



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, September 5, 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 August 28

Approval of vouchers 

- 1b. Approval of minutes for the week of August 28

Approval of minutes 

- 1c. Letter to Olympic National Park regarding Hurricane Ridge winter season

Letter 

- 1d. Letter to Commissioner of Public Lands regarding Ode to Joyce timber sale

Letter 

- 1e. Proclamation Recognizing September 2023 as National Service Dog Month

Proclamation 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

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

Agreement 

ADMINISTRATION

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

Resolution 

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

Verbal approval 

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.

Call for hearing 

BUDGET

- 5a. Presentation of Preliminary 2024 Budget

Presentation 

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

- H1. Ordinance repealing Clallam County Code Chapter 3.35 Voters? Pamphlet

Ordinance 

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

Ordinance 

- H3. Ordinance amending Clallam County Code Chapter 5.40 Opportunity Fund Program

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 4 - 8:

Monday, September 4:
Courthouse closed - Labor Day

Tuesday, September 5:
9:00 a.m. Work Session

10:00 a.m. Board Meeting

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

Wednesday, September 6:

8:00 a.m. Coffee with Colleen

Friday, September 8:

4:00 p.m. KSQM 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 05 2023

Date of report: August 30, 2023

General	\$218,197.15
Other	\$992,862.10
Total	\$1,211,059.25

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

Aug. 28 - Sept. 1, 2023

Fund #	Department	Expenditures		Use Tax	
		General Fund	Other	General Fund	Other
00100.211	Assessor	1,427.80			
00100.221	Auditor	3,400.17			
00100.241/291	Commissioners (BOCC)	379.61			
19961.291	BOCC - American Rescue Plan Act		301,293.18		
00100.331-334	Dept. of Community Develop't (DCD)	2,756.04			
30301.331	DCD - Lower Dungeness Floodplain		7,685.00		676.28
00100.881	District Court II	390.03			
11301.511	Health & Human Services (HHS)		41,432.09		1,067.16
00100.511	HHS - Environmental Health	15,961.45			
11323.511	HHS - Chem Dep/Mental Hlth		33,869.67		
11331.511	HHS - Developmental Disabilities		154,059.30		
00100.461	Human Resources (HR)	6,102.79			
50401.461	HR - Risk Management		5,696.11		327.28
50501.461	HR - Workers Compensation		579.55		
00100.411	Information Technology (IT)	80,958.86			
30701.411	IT - Capital Projects		6,688.64		
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		1,084.59		
00100.911/912	Parks Fair Facilities (PFF)	36,847.66		6.69	
30101.911	PFF - REET 1 (Real Estate Excise Tax)		9,060.45		
30201.911	PFF - REET 2 (Real Estate Excise Tax)		50,441.43		
	Public Works (PW)				
10101.611	PW - Roads		331,730.14		
41401.611	PW - Clallam/Sekiu Sewer		12,024.43		
42401.611	PW - Carlsborg Sewer		722.93		
43401.611	PW - Bullman Beach Water System		352.14		
50301.611	PW - ER&R (Equip't Rental & Revolving)		32,697.39		
00100.811-815,817	Sheriff	60,298.04			
00100.816	Sheriff - Jail Medical	5,461.94			
11008.811	Sheriff - OPNET Drug		94.30		
11065.811	Sheriff - OPSCAN Operations		666.54		
00100.861	Superior Court	124.75			
00100.861	Superior Court Jury	4,081.32			
12201.231	Treasurer - O&M (Operation & Maintenance)		613.50		
Total		218,190.46	990,791.38	6.69	2,070.72

VISA Current Charges:

Statement Date:

Report Reconciliation		Totals			
Total	1,208,981.84	General Fund	218,197.15		
Final Check Lists	1,208,981.84	Non-GF	992,862.10		
Difference	-	VISA Charges	-		
		Grand Total	1,211,059.25	Use Tax	2,077.41

COPY

Prepared by:

Sara DeBiddle, Clallam County Auditor's Office

Invoice History Use Tax Report
CLALLAM COUNTY

Tran Date	Vendor Name	Invoice / Credit Memo No.	Doc Group	Taxable Amount	Tax Amount	Invoice Total
9/5/2023	CARDIAC LIFE PRODUCTS INC	143789	tsulleng	3,719.11	327.28	3,719.11
9/5/2023	FAIR PUBLISHING HOUSE INC	86827-01	mearley	76.06	6.69	76.06
9/5/2023	FONDRIEST ENVIRONMENTAL INC	85468	lkennedy	2,443.00	214.98	2,443.00
9/5/2023	FORESTRY SUPPLIERS INC	417855-00	lkennedy	5,242.00	461.30	5,242.00
9/5/2023	SMOKE WORKS	2385	nfurford	12,126.77	1,067.16	12,126.77
Totals:				23,606.94	2,077.41	23,606.94

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08/30/2023 8:55:04AM

Final Check List
CLALLAM COUNTY

Assessor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	9/5/2023	0000360	CLALLAM COUNTY ER&R	2023.258E	8/24/2023	VEHICLE RENTAL FOR AUG	1,381.00	1,381.00
	9/5/2023	0001211	PENINSULA DAILY NEWS	PDN-575237	8/24/2023	PDN SUBSCRIPTION 13 WEE	46.80	46.80
Sub total for U S BANK:							1,427.80	

0.*
1,427.80+
3,400.17+
301,672.79+
10,441.04+
390.03+
245,322.51+
12,378.45+
87,647.50+
1,084.59+
96,349.54+
2,609.00+
30,661.76+
331,156.77+
13,099.50+
61,058.88+
5,461.94+
124.75+
4,081.32+
613.50+
1,208,961.84*+
0.*

Auditor

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	9/5/2023	0000546	EXPRESS SERVICES, INC	29466377	8/9/2023	SAVANAH WISE	550.80
				29488457	8/16/2023	SAVANAH WISE	187.92
							738.72
	9/5/2023	0001603	TYLER TECHNOLOGIES INC.	025-434694	9/1/2023	SOFTWARE SUPPORT EAGLI	2,420.57
	9/5/2023	0028699	SOUND PUBLISHING INC	8109141	7/31/2023	NOTICE OF PRIMARY 2023 EI	116.20
							116.20
	9/5/2023	0046683	ODP BUSINESS SOLUTIONS	L316975203001	8/3/2023	HIGHLIGHTERS, PENS, ENVE	119.69
				318486704001	8/3/2023	"SIGN HERE" ARROW TAGS	4.99
							124.68
Sub total for U S BANK:							3,400.17

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
8/29/2023	0020849	U S BANK	ARPA IT Stmt 1	8/24/2023	ARPA BOCC CONFERENCE R	461.31	
			ARPA IT Stmt 2	8/24/2023	ARPA BOCC CONFERENCE R	461.27	
			ARPA IT Stmt 3	8/24/2023	REFUND: ARPA BOCC CONF	-254.13	668.45
9/5/2023	0044646	FORKS FOOD BANK	ARPA 0224	8/24/2023	ARPA CONTRACT 19961.22.00	12,221.69	12,221.69
9/5/2023	0046683	ODP BUSINESS SOLUTIONS	L320908530001	8/24/2023	GLOVES, WASTEBASKETS	171.25	
			325081469001	8/24/2023	SUPPLIES FOR NEW OFFICE	154.69	
			324800750001	8/24/2023	SUPPLIES FOR NEW ADMINIS	133.60	
			325081473001	8/24/2023	VACUUM	81.59	
			325076769001	8/24/2023	IN/OUT BOARD, BINDER CLIP	53.13	
			3241499910010	8/24/2023	SCISSORS, WASTE BASKET,	39.48	633.74
9/5/2023	0015513	OLYMPIC PENINSULA COMML	ARPA OPCC 7/2	8/24/2023	ARPA - HHS MEDICAL RESPIT	13,867.35	13,867.35
9/5/2023	0001817	OLYMPIC PENINSULA YMCA	YMCA Aug 2023	8/24/2023	SERVICES PER CONTRACT #	118,695.00	118,695.00
9/5/2023	0000753	PENINSULA HOUSING AUTHO	SH52306302023	8/24/2023	JUNE PAYMENT PER CONTR	26,574.74	26,574.74
9/5/2023	0001300	PUBLIC UTILITY DISTRICT	15543	8/24/2023	ARPA CONTRACT #19961.23.0	88,721.32	88,721.32
9/5/2023	0044210	SEQUIM FOOD BANK	2023-001R	8/24/2023	SERVICES PER CONTRACT #	40,290.50	40,290.50
Sub total for U S BANK:							301,672.79

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Final Check List
CLALLAM COUNTY

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Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0000360	CLALLAM COUNTY ER&R	2023.252E	8/22/2023	INSPECTORS \$840 CE \$600 A	1,440.00	1,440.00
9/5/2023	0000589	FORESTRY SUPPLIERS INC	417855-00	8/10/2023	G157 MONITORING SUPPLIE	5,242.00	5,242.00
9/5/2023	0001252	PORT ANGELES, CITY OF	128166-080923	8/9/2023	CE JULY 2023	607.15	607.15
9/5/2023	0028740	REBEKAH BROOKS CONTRA	332-32-002-006	8/8/2023	G133 PROFESSIONAL SERVI	562.50	562.50
9/5/2023	0046683	ODP BUSINESS SOLUTIONS	1323823331001	8/3/2023	ADMIN OFFICE SUPPLIES	63.73	
			326605346001	8/8/2023	ADMIN OFFICE SUPPLIES	48.95	
			323818972001	8/3/2023	ADMIN OFFICE SUPPLIES	26.10	
			326606301001	8/8/2023	ADMIN OFFICE SUPPLIES	7.61	146.39
9/5/2023	0046886	FONDRIEST ENVIRONMENTA	185468	8/11/2023	G157 MONITORING EQUIPME	2,443.00	2,443.00
Sub total for U S BANK:							10,441.04

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Final Check List
CLALLAM COUNTY

District Court II

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0021386	STAPLES ADVANTAGE	8071174774	9/12/2023	COPY PAPER	234.03	234.03
9/5/2023	0032370	DOWNING, MARK	4396069-1	9/12/2023	POSTAGE	156.00	156.00
Sub total for U S BANK:							390.03

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	9/5/2023	0000336	CLALLAM CONSERVATION DISTRICT	8/2/2023	ONSITE - 07/2023 DOH PIC 01	2,303.71	2,303.71
	9/5/2023	0036231	FISHER SCIENTIFIC COMPANY	8/11/2023	WATER LAB - LAB SUPPLIES	371.57	
			5215896	8/9/2023	WATER LAB - LAB SUPPLIES	94.55	466.12
	9/5/2023	0000700	HACH COMPANY	8/7/2023	WATER LAB - LAB SUPPLIES	626.86	626.86
	9/5/2023	0037201	HS GOVTECH USA INC	8/10/2023	FOOD - YR4 HEALTH SPACE I	7,638.48	7,638.48
	9/5/2023	0000769	IDEXX DISTRIBUTION INC	8/1/2023	WATER LAB - LAB SUPPLIES	2,147.05	2,147.05
	9/5/2023	0001002	MILLIPORE CORP	8/9/2023	WATER LAB - LAB SUPPLIES	1,872.49	1,872.49
	9/5/2023	0046683	ODP BUSINESS SOLUTIONS	7/31/2023	ONSITE - OFFICE SUPPLIES	225.64	
			320303348001	7/29/2023	ONSITE - OFFICE SUPPLIES	109.83	
			320339534001	7/31/2023	ONSITE - OFFICE SUPPLIES	57.69	
			320303360001	7/29/2023	ONSITE - OFFICE SUPPLIES	26.07	419.23
	9/5/2023	0019712	OLYMPIC MAILING SERVICES	8/16/2023	ONSITE - POSTAGE FOR PIC	283.72	
			23-57678	8/16/2023	ONSITE - PIC OPEN HOUSE -	203.79	487.51
	9/5/2023	0000546	EXPRESS SERVICES, INC	8/9/2023	HOPS - EXTRA HELP	1,279.20	1,279.20
	9/5/2023	0016427	MCKESSON MEDICAL-SURGICAL	8/11/2023	HOPS - SEALING PARAFILM	41.03	41.03
	9/5/2023	0046683	ODP BUSINESS SOLUTIONS	8/7/2023	HOPS - PH ADMIN - TRI FOLD	79.52	
			323384677001	8/8/2023	HOPS - WIC - LETTER FOLDE	30.78	110.30
	9/5/2023	0030719	REFLECTIONS COUNSELING, RCSG	7/15/2023	HOPS - HOTEL LEASING & RE	22,496.16	
			RCSG 08-15-23	8/15/2023	HOPS - HOTEL LEASING & RE	5,155.05	27,651.21
	9/5/2023	0048298	SMOKE WORKS	7/17/2023	HOPS - FENTANYL TEST STR	12,126.77	12,126.77
	9/5/2023	0001508	STERICYCLE, INC	8/14/2023	HOPS - SYRINGE DISPOSAL	119.24	119.24
	9/5/2023	0033201	WESTSIDE PIZZA	8/18/2023	HOPS - HRHC SUPPORT GRC	104.34	104.34
	9/5/2023	0000365	CLALLAM COUNTY SUPERIOR	8/17/2023	CD/MH - DRUG COURT - JULY	23,198.94	23,198.94
	9/5/2023	0000577	FIRST STEP FAMILY SUPPORT	8/9/2023	CD/MH - PARENTS AS TEACH	6,503.15	6,503.15
	9/5/2023	0021279	KITSAP COUNTY HEALTH DIS	8/10/2023	CD/MH - CD/MH SERVICES -	2,826.25	2,826.25
	9/5/2023	0001209	PENINSULA BEHAVIORAL HEA	8/17/2023	CD/MH - PATH OUTREACH SE	1,341.33	1,341.33
	9/5/2023	0001462	CLALLAM MOSAIC	8/10/2023	DDD - CLALLAM PARENT TO	1,700.00	1,700.00
	9/5/2023	0000396	CONCERNED CITIZENS	8/3/2023	DDD - STATE CONTRACT - JL	58,339.00	58,339.00
	9/5/2023	0000577	FIRST STEP FAMILY SUPPORT	8/14/2023	DDD - SUPPORTED PARENTI	2,354.00	2,354.00
	9/5/2023	0001017	MORNINGSIDE INC	8/23/2023	DDD - STATE CONTRACT - JL	35,007.75	35,007.75
	9/5/2023	0046683	ODP BUSINESS SOLUTIONS	7/31/2023	DDD - COPY PAPER	102.25	
			323140158001	8/4/2023	DDD - TONER	61.40	163.65

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0017530	PIERCE JONES & ASSOCIATE	PJA STATE 07-2	8/22/2023	DDD - STATE CONTRACT - JL	51,894.00	
			PJA SSD 7-23	8/10/2023	DDD - SSD - JULY 2023	1,965.00	
			PJA PASD 07-23	8/9/2023	DDD - SSD - JULY 2023	990.00	
			PJA QVSD 7-23	8/10/2023	DDD - QVSD - JULY 2023	930.00	55,779.00
9/5/2023	0048922	WA5 APPAREL COMPANY	9497859	8/15/2023	DDD - PROJECT SAFER - T-S	715.90	715.90
Sub total for U S BANK:							245,322.51

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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
9/5/2023	0000522	redacted	LEOFF AUG 23	8/23/2023	LEOFF AUG 23 DE	164.90	164.90
9/5/2023	0001136	OLYMPIC MEDICAL CENTER	97120795177100	8/23/2023	97120795177100	985.00	985.00
9/5/2023	0001179	PACIFIC OFFICE EQUIPMENT	1127042	8/23/2023	INV 1127042	529.55	529.55
9/5/2023	0002036	redacted	LEOFF AUG 23	8/23/2023	LEOFF AUG 23 DL	164.90	164.90
9/5/2023	0002038	redacted	LEOFF AUG 23	8/23/2023	LEOFF AUG 23 DR	164.90	164.90
9/5/2023	0002042	redacted	LEOFF AUG 23	8/23/2023	LEOFF AUG 23 RC	2,615.47	2,615.47
9/5/2023	0002047	redacted	LEOFF AUG 23	8/23/2023	LEOFF AUG 23 RS	148.50	148.50
9/5/2023	0022748	redacted	LEOFF AUG 23	8/23/2023	LEOFF AUG 23 FD	1,733.12	1,733.12
9/5/2023	0034245	CASTLE BRANCH INC	0896829-IN	8/23/2023	INV 0896829-IN	482.00	482.00
9/5/2023	0037692	SEBRIS BUSTO JAMES	79549	8/23/2023	INV 79549	1,111.00	1,111.00
9/5/2023	0039634	CARDIAC LIFE PRODUCTS INC	143789	8/23/2023	INV 143789	3,719.11	3,719.11
9/5/2023	0045459	COASTAL HEALTH	1087	8/23/2023	INV 1087	560.00	560.00
Sub total for U S BANK:							12,378.45

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Final Check List
CLALLAM COUNTY

IT Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	9/5/2023	0000674	GOVCONNECTION, INC.	74400302	9/5/2023	IT20230809 - SURGE/BACKUP	891.41	891.41
	9/5/2023	0004211	CENTURYLINK	3604574863-082	9/5/2023	JUVIE FAX LINES (3)	311.91	
				3604574397-082	9/5/2023	JUVIE CTRM FAX	66.82	
				3604576843-082	9/5/2023	JUVIE PHONE SWITCH	63.38	
				3604570323-082	9/5/2023	PA SHOP PHONE SWITCH	63.38	505.49
9/5/2023	0020849	U S BANK	114-3743773-89	9/5/2023	GIS20230804 - SUPPLIES	66.24	66.24	
9/5/2023	0031480	CAROUSEL INDUSTRIES OF	IN492752	9/5/2023	IT20230320A - AVAYA VOIP LIC	68,744.26		
			IN497716	9/5/2023	IT20230309A - ARS TABLE CLI	3,424.64		
			IN501446	9/5/2023	IT20230818A - NWN BLOCK	3,264.00		75,432.90
9/5/2023	0036517	GRANICUS INC	170061	9/5/2023	IT20230823B GRANICUS	10,751.46		10,751.46
Sub total for U S BANK:								87,647.50

Nox Weeds

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0000360	CLALLAM COUNTY ER&R	2023.250E	8/21/2023	JULY COSTS FOR VEHICLE #	615.97	
			2023.245E	8/19/2023	CHARGING WATERING PUMF	66.00	681.97
9/5/2023	0009870	ADOLPHSEN, ERIC	Adolphsen2023	8/22/2023	TRAVEL REIMBURSEMENT F	15.46	15.46
9/5/2023	0020849	U S BANK	9914322236	8/24/2023	PRINTER INK; RDS = \$71.77, I	215.30	215.30
9/5/2023	0026655	PAUL, BRUCE	Paul2023 8-22	8/22/2023	TRAVEL REIMBURSEMENT F	68.12	68.12
9/5/2023	0028699	SOUND PUBLISHING INC	PDN982145	8/24/2023	PDN ANNOUCMENT OF AUGL	53.12	
			SEQ982158	8/16/2023	SEQUIM GAZETTE ANNOUNC	17.60	70.72
9/5/2023	0046335	PEACOCK, DAN	Peacock2023 8-	8/22/2023	TRAVEL REIMBURSEMENT F	19.13	19.13
9/5/2023	0046488	STONEMAN, ROBERTA	Stoneman	8/22/2023	TRAVEL REIMBURSEMENT F	13.89	13.89
Sub total for U S BANK:							1,084.59

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0000034	AIR FLO HEATING CO	98905133	8/24/2023	2009FAC CH VAV SYST CRU-	456.96	456.96
9/5/2023	0000116	ASM SIGNS	10663	8/24/2023	CH VINYL DECALS LAW LIBR,	65.19	65.19
9/5/2023	0000196	BILLS PLUMBING & SANIKAN	s3662318	8/24/2023	SC SANIKANS	350.00	
			s3662377	8/24/2023	RH SANIKAN	100.00	
			s3662280	8/24/2023	SC SANIKAN SERVICE	32.67	482.67
9/5/2023	0000374	CLEANTECH CARPET CARE	535	8/24/2023	2007FAC CARPET CLEANING	1,665.00	
			538	8/24/2023	2007FAC FULL CARPET STEA	1,350.00	
			539	8/24/2023	2007 FAC SUPR & JRY RM CA	550.00	3,565.00
9/5/2023	0000547	FAIR PUBLISHING HOUSE INC	86827-01	8/24/2023	2023 FAIR STOCK ROLL TICK	76.06	76.06
9/5/2023	0000659	GLASS SERVICES CO., INC	53986	8/24/2023	CH TREASUR OFC 2 REPLCN	2,139.14	2,139.14
9/5/2023	0000742	HOCH CONSTRUCTION	2207FAC Pay Ap	8/24/2023	2207FAC EV CHRG STN PAY /	47,694.03	47,694.03
9/5/2023	0001059	NC MACHINERY CO	q2059201	8/24/2023	1906CH PRSR WASH MANLIF	3,976.91	3,976.91
9/5/2023	0001203	PEN PRINT INC	39569	8/24/2023	FG TAGS, PASSES PRINTING	591.38	
			39568	8/24/2023	SMPK RDG GOLF CARDS	326.40	917.78
9/5/2023	0001252	PORT ANGELES, CITY OF	63871-98716 7/2	8/24/2023	CH JULY UTIL & GARBAGE	17,320.89	
			63871-147906 7/	8/24/2023	CH JULY UTIL	4,097.65	
			60327-89776 7/2	8/24/2023	3RD ST JULY UTIL & GARBAG	753.54	22,172.08
9/5/2023	0001300	PUBLIC UTILITY DISTRICT	43120 7/23	8/24/2023	RH JULY ELECT	176.70	
			44963 7/23	8/24/2023	RH IRR JULY ELECT	30.70	207.40
9/5/2023	0001331	RAINBOW SWEEPERS INC	46061	8/24/2023	FG FAIR MIDWAY SWEEPING	680.00	680.00
9/5/2023	0001540	SWAIN'S GENERAL STORE IN	316705	8/24/2023	M (2) WORK PANT D BURR	101.99	
			316302	8/24/2023	FG DOOR STOP STRAP HNGI	74.09	176.08
9/5/2023	0003045	SECORD, DAVE	2023 Fair	8/24/2023	2023 FAIR ENTERTAINMENT	200.00	200.00
9/5/2023	0004211	CENTURYLINK	3609283540 820	8/24/2023	SC TELEPHONES	144.81	144.81
9/5/2023	0004211	CENTURYLINK	3606835847 445	8/24/2023	DRA TELEPHONES	141.66	141.66
9/5/2023	0004211	CENTURYLINK	3609283441 593	8/24/2023	CDJ TELEPHONES	73.06	73.06
9/5/2023	0004950	FAIRCHILD FLOORS	4165	8/24/2023	2301CH RSTR JV BLD 7 BLIN	1,061.58	1,061.58
9/5/2023	0033438	AHBL INC	140475	8/24/2023	1710CH LANDSCAPE DESIGN	450.00	450.00
9/5/2023	0035842	CLALLAM CO PARKS CREDIT	WorldPay July 20	8/24/2023	CDJ TELEPHONES	1,537.12	1,537.12
9/5/2023	0040301	WEST, CONNOR	2023 fair NS/FW	8/24/2023	2023 FAIR NIGHT SECURITY/I	600.00	600.00
9/5/2023	0040325	RAMSEY, CHRISTINE	2023 Fair Vet	8/24/2023	2023 FAIR VETERINARIAN SE	4,700.00	
			2023 Fair Loggin	8/24/2023	2023 FAIR LOGGING SHOW A	600.00	5,300.00
9/5/2023	0041605	HOME DEPOT PRO	755526514 b	8/24/2023	JV DUCT TAPE	13.83	13.83

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	9/5/2023	0041765	CALL LUKE LLC	3711	8/24/2023	CH OUTSIDE PERIMETER PR	208.90	
				3710	8/24/2023	RH WASP NEST EXTERMINA	174.08	
				3683	8/24/2023	3RD ST OUTSIDE PERIM PRE	108.80	491.78
9/5/2023	0044017	ALL AMERICAN PUBLISHING	L1001611	8/24/2023	FG FALL 2023 SEQUIM HS AD	419.00	419.00	
9/5/2023	0047167	ADVENTURES NW PUBLISHIN	3855	8/24/2023	DRA SC ADVERT AUT 2023 IS	260.00	260.00	
9/5/2023	0048912	HOCH CONSTRUCTION RETA	2207FAC PayAp	8/24/2023	2207FAC EV CHRG STN PAYA	2,297.40	2,297.40	
9/5/2023	0048921	TOMARAS, RANDALL	2023 Fair	8/24/2023	2023 FAIR PHOTOGRAPHY JL	150.00	150.00	
9/5/2023	0049026	BRUCH, KENNEDY	2023 fair	8/24/2023	2023 FAIR NIGHT SECURITY/I	600.00	600.00	
Sub total for U S BANK:							96,349.54	

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	8/29/2023	0020849	U S BANK				
			1968-AUG2023-	6/1/2023	Kiperts-Window Door, Gasket -	1,505.12	
			3953-166642569	8/1/2023	GOV CONNECTION -LASER J	573.37	
			1968-AUG2023-	6/1/2023	Kiperts.com-Freight - PA 449, 4	345.89	
			9221-SO316374	8/10/2023	Zoro-Quick Exhaust Valve - SQ	82.77	
			1968-136501	5/30/2023	VSS-Switch - PA 202	72.80	
			9221-8547409	7/24/2023	Amzn:AftermarketUS-PrgValve	29.05	2,609.00
Sub total for U S BANK:							2,609.00

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0000099	A-1 AUTO PARTS	1447535	8/16/2023	Solenoid and Blades - SQ 149	74.88	74.88
9/5/2023	0000592	FORKS AUTO ELECTRIC	934938	8/18/2023	Wire Harness, Fan - PA 147	134.98	134.98
9/5/2023	0000599	FORKS OUTFITTERS	10AUG2023ERF	8/10/2023	Cargo Straps - LC	14.31	14.31
9/5/2023	0000677	GRAINGER INC	9803795872	8/14/2023	Strap Wrench - PA 20-SMTOOL	13.50	13.50
9/5/2023	0000709	HARBOR SAW & SUPPLY	765347	8/16/2023	Box of Ear Plugs - LC	37.97	37.97
9/5/2023	0000772	INDUSTRIAL HYDRAULICS INC	A344698	8/18/2023	Repair and Return - PA 413	617.65	617.65
9/5/2023	0001255	PRICE FORD LINCOLN MERC	55050125	8/22/2023	Water Pump Asy - PA S348	121.98	121.98
9/5/2023	0001551	TACOMA SCREW PRODUCTS	100227126-00EF	8/22/2023	Tissues and Towels - WE	69.56	
			140087212-00	8/14/2023	Flap Wheel - PA	56.09	125.65
9/5/2023	0001762	WEST END MOTORS INC	1284	8/8/2023	Flat Repair - LC S348	21.72	21.72
9/5/2023	0001781	WHITEHEADS AUTO PARTS	IN265825	8/23/2023	Hose Fittings - LC 452	242.92	
			265658	8/21/2023	Cutting Blades -LC 20-SMTOOL	111.07	
			265716	8/22/2023	Belt, 3/8DR 16mm - LC 240	86.05	
			265125	8/15/2023	UJNT Kit - LC 240	57.80	
			265239	8/16/2023	Flap Discs- LC	20.33	
			265218	8/16/2023	Disposable Gloves - LC	13.69	
			264634	8/9/2023	Carriage - LC 456	7.56	539.42
9/5/2023	0017663	ARAMARK UNIFORM SVCS	IN5120303242	8/22/2023	Laundry Services - PA	42.11	
			5120304726	8/24/2023	Laundry Services - SQ	16.34	
			5120304697	8/24/2023	Laundry Services - LC	16.30	74.75
9/5/2023	0022435	RACE STREET AUTO PARTS	642972-23	8/16/2023	Mount - {A S345	141.02	
			643095-23	8/17/2023	Fuel Filter - PA 206	58.97	
			642958-23	8/16/2023	Stretch Belt, Serpentine Belt - F	50.84	
			643716-23	8/22/2023	Air Filter - PA 836	45.23	
			642908-23	8/15/2023	Air Filter - SQ 454	44.28	
			643656-23	8/22/2023	Wiper Blades - PA MP203	27.44	
			643753-23	8/22/2023	DRN VAL - PA 1063	24.25	
			642907-23	8/15/2023	Oil Filter - PA 454	17.03	
			643750-23	8/22/2023	DRN VAL, Shut Off - PA 1063	13.72	
			641936-23	8/8/2023	Oil Filter - SQ 154	5.80	
			644002-23	8/24/2023	Oil Filter - PA 158	3.98	
			642055-23	8/8/2023	Return - PA 166	-22.58	409.98
9/5/2023	0036098	O'REILLY AUTO PARTS	2750-450238	8/22/2023	Stretch Fit, Micro V Belt - PA S3	32.53	32.53
9/5/2023	0036553	BRAKE & CLUTCH SUPPLY	IN698323	8/21/2023	Back Up Alarms - PA Stores	267.35	267.35

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	9/5/2023	0043469	PETROCARD	0495593-IN	8/17/2023	Dyed Diesel - PA	24,957.90
				0495792-IN	8/17/2023	Dyed Diesel and Unleaded - CE	3,217.19
							28,175.09
						Sub total for U S BANK:	30,661.76

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	9/5/2023	0000039	ALBINA FUEL	0303247-IN	8/8/2023	CHIP SEALING-PA	22,045.80
				0303597-IN	8/15/2023	CHIP SEALING-PA	20,289.29
				0303621-DM	8/16/2023	CHIP SEALING DEMURRAGE-	326.40
				0303625-DM	8/16/2023	CHIP SEALING DEMURRAGE-	122.40
							42,783.89
9/5/2023	0000360	CLALLAM COUNTY ER&R	2023.254E	7/24/2023	8/2023 EQUIPMENT RENT	199,500.91	
			2023.248E	8/19/2023	07/2023 GRAVEL USAGE	48,433.39	
			2023.249E	8/21/2023	07/2023 MONTHLY TRUCK RE	17,375.27	
			2023.247E	8/19/2023	07/2023 FACILITIES RENTAL	8,000.00	
			2023.246E	8/19/2023	07/2023 SIGNS USED FROM II	4,338.77	
			2023.238E	8/19/2023	07/2023 ITEMS FROM ER&R II	4,114.45	
			2023.244E	8/19/2023	07/2023 COSTS INCURRED B'	990.00	282,752.79
9/5/2023	0000546	EXPRESS SERVICES, INC	29488446-10101	8/16/2023	EXPRESS EMPLOYMENT 08/C	4,988.93	4,988.93
9/5/2023	0000594	DECKER CITY HARDWARE, TI	785395	8/10/2023	MAINTENANCE SUPPLIES-LC	48.82	
			786405	8/16/2023	MAINTENANCE SUPPLIES-LC	11.94	60.76
9/5/2023	0000599	FORKS OUTFITTERS	S00229/080923	8/9/2023	MAINTENANCE SUPPLIES-LC	20.61	20.61
9/5/2023	0001258	PORT ANGELES POWER EQU	98019808	8/16/2023	MAINTENANCE SUPPLIES- TI	247.56	247.56
9/5/2023	0001300	PUBLIC UTILITY DISTRICT	110606-081723	8/17/2023	07/18-08/16 SCENIC OVERLO	140.14	140.14
9/5/2023	0017663	ARAMARK UNIFORM SVCS IN	5120303244	8/22/2023	LAUNDRY SERVICE-PA	16.32	16.32
9/5/2023	0021386	STAPLES ADVANTAGE	8071330716	8/19/2023	OFFICE SUPPLIES	64.02	64.02
9/5/2023	0024508	LINDORFER, DON	10280-LINDORF	8/17/2023	MAINTENANCE SUPPLIES-SL	81.75	81.75
Sub total for U S BANK:							331,156.77

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Final Check List
CLALLAM COUNTY

Public Works (4) Page: 1

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	9/5/2023	0000074	AM TEST, INC.	135006	8/18/2023	SAMPLE TESTING-WWTP	570.00	570.00
	9/5/2023	0037716	CASCADE COLUMBIA DISTRIE	873820	8/8/2023	MAINTENANCE SUPPLIES-W	1,363.75	1,363.75
	9/5/2023	0000360	CLALLAM COUNTY ER&R	2023.256E	8/22/2023	08/2023 EQUIPMENT RENT	1,145.43	
				2023.240E	8/19/2023	07/2023 GALLONS OF FUEL U	566.38	1,711.81
	9/5/2023	0000361	CLALLAM COUNTY ROAD DEF	2023.061R	8/22/2023	08/2023 EMPLOYEE BENEFIT	1,127.23	1,127.23
	9/5/2023	0001621	USA BLUE BOOK	INV00105683	8/15/2023	MAINTENANCE SUPPLIES- W	7,490.04	
				INV00098666	8/8/2023	MAINTENANCE SUPPLIES- W	271.97	
				SCN005651	8/8/2023	MAINTENANCE SUPPLIES- W	-510.37	7,251.64
	9/5/2023	0004211	CENTURYLINK	4574719-081423	8/14/2023	360-457-4719 856B	79.04	79.04
	9/5/2023	0000360	CLALLAM COUNTY ER&R	2023.257E	8/22/2023	08/2023 EQUIPMENT RENT	57.78	57.78
	9/5/2023	0000361	CLALLAM COUNTY ROAD DEF	2023.047R	6/30/2023	06/2023 EMPLOYEE BENEFIT	101.87	
				2023.062R	8/22/2023	08/2023 EMPLOYEE BENEFIT	30.71	132.58
	9/5/2023	0001300	PUBLIC UTILITY DISTRICT	119587-081423	8/14/2023	PUD-971 CARLSBORG RD	453.53	453.53
	9/5/2023	0000348	CLALLAM COUNTY DEPT OF,	23-0414	8/9/2023	TESTING SERVICE-BBWA	76.00	76.00
	9/5/2023	0000546	EXPRESS SERVICES, INC	29488446-43401	8/16/2023	EXPRESS BULLMAN BEACH (	276.14	276.14
Sub total for U S BANK:								13,099.50

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Final Check List
CLALLAM COUNTY

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	9/5/2023	0000360	CLALLAM COUNTY ER&R	2023.251E	8/21/2023	MILEAGE	44,591.27
				2023.241E	8/19/2023	FUEL FOR CHAIN GANG, EMI	403.16
							44,994.43
	9/5/2023	0000628	GALLS LLC	025293442	8/7/2023	UNIFORM - GREGORY	163.09
				025293448	8/7/2023	TENX BDU PANTS	76.15
				025293450	8/7/2023	UNIFORM - GREGORY	26.09
							265.33
	9/5/2023	0000812	JIFFY CLEANERS	082023	8/20/2023	UNIFORM CLEANINGS	412.17
							412.17
	9/5/2023	0001540	SWAIN'S GENERAL STORE IN	316587	8/18/2023	POWER STRIP, GLASS CLEA	31.49
				316488	8/16/2023	TABLECLOTH CLAMPS	19.89
							51.38
	9/5/2023	0001641	VERIZON WIRELESS	9942141416	8/15/2023	CELL PHONE SERVICE	4,314.99
							4,314.99
	9/5/2023	0003431	HI-TECH SECURITY, INC.	70633	8/21/2023	MAINTENANCE CONTRACT	114.24
							114.24
	9/5/2023	0004211	CENTURYLINK	206-Z14-0050-Ai	8/14/2023	TELEPHONE SERVICE	69.11
				360-457-2911-Ai	8/14/2023	TELEPHONE SERVICE	66.82
				360-457-9044-Ai	8/14/2023	TELEPHONE SERVICE	66.82
							202.75
	9/5/2023	0021386	STAPLES ADVANTAGE	3544889834	8/12/2023	OFFICE SUPPLIES	327.21
							327.21
	9/5/2023	0037246	MITCHELL, KAREN	082023	8/20/2023	MILEAGE FOR PROJECT LIFE	17.03
							17.03
	9/5/2023	0040427	NORPOINT GROUP LLC	1324 NPG	8/25/2023	CL CO COURTHOUSE & JUV	10,285.00
							10,285.00
	9/5/2023	0046683	ODP BUSINESS SOLUTIONS	L325609543001	8/10/2023	OFFICE SUPPLIES - JAIL	74.35
							74.35
Sub total for U S BANK:							61,058.88

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	9/5/2023	0000595	FORKS COMMUNITY HOSPITAL	VAJ13411	8/24/2023	INMATE MEDICAL	305.98	
				VAJ13412	8/24/2023	INMATE MEDICAL	115.24	
				VAJ13413	8/24/2023	INMATE MEDICAL	56.32	477.54
9/5/2023	0001136	OLYMPIC MEDICAL CENTER	OMC-8.24.23	8/24/2023	INMATE MEDICAL	3,949.45	3,949.45	
9/5/2023	0025115	RADIA INC PS	ZB0FBST	8/24/2023	INMATE MEDICAL	51.27		
			ZB1Q35A	8/24/2023	INMATE MEDICAL	50.69		
			ZB0TIQM	8/24/2023	INMATE MEDICAL	23.50		
			ZB1Q35H	8/24/2023	INMATE MEDICAL	6.21	131.67	
9/5/2023	0041537	MCKESSON MEDICAL-SURGICAL	20963208	8/10/2023	INMATE MEDICINE	142.92		
			20997559	8/18/2023	INMATE MEDICINE	96.52		
			20981208	8/15/2023	INMATE MEDICINE	49.42		
			20962035	8/9/2023	INMATE MEDICINE	49.27		
			20973114	8/14/2023	INMATE MEDICINE	47.30		
			20992362	8/17/2023	INMATE MEDICINE	41.28		
			20956891	8/9/2023	INMATE MEDICINE	35.69	462.40	
9/5/2023	0048022	SOUND INPATIENT PHYSICIAN	ZB0MTSB	8/24/2023	INMATE MEDICAL	86.08		
			ZB1CAGJ	8/24/2023	INMATE MEDICAL	86.08		
			ZB0XR29	8/24/2023	INMATE MEDICAL	79.28		
			ZB0C7BT	8/24/2023	INMATE MEDICAL	73.60		
			ZAZNG88	8/24/2023	INMATE MEDICAL	68.94		
			ZB1CAGI	8/24/2023	INMATE MEDICAL	46.90	440.88	
Sub total for U S BANK:							5,461.94	

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Superior Court

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0003493	GAHIMER, JEREMY	GAH1887951	8/23/2023	20-1-00373-05-BLU-WITNESS	57.20	57.20
9/5/2023	0043506	BEAR, BUDDY	BEA1887953	8/23/2023	20-1-00373-05-BLU-WITNESS	10.92	10.92
9/5/2023	0048923	OLDHAM, KEITH	OLD1887944	8/23/2023	22-7-00193-05-OLDHAM-WITN	10.26	10.26
9/5/2023	0048924	OLDHAM, KIKA	OLD1887949	8/23/2023	22-7-00193-05-OLDHAM-WITN	10.00	10.00
9/5/2023	0048925	STRINGHAM, ROBERT	STR1887956	8/23/2023	20-1-00373-05-BLU-WITNESS	21.92	21.92
9/5/2023	0048926	VAN DYKE, RANDY	VAN1887960	8/23/2023	20-1-00373-05-BLU-WITNESS	14.45	14.45
Sub total for U S BANK:							124.75

Clerk Jury

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0018108	FUDALLY, MICHAEL	SUPCT2385905	8/1/2023	JURY PAYMENT	23.10	23.10
9/5/2023	0022866	KAWAL, ELNA	SUPCT2381854	8/1/2023	JURY PAYMENT	116.46	116.46
9/5/2023	0026451	CAIN, ROBERT	SUPCT2386989	8/1/2023	JURY PAYMENT	34.89	34.89
9/5/2023	0032796	DUNHAM, MARK	SUPCT2378453	8/1/2023	JURY PAYMENT	34.89	34.89
9/5/2023	0032845	MYERS, CORLENE	SUPCT2384846	8/1/2023	JURY PAYMENT	22.62	22.62
9/5/2023	0033168	MCLARTY, ANDREW	SUPCT2382559	8/1/2023	JURY PAYMENT	11.31	11.31
9/5/2023	0036656	EARHART, JOHN	SUPCT2378740	8/1/2023	JURY PAYMENT	36.20	36.20
9/5/2023	0038220	SIGNES, JOSEPH	SUPCT2377190	8/1/2023	JURY PAYMENT	27.03	27.03
9/5/2023	0040669	MEIER, RICHARD	SUPCT2382471	8/1/2023	JURY PAYMENT	49.30	49.30
9/5/2023	0041438	GRITMAN, RICHARD	SUPCT2386142	8/1/2023	JURY PAYMENT	32.27	32.27
9/5/2023	0041524	BAUER, ANDREA	SUPCT2383647	8/1/2023	JURY PAYMENT	96.81	96.81
9/5/2023	0041973	CRANE, CHARLES	SUPCT2386597	8/1/2023	JURY PAYMENT	11.97	11.97
9/5/2023	0043023	ALLEN, JERRY	SUPCT2383553	8/1/2023	JURY PAYMENT	11.31	11.31
9/5/2023	0043870	SAUL, JENNIFER	SUPCT2385781	8/1/2023	JURY PAYMENT	13.93	13.93
9/5/2023	0044408	MC CLAIN, CINDY	SUPCT2381577	8/1/2023	JURY PAYMENT	33.58	33.58
9/5/2023	0044648	EVESLAGE, BEAU	SUPCT2387551	8/1/2023	JURY PAYMENT	59.30	59.30
9/5/2023	0046854	MORGAN, ALMA	SUPCT2382585	8/1/2023	JURY PAYMENT	10.00	10.00
9/5/2023	0048927	BRADSHAW, JEFFREY	SUPCT2383156	8/1/2023	JURY PAYMENT	27.86	27.86
9/5/2023	0048928	ALEXANDRE ZEOLI, CHRISTIN	SUPCT2383964	8/1/2023	JURY PAYMENT	45.37	45.37
9/5/2023	0048929	SILAHUA, SALVADOR	SUPCT2383958	8/1/2023	JURY PAYMENT	20.48	20.48
9/5/2023	0048930	SINDING, PETER	SUPCT2378194	8/1/2023	JURY PAYMENT	88.95	88.95
9/5/2023	0048931	STONE, TIMOTHY	SUPCT2387560	8/1/2023	JURY PAYMENT	12.62	12.62
9/5/2023	0048932	SZYMCAK, ERNEST	SUPCT2384516	8/1/2023	JURY PAYMENT	36.20	36.20
9/5/2023	0048933	THIEL, LINDA	SUPCT2379718	8/1/2023	JURY PAYMENT	29.65	29.65
9/5/2023	0048934	THOMAS, KIRK	SUPCT2380689	8/1/2023	JURY PAYMENT	29.65	29.65
9/5/2023	0048935	TIETZ, GLORIA	SUPCT2380732	8/1/2023	JURY PAYMENT	33.58	33.58
9/5/2023	0048936	TODD, LILY	SUPCT2386605	8/1/2023	JURY PAYMENT	19.83	19.83
9/5/2023	0048937	VAARA, JOHN	SUPCT2383071	8/1/2023	JURY PAYMENT	25.72	25.72
9/5/2023	0048938	VAN GORDON, JAMIE	SUPCT2385032	8/1/2023	JURY PAYMENT	42.27	42.27
9/5/2023	0048939	BRISTOL, DIANE	SUPCT2385748	8/1/2023	JURY PAYMENT	11.31	11.31
9/5/2023	0048940	WILLIAMS, DEBORAH	SUPCT2382965	8/1/2023	JURY PAYMENT	104.67	104.67
9/5/2023	0048941	WILSON, JOHN	SUPCT2386791	8/1/2023	JURY PAYMENT	32.93	32.93
9/5/2023	0048942	WOOD, JOSHUA	SUPCT2383516	8/1/2023	JURY PAYMENT	17.86	17.86
9/5/2023	0048943	YAKOVICH, KAREN	SUPCT2378250	8/1/2023	JURY PAYMENT	13.93	13.93

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0048944	YOUNG, AMY	SUPCT2385308	8/1/2023	JURY PAYMENT	33.58	33.58
9/5/2023	0048945	ZELENKA, KATHERINE	SUPCT2387127	8/1/2023	JURY PAYMENT	13.28	13.28
9/5/2023	0048946	BROWN, ERIC	SUPCT2383607	8/1/2023	JURY PAYMENT	11.31	11.31
9/5/2023	0048947	BURDICK, SANDRA	SUPCT2384002	8/1/2023	JURY PAYMENT	38.82	38.82
9/5/2023	0048948	BYERS, LEROY	SUPCT2385950	8/1/2023	JURY PAYMENT	21.79	21.79
9/5/2023	0048949	CALLIS, STEPHEN	SUPCT2387058	8/1/2023	JURY PAYMENT	11.97	11.97
9/5/2023	0048950	CARMEAN, PAUL	SUPCT2382976	8/1/2023	JURY PAYMENT	106.64	106.64
9/5/2023	0048951	CAWYER, RANDY	SUPCT2384955	8/1/2023	JURY PAYMENT	17.86	17.86
9/5/2023	0048952	CHAMPEAUX, JACKIE	SUPCT2387323	8/1/2023	JURY PAYMENT	49.30	49.30
9/5/2023	0048953	COLLIER, ALESIA	SUPCT2377895	8/1/2023	JURY PAYMENT	28.34	28.34
9/5/2023	0048954	COOPER, KELLIE	SUPCT2384962	8/1/2023	JURY PAYMENT	33.58	33.58
9/5/2023	0048955	CRISS, JENNIFER	SUPCT2382124	8/1/2023	JURY PAYMENT	61.92	61.92
9/5/2023	0048956	DAILEY, KATHLEEN	SUPCT2384609	8/1/2023	JURY PAYMENT	20.48	20.48
9/5/2023	0048957	DECKMAN, JAMES MC	SUPCT2383478	8/1/2023	JURY PAYMENT	29.65	29.65
9/5/2023	0048958	DEPPERSCHMIDT, CAROLYN	SUPCT2386351	8/1/2023	JURY PAYMENT	17.21	17.21
9/5/2023	0048959	DEVERA, MICHAEL	SUPCT2384597	8/1/2023	JURY PAYMENT	88.95	88.95
9/5/2023	0048960	DIBARI, JESSICA	SUPCT2377882	8/1/2023	JURY PAYMENT	10.66	10.66
9/5/2023	0048961	DIEM, MICHAEL	SUPCT2386435	8/1/2023	JURY PAYMENT	42.75	42.75
9/5/2023	0048962	DUDLEY, KAYLA	SUPCT2384055	8/1/2023	JURY PAYMENT	27.03	27.03
9/5/2023	0048964	ANDREWS, GIANNA	SUPCT2380116	8/1/2023	JURY PAYMENT	13.93	13.93
9/5/2023	0048965	ENGLAND, JULIENE	SUPCT2385788	8/1/2023	JURY PAYMENT	19.83	19.83
9/5/2023	0048966	FABRY, R	SUPCT2384284	8/1/2023	JURY PAYMENT	120.39	120.39
9/5/2023	0048967	FAUSTINI, RENATO	SUPCT2384315	8/1/2023	JURY PAYMENT	21.14	21.14
9/5/2023	0048968	FLATHERS, STEVEN	SUPCT2385195	8/1/2023	JURY PAYMENT	33.58	33.58
9/5/2023	0048969	GAMA, RAMON	SUPCT2383513	8/1/2023	JURY PAYMENT	63.41	63.41
9/5/2023	0048970	GEIL, WALTER	SUPCT2385305	8/1/2023	JURY PAYMENT	29.65	29.65
9/5/2023	0048971	ANGEVINE, ALBERT	SUPCT2386931	8/1/2023	JURY PAYMENT	11.31	11.31
9/5/2023	0048972	GILLES, ADAM	SUPCT2379636	8/1/2023	JURY PAYMENT	36.20	36.20
9/5/2023	0048973	GODAT, MARY	SUPCT2385582	8/1/2023	JURY PAYMENT	12.62	12.62
9/5/2023	0048974	GOLDEN, CHRISTINA	SUPCT2384375	8/1/2023	JURY PAYMENT	15.24	15.24
9/5/2023	0048975	GROSS, JAMES	SUPCT2385941	8/1/2023	JURY PAYMENT	32.27	32.27
9/5/2023	0048976	GROVE, TIMOTHY	SUPCT2385365	8/1/2023	JURY PAYMENT	39.48	39.48
9/5/2023	0048977	HAMILTON, JON	SUPCT2378089	8/1/2023	JURY PAYMENT	12.62	12.62
9/5/2023	0048978	HARTLEY, HARMONY	SUPCT2378257	8/1/2023	JURY PAYMENT	33.58	33.58
9/5/2023	0048979	HILL, MELISSA	SUPCT2378304	8/1/2023	JURY PAYMENT	51.44	51.44

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9/5/2023	0048981	BAKER, DON	SUPCT2378201	8/1/2023	JURY PAYMENT	20.48	20.48
9/5/2023	0048982	HOSLER, NICHOLE	SUPCT2386481	8/1/2023	JURY PAYMENT	10.00	10.00
9/5/2023	0048983	HOTCHKISS, ELI	SUPCT2384857	8/1/2023	JURY PAYMENT	13.28	13.28
9/5/2023	0048984	HUNTSINGER, KAY	SUPCT2382263	8/1/2023	JURY PAYMENT	98.78	98.78
9/5/2023	0048985	IRISH, RICHARD	SUPCT2383044	8/1/2023	JURY PAYMENT	29.65	29.65
9/5/2023	0048986	JAMIESON, SUSAN	SUPCT2381051	8/1/2023	JURY PAYMENT	72.40	72.40
9/5/2023	0048987	JENSEN, CHELSEA	SUPCT2386684	8/1/2023	JURY PAYMENT	15.24	15.24
9/5/2023	0048988	KELM, JANEEN	SUPCT2380512	8/1/2023	JURY PAYMENT	155.76	155.76
9/5/2023	0048989	KOCOL, GRETA	SUPCT2384855	8/1/2023	JURY PAYMENT	33.58	33.58
9/5/2023	0048990	KRECKLOW, KATHLEEN	SUPCT2381391	8/1/2023	JURY PAYMENT	30.96	30.96
9/5/2023	0048991	BARBER, GARY	SUPCT2386581	8/1/2023	JURY PAYMENT	30.96	30.96
9/5/2023	0048992	LAKSHAS, CHRISTINE	SUPCT2382756	8/1/2023	JURY PAYMENT	46.20	46.20
9/5/2023	0048993	LAURITZEN, JULIA	SUPCT2384547	8/1/2023	JURY PAYMENT	73.23	73.23
9/5/2023	0048994	LAWSON, BRIANNE	SUPCT2379118	8/1/2023	JURY PAYMENT	33.58	33.58
9/5/2023	0048995	LEFLER, CHELLI	SUPCT2387098	8/1/2023	JURY PAYMENT	15.24	15.24
9/5/2023	0048996	LIEBERT, CALEB	SUPCT2383340	8/1/2023	JURY PAYMENT	29.65	29.65
9/5/2023	0048997	LIM, REYMOND	SUPCT2381997	8/1/2023	JURY PAYMENT	2.62	2.62
9/5/2023	0048998	MEERSMAN, MARYANN	SUPCT2386155	8/1/2023	JURY PAYMENT	19.83	19.83
9/5/2023	0048999	BARRETT, WILLIAM	SUPCT2383309	8/1/2023	JURY PAYMENT	12.62	12.62
9/5/2023	0049000	MITCHELL, BENJAMIN	SUPCT2386572	8/1/2023	JURY PAYMENT	19.17	19.17
9/5/2023	0049001	MOORE, TERRY	SUPCT2383265	8/1/2023	JURY PAYMENT	20.48	20.48
9/5/2023	0049002	NESPER, CHELSEA	SUPCT2382637	8/1/2023	JURY PAYMENT	67.16	67.16
9/5/2023	0049003	NORRIS, MEGAN	SUPCT2387451	8/1/2023	JURY PAYMENT	22.62	22.62
9/5/2023	0049004	OLDHAM, DAVID	SUPCT2387190	8/1/2023	JURY PAYMENT	61.92	61.92
9/5/2023	0049005	OUREN, SHERL	SUPCT2382398	8/1/2023	JURY PAYMENT	44.06	44.06
9/5/2023	0049006	PATRY, LEAH	SUPCT2377221	8/1/2023	JURY PAYMENT	16.55	16.55
9/5/2023	0049007	PETERSON, DEREK	SUPCT2384263	8/1/2023	JURY PAYMENT	14.59	14.59
9/5/2023	0049008	POND, DAVID	SUPCT2387585	8/1/2023	JURY PAYMENT	34.89	34.89
9/5/2023	0049009	RAND, CORY	SUPCT2387605	8/1/2023	JURY PAYMENT	28.34	28.34
9/5/2023	0049010	RAU, MICHAEL	SUPCT2387240	8/1/2023	JURY PAYMENT	32.27	32.27
9/5/2023	0049011	RAWLINGS, CHRISTINE	SUPCT2381636	8/1/2023	JURY PAYMENT	19.17	19.17
9/5/2023	0049012	READER, DANIEL	SUPCT2373947	8/1/2023	JURY PAYMENT	13.93	13.93
9/5/2023	0049013	REESE, NELS	SUPCT2378585	8/1/2023	JURY PAYMENT	30.31	30.31
9/5/2023	0049014	REEVES, STEVEN	SUPCT2380627	8/1/2023	JURY PAYMENT	81.09	81.09

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
9/5/2023	0049015	ROBERTS, EUGENE	SUPCT2384894	8/1/2023	JURY PAYMENT	61.92	61.92
9/5/2023	0049016	ROE, CATHERINE	SUPCT2386059	8/1/2023	JURY PAYMENT	29.65	29.65
9/5/2023	0049017	BOWER, ELLEN	SUPCT2385185	8/1/2023	JURY PAYMENT	88.95	88.95
9/5/2023	0049018	RYAN, JESSICA	SUPCT2385240	8/1/2023	JURY PAYMENT	10.00	10.00
9/5/2023	0049019	SAGADIEV, DMITRIY	SUPCT2382940	8/1/2023	JURY PAYMENT	21.31	21.31
9/5/2023	0049020	SANFORD, DARRYL	SUPCT2386237	8/1/2023	JURY PAYMENT	36.20	36.20
9/5/2023	0049021	SCHMIDT, PAUL	SUPCT2386699	8/1/2023	JURY PAYMENT	32.93	32.93
9/5/2023	0049022	SCOTT, PAUL	SUPCT2384192	8/1/2023	JURY PAYMENT	32.27	32.27
9/5/2023	0049023	SHERWOOD, STEPHANIE	SUPCT2382985	8/1/2023	JURY PAYMENT	22.45	22.45
9/5/2023	0049024	SHIMKO, MERCEDES	SUPCT2385097	8/1/2023	JURY PAYMENT	17.86	17.86
9/5/2023	0049025	SIDES, GREGORY	SUPCT2378920	8/1/2023	JURY PAYMENT	21.79	21.79
Sub total for U S BANK:							4,081.32

apChkLst
08/30/2023 11:57:43AM

Final Check List
CLALLAM COUNTY

Treasurer

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	9/5/2023	0000331	CLALLAM COUNTY AUDITOR	23-156219	8/24/2023	CURRENT USE REMOVAL RE	204.50	
				23-156218	8/24/2023	CURRENT USE REMOVAL RE	204.50	
				23-156220	8/24/2023	CURRENT USE REMOVAL RE	204.50	613.50
						Sub total for U S BANK:		613.50



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SEP 05 2023

BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of August 28 – September 1, 2023

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, August 28, 2023. Present were Commissioners Ozias and Johnson and French, and Administrator Mielke.

Items of discussion per the agenda published August 24 were:

- Calendar/Correspondence
- Agreement with Department of Ecology for Environmental Justice Pilot Project Grant
- Letter to Olympic National Park regarding Hurricane Ridge winter season
- Resolution appointing Adam Bernbaum to the Conservation Futures Program Advisory Board
- Discussion regarding Opioid Settlement Funding recommendation from the Board of Health
- 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
- Department of Natural Resources timber harvest and impact on local mills presentation
- Small Business Development Center update
- Review the "How Did We Do" reports comparing each month's actual performance

Meeting concluded at 11:33 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair Ozias called the meeting to order at 10 a.m., Tuesday, August 29, 2023. Also present were Commissioners Johnson and French and Administrator Mielke.

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 2h and 7a

CONSENT AGENDA

- 1a Approval of vouchers for the week of August 21
- 1b Approval of payroll for the period ending August 15
- 1c Approval of minutes for the week of August 21
- 1d Proclamation recognizing September 2023 as Workforce Development Professionals Month

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

REPORTS AND PRESENTATIONS

- CMF recognizing September 2023 as Workforce Development Professionals Month
- CMF commented on Recompete
- CRJ commented on Hurricane Ridge winter season

CONTRACTS AND AGREEMENTS

- 2a Agreement with Department of Commerce for Secure Crisis Residential Center

ACTION TAKEN: CRJm to approve, CMFs, mc

- 2b Agreement with Administrative Office of the Courts for support of CASA Volunteer Guardian Ad Litem Program

ACTION TAKEN: CRJm to approve, CMFs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of August 28 – September 1, 2023
Page 2

2c Agreement with Administrative Office of the Courts for BECCA Programs and Services.

ACTION TAKEN: CRJm to approve, CMFs, mc

2d Agreement with Department of Children, Youth and Families for evidence-based expansion coordinates services

ACTION TAKEN: CRJm to approve, CMFs, mc

2e Agreement with Department of Children, Youth and Families for At-Risk, Special Sex Offender Disposition Alternative, and Chemical Dependency Block Grant Programs

ACTION TAKEN: CRJm to approve, CMFs, mc

2f Grant agreement with Olympic Peninsula Visitor Bureau for Tourism Enhancement Grant for fair marketing and advertising

ACTION TAKEN: CRJm to approve, CMFs, mc

2g Grant agreement with State Parks and Recreation Commission for Camp David Jr. canoes and aquatic safety at camp

ACTION TAKEN: CRJm to approve, CMFs, mc

2h Agreement with Clallam County PUD for Broadband Infrastructure Improvements Project

ACTION TAKEN: CRJm to approve, CMFs, mc

BIDS AND AWARDS

3a Bid award – Lower Dungeness River Levee Slope Repair – Scarsella Bros., Inc.

ACTION TAKEN: CRJm to approve and authorize the Chair to sign the contract once received, CMFs, mc

HEARING(S) – Beginning at 10:30 a.m.

H1 Consideration of resolution adopting the following Debatable Emergencies:

BOCC Operations – With the reorganization of the Board of County Commissioner and Finance Department offices, additional furnishings are needed to accommodate the newly hired County Administrator/\$4,500

Treasurer – Land Assessment – Department of Natural Resources Fire Patrol billed late 2022 and paid in 2023, and increases for the Department of Natural Resources Fire Patrol, City of Port Angeles Stormwater, and irrigation assessments for county owned parcels/\$2,000

Public Works – Roads – Expenditures for capital machinery purchases that were approved during the budget process were not included in the final budget/\$662,670

Public Works – Equipment Rental and Revolving – The 2023 Equipment Rental and Revolving did not reflect the carryover impact of a budgetary increase made in 2022 to fund higher fuel costs, which have continued to increase more than anticipated in 2023/\$288,364

District Court I

- Grant revenue received in 2022 no longer being spent and will be sent back to Administrative Office of the Courts fund source/\$71,501
- Administrative Office of the Courts grant revenue that supports the Mental Health Court was included in the budget, but the expenses were not/\$21,405

- ATM, 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

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of August 28 – September 1, 2023
Page 3

H2 Proposed Ordinance title Landscape Requirements

- ATM, read the agenda item into the record
- Donella Clark, Department of Community Development, provided a staff report

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

- The following provided testimony:
 - Ed Telenick, Sequim
 - Annie O'Rourke, Port Angeles

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

ADMINISTRATION

4a Call for hearing to be held on Tuesday September 12, 2023 regarding amending Clallam County Code chapter 5.100 Consolidated Fee Schedule – Records Fees Schedule 110-A

ACTION TAKEN: CRJm to issue notice, CMFs, mc

4b Resolution appointing Jasmine Grenot and Roberta Stoneman to the Developmental Disability Advisory Committee

ACTION TAKEN: CRJm to adopt, CMFs, mc

COMMUNITY DEVELOPMENT

5a Call for hearing to be held no later than Tuesday, September 12, 2023 at 10:30 a.m. regarding a proposed ordinance title Signs

ACTION TAKEN: CRJm to issue notice, CMFs, mc

PUBLIC WORKS

6a Resolution authorizing the temporary closure of Sekiu River Road – No. 17810

ACTION TAKEN: CRJm to adopt, CMFs, mc

BUDGET

7a Resolution adopting the following Budget Revisions:

DCD - Lower Dungeness Floodplain – Funding for monitoring devices for the Dungeness Levee which will be used to monitor water quality, fish movement, water flow, and depth/\$50,000

HHS – Foundational Public Health Services – The Foundational Public Health Services budget is being revised to increase the grant funding returned line. This revision reallocates the balances remaining in those lines that were not fully expended into the grant funding returned line in preparation to submit the refund request/\$243,969

ACTION TAKEN: CRJm to adopt, CMFs, mc

7b Resolution adopting the following Supplemental Appropriations:

Public Works – Equipment Rental and Revolving – Expenditures for capital machinery purchase were included in the budget, however, the revenue was not/\$924,380

HHS – Environmental Health – Washington State Department of Health Consolidated Contract is adding funding to the shellfish and onsite septic system programs to perform testing and monitoring related services/\$38,333

ACTION TAKEN: CRJm to adopt, CMFs, mc

PUBLIC COMMENT

- Ann Stafford, Port Angeles, commented on timber sale Power Plant, Elwha River
- Ed Bowen, Clallam Bay, commented on Sekiu River Road, Department of Community Development, Northwest - Olympic National Forest Plan comments, local fires
- Ellen Menshew, Joyce, commented on timber sales Power Plant, Elwha River (See attached)
- Annie O'Rourke, Port Angeles, commented on the Landscape Ordinance
- Tim Wheeler, Sequim, commented on timber sales Power Plant, Elwha River

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of August 28 – September 1, 2023
Page 4

- Nils Andermo, Sequim, commented on timber sales Power Plant, Elwha River
- Mary Telenick, Sequim, commented on code enforcement issues
- Ed Telenick, Sequim, commented on Hearing Examiner, Department of Community Development, code enforcement issues (see attached)

The meeting concluded at 11:54 a.m. and continued to 9 a.m., Tuesday, September 5, 2023.

