



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, June 25, 2024 – 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 June 17

Approval of vouchers 

- 1b. Approval of minutes for the week of June 17

Approval of minutes 

- 1c. Resolution appointing Christopher Rumble to the Marine Resources Committee

Resolution 

- 1d. Briefing and call for hearing to be held on Tuesday, July 9, 2024 at 10:30 a.m. regarding amending Chapter 5.100 Consolidated Fee Schedule Sheriff's Department Civil Processes Fee Schedule 400-A

Briefing and call for hearing 

- 1e. Proclamation Recognizing Korean War Remembrance Day on June 24, 2024

Proclamation 

- 1f. Letter to the City of Port Angeles changing the County contact designee to the County Administrator for the Emergency Operations Center

Letter 

Draft letter - added 6-20-24 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a. Agreement with Wild Salmon Center for replacement of culverts under Bear Creek Road

Agreement 

- 2b. Agreement amendment 1 with Clallam County Economic Development Council for North Olympic Peninsula Recompete Coalition

Agreement amendment 1 

ADMINISTRATION

- 3a. Resolution authorizing expenditure from the Affordable Housing Sales and Use Tax Fund for Peninsula Housing Authority/\$1,500,000

Resolution 

PUBLIC WORKS

- 4a. Letter and WS-4 Form for planning assistance related to Highland Irrigation District

Letter and WS-4 Form 

BUDGET

- 5a. Resolution for consideration to adopt the following Supplemental Appropriations:
Sheriff ? Operations ? Additional funding from Washington State Department of Commerce for programs supporting STOP (Services, Training, Officers, and Prosecutors) Violence Against Women to be used for deputies to participate in approve classes in support of the grant mission/\$4,000
Auditor ? Additional funding for Security Services from Norpoint Protective Services for the Elections Division from July ? December 2024/\$43,780

Supplemental appropriations 

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

- H1. Resolution authorizing a grant from the Opportunity Fund for Clallam County Public Works ? Clallam Bay Sekiu Sewer Pump Station Placement Project

Resolution 

- H2. Ordinance titled Agricultural Accessory Uses

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 June 24-28:
Meetings below are held in the BOCC Board Room 160 unless indicated otherwise**

Monday, June 24:

9:00 a.m. Work Session

12:00 p.m. WSAC Virtual Update (Virtually with WSAC)

Tuesday, June 25:

10:00 a.m. Board Meeting

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

3:00 p.m. William Shore Memorial Pool District Meeting (225 E. 5th Street, Port Angeles)

Wednesday, June 26:

8:00 a.m. Coffee with Colleen (Virtually with EDC)

10:00 a.m. Clallam Transit Meeting (830 West Lauridsen, Blvd. Port Angeles)

1:00 p.m. WSAC General Membership Meeting (Virtually with WSAC)

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

JUN 25 2024

Date of report: June 18, 2024

General Fund	\$320,898.49
Other Funds	\$362,667.93
Total	\$683,566.42

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 _____ 2024.

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

MIKE FRENCH, Chair

RANDY JOHNSON

MARK OZIAS

TODD MIELKE, County Administrator

Weekly Expenditures

June 17 - 21, 2024

Fund #	Department	Expenditures		Use Tax	
		General Fund (GF)	Other Funds	General Fund (GF)	Other Funds
00100.211	Assessor	849.50			
00100.221	Auditor	19,256.67		11.48	
12401.221	Auditor - Document Preservation		4.74		
00100.241/291/831	Commissioners (BOCC)	72,408.28			
19914.291	BOCC - Veterans Relief		1,873.99		
19961.291	BOCC - American Rescue Plan Act		19,539.06		
19991.291	BOCC - Emergency Communications		131,836.18		
00100.331-334	Dept. of Community Develop't (DCD)	115,833.74			
30301.331	DCD - Lower Dungeness Floodplain		1,200.00		
00100.871	District Court I	5,194.15			
00100.881	District Court II	251.28			
11301.511	Health & Human Services (HHS)		6,696.42		26.55
00100.511	HHS - Environmental Health	6,080.98			
00100.513	HHS - Admin	50.14			
11322.511	HHS - Homeless Task Force		5,305.96		
11323.511	HHS - Chem Dep/Mental Hlth		49,071.33		
11324.511	HHS - Affordable Housing		3,030.00		
11331.511	HHS - Developmental Disabilities		23,601.25		
00100.461	Human Resources (HR)	621.70			
50401.461	HR - Risk Management		4,382.52		
00100.411	Information Technology (IT)	20,287.09			
30701.411	IT - Capital Projects		7,755.20		
00100.851	Juvenile Services	30,539.38		399.23	
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		189.99		11.80
00100.911/912	Parks Fair Facilities (PFF)	1,489.99		4.63	
00100.841-843	Prosecuting Attorney	8,390.07			
	Public Works (PW)				
10101.611	PW - Roads		52,688.56		
41401.611	PW - Clallam/Seki Sewer		1,888.13		
43401.611	PW - Bullman Beach Water System		435.12		
50301.611	PW - ER&R (Equip't Rental & Revolving)		48,484.91		
00100.811-815,817	Sheriff	32,813.98			
11003.811	Sheriff - Boating Safety		798.17		
11004.811	Sheriff - VRF Boating Program		100.00		
11008.811	Sheriff - OPNET Drug		1,505.27		
11065.811	Sheriff - OPSCAN Operations		1,300.70		
11080.811	Sheriff - Inmate Commissary		820.70		12.07
00100.861	Superior Court	4,815.54			
00100.231	Treasurer	190.62			
12201.231	Treasurer - O&M (Operation & Maintenance)		109.31		
00100.931	WSU Extension	1,410.04			
Total		320,483.15	362,617.51	415.34	50.42

