced to this standard.

(c) A property with no existing, legally erected, nonconforming, freestanding sign(s) larger than 128 square feet may retain one existing, legally erected, nonconforming freestanding sign between thirty-two (32) square feet and 100 square feet in size and fifteen (15) feet in height but any sign larger than this standard shall be reduced to this standard if a single sign or the standards below if more than one sign exceeds this standard.

(d) All existing nonconforming, freestanding signs not covered in subsections (2)(a), (2)(b) or (2)(c) of this section shall be reduced to the new sign standard of thirty-two (32) square feet in area and ten (10) feet in height.

(e) All existing, legally erected, nonconforming facade signage erected prior to the passage of the 1993 sign code may be retained but shall not be enlarged in area or changed in location.

(3) Clallam County passed a comprehensive sign code in 1993. Since the 1993 sign code did not require nonconforming signs to come into compliance, all owners of legally erected, nonconforming signs have already had at least seven (7) years to amortize their signs. Nonconforming signs which must be brought into conformance with the area and/or height standards of this chapter may elect to do so after an amortization period that begins either, on the date of the original sign building permit and runs for a term of one year for every \$1,000 of project value claimed on the original sign building permit, or alternatively, two (2) years from the effective date of this chapter whichever is greater.

(4) Any sign which was nonconforming under the sign code adopted in 1993 (formerly Chapter 9.26 CCC) or under this code that has been enlarged shall be subject to conformance with the standards of this code without the amortization periods provided in subsection (3) of this section for legally established nonconforming signs after the notice specified in this title is provided to the owner. If the enlarged portions of the sign are not removed within the period specified in the notice, the entire sign becomes a prohibited sign subject to immediate conformance with the area and height requirements of this code.

(5) Any sign erected after the passage of the 1993 sign code (formerly Chapter 9.26 CCC) that was a prohibited sign under the 1993 sign code shall be subject to removal by the County after the notice specified in this title is provided to the owner.

(6) Properties with nonconforming signage shall only be allowed to erect new or replacement signage requiring a certificate of compliance after bringing an equivalent number of nonconforming signs on the property into conformance with the standards of this chapter.

(7) A change in commercial or industrial land use as determined from review of land uses listed for each zone or change in a conditional use or a change of use under Section 3405 of the Uniform

Building Code shall require all signage to come into conformance with the new sign standards of this chapter.

~~— (8) Nonconforming signs which have had the entire sign face area taken down to the ground as a result of natural disaster or which are removed as a result of loss of lease or are removed as a result of a construction project shall not be re-erected without bringing them into conformance with this chapter. No work on an undamaged, existing nonconforming sign that brings such sign into greater conformance with this code shall be considered to be a sign removal requiring conformance with the standards for new signage.~~

~~— (9) A sign or sign structure removed by the County shall be held not less than thirty (30) days after notice to the owner by the County during which period it may be recovered by the owner upon paying the County for cost of removal and storage, and upon payment of any imposed fine. If not recovered within the thirty (30) day period, the sign or sign structure is hereby declared abandoned and title thereto shall be vested in the County for disposal in any manner permitted by law.~~

~~— (10) All existing illuminated signs, other than facade signs, located in Rural Commercial, Rural Limited Commercial and Rural Neighborhood Commercial zoning districts and which:~~

~~— (a) Are within 600 feet of the outer boundary of a designated scenic and recreational highway; and~~

~~— (b) Do not advertise a business that is open during the entire time the sign is illuminated, shall be allowed a five (5) year amortization period after which lighting to these signs must be set by timer to be off when the business closes in order to further the goal in CCC 33.57.010(1)(c).~~

~~— (11) To encourage the retrofit of nonconforming signs to the standards of this chapter, Clallam County establishes an incentive program to assist owners of such signs. The County will make available, on a competitive basis, the total sum of \$30,000 for a program to assist the owners of nonconforming signs to replace or retrofit such signs into a sign that meets the standards of this code. The \$30,000 County funding set aside for this program may also be used as a match to scenic byway grant funding available to remove outdoor advertising signs.~~

Section 33.57.090. Signage visible from a scenic highway is amended to read as follows:

A permit or other written approval is required from the Washington State Department of Transportation prior to review of certain types of sign permits by Clallam County for those areas within 600 feet of a designated scenic and recreational highway to show conformance with the Scenic Vistas Act and the Highway Advertising Control Act (Chapter 468-66 WAC).

Section 33.57.100. Variances is amended to read as follows:

~~— Applications for a variance from the standards established by this code shall be processed as Type III permits as set forth in Chapter 26.10 CCC and the review criteria outlined in Chapter 33.30 CCC, Variances. Variances shall not be permitted for modification to the number of signs and sign types specified in this chapter. Sign size variances shall not exceed 10 percent of the standard required unless it can be demonstrated that the sign qualifies as a community landmark sign and must show that the increase is required to allow the sign owner to purchase a standardized sign required by a national manufacturer who does not offer signs in a conforming size. A sign size (area) variance of less than 10 percent in area that meets the preceding criteria shall be processed as a Type II administrative variance as set forth in Chapter 26.10 CCC. Sign height variances over the 10 percent limit are available to those business owners that can demonstrate that their nonconforming sign qualifies as a community landmark sign. A community landmark sign must predate the effective date of this code by at least 20 years, have advertised the same business under the same name for all of that time, have become an important cultural landmark to County residents and would be difficult to retrofit to the nonconforming sign standard without destroying the unique character of the sign.~~

Section 33.57.~~100110~~. Review of Administrator's action (appeals) is amended to read as follows:

Any person aggrieved by the granting, denying or rescinding of a decision of the Administrator made under this chapter may seek review from the Hearing Examiner in accordance with Chapters 33.33 and 26.10 CCC. The request must be in writing setting forth the basis of the appeal and must be accompanied by the appropriate fees outlined in Chapter 5.100 CCC.

Section 33.57.110. Enforcement is amended to read as follows:

The provisions of this title are subject to enforcement and penalty provisions contained in CCC Title 20, Code Compliance, except to the extent preempted by State or Federal law, and except to the extent preempted by any contrary enforcement and penalty provisions contained in this title.

Section 33.57.120. Severability is amended to read as follows:

If any provision of this chapter or its application to any person or circumstance is held invalid, the remainder of this chapter or the application to other persons or circumstances shall not be affected.

ADOPTED this ____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Mike French