There are no Zoom chat logs for the week of August 28.

The Board of Commissioners attended WSAC Virtual Update, Department of Natural Resources Meeting, Coffee with Colleen, and Housing Solutions Committee Meeting during the week of August 28.

PASSED AND ADOPTED this 5th day of September 2023.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

Randy Johnson

Mike French

ATTEST:

Loni Gores, MMC, Clerk of the Board

KEY TO ABBREVIATIONS:

ARS Administrator Rich Sill

CMO Commissioner Mark Ozias

CRJ Commissioner Randy Johnson

CMF Commissioner Mike French

m moved
mc motion carried
s seconded

Public comment

8/29/23

Ellen menshew

Ellen Menshew
337 Deer Tracks Rd.
Port Angeles, WA 98363

Good morning. I stand before you, again, this morning to ask that you intervene to pause or cancel the "Power Plant" timber sale in the Elwha Watershed. Protecting this timberland is critical to continuing the restoration process of the natural ecosystem still in recovery from the dam removals within the last ten years.

In the past week you've received additional data and expert opinions relating to the devastation that, likely, will occur if this timber is removed.

The City of Port Angeles has submitted their objection to this timber sale due to the risk it poses to the city's water supply. Again, I ask you to join them in solidarity to register your objection with Commissioner Franz. Alternative funding sources to offset the lost revenue from this sale should be sought through collaboration with our WA. State legislators in the 24th LD. Representative Mike Chapman has offered his support in this regard. I urge you to act swiftly and save this forest land to protect the future of all of us in Clallam County.

"If you are not a scientist and you disagree with scientists about science, it's actually not a disagreement. You're just wrong! Science is not truth. When science changes its opinion, it didn't lie to you. It learned more."
- Neil deGrasse Tyson

Public comment
8/29/23
Ed Telenick

Submitted to public record.
8/29/23
Telenick

From: Ed telenick
Sent: Friday, August 25, 2023 9:33 AM
To: Mark Ozias; French, Mike; Randy Johnson
Cc: Nichols, Mark; Emery, Bruce; King, Brian
Subject: Flawed HE report and failure to follow legally enforceable orders

Commissioners,

I am writing this morning to express my frustration regarding the situation that the County has allowed to occur in our neighborhood. As elected officials some of the responsibilities you share are to provide leadership and fiscal accountability to the citizens you serve.

We have been trapped in a mess for almost 3 years. Despite hundreds of emails from ourselves, speaking to you on record regarding our concerns (several times), plus dozens of calls by similarly affected neighbors, we are still dealing with what should have been a simple process of the County working WITH us to correct a simple historic boundary line issue and following the legally binding orders of the HE for a repeat serial violator of the County codes.. This mess has wasted hundreds of hours of Staff time, cost us thousands of hours of our own time, tens of thousands of dollars of our retirement income, and violated an entire neighborhood's rights to live in a safe and peaceful place.

According to the Home Rule Charter Article 5.25, the HE operates under the authority of the BOCC, not the DCD. Again, although DCD and Planning may serve as Staff to the HE, that HE serves at the pleasure of the BOCC, not the DCD. Asking the same DCD and Planning Staff (who have been responsible for many, many poor decisions that have cost Clallam County taxpayers millions of dollars) to prepare an objective report resulted in exactly what one would have expected. Earlier this week you were provided with a summary of Hearing Examiner's report card, along with a presentation by the new DCD Director where he confirmed the legal authority of the HE decisions.

The Director not only distorted the truth in his report but is also failing to uphold his Oath of Office, County Codes, and an MOU that was supposed to usher in a new era of cooperation and accountability. At the same time he made his presentation, the Director was knowingly ignoring the those same legally binding HE orders he defended during the work session. He is continuing to support serious errors made by his Staff and has now falsified data in an attempt to cover their tracks. Those errors and falsehoods are extremely well documented for anyone willing to objectively look at them.

The presentation you were given at Mondays work session was full of distortions and inaccurate information, much of which can't even be confirmed because the County neglected to put any of the Public Hearing notices on their website until several months ago after we complained to Public Records. That oversight(?) prevented concerned citizens from even knowing there were Public Hearings scheduled unless they were within the mailing notification area, happened upon the small posted signs that are routinely removed, or are a subscribed to the local paper. Instead, the County calendar's bimonthly timeslot for the HE (which is used as a placeholder) actually made it appear that there were no scheduled hearings for those dates.

Mr. Emery has failed to respond to 9 emails from our tenant who is concerned about animal control issues where the illegal occupants have allowed their dog to defecate on his sidewalk numerous times, chase and injure his chickens, listened to screaming matches between the occupants, and has been subject to hours and hours of non stop barking of their dog. One of the occupants has bench warrants in two other states and both have recently been arrested locally on more than one occasion for theft. They are almost immediately released and return to this property. Code Enforcement has failed to act or respond to ongoing code violations despite multiple requests to do so. **This house does NOT have a Certificate of Occupancy and they are not supposed to be residing there.**

We are including the letter that was obtained through a PRR, stating that the case was to be turned over for prosecution on June 4th 2023 for non compliance. To date it has not been done as far as we can determine. The reason "as far as we can determine" was added, is because the County is also violating their own Code (CCC. 20.08.07) and ignoring specific instructions by Interim director Rich Meier to provide us with current CE information without going through the FOIA process.

We are attaching a few recent photos of the house that the County considers nearing final approval, screen shots of its occupants, and a junk vehicle that the County has ignored for months, despite being in **direct violation of the HE Orders**. (This makes close to a dozen JV's that have been strewn across the property, dismantled and or vandalized with parts ending up in Macdonald Creek, since Mr. Reeves Orders were issued in April 2021).

To date there have been NO monies collected for anything, despite thousands of dollars of accrued fines spanning almost 3 years. The house has bypassed almost all required inspections by both the County and L and that should have been conducted to ensure safe construction. Instead the owner was actually rewarded with free dump vouchers, car affidavits, additional CV notices without enforcement of current ones, free dumpsters and arbitrary permission granted that overrode the Judges Orders. In the meantime we are afraid to leave our home because of what these people have done.

This case shows the reality of how the HE system is really working and is only one example of the amount of work and wasted time generated by a single CE case. Similar situations exist throughout this County with respect to CUP's LDV's, etc. and the failure of the County to follow the Orders of the HE that is serving at "BOCC's pleasure". They are resulting in an increasingly frustrated electorate, thousands of hours of wasted Staff time and resulting in unnecessary litigation that is costing us all as taxpayers.

As Commissioner's you have the responsibility and authority to act. Please do so!

Ed telenick

Sent from [Mail](#) for Windows

Submitted to public
record 9/29/23
Telenick



WASHINGTON COUNTIES RISK POOL

Created by Counties for Counties

Risk Team
Chuck Boyd, Director
360.689.6811

T.C. - Derek 6/1/22

2021-22 MEMORANDUM OF LIABILITY COVERAGE

Washington Counties Risk Pool
2558 R.W. Johnson Road SW, Suite 106
Tumwater, WA 98512-6103
360-292-4500, FAX 360-292-4501
www.wcrp.info

POLICY EXCLUSIONS

2. Oral or written publication of material whose first publication took place before the beginning of the MLC period.

However, any fact pertaining to any one **protected party** shall not be imputed to any other **protected party** for the purpose of determining the application of this exclusion.

I. Revenue Refunds. Refund of taxes, fees or assessments.

J. Punitive Damages. Liability for punitive or exemplary damages, except to the extent that the **member county** is legally liable therefore, because of the conduct of its officers, employees or volunteers. The exception to this exclusion does not apply to any agreement by a **member county**, pursuant to RCW 4.96.041 or otherwise, to pay an award for punitive or exemplary damages entered against an officer, employee, volunteer or any other individual or organization other than the **member county** itself.

K. Improper Financial Gain. Liability arising in whole, or in part, out of any **protected party** obtaining remuneration or financial gain to which the **protected party** was not legally entitled. However, any fact pertaining to any one **protected party** shall not be imputed to any other **protected party** for the purpose of determining the application of this exclusion.

L. Willful Penal Violations and Fraud. Liability arising out of the willful violation of any penal statute or ordinance or liability for acts of fraud committed by or at the direction of any **protected party**.

M. Asbestos.

1. Any liability for **property damage** or **bodily injury** at any time arising out of the manufacture, mining, use, sales, installation, removal or distribution of, or exposure to, asbestos, asbestos products, asbestos fibers or asbestos dust; or

2. Any obligation of the **protected party** to indemnify any party because of damages arising out of such **property damage** or **bodily injury**, at any time as a result of the manufacture, mining, use, sales, installation, removal or distribution of, or exposure to, asbestos, asbestos products, asbestos fibers or asbestos dust; or

3. Any obligation to defend any **suit** or claim against the **protected party** alleging **bodily injury** or **property damage** and seeking damages, if such **suit** or claim arises from **bodily injury** or **property damage** resulting from or contributed to or by any and all manufacture, mining, use, sales, installation, removal or distribution of, or exposure to, asbestos, asbestos products, asbestos fibers or asbestos dust.

N. Willful Civil Violations. Liability arising out of the willful or wanton violation of any civil statute, ordinance or regulation.

O. War and Uprisings. Liability due to war, whether or not declared, or any act or condition incident to war. War includes civil war, insurrection, rebellion or revolution.

P. Expected or Intended Acts. **Bodily injury**, **property damage**, or **errors and omissions** expected or intended from the standpoint of the **protected party**. This exclusion does not apply to **bodily injury** or **property damage** resulting from the use of force to protect persons or property.

Q. Official Bonds. Liability of the **protected party** or a surety for the **protected party** arising out of any claim, **suit**, demand, or action to recover on an official bond.

R. Budget Over-expenditures. Liability of the **protected party** or a surety for the **protected party** arising out of expenditures made, liabilities incurred, or warrants issued in excess of budget appropriations.

S. Sale of Alcoholic Beverages. Liability arising out of the sale of alcoholic beverages by any **protected party**.

T. Nuclear Energy. This MLC shall not apply to **bodily injury**, **personal injury**, **property damage**, **errors and omissions** or **advertising injury**:

1. With respect to which the **member county** under the MLC is also an insured under a nuclear energy liability policy issued by Nuclear Energy Liability Insurance Association, Mutual Atomic Energy Liability Underwriters, Nuclear Insurance Association of Canada or any of their successors, or would be insured under any such policy but for its termination upon exhaustion of its limit of liability; or

2. Resulting from the hazardous properties of nuclear material and with respect to which:

3.34.020 Legal representation.

As a condition of service or employment with Clallam County, the County shall provide to an official or employee, subject to the conditions and requirements of this chapter, and notwithstanding the fact that such official or employee may have concluded service or employment with the County, such legal representation as may be reasonably necessary to defend a claim or lawsuit filed against such officer or employee resulting from any conduct, act, or omission of such official or employee performed or omitted on behalf of the County in their capacity as a County official or employee, which act or omission is within the scope of their service or employment with the County. Such legal representation shall be provided by the Prosecuting Attorney's office or by an attorney designated by the Prosecuting Attorney pursuant to RCW 36.27.040.

3.34.030 Exclusions.

The obligations assumed under this chapter by the County and the County Prosecuting Attorney's office shall not apply to:

- (1) Any dishonest, fraudulent, criminal, or malicious act of an official or employee;
- (2) Any act of an official or employee which is not performed on behalf of the County;
- (3) Any act which is outside the scope of an official's or employee's service or employment within the County; or
- (4) Any lawsuit brought by or on behalf of the County.

The provisions of this chapter shall have no force or effect with respect to any accident, occurrence or circumstance for which the County or the official or employee is insured against the loss or damages under the terms of any valid County purchased insurance policy.

3.34.040 Determination of exclusion.

The determination of whether an official or an employee is entitled to a defense by the County under the terms of this chapter shall be made by the Prosecuting Attorney. There shall be no appeal from such determination, except to the Superior Court by means of an action for declaratory judgment.

3.34.050 Representation and payment of claims - Conditions.

The provisions of this chapter shall be applicable, provided that the following conditions are met:

- (1) In the event of any incident or cause of conduct potentially giving rise to a claim for damage or the commencement of a suit, the official or employee involved shall as soon as practicable give the County risk manager written notice thereof, identifying the official or employee involved, information with respect to the date,

Submitted to public record
ca/29/23 T.H.H.

time and place of the incident or conduct giving rise to the claim or lawsuit, as well as the names and addresses of all persons allegedly injured or otherwise damaged thereby, and the names and addresses of all witnesses;

- (2) Upon receipt thereof, the official or employee shall forthwith deliver any claim, demand, notice, or summons or other process relating to any such incident or conduct to the County risk manager and the Prosecuting Attorney. Said official or employee shall cooperate with the Prosecuting Attorney or any attorney designated by the Prosecuting Attorney, and upon request, assist in making any settlements of any suits and enforcing any claim for any right of subrogation against any persons or organization that may be liable to the County or its officers or employees because of any damage or claim of loss arising from the incident or course of conduct;
- (3) Such officials or employees shall attend interviews, depositions, hearings and trials and shall assist in securing and giving evidence and obtaining attendance of witnesses and do all things necessary to defend against the claim or suit; and
- (4) Such officials or employees shall not accept nor voluntarily make any payment, assume any obligation, or incur any expense, other than for first aid to others at the time of an incident or course of conduct giving rise to any such claim, loss or damage.

3.34.060 Settlements.

The County may make settlement of any claim or suit as it deems expedient.

3.34.070 Legal representation of marital community.

If an official or employee is entitled to a defense pursuant to this chapter, and the lawsuit in which he/she is named as a party also names his/her spouse or marital community, the defense obligation pursuant to this chapter shall also extend to the named spouse and/or marital community.

3.34.080 Effect of compliance with conditions.

If legal representation of any official or employee is undertaken under this chapter, all of the conditions of representation are met, and a judgment is entered against the official or employee, or a settlement made, the County shall pay such judgment or settlement; provided, that the County may, at its discretion, appeal as necessary such judgment.

3.34.090 Failure to comply with conditions.

In the event that any official or employee fails, neglects or refuses to comply with any conditions of CCC 3.34.050, or elects to provide his/her own representation with respect to any such claim or litigation, then all of the

Submitted to public record
8/29/23
Telenick

From: Sill, Rich
To: Emery, Bruce
Cc: Reyes, Tom
Subject: RE: Formal investigation requested
Date: Thursday, June 15, 2023 10:36:51 AM

Hello Bruce,

Yes, the follow-up process for personnel investigations for management is outlined in Section 200 Personnel [specifically 235 (10.5)] under County Officials responsibilities. Probably breaking down the allegations as to whether they would be in violation of County Code, Charter, or Administrative policies as I referenced, to would be the starting step.

I am thinking that you might have already addressed much of this inquiry as Mr. Telenick seems to have the same complaints flavored by intensity or perspective as to who he thinks is the offender at the time of complaint.

Review those sections and then we can have a follow-up discussion for focus. It would be good, in his case, to make sure you notice him that you are in receipt of his complaint, so he does not add the required response timing to an additional complaint.

In any case, there needs to be a documentation of the matter like you did on the last complaint. At some point the law of redundancy will take effect and the matter(s) will have been extinguished.

Thanks

Rich

From: Emery, Bruce <Bruce.Emery@clallamcountywa.gov>
Sent: Wednesday, June 14, 2023 3:33 PM
To: Sill, Rich <Rich.Sill@clallamcountywa.gov>
Subject: RE: Formal investigation requested

Hi Rich,

I hope you are well today and still on a good recovery path. Are there any specific County policies that provide a framework for responding to such complaints? I have not been down this road before and want to make sure I get it right. Based on my review, I cannot find anything substantive that is backed by the facts on this matter. Thank you for your help on this and we all look forward to seeing you well and back at it.

Bruce Emery

250/345 23-573

Submitted to public record
6/29/23
Telenick

From: Reyes, Tom
To: Sill, Rich
Subject: RE: Formal investigation requested
Date: Wednesday, June 14, 2023 1:45:03 PM

Yes, I agree.

From: Sill, Rich <Rich.Sill@clallamcountywa.gov>
Sent: Wednesday, June 14, 2023 1:32 PM
To: Reyes, Tom <tom.reyes@clallamcountywa.gov>
Subject: FW: Formal investigation requested

Hello Tom,

This looks like we should have Bruce do the investigation, but I want to know your thoughts.

Thanks

Rich

From: Ed telenick <e.telenick@hotmail.com>
Sent: Wednesday, June 14, 2023 12:39 PM
To: Sill, Rich <Rich.Sill@clallamcountywa.gov>; Reyes, Tom <tom.reyes@clallamcountywa.gov>
Cc: Emery, Bruce <Bruce.Emery@clallamcountywa.gov>; Warren, Annette <annette.warren@clallamcountywa.gov>; Boughton, Dee <dee.boughton@clallamcountywa.gov>; web_Commissioners <web_Commissioners@clallamcountywa.gov>
Subject: Formal investigation requested

We are filing a formal complaint against Clallam County Building official Annette Warren for the following reasons. We believe her actions have allowed an unsafe structure to bypass safe building standards, jeopardized our safety, created ongoing nuisance in the neighborhood, caused unnecessary stress for ourselves, our tenants and has generated considerable expense for ourselves.

Over the past two years she bypassed or overlooked many mechanisms that could have reduced the Counties exposure to liability and that could protected our neighborhood and property values. She, in turn, selectively favored the very person who created the problems in the first place and then distorted the truth of what was occurring. Her and her Staff ignored well documented building code violations and knowingly made concessions that allowed the process to continue when they should have been corrected.

More importantly, Ms. Warren also provided inaccurate information to the then Director of Community Development which resulted in retaliatory actions that were taken against us. This has damaged our reputation and fostered a situation that continues to jeopardize our safety and created stress that is now manifested in medical problems for both of us.. We live in daily fear of being

p 270/345 23-573

Complaint Investigation Report
July 6, 2023

*Response to Emery
investigation with Exhibits
Submitted to T. Mielke
public records 8/29/23
Telenick*

Section 1: Background Information

Date received: June 14, 2023 via email

Complainants: Ed & Mary Telenick, 470 Sherburne Road, Sequim, WA 98382

Target of Complaint: Annette Warren, Clallam County Building Official

Nature of Complaint: The complaint targets specific alleged actions and/or omissions of the Building Official concerning property that was the subject of a code enforcement case and subsequent Hearings Examiner action, dated April 8, 2021. The property in question is 550 Sherburne Road and abuts the complainants' property to the south. The details of the complaint are provided in Section 2 of this report, verbatim.

Complaint Investigator: Bruce Emery, Director, DCD

Organization of this Report: This report is organized in three Sections: Section 1 summarizes background information, Section 2 details the complaint and the response from the investigation, and Section 3 provides summary remarks and the conclusion of the investigation. Applicable administrative policies are included under Appendix A, and a list of Exhibits is provided under Appendix B. The text of the complaint has been provided in Section 2 as received [sic] from the complainant in Arial font. Responses provided by the investigator are provided in italics. During the course of this investigation, the investigator reviewed applicable documents and interviewed County staff. Information obtained through interviews is cited in the investigative responses in Section 2.

This document was converted from PDF format to Word in order to add responses so there may be some formatting errors associated with the change. Certain sections of Mr. Emery's investigation have also been highlighted in yellow or changed to blue font for emphasis. Our responses are typed in red using Arial Narrow font and new Exhibits are attached at the end of the document.

Section 2: Body of Complaint and Investigative Response

We are filing a formal complaint against Clallam County Building official Annette Warren for the following reasons. We believe her actions have allowed an unsafe structure to bypass safe building standards, jeopardized our safety, created ongoing nuisance in the neighborhood, caused

unnecessary stress for ourselves, our tenants and has generated considerable expense for ourselves.

Over the past two years she bypassed or overlooked many mechanisms that could have reduced the Counties exposure to liability and that could have protected our neighborhood and property values. She, in turn, selectively favored the very person who created the problems in the first place and then distorted the truth of what was occurring. Her and her Staff ignored well documented building code violations and knowingly made concessions that allowed the process to continue when they should have been corrected. More importantly, Ms. Warren also provided inaccurate information to the then Director of Community Development which resulted in retaliatory actions that were taken against us. This has damaged our reputation and fostered a situation that continues to jeopardize our safety and created stress that is now manifested in medical problems for both of us. We live in daily fear of being robbed, having our property damaged and have lost two years of our planned retirement travel because of her missteps. Her actions included providing false information that was relayed to the Principal Planner and is now documented as part of a legal BLA application that misrepresents the truth. We have no idea what consequences this may create for us down the road. We have corroborating documentation for each and every claim we are making (as does the County) and we are asking for a formal investigation into her actions.

- 1) Ms. Warren knowingly and arbitrarily overrode a Hearings Examiner's orders that allowed the homeowner of 550 Sherburne Rd. to continue work on a house that was not supposed to be occupied until a permit was obtained. (CMP 2020-00130). The original permit (BMP 2004-00413) failed in 2004, expired in 2006, was then extended in 2021. It remains open and failed in 2023, well past the allowable one-year extension and 19 years after issuance. The Building Department later attempted to comingle a failed room addition permit with a completely different remodel permit (BMP202100880) while failing to adequately address the serious damage that had occurred to the entire structure.

Investigative response: Findings #2 of Hearing Examiners Decision on CMP202000130, dated April 8, 2021 (Exhibit 2), stated: "Accordingly, the County will not issue new building permits to repair/remodel the dwelling until a boundary line adjustment occurs that places the structure outside of required setbacks. " The finding is referenced from the Staff Report, pages 1 & 2. *At the time, Code Enforcement staff did not converse with other Planning Division staff on whether a boundary line adjustment (BLA) was required prior to building permit approval (Interview of Donella Clark, 6/29/23).* **FALSE** Upon investigation, it is the Planning Division's position that an owner cannot be compelled to complete a BLA without court order upon both property owners, as application for a BLA requires the concurrence and agreement of the abutting property owner. *For this reason, the staff report was in error and the finding concerning this matter is not factual.* The Hearing Examiners decision did not impose the completion of a BLA as a prerequisite to obtaining a building permit (Exhibit 2).

This issue has already been addressed in our response to Mr. Emery's investigation of Ms. Clark. We find no evidence Mr. Emery ever interviewed the Hearings Examiner (HE), whose intentions he is distorting. He also neglected to interview the two Code Enforcement Officers (CEO) who spent hours preparing the Case that went before the HE in 2021. (CMP2020-00130) Sound Law Center is still under contract with Clallam County and both of those former CEOs are currently employed by Clallam County so they were all easily accessible to the Director.

The very purpose of this hearing was for non-compliance of Code Enforcement issues regarding Building Code and Junk Vehicles violations, not a legal gymnastics exercise about whether the BLA was legally enforceable. The entirety of the testimony and evidence was relevant in understanding true intention of the HE. It was the foundation that Mr. Reeves based his decisions on.

Mr. Emery not only omitted the full body of evidence that was presented by the CE team during the hearing as to what was occurring on the problem property, but he then cherry picked the one statement regarding the technicalities of a BLA to discount that evidence and distort the HE true intentions. **EXHIBIT 2**

Upon examination of the actual order of the Hearing Examiner (Page 4 and 5, Exhibit 2), there is no condition placed on the property prohibiting the owner from working on the house, nor any prohibition on the County for issuing any subsequent building permits. Indeed, Condition #3 specifically orders the owner to "obtain building permits to repair the dwelling **INCOMPLETE: THE COMPLETE SENTENCE THAT MR. EMERY QUOTED INCLUDES ON THE PROPERTY "BY OCTOBER 18, 2021, AND SHALL ENSURE THAT THE PROPERTY REMAINS SECURED AND UNINHABITED PRIOR TO A CERTIFICATE BEING ISSUED".** The issuance of building permits and subsequent work on the structure are integral in resolving the violation as determined by the Hearing Examiner. The Hearing Examiners order did specifically prohibit the occupancy of the structure until a Certificate of Occupancy is issued by the County. **TRUE** Upon concluding that occupancy was occurring, Code Enforcement staff contacted the owner on May 4, 2023, indicating that the owner would be subject to fines according to the Hearing Examiner order if the premises were not vacated **MISLEADING** On May 5, 2023, Mr. Fell contacted Code Enforcement, indicating the premises had been vacated. **FALSE** Although complaints from neighbors have been received indicating continued habitation **may be occurring** and other evidence does suggest the same, Code Enforcement has not been able to establish this conclusively. **FALSE**

This entire section of Mr. Emery's statement is not only a distortion of the HE intentions but full of absolute falsehoods. Mr. Fell's family members and friends had been occupying the house and/ or illegal trailers almost continuously since December of 2020, after they were forcibly evicted from another property that they had extensively damaged.

Director Winborn, Clallam County Sheriff's Office (CCSO) Environmental Health, the Building Department, Code Enforcement, multiple neighbors and Mr. Fell himself had ALL provided credible information that the house was being occupied and that unpermitted work was being done with no potable water supply or sanitation.

Had Mr. Emery conducted a sincere investigation, he would have noted that there was considerable discussion between the CEO Major, Mr. Reeves, and Mr. Fell himself who all agreed during the March 18, 2021 Hearing that no significant work be done without a permit and that the structure would require an engineering plan before proceeding with construction.

Mr. Emery himself had significant evidence as early as December of 2022 that the house itself was being occupied, as the trailers were either moved or being dismantled during that time period.. He had the authority and responsibility to act, whether his predecessor chose to or not.

In addition to the dozens of calls to the Sheriff's department for theft, noise, trespass and animal control issues, there had been written complaints by several neighbors with accompanying photographs to CE reporting the occupancy of the house by the owner's son, his girlfriend and uncontrolled pets.

Mr. Fell himself told CCSO that they were living there in December 2022, when he filed a police report for a truck his son supposedly stole from him. **EXHIBIT 8** The County's own Building Inspector (C. Smith) hand delivered the signed permit to the "occupants" of 550 Sherburne Rd. in mid-December 2022. **EXHIBIT 9**

Internal emails between Mr. Emery and a CEO (Michael Sager), as well as those from ourselves and other neighbors are part of the "suggestive evidence" that Mr. Emery references, yet he waited almost 5 months to decide he had conclusive proof. Why didn't he simply ask the occupants if they were living there or use his authority under Rights to Entry to prove what he had been apprised of and suspected for months?

At the very least, Mr. Emery has an obligation to issue a Stop Work order for repeated violations of Building Codes and to restore fines for the junk vehicles that were (one still is) also clearly visible on the property. This has never been done.

In his investigative report, Mr. Emery stated that Mr. Fell contacted CE on May 5th to report the property had been vacated, but failed to note that CE had initiated fines the previous day for ongoing violations of CMP2020-00130 because the owner defiantly refused to have the occupants move. The arbitrary date of May 4, 2023 that Mr. Emery finally decided that the house was occupied is a gross mischaracterization of the actual situation and is of great concern to us.

CEO Fricker issued a letter with Mr. Emery's letterhead stating that the case would be turned over to the Sheriff's Department for prosecution on June 4th, 2023. As of mid-July, 2023 this had not been done and we have no reason to believe it ever will be. The house remained occupied as of August 10, 2023. **EXHIBIT 10**

Mr. Emery has the responsibility to take all Citizens' complaints seriously. Instead, his inactions have allowed convicted felons to illegally occupy a house that is still under HE Orders. We also believe he has also failed to uphold his responsibility under the Charter that also allowed environmental damage to a protected waterway, and the County will soon sign off on a fundamentally unsafe house that could jeopardize the safety of future occupants.

His actions have caused considerable financial hardship and stress for us. We have incurred additional survey costs and protracted legal fees associated with the BLA that is once again being held up because DCD issued improper permits, neglected to follow the requirement for potable water and a functional septic system that should have been dealt with prior to ever issuing a building permit. Our property values have been decreased and our safety has been placed at risk because he is knowingly allowing these individuals to illegally reside at this residence.

As an elected official under the Home Rule Charter, Mr. Emery swore to uphold several things, including the laws of Washington State and ordinances of Clallam County. We submit he is failing to do so.

Critical in the building permit process is the framing inspection, which is based on plan drawings approved by the County's Plans Examiner. If a project permit expires prior to the completion of framing, new plans and a whole new permit are required for work to continue. **TRUE** If, however, framing is inspected as complete, subsequent inspections for insulation and building final can be achieved through one-time inspections (\$75 per inspection per CCC 5.100.310(A)). The framing inspection for BPT2004-00413 was found complete by the Building Division on March 8, 2006, per Corrective Notice provided by then Building Inspector Steve Wyman (Exhibit 3). The Corrective Notice only cited corrections needed to the air seal and bath fan duct work—thereby verifying that framing had been completed according to permit requirements. Final framing approval was granted by Inspector Bill Faulk on August 19, 2021, under the one-time inspection option—confirming that the air seal and bath fan duct work had also been completed. **FALSE** In his August 19, 2023 Correction Notice (Exhibit 4), Inspector Faulk identified that the rear landing deck and steps, proper connection of gutters and downspouts, and an insulation certificate would be required prior to final approval (Exhibit 4). **TRUE** Insulation was then approved by Inspector Faulk on August 31, 2021. **FALSE**

The Building Official was not informed of enforcement action on the property or the compliance hearing before the Hearing Examiner on March 18, 2021 (Warren interview, 6/27/23). On or about the time of the enforcement hearing, Mr. Fell had asked Ms. Warren if he was authorized to install insulation, with framing having been approved under the original permit (BPT2004-00413). **FALSE** Based on then Building Inspector Steve Wyman's note on the Correction Notice that insulation was authorized (Exhibit 3), and the inspection for insulation would allow Building Inspectors the opportunity to observe the status of structure and as a function of operational policy, Warren affirmed to Fell that he could commence with insulation—subject to post-install inspection (Warren interview, 6/27/23). Prior to a request for inspection of the insulation, drywall had been installed. **TRUE** As is routine policy, Mr. Fell was obligated to remove a panel of the installed drywall so the inspector could confirm the installation of the proper R-value insulation. **TRUE** The proper insulation was confirmed (interview of Bill Faulk, 6/29/23). **FALSE**

Upon inspection for the insulation on August 19, 2021, Inspector Faulk discovered additional work that had been completed beyond the scope of the original building permit (Interview of Bill Faulk, 6/29/23). A correction notice was left with Mr. Fell and a subsequent letter was issued by Building Official Warren on September 3, 2021, requiring the additional building permit (Exhibit 5). A subsequent application was received by the Building Division on September 28, 2021, and BPT2021-00880 was issued on December 16, 2021. To date, all required approvals for BPT2021-00880 have been completed except for final inspection. **FALSE** Subsequent inspections associated with work initiated under BPT2004-00413 show that the landing steps for the rear deck, and gutters and downspouts remain to be completed. Final inspection of BPT2021-00880 will also address additional work to siding, rear decks or other improvements completed on the building. Final approval is also pending successful completion of a sanitary survey of the residential septic system.

This entire part of Mr. Emery's investigation is not only full of inaccurate statements but suggests the much more serious concern that he himself is guilty of deliberately obfuscating the situation and covering up what really occurred.

The permit that was issued in 2004 had framing inspections conducted on 6/27/2005, 3/16/2006, and 3/28/2006 and ALL of them failed. The permit expired in 2006 without a finalized framing permit. It was not revisited until 2021, over 17 years since its issuance and 15 years after it expired.

Mr. Emery distorted the truth by claiming the framing inspection was complete, when he noted Mr. Wyman's OK to proceed with insulation of the walls. The very fact that Mr. Wyman left a Correction Notice dated 3/28/2006 containing the following statements indicates that there were still uninspected requirements.

“You are hereby notified that no more work shall be done upon these premises until the above violations are corrected. When corrections have been completed, call for inspection” Exhibit 9

Mr. Emery himself clearly stated in this very section of his investigative report that **“if a project permit expires prior to the completion of framing, new plans and a whole new permit are required for work to continue”**.

Once the permit expired in 2006 this house did not become suddenly frozen in time, awaiting the August 19, 2021 inspection by Mr. Faulk. Even if it had not sustained the level of damage that was clearly evident to Ms. Warren by that time, it should have been subject to one of many inspections that occur between framing and the finalization of a building permit. **EXHIBITS 11,12,13,14**

Importantly, this is the point at which an electrical inspection should have been conducted to assure the house was wired correctly. When Mr. Faulk signed off on the framing in August of 2021, he was also certifying that the requisite electrical permit was signed off on. **EXHIBIT 15** Labor and Industries has no record of this being done.

Despite Ms. Warren's assertion that we should have contacted Labor and Industries if we had concerns that unpermitted or uninspected work had been done. It was not our responsibility to ensure the proper steps were followed to assure a safe building, but those of employees whose very job descriptions, training and responsibilities were to make sure this was done. **EXHIBIT 16** The Director of DCD, CE, Ms. Warren, Mr. Faulk and Mr. Smith all had obligations to do.

The excuse Ms. Warren gave us that the entire CE team had quit by then is irrelevant and only partially true. Ms. White had been hired by the County to serve as the CE Administrator by mid-summer of 2021. The field team Ms. Warren referred to had resigned, probably in part as a result of the frustrations they experienced when their efforts were being arbitrarily undermined or unenforced by the Building, Planning Staff and the Director herself.

Mr. Emery falsely asserted that the proper insulation for the house was completed. Insulation for the walls was NEVER included as part of the “permission” granted by Ms. Warren according to her own correspondence with the owner several months later. **EXHIBIT 5**

The warning letter Ms. Warren sent to Mr. Fell on September 3rd, 2021 clearly stated that he was not given permission to insulate the walls and was required to provide a Certificate of Insulation for the walls and he would be required to expose a section of previously drywalled framing. This was done 2 weeks AFTER the inspection where Mr. Faulk finalized the framing and confirmed the electrical permit was signed off

Mr. Faulk never made an inspection on August 31, 2021 or signed off on "wall insulation" despite Mr. Emery's attempt to insinuate otherwise. A Certificate of Insulation from C and F Insulation was never issued for the room addition wall insulation and the air seal work was signed off but was never completed by the Insulation Contractor. **EXHIBITS 17,18**

There is no record of additional inspections or fees collected after August 19th on the 2004-00413 permit, and no evidence that drywall was ever removed to visualize the insulation, much less the air seal work, plumbing or electrical wiring; regardless of the County's statements.

Instead, additional requirements for a drywall inspection, gutters and a landing with steps were actually added to the expired 2004 permit as a result of the August 19th inspection. **EXHIBIT 18** An external view of the house recently taken shows that at least two of these issues remain unrepaired 2 years later **EXHIBIT 19**

How is it that the one-year allowable extension for permit 2004-00413 remains open in 2023, while the 2021-00880 permit (which is for an entirely different section of the house) is nearly finalized with the exception of the unfinished gutters, deck landings, downspouts, siding and "other improvements"? Especially when the following statement is included on every notice of Correction. It is repeated here for emphasis. **EXHIBITS 3,4**

"You are hereby notified that no more work shall be done upon these premises until the above violations are corrected. When corrections have been completed, call for inspection"

The degree to which Mr. Emery has gone in trying to distort what happened with this unmitigated mess is absolutely staggering.

The investigation reveals that there were no "arbitrary" actions taken by Ms. Warren to "override" the decision of the Hearing Examiner. Because the circumstances of the Hearing Examiner's review or subsequent decision were not communicated to the Building Division, Ms. Warren could not have reasonably known about the Hearing Examiners Order or any related requirements. **Regardless, the actions of Ms. Warren and the Building Division were consistent with stated and operational policy; and in no way precluded, prevented or were otherwise inconsistent with the Hearing Examiners order. FALSE**

Mr. Emery's argument is both irrelevant and untrue. It is the responsibility of Clallam County DCD Staff to communicate with each other. Their supposed failure to do so didn't relieve the Building Department of their responsibilities to ensure that the house was being built to IBC 105.1 standards.

Code Enforcement had done due diligence in preparing and presenting case CMP2020-00130 before the HE. Part of that process included posting the first red tag on February 16, 2021 along with submitting clear photographic evidence of the damage that had occurred since 2006. **EXHIBIT 21** In addition to the HE decision on April 8th, 2021, there were many Codes that should have guided the process to ensure that the house was being restored safely and in accordance with Mr. Reeves and CE recommendations, starting with a structural engineer.

In a completely different CE case brought before the HE in 2019, Ms. Warren provided the following sworn testimony **"Buildings must be inspected and verified as structurally sound no matter what purpose they serve"** **EXHIBIT 38**. Why Ms. Warren didn't testify in person at 2020-00130 Hearing or follow CEO Major's recommendations that this structure conform to the same safety standards is unknown to us. It is only clear that she did not.

Ms. Warren didn't actually grant her "permissions" until several months after the Hearing, when she had ample evidence that the owner was continuing with major construction without a permit and had accrued fines for the junk vehicle component of the HE Orders. The BLA issue Mr. Emery focused on is not even relevant to Ms. Warren's primary role as the Building Manager, which is to assure safe construction.

Unless the "stated and operational" policies of Clallam County include allowing removal of a Red Tag that was placed by CE to allow insulation of a floor and ceiling for a structure that had 6–8 foot holes in the floor, known ceiling damage, black mold, distorting the intention of safe building codes, ignoring CE input, and extending a failed permit well beyond the 1 year allowable extension 19 years after issuance, Ms. Warren failed to do her job. Mr. Emery is also failing to do his by trying to justify what happened.

The complainant's perception that the Findings were controlling is in error. Only the six (6) stated elements of the Order (p. 4 and 5, Exhibit 2) issued by the Hearing Examiner are controlling. The findings were simply the facts relied upon in reaching the decision, including testimony provided by staff, which under the circumstances of this case, contained an error. **TRUE**

Once again, errors were attributed to CE when it was clearly the actions of the Building and Planning Department that were responsible for undermining the intentions of the Hearings

Examiner. Mr. Emery is attempting to discount the entirety of that testimony by rationalizing that Ms. Warren had no prior information and that an error was made in the interpretation of the BLA by CE. This is completely disingenuous and very troubling.

All three of the Departments involved in our complaints report directly to the Director of DCD. Mr. Emery's attempt to place responsibility for the error solely on the CE team is of great concern, as their very job title describes their function; which is enforcement of County Codes. It was also their responsibility to bring non-compliant cases before the HE, which they did.

Mr. Emery's willingness to overlook the hard work of the previous CE Team members who were actually in the field, while supporting Staff who had no working knowledge of the situation, is wrong. Mr. Emery never bothered to interview the two CEO's who were involved in this case (confirmed on 8/2/2023) and it is doubtful he has ever contacted Mr. Reeves to ask him directly what his intentions were when his Orders were written.

Taking the testimony of the very Staff who are the subject of our complaints without corroboration is in and of itself a good reason that this investigation should not have never been conducted by Mr. Emery. The fact that Mr. Emery also ran a political campaign against one of the CE officers and received political donations from the Principal Planner that he also investigated should have also raised flags with the County Administrator, where our complaints were filed.

- 2) Ms. Warren falsely stated that the structure needed only minor work to meet codes when she overrode the HE orders, when it was abundantly clear the house was so severely damaged that it was valued at \$0. (BOE Hearing April 18, 2021) The owner himself stated the house was virtually destroyed and yet continued to work without permits for months in clear violation of the HE orders and a red tag that she allowed to be removed. The purchase price of \$15,000 was paid for this house plus 2 acres in late 2020 when property values in Clallam County were nearing an all-time high. That fact itself should have been indicative as to the extent of the damage.

Investigative response: As noted earlier, there is no evidence Ms. Warren "overrode the HE orders." The authorization to allow insulation of the building was done so according to operational policy and prudent permit processing consistent with the Hearing Examiners order.???? The value of the structure, with or without the property, was not material to this matter. Clallam County Code adopts by reference the 1997 Abatement of Dangerous Buildings Code pursuant to CCC 21.01.080. Section 302 of the 1997 Code allows several options that the Building Official may select to address structures

determined unsafe, including issuance of building permits to bring the structure into compliance. While no determination concerning the safety was ever issued for the subject structure, the building was red tagged for construction activities without the benefit of a building permit on October 26, 2021 **FALSE** The inspection of the insulation that led to this conclusion, also led to the requirement for an additional building permit for other work completed within the structure. Upon issuance of Building Permit BPT2021-00880, the Red Tag was formally and appropriately removed by Ms. Warren under her exclusive authority as Building Official. **FALSE AND MISLEADING**

We find no mention of “operational policies or prudent permit processing” mentioned in the Hearings Examiner Orders or anywhere in County Codes so we have no idea what that even means.

Mr. Emery completely misstated the entire purpose of Section 302 of the 1997 Dangerous Building Code, which is actually a list of 18 definitions that identify what constitutes a hazardous building; We believe that this structure met Definitions 1,2,4,8,9,11, 12,13,15,16,17 and 18 of that Code and find no remediation options listed for such structures under Section 302. **EXHIBIT 21** Again, it was never our responsibility to declare a Building unsafe, but the County's Building Officials.

We had taken multiple photographs and alerted County Staff as to the degree to which the house had been damaged as early as August of 2020. The County has many of those photographs on file, in addition to those contained within this response. Multiple neighbors had filed individual complaints which were being ignored. We were not among those who initially filed those complaints. The initial complaint was in fact filed by Mr. Fell himself, who did not even own the property when his complaint was filed.

The property had been abandoned for 3-4 years, when the owners vacated the house fully furnished and stopped paying taxes. It should have been sold at auction except there was a moratorium on such sales due to Covid. It had tons of solid waste strewn about, doors were broken, there were multiple junk vehicles, and overgrown vegetation was clearly visible from Sherburne Rd. and on aerial photographs. Staff could have certainly viewed the state of accumulated waste from the comfort of their desks, had they chosen to do so.

What wasn't visible on aerial photos or a casual drive-by were the freezers full of rotted meat that were dumped outside and the associated problems to the rest of the neighborhood that had become overrun with rats, feral cats and vandals.

The sales price of \$15,000 was relevant in that it was Mr. Fell's own testimony that claimed the low purchase price was due to the damage of the structure and challenges the property faced. It was also used as evidence to have his house reduced to zero value in a Board of Equalization Hearing.

Sections 201.1, 2, and 3, of the Dangerous Building Code provides clear Enforcement Authority including the Right to Entry in order to ensure that a house is safe, or at the very least safely reconstructed. **EXHIBIT 22** There should have also been strict requirements and timeframes applied to this building as it was located within the SMP and the County had evidence that the Creek was being contaminated with solid waste.

Ms. Warren had also served as a past Fire Marshall for Clallam County and worked as a Code Compliance Officer at one time so she should have been concerned about the degree of damage and safety of the electrical system when she had photographs of exposed wiring, blackened electrical outlets and ongoing unpermitted construction that was covering this up.

Mr. Emery completely conflated the red tags in his investigation. The initial red tag was placed on February 16, 2021 by CEO Major for working without a permit. The tag had been deliberately damaged and obfuscated on more than one occasion; CEO Major attempted to restore it to readability on more than one occasion. **EXHIBIT 20**

Ms. Warren allowed Mr. Fell to remove that red tag sometime in early summer when there was additional evidence of ongoing construction. It was several months after the April 8, 2021 Orders were issued (when she had full knowledge that he was continuing to violate codes), that she gave him permission to insulate both the floors and ceiling without the benefit of a permit.

When Ms. Warren falsely claimed that only minor framing work was necessary, she had photographic evidence of the holes in the floors, missing sections of ceiling, plumbing and electrical damage, foundation issues and that he was under orders to obtain a permit. Stating that the 2004 permit only required minimal work to meet codes is false. Unless "operational policy" includes lying, it is the point at which we believe she crossed the threshold between misfeasance and malfeasance.

Mr. Emery's reference to the October 26, 2021 red tag is the SECOND one that was issued for continuing to work on the house without a Building permit and he should have been fully

aware of that. It was done one week after fines were supposed to begin accruing under the HE Order. **EXHIBIT 23**

The remodel permit was not approved until Dec. 16, 2021. It had nothing to do with the failed Building Addition permit from 2004 (which was for a laundry area and family room addition). The 2021 permit was for water damage to the kitchen and bathrooms, which were part of the existing structure. **EXHIBIT 24** The remodel permit contains no plumbing requirements and yet the issuance of the second red tag was specifically because the Building Department and CE had photographic evidence showing that unpermitted plumbing was being done without potable water.

As hard as County Staff and Mr. Emery try to commingle the two permits, while at the same time dissecting the house into pieces by old and new construction, or by a property line that bisects it, the ENTIRE house was destroyed. We submit the County is now trying to justify their actions by distorting and obfuscating the facts.

Assigning the failed aspects of the 2004 permit to the 2021 permit, while also saying that it is essentially finalized with a few minor corrections needed may be their normal operating procedure, but it is in clear violation of many Building Codes and the County's written policies. In this case it has resulted in an unsafe house that is now considered virtually compliant with the County's stamp of approval.

- 3) The home had not been inspected since 2006 despite photographic evidence presented by CE at the CV hearing that it had been gutted. This included unpermitted electrical work, plumbing, serious foundation and structural problems that should have required a physical inspection and structural engineering before proceeding according to both the owner himself and the CE officer who was working on the case and presented it to HE Judge Reeves. Ms. Warren told the previous Director of DCD that her motivation for granting the extension was to gain access to the interior of the house, when the deficits could be more fully investigated. That was never done because by that time most of the damage had been illegally covered with insulation, drywall, and cabinetry.

Investigative response: As noted earlier, Ms. Warren was not notified of the enforcement process nor the Hearing Examiner's decision concerning the property owned by Fell. Regardless, this fact did not prove significant or detrimental to the overall process. **FALSE** With the framing inspection already approved and engineering not required as

part of the prior building permit, there was no need for engineering for the structure. The testimony of Code Enforcement staff and the owner—if so stated—were not reflective of the requirements applicable to the structure. **FALSE** The authorization of insulation gave the Building Division access to the structure. Once inspected, the owner was required to obtain a new building permit for the additional work done to the structure. Although drywall had been installed, the insulation was inspected and approved according to protocol. This prevented being able to observe the status of the framing **TRUE**; however, with framing having been approved in 2006, there was no specific need or authority to observe this component. **FALSE** The plumbing work completed as part of the additional work was inspected by Inspector Faulk. **EVIDENCE?** Electrical work was recently approved by the Department of Labor and Industries. **MISLEADING** Except for the remaining outstanding issues identified earlier, the project has satisfied all permit requirements. **FALSE**

This entire response by Mr. Emery is false and/or misleading and raises far more concerns about his attempts to cover up what happened than the actual damage that was covered up. Ms. Warren's failure to follow the intent of Code Enforcement's recommendation was absolutely detrimental to the "overall process". It is exactly what allowed the owner to proceed with covering up serious problems when he had already been brought before a Hearing Examiner for violating IBC 105.1 and working without a permit.

There was CLEAR evidence as to the extent of damage that had occurred since 2006, whether she was apprised of it or not. Even if she was unaware of the damage prior to the Hearing, she certainly had evidence immediately afterwards. The framing for the 2004-00413 permit was NOT approved in 2006 and was never visualized in 2021 from everything we have been able to determine. Mr. Emery's assertion that there was no need to do so is very troubling.

In approving the framing Mr. Faulk also certified that the electrical permit had also been signed off. **EXHIBIT 15** That never occurred! Mr. Emery has previously been provided with evidence obtained from L and I verifying this, as well as photographic evidence showing the exposed wiring and degree of damage to the house. Labor and Industries and the Electrical Contractors all reported that there were significant problems with the electrical system and that they were all having the same compliance problems with the owner that the County was.

The electrical permit for the 6 interior branch circuits was actually cancelled by the Contractor, who had found illegal wiring buried in the walls. To our knowledge none of the interior wiring has ever been inspected. The inspection Mr. Emery refers to was for a

completely different matter and by April 10, 2023 it is clear that he was fully aware of that fact, despite what he stated in his investigative report. **EXHIBIT 25**

On October 26, 2021 when Ms. Warren and Ms. White decided that a second Stop Work Order should be placed on the house for continuing to work without a permit, Ms. Warren actually spoke to the owner and threatened to contact L and I herself for working without a permit. It was only after this threat that Mr. Fell hired the licensed electrician that ultimately canceled the permit for the majority of the interior work.

During that same conversation Ms. Warren also told him he would need to remove drywall. It is unclear how that could have been accomplished when there was already cabinetry installed along the same kitchen and bathroom walls where venting, plumbing, appliances and electrical wiring were located. **EXHIBIT 23**

- 4) Ms. Warren repeatedly ignored written and in person requests by us for a meeting and failed to respond to our concerns ever a period of several months, despite both neighbors and CE continuing to report ongoing construction without permits.

Investigative response: Ms. Warren provided responses to emails and met with Mr. Telenick at least once. **FALSE** This continued until she was ordered by then Director Winborn that she (Director Winborn) would be the primary contact for all correspondence with Mr. Telenick starting September 3, 2021 (Warren Interview, 6/29/23). Following that date, all correspondences received from Mr. Telenick to Ms. Warren were forwarded to Director Winborn. Ms. Warren does not recall not responding to any requests for meetings. If Mr. Telenick's requests occurred after Director Winborn became lead contact, it would have been Director Winborn's responsibility to respond.

We have already responded to the falsehoods reported in this section of the investigative response but will repeat them once again. We have NEVER met Ms. Warren or spoken to her by phone, but did make several good faith efforts to meet with her and attempted to get written responses that went unanswered from mid-July to September 1, 2021. This was done both in person and in writing on more than one occasion. Mr. Emery has full access to his Staff and emails that would have corroborated the veracity of our statement, but apparently neglected to do so. **EXHIBIT 26, 27B**

If Ms. Winborn had instructed Ms. Warren to direct all correspondence to her, we were never notified of this. Ms. Winborn's only response to us after the September 3, 2021 email came in the form of a couple of emails beginning in late November 2021 when she asked when we would be correcting our own code violations and telling us for "our sake we better hope our rental garage was not built within setbacks" **EXHIBIT 29B**

The information that Ms. Winborn referenced in her emails came DIRECTLY from the information she was provided by Ms. Warren in her draft email and contained inaccurate information. She never bothered to confirm the accuracy of that data, any more than Ms. Clark or Ms. Warren had, and it is now memorialized in our Settlement BLA 2023-00011 **EXHIBIT 28**

Mr. Emery, the County Administrator, the County Commissioners, and many employees were all well aware of the vindictive nature of Ms. Winborn and her unwillingness to perform her duties. There had already been an external administrative investigative conducted by a labor attorney from Sebris, Busto and James who substantiated her unprofessional conduct with respect to a Code Enforcement supervisor and others. That employee was one of many who transferred to another department or quit the County entirely as a result of Ms. Winborn's management style.

It was well known throughout the County that employees were frustrated because of the toxic environment within the DCD. The Administrator himself was not on speaking terms with Ms. Winborn and the County Commissioners were in a similar position, despite their futile attempts to work through their differences in private dispute mediation with the Director. When the County Administrator suggested to Commissioner Ozias in an email that what occurred was simply a personality conflict between Mr. Telenick and the Director, he knew that was untrue. He also insinuated that a new DCD Director was going to bring about change and that we would just have to "logically" wait things out. **EXHIBIT 30**

Once Director Emery was elected, Mr. Sill assured us he was going to speak with him to see if he could resolve the issue. To date that has not occurred. Even if it had, this situation was never about one frustrated person. An entire neighborhood has and will continue to suffer because of what this County has allowed to occur. The new Director is just as guilty of that as the past Director.

This entire investigation is proof to us, that if anything, the current Director and County Administrative Staff are more than willing to cover up the misdeeds of their own Staff over the legitimate concerns of the public they were elected/appointed to serve.

As citizens who have only tried to assure that our safety, environment and property values are preserved, this entire process has completely undermined our faith that Clallam County has any interest in following its own laws or the values it espouses.

Ms. Warren distorted many facts and Codes in an attempt to minimize the situation when it was her poor decisions that created the situation in the first place. She tried to deflect her responsibilities and poor decisions to Labor and Industries, Clallam County Sheriffs office and the lack of CE; who had provided her with extensive documentation of these violations before they resigned their positions.

Investigative response: The allegations of this section are not supported by available evidence. Ms. Warren has denied having been delivered **personally** any information from prior Code Enforcement personnel on this matter prior to their resignations on June 30, 2021 (Warren interview, 6/29/23). Any construction or alterations having to do with electrical service is the purview of the Washington State Department of Labor and Industries. **There is no evidence of distortion of facts or any provision of code. FALSE** To the contrary, Ms. Warren's actions were congruent with existing codes and operational policies. There is no evidence of any attempt to deflect responsibilities that are the purview of the Building Department.

We submit that Ms. Warren was not being truthful in her interview on June 23, 2023. Whether CE was personally delivered information prior to their resignations is irrelevant. Ourselves, neighbors, Environmental Health had all provided documentation regarding the continuing violations that were occurring; while at the same time we were being assured by Ms. Warren's subordinates, Environmental Health and Ms. Winborn herself, that Mr. Feli would be required to follow the proper procedure in order to obtain a Building permit. We were even provided with a checklist from County Staff indicating what steps the owner would have to follow, starting with proof of potable water and a functional septic system.

Ms. Warren's primary responsibility is to assure that Building Codes, which are intended to provide standards that safe and proper construction procedures, are being followed. There are myriads of those codes, statutes, and procedures that were available to her and should have guided her through that process..

If "operational" policies differ from what the Codes specifically require, and if this house is typical of that process, then there are some serious problems with how this County achieves compliance. It also raises the question of how many other structures in Clallam County are also unsafe and yet have the County's signed certification that they were built according to codes.

- 5) In December of 2021 the County issued a second permit for a remodel of the residence (BMP2021-00880) that was supposedly limited to the original structure, although it is clear from the permitting and foundation drawings that it also encompassed the failed 2004 building addition permit. That

permit was granted without ANY required plumbing inspections when the very purpose of the remodel was to repair the failed plumbing that had caused some of the damage in the first place. Ms. Warren had written and photographic evidence that the plumbing was done without a permit and no potable water. She had even issued a threatening letter to the homeowner, asked CE to issue a second Stop Work order while the property was supposed to be accruing daily fines for non-compliance of the HE orders. At the same time this was occurring Ms. Warren tried to make it appear that she was working with a cooperative homeowner and that granting the remodel permit was permissible as such. It was clear that this was not the case and County records clearly show that the owner was not cooperating or keeping the County informed as to the status of the permit that was supposed to be obtained by October 19, 2021 according to the HE.

Investigative response: Specific plumbing inspections are required for new construction, but not for repair due to leaks or breakage. **FALSE** For example, when a homeowner experiences a plumbing breakage due to frost or age, they are allowed to repair the plumbing without permit oversight. When such repairs are part of a larger permitted project such as the work authorized under BPT2021-00880, the repaired plumbing is given a visual inspection as part of the inspection course provided by the Building Inspector. In this case, the plumbing was visually inspected by Inspector Bill Faulk on December 12, 2022 (Interview of Bill Fault, 6/29/23). The fact that the permit covered areas inclusive of the former permit is not unusual or germane to this investigation. **FALSE**

Again Mr. Emery is not being truthful. The only permit exceptions for plumbing are for minor repairs not requiring new materials according to our interpretation of the IRC Code. Ms. Warren and Mr. Emery have photographs of missing toilets, kitchen and bathroom appliances, a missing water heater and a tangled maze of broken plumbing and DWV lines.

There was an open trench with a new poly pipe supply line running to the house that was clearly visible from the outside of the structure. It was exposed for months and eventually covered without inspection. **EXHIBITS 11,12,31,32,33**

The following plumbing permit exemptions are those quoted directly from the 2018 IRC 105.2

The stopping of leaks in drains, water, soil, waste, or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste, or vent pipe becomes defective and it becomes necessary to remove and replace the

same with new material, such work shall be considered as new work, and a permit shall be obtained and inspection made as provided in this code.

2.The clearing of stoppages or the repairing of leaks in pipes, valves, or fixtures, and the removal and reinstallation of water closets, provided that such repairs do not involve or require the replacement or rearrangement of valves, pipes, or fixtures.

Furthermore, our understanding is that Building Inspectors are prohibited from entering the crawl space under a house or climbing on a roof under County policy. If true, Mr. Faulk and Mr. Smith would have been prohibited from visualizing much of the damage the area under the house once it was covered. If flooring, drywall, and cabinetry were already installed prior to their inspections, how were any of their requirements visualized? Was this question ever asked during Mr. Emery's interviews with Staff?

There is a concrete foundation wall separating most of the original structure and the room addition where the exterior crawl space access was created. Unless there is a removable access panel in the floor located within the interior of the original structure, there was (and is) no way to inspect the foundation once the flooring was replaced. How were the concrete footings, beams, and other requirements for the kitchen remodel (which was part of the original structure, not the room addition), verified? How were static pressure tests ever conducted on the supply lines with no potable water? **EXHIBIT 34**

Mr. Emery's insistence that the "permit information covered by the former permit is not germane to this investigation" is actually of greater concern than what is buried behind the walls and under the floors.

The second permit BPT 2021-00880 was specifically issued for quote: **"replacing rotted floor and damaged sheet rock in kitchen and bathroom. Damage from breaking of frozen pipes"** and yet no plumbing inspections were even listed as requirements under BPT 2021-00880. These areas are part of the original house, not the building addition.

Staff had made 10 specific notes on the permit application dated from 10/1/2021-12/15/2021 reiterating that there was no proof of potable water. They also had photographic evidence the owner was continuing to work without a permit and that he had planned to pump water from the irrigation ditch to supply the house because the well was non- operational or seasonal at best. This is all documented evidence that Mr. Emery chose to ignore while minimizing the true extent of what happened. **Exhibit 35**

Mr. Fell **made application** for the new building permit on September 28, 2021, before the October 19, 2021, deadline established by the Hearing Examiner. Bacteria and nitrate testing and clearance were required by the Environmental Health Division prior to the Building Division issuing the permit. Approval for the water testing was not issued until December 16, 2021. It is unclear what the delay was, but the determination of the Department was that Mr. Fell was adequately proceeding with permit compliance—hence, no fines were accrued at that time. **Despite the assertions of the complainant, there is no clear evidence that Mr. Fell was not cooperating with the requirements or the Hearing Examiner's order FALSE** The suggestions that Ms. Warren deliberately skewed information to make it appear Mr. Fell was operating in a cooperative manner is not supported by any evidence encountered. **FALSE**

Again, this statement is false and is evidenced by the second Stop Work permit that was posted on October 26, 2021, 7 days after fines were supposed to be accruing for failure to obtain a permit. **Exhibit 23** In the meantime there were also additional junk vehicles that had been dumped, criminal activity was occurring in and around the occupied RV's and throughout the property, construction was continuing, animal control issues were ongoing, and Macdonald Creek was being actively contaminated with solid waste

The HE Orders are specific and clear regarding the dates fines were to be initiated as well as the owner's responsibilities to obtain permits, cease construction and to keep CE informed of delays in the legal process. Applying for and obtaining permits are not the same thing; just like family rooms and laundry rooms are different from kitchens and bathrooms.