VISA statement balance:	
Statement date:	

Report Reconciliation		Totals			
Total	683,100.66	General Fund	320,898.49		
Final Check Lists	683,100.66	Other Non-GF	362,667.93		
Difference	-	VISA charges	-		
		Total	683,566.42	Use Tax	465.76

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
6/25/2024	BOB BARKER CO INC	INV2028772	moliver4	1,136.58	101.16	1,136.58
6/25/2024	BOB BARKER CO INC	INV2028572	moliver4	108.58	9.66	108.58
6/25/2024	SWANSONS SERVICES CORP.	1845052	jkoon	90.42	8.05	90.42
6/25/2024	SWANSONS SERVICES CORP.	1844527	jkoon	45.21	4.02	45.21
6/25/2024	U S BANK	PAGExNAmi7c	moliver3	262.50	23.36	262.50
6/25/2024	U S BANK	PAGExL_hoRQ	moliver3	240.00	21.36	240.00
6/25/2024	U S BANK	4102	moliver3	135.00	12.02	135.00
6/25/2024	U S BANK	04157-0061501	moliver3	119.99	10.68	119.99
6/25/2024	U S BANK	5346	moliver3	2,483.00	220.99	2,483.00
6/25/2024	U S BANK	450567	sprice	128.95	11.48	128.95
6/25/2024	U S BANK	US Bank 2024_6-6	cstjohn	132.61	11.80	189.99
6/25/2024	U S BANK	5178-6 05-23-24	nfurford	298.32	26.55	298.32
6/25/2024	U S BANK	ADA Sign 2401719	mearley2	52.00	4.63	52.00
Totals:				5,233.16	465.76	5,290.54

Assessor

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	6/25/2024	0020849	U S BANK	USB 6/2024	6/13/2024	COPY PAPER	849.50	849.50
Sub total for U S BANK:							849.50	

0.*
683,100.66*+
1,410.04+
1,706.77+
299.93+
4,815.54+
13,468.56+
23,870.26+
2,323.25+
52,688.56+
48,484.91+
8,390.07+
1,489.99+
189.99+
14,245.52+
16,293.86+
28,042.29+
5,004.22+
93,836.08+
251.28+
5,194.15+
117,033.74+
223,950.74+
19,261.41+
849.50+
0.*

Auditor

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000084	ANGELES COMMUNICATIONS	35044	5/30/2024	INSTALLATION OF SECURITY	1,115.34	1,115.34
6/25/2024	0019068	K & H PRINTERS INC	066313	6/5/2024	2024 AUGUST PRIMARY INSE	14,149.29	14,149.29
6/25/2024	0020849	U S BANK	450567	5/29/2024	MICR TONER CARTRIDGE	128.95	
			83048512	5/13/2024	LICENSING VIRTUAL REGIST	75.00	
			112-7565024-49	5/22/2024	HALF DOME SECURITY MIRR	53.35	
			112-3232705-82	5/7/2024	PRIVACY FILM FOR RECORD	17.71	
			4838722S185	5/1/2024	DOCUMENT SHREDDING	4.74	279.75
6/25/2024	0024409	ULINE	178576178	5/23/2024	SECURITY WINDOW FILM, Fli	279.43	279.43
6/25/2024	0047005	SIGNATURE GRAPHICS INC	59965	6/11/2024	POSTAGE FOR 2024 AUGUST	3,437.60	3,437.60
Sub total for U S BANK:							19,261.41