The owner did not keep Code Enforcement updated regarding delays. He was knowingly continuing with illegal construction despite additional warning letters and admonitions to obtain a permit. By late April 2021, the Planning Department had also inappropriately removed the BLA requirement so there were simply no excuses for waiting until the end of September to apply for a permit; except that it gave the owner several more months to work without permits while a dysfunctional DCD was busy trying to recruit new CE personnel.

If Mr. Emery had done an honest investigation, he could have easily determined what the delays were (specific to Environmental Health). They were related to the fact that there was no potable water. By the owner's own reports his well was seasonal and wasn't recoverable. He was in the process of relocating a new well site but was challenged by the limited options due his septic location, our boundary dispute, topography and the close proximity to Macdonald Creek. We believe this was Mr. Fell's intention when he filed the lawsuit which threatened our well and the adjacent land in close proximity to that well. **Exhibit 35**

Somehow, the owner convinced that same well driller who had already attempted to recover the well (without success) to certify a seasonal well and submit a water sample in mid-December 2021 when the irrigation ditch was shut down for the season. That certification states the well is now producing 3 GPM with water quality that exceeds all requirements.

That, in itself, should have raised serious concerns about how a well was miraculously recovered to produce more and better water than it ever did during the prior several decades of use; especially when the well driller had already tried to recover it with no success, AND the previous owner had spent thousands of dollars drilling a new well that never produced water, AND the owner was petitioning the County to pump water from the ditch into his newly installed storage tank.

Of note, there is STILL an order for a second bacterial /nitrate test that remains open and will likely never be done.

As hard as the County tries to divorce themselves from any connections between the lawsuit and our boundaries, there is clear and overwhelming evidence that the owners non-compliance, willingness to provide false testimony, and his threats to sue the County are part of a pattern.

Mr. Emery's conclusion that there was no evidence that Ms. Warren was skewing the degree of cooperation occurring between DCD and Mr. Fell is false and he is now doing exactly the same thing by making this statement.

He is fully aware that ongoing fines are supposed to be accruing for the owner's defiant refusal to stop the illegal occupation of a residence without a Certificate of Occupation and that the case was supposed to have been turned over to the Sheriff's Department for prosecution 2 months ago. **EXHIBIT 10**

- 6) In one email Ms. Warren suggested that we should contact L and I if we had concerns about electrical issues, stating it was their jurisdiction; but at the same time she was also threatened the owner with contacting them herself for working without the proper permits. Despite that, her Staff had already signed off on the 2004 framing permit which confirmed electrical inspections were completed. There were still electrical issues with that house

because the contractor rescinded his permit and refused to work on 6 branch circuits that were required. Somehow the Building Staff also signed off on the framing for the remodel permit so wiring is now buried deep in insulated finished walls with cabinetry installed because of her actions and no electrical inspections. This is not our responsibility but Ms. Warren's.

- Investigative response: As noted, the Washington State Department of Labor & Industries (L&I) is the proper and exclusive permit authority on all electrical fixtures and installation. As a matter of inspection course, framing inspections typically involve confirming that electrical service has also been approved by L&I. There is no way to confirm whether additional electrical work had been done since the 2006 framing inspection **FALSE** however, Department staff made contact with L&I The concerns expressed in in April of 2023, and the Department later received confirmation that L&I had signed off on the electrical permit for the building The concerns expressed in this section are not substantiated. **FALSE**

As noted earlier, this response is a very serious distortion of the truth. Mr. Emery has been provided with both written and photographic evidence, including emails from Labor and Industries, concerning the degree of damage that occurred. Ms. Warren had personally threatened to call L and I as early as October, 2021. We found no evidence that she ever did so during that time frame. **EXHIBITS 36, 23**

To repeat, the permits Mr. Emery refers to were for repairing the main service to the house and for the well pump, **not the interior**, and he was fully aware of that when he conducted this "investigation". **Exhibit 25**

Sequim Valley Electric actually canceled the branch circuit permit and threatened to put a lien on the home because the owner was evading inspections, not paying his bills and had been difficult to deal with. This was part of the same pattern that the County, L and I, Contractors, Attorneys, neighbors, and ourselves have all experienced in dealing with this gentleman.

- 7) On December 12, 2022 the County fully signed off on the 2021 remodel permit despite clear evidence that the structure had no gutters, failed windows, destroyed siding, a water storage tank that was illegally installed above grade (and likely over a disputed property line), and was being occupied without a Certificate of Occupation It remains illegally occupied to this day. It was only as a result of EH flagging the septic situation that resulted in the County rescinding the final approval.

Investigative response: All the inspections required for BPT2021-00880, as administered by the DCD, have been met with the exception of final permit approval. FALSE This is due, in part, to the outstanding Sanitary Survey that is still required for the onsite septic systems. Peripheral issues, like the rear deck and steps, the missing siding and trim, and properly-installed gutters will be made part of that final review. The installation of the water storage tank, as installed, was exempt from permit requirements pursuant to 2018 IRC, Section 105.2.4. As noted, the DCD is aware of periods of occupancy of the house in violation of the Hearing Examiners Order (Exhibit 2). However, although complaints from neighbors have been received indicating continued habitation may be occurring, Code Enforcement has not been able to establish this conclusively. FALSE

Siding, steps, gutters were not even requirements on the 2021-00880 permit and are not "peripheral". The location of a water storage tank potentially placed on a neighboring property along with new uninspected water lines and wiring is relevant, whether it was located above grade or not. It was, and is, DCD's responsibility to conduct permit inspections and assure that buildings are being built or repaired to code. They have the Right of Entry as well as the right to cancel permits for repeated violations. This investigation makes it clear that will never happen because the County is more concerned with protecting its employees than ensuring a home is built to safe standards.

Mr. Emery seems to be following the same pathway as his predecessor by waiting an additional five months to decide CE finally had conclusive evidence establishing that illegal occupation of the house was occurring before reestablishing fines that will likely never be collected. He is apparently ready to ignore the mountains of evidence showing that this house was not properly remodeled and is unwilling to act under his responsibility to cancel the permit for repeated and known violations of the same CMP2020-00130 orders that is now once again accruing fines.

The Sept. 1, 2021 email from Ms. Warren to us that specifically blamed a lack of Code Enforcement as one reason why they had been unable to monitor the situation more closely. She encouraged us to contact the Sheriff or Land I and if we had concerns regarding what was occurring. This was done repeatedly with no results.

Unfortunately, every Department the neighbors and ourselves have contacted for the past 2.5 years blamed another Department for their inability to act. Ms. Warren and the Building Department had the responsibility and authority to act on the building code violations, whether there was an active CE team or not. Environmental health had the responsibility to stop the illegal occupation of the trailers and environmental damage that was occurring in and around a protected creek, and the Sheriff's Department had the responsibility to protect our safety.

Citizen's complaints have largely gone unheeded during this time period and there is now an entire segment of our neighborhood that has no faith in Clallam County's ability or willingness to protect our properties. We are personally trapped in a seemingly never-ending lawsuit that we had nothing to do with and we doubt that the County's threat of fines or resultant criminal charges for failure to obey the HE Orders will ever result in any punitive actions taken, much like what occurred in 2021 and 2022.

Hundreds of hours of County resources have been expended and tens of thousands of dollars of taxpayer's monies have been wasted simply because the County failed to follow its own laws and Codes.

In the meantime, this house will never be brought into compliance but records will make it will appear that the County did their due diligence in bringing this house and the owner into compliance, when nothing could be farther from the truth.

- 8) Between July 16 and September 1, 2021, we sent additional emails to Ms. Warren asking for clarification as to why construction was still being allowed on this home without a permit and provided additional photographic evidence of the activity that extended well beyond the scope of the "permission" she granted. Prior to that we had inquired as to how a Building permit was granted on a house that had no plumbing, septic, electrical, uncollected JV fines, a property line bisecting the house, etc. etc. when we had been guaranteed by the Director, EH CE and the Building desk Staff that this house would be required to undergo the same permitting process that everyone else was required to follow for similar properties. She later distorted the situation by stating that no permit was granted and ongoing construction was allowable because only "minor" repairs were necessary to finalize the original permit. That was 2 years ago!

Investigative response: It is known that, during the 2021 calendar year, between the time of the Hearing Examiners order (April 8, 2021) and the issuance of BPT202100880 (December 16, 2021), no fines were levied or accrued against Mr. Fell. **FALSE** The basis of Mr. Telenick's assertion to the contrary remains a mystery. The record shows that the permit processes that the subject house underwent were in accordance with written and operational policy. No grants of special privilege were afforded to Mr. Fell. **FALSE** As noted earlier, the authorization to proceed with insulation was proper under operational policy and the result of the framing having met inspection requirements (Exhibit 3). The inspections required led to the discovery of additional work having been done and the

need for a new building permit. It is unclear how this can be construed as a "distortion" or otherwise occurring outside of the standard permitting processes.

- 10) Ms. Warren was aware that a water tank had been installed and stated in writing that it would require permitting if it was set above grade. She said she was sending an inspector to the site and obtained photographic evidence that it was indeed set above grade. Those photos are now part of the County records. We find no evidence that a permit was ever requested or obtained.

Investigative response: The water tank in question was placed underground, with a small portion that extends approximately six to eight inches above grade. The placement meets the exemption criteria of the 2018 IRC, Section 105.2.4. There is no daylight or framing required that would trigger the need for a building permit. The complainant's understanding of the application of law to this matter is incorrect.

We have already addressed the false statement regarding no fines being accrued or levied against Mr. Fell in 2021. We previously submitted written evidence that refutes Mr. Emery's assertion in our earlier response regarding Ms. Clark. Furthermore, neither the former Director nor the current Director have the authority to waive those fines according to Clallam County Code 20.28.030.

The statement about the water tank elevation was made by Ms. Warren initially, not us. We asked about the permitting because Mr. Fell used an excavator and destroyed the legal property corner marker, removed a concrete foundation, dumped debris, replumbed and rewired the water storage tank on a portion of land that we legally own.

It was Ms. Warren who stated she would send an inspector by to photograph the storage tank on September 2, 2021 and it was Ms. Warren who specifically stated that the tank would require permits if it was above grade, not us. We have no idea what Mr. Emery was referring to regarding his comments about daylight or framing.

The County was well aware of the property dispute at this time and was aware of the tank and its location. Sheriff's Deputies responded and witnessed the destruction of the survey marker but refused to file trespass charges stating it was a civil matter, much as they did in mid-April when the owner illegally burned construction materials in the disputed area in a fire that got out of control. **EXHIBIT 37**

The far bigger concern in this section of his investigation is how Mr. Emery, not only distorted the exemption of the water tank, but also completely failed to accurately address the real plumbing issues that existed both inside and outside of the home.

While interior access may have been more difficult, the open trench containing a new water line and exposed electrical cable was clearly visible for months. It did not require admittance to the house to view. The water line and electrical supply were both subsequently buried without inspections from either the County or L&I, both in violation of multiple codes.

The claim that Mr. Fell has received no special treatment is simply not true. To date Mr. Fell has received a free dumpster, multiple affidavits for junk vehicle hauling, has had no fines collected or liens assigned as a result of ongoing code violations. He received a free garbage voucher for the dump as recently as Jan. 2023.

The County has knowingly looked the other way and failed to enforce codes on a property that has been almost continuously occupied for over 2.5 years while criminal activity, environmental damage, restraining orders, and over 100 calls involving the Sheriff's Department due to problems associated with the owner and his family continues to occur without consequence. As of August, 2023, there have been no fines collected and nothing but except empty threats directed at him for his continued defiant violation of County Codes and HE orders. How many other citizens have been granted such latitude?

An independent look from outside of Clallam County comparing the treatment that Mr. Fell has received and what we have endured in the way of intimidation, refusal to grant us a simple BLA between our own properties and attaching the most recent falsehoods and violations to our Settlement BLA while ignoring his; would certainly be welcome and we have requested this happen on numerous occasions. Those requests have repeatedly been denied. We believe it would verify our contentions and is likely the reason the County has repeatedly refused to move this outside of Clallam County for a FAIR investigation.

Instead, the County relied on the testimony of the very Staff and Administrators who have a vested interest in protecting their interests and covering up their mistakes. Mr. Fell just happens to be the beneficiary of many of those mistakes. He has capitalized on the County's dysfunctional DCD and simply ignores their orders knowing there are no consequences for doing so. We contend that the County is now more concerned about

their liability in allowing what occurred than doing what is right while ourselves and the neighborhood are left to pick up the pieces.

While the items enumerated above show her role in bypassing a safe building that is now virtually approved, it is not the primary reason we are filing this complaint. We fully believe Ms. Warren used her position of power to target us for daring to question her authority and for simply trying to protect our neighborhood. That information was later used by Ms. Winborn to threaten us and has now encumbered our property with recorded code violations that are untrue. We will not submit specific documentation of what occurred in this email but will provide a summary of the chain of events that occurred.

- 1) Throughout the summer of 2021 we had requested to speak with Ms. Warren in a good faith effort to understand how the situation at 550 Sherburne was being allowed when it was clear there was ongoing illegal construction and criminal activity occurring on the property. She failed to respond until September 1st when we reached out and provided additional evidence of what was occurring. In that email she failed to address our specific concerns so we replied in an attempt to more accurately represent the truth.

Investigative response: Per interview with Ms. Warren (6/27/23), there was a chain of emails to which Ms. Warren responded. **All questions were being answered and there is no recollection of any requests for meetings that were unanswered.** Upon orders from the then DCD Director to not engage, all emails were forwarded to Director Winborn. Beyond the responses, it is unclear as to what the concerns of this section are.

This has already been addressed at length but to reiterate, Ms. Warren apparently has a difficult time with her recollection because we have the emails that specifically requested an opportunity to speak with her. County Staff was present when we made efforts to speak with her, and the specific dates of when our emails were sent and the delayed responses of her replies are all easily verified. **EXHIBITS 26, 27** We have no evidence that Ms. Warren was ever directed by Ms. Winborn not to respond to us.

- 2) On September 2nd someone from the County took photographs of the water storage tank and of our solar panels and rental property. A Staff member or Ms. Warren herself also marked and internally circulated aerial photography documentation of our rental garage as well as an awning over the rental home deck. Apparently, they used a very old photo from the Assessor's office that was

likely taken in the 1980's or early 1990's to compare the current appearance of our rental house.

Investigative response: Not sure what the concerns or complaints are for this section.

To clarify, the concerns and complaints that are confusing Mr. Emery relate to the efforts Ms. Warren went to in order to look into our properties, when in fact she should have been addressing the homeowner who was under HE orders for building without permits. She was wasting time investigating an 8-year-old solar installation that was installed by a licensed Solar Contractor, as well as other decades old modifications to a 1960 house and garage; while simultaneously ignoring serious problems that were occurring in real time on the problem property.

3) Neither of our homes have ever been the subject of a Code Complaint in the 32 years we have resided on Sherburne Rd. That is still true as of June 14, 2023.

Investigative response: Correct. No complaints have been received concerning 470 or 510 Sherburn Road. Not sure what the concerns or complaints are for this section.

Again, our concerns are why Ms. Warren felt it was appropriate to investigate our properties when she should have been ensuring the 550 Sherburne Rd. home was being rebuilt to Code. As a complaint driven County (with no complaints ever having been filed), there was no need to even investigate our properties.

- 4) On September 3rd, 2021 Ms. Warren sent an email to Ms. Winborn and Ms. White notifying them that the 470 and 510 homes were in violation of several codes and intimated that this was done as part of an investigation into the "neighbor dispute" Although our name was on the email we never received it. Instead, we received a two-sentence reply thanking us for submitting our complaint and that they would be working with the homeowner to reach code compliance. The email we never received contained several false assertions that we were never given the opportunity to defend. We only learned of contents of this email as a result of a PRR.

Investigative response: The email in question was drafted by Ms. Warren but not sent. It was obtained from her 'Drafts' folder. Instead, Ms. Warren was instructed by Director Winborn to send the two-sentence reply, referenced.

Whether this email was sent internally or to us directly is irrelevant. It became the basis for Ms. Winborn's intimidating and retaliatory action against us in the following months. There was absolutely no need to forward information, that was not only incorrect, but had no relevance to the real problems that were occurring at 550 Sherburne Rd. Also, was this statement ever corroborated by Ms. Winborn or based solely on Ms. Warren's interview?

Ms. Warren never asked us to direct communications to Ms. Winborn and Ms. Winborn never suggested we contact her directly. Instead, Ms. Warren simply ignored us and eventually suggested we contact Labor and Industries, the Sheriff's Department, or Environmental Health ourselves if we had concerns as the Code Enforcement team had resigned. None of these entities had any responsibility to ensure the construction was being done according to Building Codes. Those responsibilities belonged to her.

The day after Ms. Warren sent us her September 1st email, she took the initiative to investigate a series of supposed violations that existed on our properties when there had been no complaints or violations. We have no way of verifying if Ms. Warren was directed by the DCD Director to investigate those violations or send the two-sentence reply we received on Sept. 3. A simple check of the dates shows that the false data she provided to Ms. Winborn was actually collected on September 2nd, a day before the September 3, 2021 email was even drafted.

- 5) In late November and in mid-December of 2021 we received two emails from the Director of DCD asking us when we were going to correct our Code violations. In one of them she included a veiled threat that for our sakes we better hope that our garage doesn't lie within the County Road ROW. This was done one day after we wrote another email questioning what was happening with the property next door that was still the subject of ongoing illegal construction, occupation of RV's, solid waste, illegal activity and nuisance. It was exactly the same information that Ms. Warren had share in her email to Ms. Winborn and Ms. White.
- During that same email exchange, we were also notified that our solar panels were installed without a mechanical permit. The County actually pursued the solar installer who failed to obtain a mechanical permit for the installation in 2013, 8 years prior. We believe this information was provided to Ms. Winborn by Ms. Warren as a result of the September 3, 2021 internal email. It was a minor issue but it proved that the County was willing to pursue a minor oversight by a contractor, while ignoring serious and significant damage that was being covered up on the adjacent property.

Investigative response: The complaint alleged in this section speaks to retaliation, but no actions were actually taken. FALSE No code enforcement case has ever been opened against the complainant. The supposed "threatening emails" were sent by the former Director, not Ms. Warren. The allegations concerning the awning, solar panels, reconstruction of portions of the roof, replacement of windows and relocation of the front door without the benefit of a building permit are factually correct and require a building permit to this day. DEBATABLE This investigation revealed that the garage structure,

while existing within the structural setbacks of Sherburn Road, was originally built in 1960. As such, it is considered a lawfully established, nonconforming structure. No retaliation was experienced by the complainant and no cover-up concerning development on Mr. Fell's property has occurred. **FALSE**

This response lies at the heart of both Mr. Emery's investigative integrity and how ordinary Citizens are treated when they attempt to shine a light on legitimate concerns by questioning the actions of public employees.

Had we been employees we would have been given an opportunity to have this properly investigated with protections granted as whistleblowers. After three attempts to have this looked at by an independent agency outside of Clallam County, we are once again being told nothing has been covered up and that we have not been retaliated against. We strongly disagree with this conclusion.

The threat of action has intimidated us and has caused considerable stress, especially when there was no cause for any of this to happen. The fact that the new Director of DCD fully supports the actions of what occurred here certainly adds to that stress and we believe it is now a far more serious problem than it should have ever been. We believe this has entered the realm of criminal conduct and that our rights have been violated at the expense of covering up the truth.

- 6) In Ms. Warren's email she made assertions that we installed new windows without a permit, which is false. The windows were installed in December of 2002 according to Everwarm Hearth and Home under a PUD sanctioned rebate program. That was 3 years before we purchased the home. We have no idea when the Assessors photo was taken that shows the old windows but we estimate it was taken in the late 1980's or early 1990's. We have photographic proof that this installation was done well before we purchased the home in 2005. We also contacted Everwarm last year as well as the previous owner, and were told that a permit was not required for those replacement windows.

Investigative response: Assessor records for the Telenick's property (APN 043020230250) show a photograph associated with an October 2005 field assessment that shows the former windows, front door configuration and the former entry awning (Exhibit 6). The actual date of the photograph is not shown on the records page. **TRUE** The same page shows photos from March 2016, revealing the new awning, roof modifications, replacement windows and new door location (Exhibit 7). Regardless of whether all these changes occurred under the Telenick's ownership, the fact remains that building permits would have been required for these modifications. **FALSE** Again, no enforcement action was taken on the owners.

Mr. Emery ignored or cherry picked our explanations regarding the information Ms. Warren identified in her email to Ms. Winborn. He was already aware that the windows were installed under the PUD rebate program in December of 2002 by Everwarm Hearth and Home, 3 years prior to our purchase of the home. We called them once we were notified of the email and were told no permit was needed for this installation. A simple telephone call to them would have corroborated our statement.

We also gave Mr. Emery the probable era the Assessor's photograph was taken and why what was done, was done, so there were no hidden mysteries. We do dispute his assertions requiring what needed permitting and by whom, and we have addressed those issues thoroughly in our response to the Planning Department complaint.

If these problems were serious enough to warrant investigation, but not serious enough to be acted on, then each and every property facing similar problems and non-permitted historical construction worth more than \$1500 dollars should be treated equally and burdened with the same notations as ours.

- 7) The covered patio that was referenced and circled in the aerial photograph the County has on file is less than 200 square feet. It was constructed for less than \$1500 (for which we have receipts) and was installed by ourselves around 2010. The deck had been installed in 1993 or 1994 by a contractor hired by the previous owner. We saw no need to obtain a permit for the patio cover which actually sits above the current roof and is not part of the existing home. Apparently, the County didn't have any problems with this patio cover either, until we raised questions about the property next door in 2021.

Investigative response: Clallam County exempts work that is less than \$1500 from obtaining a building permit. However, this cost must include fair market value for labor, including labor provided by the owner. The fair market valuation for the covered deck is \$28 per square foot (Warren interview, 06/30/236). To be exempt, the covered deck can be no larger than 52 square feet. Likewise, the 400 square foot building permit exemption applies only to outbuildings greater than six (6) feet from a residential structure. A building permit was required for this work. As noted, no enforcement action has been taken against the owner.

If the threshold for triggering a repair is \$1500 dollars including the value of labor, there must be thousands of homes in Clallam County in violation of this provision alone. For starters, when will the County add Mr. Fell's violation of the non-permitted \$4000 roofing repair that included plywood replacement (and was witnessed by CE) be added to BLA 2023-00011, where our Built Without Permit violations were noted? Either the County needs to attach

both violations to their documentation, or remove ours; otherwise, this is specifically targeted against us.

- 8) The remodel that was referenced in the email is misleading. It was done in 2005 or 2006 and was simply to correct the chimney that is visible in the old Assessor photo which was leaking when we purchased the house. It posed a safety risk because it was crumbling. It had been attached to an illegal trash burner that had been used by the previous owner. (We still have this unit). There were also two front entrances to the home. The one most clearly visible in the photo was actually nailed closed because there was a refrigerator located behind it so we simply removed it, closed off that entrance and replaced the front door. We believe the back of the refrigerator is visible behind the glass panel in the Assessors photograph. The fiberglass awning that is visible was also leaking and had become a hazard to people entering the home as it was unsupported and was drooping to the point where anyone over 6'2" was at risk for hitting their head when stepping on the porch. We also have photographs of that awning and how badly it was damaged when we bought the house. We simply reconfigured the roofline, removed the leaking chimney and closed off the unused door. The entire square footage does not exceed 400 sq. foot and the cost was well below \$1500 as we used shingles provided by the previous owner. Regardless, the County has ample evidence of thousands of unpermitted construction projects within Clallam County that are far more extensive than this and yet this one is so serious that it now codified as a violation included in BLA 2023-00011. Of note, the property owner next door stated under oath that he had spent \$4000 dollars on roof repairs and yet that there is no mention of a permit being required for that "repair" or Code Violation attached to that same BLA. The roof repair was actually witnessed by D. Harvey and J. Major who were acting CE officials at the time.

Investigative response: The improvements discussed in this section of the complaint describe modifications to a dwelling—all of which require the approval of a building permit regardless of the project costs or square footage involved. Again, no complaints have been received and no enforcement action was ever taken on the property owners.

This entire response is irrelevant to his investigation except that it shows the lengths to which Mr. Emery has gone to avoid focusing on more important issues.

Why has so much energy has been spent in trying to justify a non-complaint, non-code enforcement issue when there are legitimate ongoing concerns regarding unsafe construction and known repeated violations of much more serious problems? He should be focusing on those problems, not justifying insignificant violations unless he is prepared to address the thousands of such situations that have occurred throughout Clallam County.

- 9) The garage that is apparently in violation of County Road setbacks was likely constructed in 1960 at the same time as the house but we have no records to prove when it was erected. County aerial photos only go back as far as 1990 where it is clearly visible. We have no idea what the significance of this observation is or if it is even a violation. If it was problematic surely it would have been identified in the 2020-00025 BLA application that we eventually rescinded. This is a Planning issue as far as we can determine so we're not even sure why Ms. Warren identified it in her email to Ms. Winborn.

Had Ms. Warren, who had also been the Fire Marshall at one time, reached out and worked with to us to discuss ANY of the above issues we would have been happy to do so Instead she chose to treat us like the problem and has made no effort to work with us over the past 30 months. Instead, she has overlooked serious issues in favor of the very person who was responsible for creating this mess in the first place and we are now trapped in a very difficult situation that we had no part in creating. We feel our rights for equal protection under the law have been violated and that we have been targeted for simply trying to protect those rights.

Investigative response: The complainant is correct in that the garage was constructed in 1960 according to Clallam County Assessor Records. Additional aerial photographs on file with the County Roads Department confirm the structure was present as of 1971—predating the Clallam County Zoning Ordinance. As noted, the structure is considered under County Code to be a lawfully established non-conforming structure. **TRUE**

This is an issue that should have been addressed and verified prior to including it in the email to Ms. Winborn in September of 2021; and certainly before Ms. Clark added it as a finding in the 2023-00011 BLA. The ONLY reason it was removed was because of our efforts and the research done by Public Works, not the DCD or Mr. Emery.

Again, the email in question was never sent, and was obtained from Ms. Warren's 'Draft' folder. Regardless, the discussion was internal. No formal enforcement action was ever taken. There is no evidence of violation of the complainant's rights.

There is more but is surely this is enough to generate concern about what the County has done to us. We believe Ms. Warren's actions are unprofessional, unethical, illegal and have done significant damage to us. We are asking for it to be thoroughly investigated and believe we have the right to do so as citizens under the Clallam County Administrative Policy.

Ed and Mary telenick

Sent from Mail for Windows

[Received 6/14/23 at 12:39 PM via email]

Section 3: Summary Remarks and Conclusion

Summary Remarks: In accordance with Clallam County Administrative Policy, Section 235.10.5, the Director of the Department of Community Development conducted an investigation of the complaints alleged within this Report. The complaint included 19 individual elements that purported alleged wrongdoings by Building Official Annette Warren with respect to her duties and responsibilities as articulated in County Code and state law. Based on this investigation, no findings of wrongdoing or detrimental omission of duty or obligation was found to have occurred with respect to Ms. Warren and the circumstances described or alleged by the complainant. In all cases, the conduct of Ms. Warren was found to be lawful and proper, or the allegation was determined to be unfounded. Therefore, in accordance with Clallam County Administrative Policy, Section 235.12, Ms. Warren is hereby found exonerated of any wrongdoing and/or the allegations made against Ms. Warren are unfounded.

We submit that Mr. Emery not only failed to properly investigate this situation but also deliberately skewed the facts regarding what happened. He has allowed a relatively simple problem to spiral out of control.

We feel he is now protecting his Staff who violated State laws, Building Codes, Environmental protections and in doing so he has violated his own Oath of Office. This investigation failed to fulfill the very purpose of the Administrative Manual which is to "ensure our confidence in the integrity of the County"

.1 PURPOSE This Chapter establishes procedures for dealing with violations of policy, procedure or standards of conduct. It also provides processes for investigating complaints in order to ensure the public's continued confidence in the integrity of the County. These procedures provide employees with a process by which they may document, refute, or confirm allegations, and resolve allegations in an appropriate manner. Alleged violations and complaints will be resolved by exoneration, corrective action, or discipline as appropriate

Furthermore, we believe that the attempts to distort the truth and cover up serious errors made by his Staff has now entered the realm of criminal conduct and those actions are far more serious than the initial errors they made.

We are requesting a formal meeting with the new County Administrator in order to once again discuss a non-litigious way forward. We also want request this information (along with our exhibits) be attached to Mr. Emery's previous investigation and made part of the public record.

Ed and Mary Telenick


Bruce Emery, Director, Clallam County DCD

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AD Narrative

01/17/2023 : 15:41:58 neannady Narrative: ADVISED ROGER I CANNOT REPORT VEHICLE STOLEN BECAUSE KEITH HAD PERMISSION TO USE IT. IT WOULD CONSTITUTE TAKING MOTOR VEHICLE WITHOUT PERMISSION BUT CONTACT WITH KEITH IS NEEDED TO ESTABLISH PC.

01/17/2023 : 14:40:30 lharrington Narrative: PENDING UNTIL 1530

01/17/2023 : 13:26:47 dhoman Narrative: RP ADVSD OF DELAY FOR A DEPUTY AND HE WILL COME BACK AT 15:30

01/17/2023 : 13:26:31 dhoman Narrative: RP ADVSD HIS SON DID NOT HAVE PERMISSION TO TAKE VEH OUT OF TOWN.

01/17/2023 : 13:26:18 dhoman Narrative: RP BACK AT SPD FOR CONTACT, BLVS HIS SON MAY HAVE THE TRUCK IN MONTANA.

01/17/2023 : 13:24:45 dhoman Narrative: ***REACTIVATED***

01/16/2023 : 12:28:06 tmiddlek Narrative: I TOLD RP I WOULD PUT OUT AN ATL EMAIL TO CLALLAM COUNTY

01/16/2023 : 12:27:15 tmiddlek Narrative: RO GAVE HIS SON PERMISSION TO DRIVE THE TRUCK FOR ERRANDS. TRUCK WAS PARKED AT FELL'S SECOND HOME WHERE KEITH LIVES WITH HIS FIANCE. FELL CHECKED THE SHERBURNE ADDRESS FOR THE LAST 3 DAYS AND KEITH HAS NOT BEEN HOME AND THE TRUCK WAS GONE.

01/16/2023 : 11:40:33 dhoman Narrative: DAPS SHOWS 5d

01/16/2023 : 11:33:18 dhoman Narrative: SON/ KEITH FELL

01/16/2023 : 11:33:09 dhoman Narrative: RP THINKS IT IS HIS SON

01/16/2023 : 11:32:46 dhoman Narrative: SIL 2007 CHEV SILVERADO WORK TRUCK SINGLE CAB, 8FT BED, UNK PLATE

01/16/2023 : 11:32:03 dhoman Narrative: BLVS OCCURRED ON FRIDAY

01/16/2023 : 11:31:55 dhoman Narrative: THEFT OF TRUCK

01/16/2023 : 11:31:26 dhoman Narrative: RP AT 59

EXHIBIT 9 INCIDENT REPORT
OWNER REPORTING OCCUPATION

**BUILDING DIVISION
of Clallam County
Correction Notice**

PERMIT NO. 21-880
OWNER Fell
JOB LOCATED AT _____

I have this day inspected this structure and these premises and have found the following violations:

- 1) Provide positive Connections
Post To Footings
 - 2) String Floor Insulation ¹²
 - 3) Crawl Access To be Min ^{24"}
18" x 24"
- OK CPS
12/12/22

You are hereby notified that no more work shall be done upon these premises until the above violations are corrected. When corrections have been made, call for inspection.

24-hour inspection request line: 417-2518 or 417-2548

Date 12/6/22 BF
Inspector

DO NOT REMOVE THIS TAG

**BUILDING DIVISION
of Clallam County
Correction Notice**

PERMIT NO. BPT 2021-00960
OWNER Fell
JOB LOCATED AT 550 SHORNBURNE RD

I have this day inspected this structure and these premises and have found the following violations:

ON DECEMBER 12TH WAS
ON SITE TO INSPECT THE
FLOOR REPAIR AND FINALIST
THIS PERMIT IN EPPC12

THE SEPTIC SYSTEM NEEDS
TO BE WORKING AND APPROVED
BY ENVIRONMENTAL HEALTH
FOR THEIR CONVEYANCE WITH
ROGER FELL 2/7/22

HAND DELIVERED TO CHUCK SMITH
RESIDENCE ALONG WITH COPY OF
FINAL DATED 12-14-22 FROM DEBORAH
CHUCK SMITH

You are hereby notified that no more work shall be done upon these premises until the above violations are corrected. When corrections have been made, call for inspection.

24-hour inspection request line: 417-2518 or 417-2548

Date 12/14/22 CHUCK SMITH
Inspector

DO NOT REMOVE THIS TAG

EXHIBIT 9: BUILDING NOV
DELIVERED TO OCCUPANTS
OF 550 SHORNBURNE RD



CLALLAM COUNTY
Department of Community Development
Bruce Emery, Director
County Courthouse
223 E. 4th St., Suite 5
Port Angeles, WA 98362-3015
Code Enforcement: (360) 565-2677
Annie.Fricker@ClallamCountyWA.Gov

VIOLATION OF AN ORDER OF THE CLALLAM COUNTY HEARING EXAMINER

05/04/2023

Roger Fell
110 Prater Place
Sequim, WA 98382

Case #: CMP2020-00130
Parcel #: 04-30-20-23-0100

Mr. Fell,

Per today's phone conversation where you stated that you will not have your son move out of the home located at 550 Sherburne Rd, Sequim WA 98382, at the parcel listed above, and that you would like to bypass the timeframe that we were offering in order to have him removed, Clallam County Department of Community Development has found that you are knowingly and voluntarily in violation of the Hearing Examiners Order dated 4.8.2021, which is included in this mailing for your review.

Fines in accordance with the Order of the Clallam County Hearing Examiner (Order) of \$100.00 per day will begin as of today's date. After 30 days, if you have not confirmed with Clallam County Code Enforcement that you have brought your property into compliance either with a request for a Certificate of Compliance, or a Certificate of Occupancy as required by the Order, this case will be referred to the Clallam County Sheriff's Office and the Prosecuting Attorney in order to pursue other civil or criminal remedies, including but not limited to, filing misdemeanor charges for knowingly violating the County Code, (Page 4, Paragraph 6 of the Order)

I have also included a request for a Certificate of Compliance. If before June 4, 2023, you have contacted our office to determine that there is no longer anyone living on the property, and you can confirm that a licensed and certified septic inspector has visited, or has scheduled a visit to the property, we can reevaluate the need for referral.

Please contact our office in writing either by mail or email if you intend to move forward with compliance.

Regards,

Annie Fricker
Code Enforcement Officer
Clallam County Department of Community Development
360-912-5053
Annie.Fricker@ClallamCountyWA.Gov

EXHIBIT 10: NOTICE OF
VIOLATION DATED 5/4/2023

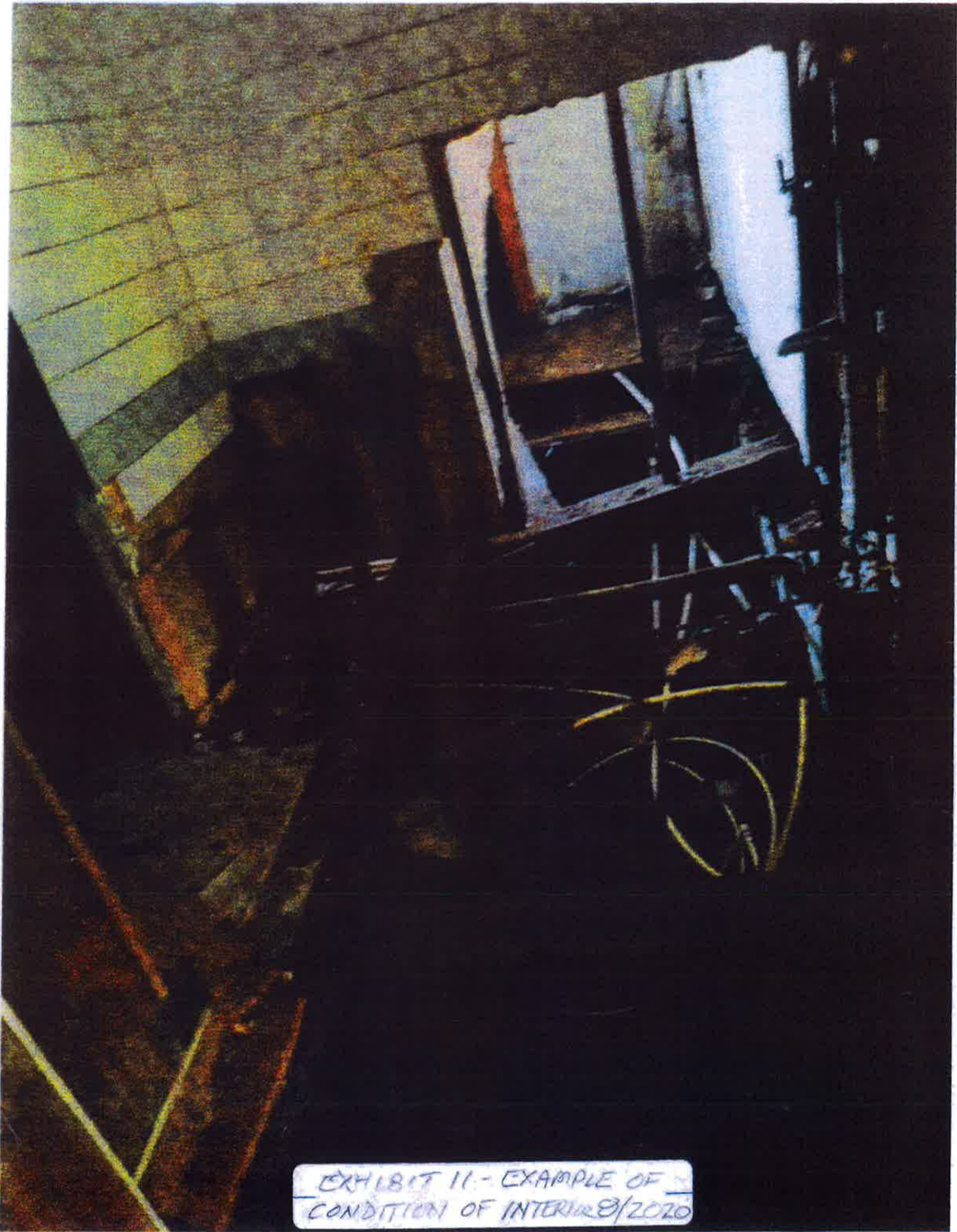


EXHIBIT 11 - EXAMPLE OF
CONDITION OF INTERIOR 8/2020

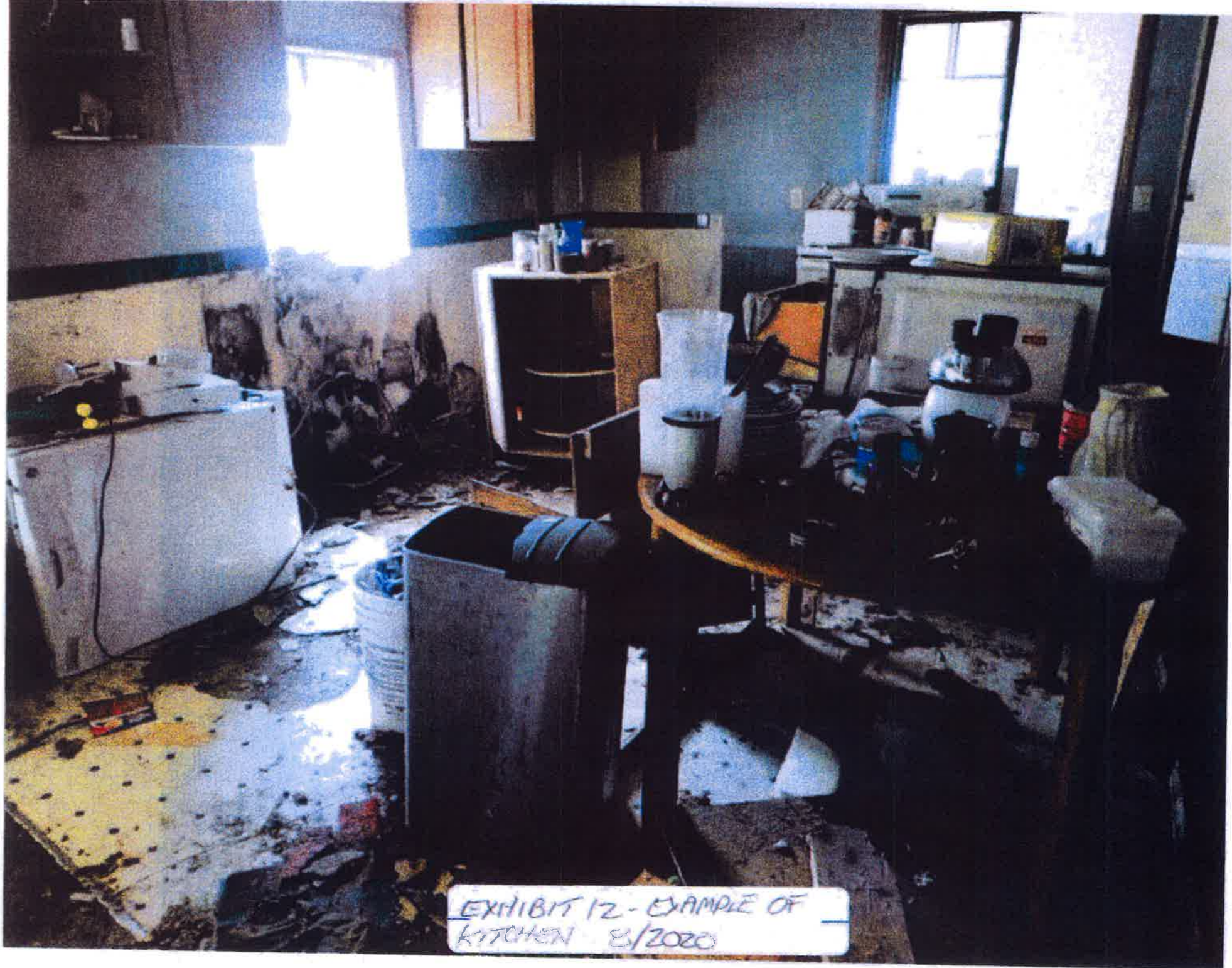


EXHIBIT 13 - EXAMPLE OF
EXTERIOR ENTRANCE 9/2000



EXHIBIT 14 - EXAMPLE OF
UNSAFE FLOORING 8/2000



Building Permit Inspection Approvals

To schedule inspections, call (24 hrs/day) (360)417-2518 or (360)417-2548 no later than 8:00 AM the day of the inspection.

ELECTRICAL PERMITS are issued by the Washington State Department of Labor and Industries. Call (360)417-2700.

* The electrical permit must be signed off by the State Inspector prior to the County's framing inspection.

Inspection Item	Date	Approval Signature	Notes
Setbacks	✓		
Footings	11-8-04	SW	Single piece
Foundation Stem Wall	11-8-04	SW	
Rough-in Plumbing (water supply/vents)	3-27-06	SW	
Framing* (State Elect Permit Signed-Off)	8/19/21	BF	10/27 NOT REPORT - 2006 NOTE ← RECENT
Airseal			
Insul - R 21 (Walls)			
Insul - R 30 (Floors)	8/31/21	BF	
Insul - R 14 (Ceiling)	8/31/21	BF	
EXHIBIT 15A FRAMING WITH ELECT SIGNED OFF 8/19/21			
FINAL INSPECTION			

Final inspection must be approved before building may be occupied!

BUILDING DIVISION
of Clallam County
Correction Notice

PERMIT NO. 04-413
OWNER Fall
JOB LOCATED AT SSD Sherbourne

I have this day inspected this structure and these premises and have found the following violations:

- 1) 3x3 Landing + steps at SGD
- 2) Gutters + Downspouts To 2' x 4' drywell
- 3) Insulation Cert.

You are hereby notified that no more work shall be done upon these premises until the above violations are corrected. When corrections have been made, call for inspection.

24-hour inspection request line: 417-2518 or 417-2548

Date

8/19/21

BF

Inspector

DO NOT REMOVE THIS TAG

EXHIBIT 15B: ADDITIONAL
CORRECTION NOTICES ISSUED
ON EXPIRED 2007 PERMIT

From: Warren, Annette
Sent: Wednesday, September 1, 2021 1:19 PM
To: Ed telenick; Winborn, Mary Ellen
Cc: LoPiccolo, Kevin; White, Anastasia; Gores, Alanna; Kuss, Lorrie
Subject: RE: Second request regarding concerns about 550 Sherburne Rd. address

Mr. Telenick,

I will send an inspector by Mr. Fell's house to take a look at the water tank that you state has been recently installed on the property. A building permit would be required if the tank exceeds 5,000 gallons, or is elevated above grade or exceeds 2 to one height to diameter ratio. If the tank meets with these guidelines a building permit is not required.

Mr. Fell was given approval to insulate the floor and the ceiling of the home. After he completed the insulation he was directed to come in and pay \$75 and schedule the inspection. When the inspector is out to look at the water tank I will have him see if he can make contact with Mr. Fell and remind him of the conditions of approval to insulate.

The State Department of Labor & Industries is the authority for the permitting and inspection of the electrical wiring of the home. You may want to contact them to verify if they have issued electrical permits or performed any inspections on the wiring.

Allowing Mr. Fell to insulate the floor and ceiling of his home did not remove the authority of the Clallam County Sheriff or Environmental Health and their ability to enforce any laws or regulations that Mr. Fell may violate.

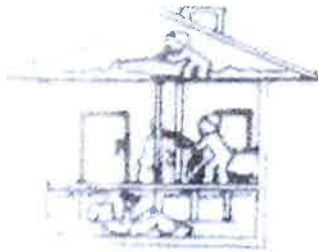
At this time we do not have a Code Enforcement Officer to oversee code violations. We hope to be able to hire staff as soon as possible so that these types of cases can be monitored properly.

Annette Warren
Clallam County Building Official
awarren@co.clallam.wa.us
(360)417-2314

From: Ed telenick [mailto:e.telenick@hotmail.com]
Sent: Wednesday, September 01, 2021 11:33 AM
To: Warren, Annette; Winborn, Mary Ellen
Cc: LoPiccolo, Kevin; White, Anastasia; Gores, Alanna; Kuss, Lorrie
Subject: Second request regarding concerns about 550 Sherburne Rd. address

*** EXTERNAL EMAIL *** This message was sent from outside our County network.

EXHIBIT 16 - EMAIL FROM
A. WARREN DATED 9/1/2021



C & F Insulation

P.O. Box 2197, Port Angeles, WA 98362 (360) 681-0480

Making your life a little warmer!

INSULATION CERTIFICATE

THIS IS TO CERTIFY THAT, IN ACCORDANCE WITH THE CURRENT THERMAL PERFORMANCE STANDARDS (WASHINGTON STATE CODE) OR APPROVED PLANS, INSULATION HAS BEEN INSTALLED IN THE BUILDING LOCATED AT

PROPERTY ADDRESS: 550 Sherburne Rd. Sequim, WA 98282
OWNER: Roger Fell
BUILDER: _____

DESCRIPTION OF INSULATION

	MANUFACTURER	THICKNESS	R-VALUE
ATTIC/SLOPES			
TYPE OF MATERIAL: FIBERGLASS	<u>CERTAINTeed</u>		
BLOWN			
TYPE OF MATERIAL: FIBERGLASS	<u>CERTAINTeed</u>	<u>17"</u>	<u>49</u>
EXTERIOR WALLS			
TYPE OF MATERIAL: FIBERGLASS	<u>CERTAINTeed</u>		
FLOORS			
TYPE OF MATERIAL: FIBERGLASS	<u>CERTAINTeed</u>	<u>5.5"/12"</u>	<u>21/38</u>
VAPOR BARRIERS			
TYPE OF MATERIAL: VISQUEEN	FLOOR <u>Comit Black Poly</u>	CEILING _____	WALLS _____
DUCT/PIPE WRAP			
TYPE OF MATERIAL: FIBERGLASS	YES _____	NO <u>✓</u>	
AIR SEALED PER WASHINGTON STATE ENERGY CODE	YES _____	NO <u>✓</u>	

SUB-CONTRACTOR: C & F INSULATION, INC.

CONTRACTOR'S REG. NO.: CFINSI*066DW

AUTHORIZED SIGNATURE: *Terry Staley*

DATE: 8/19/2021



EXHIBIT 17 INSULATION
CERTIFICATE



Clallam County Online Permit System

[County Home Page](#)
[Permit Info Start Page](#)
[Public Comment on Permits](#)
[Public Online Forms](#)
[Help](#)

View Case Status

The information below summarizes the case you selected.

Building Permit: BPT2004-00413

Status: Expired

Subtype: Residential

Name: WILLIAM SCHROEPFER

Application Date: 4/29/2004

Issue Date: 5/25/2004

Final Date:

Site Address: 550 SHERBOURNE RD

Description: ADDITION OF FAMILY ROOM AND LAUNDRY ROOM

Parcel(s) related to this case: [\(Click the Parcel Number for more information\)](#)

043020230100 (Principle Parcel: Active)

[Zoom to Parcel on Multi-Purpose Map](#)

Documents related to this case:

(INSULATION CERT)

BPT2004-00413 (PLOT PLAN)

WITH SUPPORTING DOCS (EXPIRED BPT2004-00413)

Case Process Steps (Review, Decisions, Inspections, etc.)

Road Approach Required (H)	DONE	... Requirement Met: 4/29/2004
EXISTING		
Drainage Approval Required (H)	DONE	... Requirement Met: 4/30/2004
DRA2004-218		
Case Entered	Done	... Date Entered: 5/8/2004
Plan Check	DONE	Received: 4/29/2004... Completed: 5/23/2004
Septic Approval Required (H)	DONE	... Referred: 4/29/2004... Requirement Met: 5/25/2004
NEED PUMPING RECEIPT PER KDO		
Issue permit (F)	Done	... Date Approved: 5/25/2004
Permit Expired	DONE	... Expired: 5/25/2006
Setbacks Inspection	DONE	Required: 5/24/2004... Scheduled: 10/14/2004... Done: 10/14/2004
Footing Inspection	FAIL	Required: 5/24/2004... Scheduled: 10/14/2004... Done: 10/14/2004
Footing Inspection	DONE	Required: 10/14/2004... Scheduled: 11/8/2004... Done: 11/8/2004
Foundation Stem Wall Insp	DONE	Required: 5/24/2004... Scheduled: 11/8/2004... Done: 11/8/2004
Rough-in Plumbing Inspection	FAIL	Required: 5/24/2004... Scheduled: 6/27/2005... Done: 6/27/2005
not ready		
Framing Inspection	FAIL	Required: 5/24/2004... Scheduled: 6/27/2005... Done: 6/27/2005
not ready		
Rough-in Plumbing Inspection	FAIL	Required: 6/27/2005... Scheduled: 3/16/2006... Done: 3/16/2006
corr. notice		
Framing Inspection	FAIL	Required: 6/27/2005... Scheduled: 3/16/2006... Done: 3/16/2006
corr. notice		
Airseal Inspection	FAIL	Required: 5/24/2004... Scheduled: 3/16/2006... Done: 3/16/2006
corr. notice		
Rough-in Plumbing Inspection	DONE	Required: 3/16/2006... Scheduled: 3/27/2006... Done: 3/27/2006
Framing Inspection	FAIL	Required: 3/16/2006... Scheduled: 3/28/2006... Done: 3/28/2006
corr.		
Framing/Airseal/Glazing Insp	DONE	Required: 9/1/2021... Scheduled: 9/2/2021... Done: 8/19/2021
Final Inspection	FAIL	Required: 8/19/2021... Scheduled: 8/19/2021... Done: 8/20/2021
Framing Inspection	Open	Required: 3/29/2006... Scheduled: 3/29/2006...
Insulation (Walls) Inspection	Open	Required: 5/24/2004... Scheduled: 9/2/2021...
Airseal Inspection	Open	Required: 3/16/2006...
Insulation (Floors) Inspection	Open	Required: 5/24/2004...
Insulation (Ceiling) Insp	Open	Required: 5/24/2004...
Drywell Inspection	Open	Required: 8/19/2021...

EXHIBIT 18: BPT 2004-00413
WITH REQUIREMENTS



EXHIBIT 19. CURRENT
CONDITION OF ROOM ADDITION

BPT 2004-00413
PHOTO TAKEN 2022

due to dry well

650 SHEPHERD RD June 30, 2021 Evidence of ongoing construction despite red tag

Building Permit

This permit is issued due to a violation of the
Building Code Construction Code

The following information is provided for your information:
The permit is issued for the purpose of allowing the owner to
construct a new building or addition to an existing building.
The permit is issued for the purpose of allowing the owner to
construct a new building or addition to an existing building.
The permit is issued for the purpose of allowing the owner to
construct a new building or addition to an existing building.

The permit is issued for the purpose of allowing the owner to
construct a new building or addition to an existing building.
The permit is issued for the purpose of allowing the owner to
construct a new building or addition to an existing building.

EXHIBIT 20 - RED TAG PLACED
ON 2/16/21 - WHICH OWNER
DESTROYED - ATTEMPTED TO HIDE

Chapter 3 DEFINITIONS

SECTION 301 — GENERAL

For the purpose of this code, certain terms, phrases, words and their derivatives shall be construed as specified in either this chapter or as specified in the Building Code or the Housing Code. Where terms are not defined, they shall have their ordinary accepted meanings within the context with which they are used. *Webster's Third New International Dictionary of the English Language, Unabridged*, copyright 1986, shall be construed as providing ordinary accepted meanings. Words used in the singular include the plural and the plural the singular. Words used in the masculine gender include the feminine and the feminine the masculine.

BUILDING CODE is the *Uniform Building Code* promulgated by the International Conference of Building Officials, as adopted by this jurisdiction.

DANGEROUS BUILDING is any building or structure deemed to be dangerous under the provisions of Section 302 of this code.

HOUSING CODE is the *Uniform Housing Code* promulgated by the International Conference of Building Officials, as adopted by this jurisdiction.

SECTION 302 — DANGEROUS BUILDING

For the purpose of this code, any building or structure which has any or all of the conditions or defects hereinafter described shall be deemed to be a dangerous building, provided that such conditions or defects exist to the extent that the life, health, property or safety of the public or its occupants are endangered.

1. Whenever any door, aisle, passageway, stairway or other means of exit is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.
2. Whenever the walking surface of any aisle, passageway, stairway or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.
3. Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one half times the working stress or stresses allowed in the Building Code for new buildings of similar structure, purpose or location.
4. Whenever any portion thereof has been damaged by fire, earthquake, wind, flood or by any other cause, to such an extent that the structural strength or stability thereof is materially less than it was before such catastrophe and is less than the minimum requirements of the Building Code for new buildings of similar structure, purpose or location.
5. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
6. Whenever any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting a wind pressure of one half of that specified in the Building Code for new buildings of similar structure, purpose or location without exceeding the working stresses permitted in the Building Code for such buildings.

7. Whenever any portion thereof has wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar new construction.

8. Whenever the building or structure, or any portion thereof, because of (i) dilapidation, deterioration or decay; (ii) faulty construction; (iii) the removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building; (iv) the deterioration, decay or inadequacy of its foundation; or (v) any other cause, is likely to partially or completely collapse.

9. Whenever, for any reason, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is being used.

10. Whenever the exterior walls or other vertical structural members list, lean or buckle to such an extent that a plumb line passing through the center of gravity does not fall inside the middle one third of the base.

11. Whenever the building or structure, exclusive of the foundation, shows 33 percent or more damage or deterioration of its supporting member or members, or 50 percent damage or deterioration of its nonsupporting members, enclosing or outside walls or coverings.

12. Whenever the building or structure has been so damaged by fire, wind, earthquake or flood, or has become so dilapidated or deteriorated as to become (i) an attractive nuisance to children; (ii) a harbor for vagrants, criminals or immoral persons; or as to (iii) enable persons to resort thereto for the purpose of committing unlawful or immoral acts.

13. Whenever any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the building regulations of this jurisdiction, as specified in the Building Code or Housing Code, or of any law or ordinance of this state or jurisdiction relating to the condition, location or structure of buildings.

14. Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any nonsupporting part, member or portion less than 50 percent, or in any supporting part, member or portion less than 66 percent of the (i) strength, (ii) fire-resisting qualities or characteristics, or (iii) weather-resisting qualities or characteristics required by law in the case of a newly constructed building of like area, height and occupancy in the same location.

15. Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise, is determined by the health officer to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.

16. Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the fire marshal to be a fire hazard.

17. Whenever any building or structure is in such a condition as to constitute a public nuisance known to the common law or in equity jurisprudence.

EXHIBIT 21 A SECTION 302
DANGEROUS BUILDING CODE

18. Whenever any portion of a building or structure remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned for a period in excess of six months so as to constitute such building or portion thereof an attractive nuisance or hazard to the public.

EXHIBIT 21 B- SECTION 302
DANGEROUS BUILDING C

Chapter 2 ENFORCEMENT

SECTION 201 — GENERAL

201.1 Administration. The building official is hereby authorized to enforce the provisions of this code.

The building official shall have the power to render interpretations of this code and to adopt and enforce rules and supplemental regulations in order to clarify the application of its provisions. Such interpretations, rules and regulations shall be in conformity with the intent and purpose of this code.

201.2 Inspections. The health officer, the fire marshal and the building official are hereby authorized to make such inspections and take such actions as may be required to enforce the provisions of this code.

201.3 Right of Entry. When it is necessary to make an inspection to enforce the provisions of this code, or when the building official or the building official's authorized representative has reasonable cause to believe that there exists in a building or upon a premises a condition which is contrary to or in violation of this code which makes the building or premises unsafe, dangerous or hazardous, the building official may enter the building or premises at reasonable times to inspect or to perform the duties imposed by this code, provided that if such building or premises be occupied that credentials be presented to the occupant and entry requested. If such building or premises be unoccupied, the building official shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises and request entry. If entry is refused, the building official shall have recourse to the remedies provided by law to secure entry.

"Authorized representative" shall include the officers named in Section 201.2 and their authorized inspection personnel.

SECTION 202 — ABATEMENT OF DANGEROUS BUILDINGS

All buildings or portions thereof which are determined after inspection by the building official to be dangerous as defined in this code are hereby declared to be public nuisances and shall be abated by repair, rehabilitation, demolition or removal in accordance with the procedure specified in Section 401 of this code.

SECTION 203 — VIOLATIONS

It shall be unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure or cause or permit the same to be done in violation of this code.

SECTION 204 — INSPECTION OF WORK

All buildings or structures within the scope of this code and all construction or work for which a permit is required shall be subject to inspection by the building official in accordance with and in the manner provided by this code and Sections 108 and 1701 of the Building Code.

SECTION 205 — BOARD OF APPEALS

205.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretations of this code, there shall be and is hereby created a board of appeals consisting of members who are qualified by experience and training to pass upon matters pertaining to building construction and who are not employees of the jurisdiction. The building official shall be an ex officio member and shall act as secretary to said board but shall have no vote upon any matter before the board. The board of appeals shall be appointed by the governing body and shall hold office at its pleasure. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant, with a duplicate copy to the building official. Appeals to the board shall be processed in accordance with the provisions contained in Section 501 of this code. Copies of all rules or regulations adopted by the board shall be delivered to the building official, who shall make them freely accessible to the public.

205.2 Limitations of Authority. The board of appeals shall have no authority relative to interpretation of the administrative provisions of this code nor shall the board be empowered to waive requirements of this code.

EXHIBIT - 22 - SECTION 2
DANGEROUS BUILDING CODE

Activity	Description	Date 1	Date 2	Date 3	Hold	Disp	Assigned To	Done By	Updated By	Notes
----------	-------------	--------	--------	--------	------	------	-------------	---------	------------	-------

CMPD310	Contact Subjects of Complaint	10/26/2021	10/26/2021	10/26/2021	None	DONE	ARW	BAW	10/26/2021	Mr. Fell came to Bridge Legal to discuss JV's. A Warren discussed with him the need to stop work, construction / repairs until he has the required permits. Told him that his building is being posted with NOV today and he'll be receiving a letter from CE. He said the plumber was already done and out. Spoke specifically that his application is in process but not yet approved, so no more plumbing or anything. PO wants to paint. AW said paint is fine, but make sure walls aren't covering any work that needs inspection or he'll have to remove the drywall. Also, stressed to him that Electrical permit is through L&L, so he needs to be sure he has that permit before having electrical work done. AW told PO that if work continues she will report him to L&L and their fines start at \$1,000 per day.
CMPD350	Letter to Subject of Complaint	10/26/2021	10/26/2021	10/26/2021	None	DONE	BAW	BAW	12/21/2021	Letter to Property Owner in response to report that he had plumber in the house working. BPT in review doesn't mean he can work. Must cease work in the house. See Docs
CMPD060	Additional Complaint	11/22/2021	11/22/2021	11/22/2021	None		JMR	BAW	11/22/2021	Complainant contacted Environmental Health regarding Septic / Water. 2 occupied RV / Trailers on-site and a Sanicoin J Reed fielded emails and is sending letter to Pump Operator regarding septic. See Docs
CMPD060	Additional Complaint	12/2/2021	12/2/2021	12/2/2021	None		BAW	BAW	12/2/2021	New Complaint received via email regarding BWCOP and construction issues continuing until 9:00 p.m. See Docs

EX-167-23 - COMMUNICATION
REPAIRS AND NOV AND
CONCLUDED CONSTRUCTION



Clallam County Department of
Community Development

DATE REC'D: 9/28/21

BPT # 2021-780

RESIDENTIAL BUILDING PERMIT
WORKSHEET

PRJ #

SITE ADDRESS: 550 Sherburne Rd

PARCEL NUMBER: 043020230100

PROPERTY OWNER NAME: Roger Fall
MAILING ADDRESS: 110 Porter Place
CITY, STATE, ZIP: Sequim, WA 98282
Home Phone: Work Phone: 360-912-3711 E-mail: nursergyg@olymail.com
MAIN CONTACT: Roger Fall PHONE: 360-912-3711
ENGINEER/ARCHITECT OF RECORD: PHONE:
APPLICANT/CONTRACTOR: Roger Fall
MAILING ADDRESS: 110 Porter Place
CITY, STATE, ZIP: Sequim, WA 98282
STATE CONTRACTOR LICENSE #: EXPIRES ON:
Home Phone: Work Phone: 360-912-3711 E-mail: nursergyg@olymail.com
LENDING INSTITUTION (AS PER RCW 19.27.095):

DETAILED PROJECT DESCRIPTION -- What are you building?

Replacing Rotted Floor and the damaged Sheetrock in Kitchen & Bathroom. Demolish, then breaking of Sides piece.

TYPE OF SEWAGE DISPOSAL (i.e. Ind. Septic, Community or Municipal): Septic

SOURCE OF POTABLE WATER (i.e. Ind. Well, Pub. Water Sys.): Well

DIRECTIONS TO SITE FROM A STATE HWY: Exit from PA to Sherburne Rd. 1/2
up on right side

THIS INFORMATION BOX PERTAINS ONLY TO THE PROPOSED PROJECT

NO. OF BEDROOMS: NO. OF BATHROOMS: 2 NO. OF STORIES:
NO. PLUMBING DRAINS: 1 SPECIFIC TYPE OF HEAT:
NO. WOODSTOVE/PELLET: (GAS/WOOD) INSERTS: (GAS/WOOD)
GAS APPLIANCES: LPG TANK SIZE: (ABOVE GROUND/UNDERGROUND)

SQUARE FOOTAGE OF:
1ST FLOOR: 2ND FLOOR: 3RD FLOOR: GROSS FLOOR AREA:
UNFINISHED BSMT: FINISHED BSMT: GARAGE: CARPORT:
COVERED PATIO: DECK: COVERED DECK: COVERED PORCH:

This application is complete and correct to the best of my knowledge.

Signature OWNER / AGENT / CONTRACTOR

Date

9-15-2021

FOR STAFF USE ONLY:

SEP/SOM no plumbing take
H2O
DRA no req. int only
RDP
WAT
CRI
FLD
SHR

PROJECT VALUE \$22,000
PLAN CHECK 09/10/21
OCCUPANCY 09/10/21
CONST. TYPE 103
OWNERSHIP DL
FIRE PROTECTION
WSEC (Pres./UA Alt.)

PLANNING REVIEW FEE*

ADDRESS FEE

PLAN CHECK FEE

REC #/CK #

DATE

PERMIT FEE

ST. B.C. FEE

REC #/CK #

DATE

ZONING R5 SETBACKS

ABBR LEGAL DESC & LOT SIZE NW3/4NW1/4 NCRD Sec 21w/10s

ROUTED TO PLANNER

DATE

582.50

*The planning review fee is related to review of building permit applications for new building construction, additions and change of uses. The planning review will include a zoning consistency determination and also a determination of the applicability and any required permits or approvals that may apply related to County development regulations per CCC 5.100.300 Fee Schedule 300-A.

EXHIBIT 24 BPT 2021-0080
KITCHEN/BATH REMODEL

From: Emery, Bruce
To: Sager, Michael
Subject: RE: Ongoing issues in neighborhood
Date: Monday, April 10, 2023 1:21:37 PM

→ Thank you, Mic. I guess L&L is also indicating that no electrical permit was ever issued for the remodel (electrical) work was done. I know that EH is not ready to issue the septic permit (no designer drawing for the system). Thank you for following up with Ed on this.

Bruce

From: Sager, Michael <michael.sager@clallamcountywa.gov>
Sent: Monday, April 10, 2023 12:12 PM
To: Emery, Bruce <Bruce.Emery@clallamcountywa.gov>
Subject: RE: Ongoing issues in neighborhood

Bruce –

I went by this morning, and there are no junk vehicles at 550 Sherburne. I can meet with Ed on Wednesday, and see exactly what he is seeing. When I first got this case, Planning had finalized the building permit. This was in error, as they had not cleared with EH. Annette rescinded the finalized permit until such time as the septic is inspected. Andy in EH indicated they were fine with occupation of the house, as it's just an inspection needed. With your concurrence, I will contact Mr. Fell, and let him know we must enforce the HE order.

- Mic

From: Emery, Bruce <Bruce.Emery@clallamcountywa.gov>
Sent: Monday, April 10, 2023 11:33 AM
To: Sager, Michael <michael.sager@clallamcountywa.gov>
Subject: FW: Ongoing issues in neighborhood

Hi Mic,

If what Ed is stating in his email is true, the junk vehicles and the occupation of the dwelling would be in violation of the Hearing Examiner's Order. Can you provide me with a review of these items?

Bruce Emery

From: Ed telenick <e.telenick@hotmail.com>
Sent: Monday, April 10, 2023 8:57 AM
To: Emery, Bruce <Bruce.Emery@clallamcountywa.gov>; web_Commissioners <web_Commissioners@clallamcountywa.gov>; King, Brian <brian.king@clallamcountywa.gov>; Nichols, Mark <mark.nichols@clallamcountywa.gov>; Sill, Rich <Rich.Sill@clallamcountywa.gov>
Cc: Warren, Annette <annette.warren@clallamcountywa.gov>; Sager, Michael

p 528/654

EXHIBIT 25 - EMERY EMAIL
TO C.E. RE: ELECTRICAL

From: Major, Jesse
Sent: Tuesday, April 27, 2021 10:00 AM
To: 'Ed telenick'
Subject: RE: Thanks...2 trailers moved

Ed.

You just made my day with these photos. As best I can tell, there are no longer any junk vehicles on the property (the last truck runs and is registered).

Best,

Jesse

Jesse Major
Code Enforcement Field Officer
Clallam County Department of Community Development
360-417-2000 ext. 3729

From: Ed telenick [mailto:e.telenick@hotmail.com]
Sent: Tuesday, April 27, 2021 9:52 AM
To: Major, Jesse
Subject: Thanks...2 trailers moved

*** EXTERNAL EMAIL *** This message was sent from outside our County network.

Morning Jesse...

Just a heads up that two of the trailers are gone and it looks like Jessica may have moved...i guess the broken pot incident stirred up something with Roger and his lawyer

On another note, we went to the County yesterday and attempted to talk to Annette and or Donella to confirm what we had been told last month regarding the inability for Mr. Fell to obtain the permit without resolving the property line but they would not speak with us and kept bouncing Toni around (she actually tried to find you downstairs but you were out in the field) The good thing is she got confirmation from Ms. Clark that you were supposed to be the one responsible for how this moves forward and confirmed that Mr. Fell would need to meet everything on the checklist before any permits would be issued. If they override the decision and grant a bldg permit without the criteria being met is going to be interesting at best
FYI... We did find your notes submitted as part of the code violation case where you had spoken to Planning and that the decision to grant Mr. Fell ample time to get the bldg permit was based on obtaining a BLA. We will request access to the hearing examination transcript / video..

EXHIBIT 26 - EMAIL
DOCUMENTING EFFORT TO
MEET WITH WARREN, CLARK

[Get Outlook for Android](#)

From: Ed telenick <e.telenick@hotmail.com>
Sent: Thursday, August 5, 2021 9:36:08 AM
To: Ed telenick <e.telenick@hotmail.com>
Subject: Fw: Request for Clarification of Permits Issued to 550 Sherburne Rd.

From: Ed telenick <e.telenick@hotmail.com>
Sent: Friday, July 16, 2021 11:38 AM
To: Warren, Annette <awarren@co.clallam.wa.us>; Winborn, Mary Ellen <mwinborn@co.clallam.wa.us>
Subject: Re: Request for Clarification of Permits Issued to 550 Sherburne Rd.

~~Thank you for the prompt reply and assurances that Mr. Fell was not issued a building permit.~~

Your response provided some assurance but it generated several more questions. Much our confusion seems to be a matter of semantics. ~~If Mr. Fell was not issued a permit but "allowed to insulate the floor and ceiling" was it considered an extension of an existing permit? Can you explain the mechanism under which this was done and what circumstances prompted it?~~

We have been unable to find any public records connecting Mr. Fell's name with the remodeling of the 550 Sherburne Rd. address. The room addition permit that you referenced in your response was recently removed from the public County Online Permit search engine . ~~Can you explain why this expired permit was recently removed?~~

The 2004 room addition permit that allowed Mr. Fell to insulate the floor and ceiling was issued to the previous owner and expired in 2006. That permit was never renewed and is actually entered as Exhibit 2 as part of an ongoing Code Enforcement case against Mr. Fell.

The framing deficits may have been for minor issues in 2006 but they were never corrected and the permit expired. In the subsequent 15 years the house became severely damaged and was/is completely uninhabitable.

~~Why was Mr. Fell allowed to proceed with insulating the house without a permit when the extent of the damage was well known; and that he was knowingly violating (and continues to violate) a Hearings Examiner's order to obtain a permit?~~

When we were first told by Ms. Winborn that the extension was granted, she said that an inspector had been to the house prior to allowing the insulation to proceed, but was admittedly not familiar with what happened. ~~Can you confirm if the house has been inspected by any~~

EXHIBIT 27A EMAIL OFFER
TO MEET WITH WARREN

building inspector since the red tag was ordered and when that occurred? Has the recent insulation been inspected?

The red tag and "do not enter" orders were tied to Mr. Fell's requirement to obtain a building permit, so if he does not have a permit how was he granted permission to remove the tag and proceed with construction?

Be assured we are asking these questions for very specific reasons and not trying to be difficult. We have been placed into a difficult position because of Mr. Fell's litigious nature and are going to do everything in our power to protect our well, our tenant and what remains off our neighborhood.

We understand that your decision no direct bearing on those issues but the decision to allow Mr. Fell to move forward with so many serious problems has direct implications in the Code Enforcement case.

→ We are always willing to discuss this with you in person or by telephone but at this point we feel having everything in writing is in our best interest.

Thank you
Ed and Mary Telenick

EXHIBIT 27B: EMAIL OFFER
TO MEET WITH WARREN

Sent: Sep 03, 2021 20:55:43.000000000 UTC

Subject: RE: Third attempt to have questions answered

To: Ed telenick <e.telenick@hotmail.com>

Cc: Winborn, Mary Ellen <mwinborn@co.clallam.wa.us>; White, Anastasia <awhite@co.clallam.wa.us>

Mr. Telenick,

I have answered your questions regarding Mr. Fell's property in the questions below.

The county building inspector went by Mr. Fell's property to look at the "water tank" that was in the yard. The tank does not require a building permit however, I did forward the pictures on to Janine Reed in Environmental Health since the tank appears to be a septic tank. If you have any further questions on the tank then you will need to take them up with her.

Often times when neighbors have disputes they involve the county to try and bring some resolution. When this happens it is only fair that the county look at both properties involved. In doing so, additional building and planning code violations are discovered. This would also be the case in this situation. In a simple review, it would appear that you have three code violations located at 470 and 510 Sherburne Rd. They are: 1) At 510 Sherburne Rd it appears that a remodel was done after 2006 for the addition of a covered porch, new windows and reconfiguration of the front entry this is evidenced in the pictures from the Assessor's website. 2) At 510 Sherburne Rd a detached garage was constructed partially within the road right-of-way and does not meet the required planning setback from the centerline of the road (see aerial photos at www.clallam.net, and survey submitted with BLA2020-00025). 3) At 470 Sherburne Rd solar panels have been installed on the roof of the home without a building permit (aerial photos at 122-20-B-00005).

From: Ed telenick [mailto:e.telenick@hotmail.com]

Sent: Friday, September 03, 2021 1:35 PM

To: Warren, Annette; Winborn, Mary Ellen

Cc: LoPiccolo, Kevin; White, Anastasia; Gores, Alanna; Gores, Alanna; Rushton, Pam

Subject: Third attempt to have questions answered

*** EXTERNAL EMAIL *** This message was sent from outside our County network.

Ms. Warren,

Your last email failed to directly address all of the questions that we were asked on July 16, 2021 and September 1, 2021. They are being pasted into this email in case you were unable to find them.

If Mr. Fell was not insured a person but "allowed to inspect the floor and ceiling" was it considered an inspection of the building itself? Can you explain the mechanism under which this was done and when this was prompted by Mr. Fell was allowed to insulate the walls and ceiling under the original permit. Permission given by the inspector in 2006. Mr. Fell asked if he could still insulate under this approval. The county has always tried to work with owners of properties that are working on completion of older permits and have allowed for inspections to be paid at \$75 per inspection until the project was completed without issuing a new permit. This was customary under previous building officials as well as myself.

Can you explain why this expired permit was recently removed (from the online public records portal)? The County online permit page does not show BPT2004 00413 at this time using the address as a search criterion (it is accessible via other portals). What is missing from the records are any references to the

EXHIBIT 2B - DRAFT OF
EMAIL SENT FROM WARREN TO MEO

To: Ed telenick <e.telenick@hotmail.com>; White, Anastasia <awhite@co.clallam.wa.us>; Cameron, Ron <rcameron@co.clallam.wa.us>; King, Brian <BKing@co.clallam.wa.us>
Subject: RE: Requesting update on CMP 2020-00130

Hi Mary and Ed,

Thank you for keeping us posted on code enforcement and other issues surrounding Mr. Fell's property. Could you please give us a time line on when you plan on addressing your code violations on your property(s)?

Have a wonderful Thanksgiving,
Mary Ellen

Mary Ellen Winborn, Director
Clallam County Dept. of Community Development
E. 4th Street, Suite 5, Port Angeles, WA 98362
Phone: 360-417-2323 Fax: 360-417-2443
mwinborn@co.clallam.wa.us
<http://www.clallam.net/dcd/>

From: Ed telenick <e.telenick@hotmail.com>
Sent: Tuesday, November 23, 2021 4:04 PM
To: White, Anastasia <awhite@co.clallam.wa.us>; Winborn, Mary Ellen <mwinborn@co.clallam.wa.us>; Cameron, Ron <rcameron@co.clallam.wa.us>; King, Brian <BKing@co.clallam.wa.us>
Subject: Requesting update on CMP 2020-00130

*** EXTERNAL EMAIL *** This message was sent from outside our County network.

Hello Anastasia,
Janine and Pam Rushton recently advised us that now you have more enforcement help. That is great.

We also see that Mary Ellen had been forwarding specifics of this situation since August so hopefully you have a good grasp of what has been happening in our neighborhood by now.

What you may not be aware of is that there have been over 35 Sheriff calls to that residence since January and more than half of them have been filed by Mr. Fell or his family (you have been involved in the most recent complaint about the junk car that is sitting in front of his house) Some of these complaints involve felonies and theft and almost all of them are related to the presence of people who are living in the illegally occupied trailers that they have tucked into the back of the lot.

Unfortunately, now the property to the south is equally challenged because they have witnessed what has been allowed at the 550 address and have set up an encampment as well

EXHIBIT 29A - EMAIL FROM
DIRECTOR WINBORN RE WARREN
DRAFT EMAIL

From: Winborn, Mary Ellen
Sent: Monday, November 29, 2021 12:05 PM
To: Ed telenick
Subject: RE: Requesting update on CMP 2020-00130

Hi,

→ From a cursory view, it appears that you have done extensive work to your rental and there was not a building permit application for that work. It also appears, that your rental garage was not permitted. Although a utility building this size does not require a building permit, it is required to be built to code and it appears to be built in the road right of way or hopefully for your sake the setback.

Also, your primary residence appears to have solar panels and a building permit is required for solar panels.

Again, just a cursory review, but code violations, none the less.

Hope your Thanksgiving was life giving.
Mary Ellen

Mary Ellen Winborn, Director
Clallam County Dept. of Community Development
E. 4th Street, Suite 5, Port Angeles, WA 98362
Phone: 360-417-2323 Fax: 360-417-2443
mwinborn@co.clallam.wa.us
<http://www.clallam.net/dcd/>

From: Ed telenick <e.telenick@hotmail.com>
Sent: Wednesday, November 24, 2021 5:24 PM
To: Winborn, Mary Ellen <mwinborn@co.clallam.wa.us>
Subject: Re: Requesting update on CMP 2020-00130

*** EXTERNAL EMAIL *** This message was sent from outside our County network.

Hi Mary Ellen...

We are out of town for the holiday and will check in next week...

You mentioned code violations on our property but not sure what you meant??

We have hired Froelich and Dickson and will be filing a countersuit but this nightmare never seems to end....

Have a great T day...

e&m

From: Winborn, Mary Ellen <mwinborn@co.clallam.wa.us>
Sent: Wednesday, November 24, 2021 3:26:35 PM

EXHIBIT 29B- EMAIL FROM
DIRECTOR WINBORN RE: WARREN —
DRAFT EMAIL

From: richard.sill@clallamcountywa.gov
To: mark.ozias@clallamcountywa.gov
Cc: tom.reyes@clallamcountywa.gov
Subject: RE: Thanks..
Date: Monday, May 23, 2022 10:07:35 AM

Hello Mark,

Yes, I have had visits with Ed and Tom has worked with him as well. In my thinking about this issue it seems that some process relief short of litigation is presented with the presence of a new incoming elected DCD director and/or that Director's work with the allied departments working together in the future. So much of this situation goes back to the personality issues involving Mary Ellen and Ed that her ultimate absence may help greatly in moving forward. This may be an issue we just have to logically wait out.

Thanks

Rich

From: Ozias, Mark <mark.ozias@clallamcountywa.gov>
Sent: Friday, May 20, 2022 10:29 AM
To: Sill, Richard <richard.sill@clallamcountywa.gov>
Subject: Fw: Thanks..

Hi Rich,

I think you have been loosely tracking on this case - if not, let me know and I can fill in a few details - but this resident poses a valid question. What is the appropriate recourse - short of filing suit - when one believes they have been treated unfairly by a county official when there is not already a proscribed process like BOE?

I am not sure what to tell this gentleman but I sure don't want it to be "tough luck." Thank you in advance for your thoughts and advice.

Mark Ozias

Clallam County Commissioner

* Please note my new email address: mark.ozias@clallamcountywa.gov

* This correspondence may be subject to disclosure under the Public Records Act.

From: Ed telenick <e.telenick@hotmail.com>
Sent: Monday, May 16, 2022 10:40 AM

EXHIBIT 30 - EMAILS BETWEEN
COMMISSIONER OZIAS AND
ADMINISTRATOR SILL RE: WINBORN

22-1270 thanks

50 Sherburne Rd. Photo taken 8/3/2020 in front yard near well casing looking south shows some of the debris that had been accumulating for years. Mr. Fell was not the owner of the house at this time.

EXHIBIT 31 - PHOTO OF
DISCARDED WATER HEATER +
APPLIANCES IN YARD

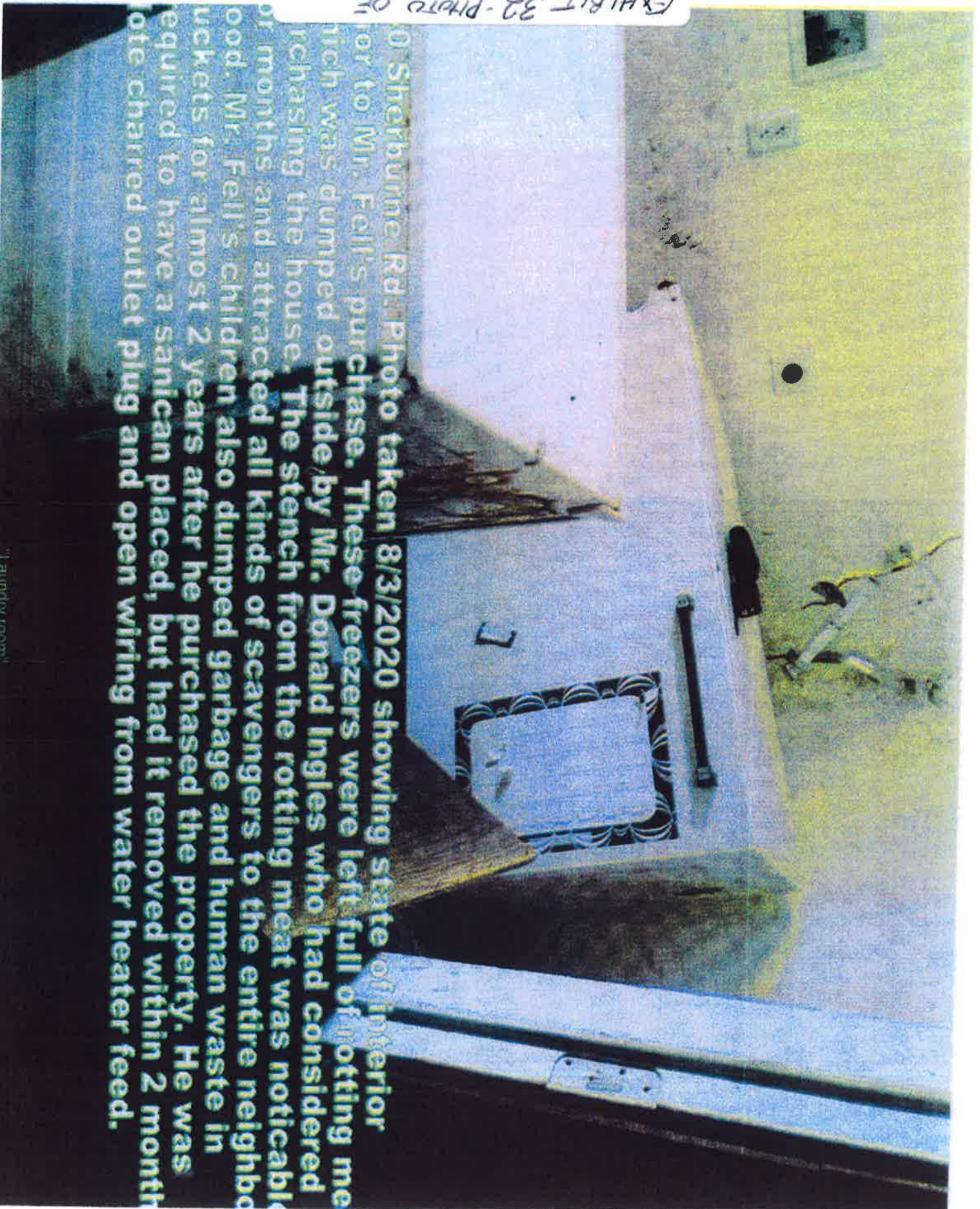


Photo taken in front yard near well casing survey 8/3/2020

MISSING WATER HEATER BEET.

EXHIBIT 32-Photo of

0 Sherburne Rd. Photo taken 8/3/2020 showing state of interior
rior to Mr. Fell's purchase. These freezers were left full of rotting me
which was dumped outside by Mr. Donald Ingles who had considered
purchasing the house. The stench from the rotting meat was noticeable
for months and attracted all kinds of scavengers to the entire neighb
ood. Mr. Fell's children also dumped garbage and human waste in
buckets for almost 2 years after he purchased the property. He was
required to have a sanican placed, but had it removed within 2 month
ote charred outlet plug and open wiring from water heater feed.



"Laundry room"



EXHIBIT 33 - PHOTO OF NEW
PUMP HOUSE - BURIED PIPE -
ELECTRICAL WITH NO INSPECTION

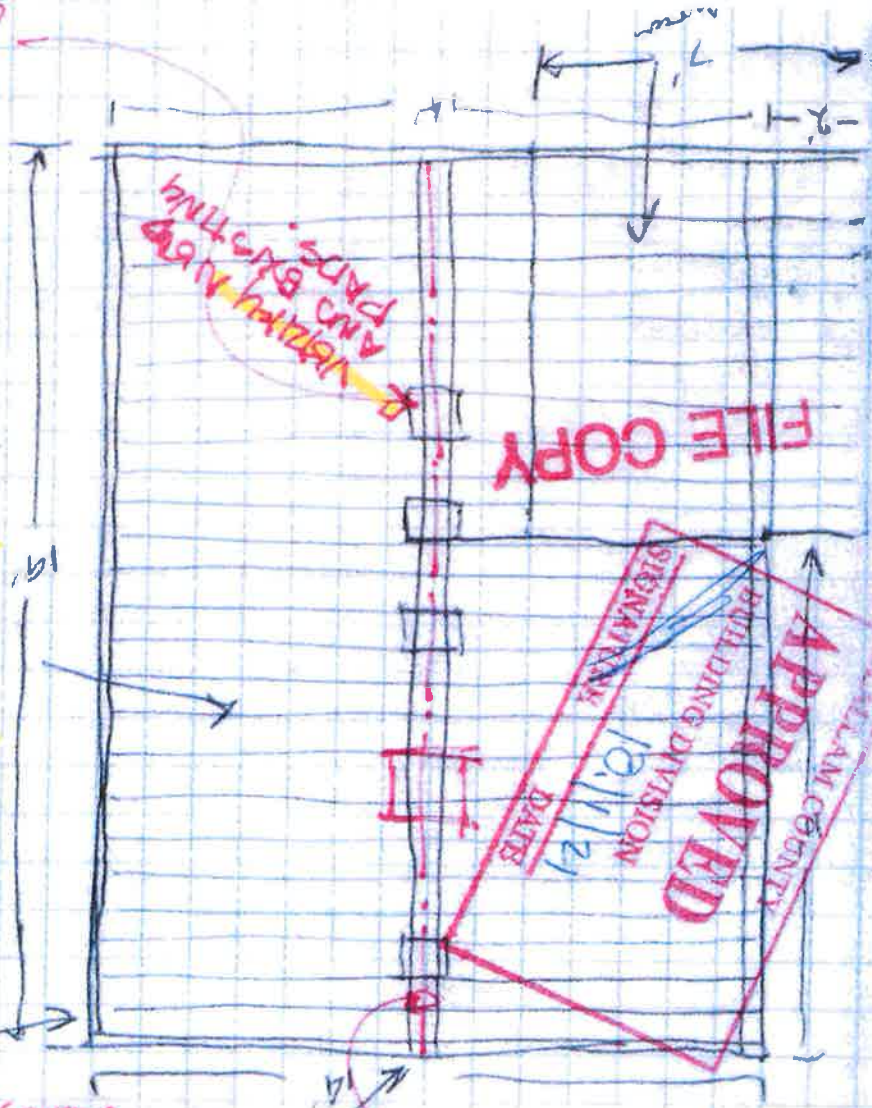
EXHIBIT 34. FOUNDATION PLAN FOR IMPROPER SECTION OF HOME

Foundation and Footings 250psi

Concrete Strength:

Fasteners for pressure treated wood shall be of hot dipped galvanized steel, stainless steel, silicone bronze or copper.
Exception: One-half inch diameter or greater steel bolts.
R317.3.1 Fasteners, 2012 IRC

Provide post-to-beam connections at the top & bottom of the post.



Provide 6 mil Buck poly wrap Barrier to crawl space beam

6x6 or 4x4 Floor Girder
Maximum span 5'-0" -
1/2" and posts and pads
as needed

Concrete Foundation
16" on center
Replaces damaged
Joists as needed
Verify -
Replaces floor sheathing
to match existing
Verify -
3/4" sub floor
the 5/8" particle board

2x6 plywood blocks
with 4x6 post on top
to beam

Provide min.
18" x 8" x 8"
concrete pads w/
4x6 p.t. posts
with positive
connection top and
bottom - maximum
spacing 5'-0" o.c.

Provide P-30 floor insulation
at floor joists, supports
24" o.c.

PFT 2021-830 Fall
04302023 0100

From: swaldrip@co.clallam.wa.us
To: nurseryguy@olypen.com
Subject: RE: Hauling Potable Water
Date: Wednesday, October 27, 2021 4:23:05 PM

Mr. Fell,

This is to formally inform you that the I met with the Health Officer regarding the situation with the seasonal well at 550 Sherburne Rd and your request to haul in water, and the decision is that you need to determine if a permanent source of water is available, i.e. a drilled well. We have on file your water availability application with a proposed well site downhill closer to the stream.

If you have any questions, please contact me.

Sue Waldrip, EHS - Water Lab
360-417-2334; 360-417-2313 (fax)
swaldrip@co.clallam.wa.us

Physical Address:

Clallam County Courthouse, 223 E. 4th, Room 130, Port Angeles

Mailing Address:

Clallam County Health & Human Services/Environmental Health
111 E. 3rd St. Port Angeles WA 98362

"Always working for a healthier Clallam County"

-----Original Message-----

From: nurseryguy@olypen.com [<mailto:nurseryguy@olypen.com>]
Sent: Monday, October 11, 2021 4:31 PM
To: Waldrip, Sue
Subject: Re: Hauling Potable Water

On 2021-10-11 10:11, Waldrip, Sue wrote:

> Mr. Fell,

>

> I did some research on this parcel and found file notes dated 1/14/21
> that the well pump and casing had been pulled by the previous owner
> and a new well would need to be drilled. This implies there currently
> is no well on the property, so I am a bit confused by our conversation
> on Friday.

>

> You stated that there is a well on the property that is influenced by
> irrigation ditch water and goes dry October to April when the ditch is
> turned off. This likely means the well is a shallow dug well. Wells
> that are seasonal and subject to fluctuations in water table are
> generally more susceptible to contamination. In this case a drilled
> well would be the best solution. Another option would be checking
> with a neighbor on sharing a well.

>

> Before the process to approve the remodel permit could begin I would
> need

>

> 1. a plot plan showing the location of the existing water
> supply,

>

> 2. an inspection of the well by a licensed driller or one of the

EXHIBIT 35A - EMAIL RE:
WELL PROBLEMS

p 225/310 PRR 12873 - Sue W. / R. Fell well

- > pump companies that can testify that it meet the current standards for
- > a dug or drilled well, and
- >
- > 3. I also need some water samples (bacterial and nitrate) if
- > there is any water flowing at all.
- >
- > Since you asked about to the hauling of potable water, I have attached
- > several documents. Hauling water is generally for emergency
- > situations and is not meant to be used as a permanent source of water.
- > In order to final the building permit you would need to find a
- > permanent source of water for the home. All of the required
- > information would need to be submitted prior to the building permit
- > being issued.
- >
- > Let me know if you have any questions.

Just to let you know, my neighbor has to haul water when the ditch is dry also. A second well was dug by Louie's well Drilling. It went 300 feet and the result was no water. I am going to stop at Oasis Well Drilling in the morning about drilling a new well on another part of the property if that is possible. Otherwise, my house will be like the one I had at Naches Heights outside of Yakima. When the irrigation ditch across the road ran, we could fill out cistern. When the ditch was shut down, we had to hire someone to haul in water. We put a purification system in after we bought the house. In Blyn, I had a cistern that had water piped from a spring up on the mountain behind the house, but the water ran all year around.

I can not get any water samples for you until April when the ditch is running again, unless I can find a working well.

Also, to correct your info, there are 2 wells. The one that goes dry and is 36 feet deep. I had Oasis come and clean it out. The 2nd, as I stated above is 300 ft and no water. If i can not haul water, I will have no water until April. I planned on having drinking water purchased in 5 gallon bottles.

EXHIBIT 358 - EMAIL DISCUSSING
FAILED/SEASONAL WELLS

p226/310 PRR 12073 - R. Fell admitting failed well

From: "Griffith, Douglas (LNI)" <grii235@LNI.WA.GOV>
Sent: Tue, 23 Nov 2021 00:34:27 +0000
To: "e.telenick@hotmail.com" <e.telenick@hotmail.com>; "Micheau, Clay (LNI)" <MICC235@LNI.WA.GOV>
Cc: "Hoskins, Dwayne (LNI)" <HOSD235@LNI.WA.GOV>
Subject: FW: 550 Sherburne Rd. Sequim, WA
Attachments: 1-20210921_072306.jpg, 2-P8030033-002.jpg, 3-P8030028-002.jpg, 4-P8030030-002.jpg, 5-P8030032-002.jpg, 6-P8030040-002.jpg, 1-roger fell petition letter p1.jpg, 2-roger fell petition letter p2.jpg, 3-550 Code Violation Hearings Examination Letter 550 Sherburne Rd..jpg, 4-Warning letter CE 6292021.jpg

Gentlemen,

Judging from these photos there appears to be reason for concern regarding structural and/or electrical integrity of this structure. That said, is it possible that this wiring has already been de-energized, so as not to be an immediate concern?

Clay, as we discussed earlier today, if Mr. Fell chooses to complete this electrical work himself, and knows what he's doing, then that is allowed. If he doesn't, he should hire a licensed electrical contractor to take care of it.

In any case, if any of these circuits are energized, the circuit breakers should be de-energized, logged out, and tagged as "De-energized" until such time as they are properly repaired, inspected, and approved by the department. An electrical permit needs to be purchased immediately, and all non-compliant circuits, feeders, and/or service either repaired and inspected, or disconnected from power, so as to not create or perpetuate a dangerous situation.

If Mr. Fell decides to hire a contractor, the contractor needs to add a note to the **Description of Work** that says "Taking responsibility for the repair and completion of previously installed non-compliant electrical wiring and equipment performed by others."

If Mr. Fell chooses to perform the electrical work himself (as the property owner), that would be acceptable, as long as he understands and is fully capable of completing this electrical work in keeping with, and according to, the 2020 National Electrical Code and 2021 WAC 296-468 electrical standards.

No matter which path he chooses, the electrical permit needs to be purchased right away. Specifically, no later than the last day of this month. Prior to next Tuesday, December 1st, 2021.

Clay please keep me informed as to what Mr. Fell and how this progresses.

Thank you.

Doug Griffith

Electrical Inspection/Compliance Field Supervisor
Department of Labor and Industries
Olympic & Kitsap Peninsulas
360-308-2854 (Silverdale)
grii235@lni.wa.gov

Renew your license: <https://www.lni.wa.gov/Trainers/Licensing/LicenseRenewal.asp>

From: Ed telenick <e.tele
Sent: Monday, November
*EXHIBIT 36 EMAIL FROM
T.I. DISCUSSING ELECTRICAL
ISSUES*



LEGAL SURVEY CORNER
MARKER

EXHIBIT 37 - EXCAVATOR
PREPARING NEW TANK SITE

would need at least until the first week of June to prepare proper applications. He noted in response to inquiry by the Hearing Examiner, however, that he could submit "rough draft" applications on much shorter notice if need be to initiate the review process.
Testimony of Mr. Unger.

12. Mary Ellen Winborn, the County's Director of Community Development, testified that the County does not accept "rough draft" permit applications and it is unfortunate that the Vaughans did not begin the permitting process sooner. She also stressed that there is no "middle ground" when it comes to large groups of people gathering – structures must be safe. *Testimony of Ms. Winborn.*
13. Ms. Warren provided additional, clarifying testimony and stressed that the building code does not distinguish between public and private, or for-profit and not-for-profit spaces. Buildings must be inspected and verified as structurally sound no matter what purpose they serve. *Testimony of Ms. Warren.*
14. Officer Harvey recommended that a \$3,000 fine be levied, with \$1,500 suspended, if all necessary permit applications were submitted within two weeks of the hearing. *Testimony of Officer Harvey.*

CONCLUSIONS

Jurisdiction

The Administrative Hearing Examiner has jurisdiction over this matter and parties, pursuant to Chapter 20.33 of the Clallam County Code.

Conclusions Based on Findings

1. Ms. Vaughan has violated the Examiner's decision. Specifically, Ms. Vaughan has failed to obtain after-the-fact permits for several structures that have been altered, installed, or built – including a new barn, tent structures, a modified shed, a modified garage, and an underground propane tank. Ms. Vaughan has also allowed the venue to be used for events without having obtained all necessary permits. *Findings 1 through 14.*
2. Under Clallam County Code ("CCC") Chapter 26.10.700 Performance monitoring: "[a]ny permit or other approval issued under authority of this chapter as a Type I, II or III permit, and containing conditions for such approval such as an approved mitigation plan, habitat management plan, certificate of compliance, or other special report, is subject to the following permit condition monitoring procedures, unless otherwise specified in the relevant permit, plan, certificate, or report: . . . (5) Failure to comply with all the terms and conditions of a permit decision is also subject to enforcement to the provisions of CCC Title 20, Code Compliance."
3. Ms. Vaughan received reasonable notice of the Notice of Code Violation and Notice of Administrative Hearing at her address at P.O. Box 610 Carlsborg, WA 98324. "Notice of

*Clallam County Hearing Examiner
Findings, Conclusions & Order*

EXHIBIT 38-TESTIMONY OF
AL WARREN RE STRUCTURE SAFETY

Appendix A

Excerpts from Clallam County Administrative Policy

Section .235, Administrative Policies, Investigation of Complaints and Discipline.

.3 COMPLAINTS AGAINST EMPLOYEES TO BE THOROUGHLY INVESTIGATED

It is both necessary and desirable that Clallam County consistently and critically examine all actions of employees that represent a liability to either the County, the community or the employee. Complaints must be professionally and thoroughly investigated in order to:

- a. To ensure the public confidence, trust, and cooperation in the County.
- b. Protect Department employees unjustly accused.
- c. Preserve morale.
- d. Discover misconduct so that corrective action or discipline may be quickly and fairly administered.

Complaints which are investigated in a diligent and impartial manner are less likely to cause citizens or employees to be antagonized.

.4 NOTIFICATION OF DIRECTOR

The Director has oversight responsibility for all investigations involving employee misconduct. Prior to commencement of any investigation into allegations of a serious nature involving misconduct, violations of policy or law, the County Official and/or his designee shall notify the Director of the allegations. The Director is vested with authority to determine whether the investigation will be performed by County staff or referred to outside investigator(s).

10.1 Processing Complaints

Complaints against employees (originating from a citizen, a fellow employee, another agency, or serious violations as determined by the County Official) will be thoroughly reviewed. Assuming that the complaint does not involve illegal activity, the employee will be informed of the charges prior to any disciplinary action and permitted to provide an explanation or comment on the charges. Where possible illegal activity is involved, employees will be given every right due any other person in the context of a criminal investigation. Interviews of employees will comply with procedures outlined in these policies unless addressed otherwise in an appropriate labor contract. Employees involved in the investigation of complaints should always consider the appearance of fairness in their investigations. No employee will initiate internal investigations without proper authority.

10.5 County Official Responsibilities

The County Official shall cause an investigation of the complaint to be made. County Officials are responsible to ensure that County, department, and labor agreement procedures are adhered to by supervisors assigned to investigate and for the coordination, proper investigation, and documentation of complaints within their departments. County Officials are responsible to ensure that appropriate discipline, counseling, or corrective action resulting from sustained complaints occurs and that it is proper, fair, and consistent.

If it appears the complaint may reasonably result in disciplinary action, County Officials shall notify the Director. In such cases the Director will assist in the coordination of the investigative and disciplinary process and ensure that procedures regarding investigation and discipline are followed.

10.6 Notification Of Employee Complained Against

In all complaints, the County Official shall cause notification of the employee complained against of the existence and nature of the complaint unless there exists an investigatory reason for withholding such timely notification. The affected employee shall also be notified of the disposition of any complaint investigation. Failure to provide notification shall not affect the disposition of the complaint or any discipline which may result.

.12 DISPOSITION OF INTERNAL INVESTIGATIONS

Upon conclusion of the investigation, the investigating member shall make a determination as to his findings. Upon completion of the review of the charges in a complaint, the matter will be classified as:

- a. Exonerated - the alleged conduct occurred but it was lawful and proper.
- b. Unfounded - the complaint was false or unfounded.
- c. Not sustained - there was insignificant evidence to prove or disprove the allegation.
- d. Sustained - The allegation was supported by proper and sufficient evidence.

The investigating supervisor shall submit to the County Official all reports, documentation, and findings. Included in the file shall be a narrative of recommendations which shall consider the findings of the current investigation, mitigating circumstances, other violations or deficiencies, and disciplinary factors.

The County Official shall review the investigative file and may elect to:

- a. Cause disciplinary or corrective action to be taken as appropriate.
- b. Cause further investigation to take place, either by himself or his assigned supervisor.
- c. Dispose of the investigation without disciplinary action.

Upon conclusion of the action, the County Official will cause the investigative file, to include any documented disciplinary action, to be filed with the Director. Any documented disciplinary action will be directed to the affected employee's personnel file.

Appendix B Exhibit List

In addition to Clallam County Policy, Section .235 (Appendix A), The following exhibits were considered during the investigation of this complaint:

- Exhibit 1: Emailed complaint, as received June 14, 2023
- Exhibit 2: Hearing Examiner's Order concerning CMP2020-00130, dated April 8, 2021.
- Exhibit 3: Notice of Correction by Building Inspector Steve Wyman, indicating framing had been approved and authorizing insulation installation, dated March 8, 2006.
- Exhibit 4: Notice of Correction by Building Inspector Bill Faulk, indicating additional items to be completed prior to final approval, dated August 19, 2021.
- Exhibit 5: Letter from Building Official Annette Warren to Roger Fell, indicating that a new building permit would be required for work completed outside of the scope of the original permit, dated September 3, 2023.
- Exhibit 6: Assessor records showing field assessment sheet dated October, 2005, and photo of Telenick's home on their south parcel.
- Exhibit 7: Assessor records showing photograph of Telenick's home on their south parcel, dated March 28, 22016.
- Exhibit 8: Sheriff incident report dated 1/16/2023 where owner reported theft of his truck by his son and girlfriend and stated they live at 550 Sherburne Rd.
- Exhibit 9: Notice of correction dated 12/14/2022 hand delivered by Building Inspector C. Smith to couple living at 550 Sherburne Rd.
- Exhibit 10: Violation of Hearings Examiner Order Issued on May, 4, 2023 for occupation of Building without a Certificate of Occupation.
- Exhibit 11: Photo of interior of residence as it appeared in August of 2020 showing foundation, exposed wiring and plumbing.

Exhibit 12: Photo of kitchen as it appeared in August of 2020 showing black mold, wiring and accumulated garbage.

Exhibit 13: Photo of entrance as it appeared in August of 2020. The foundation beneath this entrance was replaced with 3 2x6's stacked horizontally and covered with concrete.

Exhibit 14: Photo of missing flooring that was present throughout the house as it appeared in August of 2020.

Exhibit 15A: Expired building permit 2004:00413 with framing signed off on one time inspection dated August 19, 2021 despite no electrical or wall insulation inspections.

Exhibit 15B: Notice of Violation left as a result of August 19, 2021 one-time final inspection of Building Addition.

Exhibit 16: Email from A. Warren to the Telenicks dated September 1, 2021 discussing water tank, Labor and Industries and lack of Code Enforcement.

Exhibit 17: Certificate of Insulation dated August 19, 2021 showing no wall insulation or air seal work was done.

Exhibit 18: Summary of BPT 2004-00413 showing open wall insulation, new drywall inspection requirement and prior history of failed framing permits from 2004-2006.

Exhibit 19: Photo of west side of 550 Sherburne Rd. taken in December of 2022 showing unfinished rear deck, unfinished gutters and general condition of Room Addition permitted under 2004-00413. Of note, the actual condition is now worse than this photo as all vinyl siding has been removed from original structure that is the subject of the 2021-00880 permit.

Exhibit 20: Photo of first red tag placed by CE on February 16, 2021. Owner had obliterated this tag on more than one occasion and it was taped back in place by CE.

Exhibit 21A,B: Definitions of Dangerous Building under Section 302 of Abatement of Dangerous Building Code.

Exhibit 22: Enforcement authority pertaining to Abatement of Dangerous Buildings.

Exhibit 23: Case activity log showing conversation between A. Warren and Mr. Fell discussing NOV, lack of permit, completed plumbing and threat to contact L and I as documented by CE Administrator A. White on October 26, 2021, 7 days after HE fines were to be initiated for noncompliance.

Exhibit 24: Permit application 2021-00880 of kitchen and bath for damage due to frozen pipes in original structure. These rooms were not included as part of the 2004 Room addition.

When this permit was issued the kitchen and bath had already been replumbed, rewired, sheet rocked and cabinetry installed without inspection. Until mid-December of 2021, there was no potable water available and plumbing inspections were never part of the requirements, despite the entire permit being issued as a result of frozen pipes.

Exhibit 25: Email from DCD Director Emery to CE Officer Sager dated April 10, 2023, admitting that no electrical permits were ever issued for the interior remodel of structure.

Exhibit 26: Email from Telenicks to CE Officer Major dated April 27, 2021 documenting our attempt to meet with A. Warren and Ms. Clark regarding our efforts to understand why the original requirement to remove the Boundary from within the structure was changed.

Exhibit 27A,B: Email thread from Telenicks to A. Warren dated Aug. 5th, 2021 requesting a meeting to discuss the situation and obtain answers to unanswered questions posed in a July 16, 2021 email we sent.

Exhibit 28: Draft of email prepared by Ms. Warren to ourselves and Ms. Winborn that was prepared on September 3, 2021. It contained false information and was ultimately used by Ms. Winborn to intimidate us regarding our own properties and used to pursue the olar contractor for a mechanical permit on an 8-year-old installation, despite no complaints ever having been filed.

Exhibit 29A: Email from M. Winborn to Telenicks dated November 24, 2021 one

day after we reported the ongoing problems that were occurring at 550 Sherburne Rd. This email questioned Code violations on our properties that we were unaware even existed.

Exhibit 29B: Email from Director Winborn to Telenicks dated November 29, 2021 outlining Code violations that were provided by Ms. Warren in her unsent draft email of September 3, 2021. It contained intimidating language regarding a garage, a reference to unpermitted building and solar panels.

Exhibit 30: Email thread between Commissioner Ozias and County Administrator Sill, dated May 20-23, 2022 where the actions of Director Winborn and Mr. Telenick were simply attributed to a personality conflict.

Exhibit 31: Photo of discarded appliances and solid waste in front yard at 550 Sherburne Rd. taken in August of 2020.

Exhibit 32: Photo of laundry room built as part of expired 2004-00413 permit taken in August of 2020 showing missing water heater, exposed wiring, and blackened outlet.

Exhibit 33: Photo of recently buried supply line and electrical work to water storage tank. Note: The well cap and new wiring that is in conduit in the foreground was permitted and inspected by L and I after the owner was threatened with a service disconnect by L and I. Nothing in the buried trench was ever visualized or tested prior to covering and the open well remained uncapped for years.

Exhibit 34: Foundation plan that was submitted by Mr. Fell and modified by C. Smith as part of the 2021-00880 building remodel is not for the damaged foundation beneath the rotted flooring. That section of the house is inaccessible from the exterior. Verification requirements identified on the remodel foundation plan were not accessible unless an inspector visualized the crawl space from inside the house

Exhibit 35A,B: Email thread dated October 11-27, 2021 between Mr. Fell and S. Waldrip discussing the seasonal and failed wells, the need to locate and drill a new well, the plans to haul water, and why a storage tank was installed.

Exhibit 36: Email from L and I Field Supervisor D. Griffith to field inspectors

dated November 23, 2021 discussing the concerns about the electrical requirements at 550 Sherburne Rd.

Exhibit 37: Photo taken mid-summer 2021, showing excavator removing old well house and preparing to install water tank over legal property boundary.

Exhibit 38 Testimony of A. Warren presented during a 2019 CE case before the HE discussing the need to inspect and verify structural stability of a Building.

~~Emery, Bruce~~DATE 6/30/2023

From: Ed telenick <e.telenick@hotmail.com>
Sent: Wednesday, June 14, 2023 12:39 PM
To: Sill, Rich; Reyes, Tom
cc: Emery, Bruce; Warren, Annette; Boughton, Dee; web_Commissioners
Subject: Formal investigation requested

We are filing a formal complaint against Clallam County Building official Annette Warren for the following reasons. We believe her actions have allowed an unsafe structure to bypass safe building standards, jeopardized our safety, created ongoing nuisance in the neighborhood, caused unnecessary stress for ourselves, our tenants and has generated considerable expense for ourselves.

Over the past two years she bypassed or overlooked many mechanisms that could have reduced the Counties exposure to liability and that could protected our neighborhood and property values. She, in turn, selectively favored the very person who created the problems in the first place and then distorted the truth of what was occurring. Her and her Staff ignored well documented building code violations and knowingly made concessions that allowed the process to continue when they should have been corrected.

More importantly, Ms. Warren also provided inaccurate information to the then Director of Community Development which resulted in retaliatory actions that were taken against us. This has damaged our reputation and fostered a situation that continues to jeopardize our safety and created stress that is now manifested in medical problems for both of us.. We live in daily fear of being robbed, having our property damaged and have lost two years of our planned retirement travel because of her missteps.

Her actions included providing false information that was relayed to the Principal Planner and is now documented as part of a legal BLA application that misrepresents the truth. We have no idea what consequences this may create for us down the road. We have corroborating documentation for each and every claim we are making (as does the County) and we are asking for a formal investigation into her actions.

- 1) Ms. Warren knowingly and arbitrarily overrode a Hearings Examiner's orders that allowed the homeowner of 550 Sherburne Rd. to continue work on a house that was not supposed to be occupied until a permit was obtained. (CMP 2020-00130). The original permit (BMP 2004-00413) failed in 2004, expired in 2006, was then extended in 2021. It remains open and failed in 2023, well past the allowable one year extension and 19 years after issuance. The Building Department later attempted to comingle a failed room addition permit with a completely different remodel permit (BMP2021-00880) while failing to adequately address the serious damage that had occurred to the entire structure.
- 2) Ms. Warren falsely stated that the structure needed only minor work to meet codes when she overrode the HE orders, when it was abundantly clear the house was so severely damaged that it was valued at \$0. (BOE Hearing April 18, 2021) The owner himself stated the house was virtually destroyed and yet continued to work without permits for months in clear violation of the HE orders and a red tag that she allowed to be removed. The purchase price of \$15,000 was paid for this house plus 2 acres in late 2020 when property values in Clallam County were nearing an all time high. That fact itself should have been indicative as to the extent of the damage.
- 3) The home had not been inspected since 2006 despite photographic evidence presented by CE at the CV hearing that it had been gutted. This included unpermitted electrical work, plumbing, serious foundation and structural problems that should have required a physical inspection and structural engineering before proceeding according to both the owner himself and the CE officer who was working on the case and presented it to IIE Judge Reeves. Ms. Warren told the previous Director of DCD that her motivation for granting the extension was to gain access to the interior of the house, when the deficits could be more fully

investigated. That was never done because by that time most of the damage had been illegally covered with insulation, drywall, and cabinetry.

- 4) Ms. Warren repeatedly ignored written and in person requests by us for a meeting and failed to respond to our concerns ever a period of several months, despite both neighbors and CE continuing to report ongoing construction without permits.
- 5) Ms. Warren distorted many facts and Codes in an attempt to minimize the situation when it was her poor decisions that created the situation in the first place. She tried to deflect her responsibilities and poor decisions to Labor and Industries, Clallam County Sheriffs office and the lack of CE; who had provided her with extensive documentation of these violations before they resigned their positions.
- 6) In December of 2021 the County issued a second permit for a remodel of the residence (BMP2021-00880) that was supposedly limited to the original structure, although it is clear from the permitting and foundation drawings that it also encompassed the failed 2004 building addition permit. That permit was granted without ANY required plumbing inspections when the very purpose of the remodel was to repair the failed plumbing that had caused some of the damage in the first place. Ms. Warren had written and photographic evidence that the plumbing was done without a permit and no potable water. She had even issued a threatening letter to the homeowner, asked CE to issue a second Stop Work order while the property was supposed to be accruing daily fines for non compliance of the HE orders. At the same time this was occurring Ms. Warren tried to make it appear that she was working with a cooperative homeowner and that granting the remodel permit was permissible as such. It was clear that this was not the case and County records clear show that the owner was not cooperating or keeping the County informed as to the status of the permit that was supposed to be obtained by October 19, 2021 according to the HE.
- 7) In one email Ms. Warren suggested that we should contact L and I if we had concerns about electrical issues, stating it was their jurisdiction; but at the same time she was also threatened the owner with contacting them herself for working without the proper permits. Despite that, her Staff had already signed off signed off on the 2004 framing permit which confirmed electrical inspections were completed. There were still electrical issues with that house because the contractor rescinded his permit and refused to work on 6 branch circuits that were required. Somehow the Building Staff also signed off on the framing for the remodel permit so wiring is now buried deep in insulated finished walls with cabinetry installed because of her actions and no electrical inspections. This is not our responsibility but Ms. Warren's.
- 8) On December 12, 2022 the County fully signed off on the 2021 remodel permit despite clear evidence that the structure had no gutters, failed windows, destroyed siding, a water storage tank that was illegally installed above grade (and likely over a disputed property line), and was being occupied without a Certificate of Occupation It remains illegally occupied to this day. It was only as a result of EH flagging the septic situation that resulted in the County rescinding the final approval.
- 9) Between July 16 and September 1, 2021 we sent additional emails to Ms. Warren asking for clarification as to why construction was still being allowed on this home without a permit and provided additional photographic evidence of the activity that extended well beyond the scope of the "permission" she granted. Prior to that we had inquired as to how a Building permit was granted on a house that had no plumbing, septic, electrical, uncollected JV fines, a property line bisecting the house, etc. etc. when we had been guaranteed by the Director, EH CE and the Building desk Staff that this house would be required to undergo the same permitting process that every one else was required to follow for similar properties. She later distorted the situation by stating that no permit was granted and ongoing construction was allowable because only "minor" repairs were necessary to finalize the original permit. That was 2 years ago!
- 10) Ms. Warren was aware that a water tank had been installed and stated in writing that it would require permitting if it was set above grade. She said she was sending an inspector to the site and obtained

photographic evidence that it was indeed set above grade. Those photos are now part of the County records.. We find no evidence that a permit was ever requested or obtained.

While the items enumerated above show her role in bypassing a safe building that is now virtually approved, it is not the primary reason we are filing this complaint. We fully believe Ms. Warren used her position of power to target us for daring to question her authority and for simply trying to protect our neighborhood. That information was later used by Ms.

Winborn to threaten us and has now encumbered our property with recorded code violations that are untrue. We will not submit specific documentation of what occurred in this email but will provide a summary of the chain of events that occurred.

- 1) Throughout the summer of 2021 we had requested to speak with Ms. Warren in a good faith effort to understand how the situation at 550 Sherburne was being allowed when it was clear there was ongoing illegal construction and criminal activity occurring on the property. She failed to respond until September 1st when we reached out and provided additional evidence of what was occurring. In that email she failed to address our specific concerns so we replied in an attempt to more accurately represent the truth.
- 2) On September 2nd someone from the County took photographs of the water storage tank and of our solar panels and rental property. A Staff member or Ms. Warren herself also marked and internally circulated aerial photography documentation of our rental garage as well as an awning over the rental home deck. Apparently they used a very old photo from the Assessors office that was likely taken in the 1980's or early 1990's to compare the current appearance of our rental house.
- 3) Neither of our homes have ever been the subject of a Code Complaint in the 32 years we have resided on Sherburne Rd. That is still true as of June 14, 2023.
- 4) On September 3rd, 2021 Ms. Warren sent an email to Ms. Winborn and Ms. White notifying them that the 470 and 510 homes were in violation of several codes and intimated that this was done as part of an investigation into the "neighbor dispute" Although our name was on the email we never received it. Instead we received a two sentence reply thanking us for submitting our complaint and that they would be working with the homeowner to reach code compliance. The email we never received contained several false assertions that we were never given the opportunity to defend. We only learned of contents of this email as a result of a PRR.
- 5) In late November and in mid December of 2021 we received two emails from the Director of DCD asking us when we were going to correct our Code violations. In one of them she included a veiled threat that for our sakes we better hope that our garage doesn't lie within the County road ROW. This was done one day after we wrote another email questioning what was happening with the property next door that was still the subject of ongoing illegal construction, occupation of RV's, solid waste, illegal activity and nuisance. It was exactly the same information that Ms. Warren had share in her email to Ms. Winborn and Ms. White.
During that same email exchange we were also notified that our solar panels were installed without a mechanical permit. The County actually pursued the solar installer who failed to obtain a mechanical permit for the installation in 2013, 8 years prior. We believe this information was provided to Ms. Winborn by Ms. Warren as a result of the September 3, 2021 internal email. It was a minor issue but it proved that the County was willing to pursue a minor oversight by a contractor, while ignoring serious and significant damage that was being covered up on the adjacent property.
- 6) In Ms. Warren's email she made assertions that we installed new windows without a permit, which is false. The windows were installed in December of 2002 according to Everwarm Hearth and Home under a PUD sanctioned rebate program. That was 3 years before we purchased the home. We have no idea when the Assessors photo was taken that shows the old windows but we estimate it was taken in the late 1980's or early 1990's. We have photographic proof that this installation was done well before we purchased the home in 2005. We also contacted Everwarm last year as well as the previous owner, and were told that a permit was not required for those replacement windows.
- 7) The covered patio that was referenced and circled in the aerial photograph the County has on file is less than 200 square feet. It was constructed for less than \$1500 (for which we have receipts) and was installed by ourselves around 2010. The deck had been installed in 1993 or 1994 by a contractor hired by the previous owner. We saw no need to obtain a permit for the patio cover which actually sits above the current

roof and is not part of the existing home. Apparently the County didn't have any problems with this patio cover either, until we raised questions about the property next door in 2021.

- 8) The remodel that was referenced in the email is misleading. It was done in 2005 or 2006 and was simply to correct the chimney that is visible in the old Assessor photo which was leaking when we purchased the house. It posed a safety risk because it was crumbling. It had been attached to an illegal trash burner that had been used by the previous owner. (We still have this unit). There were also two front entrances to the home. The one most clearly visible in the photo was actually nailed closed because there was a refrigerator located behind it so we simply removed it, closed off that entrance and replaced the front door. We believe The back of the refrigerator is visible behind the glass panel in the Assessors photograph. The fiberglass awning that is visible was also leaking and had become a hazard to people entering the home as it was unsupported and was drooping to the point where anyone over 6'2" was at risk for hitting their head when stepping on the porch. We also have photographs of that awning and how badly it was damaged when we bought the house. We simply reconfigured the roofline, removed the leaking chimney and closed off the unused door. The entire square footage does not exceed 400 sq. foot and the cost was well below \$1500 as we used shingles provided by the previous owner. Regardless, the County has ample evidence of thousands of unpermitted construction projects within Clallam County that are far more extensive than this and yet this one is so serious that it now codified as a violation included in BLA 2023-00011.

Of note, the property owner next door stated under oath that he had spent \$4000 dollars on roof repairs and yet that there is no mention of a permit being required for that "repaid" or Code Violation attached to that same BLA. The roof repair was actually witnessed by D. Harvey and J. Major who were acting CE officials at the time.

- 9) The garage that is apparently in violation of County Road setbacks was likely constructed in 1960 at the same time as the house but we have no records to prove when it was erected. County aerial photos only go back as far as 1990 where it is clearly visible. We have no idea what the significance of this observation is or if it is even a violation. If it was problematic surely it would have been identified in the 2020-00025 BLA application that we eventually rescinded. This is a Planning issue as far as we can determine so we're not even sure why Ms. Warren identified it in her email to Ms. Winborn.

Had Ms. Warren, who had also been the Fire Marshall at one time, reached out and worked with to us to discuss ANY of the above issues we would have been happy to do so Instead she chose to treat us like the problem and has made no effort to work with us over the past 30 months. Instead, she has overlooked serious issues in favor of the very person who was responsible for creating this mess in the first place and we are now trapped in a very difficult situation that we had no part in creating. We feel our rights for equal protection under the law have been violated and that we have been targeted for simply trying to protect those rights.

There is more but is surely this is enough to generate concern about what the County has done to us. We believe Ms. Warren's actions are unprofessional, unethical, illegal and have done significant damage to us. We are asking for it to be thoroughly investigated and believe we have the right to do so as citizens under the Clallam County Administrative Policy.

Ed and Mary telenick

Sent from Mail for Windows

BEFORE THE HEARING EXAMINER FOR CLALLAM COUNTY

Clallam County, a Political
Subdivision of the State of Washington

Case No. CMP2020-00130

State of Washington

nt,

Respondent,

vs.

Roger Fell
550 Sherburne Road
Sequim, WA 98382

Appellant

ORDER OF THE HEARING EXAMINER

This matter having come before the Clallam County Hearing Examiner on March 18, 2021, and the testimony of witnesses having been heard, the Hearing Examiner makes the following findings and order:

FINDINGS

Background

1. Roger Fell is the owner of record of the property located at 550 Sherburne Road in Sequim, Washington, which he purchased in the latter half of 2020. *Staff Report, pages 1 and 2.*
2. The 2.05-acre property includes a dilapidated single-family dwelling that is currently unfit for habitation. Clallam County (County) records show an expired building permit (BPT2004-00413) related to the addition of a family room and laundry room. The County Assessor's Office documented the 548 square foot addition in 2006. Mr. Fell bought the property with the intent of repairing/remodeling the dwelling. A recent survey related to a neighbor's proposed boundary line adjustment (BLA2020-00025), however, shows the property line separating the Fell property from the neighboring property runs directly through the single-family dwelling. Accordingly, the County will not issue new building permits to repair/remodel the dwelling until a boundary line adjustment occurs that places the structure outside of required setbacks (and wholly within the Fell property). *Staff Report, pages 1 and 2; Exhibits 1 through 4; Testimony of Mr. Fell.*

Examiner

Examiner

Order
Case

3. On November 20, 2020, the Clallam County Superior Court granted a writ of restitution (Cause #20-2-00600-05) against Mr. Fell's daughter, Jessica Fell, who lived at 13 N. Maple Street in Port Angeles. That property was the subject of a separate code enforcement complaint (CMP2020-00170) regarding solid waste, junk vehicles, and the presence of multiple RVs. On December 2020, Jessica Fell moved into an RV at the

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550 Sherburne Road property and Mr. Fell began removing solid waste and junk vehicles from the 13 N. Maple Street property. *Staff Report, page 2; Exhibit 5.*

4. As part of the clean-up process associated with 13 N. Maple Street property, Clallam County Code Enforcement issued a Junk Vehicle Affidavit for a 1990 Toyota Pickup owned by Jessica Fell, at Mr. Fell's request, on December 12, 2020. Then, on December 16, 2020, Code Enforcement Officer (CEO) Jesse Major warned Mr. Fell during an inperson visit that he would be in violation of the municipal code if he allowed Jessica Fell to move any of the solid waste or junk vehicles (including the Toyota Pickup) associated with the 13 N. Maple Street property to the new property at 550 Sherburne Road. Staff Report, pages 1 and 2; Exhibits 5 through 7.
5. On January 5, 2021, CEO Major conducted a site visit to 550 Sherburne Road and observed the Toyota Pickup belonging to Jessica Fell. On January 8, 2021, CEO Major mailed a warning to Mr. Fell that he would receive a violation related to the junk vehicle if it was not removed. CEO Major received no response and, on January 13, 2021, emailed Mr. Fell the same information. In response, Mr. Fell noted that the vehicles are already in the process of being moved and that he was currently working on repairing the dilapidated residence on the Sherburne property. *Staff Report, page 2; Exhibits 8 through 10.*
6. CEO Major visited the Sherburne property again on January 26, 2021. He spoke with Jessica Fell at that time and she informed him that the Toyota Pickup would be removed from the property within 72 hours. During a site visit on February 5, 2021, CEO Major again observed the Toyota Pickup at the Sherburne property. In addition, on February 16, 2021, CEO Major posted the dwelling at 550 Sherburne Road with a "Building Permit Required" notice. He also observed a Subaru Outback with expired tabs that appeared to have been recently towed to the property. Exhibits 10 through 12.
7. Ultimately, Code Enforcement issued a Notice of Violation (NOV) on February 26, 2021. The NOV alleges several violations of the municipal code, including violations of Section 105.1 of the International Building Code (IBC), requiring the need for permits prior to the repair of a building or structure; and Clallam County Code (CCC) 19.60.040(1), related to storing or keeping one or more junk vehicles on private property of less than 2.5 acres. The NOV required all junk vehicles on the property to be removed by March 17, 2021, and requires Mr. Fell to obtain a building permit for the dwelling by October 18, 2021. Notice of Violation and Hearing, issued February 26, 2021.

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8 Mr. Fell was duly notified of the violations via certified mail to his mailing address at 110 Prater Place in Sequim, and at the subject property. The NOV materials noted that a hearing on the matter would be scheduled for March 18, 2021. Notice of Violation and Hearing, issued February 26, 2021; Testimony of CEO Major.

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of the Hearing
CIVP2020-
00130

of

Hearing

9. CEO Major testified at the scheduled hearing on this matter as to the facts detailed above. He stressed that Mr. Fell has been working with Code Enforcement, especially in relation to addressing the junk vehicle issues, but Jessica Fell bringing additional junk vehicles and other solid waste to the property remains a concern. CEO Major noted that County social workers are attempting to help her move to a new living situation and that this should ameliorate the junk vehicle issues. He noted that Mr. Fell requested that Junk Vehicle Affidavits be issued for five vehicles on the property and that Code Enforcement did so, allowing for the removal of said vehicles after March 24, 2021. In regard to the building permit, CEO Major testified that Mr. Fell informed him that he has hired an attorney to deal with the boundary line issue. No significant work on the dwelling should occur until permits are issued, however, and nobody should be allowed to use the dwelling, especially overnight. In addition, CEO Major stressed that engineered plans will be necessary for work on the dwelling and that Mr. Fell should begin the process of obtaining these drawings while awaiting resolution of the boundary line issue. *Testimony of CEO Major.*
10. Roger Fell testified that he purchased the Sherburne Road property without knowing about the boundary line issue and without knowing that building permits would be required to perform repair work on the dwelling. He testified that he has hired local attorney Craig Miller to address the property line issue through a boundary line adjustment or, alternatively, an adverse possession claim. Mr. Fell also stressed that he has secured the dwelling now so that others cannot enter the home without him allowing it (i.e., Jessica Fell and her son) and that he is hopeful his daughter will soon find a new living situation. Mr. Fell testified that he has not done significant work on the dwelling since being made aware of the need for permits and will refrain from doing any work requiring permits until such permits are obtained. Finally, Mr. Fell testified that he would ensure that all the junk vehicles are removed from the property by April 1, 2021, and that he would obtain building permits for the dwelling by October 18, 2021, absent issues with the legal process. *Testimony of Mr. Fell.*
11. In response to Mr. Fell's testimony, CEO Major testified that Code Enforcement understands Mr. Fell's efforts to abate the violations and solve the boundary issue but would like set deadlines to ensure that progress occurs. Testimony of CEO Major.

CONCLUSIONS

Jurisdiction

The Hearing Examiner has jurisdiction over this matter and parties, pursuant to Chapter 20.33 of the Clallam County Code.

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Conclusions Based on Findings

1. Roger Fell has violated CCC 19.16.040 by allowing one or more junk vehicles to be stored and/or accumulate on the property. He has also violated 1BVC 105.1 by performing repair work, construction, and/or alterations on the dwelling at the property without required permits, Findings I through 11.
2. Roger Fell received reasonable notice of the Notice of Violation and opportunity for hearing at his address at 110 Prater Place, Sequim, WA and at the subject property. Findings I through II.
3. Mr. Fell did not contest the violations at the hearing but did participate and emphasize that he would work with Code Enforcement to abate the violations in a timely manner, as required by CEO Major. Findings 9 through 1 L

ORDER

Based on the above Findings, the following Order is issued:

1. Roger Fell shall abate all violations of the Clallam County Code and International Building Code, including CCC 19.60.040(1) and IBC 105.1 on the property at 550 Sherburne Road, in Sequim, Washington.
2. Mr. Fell shall be fined \$100 per day, effective April 1, 2021, that any Of the violations associated with junk vehicles on the property remain, with a maximum fine of \$5,000 for said violations. Mr. Fell shall inform Code Enforcement, in writing, when the junk vehicles have been removed by email to CodeEnforcement@co.clallam.wa.us.
3. Mr. Fell shall obtain building permits to repair the dwelling on the property by October 18, 2021, and shall ensure that the property remains secured and uninhabited prior to a certificate of occupancy being issued. Mr. Fell shall keep Code Enforcement updated on the status of the dwelling, especially if delays in the legal process or permitting process make the October deadline infeasible. Absent justified delays, however, Mr. Fell shall be fined \$100 per day, effective October 19, 2021, that any violations of IBC 105.1 remain on the property, with a maximum fine of \$5,000.
4. This written Order shall be controlling over any conflicts with oral Orders issued at the Public Hearing.
5. The County may schedule a compliance hearing to review the efforts made by Mr. Fell to comply with this order, The Hearing Examiner may take further action at the compliance hearing as appropriate.
6. Subsequent violations of County Code or the failure to comply with an order of the Administrative Hearing Examiner after receipt of written notice of such order may lead to

Clallam County Hearing of
the Hearing

Examine

r Order Exanainer Case No.

of

the Prosecuting Attorney pursuing other civil or criminal remedies, including, but not limited to, filing misdemeanor charges for knowingly violating the County Code.

Entered this 8th day of April, 2021.



ANDREW M. REEVES

Hearing Examiner

Clallam County

*Clallam County Hearing
Examiner of the
Hearing
c. MP2020-0000*

Examine

r Order Exanainer C.ase No.

BUILDING
DIVISION of
Clallam County
Correction Notice

PERMIT NO. 3PTzc04-ecq (3

OWNER Schroepfer

JOB LOCATED AT 550 Sheehane

I have this day inspected this structure and these premises and have found the following violations:

- 1) Provide 4" fresh air portal
- 2) Install bath fan duct
- 3) Airtight exterior wall elec. boxes

On Air
Code changed
2015

ltJSu-

You are hereby notified that no more work shall be done upon these premises until the above violations are corrected. When corrections have been made, call for inspection.

*24 hour Inspection Request line: 417-2518 or 417-2548

Date 3-28-06

S. L. Wyman
Inspector

DO NOT REMOVE THIS TAG

CLALLAM COUNTY DCD

EXHIBIT

DATE

4
6/30/2023

BUILDING
DIVISION of
Clallam County

NO. 04-413

Fail

JOB LOCATED AT 550 Sherbourne

Correction Notice.

PERMIT NO.

OWNER

I have this day inspected this structure and these premises and have found the following violations:

- 1) 3x3 Landing + steps at S.G.D
- 2) Gutters + Downspouts To 29 rd drywell
- 3) Insulation Cert.

You are hereby notified that no more work shall be done upon these premises until the above violations are corrected. When corrections have been made, call for inspection.

24-hour inspection request line: 417-2518 or 417-2548

Date

8/19/21

BF

Inspector



DO NOT REMOVE THIS TAG
CLALLAM COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT
BUILDING DIVISION
COUNTY COURTHOUSE
223 E. 4TH ST., SUITE 5
PORT ANGELES, WA 98362-301 5
PHONE: (360) 41 7-23 14 FAX: (360) 41 7-2443

AWARREN@CO.CLALLAM.WA.US

September 3, 2021

Roger Fell
1 10 Prater PI

CLALLAM COUNTY DCD

EXHIBIT

DATE

5
6/30/2023

Mr. Fell,

I am writing to you regarding the construction that is occurring at 550 Sherburne Rd. [have received a complaint that you are actively doing construction on your property identified above. I am aware that I granted you approval to insulate the floor and ceiling of the addition on your home that was originally permitted under BPT2004-00413. However, no approval was given to make any improvements to the existing portion of the home.

Bill Faulk, County Building Inspector was on site to inspect the insulation for the addition on August 19, 2021. He left a correction notice to submit the insulation certificate so that he could sign off this inspection. We received the certificate from C & F Insulation for the floor and ceiling insulation however, the wall insulation was not included on the certificate. In our conversation that we had at the Building Department counter in the courthouse we had concluded that you would expose a portion of the wall insulation to verify that the correct R-value insulation had been installed since it was not inspected previously This will still need to be done.

Additionally, during the inspection noted above, it was noticed that work was being done and/or will need to be done to make the house habitable. These improvements will need a building permit.

Please submit a building permit application and a detailed floor plan outlining the improvements that you are making to the existing home. Kind regards,

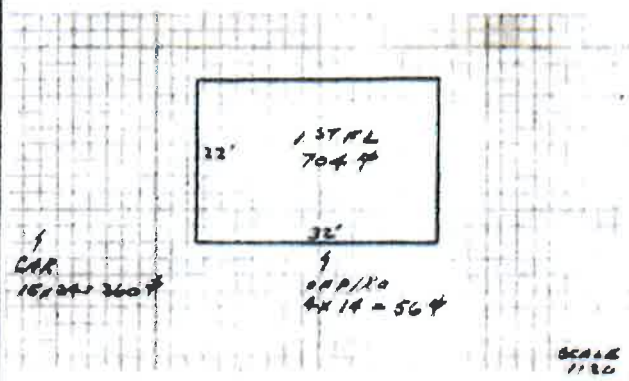
A handwritten signature in blue ink, appearing to read 'Annette Warren', with a long, sweeping horizontal line extending to the right.

Annette Warren, CBO
Clallam County Building Official
awarren@co.clallam.wa.us
(360)417-23 14

CLALLAM COUNTY DCD



6/30/2023

A photograph of a small, dark, rectangular building, possibly a shed or garage, situated in a grassy area. The building has a flat roof and is surrounded by dense trees and foliage. The sky is overcast and cloudy.

Comments: appraised @ 87,000 is private appraisal BOE.

CLALLAM COUNTY DCD
EXHIBIT 7
DATE 6/30/2023





AGENDA ITEM SUMMARY

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

1C
SEP 05 2023

Department: BOCC

WORK SESSION ☒ Meeting Date: 8-28-23

REGULAR AGENDA ☒ Meeting Date: 9-5-23

Item summary:

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

Executive summary:

Letter to Olympic National Park regarding the importance of keeping Hurricane Ridge open for visitors during the winter season.

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?)
Review and approve letter to Olympic National Park.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: Board of Commissioners

Date submitted: 8-23-23

* 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)



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

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

September 5, 2023

Olympic National Park
Attn: Sula Jacobs
3400 Mount Angeles Road
Port Angeles, WA 98362

Re: The Vital Importance of Keeping Hurricane Ridge Open for Visitors During the Winter Season

Dear Sula:

First, we want to thank you and ONP for your extraordinary efforts to open Hurricane Ridge this summer. Hurricane Ridge is one of the great memories our many visitors retain well after visiting the park, and you and your staff are to be commended for making this possible despite all the issues around the disastrous fire at the Ridge.

This community and its businesses are equally concerned about the ability of Olympic National Park to keep Hurricane Ridge open this winter. Winter attractions that bring visitors to our area are not as wide-ranging as the summer season, and in fact this is the most difficult time of year to attract visitors to the peninsula, and the "Ridge" is one of the prime attractions during the winter tourist season. There is also a very important local use element which helps to make this a special place to live.

We also understand that there are major engineering and infrastructure problems that need to be overcome to operate during the winter season. However, as you heard from the many stakeholders the other evening concerning this subject, this community including the Clallam County Commissioners are willing to provide encouragement and support if requested.

Thank you again for reaching out to our community.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

Cc: Kilmer, Murray, Cantwell

1d

SEP 05 2023



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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 9-5-23**

REGULAR AGENDA ☒ **Meeting Date: 9-5-23**

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 – Letter of support |

Documents exempt from public disclosure attached: ☐

Executive summary:

Letter to DNR Regarding "Ode to Joyce" Timber Sale:

The Board will review a letter to Commissioner of Public Lands Hillary Franz indicating our support for moving ahead with the Ode to Joyce timber sale; this letter is a follow-up to the work session conversation held on August 28.

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?)

Letter to DNR Regarding "Ode to Joyce" Timber Sale.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: Board of Commissioners

Date submitted: 8-28-23

* 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)



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

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

September 5, 2023

The Honorable Hillary Franz
Commissioner of Public Lands
MS47001
Olympia, WA 98504-7001

Re: Ode to Joyce Timber Sale

Dear Commissioner Franz,

We write today to communicate our preference that the "Ode to Joyce" timber sale move ahead to auction in its entirety.

We appreciate the agency's flagging of this sale for potential inclusion in one of the revenue replacement programs created by the Legislature. Our regional team from DNR took the time to do a deep dive on this timber sale and we reviewed each of the four units individually.

Based on this review, both Unit 1 and Unit 2 of the Ode to Joyce sale contain a number of older trees, as does Unit 4. Given the root rot impacting the health of trees in Unit 4 we were particularly focused on Units 1 and 2.

Specifically, we support moving ahead with including all units in the auction for two primary reasons:

- The affected junior taxing districts have communicated to us the vital importance of their anticipated revenue, including what to expect if that revenue were delayed by some uncertain number of years should alternative "replacement" acreage be considered.
- Units 1 and 2 are both considered high site growing conditions, which we believe are exactly the kinds of locations that should be kept in rotation given how well trees grow there.
- Unit 4 should be harvested to reduce fire danger and to ensure value from existing wood before there is too much die-off.

Working through the range of relevant and highly-nuanced issues that are raised by the possibility of the revenue replacement programs these past few months has been challenging and informative. We look forward to capturing and sharing our learnings with you and with the Legislature in a separate letter; in the meantime, thank you for your interest in engaging with counties on these issues.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

SEP 05 2023



PROCLAMATION
Recognizing September 2023 as National service dog month

WHEREAS, We believe in the joyful, transformative power of the human-canine bond and inclusivity of all citizens;

WHEREAS, In the United States, 64 million adults and children have a disability and only 16,000 service dogs from accredited training programs exist nationwide and the need is growing.

WHEREAS, Canine Companions is a nonprofit organization that enhances the lives of people with disabilities by providing expertly-trained service dogs and ongoing support to ensure quality partnerships.

WHEREAS, Canine Companions and their service dogs empower people with disabilities to lead life with greater independence, by providing best-in-class training, ongoing follow up services and a deeply committed community of support;

WHEREAS, National Service Dog Month aims to educate our community about the benefits of service dogs and the laws protecting them;

NOW, THEREFORE in recognition of service dogs and the adults and children with disabilities in our community, the Clallam County Board of Commissioners do hereby proclaim September to be

NATIONAL SERVICE DOG MONTH

The Board of Clallam County Commissioners encourages all citizens to celebrate task trained service dogs and be respectful of the rights afforded to the adults, children and veterans who lead more independent lives because of their assistance.

Signed this 5th day of September 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French



AGENDA ITEM SUMMARY

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

SEP 05 2023

Department: Parks, Fair, & Facilities

WORK SESSION ☒ **Meeting Date: 8.28.2023**

REGULAR AGENDA ☒ **Meeting Date: 9.5.2023**

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

Item Summary:

- | | |
|---|--|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 10911.23.005 |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other: |

Documents exempt from public disclosure are attached: ☐

Executive summary

Department of Ecology-Washington Conservation Corps (WCC) has awarded Clallam County a one-year Environmental Justice Pilot Project Grant that provides WCC field-crew support for selected environmental projects without the cost-share model. This grant will be utilized at Robin Hill Farm County Park to aid with trail restoration.

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

This grant has no local budgetary impact as it is a grant to supply labor only to assist with the restorative trail work at Robin Hill Farm County Park.

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

Sign Grant Agreement

County Official signature & print name:  Don Crawford, Director

Name of Employee/Stakeholder attending meeting: Don Crawford

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

Date submitted: 8.23.2023

* 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)



AGREEMENT NO WCC-2380

AGREEMENT BETWEEN

The State of Washington, Department of ECOLOGY
AND

Clallam County Parks (SPONSOR)

THIS AGREEMENT is made and entered into by and between the Department of Ecology, hereinafter referred to as "ECOLOGY", and Clallam County Parks hereinafter referred to as the "SPONSOR."

IT IS THE PURPOSE OF THIS AGREEMENT to provide Washington Conservation Corps (WCC) members to complete environmental or disaster services projects, pursuant to Chapter 43.220 of the Revised Code of Washington.

THEREFORE, IT IS MUTUALLY AGREED THAT:

STATEMENT OF WORK

Both parties agree to do all things necessary for or incidental to the performance of the work set forth in Appendix "A" attached hereto and incorporated herein.

PERIOD OF PERFORMANCE

Subject to its other provisions, the period of performance of this Agreement shall commence on 10/1/2023 and be completed on 9/30/2024 unless terminated sooner as provided herein. The WCC Crew is only available to SPONSOR on the dates set forth on the calendar in Appendix "B" attached hereto and incorporated herein.

AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

ASSIGNMENT

The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

ASSURANCES

Parties to this Agreement agree that all activity pursuant to this contract will be in accordance with all the applicable current federal, state and local laws, rules, and regulations.

CONFORMANCE

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

DISPUTES

If a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an

additional member to the Dispute Board. The Dispute Board shall review the facts, agreement terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, if SPONSOR is a state agency, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

FUNDING AVAILABILITY

ECOLOGY's ability to provide support specified in this contract is contingent on availability of funding. In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the agreement, in whole or part, for convenience, or to renegotiate the agreement subject to new funding limitations and conditions. ECOLOGY may also elect to suspend performance of the agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification restrictions.

GOVERNING LAW AND VENUE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws. This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

INDEMNIFICATION

To the fullest extent permitted by law, each party shall defend, indemnify, and hold harmless the other party, including officials, agents, and employees from and against all claims of third parties, and all associated losses arising out of or resulting from the performance of the contract. "Claim," as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or destruction of tangible property including loss of use resulting therefrom. Parties waive their immunities under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the other party and their agencies, officials, agents or employees.

ORDER OF PRECEDENCE

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

1. Applicable federal and state of Washington statutes, regulations, and rules.
2. Mutually agreed written amendments to this Agreement
3. This Agreement
4. Statement of Work
5. Any other provisions of this Agreement, including materials incorporated by reference.

RECORDS MAINTENANCE

The parties to this Agreement shall each maintain books, records, documents and other evidence that sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration of this

Agreement and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties subject to state public disclosure laws.

RESPONSIBILITIES OF THE PARTIES

Each party of this Agreement hereby assumes responsibility for claims and/or damages to persons and/or property resulting from any act or omissions on the part of itself, its employees, its officers, and its agents. Neither party will be considered the agent of the other party to this Agreement.

RIGHTS IN DATA

Unless otherwise provided, data, which originates from this Agreement shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be jointly owned by ECOLOGY and SPONSOR. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.

SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Agreement are declared to be severable.

TERMINATION FOR CAUSE

If for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

TERMINATION FOR CONVENIENCE

Either party may terminate this Agreement upon 30 days prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

WAIVER

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

ALL WRITINGS CONTAINED HEREIN

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

AGREEMENT MANAGEMENT

The program manager for each of the parties shall be responsible for and shall be the contact person for all communications regarding the performance of this Agreement.

The Contract Manager for ECOLOGY is: Josiah Downey PO Box 47600 Olympia, WA 98504 (360) 480-2603 Josiah.downey@ecy.wa.gov	The Contract Manager for SPONSOR is: Don Crawford 223 East Fourth Street Suite 7 Port Angeles WA 98362 360-979-8283 donald.crawford@clallamcountywa.gov
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IN WITNESS WHEREOF, the parties have executed this Agreement.

State of Washington
Department of ECOLOGY

SPONSOR

Signature

Date

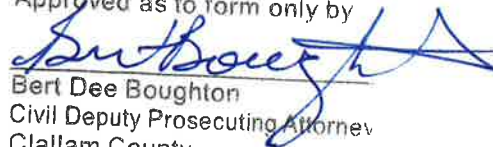
Printed Name, Title

Signature

Date

Printed Name, Title

Approved as to form only by


Bert Dee Boughton
Civil Deputy Prosecuting Attorney
Clallam County

STATEMENT OF WORK
Appendix A

Service summary under WCC's Environmental Justice Pilot:

WCC crews will provide **8 weeks** of service to Sponsor under WCC's Environmental Justice Pilot. Under direction of SPONSOR, crew(s) will perform environmental restoration and recreation enhancement activities in areas of high need. Specific tasks could include invasive control, native species installation, plant nursery care, scientific monitoring, and fence installation or repair.

For crew time provided under WCC's Environmental Justice Pilot, projects assigned to crews must be consistent with the Request for Projects application submitted by the Sponsor. Prior to varying from activities described in the application, Sponsor must receive approval in writing of the WCC regional coordinator.

Estimated value of a WCC crew is \$7,333 per week. When a crew travels overnight, there are additional subsistence costs. Generally, WCC shares costs with partner organizations at a cost share rate. With support from WCC's Environmental Justice Pilot, WCC will provide crew time under this agreement without requiring cost share from Sponsor. Sponsors are required to provide project direction, oversight, materials and specialty tools.

Special terms and conditions:

1. WCC resources (members, supervisors, tools and trucks) will not be utilized to clean public restrooms, monitor, survey, or clear active or abandoned encampments, and/or to clean up hazardous materials including hypodermic needles. If a significant amount of hazardous or unidentifiable material is discovered on a project site, activity will cease until SPONSOR mitigates potential hazards or finds an alternate project site. If active or abandoned encampments prevent WCC activities from taking place at a project site, WCC supervisors and members may contact their partner organization and work with their coordinator on alternative activities. While WCC can share active or abandoned encampment information with project partners when relevant to service activities, WCC personnel will not monitor, survey, or report on encampments directly to regulatory agencies or anyone other than a partner organization.
2. WCC vehicle is not to be used for heavy hauling; the primary use is for transportation of crew, tools, and safety equipment. In the event that WCC vehicles are requested to tow SPONSOR-provided equipment (including rentals), it will only be on a limited basis and SPONSOR is solely responsible for accidental damages, unless damages are caused by WCC negligence.
3. WCC is not responsible for normal wear and tear when project requires the use of SPONSOR-provided tools, equipment, or safety gear.
4. The assignment of members shall not result in the displacement of currently employed workers, including partial displacement such as reduction in hours of non-overtime work, wages, or other employment benefits. Agencies that participate in the program may not terminate, lay-off, or reduce working hours of any employee for the purpose of using a member with available funds. In circumstances where substantial efficiencies or a public purpose may result, participating agencies may use members to carry out essential agency work or contractual functions without displacing current employees.
5. All state holidays and shutdown weeks are non-working days for members. Shutdown weeks are to be used by WCC staff/supervisors for planning purposes. The WCC standard 40-hour schedule is Monday through Thursday from 7:00am to 5:30pm. An alternate schedule may be arranged with prior approval from the WCC.

6. If inclement weather makes a project site inaccessible, then the sponsor should reassign the WCC crew or IP to alternative projects in an accessible location. In inclement weather, WCC crews follow the weather-related guidance (e.g. shut-down, delayed start, early end, etc.) from the regional Ecology office closest to the crew lock-up or IP service location. If the member's assigned location is more than one hour from an Ecology regional office, then WCC follows weather-related guidance of federal, state and local governments. Only WCC can instruct a crew or IP to shut-down due to weather.

ECOLOGY shall:

1. Provide WCC members for the number of weeks specified in this agreement. Full-term crews and Individual Placements are available to SPONSOR for a maximum of 164 days (approximately 41 weeks) during the Federal AmeriCorps program service year (October-September).
2. Enroll members to begin service no sooner than October 2, 2023 and no later than October 16, 2023 to attain a full AmeriCorps scholarship. Member vacancies may be filled with a 1200 hour, three-quarter-term AmeriCorps Education Award beginning January 16, 2024. Any further member enrollment for the remainder of the program year is at the discretion of ECOLOGY and based on availability.
3. In the event of a disaster response deployment, ECOLOGY will make every effort to fulfill SPONSOR needs, including sending additional members, whenever possible. Unless disaster response activities are requested by the sponsor, sponsors are not charged for WCC's emergency and disaster responses.
4. Provide training and development specified in Appendix B: eight days of formal WCC training, a two to four day Orientation Training, one day dedicated to MLK Community Service, one day of training in noxious weed control, and one day for a debrief meeting near the conclusion of the term. Beyond dates included in Appendix B, Ecology will schedule up to six additional days of Supervisor training or meetings during the term. WCC members and supervisors are logging hours on the dates identified for WCC-sanctioned events, but are unavailable to SPONSOR. ECOLOGY will provide a four day Assistant Supervisor training to the designated Assistant Supervisor.
5. Each full-term crew or IP may spend up to two weeks (eight days) with an alternative sponsor during the crew year. These dates will be determined in coordination with their full-term Sponsor.

SPONSOR shall:

1. Guide completion of appropriate projects for number of weeks specified in this agreement by providing logistical, technical and safety-related support necessary for project completion. Provide site orientation for WCC members, site-specific training, and materials beyond basic hand tools to complete tasks. Obtain and ensure adherence to applicable permits as set by local, state, tribal or federal laws and regulations.
2. Help promote the AmeriCorps and WCC brands, logo, slogans and phrases. WCC will provide camera-ready logo. AmeriCorps is a registered service mark of the Corporation for National and Community Service.
3. For a SPONSOR hosting full-term WCC Crew(s), SPONSOR shall provide a secure site to store tools and park crew vehicles that allows access to potable water and restrooms as well as desk and internet access for the crew supervisor. In the event of theft, vandalism, or loss, the SPONSOR shall provide reimbursement (75 percent sponsor share) of expenditures and deductibles.
4. For a SPONSOR that assigns WCC crew(s) to serve with other organizations, SPONSOR shall inform the other organizations of WCC policies, procedures and contract terms.

AmeriCorps Prohibited Activities:

While charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program, staff and members may not engage in the following activities (see 45 CFR § 2520.65):

- A. Attempting to influence legislation;
- B. Organizing or engaging in protests, petitions, boycotts, or strikes;
- C. Assisting, promoting, or deterring union organizing;
- D. Impairing existing contracts for services or collective bargaining agreements;
- E. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- F. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- G. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
- H. Providing a direct benefit to—
 - I. A business organized for profit;
 - II. A labor union;
 - III. A partisan political organization;
 - IV. A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and
 - V. An organization engaged in the religious activities described in paragraph 3.g. above, unless AmeriCorps assistance is not used to support those religious activities;
- I. Conducting a voter registration drive or using AmeriCorps funds to conduct a voter registration drive;
- J. Providing abortion services or referrals for receipt of such services; and
- K. Census Activities. AmeriCorps members and volunteers associated with AmeriCorps grants may not engage in census activities during service hours. Being a census taker during service hours is categorically prohibited. Census-related activities (e.g., promotion of the Census, education about the importance of the Census) do not align with AmeriCorps State and National objectives.
- L. Election and Polling Activities. AmeriCorps members may not provide services for election or polling locations or in support of such activities
- M. Such other activities as AmeriCorps may prohibit.

AmeriCorps members may not engage in the above activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in one of the activities listed above. Individuals may exercise their rights as private citizens and may participate in the activities listed above on their initiative, on non-AmeriCorps time, and using non-AmeriCorps funds. Individuals should not wear the AmeriCorps logo while doing so

2023-2024 WCC Events Calendar

October							November							December							January						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
						1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30	31				
30	31																										

February							March							April							May						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
			1	2	3	4					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
5	6	7	8	9	10	11	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
12	13	14	15	16	17	18	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
19	20	21	22	23	24	25	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
26	27	28	29				25	26	27	28	29	30	31	29	30						27	28	29	30	31		

June							July							August							September						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
					1	2	1	2	3	4	5	6	7					1	2	3	4					1	
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29
																					30						

Holiday (Observed) - Day Off

Orientation

Assistant Supervisor Training

MLK- Sup Holiday, Member Service Day

Individual Placement Meeting (Virtual)

Elective Training:

3/4-Term Member Orientation

Extended Management & Ops Meeting

18D Supervisor Refresher Trainings

18D Spike (2 wks on special assignment)

AmeriCorps Swearing-in (0.5 day - Virtual)

PDPs Due (July: QT members only)

eTime: Hours entered

eTime: Prior pay period approval due

Payday (10th & 25th, varies on weekends)

Production (last Thursday of the month)

Supervisors: Crew interviews

Noxious Weed Control Workshops

3/21 Olympic; 3/28 Central/E. WA;

4/4 S. Puget Sound; 4/11 N. King County/Snohomish;

4/18 S. King County; 4/25 NW

Start (FT/Oct. 3QT=10/2, Jan. 3QT=1/16, QT=6/10)

Credit Card Log Due

End Date (FT/Jan. 3QT/QT=9/5, Oct. 3QT=6/6)

End-of-year Presentations

8/15 Olympic; 8/22 Central/E. WA & S. Puget Sound;

8/29 S. King County & N. King County/Snohomish; 9/5 NW

Shutdown Weeks:

Supervisors: Finalize Interviews/Enrollment

Supervisors: Cross-training

Supervisors: All staff meeting & prep days

Members' Potential Hours (For general guidance only - hours not guaranteed)

October	180
February	160
June	150
Fullterm: Oct. 2-Sept. 5	1860

FT: 1700-hr min, \$6,895 Ed Award

November	150
March	160
July	180
Oct. 3QT: Oct. 2-June 6	1370

3QT: 1200-hr min, \$4,826.5 Ed Award

December	150
April	180
August	170
Jan. 3QT: Jan. 16-Sept. 5	1300

January	180
May	170
September	30
QT: June 10-Sept. 5	490

QT: 450-hr min, \$1,824.07 Ed Award

WCC standard schedule (40 hours/week) is Monday - Sunday

3a



AGENDA ITEM SUMMARY

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

SEP 05 2023

Department: BOCC

WORK SESSION ☒ Meeting Date: 8-28-23

REGULAR AGENDA ☒ Meeting Date: 9-5-23

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the Conservation Futures Program Advisory Board due to the expiration of a term.

A press release was issued during the month of July 2023 soliciting applications from interested citizens. Two applications were received.

Commissioner Johnson endorses the appointment of Adam Bernbaum to the Conservation Futures Program Advisory Board.

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

None

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve and sign a resolution to appoint.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Department of Community Development

Relevant Departments: Board of Commissioners and Department of Community Development

Date submitted: 8-23-23

* 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)



RESOLUTION _____, 2023

APPOINTING A MEMBER TO THE
CONSERVATION FUTURES PROGRAM ADVISORY BOARD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Conservation Futures Program Advisory Board due to the expiration of a term.
2. A press release was issued during the month of July 2023 soliciting applications from interested citizens. Two applications were received.
3. Commissioner Johnson endorses the appointment of Adam Bernbaum to the Conservation Futures Program Advisory Board.

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

1. **Adam Bernbaum** is appointed to serve as the Commissioner District II representative for term ending December 31, 2024.

PASSED AND ADOPTED this 5th of September 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Mike French

cc: A22.33
Appointee (s)
BOCC



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AGENDA ITEM SUMMARY

SEP 05 2023

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

Department: Health & Human Services

WORK SESSION ☒ **Meeting Date: August 28, 2023**

REGULAR AGENDA ☒ **Meeting Date: September 5, 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 – Opioid Settlement Funds |

Documents exempt from public disclosure attached: ☐

Executive summary: At the July 18, 2023 meeting, the Clallam County Board of Health (BOH) received a presentation outlining the use of opioid settlement funds for harm reduction health services and jail wraparound services. The BOH held discussion and majority voted to move forward with opioid settlement funds being directed to the Health & Human Services Department for the above-described use. After the BOCC votes on the opioid settlement funds use, the last approval needed will be from the Opioid Abatement Council before funding can be received by Clallam County.

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?** ☐
A supplemental appropriation will be processed when the funding is received.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approval of recommendations from the BOH.

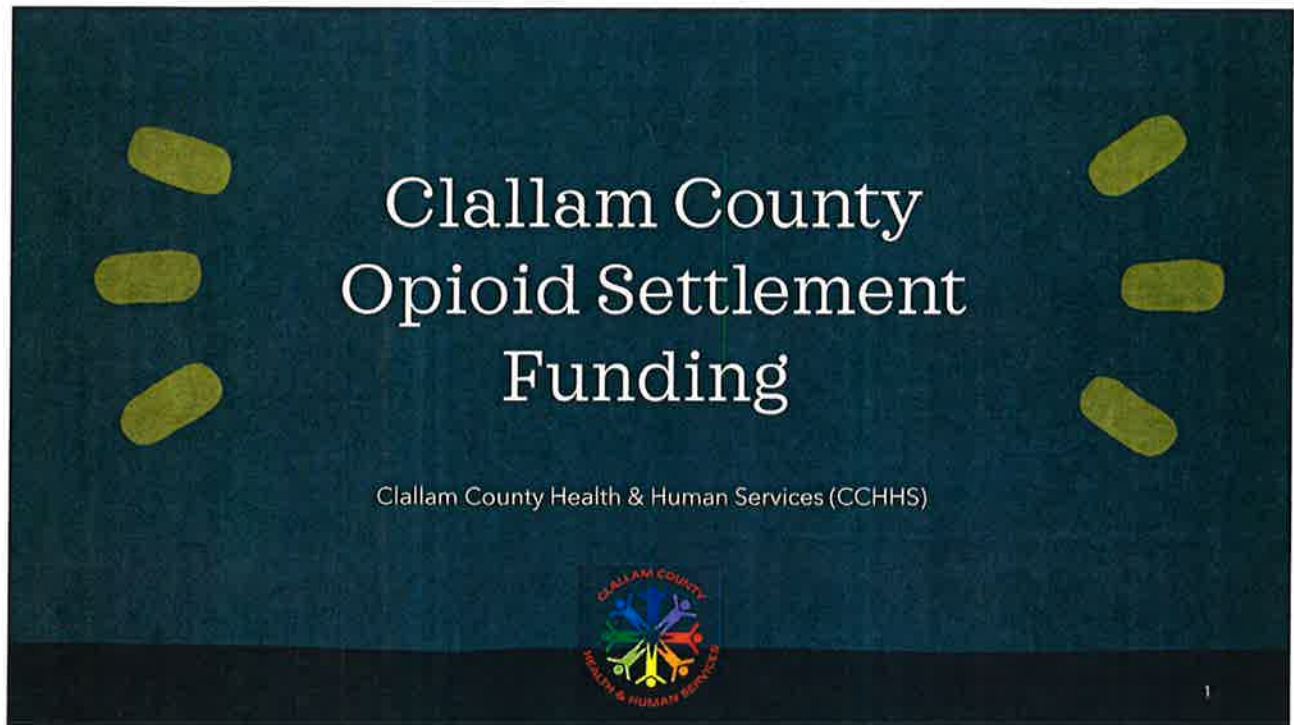
County Official signature & print name: ; Jennifer Oppelt

Name of Employee/Stakeholder attending meeting: Jenny Oppelt and Kevin LoPiccolo

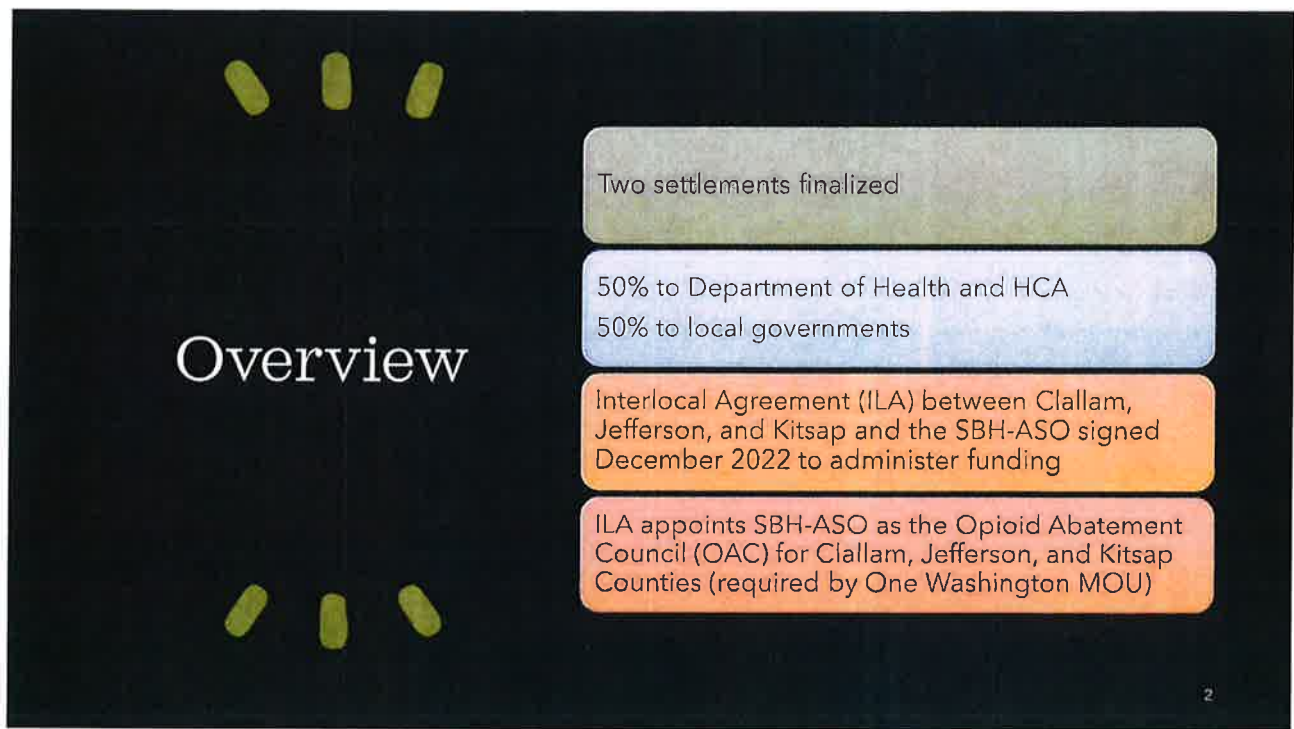
Relevant Departments: Health & Human Services

Date submitted: August 23, 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)



1



2

Funding Estimate



10% allowable administration cost - SBH-ASO
SBH-ASO may utilize less, depending on structure

Clallam County

Anticipated Total (2 Settlements)

- \$3,561,595.88 over 17 years
- **\$209,505.64 per year**
- \$188,555.08 per year - 10% Admin retained by SBH-ASO (unused to be returned to the county)

3

One Washington MOU

Core Strategies



1. Naloxone or other FDA-approved drug to reverse opioid overdose
2. Medication- Assisted Treatment (MAT) distribution and other opioid-related treatment
3. Pregnant & Postpartum Women (expanded screening, wraparound services, and tx for those with SUD)
4. Expanded Treatment for Neonatal Abstinence Syndrome "NAS"
5. Treatment for Incarcerated Population
6. Prevention Programs
7. Expanding Syringe Service Programs
8. Evidence based data collection and research analyzing the effectiveness of the abatement strategies within the state

4

4



One Washington MOU

Opioid Abatement Strategies

Part One: Treatment

1. Treat Opioid Use Disorder (OUD)
2. Support People In Treatment And Recovery
3. Connect People Who Need Help To The Help They Need (Connections To Care)
4. Address The Needs Of Criminal-Justice-Involved Persons
5. Address The Needs Of Pregnant Or Parenting Women And Their Families, Including Babies With Neonatal Abstinence Syndrome

Part Two: Prevention

1. Prevent Over-Prescribing And Ensure Appropriate Prescribing And Dispensing Of Opioids
2. Prevent Misuse Of Opioids
3. Prevent Overdose Deaths And Other Harms

Part Three: Other Strategies

1. First Responders
2. Leadership, Planning And Coordination
3. Training
4. Research

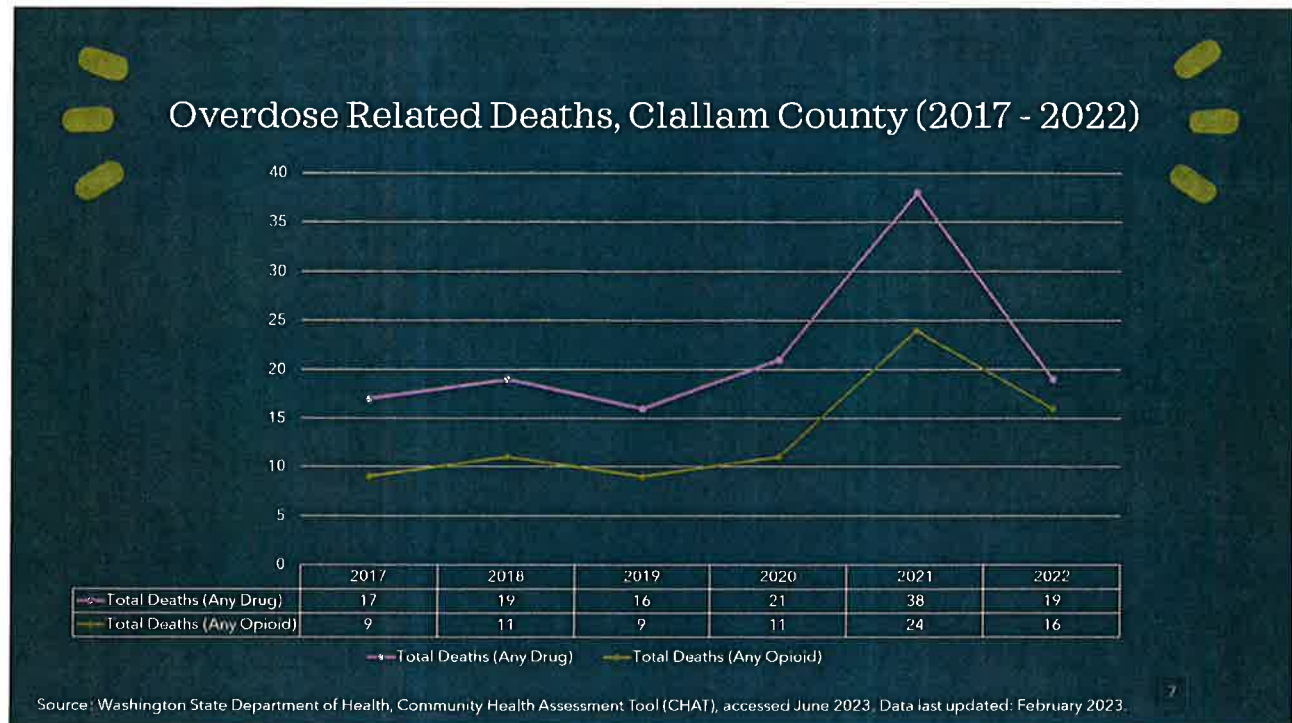
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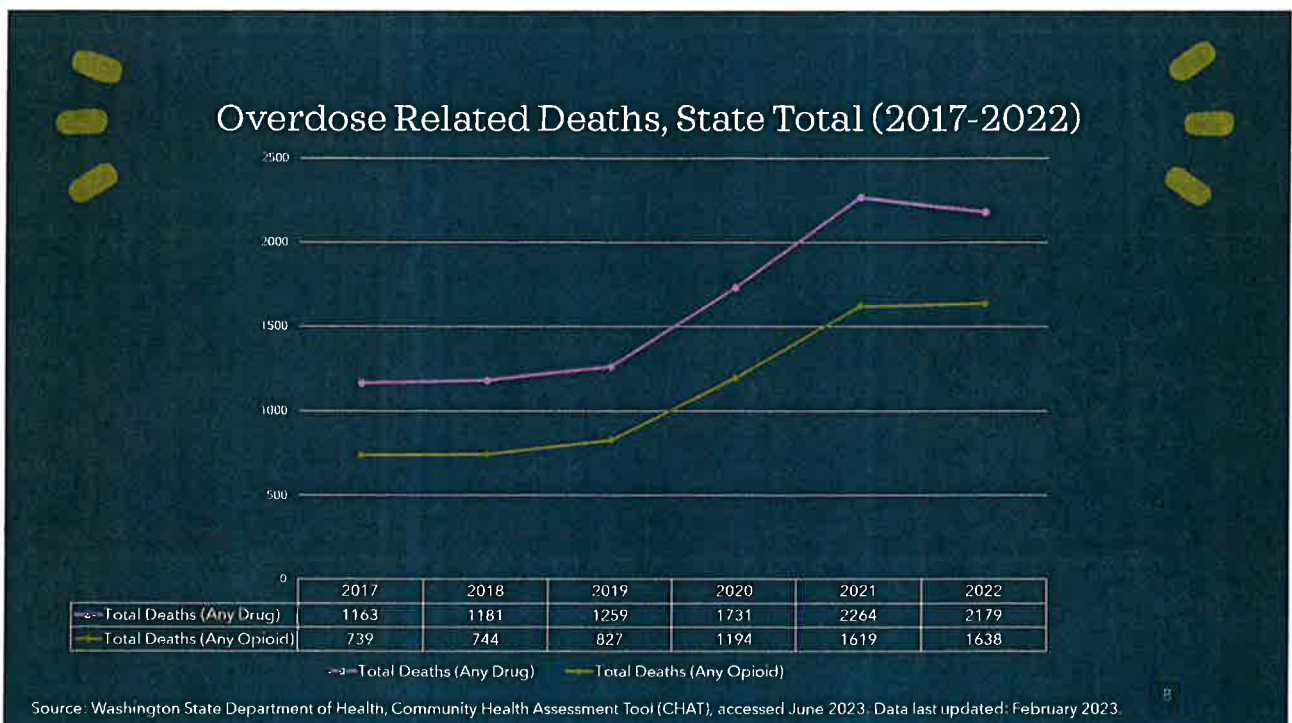
Clallam County Data

6

6

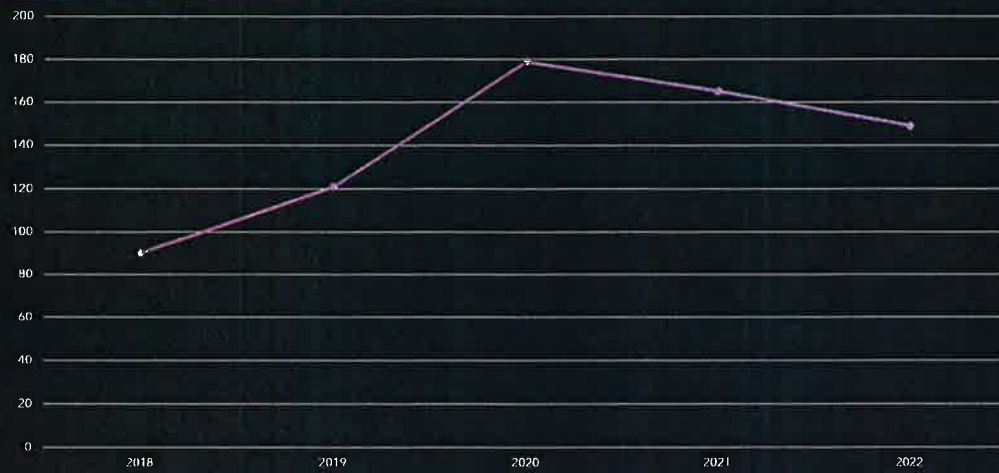


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8

Healthcare Encounters Related to Overdose, Clallam County Residents (2018-2022)



Source: Washington State Rapid Health Information Network (RHINO) via ESSENCE, accessed June 2023

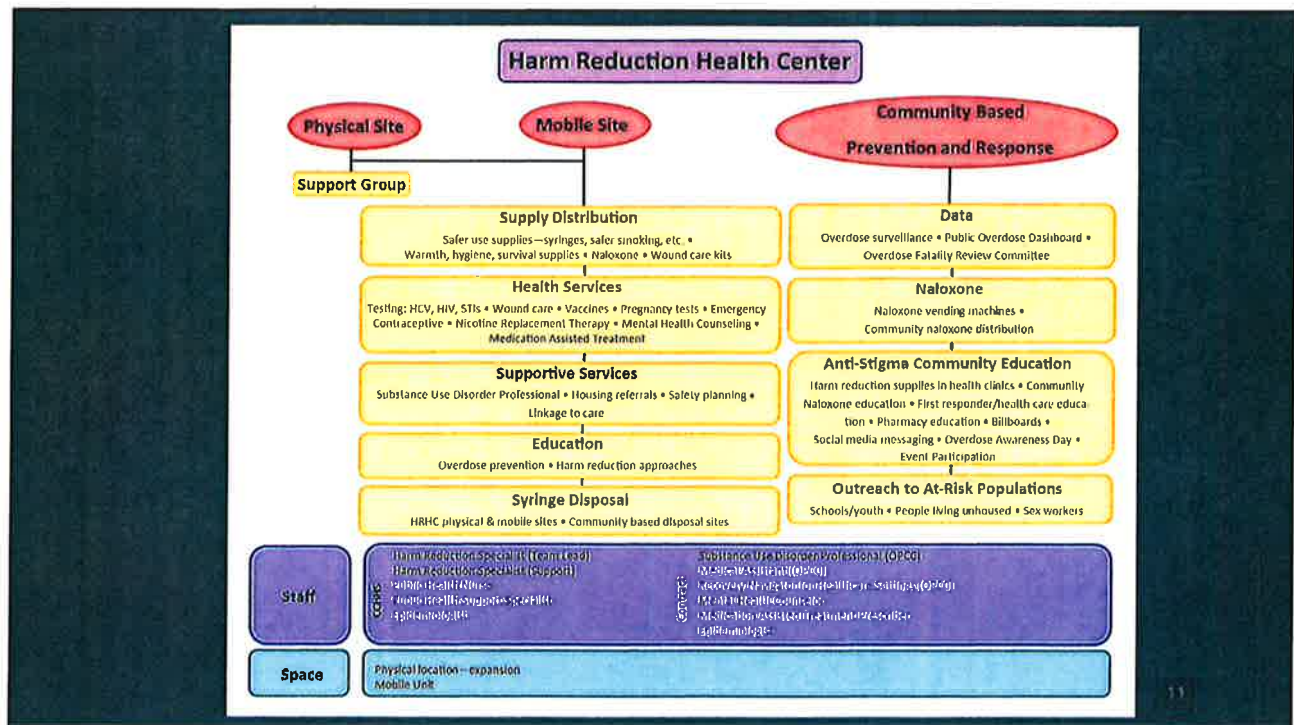
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9



10

10



11

HRHC Expansion

- **Mobile Services**
 - Van
 - Supplies (Naloxone, harm reduction, testing)
 - Mileage costs - \$5,000
- **Staff**
 - HRHC Program Coordinator (1FTE) - \$31,000 (1/3rd of position)
 - HRHC Prevention Specialist (1FTE)
 - Public Health Support Specialist (1FTE) - \$87,000
- **Community Based Prevention / Response**
 - Prevention / OD Response - \$6,000
 - Community Events - \$5,000
- **Services/Supplies**
 - HIV/HCV/STI Testing - \$10,000
 - Wound Care - \$6,000
- **Contracted Services**
 - Jail Wraparound Services - \$60,000
 - BH Services
 - SUDP
 - MOUD

DRAFT Opioid Settlement Funds Use \$210,000

12

12

Thank You

Dr. Allison Berry, Health Officer
allison.berry@clallamcountywa.gov

Kevin LoPiccolo, Director
kevin.lopiccolo@clallamcountywa.gov

Jenny Oppelt, Deputy Director
jennifer.oppelt@clallamcoutnywa.gov



13

4a
SEP 05 2023



AGENDA ITEM SUMMARY

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

Department: PUBLIC WORKS

WORK SESSION ☒ Meeting Date: 8/28/2023

REGULAR AGENDA ☒ Meeting Date: 9/5/2023

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 department has written a compost procurement ordinance in accordance with the requirements of WA ESSHB 1799 (2022, Organic Materials Management) and RCW 43.19A.150 (adopted 2022) to implement RCW 43.19A.120 (adopted 2020). Most local jurisdictions, including Clallam County, are required to adopt a compost procurement ordinance for the purpose of encouraging diversion of organic materials from landfills. This ordinance establishes definitions of compost related terms; general purchasing provisions, local sourcing requirements; Planning, Education/Outreach and Recording requirements as required by the legislation.

The Clallam County Solid Waste Advisory Committee has been consulted during the writing of this ordinance including discussion, incorporating members comments and finally, by the committee voting to recommend the BOCC approve the ordinance as written.

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?** ☐

Budgeted staff time only. Any possible compost procurement will be a trade-off with materials otherwise utilized in a project.

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

The department recommends the BOCC call for a public hearing on the proposed ordinance September 19, 2023.

County Official signature & print name: Ronald Garcelon

Name of Employee/Stakeholder attending meeting: Steve Gray & Ronald Garcelon

Relevant Departments: PUBLIC WORKS

Date submitted: Wednesday, August 23, 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)

Agenda Item Summary CPO
Revised: 3-04-2019

PUBLIC HEARING

Proposed Clallam County Ordinance

An Ordinance adding a Chapter to the Clallam County Code titled Compost Procurement Policy

NOTICE: The Clallam County Board of Commissioners will conduct a public hearing on Tuesday, September 19, 2023, at 10:30 a.m., or as soon thereafter as possible in the Commissioners' Meeting Room of the Clallam County Courthouse, 223 East 4th Street, Room 160, Port Angeles, Washington. The public hearing is to consider the ordinance listed above. All proposed ordinances are available on the County website <https://www.clallamcountywa.gov/228/Comment-on-Proposed-Ordinances-Policies>

Public comments are encouraged. Submit written comments to the address below before the hearing or present comments in person at the public hearing.

In compliance with the Americans with Disabilities Act, reasonable accommodations are available upon request. The facility is considered "barrier free" and accessible to those with physical disabilities.

PROPONENT: Clallam County Board of Commissioners
223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
Telephone: 360.417.2233

FORMAL IDENTIFICATION: New Ordinance: Compost Procurement Ordinance

SUMMARY OF PROPOSED CHANGES:

Section 1. Section .010, Purpose, is created

Section 2. Section .020, Definitions, is created

Section 3. Section .030, General Provisions, is created

Section 4. Section .040, Local Purchasing, is created

Section 5. Section 050, Planning, is created

Section 6. Section 060, Educational Outreach, is created

Section 7. Section 070, Reporting, is created

Section 8. Section 080, Severability, is created

Section 9. Section 090, Effective Date, is created

Publish: Friday, September 8, 2023

Bill: Clallam County Public Works

Loni Gores, CMC, Clerk of the Board

Ordinance _____
An ordinance adding a Chapter to the Clallam County Code titled
|Compost Procurement Policy

Section 1. Section .010, Purpose, is created to read as follows:

Purpose. The purpose of this ordinance is to establish a compost procurement policy in Clallam County per the requirements of WA ESSHB 1799. The primary goal of this law is to increase the diversion of organic materials going to landfills and reduce associated methane emissions. The establishment of compost procurement policies by local jurisdictions will help support the economic viability of compost production and encourage ongoing diversion of organic materials from the waste stream.

Section 2. Section .020, Definitions, is created to read as follows:

(1) “finished compost product” means a product created with “composted material”. Finished composted products include, but are not limited to, 100% compost material or blends that include composted material as a primary ingredient. Mulch is considered a finished composted product if it contains a minimum sixty percent composted material. Bark is not a finished composted product.

(2) “composted material” means an organic solid waste that has been subjected to controlled aerobic degradation at a solid waste facility. Natural decay of organic solid waste under uncontrolled conditions does not result in “composted material” (Per RCW 70A.205.015(3)).

(3) “cost prohibitive” means a product procurement cost that exceeds 10% over the cost of another product that would serve the same purpose.

(4) “product procurement cost” means the cost of the product and all associated transportation and delivery charges

(5) “local compost producer” means a compost facility producing compost meeting the standards required in this ordinance located within the borders of Clallam County

Section 3. Section .030, General Provisions, is created to read as follows:

(1) When compost is an appropriate material, Clallam County shall purchase finished compost products for use in county projects or on county land, provided it is not cost prohibitive to acquire.

(2) Clallam County is not required to use finished compost products if:

(i) Finished compost products are not available within a reasonable period of time;

(ii) Finished compost products that are available do not comply with existing purchasing standards; and

(iii) Available finished compost products do not comply with federal, state or local health, quality, or safety standards.

Section 4. Section .040, Local Purchasing, is created to read as follows:

Subject to the provisions of Section 3, Clallam County shall purchase finished compost products from local compost producers who are certified by a nationally recognized organization and produce finished compost products derived from municipal solid waste collection. The finished compost product shall meet quality standards adopted by the WA Department of Transportation or adopted by rule by the WA Department of Ecology.

Section 5. Section 050, Planning, is created to read as follows:

In order to meet the general policy, Clallam County shall plan for finished compost product use in the following categories where appropriate:

(a) Landscaping projects;

(b) Construction and post-construction soil amendments;

- (c) Applications to prevent erosion, filter stormwater runoff, promote vegetative growth, or improve the stability and longevity of roadways; and
- (d) Low-impact development of green infrastructure to filter pollutants or to keep water on site, or both.

In planning to utilize finished compost products, the county shall consider using finished compost products produced with biosolids and determine whether it is an appropriate material for a given project.

This plan will be reassessed each December 31st of even-numbered years, beginning in 2024 and thereafter as part of the report requirements located in Section 7.

Section 6. Section 060, Educational Outreach, is created to read as follows:

Clallam County shall conduct educational outreach to inform residents about the value of compost and how the jurisdiction uses compost in its operations each year according to RCW 43.19A.150(4).

Section 7. Section 070, Reporting, is created to read as follows:

By December 31, 2024, and each December 31st of even-numbered years thereafter, Clallam County shall report the following information to the WA Department of Ecology:

- (a) Total tons of organic material diverted from landfills each year;
- (b) The volume and cost of finished compost product purchased each year; and
- (c) The sources of the finished composted product purchased.

For compost tracking and reporting, only the volume of the composted material shall be reported based on the percentage of the compost material in a finished compost product. For example, 10 yards of a bioretention soil blend containing 40% compost and 60% sand, shall be reported as 4 yards of composted material used.

Section 8. Section .080, Severability, is created to read as follows:

If any provision of this chapter is held invalid by a court of competent jurisdiction, the remaining provisions shall remain valid.

Section 9. Section .090, Effective date, is created to read as follows:

This chapter shall take effect (i.e., the effective date shall be) the date of adoption of the ordinance codified in this chapter.

ADOPTED this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Mike French



Department: Finance

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 09/05/2023

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 Monthly Review |

Documents exempt from public disclosure attached: ☐

EXECUTIVE SUMMARY:

As required by the Clallam County Charter, attached for review and discussion is the 2024 Preliminary Budget for Clallam County. The submission of this preliminary budget is the first step in the budget adoption process, with the following key dates to follow:

- Tuesday, September 5th—10:30AM Public Meeting to be held in the BOCC Board Room to Present 2024 Preliminary Budget
- Sept 8th-22nd--The Administrator, CFO, Deputy CFO and the Budget Director to meet with each department;
- Monday, October 2nd—5 Year Capital Plan along with Proposed 2024 Capital Budget to be presented at BOCC work session for consideration and discussion;
- Wednesday, October 4th— 12:00 pm Forks Public Meeting to Present 2024 Preliminary Budget—Blakeslee's Bar & Grill, Forks;
- Monday, October 9^h—CFO and the Administrator submit the Recommended Budget to the BOCC;
- Wednesday, October 11th—11:15AM Port Angeles Public Meeting to Present 2024 Preliminary Budget—Red Lion Hotel in Port Angeles;
- Tuesday, October 24th— 11:30 am Sequim Public Meeting to Present 2024 Recommended Budget—Sunland Golf Club Sequim;
- October 12th-27th—BOCC, Administrator, CFO, Deputy CFO and Budget Director to meet with each department;
- Monday, November 13th—CFO and the Administrator to submit the Proposed Final Budget to the BOCC;
- Tuesday, November 28th—Clallam County Property Tax Levy Certification
- Monday, December 4th—Special Taxing Districts Property Tax Levy Certification;

* Work Session Meeting - Submit 1 single sided/not stapled copy	Agenda Item Summary Prelim Budget 2024 09052023
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)	Revised: 3-04-2019

- Tuesday, December 5th--Public Hearings at 10:30am and 5pm in the Board Room to adopt final budget by resolution.
- Tuesday, December 12th—Possible extension of hearing for the Board to adopt the final budget by resolution (if needed)

The following materials have been provided to accompany this summary:

- 2024 Preliminary Budget Summary—All Funds;
- General Fund 4 Year Comparison of 2024 Preliminary Budget to Projected/Actual Results for 2023-2020;
- General Fund 4 Year Comparison of 2024 Preliminary Budget to Adopted Budgets for 2023-2020;
- General Fund Breakdown Analysis of the Change in Operating Surplus/Deficit between the 2024 Preliminary Budget Deficit and 2023 Forecasted Surplus/(Deficit);
- 2024 Preliminary Budget General Fund Revenue, Expenditure and Staffing Charts by Type and by Program;
- 2024 Budget Salary Worksheet Breakdown by Department/Fund;
- 2024 Budgeted Staffing Schedule 10 Year History;
- 2024 Department Requests Over Base Preliminary Budget;
- 2024 Preliminary Capital Outlay Budget—by Fund;
- 2024 New Capital Outlay Requests budget—by Fund; and
- Estimated Sales Tax Impact—WSDOT Infrastructure Projects 2020-2027

It is important to note that this preliminary budget represents each departments’ preliminary budget submissions and reflect their base budgets with all budgeted positions assumed filled in accordance with how policy currently requires us to budget, which, as previously discussed, has not historically mirrored the County’s actual payroll spending trends where the County has underspent its personnel budgets in the General Fund between \$2.2 million and \$2.5 million each year due to open positions, turnover and retirements (further discussion below).

This initial budget also reflects preliminary estimates for 2024 revenue which are partly dependent on the current revenue forecast assumptions for 2023, as well as many additional variables, including

- GDP growth and inflationary growth expectations based on most recent Washington state economic forecasts,
- Local economic conditions,
- Large road infrastructure projects currently underway in our County which are expected to materially impact the County’s sales & use tax projections in from 2023 thru 2027;

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- The expected level of new construction to be captured for purposes of setting 2024 levy amounts for property tax purposes;
- Further changes in long term and short term interest rates as the Federal Reserve continues to combat inflation; and
- Other revenue guidance available thru MRSC, the DNR, and other sources.

Taxes, Intergovernmental taxes (including PILT, Timber excise tax, Leasehold Excise tax, PUD Privilege Tax, etc.), Real Estate Excise taxes (REET), and Timber revenues--representing approximately 62% of the General Fund revenue budget and 46% of the overall County revenue budget of the 2024 Preliminary budget—are based on projections developed by the Finance Department based on the evaluation of such variables and available guidance. Departmental assumptions for other revenue streams reflected in this preliminary budget will be discussed and evaluated for reasonableness during the Administrator and CFO discussions with each department in September, with any changes to be made and reflected in the Administrator Recommended Budget to be submitted to the BOCC in October.

While we are not currently projecting a recession in 2024 in a traditional sense as employment levels remain strong and given the number of national banks (Goldman Sachs, others) and economists (including those of WA State Economic Forecast Council) who have reduced their likelihood of recession in 2024, we do believe higher consumer and commercial borrowing costs will carry over into 2024 as interest rates remain elevated to combat inflationary pressures, and will hold discretionary taxable sales activity to very low single digit growth next year.

Accordingly, for the 2024 Preliminary Budget, a sales tax growth assumption of 4.07% was used in preparing the 2024 revenue budgets for our various sales-based taxes of the County, and reflects two primary components:

- (1) An assumed **minimal economic growth rate of 1%** in overall taxable retail sales activity projected for Washington State by the WA Economic Forecast Council for 2024 in its June 2023 updated forecast, which presumes further economic cooling in 2024 (short of a recession) as taxable retail sales growth slows from the 5% growth rate projected for 2023, and
- (2) The factoring in of **an additional 3.07% estimated incremental sales tax growth impact for the multiple large WSDOT road infrastructure projects occurring in the County in 2024**, including multiple US 101 fish barrier removal projects, the Elwha Bridge Replacement, and other Clallam WSDOT road construction projects with an annual estimated cost 153% higher than seen in recent years. See the attached analysis for a list of these WSDOT projects, their estimated cost, and their estimated sales/use tax impact by year based on each project’s duration. These projects in total are expected to generate between \$600k-\$750k of local sales & use tax revenue for the County’s General Fund in 2024 and 2025, as compared to the estimated \$230k-\$300k generated from similar projects since 2020. Given these estimates are derived from limited information available for each of these projects on WSDOT’s websites, these sales tax projections for WSDOT’s projected have been reduced by 20% to allow for project timing differences, payment delays, and unequal distribution of project costs over the duration of the project that may affect the accuracy of our year-to-year projections.

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Other non-General Fund revenue streams tied to real estate, particularly REET 1 and REET 2, are expected to decrease a further 11% in 2024 after declining an estimated 29% in 2023 due to the slowing of the real estate market caused by rapidly rising mortgage rates.

Given that economic conditions are still evolving in the 2nd half of 2023 as is the economic impact of many of these WSDOT projects, the sales tax revenue budget for 2024 will continue to be revisited multiple times during the 2024 budget process to reflect any changes in expectations for next year.

From an expenditure standpoint, there are certain additional costs not yet fully incorporated into this preliminary budget which will be included in later versions of the 2024 budget pending further discussion with the departments and/or the BOCC, including:

- **Capital outlays and related transfers** needed to fund such capital outlays from the General Fund, REET Funds, Opportunity Fund, and other sources. While a placeholder amount of \$552k for General Fund-funded carry over projects is reflected at a high level in the attached “General Fund 4 Year Comparison of 2024 Preliminary Budget to Projected/Actual Results for 2023-2020”, the full inclusion of all proposed capital outlays and transfers will be incorporated into the Recommended Budget to be presented in October pending completion of the update of our 2024 Five-Year Capital Plan;
- **Additional American Rescue Plan Act funding allocations** made this year that may carryover to next year or reduce the remaining ARPA funding available in 2024;
- **One-time and Recurring Department Requests Over the Base Preliminary Budget** (see included schedule);
- **Finalization of the General Fund’s 2024 indirect cost allocation plan** pending completion of the update/true-up of this plan which will be incorporated into the Recommended Budget—based on a preliminary estimate we expect a net increase of approximately \$200k in General Fund costs allocated to other funds (thereby reducing the General Fund’s net operating expenditures by the same amount); and
- Other initiatives or changes in support funding the BOCC would like to incorporate into the budget.

GENERAL FUND BUDGET OVERVIEW

At a high level, the 2024 Preliminary Budget projects a beginning General Fund Balance of approximately \$12.677 million, Revenues totaling \$49.072 million, Expenditures (including Transfers Out to HHS, Flood Control and other funds) of \$52.128 million, resulting in a budgeted use Reserves of (\$3.055) million, and leaving an ending General Fund Balance of \$9.621 million, representing an ending reserve level of 18% of total operating expenditures. However, as discussed later, when one adjusts for the historical underspend to our personnel and benefits budgets of \$2.2 million-\$2.5 million and a preliminary capital budget of \$552k, it is likely the preliminary budget deficit for 2024 is closer to a (\$900k), as compared to 2023’s projected surplus of \$1,029k, which would leave an ending fund balance of \$11.777 million for 2024, or a reserve of 24% of expenditures.

Below are the revenue and expenditure highlights behind these results:

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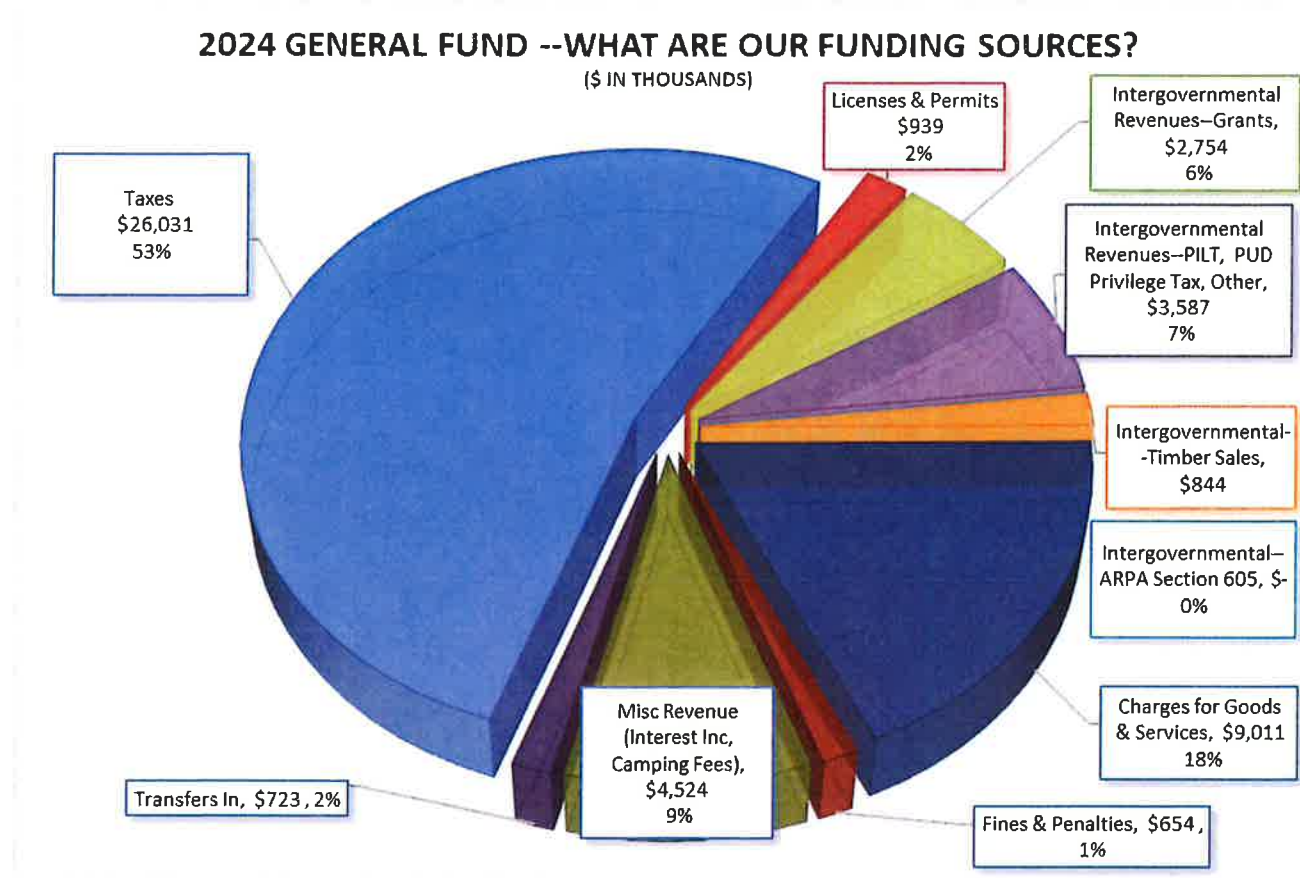
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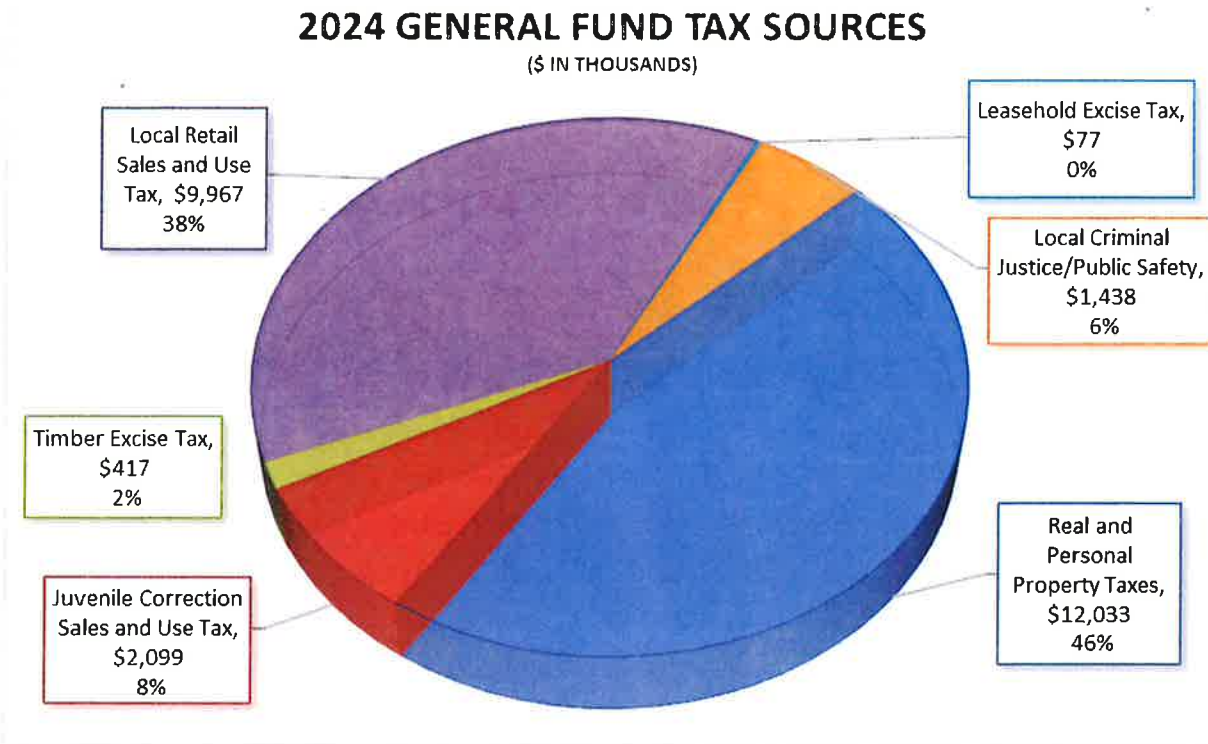
REVENUE BUDGET HIGHLIGHTS

In this preliminary roll up of the 2024 budget, General Fund Revenues (excluding COVID-related reimbursements) are projected to total \$49,072k, representing a (\$2,271k) or -4.4% decrease over 2023 projected revenue expected, and a (\$4,448k) or -8.3% decrease over the 2023 originally adopted budget. The General Funds primary sources of revenue in 2024 consist of the following:



TAX REVENUES

Representing 53% of General Fund total revenues, Tax revenues are projected to increase \$890k or 3.54% in 2024. Below is a breakdown of the County’s various major tax revenues by source:



Property taxes, representing 46% of total tax revenue and 24.5% of total General Fund revenue, are projected to increase \$278k or 2.4% as we assumed the County takes its allowed for 1% annual levy growth limit, as adjusted for new construction assumed captured, as allowed for under statute. It should be noted that new construction estimates used in 2024 levy calculations are very preliminary based on estimates received from the Assessor’s Office and are currently projected to be between 26% and 41% below 2022 new construction estimates used for the 2023 levy, reflecting the expected slowdown in new construction resulting from higher mortgage rates.

Sales-driven taxes including local retail sales & use tax and juvenile correction sales and use taxes—representing 46% of total tax revenue and 24.6% of total General Fund revenue-- are projected to increase a combined \$473k or 4.1%, which again reflects our assumption that sales taxes will grow at a combined growth rate of 4.1%, which is comprised of the 1% minimal overall growth in taxable sales forecasted for 2024 by the WA State Economic Forecast Council plus an additional 3.1% growth factor tied to the multiple WSDOT road infrastructure projects occurring in 2024 through 2025.

Local criminal justice and public safety taxes are projected to increase 6.2% in 2024 based on MRSC published guidance. Timber excise & leasehold excise taxes are projected to increase 12.5% from 2023 projections based on a two-year trailing trend.

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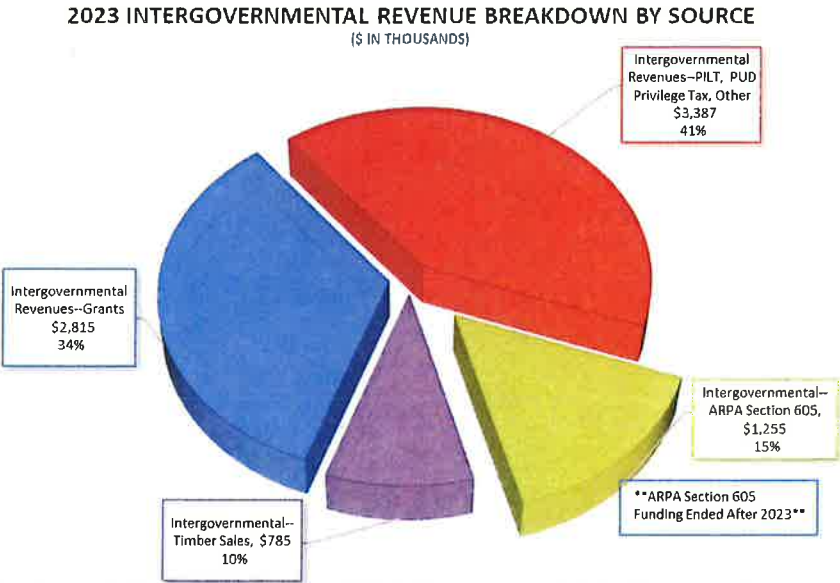
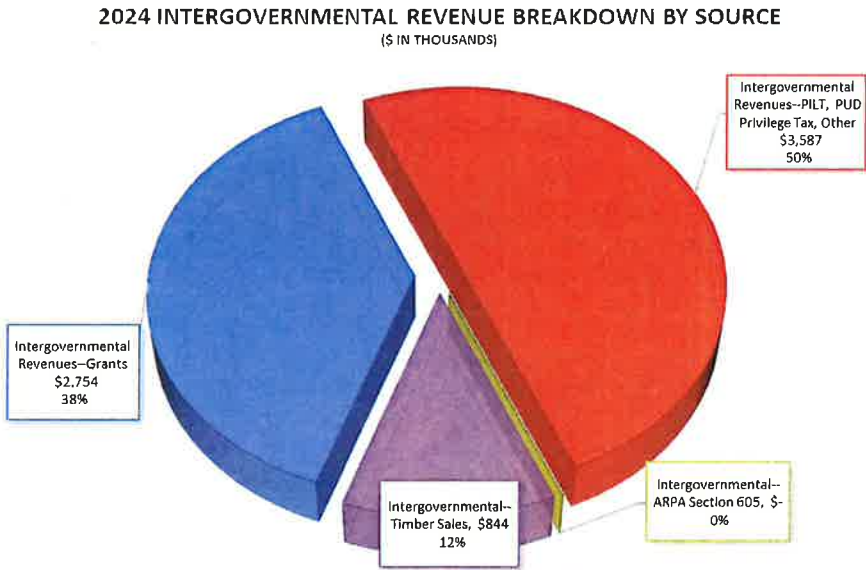
LICENSES & PERMITS

Licenses & Permits are currently projected to increase \$52k or 5.9% from 2023 projections mainly due to an assumed improvement of building permit revenues, land use permit fees, and other fees over 2023 projected trend.

INTERGOVERNMENTAL REVENUES

Overall, Intergovernmental Revenues--consisting of federal and state grants, intergovernmental tax and excise payments received by the County, and now DNR timber sales --is budgeted to total \$7,185k, representing 14.6% of total General Fund revenue budget and reflecting a decrease of \$1,058k or -12.8% in 2024.

Below is a side by side comparison of the sources of intergovernmental revenues for 2024 and 2023.



As outlined above, the principal driver of the decrease in overall intergovernmental revenue in 2024 is the sunseting of the ARPA Section 605 Local Assistance and Tribal Consistency funding, the final payment of which was received in August 2023 totaling \$1.255 million.

Intergovernmental grant revenues (excluding ARPA Section 605 funds) are budgeted to decrease \$61k or -2.2% driven principally by declines in DCD Environmental Quality (down \$211k due to lack of DOC/RCO McDonald Creek Fish Passage grant in '24 of \$406k, as offset by gains in NOPL, Marine Resources, & NOAA Olympic Oyster restoration grants), and Sheriff Emergency Services (down \$43k in Homeland Security grant), as partly offset by grant increases principally in Juveniles Services (up \$206k across multiple grants, including CJS, Becca, Secure Crisis Residential Center & Special Sex Offender Disposition).

Intergovernmental tax revenues including PILT, Criminal Justice, PUD Privilege taxes, Liquor and Marijuana excise taxes, and other taxes are projected to increase \$199k or 5.9%, reflecting increases of 3.5%-6.4% based on MRSC published guidance and historical trend.

Intergovernmental timber sales revenue (consisting of DNR timber sales) is projected to increase \$59k or 7.5% based on an initial 2024 estimate derived from March DNR 2023 timber harvest report. This estimate will be further adjusted pending receipt of an updated Q2 2023 forecast from DNR.

CHARGES FOR GOODS & SERVICES

Charges for Goods & Services are projected to increase \$1,131k or 14.4% in 2024 driven by assumed recovery of certain services revenue streams impacted during COVID or by ongoing staffing shortages existing in certain departments that provide services, or other factors, including:

- Higher Department of Corrections' utilization of the Sheriff Jail's excess beds with (+\$110k improvement budgeted over forecasted 2023, but still budgeted at half of pre-COVID levels);
- Jail staffing levels rebounding to enable resumption of Chain Gang services to the Roads department (+\$200k over forecasted 2023);
- Increased interfund services provided to the HHS Foundational Public Health and other non-General Fund HHS funds by General-Fund-supported HHS Environmental Health (\$82k) & HHS Administration (\$106k);
- CPI-tied increases under certain interagency criminal justice services agreements (\$56k);
- Higher DCD commercial and residential plan check revenues (+\$53k over 2023 projected);
- Higher HHS Environmental Health On-Site fees (+\$118k over 2023 projected);
- Higher elections services revenue tied to the 2024 Presidential primary (+\$81k);
- Increased Hargrove funding provided to District Court 1's mental health court (\$167k), Jail Medical (\$45k), Superior Court's family and drug therapeutic courts (\$40k), and
- Increases in other areas.

FINES & PENALTIES

Fines & Penalties are budgeted to decrease \$12k or -1.8% over 2023, reflecting a continued decline in delinquency penalties on property taxes, as offset by minimal growth of infraction revenues by both district courts.

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MISCELLANEOUS REVENUE

Miscellaneous Revenue is projected to total \$4.524 million in 2024, and consists mainly of interest income (totaling \$3.0 million in 2024), parks camping fees (totaling \$838k in 2024), Environmental Health operating assessments (\$290k), and fairground rental and concession fees (\$168k). Miscellaneous revenue is budgeted to increase \$168k or 3.86% in 2024, mainly due to modestly higher interest income due to continued gains in investment interest rates during the 2nd half of 2023 enabling the Treasurer to continue to reinvest near-term maturing investments at modestly higher rates, with the assumption that rate increases by the Federal Reserve will slow after 2023 as the economy and inflationary pressures cool, as well as due to \$85k in higher unclaimed property revenues. These increases will be partly offset by \$25k or 7% decline in interest on delinquent property taxes due to RCW changes made in 2021 impacting the amount of interest counties may collect. Campground revenues are currently held flat to '23 pending the final evaluation of CPI-applied increases to rates currently in review, which if implemented will result in approximately \$38k or 4.5% in higher campground revenues. Environmental Health operating assessments are projected to increase \$14.4k or 5.2%.

TRANSFERS IN

Transfers In for the General Fund are preliminarily projected to total \$723k in 2024, consisting of \$683k from the Lower Dungeness Floodplain Restoration project representing the remaining amount owed to the General Fund of advances made to this grant-funded project, and a \$40k recurring transfer to the Sheriff-Jail department from the Trial Courts Improvement fund. This represents a \$3.442 million decrease from 2023 when \$4 million of the \$4.683 million of working capital funding provided by the General Fund for the Lower Dungeness Floodplain project was reimbursed to the General Fund as the project’s major construction phases concluded, with the remainder to be returned to the General Fund upon completion of the project’s remaining work in 2024. The remainder of the decrease is due to the \$125k of working capital funding being returned in 2023 to the General Fund following completion of the grant-funded purchase of the new Sheriff vessel purchased in the Boating Safety fund.

INTERGOVERNMENTAL—COVID REIMBURSEMENTS

Consisting of COVID-19 pandemic grant funding received under the CARES Act and under a FEMA grant, this revenue stream ended in 2023 with the final reimbursements being received from FEMA for COVID response costs incurred totaling \$86k. No COVID grant revenue is budgeted in the General Fund for 2024.

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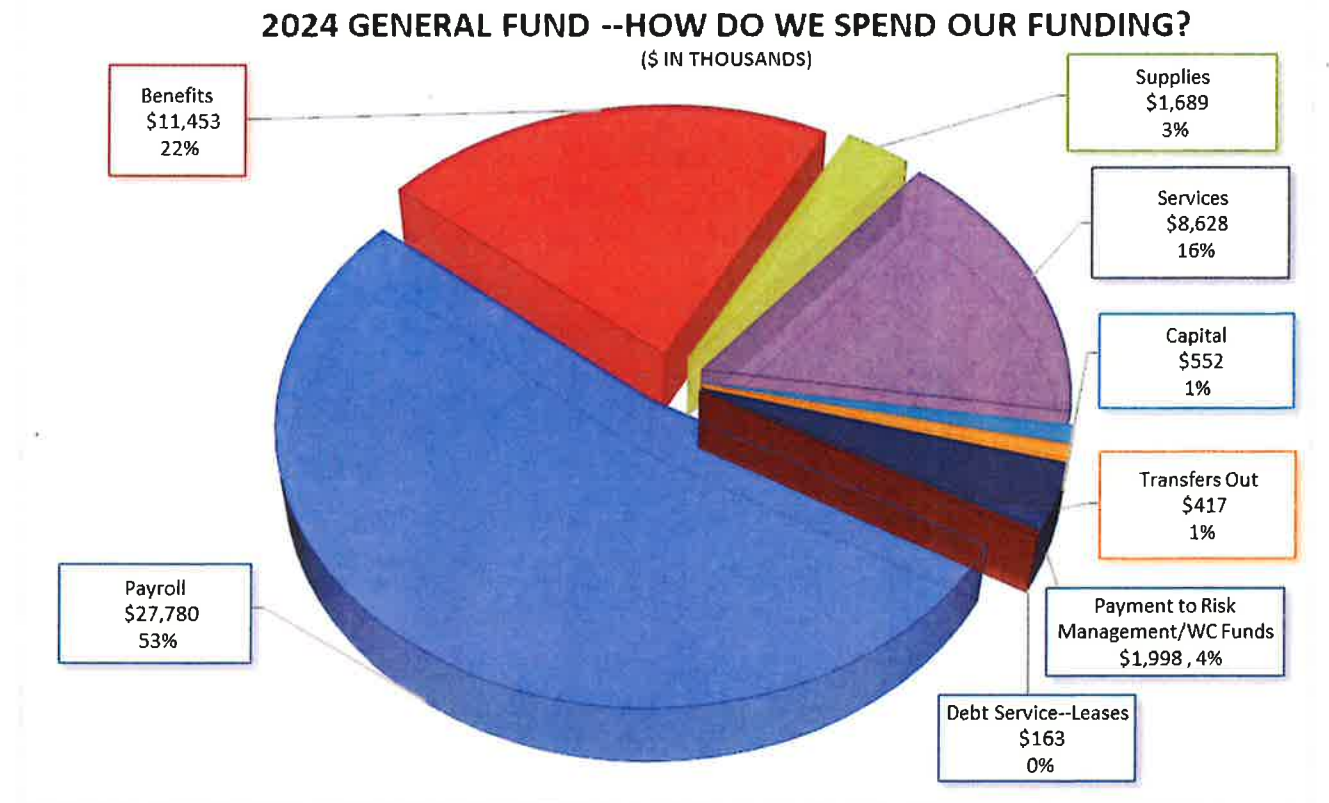
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EXPENDITURE BUDGET HIGHLIGHTS

Turning to expenditures for the General Fund, our preliminary expenditure budget currently stands at \$52,128k, an increase of \$1,728k or 3.4% from our 2023 projected expenditures, and a decrease of \$2,718k or -5% over the adopted 2023 budget. After including the \$552k of preliminary capital outlays not yet fully incorporated into the 2024 budget, expenditures are budgeted to total \$52,680, an increase of \$2,280 or 4.5% over 2023 projected costs. Below is a breakdown of General Fund expenditures:



SALARIES, WAGES & BENEFITS

The largest driver of the budgeted expenditure increase over 2023 projected expenditures is in Payroll and Benefits costs. Representing approximately 75% of our total expenditure budget, Payroll and Benefits are up \$3,069k or 12.4% and \$1,345k or 13.3%, respectively, to the 2023 forecast, mainly due to the fact that the budget assumes all budgeted staff positions are filled for the entire year as required under current policy, which clearly was not the case in 2023 and prior years where due to retirements, voluntary terminations, and other delays in filling positions during the year, the County continued this trend of having more open positions during 2023. This resulted in a projected budget underspend in payroll and benefits in 2023 of approximately \$2.35 million. Based on analysis of its 3-year and 5-year historical average payroll/benefits budget underspend, the County has underspent its Payroll budget between 7.1% to 7.7%, equal to between \$2.24 million and \$2.54 million of budget underspend. While not reflected in the current 2024 preliminary budget due to policy, we anticipate a similar level of personnel budget underspend is likely to occur in 2024. **If you adjust our 2024 personnel cost budget for this anticipated 7.1%-7.7% historic underspend equal to**

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approximately \$2.707 million based on the 2024 payroll budget, our combined personnel costs in reality are expected to increase \$1.707 million or 4.9% in 2024 as compared to projected 2023 costs.

This 4.9% increase in overall payroll/benefits costs is largely being driven by collective bargaining-related COLAs of 2.5% in January 2024, pay step increases, pay adjustments due to position salary studies and position reclassifications completed in 2023, a \$150k increase in budgeted leave payout costs assumed for 2024, the addition of 5.05 FTES in 2023 (outlined below), a \$50-per-month increase in County-paid health premium increases for most collective bargaining units, and incremental increases in longevity-based medical premium pay as provided for in the collective bargaining agreements renewed in July 2022 and July 2023, as partially offset by savings due to turnover in certain positions that occurred in 2023.

It is important to note that the preliminary budget does not yet factor in health insurance benefit rate increases, which will not be known until October and will be reflected in the Administrator Recommended Budget.

Changes in Budgeted FTEs

As outlined in the attached "Budgeted Staff Schedule History", the 2024 Preliminary Budget assumes a full staffing level for the General Fund of 340.74 FTEs, which reflects 5.05 more FTEs in 2024 as compared to the 2023 budget, based on the following changes:

- BOCC Operations (+.52 FTE due to the decoupling of the County Administrator position from the HR Director position),
- DCD-Administration (+3.6 FTEs, reflecting transfer of 2.6 Code Enforcement FTEs budgeted in the Sheriff's 2023 budget plus hiring of 1.0 additional Code Enforcement FTE in '23);
- Human Resources (+0.7 FTE reflecting the decoupling of the HR Director position from the prior County Administrator position, and transition of the payroll fiscal specialist position from part-time to full-time);
- HHS-Administration (+0.2 FTE—due to transition of Deputy Director position to full-time);
- Sheriff Operations (-.64 FTE, reflecting the transition of 2.6 Code Enforcement FTEs to DCD, as offset by 2 FTE additions including the Body Camera Records Specialist and Accountant positions);
- Sheriff Jail (-0.5 FTE due to elimination of one part-time Admin Specialist position following realignment of command administrative support);
- Prosecuting Attorney—Coroner (+1.0 FTE Deputy Coroner/Death Investigator);
- Superior Court (+0.5 FTE due to transitioning Family/Juvenile Case Management Coordinator position from part-time to full-time in 2023); and
- District Court (-0.3 FTE due to one probation officer moving from full-time to part-time);

SUPPLIES

Supplies are projected to increase \$238k or 16.4% from 2023 as projected. This increase is principally the budgeting in 2024 of mandatory/recurring non-capital IT PC replacement, Arctic Wolf and Microsoft VDA software license and other datacenter and network equipment costs in IT's operating budget (\$237k), rather in the IT Capital Projects fund as previously budgeted.

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SERVICES

Services in 2024 are projected to increase \$437k or 5.3% over 2023 projected services costs, and decrease \$8k compared to the 2023 original budget. This increase is mainly due to the following:

- Software maintenance and support contract costs increases across multiple areas (DCD--Entergov, Assessor PACs, Sheriff Body Cameras and Jail systems, others);
- Higher election services costs in the Auditor's Office in 2024 due to the Presidential Primary (+\$107k);
- Higher grant-funded professional services costs in DC1 for the mental health court (\$88k);
- Higher Sheriff contracted services costs in Animal Control (\$27k due to Humane Society contract renewal) and Jail Medical (\$42k increase in Wellpath contract);
- Higher contracted Indigent Defense costs of \$68k; and
- Other increases due to 2023 projected underspend to budget within Services in multiple areas in 2023.

These increases are partly offset by a \$360k decrease in DCD--Environmental Quality Salmon Recovery services tied to a fish barrier removal grant budgeted in 2023.

TRANSFERS OUT

Preliminary Transfers Out are budgeted to total \$417k, a \$2,857k or -87.3% decrease from projected 2023. This decrease is mainly due to transfers to fund Parks/Facilities Capital Projects (\$1,195k budgeted in '23, with \$1 million designated for the JPSF project), IT Capital Projects (\$552k last year), and Clallam Bay Sekiu Sewer (\$140k) not being reflected in the 2024 Preliminary Budget pending completion of the 5 Year Capital Plan update which will be incorporated into the Administrator Recommended Budget. This decrease is also due to lower Transfer Out to Dungeness Reservoir project reflected for 2024 (with \$800k of working capital funding from the General Fund still projected to be provided to this grant-funded project in 2023), \$6.5k in lower transfer to Solid Waste, and a \$170k decrease in transfer to the Boating Safety fund related to the 2023 planned purchase of a grant-funded replacement boating vessel for the Sheriff's Department.

Transfers for the Dungeness Off Channel Reservoir consist of working capital advances projected for these funds to support the funds' ongoing grant-funded capital projects and will be reimbursed to the General Fund after all grant reimbursements for these projects are received.

Transfers Out from the General Fund included in the 2024 Preliminary budget include the following:

• HHS Operations	\$125,000	(same as prior year)
• Local Crime Victim Comp	67,000	(\$15k lower than prior year)
• Veterans Relief	112,600	(\$2k higher than prior year)
• PW--Flood Control	72,000	(same as prior year)
• Law Library	15,037	(same as prior year)
• Employee Healthcare	19,000	(same as prior year)
• HHS Chemical Dependency/Mental Health	6,245	(same as prior year)

TOTAL TRANSFERS OUT—2024 **\$416,882**

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PAYMENT TO RISK MANAGEMENT/WORKERS COMP FUNDS

The General Fund’s share of Risk Management/Workers Compensation funds operating costs is budgeted to total \$1,998k, representing an increase of \$356k or 21.7% increase over 2023. This increase is being driven mainly by an expected 21%+ rise in WAC risk pool costs in 2024 over 2023 due to rising liability and property insurance costs being seen state-wide. 2023 property and liability insurances costs are also expected to exceed the 2023 budget by \$249k or 17% due to similar rising insurance premium costs charged by insurance carriers.

PRELIMINARY DRAFT--2024 CAPITAL PLAN

Attached for review is the County’s Preliminary 2024 Capital Plan, comprised of requests in the ‘Previously Approved Carryover projects’ and ‘Mandatory/Recurring/Regular Replacement’ Key Strategic Capital Project Initiative Categories. These requests are based on the 5 Year Capital Plan previously discussed with the BOCC last year and total \$551,756, which have been included as a high level placeholder in the attached 2024 Preliminary Budget—4 Year Comparison.

In addition, a 2024 Capital Plan list of department requests that are new for 2024 is included as the last item of this budget packet, which will be discussed during upcoming department budget meetings this fall. The Capital Plan requests have been updated and prioritized by the various departments earlier this year based on changing needs and reprioritizing of requests.

2024 General Fund Requests—Previously Approved/Mandatory/Recurring	\$551,756
2024 General Fund New Capital Requests	\$991,285
2024 Other Fund Requests—excluding General Fund	\$24,549,661
Total 2024 Capital Requests	\$26,092,702

HOW THE PRELIMINARY CAPITAL PLAN IS ORGANIZED

- **2024 Proposed Preliminary Capital Outlay Budget--By Fund**
 - **Previously Approved Carry Over Capital Outlays--** this represents the 2023 capital projects approved by the BOCC as part of the 2023 budget that were not completed in 2023 that will be carried forward and completed in 2024, or represent multi-year projects that will continue into 2024.

▪ Total General Fund Requests:	\$513,756
▪ Total Other Fund Requests—excluding General Fund	\$23,779,192
 - **Mandatory/Recurring/Regular Replacement--**at the request of the BOCC, this category includes capital requests relating to departments’ ongoing, recurring operating needs, scheduled regular replacement of assets (Copier replacements for example), and needed significant capital improvement/maintenance that can no longer be deferred, or other items that are of a mandatory nature. While still important to not lose sight of these “mandatory/recurring” items as their costs are generally funded

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through general fund and REET-supported funds and thus reduce the amount of funding available for the other key strategic initiatives, their grouping allows for better isolation and focus on the more strategic capital needs of the county.

- **Total General Fund Requests:** **\$38,000**
 - **Total Other Fund Requests—excluding General Fund** **\$100,469**
- **2024 New Request Capital Outlay Budget--by Fund**
 - At this preliminary draft stage of the budget process, this includes those items within the 2024 Capital Plan requests that have not been approved in prior years and are not mandatory/recurring/replacement type items, and so are currently not included in the 2024 capital outlays in the 5 Year plan pending further discussion of underlying issues and funding priorities relating to the requests during the upcoming budget meetings.
 - **Total General Fund Requests** **\$ 991,285**
 - **Total Other Fund Requests—excluding General Fund** **\$ 670,000**

Based on feedback received during these upcoming discussions, as we move through the 2024 budgeting process, we will adjust the 2024 capital budget accordingly as well as update the 2024-2028 5 Year Capital Plan. We already have had meetings with, and will continue to coordinate with, various departments on collaborative project requests needing more than one department to plan and/or implement many of these capital requests, including but not limited to Parks/Fair/Facilities, Information Technology, Equipment Rental & Revolving, etc.

CONCLUSION/TAKE-AWAYS

Based on this preliminary revenue and expenditure budget, the budget reflects utilizing (\$3,055k) of General Fund reserves to fully fund the 2024 budget. However, as discussed previously and as outlined in the attached "Breakdown of Preliminary Budget Deficit", based on historical average underspend to our personnel and benefits budgets of \$2.24 million to \$2.54 million and after factoring a preliminary capital outlay budget of \$552k, it is likely the preliminary budget deficit for 2024 is closer to (\$900k), as compared to 2023's projected operating surplus of \$1,029k, which would leave an ending fund balance of \$11,777k for 2024, or a reserve of 24% of expenditures.

Please also note that there are several outstanding issues that have yet to be factored into the General Fund budget in its current preliminary state that to the extent approved will likely increase the amount of reserves needed to fund, including:

- Inclusion of Additional Capital Requests--pending finalization of what capital outlay expenditures the Board approves to be funded through the General Fund in 2024, this will need to be layered into the General Fund budget as well as those other capital reserve funds to be utilized. We expect to have the 5 Year Capital Draft Plan presented to the BOCC by the first week of October and have incorporated a preliminary list of 2024 capital outlays into the Administrator Recommended Budget.

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- Department Requests for 2024—as outlined in the attached “2024 Department Requests Over the Base Budget”, **a total of \$1,363,856 of additional General Fund spending requests have been submitted, of which \$420,174 are one-time requests and \$943,682 are ongoing funding requests.** Some of the larger requests include:
 - Sheriff Operations—requesting \$457,597 of ongoing spending to support the addition of 2 additional FTE patrol deputy positions (\$432k; NOTE: this request is in addition to the 1 additional patrol deputy position approved in the 2023 budget), recertification training, firearms replacement, crime reports software, and additional uniform funding. Also requesting \$125,982 of one-time requests for replacing 23 AED defibrillator units (\$49k), implementation costs of a new crime reports software (\$30k—this was approved by the BOCC in August 2023), GETAC/MDTs unit replacements (\$13k), and training, travel, overtime and equipment costs for adoption of the AG’s Model Use of Force Policy (\$26k).
 - Parks & Facilities—requesting \$148,647 of ongoing spending for addition of 1 full time custodian and transition its administrative specialist from part-time to full-time (\$78k), additional facility operating cost funding for WSU Extension’s new space at Old Juvie (\$50k), overtime, and increased camping reservation merchant fees and campground operating costs (\$14k). Also requesting \$61k of one-time spending, including funding for successor cross-training for the retiring Deputy Director position (\$41k), Starlink equipment for three campgrounds (\$18k) and other misc IT equipment.
 - IT—requesting \$85,842 of ongoing spending and \$24,400 of one-time spending to add the Governance Module to Office365 (\$57k recurring, \$24k one-time), and to fund usage of Civic Optimize website application development software (\$19k), and Monsido website validation software (\$10k).
 - GIS—requesting \$88,000 in ongoing funding and \$2,000 of one-time funding, principally to acquire ESRI Advantage Plus (\$66k), funding for other GIS SaaS software (\$6k), computer consulting & programming (\$12k), and various other software and small equipment funding.
 - Treasurer—requesting \$49,900 of recurring funding relating to renewal of the CashVest services contract (\$20k), migration of the Treasurer’s Office investment subledger system to SymPro (\$16k ongoing), and various smaller funding increases for travel, training, dues, registrations & postage (\$14k). One-time funding requests of \$65,090 including \$50k funding for successor cross-training for a retiring senior accountant position, SymPro software implementation costs (\$10k), and funding for various IT and A/V equipment (\$5k).
 - Superior Court—requesting \$80,300 of one-time funding to support upgrading Family Court A/V, jury box and jury seating (\$40k), redesign of court calendar applications (\$33k), replacement of witness stand chairs in all courtrooms (\$6k) and other court facilitator office improvements (\$2k).
 - Sheriff Jail Medical—requesting \$34k of ongoing funding to support higher costs of inmate medicine and supplies.

* 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)

Agenda Item Summary Prelim Budget 2024 09052023

Revised: 3-04-2019

- BOCC—one-time funding of \$19,573 to support update of the current code.
- Prosecuting Attorney—requesting \$14,000 of ongoing funding for Subscription Evidence.com software to interface with new Axon body cameras being deployed by the Sheriff’s department.
- Prosecuting Attorney—Coroner—recurring funding of \$35,000 request to increase funding for coroner services (\$20k) and assuming the indigent remains contract (\$15k).
- DCD—Permit Center—one-time funding request of \$13,000 for purchase of new 36” scanner for use with new Energov permitting system.
- General Fund Transfers to Support Other Fund Department Requests—one-time transfers from the General Fund of \$10,000 being requested to support Sheriff Honor Guard fund’s purchase of new uniforms.

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

This is the preliminary rolled up budget for 2024. No budgetary impact until the final adopted budget is approved in December 2023.

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

County Official signature & print name:  Mark Lane_____

Name of Employee/Stakeholder attending meeting: _____Mark Lane_____

Relevant Departments: _____Finance, BOCC_____

Date submitted:

August 30, 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)

Agenda Item Summary Prelim Budget 2024 09052023

Revised: 3-04-2019



CLALLAM COUNTY PRELIMINARY BUDGET 2024

INDEX:

- (1) 2024 Preliminary Budget Executive Summary;
- (2) 2024 Preliminary Budget Summary—All Funds;
- (3) General Fund 4 Year Comparison of 2024 Preliminary Budget to Projected/Actual Results for 2023-2020;
- (4) General Fund 4 Year Comparison of 2024 Preliminary Budget to Adopted Budgets for 2023-2020;
- (5) General Fund Breakdown Analysis of the Change in Operating Surplus/Deficit between the 2024 Preliminary Budget Deficit and 2023 Forecasted Surplus/(Deficit);
- (6) 2024 Preliminary Budget General Fund Revenue, Expenditure and Staffing Charts by Type and by Program;
- (7) 2024 Budget Salary Worksheet Breakdown by Department/Fund;
- (8) 2024 Budgeted Staffing Schedule 10 Year History;
- (9) 2024 Department Requests Over Base Preliminary Budget;
- (10) 2024 Preliminary Capital Outlay Budget—by Fund;
- (11) 2024 New Capital Outlay Requests budget—by Fund; and
- (12) Estimated Sales Tax Impact—WSDOT Infrastructure Projects 2020-2027

Exhibit A		CLALLAM COUNTY 2024 Preliminary Budget						
NUMBER FUND & DEPT	Y P E	FUND/ACCOUNT NAME	BEGINNING FUND BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	TOTAL	
GENERAL FUND								
00100. 211	G	Assessor	0	4,515	2,304,414	0	-2,299,899	
00100. 221	G	Auditor	0	1,278,675	1,952,515	0	-673,840	
00100. 231	G	Treasurer	0	32,054,123	829,786	0	31,224,337	
00100. 241	G	Board of County Commissioners - Operations	0	110	1,143,550	0	-1,143,440	
00100. 242	G	BOCC - Boundary Review Board	0	150	1,780	0	-1,630	
00100. 243	O	BOCC - Port Crescent Cemetery	0	500	3,000	0	-2,500	
00100. 244	G	BOCC - Board of Equalization	0	0	75,385	0	-75,385	
00100. 291	G	NonDepartmental	0	9,010	3,645,014	0	-3,636,004	
00100. 293	~	General Fund Reserves	0	683,000	-1,562,350	0	2,245,350	
00100. 331	D	Comm Dev - Administration	0	6,000	875,381	0	-869,381	
00100. 332	D	Comm Dev - Environmental Quality	0	603,955	715,687	0	-111,732	
00100. 333	D	Comm Dev - Permit Center	0	993,510	980,919	0	12,591	
00100. 334	D	Comm Dev - Long Range Planning	0	126,140	627,018	0	-500,878	
00100. 361	D	Hearing Examiner	0	0	42,500	0	-42,500	
00100. 411	I	Information Technology	0	51,000	2,673,969	0	-2,622,969	
00100. 421	I	Geographic Information System	0	0	369,000	0	-369,000	
00100. 461	I	Human Resources	0	10,801	1,016,154	0	-1,005,353	
00100. 511	H	HHS - Environmental Health	0	1,567,113	1,773,190	0	-206,077	
00100. 513	H	HHS - Administration	0	359,870	866,022	0	-506,152	
00100. 811	L	Sheriff - Operations	0	1,153,840	8,431,279	0	-7,277,439	
00100. 813	L	Sheriff - Animal Control	0	500	260,644	0	-260,144	
00100. 814	L	Sheriff - Search and Rescue	0	1,500	30,490	0	-28,990	
00100. 815	L	Sheriff - Jail	0	1,718,341	4,804,796	0	-3,086,455	
00100. 816	L	Sheriff - Jail Medical	0	356,358	1,100,179	0	-743,821	
00100. 817	L	Sheriff - Emergency Services	0	8,002	315,761	0	-307,759	
00100. 831	L	NonDepartmental - Indigent Defense	0	301,181	2,038,786	0	-1,737,605	
00100. 841	L	Prosecuting Attorney - Operations	0	296,656	3,514,794	0	-3,218,138	
00100. 842	L	Prosecuting Attorney - Child Support	0	334,000	334,097	0	-97	
00100. 843	L	Prosecuting Attorney - Coroner	0	40,001	452,333	0	-412,332	
00100. 851	L	Juvenile Services	0	3,582,827	3,992,760	0	-409,933	
00100. 861	L	Superior Court	0	528,582	1,762,294	0	-1,233,712	
00100. 871	L	District Court I	0	1,028,182	1,420,369	0	-392,187	
00100. 881	L	District Court II	0	97,458	443,063	0	-345,605	
00100. 891	L	Clerk	0	279,451	1,069,988	0	-790,537	
00100. 911	O	Parks and Facilities	0	934,960	2,825,937	0	-1,890,977	
00100. 912	O	Parks and Facilities - Fair	0	460,650	556,476	0	-95,826	
00100. 931	O	WSU Extension	0	200,000	440,733	0	-240,733	
TOTAL GENERAL FUND			12,675,941	49,070,961	52,127,713	9,619,189	-3,056,752	
OTHER FUNDS								
10101. 611	P	PW - Roads	6,801,804	20,960,461	22,884,379	4,877,886	0	
10135 611	P	PW - Flood Control	15,403	182,885	179,841	18,447	0	
11002. 811	L	Sheriff - Honor Guard Donation	4,388	500	3,912	976	0	
11003 811	L	Sheriff - Boating Safety	22,552	20,647	17,010	26,189	0	
11004 811	L	Sheriff - VRF Boating Program	63,778	25,210	31,543	57,445	0	
11008 811	L	Sheriff - OPNET Drug	67,514	99,606	135,206	31,914	0	
11061 811	L	Sheriff - Nine-One-One Enhanced	154,548	760,025	759,025	155,548	0	
11065 811	L	Sheriff - OPSCAN Operations	679,350	398,232	259,144	818,438	0	
11068 811	L	Sheriff - Operation Stonegarden	32,633	197,785	208,178	22,240	0	
11070 811	L	Sheriff - 24/7 Sobriety Program	63,120	25,000	17,076	71,044	0	
11080 811	L	Sheriff - Inmate Commissary and Welfare	84,815	47,500	64,320	67,995	0	
11301. 511	H	Health and Human Services - Operations	830,626	2,052,826	2,383,531	499,921	0	
11322 511	O	HHS - Homeless Task Force	491,698	500,000	748,716	242,982	0	
11323 511	H	HHS - Chemical Dependency/Mental Health	2,757,854	2,105,245	2,361,344	2,501,755	0	
11324 511	O	HHS - Affordable Housing	316,254	79,000	85,000	310,254	0	
11331 511	H	HHS - Developmental Disabilities	880,290	1,841,876	1,953,530	768,636	0	
11341 511	H	HHS - Foundational Public Health Services	621,500	2,100,000	2,100,000	621,500	0	
11401. 821	L	Law Library	24,483	39,037	39,149	24,371	0	
11701. 841	L	Pros Attny - Local Crime Victim Comp	11,718	218,158	202,000	27,876	0	
11901. 841	L	Pros Attny - Racketeering	1,920	35	0	1,955	0	
12201. 231	G	Treasurer - Operation and Maintenance	113,117	110,510	149,394	74,233	0	
12231 231	G	Treasurer - REET Electronic Technology	84,103	12,600	8,039	88,664	0	
12241 231	G	Treasurer - Land Assessment	12,032	26,212	24,603	13,641	0	
12401 221	G	Auditor - Document Preservation	570,663	71,000	422,721	218,942	0	
12905 861	L	Superior Crt - Dispute Resolution	1	1	1	1	0	
12911 861	L	Superior Crt - Courthouse Facilitator	1	1	1	1	0	
13001. 381	D	Noxious Weed Control	155,891	185,425	271,842	69,474	0	
13051 381	D	Noxious Weed - LMD#2 Lake Sutherland	34,288	18,834	26,235	26,887	0	
19910 291	O	Non Dept - Conservation Futures	958,586	339,100	1,197,686	100,000	0	
19913 291	L	Non Dept - Trial Court Improvements	42,580	36,300	40,000	38,880	0	
19914 291	O	Non Dept - Veterans' Relief	14,370	372,183	351,392	35,161	0	
19915 291	O	Non Dept - Federal Forest Replacement	80,437	39,000	39,000	80,437	0	
19925 291	O	Non Dept - Hotel/Motel Tax	1,310,685	1,720,000	1,581,000	1,449,685	0	
19941 291	O	Non Dept - Opportunity Fund	7,271,870	2,073,000	2,976,693	6,368,177	0	
19951 291	O	Non Dept -Affordable Housing Sales Tax	1,807,714	1,602,000	1,446,682	1,963,032	0	
19961 291	L	Non Dept - American Rescue Plan Act	4,063,669	157,000	4,220,669	0	0	
19991 291	L	Non Dept - Emergency Communication Tax	2,970,010	2,114,000	2,140,980	2,943,030	0	
TOTAL SPECIAL REVENUE FUNDS			33,416,265	40,531,194	49,329,842	24,617,617	0	
27401. 611	P	PW - RID #149 Osborn Road	836	0	836	0	0	
29500. 231	P	Treasurer - LID 3rd Street Sewer Line Extension	14,861	1,538	3,000	13,399	0	
TOTAL DEBT SERVICE FUNDS			15,697	1,538	3,836	13,399	0	
30101. 911	P	Parks and Facilities - Real Estate Excise Tax Projects	1,099,506	1,021,000	0	2,120,506	0	
30201. 911	P	Parks and Facilities - Real Estate Excise Tax Projects 2	1,065,094	1,021,000	0	2,086,094	0	
30301. 331	D	Comm Dev - Lwr Dungeness Floodplain	776,645	1,552,795	2,205,503	123,937	0	
30401. 331	D	Comm Dev -Dungeness Reservoir	535,000	2,250,000	2,255,363	529,637	0	
30501. 911	P	Parks and Facilities - Capital Projects	1,884,334	0	0	1,884,334	0	
30701. 411	I	Information Tech - Capital Projects	92,597	0	0	92,597	0	
30801. 611	P	PW - Broadband Infrastructure Capital Projects	6,000	5,685,546	5,282,677	408,869	0	
30901. 331	D	Comm Dev - Carlsborg Water Mitigation	22,000	0	20,000	2,000	0	
TOTAL CAPITAL PROJECT FUNDS			5,481,176	11,530,341	9,763,543	7,247,974	0	
40201. 611	P	PW - Solid Waste	35,384	84,925	107,801	12,508	0	
41401. 611	P	PW - Clallam Bay-Sekiu Sewer	259,700	4,797,943	4,260,654	796,989	0	
41501. 611	P	PW - Clallam Bay-Sekiu Sewer Cap Replace	11,300	3,315	0	14,615	0	
42401. 611	P	PW - Carlsborg Sewer	160,167	144,131	268,690	35,608	0	
42501. 611	P	PW - Carlsborg Sewer Capital Repair/Replacement	246,861	48,969	0	295,830	0	
43401 611	P	PW - Bullman Beach Water System	54,000	47,756	63,712	38,044	0	
TOTAL ENTERPRISE FUNDS			767,412	5,127,039	4,700,857	1,193,594	0	
50301. 611	I	PW - Equipment Rental and Revolving	1,972,150	3,615,088	2,830,172	2,757,066	0	
50401. 461	I	HR - Risk Management	1,295,712	3,633,108	3,632,508	1,296,312	0	
50501. 461	I	HR - Workers' Compensation Claims	338,535	682,974	719,001	302,508	0	
50601. 461	I	HR - Employee Health Care Benefit	28,450	23,450	25,000	26,900	0	
50701. 461	I	HR - Unemployment	159,272	24,008	62,701	120,579	0	
TOTAL INTERNAL SERVICE FUNDS			3,794,119	7,978,628	7,269,382	4,503,365	0	
TOTAL OTHER FUNDS			43,474,669	65,168,740	71,067,460	37,575,949	0	
TOTAL BUDGET			56,150,610	114,239,701	123,195,173	47,195,138	0	
III								

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CLALLAM COUNTY
GENERAL FUND 2024 PRELIMINARY BUDGET--4 YEAR COMPARISON TO ACTUALS/FORECAST
\$ IN 000s

	4 YEAR COMPARISON					\$ INCREASE (DECREASE) FROM PRIOR YEAR				% INCREASE (DECREASE) FROM PRIOR YEAR				AS A % OF TOTAL REVENUE			
	2024	2023	2022	2021	2020	2024	2023	2022	2021	2024	2023	2022	2021	2024	2023	2022	2021
	Preliminary Budget	Projected	Actuals	Actuals	Actuals	Preliminary Budget	Projected	Actuals	Actuals	Preliminary Budget	Projected	Actuals	Actuals	Preliminary Budget	Projected	Actuals	Actuals
REVENUES:																	
Taxes	26,031	25,141	24,422	23,307	20,899	890	719	1,116	2,408	3.54%	2.94%	4.79%	11.52%	53.05%	48.88%	55.29%	54.24%
Licenses & Permits	939	887	1,019	1,088	1,004	52	-132	-69	84	5.85%	-12.98%	-6.31%	8.37%	1.91%	1.72%	2.31%	2.53%
Intergovernmental Revenues	7,185	8,243	7,807	6,723	6,372	-1,058	436	1,084	351	-12.84%	5.58%	16.12%	5.51%	14.64%	16.03%	17.68%	15.65%
Charges for Goods & Services	9,011	7,880	7,359	7,641	7,479	1,131	521	-282	162	14.35%	7.07%	-3.68%	2.17%	18.36%	15.32%	16.66%	17.78%
Fines & Penalties	654	666	687	985	879	-12	-21	-298	106	-1.79%	-3.12%	-30.23%	12.10%	1.33%	1.29%	1.56%	2.29%
Misc Revenue (Interest Inc, Camping Fees, etc)	4,524	4,356	2,278	2,130	2,235	168	2,078	148	-105	3.86%	91.25%	6.93%	-4.70%	9.22%	8.47%	5.16%	4.96%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	4	3	4	3	50	1	-1	1	-47	45.00%	-20.98%	32.28%	-94.20%	0.01%	0.01%	0.01%	0.01%
Other Financing Sources	1	2	0	0	22	-1	2	0	-22	-30.00%	-	-	-100.00%	0.00%	0.00%	0.00%	0.00%
Transfers In	723	4,165	410	270	561	-3,442	3,755	140	-291	-82.64%	915.61%	51.89%	-51.87%	1.47%	8.10%	0.93%	0.63%
TOTAL REVENUE--EXCLUDING COVID REIMB	49,072	51,343	43,987	42,147	39,500	-2,271	7,356	1,840	2,647	-4.42%	16.72%	4.37%	6.70%	100.00%	99.83%	99.59%	98.08%
Intergovernmental--COVID Reimbursements	0	86	181	824	5,118	-86	-95	-643	-4,294	-100.00%	-52.60%	-77.98%	-83.90%	0.00%	0.17%	0.41%	1.92%
TOTAL REVENUE--INCLUDING COVID REIMB	49,072	51,429	44,169	42,971	44,618	-2,357	7,260	1,198	-1,647	-4.58%	16.44%	2.79%	-3.69%	100.00%	100.00%	100.00%	100.00%
EXPENDITURES:																	
Payroll	27,780	24,711	22,768	21,428	20,594	3,069	1,943	1,340	834	12.42%	8.54%	6.25%	4.05%	56.61%	48.05%	51.55%	49.87%
Benefits	11,453	10,108	9,109	8,698	8,466	1,345	999	411	232	13.31%	10.96%	4.73%	2.74%	23.34%	19.65%	20.62%	20.24%
Supplies	1,689	1,451	1,355	1,001	1,110	238	96	355	-110	16.44%	7.06%	35.44%	-9.87%	3.44%	2.82%	3.07%	2.33%
Services	8,628	8,191	6,865	5,800	6,049	437	1,326	1,064	-249	5.33%	19.32%	18.35%	-4.12%	17.58%	15.93%	15.54%	13.50%
Capital	0	892	253	60	338	-892	639	193	-278	-100.00%	252.97%	323.28%	-82.33%	0.00%	1.73%	0.57%	0.14%
Transfers Out	417	3,274	6,156	2,967	2,174	-2,857	-2,882	3,189	793	-87.27%	-46.82%	107.49%	36.46%	0.85%	6.37%	13.94%	6.90%
Payment to Risk Management/Workers Comp Funds	1,998	1,642	1,366	1,237	1,229	356	276	129	8	21.67%	20.19%	10.44%	0.63%	4.07%	3.19%	3.09%	2.88%
Debt Service--Leases	163	131	118	0	0	32	13	118	0	24.13%	11.28%	-	-	0.33%	0.25%	0.27%	0.00%
TOTAL EXPENDITURES--EXCLUDING COVID	52,128	50,400	47,990	41,191	39,961	1,728	2,410	6,799	1,229	3.43%	5.02%	16.51%	3.08%	106.23%	98.16%	109.10%	97.73%
Salaries & Wages--COVID	0	0	0	44	245	0	0	-44	-202	-	-	-100.00%	-82.21%	0.00%	0.00%	0.00%	0.10%
Benefits--COVID	0	0	0	1	13	0	0	-1	-12	-	-	-100.00%	-90.47%	0.00%	0.00%	0.00%	0.00%
Supplies--COVID	0	0	3	65	213	0	-3	-63	-148	-	-100.00%	-96.08%	-69.37%	0.00%	0.00%	0.01%	0.15%
Services--COVID	0	0	90	211	3,207	0	-90	-121	-2,996	-	-100.00%	-57.27%	-93.43%	0.00%	0.00%	0.20%	0.49%
Capital Outlays--COVID	0	0	0	63	702	0	0	-63	-639	-	-	-100.00%	-91.08%	0.00%	0.00%	0.00%	0.15%
Transfers Out--COVID	0	0	0	392	995	0	0	-392	-603	-	-	-100.00%	-60.59%	0.00%	0.00%	0.00%	0.91%
TOTAL EXPENDITURES--INCLUDING COVID	52,128	50,400	48,082	41,966	45,336	1,728	2,318	6,116	-3,370	3.43%	4.82%	14.57%	-7.43%	106.23%	98.00%	108.86%	97.66%
NET OPERATING SURPLUS (DEFICIT)--EXCLUDING COVID	-3,055	943	-4,002	956	-462	-3,998	4,945	-4,958	1,418	-424.00%	-123.56%	-518.48%	-307.14%	-6.23%	1.84%	-9.10%	2.27%
NET OPERATING SURPLUS (DEFICIT)--INCLUDING COVID	-3,055	1,029	-3,913	1,005	-718	-4,084	4,942	-4,918	1,723	-396.92%	-126.30%	-489.44%	-239.86%	-6.23%	2.00%	-8.86%	2.34%
BUDGET ADJUSTMENTS:																	
PAYROLL/BENEFITS HISTORIC BUDGET UNDERSPEND DUE TO POSITION DARK TIME	2,707																
ADJ FOR GENERAL FUND PRELIM CAPITAL OUTLAYS (PER DRAFT 5-YEAR CAPITAL PLAN)	-552																

CLALLAM COUNTY
GENERAL FUND 2024 PRELIMINARY BUDGET--4 YEAR COMPARISON TO ACTUALS/FORECAST
\$ IN 000s

	4 YEAR COMPARISON					\$ INCREASE (DECREASE) FROM PRIOR YEAR				% INCREASE (DECREASE) FROM PRIOR YEAR				AS A % OF TOTAL REVENUE			
	2024	2023	2022	2021	2020	2024	2023	2022	2021	2024	2023	2022	2021	2024	2023	2022	2021
	Preliminary Budget	Projected	Actuals	Actuals	Actuals	Preliminary Budget	Projected	Actuals	Actuals	Preliminary Budget	Projected	Actuals	Actuals	Preliminary Budget	Projected	Actuals	Actuals
ADJ FOR GENERAL FUND TRANSFERS TO PARKS/FACILITIES CAPITAL PROJECT, IT CAPITAL PROJECTS & CLALLAM BAY/SEKIU SEWER (TBD)		0															
PROJECTED NET OPERATING SURPLUS (DEFICIT)-- ADJUSTED FOR HISTORIC PAYROLL UNDERSPEND/PRELIMINARY GENERAL FUND CAPITAL FUNDING	-900	1,029	-3,913	1,005	-718	-1,929	4,942	-4,918	1,723	-187.47%	-126.30%	-489.44%	-239.86%	-1.83%	2.00%	-8.86%	2.34%
BUDGETED ENDING FUND BALANCE	9,621	12,677	11,648	15,529	14,524					-24.10%	8.83%	-24.99%	6.92%	19.61%	24.65%	26.37%	36.14%
As a % of Total Expenditures	18%	25%	24%	37%	32%												
As a % of Total Expenditures (excluding Transfers Out)	19%	27%	28%	40%	34%												
PROJECTED ENDING FUND BALANCE	11,777	12,677	11,648	15,529	14,524					-7.10%	8.83%	-24.99%	6.92%	24.00%	24.65%	26.37%	36.14%
As a % of Total Expenditures	24%	25%	24%	37%	32%												
As a % of Total Expenditures (excluding Transfers Out)	24%	27%	28%	40%	34%												
GENERAL FUND REVENUE DETAIL																	
TAX SUMMARY:																	
Real and Personal Property Taxes	12,033	11,755	11,373	11,277	10,992	278	381	97	285	2.37%	3.35%	0.86%	2.59%	24.52%	22.86%	25.75%	26.24%
Juvenile Correction Sales and Use Tax	2,099	2,016	1,943	1,812	1,507	83	73	131	305	4.09%	3.78%	7.23%	20.24%	4.28%	3.92%	4.40%	4.22%
Timber Excise Tax	417	366	324	281	212	51	42	43	69	14.05%	12.85%	15.30%	32.55%	0.85%	0.71%	0.73%	0.65%
Local Retail Sales and Use Tax	9,967	9,577	9,394	8,639	7,097	390	183	755	1,542	4.07%	1.95%	8.74%	21.73%	20.31%	18.62%	21.27%	20.10%
Leasehold Excise Tax	77	74	68	59	70	3	6	9	-11	4.39%	8.47%	15.25%	-15.71%	0.16%	0.14%	0.15%	0.14%
Local Criminal Justice/Public Safety	1,438	1,354	1,320	1,239	1,021	84	34	81	218	6.24%	2.54%	6.54%	21.35%	2.93%	2.63%	2.99%	2.88%
TOTAL TAX REVENUE	26,031	25,141	24,422	23,307	20,899	890	719	1,116	2,408	3.54%	2.94%	4.79%	11.52%	53.05%	48.88%	55.29%	54.24%
OTHER GENERAL FUND REVENUES:																	
Licenses & Permits	939	887	1,019	1,088	1,004	52	-132	-69	84	5.85%	-12.98%	-6.31%	8.37%	1.91%	1.72%	2.31%	2.53%
Intergovernmental Revenues--Grants	2,754	2,815	2,910	2,971	2,660	-61	-95	-62	311	-2.18%	-3.25%	-2.07%	11.69%	5.61%	5.47%	6.59%	6.92%
Intergovernmental Revenues--PILT, PUD Privilege Tax, Criminal Justice, Marijuana/ Liquor Excise, Autopsy, Other	3,587	3,387	3,088	3,140	3,040	199	299	-52	100	5.88%	9.69%	-1.65%	3.29%	7.31%	6.59%	6.99%	7.31%
Intergovernmental--ARPA Section 605 Local Assistance & Tribal Consistency Funding	0	1,255	1,255	0	0	-1,255	0	1,255	0	-100.00%	0.00%	-	-	0.00%	2.44%	2.84%	0.00%
Intergovernmental--Timber Sales	844	785	554	612	672	59	231	-58	-60	7.52%	41.72%	-9.47%	-8.91%	1.72%	1.53%	1.25%	1.42%
Charges for Goods & Services	9,011	7,880	7,359	7,641	7,479	1,131	521	-282	162	14.35%	7.07%	-3.68%	2.17%	18.36%	15.32%	16.66%	17.78%
Fines & Penalties	654	666	687	985	879	-12	-21	-298	106	-1.79%	-3.12%	-30.23%	12.10%	1.33%	1.29%	1.56%	2.29%
Misc Revenue (Interest Inc, Camping Fees, etc)	4,524	4,356	2,278	2,130	2,235	168	2,078	148	-105	3.86%	91.25%	6.93%	-4.70%	9.22%	8.47%	5.16%	4.96%
Nonrevenues (Sale/Use Tax, Lodging Tax--Parks & Facil)	4	3	4	3	50	1	-1	1	-47	45.00%	-20.98%	32.28%	-94.20%	0.01%	0.01%	0.01%	0.01%
Other Financing Sources (excluding Timber)	1	2	0	0	22	-1	2			-30.00%	-			0.00%	0.00%	0.00%	
Transfers In	723	4,165	410	270	561	-3,442	3,755	140	-291	-82.64%	915.61%	51.89%	-51.87%	1.47%	8.10%	0.93%	0.63%
TOTAL OTHER REVENUE, EXCLUDING COVID REIMBURSEMENTS	23,041	26,202	19,565	18,840	18,601	-3,161	6,637	725	261	-12.06%	33.92%	3.85%	1.29%	46.95%	50.95%	44.30%	43.84%
Intergovernmental--COVID Reimbursements	0	86	181	824	5,118	-86	-95	-643	-4,294	-100.00%	-52.60%	-77.98%	-83.90%	0.00%	0.17%	0.41%	1.92%

CLALLAM COUNTY
GENERAL FUND 2024 PRELIMINARY BUDGET--4 YEAR COMPARISON TO ACTUALS/FORECAST
\$ IN 000s

	4 YEAR COMPARISON					\$ INCREASE (DECREASE) FROM PRIOR YEAR				% INCREASE (DECREASE) FROM PRIOR YEAR				AS A % OF TOTAL REVENUE			
	2024	2023	2022	2021	2020	2024	2023	2022	2021	2024	2023	2022	2021	2024	2023	2022	2021
	Preliminary Budget	Projected	Actuals	Actuals	Actuals	Preliminary Budget	Projected	Actuals	Actuals	Preliminary Budget	Projected	Actuals	Actuals	Preliminary Budget	Projected	Actuals	Actuals
TOTAL REVENUE--GENERAL FUND	49,072	51,429	44,169	42,971	44,618	-2,357	7,260	1,198	-1,625	-4.58%	16.44%	2.79%	-3.69%	100.00%	100.00%	100.00%	100.00%

Four Year Comparison of Major Budget Items - Preliminary Budget

Budget Years	2024	2023	2022	2021
Taxes				
Real and Personal Property Taxes	12,033,000	11,754,970	11,431,700	11,251,500
Juvenile Correction Sales and Use Tax	2,099,000	1,949,000	1,904,000	1,470,000
Timber Excise Tax	417,000	348,600	375,000	360,000
Local Retail Sales and Use Tax	9,967,000	9,447,000	9,031,000	6,738,000
Leasehold Excise Tax	77,000	75,450	64,450	74,350
Local Criminal Justice/Public Safety	1,438,000	1,343,000	1,287,000	990,000
Total Taxes	26,031,000	24,918,020	24,093,150	20,883,850
% increase year over year	4.467%	3.424%	15.367%	0.774%
General Fund Major Sources of Budgeted Revenue				
Grants	2,753,857	4,226,458	2,885,495	2,728,087
Sale of County Timber	844,000	634,000	740,100	625,100
Taxes	26,031,000	24,918,020	24,093,150	20,883,850
Licenses and Permits	938,915	1,011,850	1,055,400	1,050,173
Intergovernmental	3,586,700	3,400,700	4,628,100	3,129,600
Charges for Goods and Services	9,010,745	8,382,571	8,276,209	7,845,437
Fines and Forfeits	654,090	770,039	833,378	908,285
Other	4,528,654	3,678,368	1,860,371	2,112,275
Total	48,347,961	47,022,006	44,372,203	39,282,807
Transfers	723,000	6,498,019	2,440,000	1,840,000
Total Budgeted Revenue	49,070,961	53,520,025	46,812,203	41,122,807
Plus General Fund Reserves	12,675,941	11,831,000	15,028,000	13,880,000
Total Funds Available	61,746,902	65,351,025	61,840,203	55,002,807
% increase year over year	-5.515%	5.677%	12.431%	-3.866%
General Fund Budgeted Expenditures				
Salaries	27,779,878	26,167,708	24,619,899	22,537,254
Benefits	11,453,024	10,999,229	10,017,552	9,543,856
Supplies	1,689,479	1,453,389	1,518,239	1,242,488
Services	10,625,836	10,278,445	8,971,999	7,763,740
Intergovernmental	0	0	0	0
Capital	0	891,901	363,330	184,425
Debt Service	162,614	131,001		
Subtotal	51,710,831	49,921,673	45,491,019	41,271,763
Transfers Used	416,882	4,924,063	6,213,350	3,377,857
Interfund Payments Used		0	0	0
Total Budgeted Expenditures	52,127,713	54,845,736	51,704,369	44,649,620
% increase year over year	-4.956%	6.076%	15.800%	-2.797%
General Fund Budgeted Expenditures by Program				
General Government	9,952,444	9,178,531	8,174,821	7,190,582
Law and Justice	29,971,633	29,624,768	27,548,587	25,343,359
Public Works	0	0	0	0
Internal Services	4,059,123	3,533,537	3,171,090	2,738,288
Public Health	2,639,212	2,483,712	2,100,738	1,870,422
Land Use and Development	3,241,505	3,055,661	2,809,217	2,502,693
Other Services	3,826,146	4,022,844	3,565,046	3,342,397
Subtotal	53,690,063	51,899,053	47,369,499	42,987,741
Plus Transfers	416,882	4,924,063	6,213,350	3,377,857
Minus Indirect Costs Reimbursement	-1,979,232	-1,977,380	-1,878,480	-1,715,978
Total	52,127,713	54,845,736	51,704,369	44,649,620
% increase year over year	-4.956%	6.076%	15.800%	-2.797%
General Fund Staffing by Program				
General Government	52.03	51.54	50.54	46.21
Law and Justice	197.86	197.80	192.45	188.91
Public Works	0.00	0.00	0.00	0.00
Internal Services	20.15	19.45	16.90	16.83
Public Health	20.58	20.38	19.58	17.58
Land Use and Development	25.54	21.94	23.54	22.78
Other Services	24.58	24.58	24.58	24.58
Total	340.74	335.69	327.59	316.89
% increase year over year	1.504%	2.473%	3.377%	-0.158%

CLALLAM COUNTY
GENERAL FUND PRELIMINARY 2024 BUDGET
BREAKDOWN OF PRELIMINARY 2024 BUDGET DEFICIT VS 2023 PROJECTED DEFICIT
\$ IN 000s

		NOTES
TOTAL PRELIMINARY GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2024 BUDGET	-3,055	
TOTAL FORECASTED GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2023 PROJECTED	1,029	
NET CHANGE IN OPERATING SURPLUS/(DEFICIT)--2024 PRELIMINARY BUDGET VS 2023 PROJECTED	-4,084	
<u>MAJOR COMPONENTS OF CHANGE IN OPERATING SURPLUS/(DEFICIT) FROM 2023 TO 2024:</u>		
INCREASE IN TAX REVENUE (PROPERTY TAXES, SALES & USE, JUVENILE SERVICES SALES & USE, ETC)	890	Assumes Property Taxes projected to grow 2.4% based on 1% levy growth allowed plus new construction. Sales Tax revenues assume an annual increase of +4.07% which is reflects two primary components--(1) the assumed minimal growth of 1% in overall taxable retail sales activity projected for WA State by the WA Economic Forecast Council for 2024 which presumes further economic cooling expected in 2024, and (2) factoring in of the 3.07% estimated incremental sales tax growth impact of the several large WSDOT US 101 fish barrier removal, Elwha Bridge Replacement, and other Clallam WSDOT road construction projects occurring in 2024 (see attached analysis for a list of these projects). Other taxes for Local Criminal Justice/Public Safety reflect growth of 6.2% in 2024 based on MRSC published guidance.
DECLINE IN INTERGOVERNMENTAL REVENUE--GRANTS	-61	Intergovernmental Grant revenues declined minimally by - \$61k or -2.2%, driven principally by declines in DCD Environmental Quality (down \$211k due to lack of DOC/RCO McDonald Creek Fish Passage grant in '24 of \$406k, as offset by gains in NOPL, Marine Resources, & NOAA Olympic Oyster restoration grants), and Sheriff Emergency Services (down \$43k in Homeland Security grant), as partly offset by grant gains in Juveniles Services (up \$206k in CJS, Becca, Secure Crisis Residential Center & Special Sex Offender Disposition grants).
INCREASE IN INTERGOVERNMENTAL REVENUE--PILT, PUD Privilege Tax, Criminal Justice, Marijuana/ Liquor Excise, Autopsy, Other	199	Reflects 3.5%-6.4% increases in PILT, Criminal Justice, PUD Privilege, and other excise taxes based on historical trend and MRSC published guidance.
INCREASE IN INTERGOVERNMENTAL REVENUE--ARPA Section 605 Local Assistance & Tribal Consistency Funding	-1,255	Decrease due to sunseting of ARPA 605 LATCF revenues in 2023 with the final payment received in August 2023.
INCREASE IN INTERGOVERNMENTAL--Timber Revenue	59	Increase of 7.5% based on initial 2024 estimate derived from March DNR 2023 timber harvest report--to be further adjusted pending receipt of updated Q2 2023 forecast from DNR.

CLALLAM COUNTY

GENERAL FUND PRELIMINARY 2024 BUDGET

BREAKDOWN OF PRELIMINARY 2024 BUDGET DEFICIT VS 2023 PROJECTED DEFICIT

\$ IN 000s

		NOTES
INCREASE IN GOODS & SERVICES REVENUE	1,131	Increase due to assumed recovery of services revenue streams impacted during COVID or by ongoing staffing shortages existing in certain departments that provide services, including the Sheriff Jail's gradual jail excess bed usage with DOC (+\$110k over forecasted 2023, but still budgeted at half of pre-COVID levels) and Jail staffing levels rebounding to enable resumption of Chain Gang services to the Roads department (+\$200k over forecast 2023), increased interfund services provided to the HHS Foundational Public Health and other non-General Fund HHS funds by HHS Environmental Health (\$82k) & HHS Administration (\$106k), CPI-tied increases under certain interagency criminal justice services agreements (\$56k), higher DCD commercial and residential plan check revenues (+\$53k over 2023 projected), higher HHS Environmental Health On Site fees (+\$118k over 2023 projected), higher elections services revenue tied to the 2024 Presidential primary (+\$81k), increased Hargrove funding provided to the DC1 mental health court (\$167k), Jail Medical (\$45k), Superior Court's family and drug therapeutic courts (\$40k), and increases in other areas.
INCREASE IN MISC REVENUE	168	Increase mainly due to modestly higher interest income due to continued gains in interest rates during 2023 enabling the Treasurer to continue to reinvest maturing investment funds at higher rates (with assumption that rate increases by the Federal Reserve slow after 2023 as the economy cools), as partly offset by \$25k or 7% decline in interest on delinquent property taxes. Campground revenues held flat to '23 pending finalization of '24 rates
DECREASE IN TRANSFERS IN	-3,442	Primarily due to a \$3.3 million decrease in Transfer In from the Lower Dungeness Floodplain project as \$4.0 million of the \$4.683 million of funding provided by the General Fund for this project is expected to be received in 2023, with the remaining \$683k to be paid in 2024 when the project's remaining work is completed. Remainder of the decrease is due to the \$125k of bridge funding being returned to the General Fund following completion of the grant-funded purchase of the new Sheriff vessel purchased in the Boating Safety fund.
DECREASE IN INTERGOVERNMENTAL--COVID REIMBURSEMENTS	-86	Due to collection of all remaining FEMA COVID grant funding received in 2023 following conclusion of pandemic response efforts.

CLALLAM COUNTY

GENERAL FUND PRELIMINARY 2024 BUDGET

BREAKDOWN OF PRELIMINARY 2024 BUDGET DEFICIT VS 2023 PROJECTED DEFICIT

\$ IN 000s

		NOTES
INCREASE IN PAYROLL	-3,069	Increase due to base budget assuming all positions staffed per current policy (vs savings from position darktime)--see below for estimated dark-time projected underspend. When adjusted to reflect \$1.917 million of historic darktime budget underspend, payroll is projected to increase approximately \$1.15 million, or 4.66% , from 2023 to 2024 which reflects increases due to 2.5-3% COLAs for the various bargaining units, pay step increases, pay adjustments due to position salary studies and position reclassifications, a \$150k increase in budgeted leave payout costs assumed for 2024, and costs related to the decoupling of the County Administrator and HR Director positions, and additional 4 FTEs added in '23 (2 in Sheriff (Body Camera Records Specialist, Accountant), 1 in DCD Code Enforcement, 1 in PA-Coroner), as partially offset by savings due to turnover that occurred in 2023.
INCREASE IN BENEFITS	-1,345	Increase due to base budget assuming all positions staffed--see below. When adjusted to reflect \$0.790 million of historic darktime budget underspend, benefits are projected to increase approximately \$555k, or 5.5%, from 2023 to 2024 , with this increase reflecting the increase in payroll costs outlined above, the \$50 per month County-paid health premium increases and longevity-based medical premium pay increases that take effect in January each year under the collective bargaining agreements completed in July 2021/2022.
DECREASE IN TRANSFERS OUT	2,857	Primarily due to decreases in Transfer to PFF (\$1,195k in '23 still projected, of which \$1 million is designated for the JPSF project), IT Capital Projects (\$552k), and Clallam Bay Sekiu Sewer (\$140k) funds pending completion of our 2024 5 Year Capital Plan. Also due to lower Transfer Out to Dungeness Reservoir project reflected for 2024 (\$800k of working capital funding from General Fund still projected in '23). Also due to \$6.5k in lower transfer to Solid Waste, and a \$170k decrease in transfers to the Boating Safety fund due to the '23 planned purchase of a grant-funded replacement Sheriff's vessel.
INCREASE IN SUPPLIES	-238	Increase is primarily due to budgeting of mandatory/recurring non-capital IT PC replacement, Arctic Wolf and Microsoft VDA software license and other datacenter and network equipment costs previously budgeted in the IT Capital Projects fund in IT's operating budget (\$237k) beginning in 2024.

CLALLAM COUNTY

GENERAL FUND PRELIMINARY 2024 BUDGET

BREAKDOWN OF PRELIMINARY 2024 BUDGET DEFICIT VS 2023 PROJECTED DEFICIT

\$ IN 000s

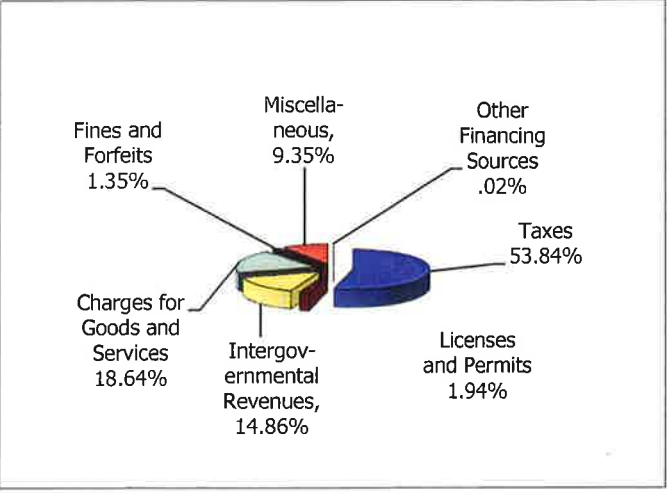
		NOTES
INCREASE IN SERVICES	-437	Services increases due to software maintenance and support contract costs increases across multiple areas (DCD--Entergov, Assessor PACs, Sheriff Body Cameras and Jail systems, others), higher elections costs in '24 due to the Presidential Primary (+\$107k), higher grant-fund professional services costs in DC1 for the mental health court (\$88k), higher Sheriff contracted services costs in Animal Control (\$27k due to Humane Society contract) and Jail Medical (\$42k increase in Wellpath contract), \$68k in higher contracted Indigent Defense costs, and due to projected underspend to budget within Services in 2023. These increases are partly offset by a \$360k decrease in DCD--Environmental Quality Salmon Recovery services tied to a fish barrier removal grant budgeted in '23.
INCREASE IN PAYMENT TO RISK MANAGEMENT/WORKERS COMP FUNDS	-356	Due a to \$356k or 21.7% increase in Risk Management assessment over prior year driven by mainly by expected 21%+ rise in WAC risk pool costs in '24 over 2023 due to rising liability and property insurance costs being seen state-wide. 2023 property and liability insurances costs will also exceed the 2023 budget by \$249k or 17%.
DECREASE IN CAPITAL OUTLAYS	892	Decrease due to pending completion of 2024 5 Year Capital Plan capital outlays--see preliminary estimate below.
REMAINING PROJECTED OPERATING DEFICIT--EXCLUDING CAPITAL TRANSFERS/PROPOSED DEPT REQUESTS	9	
TOTAL CHANGE IN GENERAL FUND OPERATING DEFICIT--PRELIMINARY 2024 BUDGET VS 2023 PROJECTED	-4,084	

CLALLAM COUNTY
GENERAL FUND PRELIMINARY 2024 BUDGET
BREAKDOWN OF PRELIMINARY 2024 BUDGET DEFICIT VS 2023 PROJECTED DEFICIT
\$ IN 000s

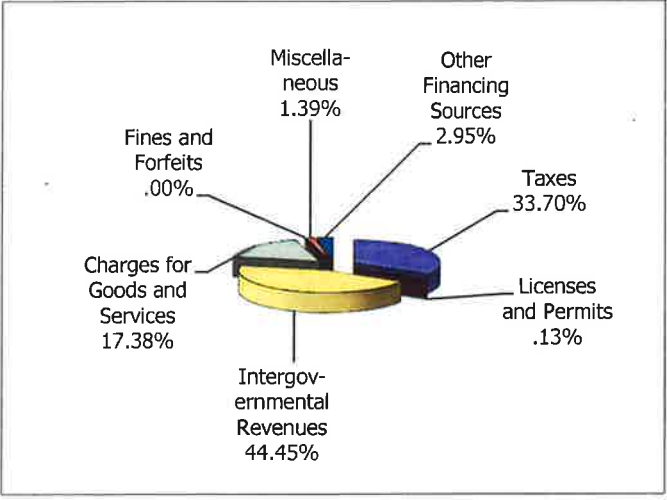
		NOTES
PROJECTED GENERAL FUND OPERATING DEFICIT--ADJUSTED FOR AVG COMP UNDERSPEND		
TOTAL PRELIMINARY GENERAL FUND OPERATING SURPLUS/(DEFICIT)--2024 BUDGET	-3,055	
LESS: HISTORICAL AVERAGE BUDGET UNDERSPEND--SALARY AND BENEFITS	2,707	Historically, the General Fund has underspent its salary/benefits budgets on average by \$2.124 million over the last 3 years, and by \$1.878 million over the last 5 years. Many factors contribute to this, with the most significant being that per County policy, each department has to be budgeted assuming it is fully staffed the entire year. In reality, for many departments, this has rarely been the case. Open positions (or "dark time") that occur due to retirements, voluntary terminations/turnover and delays in filling positions create cost savings to budget, as does refilling positions open due to retirement at often lower salary rates than budgeted. While current policy does not allow for budgeting for "dark time" and there is no assurance similar savings will occur at the same level of employment trends/economic conditions change, it is nonetheless an important component in understanding how our actual spending in this area compares to our budget.
PROJECTED GENERAL FUND OPERATING DEFICIT--ADJUSTED FOR AVG COMP UNDERSPEND	-348	
PLUS: PRELIMINARY GENERAL FUND CAPITAL CONTRIBUTIONS TO CAPITAL PROJECT FUNDS TO FUND 2021 PRELIMINARY CAPITAL OUTLAYS	-552	Preliminary Capital Budget-- Pending Completion and Presentation of 5 Year Capital Plan Update Currently Underway
PROJECTED GENERAL FUND OPERATING DEFICIT--EXCLUDING CAPITAL CONTRIBUTIONS/ALL ONE-TIME DEPARTMENT REQUESTS	-900	
PROJECTED 2024 GENERAL FUND BALANCE--BASED ON PRELIMINARY BUDGET AS ADJUSTED		
PROJECTED FUND BALANCE--BEGINNING	12,677	
PROJECTED 2024 GENERAL FUND OPERATING DEFICIT	-900	
PROJECTED FUND BALANCE--ENDING	11,777	

2024 Budgeted Revenue Charts

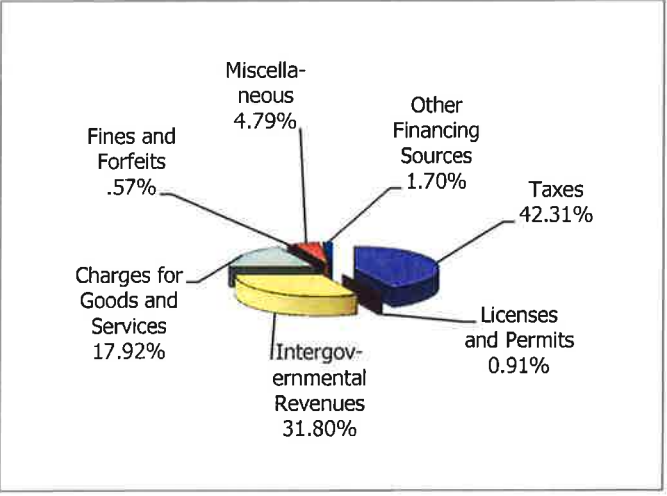
General Fund Budgeted Revenue		
Taxes		26,031,000
Licenses and Permits		938,915
Intergovernmental Revenues		7,184,557
Charges for Goods and Services		9,010,745
Fines and Forfeits		654,090
Miscellaneous		4,522,904
Other Financing Sources		5,750
Subtotal		48,347,961
Plus Transfers		723,000
Total Revenue		49,070,961
Reserves Available		12,675,941
Total Funds Available		61,746,902



Other Fund Budgeted Revenue		
Taxes		21,820,202
Licenses and Permits		85,049
Intergovernmental Revenues		28,776,954
Charges for Goods and Services		11,250,242
Fines and Forfeits		1,750
Miscellaneous		897,229
Other Financing Sources		1,912,982
Subtotal		64,744,408
Plus Transfers		424,332
Total Revenue		65,168,740
Reserves Available		43,474,669
Total Funds Available		108,643,409

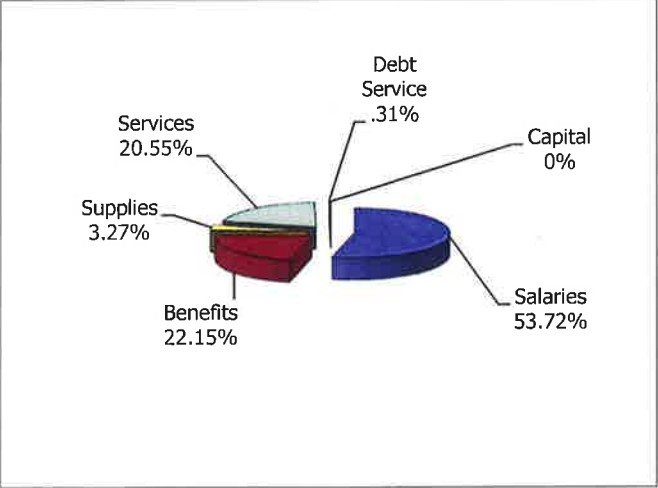


Total General and Other Fund Budgeted Revenue		
Taxes		47,851,202
Licenses and Permits		1,023,964
Intergovernmental Revenues		35,961,511
Charges for Goods and Services		20,260,987
Fines and Forfeits		655,840
Miscellaneous		5,420,133
Other Financing Sources		1,918,732
Subtotal		113,092,369
Plus Transfers		1,147,332
Total Revenue		114,239,701
Reserves Available		56,150,610
Total Funds Available		170,390,311

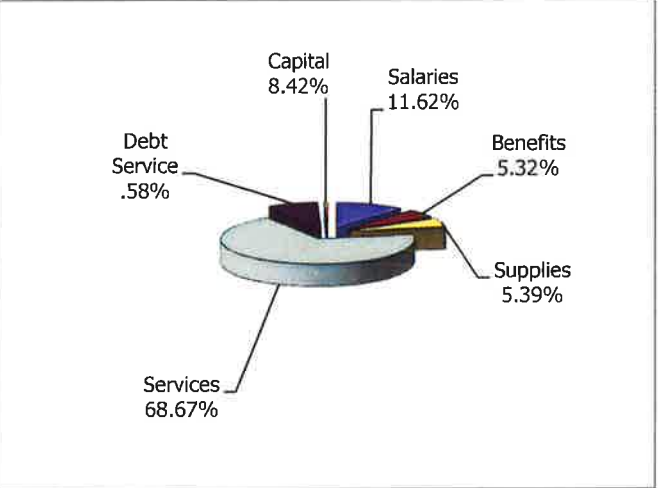


2024 Budgeted Expenditure Charts

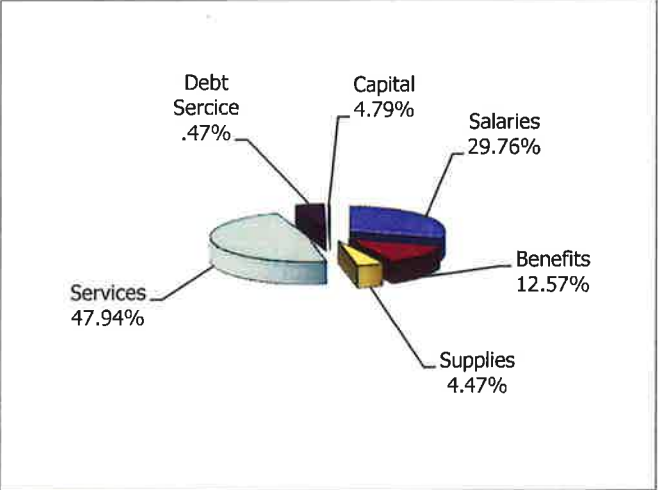
General Fund Budgeted Expenditures		
Salaries		27,779,878
Benefits		11,453,024
Supplies		1,689,479
Services		10,625,836
Debi Service		162,614
Capital		0
Subtotal		51,710,831
Transfers Used		416,882
Interfund Payments Used		0
Total Budgeted Expenditures		52,127,713



Other Fund Budgeted Expenditures		
Salaries		7,940,291
Benefits		3,636,072
Supplies		3,679,915
Services		46,923,437
Capital		5,752,353
Debi Service		402,372
Subtotal		68,334,440
Transfers Used		730,450
Interfund Payments Used		2,002,570
Total Budgeted Expenditures		71,067,460

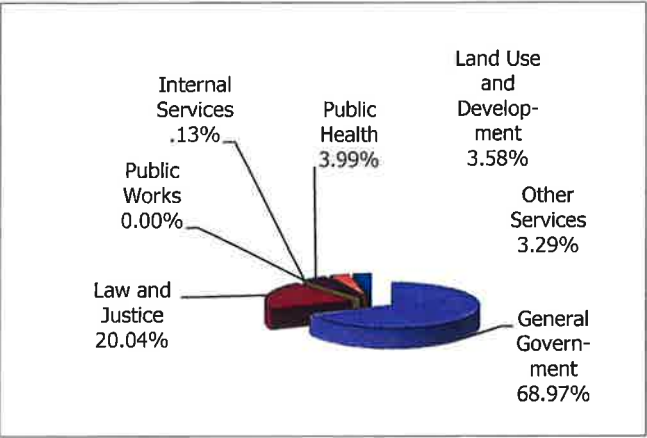


Total General and Other Fund Budgeted Expenditures		
Salaries		35,720,169
Benefits		15,089,096
Supplies		5,369,394
Services		57,549,273
Debi Service		5,914,967
Capital		402,372
Subtotal		120,045,271
Transfers Used		1,147,332
Interfund Payments Used		2,002,570
Total Budgeted Expenditures		123,195,173

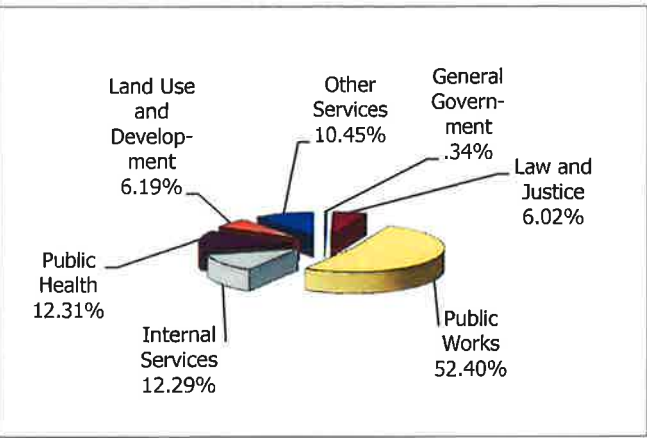


2024 Budgeted Revenue by Program

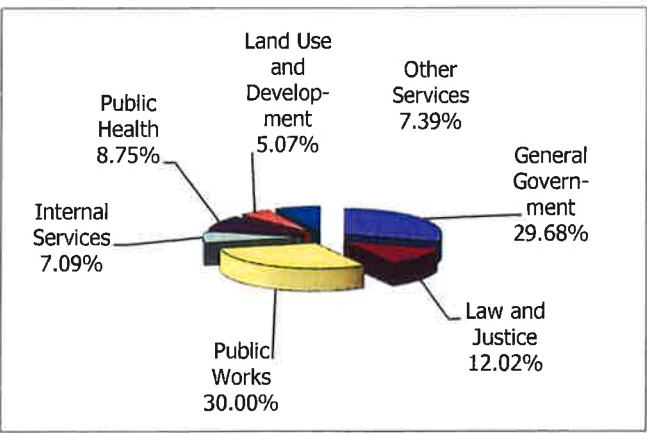
General Fund Budgeted Revenue by Program	
General Government	33,346,583
Law and Justice	9,686,879
Public Works	0
Internal Services	61,801
Public Health	1,926,983
Land Use and Development	1,729,605
Other Services	1,596,110
Subtotal on Chart	48,347,961
Plus Transfers	723,000
Total	49,070,961



Other Funds Budgeted Revenue by Program	
General Government	220,322
Law and Justice	3,900,000
Public Works	33,927,469
Internal Services	7,955,178
Public Health	7,968,702
Land Use and Development	4,007,054
Other Services	6,765,683
Subtotal on Chart	64,744,408
Plus Transfers	424,332
Total	65,168,740

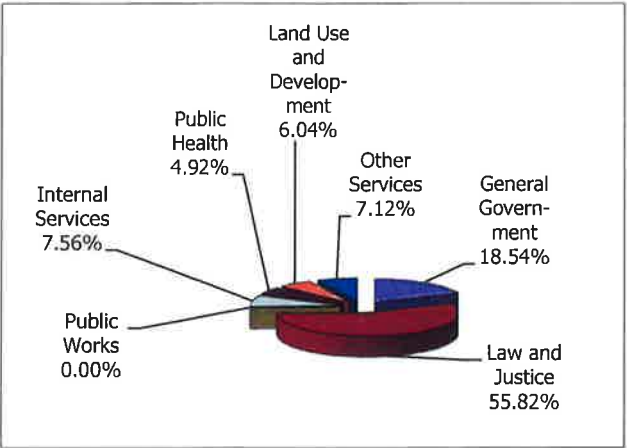


Total General and Other Fund Budgeted Revenue by Program	
General Government	33,566,905
Law and Justice	13,586,879
Public Works	33,927,469
Internal Services	8,016,979
Public Health	9,895,685
Land Use and Development	5,736,659
Other Services	8,361,793
Subtotal on Chart	113,092,369
Plus Transfers	1,147,332
Total Revenue	114,239,701

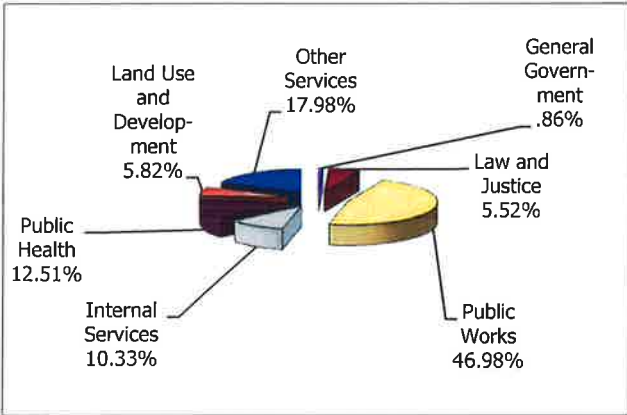


2024 Budgeted Expenditures by Program

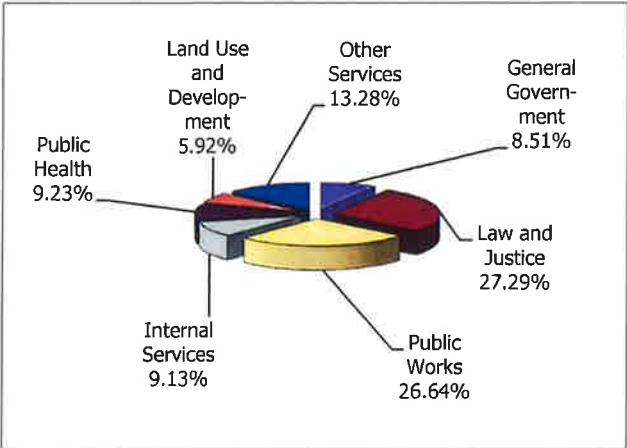
General Fund Budgeted Expenditures by Program	
General Government	9,952,444
Law and Justice	29,971,633
Public Works	0
Internal Services	4,059,123
Public Health	2,639,212
Land Use and Development	3,241,505
Other Services	3,826,146
Subtotal on Chart	53,690,063
Plus Transfers	416,882
Minus Indirect Costs Reimb.	-1,979,232
Total	52,127,713



Other Funds Budgeted Expenditures by Program	
General Government	604,757
Law and Justice	3,877,545
Public Works	33,045,695
Internal Services	7,267,827
Public Health	8,798,405
Land Use and Development	4,095,943
Other Services	12,646,838
Subtotal on Chart	70,337,010
Plus Transfers	730,450
Total	71,067,460



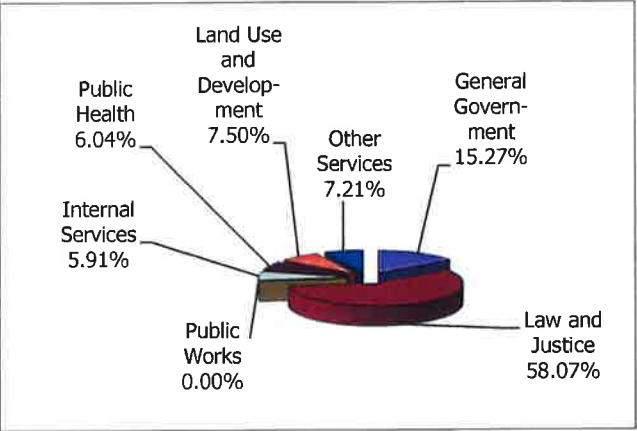
Total General Fund and Other Funds Budgeted Expenditures by Program	
General Government	10,557,201
Law and Justice	33,849,178
Public Works	33,045,695
Internal Services	11,326,950
Public Health	11,437,617
Land Use and Development	7,337,448
Other Services	16,472,984
Subtotal on Chart	124,027,073
Plus Transfers	1,147,332
Minus Indirect Costs Reimb.	-1,979,232
Total	123,195,173



2024 Staffing (Full Time Equivalents) by Program

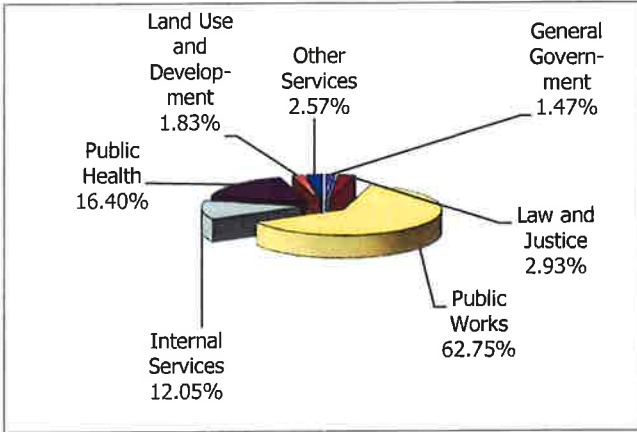
General Fund Staffing by Program

General Government	52.03
Law and Justice	197.86
Public Works	0.00
Internal Services	20.15
Public Health	20.58
Land Use and Development	25.54
Other Services	24.58
Total	340.74



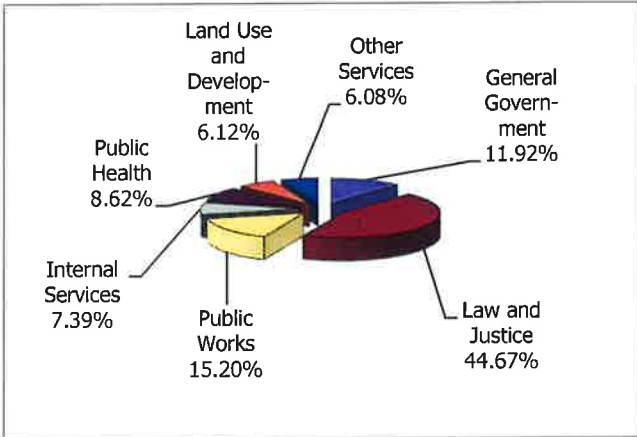
Other Funds Staffing by Program

General Government	1.60
Law and Justice	3.19
Public Works	68.40
Internal Services	13.13
Public Health	17.88
Land Use and Development	2.00
Other Services	2.80
Total	109.00



Total General Fund and Other Funds Staffing by Program

General Government	53.63
Law and Justice	201.05
Public Works	68.40
Internal Services	33.28
Public Health	38.46
Land Use and Development	27.54
Other Services	27.38
Total	449.74



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

2024 BUDGET SALARY WORKSHEET BREAKDOWN: Preliminary Budget												
NUMBER FUND AND DEPT	T Y P E	FUND/ACCOUNT NAME	BUDGETED SALARY	FICA / MEDICARE 0.0765	RETIREMENT	401A MATCH / CONTRIBUTION	EMPLOYEE MEDICAL INSURANCE	UNEMPLOYMENT .1%	INDUSTRIAL INSURANCE	PENSION TRUST	COMPENSATION	EMPLOYEES
GENERAL FUND												
00100. 211	G	Assessor	1,440,578	110,207	147,695	28,430	295,560	2,656	24,493		2,049,619	18.50
00100. 221	G	Auditor	1,046,159	80,029	103,077	19,724	255,538	1,755	4,750		1,511,032	15.63
00100. 231	G	Treasurer	480,119	36,729	48,940	9,420	98,628	735	1,755		676,326	6.40
00100. 241	G	BOCC - Operations	831,667	63,621	84,512	22,338	99,456	943	2,038		1,104,575	7.50
00100. 242	G	BOCC - Boundary Review Board	1,500	115	0	0	0	0	15		1,630	0.00
00100. 244	G	BOCC - Board of Equalization	51,483	3,939	3,687	710	7,620	71	298		67,808	0.50
00100. 291	G	NonDepartmental	440,548	33,702	44,779	11,594	56,118	872	1,131		588,744	3.50
00100. 331	D	Comm Dev - Administration	546,511	41,806	56,359	10,839	122,820	867	9,779		788,981	7.60
00100. 332	D	Comm Dev - Environmental Quality	361,992	27,692	32,761	6,288	63,300	721	8,265		501,019	4.00
00100. 333	D	Comm Dev - Building	540,960	41,383	56,205	10,803	126,400	1,081	10,558		787,390	8.00
00100. 334	D	Comm Dev - Planning	417,856	31,966	43,415	8,339	92,460	834	8,217		603,087	5.94
00100. 411	I	Information Technology	1,020,742	78,088	105,580	21,406	188,436	2,012	3,205		1,419,469	11.75
00100. 421	I	Geographic Information System	221,233	16,925	22,987	5,239	45,360	443	813		313,000	3.00
00100. 461	I	Human Resources	542,670	41,514	55,960	15,917	84,542	1,077	1,464		743,144	5.40
00100. 511	H	HHS - Environmental Health	1,019,301	77,976	105,905	20,385	216,120	2,040	21,110		1,462,837	14.28
00100. 512	H	HHS - Administration	609,306	46,612	62,821	13,390	109,836	1,208	1,708		844,881	6.30
00100. 811	L	Sheriff - Operations	4,870,094	372,565	313,473	110,451	973,596	9,005	164,722		6,813,906	54.00
00100. 813.	L	Sheriff - Animal Control	70,808	5,417	7,357	1,356	16,740	136	3,970		105,784	1.00
00100. 815	L	Sheriff - Jail	2,870,496	219,594	301,110	54,981	659,364	5,500	161,757		4,272,802	38.50
00100. 816.	L	Sheriff - Jail Medical	228,514	17,481	15,807	2,960	32,352	452	4,728		302,294	2.25
00100. 817.	L	Sheriff - Emergency Services	158,293	12,110	16,447	3,105	45,360	311	758		236,384	2.50
00100. 841	L	Prosecuting Attorney - Operations	2,385,001	182,452	247,377	47,612	396,372	4,339	6,605		3,269,758	24.10
00100. 843	L	Prosecuting Attorney - Child Support	205,765	15,742	21,379	4,116	46,548	412	765		294,727	2.53
00100. 842	L	Prosecuting Attorney - Coroner	180,068	13,776	15,774	3,036	30,240	361	3,978		247,233	2.00
00100. 851	L	Juvenile Services	2,485,199	190,115	251,034	48,023	555,216	4,837	72,758		3,607,182	37.53
00100. 861	L	Superior Court	1,086,597	50,573	69,653	11,957	93,060	1,359	4,137		1,317,336	9.25
00100. 871	L	District Court I	886,826	58,336	80,304	15,358	151,440	1,343	3,049		1,196,656	9.70
00100. 881	L	District Court II	290,485	22,221	27,069	5,205	45,600	315	948		391,843	3.00
00100. 891	L	Clerk	679,743	52,002	70,202	14,610	175,776	1,347	3,118		996,798	11.50
00100. 911	O	Parks and Facilities	1,225,504	93,750	118,464	23,120	279,996	2,411	58,229	16,640	1,818,114	20.54
00100. 912	O	Fair	183,300	14,022	13,207	2,409	36,060	353	5,995	2,080	257,426	2.54
00100. 931	O	WSU Extension	100,560	7,692	8,469	1,630	22,680	201	2,085		143,317	1.50
TOTAL GENERAL FUNDS			27,479,878	2,060,152	2,551,809	554,751	5,422,594	49,997	597,201	18,720	38,735,102	340.74
10101. 611	P	PW - Public Works	4,279,640	327,388	442,543	85,755	988,068	8,519	154,162	68,904	6,354,979	60.35
10135. 611	P	PW - Flood Control	107,533	8,226	11,173	2,395	15,120	215	2,435		147,097	1.25
11002. 811	L	Sheriff - Honor Guard Donation	2,800	214	148	0	0	0	0		3,162	0.00
11003 811	L	Sheriff - Boating Safety	3,500	268	186	0	0	0	0		3,954	0.00
11003 811	L	Sheriff - VRF Boating Program	15,000	1,148	795	0	0	0	0		16,943	0.00
11008 811	L	Sheriff - OPNET Drug	71,626	5,479	7,442	1,433	15,900	143	271		102,294	1.00
11301. 511	H	Health and Human Services - Operations	1,028,350	78,667	106,847	19,802	243,540	2,057	9,737		1,489,000	15.88
11322. 511	H	HHS - Homeless Task Force	32,944	2,520	3,423	659	7,560	66	136		47,308	0.50
11323. 511	H	HHS -Chemical Dependency/Mental Health	32,944	2,520	3,423	659	7,560	66	136		47,308	0.50
11331. 511	H	HHS - Developmental Disabilities	75,669	5,788	7,841	1,509	15,120	151	276		106,354	1.00
11401. 821	L	Law Library	7,920	606	0	0	0	16	51		8,593	0.19
11701. 841	L	Pros Attny - Local Crime Victim Comp	131,642	10,070	13,677	2,633	30,240	263	542		189,067	2.00
12201. 231	G	Treasurer - Operation and Maintenance	31,071	2,377	3,228	621	9,072	62	163		46,594	0.60
12401 221	G	Auditor - Document Preservation	64,835	4,960	6,737	997	15,420	99	271		93,319	1.00
13001. 381	D	Noxious Weed Control	139,797	10,695	12,967	2,496	30,240	280	3,898		200,373	2.00
19914. 291	O	NonDept - Veterans Relief	112,434	8,601	11,682	2,248	30,240	225	488		165,918	1.80
19951. 291	O	NonDept -Affordable Housing Sales Tax	109,618	8,386	10,965	2,111	15,120	211	271		146,682	1.00
19961. 291	O	NonDept -American Rescue Plan Act	69,000	10,350	0	0	0	0	0	0	79,350	0.00
30301. 331	D	Comm Dev - Lwr Dungeness Floodplain	0	0	0	0	0	0	0		0	0.00
30401. 331	D	Comm Dev - Dungeness Reservoir	0	0	0	0	0	0	0		0	0.00
30805. 611	P	PW - Broadband Indfrsructure Capital Projects	81,973	6,271	8,517	1,822	15,120	163	563		114,429	1.15
40201. 611	P	PW - Solid Waste	34,272	2,621	3,561	808	15,120	68	681		57,131	0.35
41401. 611	P	PW - Clallam Bay Sekiu Sewer	345,210	26,409	35,818	7,013	45,360	691	12,070		472,571	4.60
42401. 611	P	PW - Carlsborg Sewer	61,402	4,697	6,381	1,340	0	122	1,278		75,220	0.70
50301. 611	I	PW - ER&R	596,139	45,605	61,863	11,875	123,360	1,190	16,567	10,440	867,039	8.60
50401. 461	I	HR - Risk Management	461,560	35,308	35,319	11,728	51,951	915	1,132		597,913	4.18
50501. 461	I	HR - Worker's Compensation	43,412	3,321	4,511	1,440	5,899	87	95		58,765	0.35
TOTAL OTHER FUNDS			7,940,291	612,495	799,047	159,344	1,680,010	15,609	205,223	79,344	11,491,363	109.00
TOTAL 2024 BUDGET			35,420,169	2,672,647	3,350,856	714,095	7,102,604	65,606	802,424	98,064	50,226,465	449.74
This does not include the Non Dept 300,000 leaving service salary and 100,000 benefits; or the HR payments to claimants of 97,800 (benefits); or the Employee Health Care Benefits of 25,000 (benefits); or Unemployment Comp. of 60,000.												



BUDGETED STAFFING SCHEDULE HISTORY											
FUND/ACCOUNT NAME	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
GENERAL FUND											
Assessor	15.63	16.63	18.50	18.50	17.50	17.50	18.50	18.50	18.50	18.50	18.50
Auditor	11.44	11.50	12.00	12.00	12.00	13.25	12.50	13.50	15.13	15.63	15.63
Treasurer	5.13	5.25	5.90	5.90	5.90	5.40	5.40	5.40	6.40	6.40	6.40
BOCC - Operations	5.70	5.70	6.00	6.00	6.00	6.00	5.50	5.78	6.48	6.98	7.50
BOCC - Board of Equalization	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.53	0.53	0.53	0.50
NonDepartmental	1.00	1.00	1.00	1.00	1.00	1.00	2.50	2.50	3.50	3.50	3.50
Comm Dev - Administration	2.88	3.63	3.94	3.94	5.35	5.21	5.40	5.46	4.60	4.00	7.60
Comm Dev - Environmental Quality	1.00	1.00	1.00	1.00	1.00	1.00	1.50	1.75	2.00	4.00	4.00
Comm Dev - Permit Center (Building)	9.44	9.44	11.81	10.94	11.88	11.88	10.88	10.94	11.94	8.00	8.00
Comm Dev - Long Range Planning (Planning)	4.69	4.75	4.00	5.00	5.48	4.63	5.38	4.63	5.00	5.94	5.94
Hearing Examiner	0.50	0.50	0.00	0.00	0.00						
Information Technology	10.19	10.75	12.75	12.93	12.93	14.18	11.99	11.99	12.00	11.75	11.75
Geographic Information System							2.19	1.94	2.00	3.00	3.00
Human Resources	5.00	2.90	2.90	2.90	2.90	2.90	2.90	2.90	2.90	4.70	5.40
HHS - Environmental Health	11.05	10.64	10.86	11.20	11.20	11.20	12.68	12.68	13.28	14.28	14.28
HHS - Administration				5.00	5.00	4.90	4.90	4.90	6.30	6.10	6.30
Sheriff - Operations	42.11	44.07	44.46	46.00	46.25	47.25	49.25	49.25	50.79	54.64	54.00
Sheriff - Community Projects	1.69	1.00	1.00	1.00	1.00						
Sheriff - Animal Control	0.94	0.94	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Sheriff - Jail	38.89	38.41	38.50	38.50	38.50	38.50	39.00	39.00	39.00	39.00	38.50
Sheriff - Jail Medical	1.75	1.75	1.75	1.75	1.75	1.75	2.25	2.25	2.25	2.25	2.25
Sheriff - Emergency Services	1.88	1.88	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.50	2.50
Prosecuting Attorney - Operations	14.72	17.29	23.48	24.58	24.58	24.10	24.10	24.10	24.10	24.10	24.10
Prosecuting Attorney - Child Support	2.34	2.21	2.00	2.90	2.90	2.90	2.90	2.53	2.53	2.53	2.53
Prosecuting Attorney - Coroner									1.00	1.00	2.00
Juvenile Services	36.11	35.36	35.93	35.93	35.93	38.53	36.93	36.53	36.53	37.53	37.53
Superior Court	8.63	8.63	8.75	8.75	8.75	8.75	8.75	8.75	8.75	8.75	9.25
District Court I	6.34	6.44	7.00	7.00	7.00	9.00	9.00	9.00	10.00	10.00	9.70
District Court II	2.54	2.73	2.91	2.91	2.91	2.91	2.91	3.00	3.00	3.00	3.00
Clerk	10.55	10.46	11.50	11.50	11.50	11.50	11.50	11.50	11.50	11.50	11.50
Parks and Facilities	16.18	16.43	17.99	17.99	19.04	19.04	20.54	20.54	20.54	20.54	20.54
Fair	2.39	2.45	2.51	2.54	2.54	2.54	2.54	2.54	2.54	2.54	2.54
WSU Extension	0.65	0.00	1.57	1.00	1.00	1.00	2.00	1.50	1.50	1.50	1.50
GENERAL FUND TOTAL	271.86	274.24	293.51	302.16	305.29	310.32	317.39	316.89	327.59	335.69	340.74
OTHER FUNDS											
PW - Public Works	63.44	63.94	67.50	69.50	70.50	57.50	56.45	56.35	57.35	61.35	60.35
PW - Flood Control							0.05	1.05	1.05	1.05	1.25
Sheriff - Recreation and Boating		0.00	0.00	0.00							
Sheriff - OPNET Drug	0.94	1.43	1.49	1.49	1.49	1.49	1.49	1.49	1.05	1.40	1.00
Sheriff - OPSCAN Operations	0.46	0.46		0.00							
Sheriff - Operation Stonegarden	0.15	0.27	0.00								
Health and Human Services - Operations	14.73	14.85	18.01	10.03	10.83	11.83	12.35	14.55	15.28	14.28	15.88
HHS - Homeless Task Force							0.30	0.35	0.35	0.50	0.50
HHS - Chemical Dep/Mental Health			1.04	0.00			0.30	0.35	1.35	0.50	0.50
HHS - Developmental Disabilities	2.14	2.20	2.33	2.40	2.40	2.60	1.60	1.60	1.00	1.00	1.00
Law Library	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19
Pros Attny - Local Crime Victim Comp	0.94	0.94	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00
Treasurer - Operation and Maintenance	0.56	0.56	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60
Treasurer - Reet Electronic Technology			0.50	0.50	0.50						
Auditor - Document Preservation	0.94	1.88	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Noxious Weed Control	1.56	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00
Non Dept - Veterans' Relief	0.30	0.30	0.00	0.00			1.50	1.50	1.80	1.80	1.80
Lwr Dungeness Floodplain						1.05	1.46	1.46	0.00	0.00	0.00
Probation District Court I	2.23	2.13	2.00	2.00	2.00						
Non Dept - Affordable Housing Sales Tax										1.00	1.00
Non Dept - American Rescue Plan Act										0.00	0.00
DCD - Dungeness Reservoir							0.31	0.00	0.00	0.00	0.00
PW - Broadband Infrastructure Capital Projects										1.00	1.15
PW - Solid Waste						0.40	0.45	0.45	0.45	0.45	0.35
PW - Clallam Bay Sekiu Sewer						2.30	2.80	3.10	3.10	4.10	4.60
PW - Carlsborg Sewer						0.30	0.80	0.60	0.60	0.60	0.70
PW - ER&R						10.00	8.45	8.45	8.45	8.45	8.60
HR - Risk Management (*9)		1.38	1.38	1.50	3.75	3.75	3.25	3.68	3.68	4.18	4.18
HR - Worker's Compensation (*9)		0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35
SPECIAL REVENUE FUNDS TOTAL	90.98	94.22	98.39	91.56	95.61	96.36	97.70	101.12	101.65	107.80	109.00
TOTAL	362.84	368.46	391.90	393.72	400.90	406.68	415.09	418.01	429.24	443.49	449.74

2024 Department Requests Over Base Budget - Preliminary Budget

GENERAL FUNDS

Department	Requested Item or Program Change	Request			Funding Source			Comments
			One Time	Ongoing	General Fund Reserve	Other Fund Reserves	Grant/New Funding	
Assessor .00100.211	Travel Expenses	2,000		2,000	2,000			Increased cost for attending conferences, educational/skill development opportunities.
	Registration	1,000		1,000	1,000			Increased training registration costs to maintain certifications.
	SRF: 27" monitors (14)	3,080	3,080		3,080			
	SRF: Desktop scanners	3,360	3,360		3,360			
Auditor .00100.221	Office Supplies	3,000		3,000	3,000			Increased staff requiring additional supplies.
	SRF: MFP desktop laser print/copier (B/W)	600	600		600			
	SRF: Logitech Meetup, mount & NUC 11 mini	1,575	1,575		1,575			
Board of County Commissioners .00100.231	Codification Services	19,573	19,573		19,573			Current code has not been reviewed in many years, likely to contain inconsistencies & errors
NonDepartmental .00100.291	SRF: Conference Room A/V conferencing set up (Lg)	3,000	3,000		3,000			
	SRF: Conference Room A/V conferencing set up (Md)	2,800	2,800		2,800			
Treasurer .00100.231	Postage	3,000		3,000	3,000			Postage costs have increased.
	Travel - Training	5,000		5,000	5,000			Travel costs have increased (flights, mileage, lodging, etc.)
	Personnel Services	1,010		1,010	1,010			Emergency temp worker pay & benefits.
	Small Tools & Minor Equipment	1,500	1,500		1,500			Outfitting meeting/training room equipment (screens, video/audio) to conduct meetings & trainings.
	Senior Account position successor	50,000	50,000		50,000			Staff succession planning which allows for training time for Senior Accountant replacement.
	CashVest	20,000		20,000	20,000			CashVest contract allows for liquidity-management services.
	Inveltment Software - SymPro	26,000	10,000	16,000	26,000			Implementation of SymPro investment software includes modules for general ledger interfacing
	Dues	1,040		1,040	1,040			Requested funding allows for active participant in GFOA (Government Finance Officer's Assoc.) and GIOA (Government Investment Officers Assoc.).
	Registration	3,400		3,400	3,400			Requested funding allows for CGIP (Certified Government Investment Professional) training and certification.
	SRF: Conference Room A/V conferencing (main)	2,200	2,200		2,200			
	SRF: Conference Room A/V conferencing (2nd)	1,390	1,390		1,390			
	SRF: Adobe Acrobat Pro (2)	450		450	450			
DCD -Administration .00100.331	Overtime	350		350	350			Additional funds to be used in case of an emergency in which the employee is asked to work overtime. It is highly likely this will not be used.
	Create a Code Enforcement Team Leader	3,500		3,500	3,500			To perform supervisory duties, coordinate other departments & public outreach, evaluate neighborhoods, set goals & objectives, plan timelines & serve on multi-agency committees and teams.
DCD -Environmental Quality .00100.332	Environmental Quality Overtime	350		350	350			Additional funds to be used in case of an emergency in which the employee is asked to work overtime. It is highly likely this will not be used.
	Streamkeepers Overtime	350		350	350			Additional funds to be used in case of an emergency in which the employee is asked to work overtime. It is highly likely this will not be used.
DCD -Permit Center .00100.333	36" Scanner for use with Energov	13,000	13,000		13,000			With Energov, DCD will need the ability to scan 36" wide building plans. This will replace the current large scanner that is very old.
Information Technology .00100.411	Monsido Software	9,672		9,676	9,676			Monsido is a website validation software that would facilitate the discovery of broken website links, allow global search & replace functionality & provide other efficiency tools to reduce manual labor hours.
	Civic Optimize Software	18,675		18,675	18,675			Civic Optimize would provide a website application development platform to facilitate replacement of legacy technology solutions; create online forms with automatic integration into existing website; create mobile apps with direct website integration.
	Office365 Governance Deployment	24,400	24,400		24,400			Professional services for deployment of the Office365 governance module will ensure best practice configuration , use and maintenance of this system. It will also ensure that the county can meet pulbic records requests for substantive content stored in our Office 365 tenant.

	Office365 Governance Module	57,491		57,491		57,491			This module would: improve sensitive data protection/safeguards; identify & remediate critical data security risks; provide a robust tool to investigate & respond to public records requests; provide a methodology to assess compliance with data retention rules associated with public records.
Geographic Information System	Small Tools & Minor Equipment	1,000		1,000		1,000			Requested funding would allow replacement of small equipment as needed: plotters, printers, cables, web conferencing equipment, etc.
.00100.421	Computer Consulting & Programing	12,000		12,000		12,000			Requested funding would allow expanding services to constituents & internal stakeholders.
	Travel Training	3,000		3,000		3,000			Requested funding to enhance GIS staff knowledge base by attending training & conferences.
	SaaS - Software as a Service	6,000		6,000		6,000			Requested funding to purchase new computer applications & software services annually to maintain GIS best practices.
	ESRI Advantage Plus	65,500		65,500		65,500			The ESRI Advantage Program is a flexible, scalable framework to help organizations maximize their GIS investment and implement ESRI Technology in a way that meets specific organizational needs.
	SRF: Quonda software	2,500	2,000	500		2,500			
Environmental Health	Employee Training	418		418			418		Additional training for drinking water quality staff, funded by FPHS.
.00100.511	Employee Training	1,400		1,400			1,400		Additional training for food program staff, funded by FPHS.
	Business Travel	750		750			750		Additional travel for leadership staff, funded by FPHS.
	Employee Training	750		750			750		Additional training for leadership staff, funded by FPHS.
	Employee Training	953		953			953		Additional training for water quality staff, funded by FPHS.
Sheriff - Operations	Less Than Lethal Program	27,365	25,715	1,650		27,365			WA ST legislation requires all law enforcement agencies to adopt the Attorney General's Office Model Use of Force Policy. Additional tools equipment, registration, travel & overtime are needed to increase our effectiveness & compliance.
.00100.811	Required Recertification Training	10,000		10,000		10,000			Additional funding due to unfunded legislative mandated training requirements.
	Firearms Replacement	4,000		4,000		4,000			Requested funding to replace 5 year old firearms with upgraded handguns that are outfitted with a red-dot sight system.
	Software for Receiving/Disseminating Crime Reports	33,340	29,667	3,673		33,340			Requested software will allow community members access to crime statistics & maps, allow collaboration with PAPD & SPD. Implementation & annual costs split & reimbursed from PAPD & SPD.
	Additional Uniform Funding	6,406		6,406		6,406			Additional funding due to increased costs.
	Additional Two FTEs - Patrol Deputy Positions	431,868		431,868		431,868			The citizens of Clallam County desire our commissioned staffing ratios to be better than average.
	SRF: GETAC/MDTs (2)	12,600	12,600			12,600			
	AED defibrillator units (23)	49,000	49,000			49,000			
	SRF: Conference Room A/V conferencing set up (Lg)	3,000	3,000			3,000			
	SRF: Conference Room A/V conferencing set up (Md)	6,000	6,000			6,000			
Sheriff - Jail Medical	Inmate Medical Costs	34,000		34,000		34,000			Providing medical care for inmates is a mandatory requirement. The costs of purchasing medicine & supplies had increased.
.00100.816									
Sheriff - Emergency Services	Volunteer Support	10,000		10,000		10,000			Requested funding for volunteer groups supplies.
.00100.817									
Prosecuting Attorney	SRF: Subscription Evidence. Com w/Axon	14,000		14,000		14,000			
.00100.841									
Prosecuting Att - Coroner	Coroner Services	20,000		20,000		20,000			Extra funding needed for increased costs related to autopsies, decedent transport & storage.
.00100.843	Disposal of Indigent Remains Contract	15,000		15,000		15,000			Now that the Coroner's Office has taken over investigating the Indigent Remains Applications, they will also like to assume the contract management with the funeral home. The current Harper Ridgeview contract resides in the NonDepartmental budget in the amount of \$15,000.
Juvenile Services	SRF: Starlink - for business hardware/svc	6,400	2,800	3,600		6,400			
.00100.851									
Superior Court	Witness Stand Chair Replacement (Courtrooms 1,2 & 3)	6,000	6,000			6,000			Request for three witness stand chairs, current chairs have reached their limit & are almost worn out. Upgraded chairs will allow for officer in uniform wearing utility belts and larger sized persons.
.00100.861	Family Court - JAVS Sutolog Software Upgrade, Suite 8	4,500	4,500			4,500			The current JAVS software will no longer be supported. It is used for recording & storing courtroom proceedings.
	Family Court - Wall Mount TV/Monitor & Installation	5,000	5,000			5,000			Request for wall-mount TV/Monitor for jury trials to present exhibits & documents electronically for viewing by the jury & courtroom participants. Also allows for witnesses to appear at trial by video.
	Family Courtroom - Jury Seating/Chairs	23,000	23,000			23,000			Upgrades to the jury box/seating, 13 floor-mount swivel jury chairs.

							Requested remodel to reflect an official jury seating area to include an expansion of the wall & side walls to accommodate for jury trials. Would include space for ADA accommodations & new swivel juror chairs to be installed.
	Family Courtroom - Jury Box Upgrades/Remodel	4,500	4,500			4,500	
	Family Courtroom - JAVS Microphone & Wiring Jury Box	2,600	2,600			2,600	Request to install a microphone for the jury box & wiring for a wall-mount TV/Monitor to provide document & video viewing.
	Door with Window & Blinds	1,700	1,700			1,700	Replacement of Court Facilitator office door. Current solid door is a safety security issue.
	SRF: Court Calendar Applications Redesign	33,000	33,000			33,000	
Clerk .00100.891	SRF: Printer (replc HP LJ 2015D for postcards)	600	600			600	
	SRF: Lobby - record search equipment (2)	1,300	1,300			1,300	
	SRF: "Kiosk" software for public computers (2) support/licensing	1,025	750	275		1,025	
	SRF: Printer - laser (jury cards)	600	600			600	
Parks & Facilities .00100.911	Deputy Director Successor	40,764	40,764			40,764	Staff succession planning which allows for training time for Deputy Director replacement.
	Additional WSU Cooperative Extension Facility costs	50,000		50,000		50,000	Adding the WSU Coop Ext Office has resulted in additional operational costs.
	Overtime	6,000		6,000		6,000	As a result of recent pay equalization for maintenance workers, overtime costs have increased.
	Part-time to Full-time Administrative Specialist	33,527		33,527		33,527	Current part-time Admin Specialist to full-time to improve ability to manage the administrative functions & the continuous increase in workload.
	Additional Full-time Custodian	45,120		45,120		45,120	Existing staff has been hard-pressed to maintain facilities to an acceptable standard. With the
	Camping Related Expenses	14,000		14,000		14,000	Increased merchant fees due to increase camping fees, increased cost of firewood.
	SRF: Workstations for new staff (2)	2,400	2,400			2,400	
	SRF: Mini computer for A/V cibf room upgrade	500	500			500	
	SRF: Starlink for business (3 camp grounds)	17,700	17,700			17,700	
General Funds Transfer to Other Funds		10,000	8,000	2,000		10,000	Honor Guard 11002.811 see below.

TOTALS	1,363,852	420,174	943,682	1,359,585	4,271	0
	Request		Funding Source			
	One Time	Ongoing	General Fund	Other Fund Reserves	Grant/New Funding	
	420,174	943,682	1,359,585	4,271	0	
Total General Fund Requests:	1,363,856			1,363,856		

OTHER FUNDS

					Funding Source			Comments
Department	Requested Item or Program Change	Request	One Time	Ongoing	General Fund Reserve	Other Fund Reserves	New/Grant Funding	
Honor Guard	Revitalization of Honor Guard Program	10,000	8,000	2,000	10,000			Requested funding for uniforms. CCSO would like to expand the Honor Guard special assignment program increasing participation to our community & be able to present their best face forward.
11002.811								
HHS - Homeless Task Force	Contract Services	20,590	20,590			20,590		Request for additional funding for the Request For Proposals.
11322.511	Community Trainings	12,000	12,000			12,000		Requesting funding for HTF members training, community education & training for homelessness service providers. These trainings will improve provider skills, increase awareness of community needs, coordinate between agencies, enhance cultural competence & reduce stigma.
HHS - CD/MH	Community Trainings	12,000	12,000			12,000		Request for additional funding for training the behavioral health workforce by offering community education and training events. These events will improve clinical skills, increase awareness of community needs, increase coordination of care between agencies, enhance cultural competence & reduce stigma.
11323.511								
HHS - Affordable Housing	Contract Services	39,360	39,360			39,360		Request for additional funding for the Request For Proposals.
11324.511								
HHS - Developmental Disabilities	Profession Services & School Transitions Program	212,550		212,550		212,550		(Ongoing request for 2 years.) Request for additional funding for the Request For Proposals to address areas of gaps & needs within the community related to intellectual & developmental disabilities. School Transitions Program has seen increased students accessing the program at each of the three school districts.
11331.511	Community Trainings	10,000	10,000			10,000		Request for additional funding for developmental disabilities service providers training events & community education. These events will improve skills, increase awareness of community needs, enhance cultural competence & reduce stigma.
HR Risk Management	Part-time nonbenefitted position	30,000		30,000		30,000		Requesting to move this Extra Help Civil Investigator to part-time nonbenefit position.
41401.611								
TOTALS		346,500	101,950	244,550	10,000	336,500	0	

Total Other Fund Requests:

TOTAL ALL

1,710,352

Request	
One Time	Ongoing
101,950	244,550
346,500	

522,124 1,188,232
1,710,356

Funding Source		
General Fund	Other Fund Reserves	New/Grant Funding
10,000	336,500	0
346,500		

1,369,585 340,771
1,710,356

CLALLAM COUNTY
2024 PROPOSED CAPITAL OUTLAY BUDGET--BY FUND

Include in 2024 Budget?	Y
2024	(All)
KEY STRATEGIC CAPITAL PROJECT INITIATIVE/CATEGORY	(All)

	General Fund	Roads	OPSCAN	REET 1	Dungeness Off-Channel Reservoir	PFF - Capital Projects	IT - Capital Projects	Broadband Expansion	PW - Clallam Bay-Sekiu Sewer	PW - Carlsborg Sewer	ER&R	EOC
Sum of 2024	Column Labels											
Row Labels	00100	10101	11065	30101	30401	30501	30701	30805	41401	42401	50301	0 Grand Total
00100.811--General Fund--Sheriff - Operations												
1												
Equipment for Patrol Vehicles												
Capital Outlay- Vehicle Equipment for new patrol cars												
In 2024 we hope to replace 5 patrol vehicles. With each purchase of a new car we may have to buy new light bars, radios, remote mount for the MDT, miscellaneous other parts, pay for installation, and vehicle marking costs estimated at approximately \$30,000 per vehicle. Per review with Mark Lane 8/2/23, added in remainder 4 years with 5% cost escalation calculated. RT												
	\$	150,000										\$ 150,000
Vehicles												
Capital Outlay- ER&R Additional Funding Needed to Cover Cost of Planned Patrol Vehicle Replacement												
In 2024 we hope to replace 5 patrol vehicles. Based on ERR projected replacement costs and the amount collected in each vehicles' replacement fund, an additional \$180,000 will need to be incurred by Sheriff Ops to fully cover the replacement cost of these vehicles. Per review with Mark Lane 8/2/23, added in remainder 4 years with 5% cost escalation calculated. RT												
	\$	180,000										\$ 180,000
2												
Law Enforcement Equipment (i.e. Ballistic Vests, Tasers, etc)												
Capital Outlay- Portable radio replacement plan												
Approved replacement plan of five portable radios per year for patrol deputy communications. These radios are vital for deputy and civilian safety and emergency response capability. New radios are needed to replace units beyond their expected lifespan and approaching their maintenance support deadline. Price increased slightly (\$34,000 to \$38,000) from 2023. For 2023, there was grant funding to allow purchase quantity of greater than 5. Any additional grant funding expected for 2024-on that would increase the planned spend? RT												
	\$	38,000										\$ 38,000
00100.815--General Fund--Sheriff - Jail												
3												
Machinery and Equipment												
Capital Outlay - Jail Guard1 PIPE hardware upgrade												
The Jail desires to upgrade their Guard1 PIPE system to the most current mobile software solution to efficiently perform and record checks, observations, MOUD clinics, recreation, and the multitude of other activities tracked. This upgrade would allow staff to expand the activities they track using this system, thereby eliminating hardcopy manual tracking processes they currently use and allow better utilization of staff manhours. The originally approved \$8,140 towards this project mistakenly covered only a portion of the required implementation costs. Total project costs \$22,077 including equipment, annual support and licenses, and implementation fees. Annual support and licenses will be recurring costs incorporated into future Schedule Bs, while equipment and implementation costs are one-time only.												
	\$	22,077										\$ 22,077
00100.911--General Fund--Parks and Facilities												
1												
Machinery and Equipment												
John Deere Tractor with Loader and Finish Mower												
Tractor will be used at Robin Hill Farm to replace smaller equipment to increase productivity and cut down on labor costs DONE 2023 Carryover project from 2023. RT												
	\$	126,679										\$ 126,679
10101.611--PW - Roads												
1												
Machinery and Equipment												
ER&R Purchases per Brian's list. RT												

2024 PROPOSED CAPITAL OUTLAY BUDGET--BY FUND

Y

(All)

(All)

[illegible]

2024 PROPOSED CAPITAL OUTLAY BUDGET--BY FUND

[illegible]

2024 PROPOSED CAPITAL OUTLAY BUDGET--BY FUND

Y

(All)

(All)

					Dungeness Off-Channel Reservoir	PFF - Capital Projects	IT - Capital Projects	Broadband Expansion	PW - Clallam Bay-Sekiu Sewer	PW - Carlsborg Sewer	ER&R	EOC	
Sum of 2024 Row Labels	General Fund Column Labels 00100	Roads 10101	OPSCAN 11065	REET 1 30101	30401	30501	30701	30805	41401	42401	50301	0 Grand Total	
	County awarded (contract pending) a federal congressional directed spending for \$2,727,870 for piping approximately 1.5-miles of the Highland Irrigation Ditch diversion channel to convey water to the planned off-channel reservoir site. This federal project funding will be administered by the USDA-Natural Resources Conservation Service (NRCS). The next-steps before funding can be accessed to support final design and construction is NRCS completion of a Preliminay Investigation Feasibilty Report (PIFR) and watershed analysis that supports the project. The funding outlay projection for this project is preliminary.					\$ 700,000						\$ 700,000	
30501.911--Parks and Facilities - Capital Projects													
1													
	Building, Facility & Grounds Improvements												
	Courthouse Fuel Polish Diesel Tank												
	Extract, clean and replace fuel for the Courthouse underground emergency generator tank. (This is possibly a Road Department Project) This is a regular maintenance item and not a capital project - should be included in the O&M budget. How long since the last cleaning? Per meeting with Facilities, increase cost to \$10k and they will try to coordinate with ER&R since that is who has historically coordinated this project. RT					\$ 10,000						\$ 10,000	
	Office Space Reconfiguration/Expansion Placeholder												
	Given the number of departments that have expressed space needs to accommodate current staff spacing needs and for planned staff increases (Auditor's office, WSU, etc), this represents a placeholder funding to cover office space reconfiguration, remodel and moving costs incurred to start meeting these departments' needs Per meeting with Facilities 7/31/23, this dollar amount is made up of requests from the following departments: Auditor (carryover), Superior Court, and any others? Also added in a price escalation factor assuming starting back at \$150k plus inflation for 2025. RT					\$ 200,000						\$ 200,000	
	Unanticipated Projects PFF												
	Annual Unanticipated Project placeholder. This reflects an increase of \$30k per year from past years due to increased frequency and cost of unanticipated projects that have occurred the past couple of years due to increased needs for projects to address aging facility. COMMENT--reflects 2.5% inflationary growth. Updated to reflect \$3k increase per year instead of %. RT					\$ 121,000						\$ 121,000	
	Carryover of Courthouse Security Study for Engineering												
	Remainder of 2023 Courthouse Security Study funding needed to carry over until 2024 to help pay for estimated \$150k engineering costs (based on 15-20% of \$500-700k projected construction cost per Don C). RT					\$ 40,000						\$ 40,000	
	EOC Relocation - Schematic Design												
	Per EOC meeting 8/21/23 - budget remaining 2/3 of OAC design costs in 2024 (1/3 expected to be completed in 2023?). This is mainly grant-funded from Dept of Commerce. RT										\$ 1,266,667	\$ 1,266,667	
2													
	Building, Facility & Grounds Improvements												
	Replace Failed Pile At Lake Pleasant												
	Pile Need To Be Replaced Due To Aging And No Longer In Place.In Which There Is No Place To Tie Your Water Craft Once In The Water Will this be a carryover request? \$100k already budgeted in 2023 to do the work. Per meeting with Facilities, remove this project from 2024. RT - Per notes from Don C 8/23/23, add this as a carryover from 2023 into 2024. RT Per conversation with Don, this project will rollover into 2024 due to fish window construction restrictions. RT					\$ 100,000						\$ 100,000	
30701.411--Information Tech - Capital Projects													
1													

2024 PROPOSED CAPITAL OUTLAY BUDGET--BY FUND

Y

(All)

(Aii)

[illegible]

2024 PROPOSED CAPITAL OUTLAY BUDGET--BY FUND

Y

(All)

(All)

	General Fund	Roads	OPSCAN	REET 1	Dungeness Off-Channel Reservoir	PFF - Capital Projects	IT - Capital Projects	Broadband Expansion	PW - Clallam Bay-Sekiu Sewer	PW - Carlsborg Sewer	ER&R	EOC
Sum of 2024 Row Labels	Column Labels 00100	10101	11065	30101	30401	30501	30701	30805	41401	42401	50301	0 Grand Total
	Part of a broadband infrastructure project funded by two grants. The PWB Grant Project Area starts in the US 101/SR 112 junction area and extends west along the SR 112 Corridor to approximately one-mile west of Dan Kelly Road. The western end of the project area connects to the start of the County's WSBO broadband grant project area. The PWB grant award is for \$4,525,174 with no match. The project commenced in 2023 and will be completed by October 2026. Note: The 2024-2026 capital outlays are preliminary estimates. The project scope and schedule is under review as part of a planned project partnership with the Clallam County Public Utility District (PUD) that will likely require adjustments to the anticipated 2024-2026 project funding outlays.							\$ 1,585,000				\$ 1,585,000
41401.611--PW - Clallam Bay-Sekiu Sewer												
1												
	Machinery and Equipment											
	Retrieval System for new pump stations.											
	This is OSHA required safety equipment for retrieval of incapacitated persons working in a confined space. The new upgraded pump stations will require a retrieval system compatible with the new confined space entry configurations. This equipment includes a set of harnesses, winch and stand compatible with the new lift station entry points. Is this enough funding for a set to be stored at each pump station, or will they be moved around? RT								\$ 15,000			\$ 15,000
	PW Capital Asset Construction											
	Collection System Repair & Replacement Project											
	Per Sewer Plan, Repair and Replacement Projects/Cost estimates identified to address the inflow/infiltration issues that result in NPDES violations. ECY Grant/Loan combined = \$6.242M (grant/forgivable loan estimated at \$4.377M (4377/6242=0.7.01) and loan estimated at \$1.865M (1865/6242=0.299): Five projects were funded, Sekiu Airport Road Basin Pipe Replacement and Funk And Ballard Pipe Repairs have been completed at a cost \$650,271. Expected completion of Sekiu LS Basin Pipe Replacements in 2023 at a cost of \$2.0M. Remaining combined amount expected for 2024 - 2027: \$6.242M - \$.0650M - \$2.0M = ~\$3.591M. Funding under this grant expires 10/31/23, a grant extension is being pursued by deparment. Updated dollar amounts due to 8/16/23 email from Hilary. RT								\$ 3,576,000			\$ 3,576,000
	Sewer Pump Station Repair & Replacement Project											
	Based on failure of one pump station occurring in 2021 requiring emergency replacement, plan to rehabilitate five of the other six sewer pump stations over the next five years. Current funding support has been REET. Projects would be potentially eligible to be financed through the Opportunity Fund as maintaining system is vital to the economic conditions of CB/Sekiu and needed to protect jobs/businesses in the area that depend on the system. The Lighthouse pump station will be completed in '23. The Clallam Bay pump station to be completed in '24, Middlepoint pump station in '25, Snob Hill pump station in '26 and Olsen or West end pump station in 2027.								\$ 470,000			\$ 470,000
42401.611--PW - Carlsborg Sewer												
3												
	PW Capital Asset Construction											
	Sequim Pipe Replacement Project											
	Per conversation between Steve G & Mark L, City of Sequim is preparing for a capital replacement of a portion of the sewer line to the treatment plant that serves County Carlsborg system. Agreement in place that the County will fund 75% of the costs, estimated at this time to be \$300,000 for the County's share. Gupster project was originally budgeted at \$350k, so average of \$325k used. RT									\$ 325,000		\$ 325,000
50301.611--PW - Equipment Rental and Revolving												

CLALLAM COUNTY
2024 PROPOSED CAPITAL OUTLAY BUDGET--BY FUND

Include in 2024 Budget?	Y
2024	(All)
KEY STRATEGIC CAPITAL PROJECT INITIATIVE/CATEGORY	(All)

	General Fund	Roads	OPSCAN	REET 1	Dungeness Off-Channel Reservoir	PFF - Capital Projects	IT - Capital Projects	Broadband Expansion	PW - Clallam Bay-Sekiu Sewer	PW - Carlsborg Sewer	ER&R	EOC	
Sum of 2024	Column Labels												
Row Labels	00100	10101	11065	30101	30401	30501	30701	30805	41401	42401	50301	0 Grand Total	
1													
Building, Facility & Grounds Improvements													
Capital Outlay-General Site Maintenance													
Gutters - Approximately \$30k just for building 20B201 (PA Big Shop). An estimate for all buildings at the PA Shop would be \$100k. Sequim shop gutter estimate \$80k. Carry over from 2023.											\$ 180,000	\$ 180,000	
Machinery and Equipment													
Capital Outlay-Schedule C Projected Equipment Replacement--GENERAL FUND FUNDED													
Anticipated potential equipment replacement does not include unanticipated accidental total loss of vehicles, or the need for other kinds of equipment suitable for department needs. 2024 Consists of 5 AWD Interceptors for CCSO replacements (\$300k), DCD building inspector rig replacement (\$42k) and \$45k for Juvenile Services vehicle replacement. Projected ER&R contributions will increase due to usage on mileage billings until the replacements arrive and are put into service. The reduced amount of collected replacement funds are due to increase of inflation and reflect the effects from the depreciation holiday. 2025~2028 reflects CCSO 5 vehicle replacements assumed + 3% inflation.											\$ 387,000	\$ 387,000	
Capital Outlay-Schedule C Projected Equipment Replacement--ROADS FUNDED													
Anticipated potential equipment replacement does not include unanticipated accidental total loss of vehicles, or the need for other kinds of equipment suitable for department needs. 2024 Consists of \$1.17 million of scheduled replacements of 3 road sweepers. Of this amount, ER&R will require \$784k of additional funding from Roads to finance the unfunded balance of these ERR capital outlays. 2025-2028 represents an approximate placeholder for future Roads-related ER&R capital replacements.											\$ 1,266,000	\$ 1,266,000	
Grand Total	\$ 551,756	\$ 1,979,000	\$ 175,000	\$ 1,910,000	\$ 3,554,425	\$ 471,000	\$ 469,569	\$ 7,835,000	\$ 4,061,000	\$ 325,000	\$ 1,833,000	\$ 1,266,667	\$ 24,431,417

CLALLAM COUNTY
2024 NEW CAPITAL OUTLAY REQUESTS BUDGET--BY FUND

Include in 2024 Budget?		N			
2024		(All)			
KEY STRATEGIC CAPITAL PROJECT INITIATIVE/CATEGORY		(All)			
		Capital	Broadband	Solid	
		Projects	Expansion	Waste	ER&R
2024	General Fund				
Row Labels	Column Labels				
00100.231--General Fund--Treasurer	00100	30501	30701	40201	50301 Grand Total
2					
Security Improvement					
Overdue security improvement for the Treasurers office lobby. This improvement is necessary for the safety/security of staff and funds. Design for lobby to include limiting public access to funds, protective glass, and single/dual point secure entry. This is not grant funded.Quoted amount was based on similar improvements to Superior Court in 2018 and 20% inflation/supply chain issues recommended by Don Crawford (8/2022 and 6/2023); This remodel was scheduled to be complete in 2022 and no action was taken. We are adding it back in to the 2024 request. Spoke with IT 8/3/23 re: adding in badge readers to several doors per Jennifer's request. If further security measures are still requested, Treasurer's Office will need to solicit quotes. RT Spoke with Jennifer 8/23/23 re: getting updated scope and dollars for remaining concerns assuming door access readers installed and single point of entry for Courthouse are implemented. RT					
	\$	300,000			\$ 300,000
Copy/Fax Machine					
Canon Copier IRE C5 240 (03/2015 purchase) ; required replacement due 2022 incomplete. \$12,000 quoted by Clallam County IT (Tess Teel). Copiers budgeted in IT Capital Fund. RT					
	\$	-			\$ -
Cross Shredding Machine					
Cross Shredding capabilites for check fraud and identity theft. Current machine does not have the capabilites needed to effectively shred checks/documents containing sensitive information. Was this quoted by IT also? RT Discussed Jennifer contacting LeMay Mobile Shredding for quote to compare against a capital purchase (other departments already contract with them?) 8/23/23. RT Per conversation with Jennifer 8/24/23, she'll contract with LeMay and doesn't need this capital request anymore. RT					
	\$	8,000			\$ 8,000
00100.331--General Fund--Comm Dev - Administration					
2					
Capital Outlay- Funding Needed to Cover Cost of Refurbishment					
DCD will be adding four offices and a video meeting room to the DCD basement. We will need to purchase 2-3 desks, 3 ergonomic chairs, an 85" TV, and dividers. DCD plans to find used equipment in the Courthouse as much as possible. 6/21/23 Asked for breakdown of quoted price - seems too low, even with using used equipment. RT					
	\$	10,000			\$ 10,000
00100.333--General Fund--Comm Dev - Permit Center					
1					
Capital Outlay- Funding Needed for replacement of Building Inspector vehicle #51					
Replacement of Building Inspector vehicle #51. Total vehicle cost estimate is \$42k, ER&R "bank" contribution (amount paid in from ER&R for replacement) is \$5,450. Figures were given to DCD by B. Wahlsten & H. Steeby/Roads Dept. Will meet with ER&R in July to review dollar amounts. RT					
	\$	36,550			\$ 36,550
00100.334--General Fund--Comm Dev - Long Range Planning					
1					
Capital Outlay- Funding Needed for replacement of inadequate Copy Machine in DCD's Basement offices.					
Replacement of POE Copy Machine #10336 in Basement offices of DCD. Copier does not accommodate 11x17 paper and is slow. As DCD rearranges to consolidate their employees, they will need a larger copier that can print 11x17. It must support heavy usage by 10+ people. Estimate from Tess Teal in IT. Copiers are budgeted in IT Capital Projects fund. RT					
	\$	-			\$ -
00100.811--General Fund--Sheriff - Operations					
2					
Tactical Operations Drone					
Tactical drones are vital to many operations, and currently we are dependent on assisting agencies for most of our drone needs. We have needed to borrow them for facial recognition and tracking capabilities, or increased range to assess a shooters location without getting within gunfire range. Due to increased legistlative activity towards disallowing Chinese made drone technology, we have received quotes only on American-made drones. Per meeting with IT 8/3/23, has any research been done to detail out where this might be able to take off/land and move? Ex: not within so many miles of an airport, etc. RT					
	\$	65,000			\$ 65,000
Infrared capable camera for CIB					
Our Investigations unit has need of a camera with additional capabilities to fully capture images of tattoos, deep tissue bruising, or fluid staining with reverse negative imaging. These are especially important with delayed reporting or in cases involving diverse populations, Accurately portraying evidence is paramount to achieving justice, and the requested camera will enhance that end.					
	\$	6,000			\$ 6,000
00100.815--General Fund--Sheriff - Jail					
1					
Handheld radio replacement					
Current handheld radios used by Corrections staff are of mixed brands and models, all of which are older. The "SOS Officer Down" buttons do not function on them, and replacement parts for them cannot be sourced, so all repairs are done by scavenging parts from others that we already own, reducing our useful quantity. These radios are vital for the safety of our staff and inmates. Replacement quote is for 18 radios with earpiece and 3 multi-radio charging banks.					
	\$	40,000			\$ 40,000
2					
Preventative measures to reduce inmate access to windows					
PLACEHOLDER FOR DISCUSSION - The windows within inmate cells have a small gap around their perimeter. ı					
	\$	38,000			\$ 38,000
00100.843--General Fund--Prosecuting Attorney - Coroner					
1					
Coroner Vehicle					
Coroner vehicle for death investigators/deputy coroners to travel to death scenes. Outfitted with radio capabilities and the ability transport the deceased. Will this be run through ER&R? RT					
	\$	100,000			\$ 100,000
00100.851--General Fund--Juvenile Services					
1					
Security Camera Annual Replacement					
Reinstate the regular replacement of security cameras at the Juvenle facility. Some of the cameras are original to the building and they are active 24/7. A prioritized list was developed and used to be reviewed annually for replacement as controls wear out and optics fade. Four cameras are currently in need of replacement. Quote based on historical purchases. Will be handled through P/F/F. Per meeting with IT, Mark D will follow up with Jody to put together a comprehensive replacement plan, with dollar amounts and recommended years of payment. RT					
	\$	15,000			\$ 15,000
2					
Metrasens Security Screening					

CLALLAM COUNTY
2024 NEW CAPITAL OUTLAY REQUESTS BUDGET--BY FUND

Include in 2024 Budget? 2024		N (All)					
KEY STRATEGIC CAPITAL PROJECT INITIATIVE/CATEGORY		(All)					
				Capital	Broadband	Solid	
				Projects	Expansion	Waste	ER&R
2024		General Fund					
Row Labels		Column Labels					
		00100	30501	30701	40201	50301	Grand Total
	The lobby area at Juvenile Services provides direct entry into the Juvenile Courtroom with no security measures in place. The Matrasens Security Screener is a, simple, compact, unabtrusive "metal detector" that could quickly and easily be posted in the lobby area as visitors enter the facility. The single unit includes a 2 year warranty and staff training. Additional consideration needed regarding staffing and redesign of lobby area. Part of a larger security planning discussion (see above) What substances/items does this detect? RT	\$	13,000				\$ 13,000
	Replace Fleet Vehicles						
	Fleet vehicles need replacement or repurposing as repair costs increase due to age and use of vehicles. It is recommended that we replace our Crown Vic (S-311) with one Ford Explorer (non-cage) when current models are rotated out of the CCSO fleet. We expect this to occur in 2023. Additionally, ER&R has collected funds sufficient to replace the Transport Van (#56) at today's prices. Additional \$5K added due to potential inflation prior to purchase. Will be handled thru ER&R. Will meet with ER&R in July. RT	\$	5,000				\$ 5,000
3	Secure Reception Window						
	The Reception area in the Juvenile Services lobby is the first line of defense in a crisis situation and is basically wide open to the public with no security measures in place. The current design could be modified to include bullet-proof glass and reinforced counter, secure pass-through drawers, and intercom system. Part of the overall courthouse and courtroom security conversation. There may be grant funding available. May be able to do upgrades in phases (glass, counter, door). Will be handled through P/F/F. What grant funding sources have been explored? RT	\$	50,000				\$ 50,000
	Replace Furnishings						
00100.861--General Fund--Superior Court	The Juvenile Facility is 28 years old - the lobby chairs and detention pod furnishings are original to the building. The material is beginning to show wear and tear and needs to be either replaced or re-upholstered with a durable yet easy to clean material that can ensure proper sanitization.	\$	10,000				\$ 10,000
	1						
	One Entrance Courthouse						
	RENEW REQUEST (CRITICAL): Security Screening equipment, remodel of courthouse entrance for screening purposes, yearly maintenance contract for screening equipment. (Does not include Employee Cost) This request is not based on a quote, and based on general estimate. This is a request to support the safety and security of County employees and the public. Superior Court continues to believe that courthouse security measures are inadequate, and strongly advocates for implementation of all provisions set forth in GR 36(g)(1-7). Superior Court does believe that these measures should be funded in coordination and cooperation with all branches of government and all county departments. In 2022 there was a closure of the courthouse due to a bomb scare which is another reminder that courthouse security is response oriented as opposed to prevention oriented. FACILITIES COMMENTS--THIS REQUEST IS MUCH MORE INVOLVED AND ALL ENCOMPASSING REGARDING INSURING SUFFICIENT SECURITY OF THE OVERALL CH FACILITY, AND GIVEN THE PHYSICAL CONFIGURATION OF POINTS OF ENTRY OF THE CH BUILDING AND THE SC/DC COURTS THEMSELVES WHICH ARE NOT EASILY ADDRESS--FURTHER REVIEW OF GR36 BY FACILITIES IS REQUIRED ALONG WITH FURTHER DISCUSSIONS WITH STAKEHOLDERS NEEDED BEFORE PROCEEDING IN ADDRESSING. What came of US Marshals walkthrough? RT	\$	33,000				\$ 33,000
	Remodel of Judicial Office Space, add Bathroom						
	RENEW REQUEST for remodel of judicial office located next to Court Administrator to add a private bathroom attached to the office to comply with privacy, safety and security of the judicial officer. We would like to use the storage closet located on the east side of the wall next to the judicial office, or a part of the jail holding cell located on the north side wall of the judicial office. The remodel would include creating a door within the judge office to the storage closet, plumbing, electrical, and appliances. FACILITIES COMMENTS--THIS IS A HIGHLY UNCERTAIN COST GIVEN THE EXTENSIVE WORK INVOLVED BASED ON LAST SIMILAR PROJECT DONE IN 2008; FURTHER ANALYSIS IS NEEDED INCLUDING WHETHER SPACE PROPOSED FOR BATHROOM IS FEASIBLE. - Per phone conversation with Rick, if Judges are ok with doing extra doorway remodel project instead, change budget request to \$8k plus taxes. Otherwise, cost expected to be around \$150k. RT [*Superior Court is working on quotes for this 2024 budget request] Per meeting with Facilities 7/31/23, until/if more accurate quote received, internal ballpark estimate is closer to \$300k to re-route and connect any additional plumbing to that area of the building. Per meeting with Mark Lane 8/2/23, push this request to 2025/2026? RT	\$	-				\$ -
2	Family Courtroom Bench Remodel (Bullet Proof), Courtroom 3						
	RENEW REQUEST for bullet proof wall for entire front of judicial bench and clerk desk. This is not based on a quote, but rather an estimation. FACILITIES COMMENTS--THE COST OF THIS IS MOST LIKELY SIGNIFICANT MORE THAN ESTIMATE BASED ON SIMILAR BUT SMALLER WORK DONE FOR DC2 IN 2008 @ COST OF \$109K--FURTHER EVALUATION IS NEEDED. [*Superior Court is working on quotes for this 2024 budget request] Will US Marshals recommendations solve this need? What dollar amount(s) are the quote(s) being solicited coming in at? If single-point-entry is implemented, does that alleviate the security concerns for needing bullet proof security? RT	\$	109,000				\$ 109,000
	3						
	Remodel of Therapeutic Court Administrative Offices						
	RENEW REQUEST of office space in Historic Courthouse: Remodel for additional office space from 2 offices to 3. Remove walls, replace walls, doors, flooring, wiring and electrical. This is not based on a quote, but a general estimation. Waiting to hear from Lacey on where this location is - will need to confirm with PFF if we are even allowed to do a remodel like this to the historic courthouse. RT 6/27/23 email from Lacey received, explaining where this location is and 2 options they prefer for their request. Sent email to Rick McFarlen to see if any of it is feasible. RT 6/27/23 per email from Rick, HC not allowed to remove walls or open doorways in existing walls. RT Met with Rick 6/28/23 and walked through the area - because not allowed to remodel the area, I sent an email to Lacey & Judge Basden suggesting wall panels with sliding doors to alleviate the workspace and privacy concerns. RT	\$	75,000				\$ 75,000
	00100.871--General Fund--District Court I						
1	Courtroom Furniture						
	reupholster benches (padding going flat, cut holes in fabric, ect) Received copies of the quotes from Marrisra. If one project was done (courtroom furniture or courtroom furniture for historic courtroom, which would be the priority? RT	\$	20,582				\$ 20,582
	3						
	Courtroom Furniture for Historic Courtroom						
	Replacing 13 Chairs in jury box and 6 table chairs Received copies of the quotes from Marrisra. If one project was done (courtroom furniture or courtroom furniture for historic courtroom, which would be the priority? RT	\$	32,153				\$ 32,153
	00100.931--General Fund--WSU Extension						

CLALLAM COUNTY
2024 NEW CAPITAL OUTLAY REQUESTS BUDGET--BY FUND

Include in 2024 Budget?		N				
2024		(All)				
KEY STRATEGIC CAPITAL PROJECT INITIATIVE/CATEGORY		(All)				
		General Fund	Capital Projects	Broadband Expansion	Solid Waste	ER&R
2024	Column Labels					
Row Labels	00100	30501	30701	40201	50301	Grand Total
2						
New vehicle for Extension office						
We have the very old green van that we use every day and even though its on its last legs, we would like to keep using it, and we are reuquesting an additional vehicle. With 13 people on our staff and multiple people needing the vehicle for work daily, we are in strong need of another car. We use the County motor pool cars very often for the whole day for our regular trips out to Forks. When they are not available we end up charging personal vehicle miles which is very expensive. ER&R has 19K to put towards a new vehicle. We need an estimated additional 20-25K. Meeting with ER&R in July. RT Per meeting with ER&R, looking into whether the Juvi van will work for this purpose, and if so, how much that would cost. RT		\$ 25,000				\$ 25,000
30501.911--Parks and Facilities - Capital Projects						
1						
Cuff port purchase plan						
Increased volatility amongst our inmate population has led to increased danger to our corrections staff, and subsequent increased use of force situations. Adding cuff ports to more cell doors would decrease the inmate's ability to surprise a corrections deputy trying to interact with them, reducing the potential risks. Installing 10 cuff ports a year for the next 3 years would cover all cell doors currently lacking them. Costs include both parts and install. Per meeting with Facilities 7/31/23, CCSO is coordinating with Facilities on this project, & most likely will be PFF organizing the paperwork/job. Move to 30501 fund. RT		\$ 20,000				\$ 20,000
Bring WIFI to Clallam County Fairgrounds						
Install WI-FI & Hard Wiring Throughout the Fairgrounds for Credit Card Processing. (Price Quote Per Mark Doten) Per meeting with IT 8/3/23, decrease cost from \$65k to \$50k. RT		\$ 50,000				\$ 50,000
Courthouse Security Engineering						
Engineering costs needed to determine cost & design of Single Point of Entry Security system (based on 15-20% of \$500-700k projected construction cost per Don C). RT		\$ 110,000				\$ 110,000
2						
Capital Outlay- Sheriff's Office Kitchen Remodel						
The Sheriff's Office kitchen area is in the main administrative section of the department, is visible to visitors, and used 24/7 by administration, patrol, and volunteers. The flooring and walls are in need of repair and repainting due to appliances and cabinets being removed over the past years and normal wear and tear. From floor to ceiling the entire area is worn out and uncleanable due to age. We are requesting a complete remodel of the area, including new sink, cabinets, flooring, counters and paint. Cost is only a guess as Facilities will need to obtain a quote from a contractor. Per meeting with Facilities, flooring was already done - is it okay for now? RT		\$ 40,000				\$ 40,000
Replace Rotting Pile At Camp David JR						
Pile Need To Be Replaced Due To Aging /Rotting In Place.In Which There Is No Place To Tie Your Water Craft Once In The Water. These Docks Are Also Used By Users Of The Park For Other Water Activities RCO grant for this project? RT		\$ 120,000				\$ 120,000
30701.411--Information Tech - Capital Projects						
1						
Expansion of electrical/network closet outside BOCC office						
Per meeting with IT 8/3/23, need to add this joint IT/Facilities project into the 2024 budget. Running out of room for networking and electrical equipment within the current footprint, and concerns about falling outside of code with networking getting too close to electrical lines make this request high priority. Expansion is planned at the current location, just expanding the closet opening further west, towards the BOCC suite doorway. This project also has benefit in future network expansion in the historic courthouse as wires can be run from 'halfway' into the building, rather than across the entirety of the building. RT			\$ 25,000			\$ 25,000
Additional Installation of Door Badge Controls & Cameras						
Analysis of initial installation of door badge readers and cameras has determined that other areas should have been included, but weren't, plus the addition of other County buildings necessitates additional work to be done. Some areas included in this project are: Finance, HHS 3rd Street, HHS 2nd Street, Treasurer, Assessor, Courts, Back of IT, & HR for badge creation processing. RT			\$ 90,000			\$ 90,000
2						
Unanticipated Projects						
For Unanticipated IT Capital Project expenditures			\$ 50,000			\$ 50,000
40201.611--PW - Solid Waste						
3						
County Solid Waste Management Plan Implementation						
Public Works has a 2023-2025 Local Solid Waste Financial Assistant (LSWFA) grant administered by the WA. State Dept of Ecology allocated, with contract currently in progress. The estimated project cost is \$110,000 with \$82,500 eligible grant share and \$27,500 (25%) match. The project is a continuation of the current work done for plan management by the department and organic waste reduction work contracted with WSU Extension. The required match anticipated will be covered by the Enterprise Fund with regards to the ILA with the City of PA. Is this 100511-23-DOE-MRW Grant awarded that ends 6/30/2025? \$105k total with 25% (\$26,250) match, so funding awarded of \$78,750? RT					\$ 55,000	\$ 55,000
50301.611--PW - Equipment Rental and Revolving						
2						
Capital Outlay-Schedule C Projected Equipment Replacement-ER&R FUNDED						
Upgrade Fuel sites to FMLive						\$ 110,000 \$ 110,000
Grand Total		\$ 991,285	\$ 340,000	\$ 165,000	\$ 55,000	\$ 1,661,285

CLALLAM COUNTY
ESTIMATED SALES TAX IMPACT--WSDOT ROADS PROJECTS--GENERAL FUND
2020-2027

PROJECT	DATE START	DATE END	# OF MONTHS DURATION	COST	CLALLAM SHARE	ESTIMATED TAXABLE COST BY YEAR							
						2020	2021	2022	2023	2024	2025	2026	2027
SR 112--JIM CREEK LANDSLIDES	Dec-20	Jul-21	8	\$ 1,400,000	100%		\$ 1,400,000						
SR 112/CLALLAM BAY EMERGENCY REPAIRS	Nov-21	Jul-22	9	\$ 1,300,000	100%			\$ 1,300,000					
SR 112 JIM CREEK WEST EMERGENCY REPAIRS	Nov-21	Jun-22	8	\$ 1,100,000	100%			\$ 1,100,000					
SR 112 W RASMUSSEN CREEK AND HOKO RIVER	Jan-22	Sep-22	9	\$ 1,600,000	100%			\$ 1,600,000					
SR113 S OF OLD SAPPHO-PHSHT HWY-STABILIZE SLOPE	Nov-21	Aug-22	10	\$ 1,900,000	100%			\$ 1,900,000					
US 101-BAGLEY CREEK AND SIEBERT CREEK FISH BARRIERS	May-20	Dec-21	20	\$ 36,000,000	100%	\$ 14,400,000	\$ 21,600,000						
US 101 ELWHA RIVER BRIDGE REPLACEMENT	Apr-23	Dec-24	20	\$ 36,000,000	100%				\$ 10,800,000	\$ 25,200,000			
US 101 INDIAN CREEK FISH BARRIER	Feb-22	Mar-23	14	\$ 16,400,000	100%			\$ 13,418,182	\$ 2,981,818				
US101 JEFFERSON AND CLALLAM COUNTY FISH BARRIERS (1 JEFFERSON, 5 CLALLAM)	Jul-23	Oct-25	28	\$ 109,900,000	83%				\$ 13,083,333	\$ 39,250,000	\$ 39,250,000		
US 101-MAY CREEK IN VIC OF DOWANS CREEK ROAD--FISH BARRIER	Oct-23	Oct-25	24	\$ 9,000,000	100%				\$ 375,000	\$ 4,500,000	\$ 4,125,000		
US101--SR109 GRAYS HARBOR, JEFFERSON & CLALLAM--FISH BARRIERS (TOTAL OF 25, 2 IN CLALLAM)	Apr-23	Oct-26	43	\$ 190,000,000	8%				\$ 2,474,419	\$ 4,241,860	\$ 4,241,860	\$ 4,241,860	
US 101 AND SR 115/OLYMPIC PENINSULA CHIP SEAL	May-22	Nov-22	7	\$ 7,800,000	100%			\$ 7,800,000					
US 101/SOUTH OF FORKS EMERGENCY REPAIRS	Apr-22	Aug-22	5	\$ 1,300,000	100%			\$ 1,300,000					
US101/SR116 NORTH OLYMPIC PENINSULA--FISH BARRIERS (4, of which 3 in Unincorp Clallam)	Oct-24	Dec-27	39	\$ 105,000,000	75%					\$ 2,019,231	\$ 24,230,769	\$ 24,230,769	\$ 28,269,231
TOTAL SIGNIFICANT WSDOT PROJECTS--CLALLAM COUNTY				\$ 518,700,000		\$ 14,400,000	\$ 23,000,000	\$ 28,418,182	\$ 29,714,570	\$ 75,211,091	\$ 71,847,630	\$ 28,472,630	\$ 28,269,231
SALES TAX RATE--GENERAL FUND						1%	1%	1%	1%	1%	1%	1%	1%

ESTIMATED SALES TAX GENERATED BY WSDOT ROADS PROJECTS

YEAR OVER YEAR CHANGE \$	\$ 86,000	\$ 54,182	\$ 12,964	\$ 454,965	\$ (33,635)	\$ (433,750)	\$ (2,034)
YEAR OVER YEAR CHANGE %	60%	24%	5%	153%	-4%	-60%	-1%

TOTAL LOCAL RETAIL SALES AND USE TAX--GENERAL FUND	\$ 7,097,191	\$ 8,865,501	\$ 9,637,601	\$ 9,830,513
Less: Sales & Use Tax from WSDOT	(144,000)	(230,000)	(284,182)	(297,146)
TOTAL LOCAL RETAIL SALES AND USE TAX--GENERAL FUND (EXCLUDING WSDOT ROADS PROJECTS)	\$ 6,953,191	\$ 8,635,501	\$ 9,353,419	\$ 9,533,367
% YOY CHANGE		24%	8%	2%

2024 PROJECTION FOR GROWTH--SALES & USE TAX GENERAL FUND

	20%
	20% HAIRCUT TO WSDOT PROJECTS ESTIMATE (TO ALLOW FOR TIMING DIFFERENCES OF COSTS BEING INCURRED YEAR-TO-YEAR
2023 LOCAL RETAIL SALES & USE TAX--GENERAL FUND (EXCLUDING WSDOT ROADS PROJECTS)	\$ 9,533,367
ASSUMED 2024 TAXABLE SALES GROWTH RATE (CONSISTENT WITH 0.9% PROJECTED TAXABLE RETAIL SALES GROWTH--WA STATE ECONOMIC FORECAST--Q2 2023	1%
2024 PROJECTED LOCAL RETAIL SALES & USE TAX--GENERAL FUND (EXCLUDING WSDOT ROADS PROJECTS)	9,628,701
PLUS: 2024 ESTIMATED WSDOT PROJECTS SALES & USE TAX	752,111
TOTAL 2024 PROJECTED LOCAL RETAIL SALES & USE TAX--GENERAL FUND	10,380,812
	10,230,390 (used for Preliminary Budget)
BLENDED IMPLIED SALES TAX GROWTH RATE--2024	5.60%
	4.07%

12



H1

AGENDA ITEM SUMMARY SEP 05 2023

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

Department: BOCC

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 9-5-23**

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 3.35 Voters' Pamphlet needs repealed.
Hold a public hearing and request to approve 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?)
Hold a public hearing and request to approve Ordinance.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Shoona Riggs - Auditor's Office and Dee Boughton - Prosecuting Attorney's Office

Relevant Departments: Board of Commissioners, Auditor's Office and Prosecuting Attorney's Office

Date submitted: August 7, 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)

Voters pamphlet ccc 3.35 hearing 9-5-23
Revised: 3-04-2019

Ordinance _____

An ordinance repealing in its entirety
Chapter 3.35, of the Clallam County Code, Voters' Pamphlet

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 3.35.010, Local voters' pamphlet authorized:

~~Publication and distribution of a local voters' pamphlet, and appearances by other units of local government therein, in conformity with the provisions of Chapter 29.81A RCW, is hereby authorized. Said pamphlet may be published for any primary, general or special election. The authority to decide whether or not to publish a local voters' pamphlet is vested in the Clallam County Auditor.~~

Hereby repealed in its entirety

Section 3.35.020, Contents of pamphlet:

~~If the Clallam County Auditor determines that a voters' pamphlet shall be published, the pamphlet shall provide information on all measures and on all candidates for elective office and shall include matters required by Chapter 29.81A RCW including, but not limited to, identification of the pamphlet and participating jurisdictions; the date of the primary or election; information on how a person may register to vote and obtain an absentee ballot; the text of each measure accompanied by an explanatory statement and arguments for and against the measure; arguments for and against each measure; and candidates' statements which may also include candidates' photographs.~~

Hereby repealed in its entirety

ADOPTED this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French



H2

AGENDA ITEM SUMMARY

SEP 05 2023

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

Department: BOCC

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 9-5-23**

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

RCW 82.14.460 Sales and use tax for chemical dependency or mental health treatment services or therapeutic courts, also known as the Behavioral Health Sales Tax received an update in 2023. This update adds additional allowable use of the fund for "the modification of existing facilities to address health & safety needs necessary for the provision, operation, or delivery of substance use disorder or mental health treatment programs or services". The change in CCC 5.05 reflects these updates. Hold a public hearing and request to approve 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?)
Hold a public hearing and request to approve Ordinance.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Jenny Oppelt – Health and Humans Services and Dee Boughton – Prosecuting Attorney's Office

Relevant Departments: Board of Commissioners, Auditor's Office and Prosecuting Attorney's Office

Date submitted: August 7, 2023

* Work Session Meeting - Submit 1 single sided/not stapled copy Chemical Dependency and Mental Health CCC 5.05 hearing 9-5-23
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019

Ordinance _____

An ordinance amending Chapter 5.05 of the Clallam County Code,
Sales and Use Tax for Chemical Dependency and Mental Health Treatment

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 5.05.050, Use of funds, is amended to read as follows:

Monies deposited in such fund shall be used solely for the purposes authorized by the laws of the State of Washington including providing new or expanded substance use disorder or mental health treatment services, ~~and for the operation of new or expanded therapeutic court programs,~~ the modification of existing facilities to address health & safety needs necessary for the provision, operation, or delivery of substance use disorder or mental health treatment programs or services. "Programs and services" includes, but is not limited to, treatment services, case management, transportation, and housing that are a component of a coordinated substance use disorder or mental health treatment program or service.

ADOPTED this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French

H3



AGENDA ITEM SUMMARY

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

SEP 05 2023

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 9-5-23

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

RCW 82.14.370 Sales and Use tax for public facilities in rural counties received an update in 2023. The update adds additional allowable use of the funds to "Provide affordable workforce housing infrastructure or facilities". The change to CCC 5.40 Opportunity Fund Program will reflect this update.

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Finance Department, and Dee Boughton – Prosecuting Attorney's Office

Relevant Departments: Board of Commissioners, Finance Department, and Prosecuting Attorney's Office

Date submitted: August 8, 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)

Opportunity Fund Program CCC 5.40 hearing 9-5-23
Revised: 3-04-2019

Ordinance _____

An ordinance amending Chapter 5.40 of the Clallam County Code,
Opportunity Fund Program

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 5.40.041, Use of proceeds, is amended to read as follows:

(1) Moneys received from this tax shall only be used by Clallam County for the following purposes:

(a) The financing of public facilities serving economic development purposes in accordance with Washington statutes. The public facility must be listed as an item in the officially adopted Clallam County overall capital facilities plan, or the economic development section of Clallam County's comprehensive plan, or the comprehensive plan of a city or town located within Clallam County; or provide affordable workforce housing infrastructure or facilities. "Affordable workforce housing infrastructure or facilities" means housing infrastructure or facilities that a qualifying provider uses for housing for a single person, family, or unrelated persons living together whose income is no more than 120 percent of the median income, adjusted for housing size, for the county where the housing is located.

(b) To finance the compensation of personnel in "economic development offices" as that term is defined in State law.

(2) For the purposes of this section, "public facilities" means bridges, roads, domestic and industrial water facilities, sanitary sewer facilities, earth stabilization, storm sewer facilities, railroad, electricity, natural gas, buildings, structures, telecommunications infrastructure, transportation infrastructure, or commercial infrastructure, and port facilities in the State of Washington.

(3) For purposes of this section, "economic development purposes" means those purposes which facilitate the creation or retention of businesses and jobs in Clallam County. Economic development purposes may be accomplished through construction of public facilities that have direct

job creation or by construction of public facilities, such as infrastructure, that create an environment for business development and job creation.

(4) Costs for administration of the Opportunity Fund shall be charged to the fund in accordance with the County's administrative policies and cost allocation plan.

ADOPTED this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French