BOCC

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000546	EXPRESS SERVICES, INC	30826365	6/12/2024	STREAMKEEPERS DATABASE	223.06	223.06
6/25/2024	0000716	HAYDEN, JOHN F	Jul-24	6/11/2024	SUPERIOR COURT CONFLICT	2,333.00	2,333.00
6/25/2024	0000799	JAMESTOWN SKLALLAM TRIE	245-24-016 JAM	6/13/2024	JAMESTOWN TRIBE ILA CON	10,000.00	10,000.00
6/25/2024	0000928	LOWER ELWHA KLALLAM TRI	245-24-015 LWF	6/11/2024	LOWER ELWHA ILA CONTRA	10,000.00	10,000.00
6/25/2024	0001252	PORT ANGELES, CITY OF	E911 May 2024	6/12/2024	EMERGENCY COMMUNICATI	131,836.18	131,836.18
6/25/2024	0001602	SPECTRA LABORATORIES, KI	24-03667	6/12/2024	BULLMAN BEACH WATER TE	663.00	663.00
6/25/2024	0001607	KAREN L UNGER, P.S.	Jul-24	6/11/2024	SUPERIOR COURT CONFLICT	4,000.00	4,000.00
6/25/2024	0001716	DEPT OF ENTERPRISE SVCS	731134497	6/11/2024	BUSINESS CARDS	199.07	199.07
6/25/2024	0020849	U S BANK	10392000549	6/11/2024	A KLAHN FEDERAL GRANTS	199.00	199.00
6/25/2024	0021617	WOLFLEY LAW OFFICE P.S.	Jul-24	6/11/2024	SUPERIOR COURT CONFLICT	4,000.00	
			Jul-24 JW	6/11/2024	SUPERIOR COURT CONFLICT	1,050.00	5,050.00
6/25/2024	0023383	PAYNE LAW, PS	Jul-24	6/11/2024	SUPERIOR COURT CONFLICT	4,000.00	4,000.00
6/25/2024	0033510	OZIAS, MARK	CMO 6/6/2024	6/11/2024	CMO TRAVEL WA EMC MEETI	429.84	429.84
6/25/2024	0036097	MAKAH TRIBE	245-24-018	6/12/2024	MAKAH TRIBE ILA CONTRAC	10,000.00	10,000.00
6/25/2024	0037979	WASHINGTON STATE UNIVERCI	00050173	6/11/2024	SDG CONTRACT 245.24.002	16,374.09	16,374.09
6/25/2024	0039378	NORTH OLYMPIC PENINSULA	727	6/11/2024	SDG CONTRACT 245.24.007	3,027.00	
			725	6/11/2024	SFFI RECOMPETE CONTRAC	1,326.00	
			726	6/12/2024	BROADBAND COORDINATIO	637.50	4,990.50
6/25/2024	0045706	ST MARIE LAW PLLC	Jul-24	6/11/2024	DISTRICT COURT CONFLICT	2,000.00	2,000.00
6/25/2024	0045724	THOMAS GARVEY LAW PLLC	Jul-24	6/11/2024	DISTRICT COURT I CONFLICT	2,000.00	2,000.00
6/25/2024	0045731	RODRIGUEZ, JAMES ARTHUR	Jul-24	6/11/2024	SUPERIOR COURT CONFLICT	1,000.00	1,000.00
6/25/2024	0049595	FACET NW INC	0054973	6/11/2024	BULLMAN BEACH WATER FIL	18,653.00	18,653.00
Sub total for U S BANK:							223,950.74

DCD

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000084	ANGELES COMMUNICATIONS	35049	6/11/2024	ADMIN PROFESSIONAL SERV	1,731.23	1,731.23
6/25/2024	0000196	BILLS PLUMBING & SANIKAN	IS3679349	6/12/2024	G145 TASK 1 PROFESSIONAL	160.00	160.00
6/25/2024	0000799	JAMESTOWN SKLALLAM TRIENOPLE	6-10-24	6/10/2024	G133 SITE RENTAL 6-10-24	100.00	100.00
6/25/2024	0001149	OLYMPIC STATIONERS INC	97375	5/29/2024	BUILDING OPERATING SUPPL	32.67	32.67
6/25/2024	0001252	PORT ANGELES, CITY OF	DCD MAY 2024	6/7/2024	CE MAY 2024 LANDFILL	461.22	461.22
6/25/2024	0001603	TYLER TECHNOLOGIES INC.	025-468403	6/10/2024	BUILDING ANNUAL FEE INTE	5,989.50	5,989.50
6/25/2024	0003410	LEMAY MOBILE SHREDDING	4843251S185	6/1/2024	ADMIN PROFESSIONAL SERV	15.84	15.84
6/25/2024	0035888	CASCADIA CONSULTING GRC	10884	5/28/2024	G13 PRO SVC 3-26-24 TO 4-2	45,011.70	
			10812	5/1/2024	G13 PRO SERVICE 2-14-24 TC	44,239.00	89,250.70
6/25/2024	0036105	NATURAL SYSTEMS DESIGN	2024-499	6/11/2024	G112 TASK 2 PROFESSIONAL	17,588.45	17,588.45
6/25/2024	0042096	AQUATIC BIOLOGY ASSOCIAT	1861	6/6/2024	G157 PROFESSIONAL SERVI	1,200.00	1,200.00
6/25/2024	0046683	ODP BUSINESS SOLUTIONS	L365310636001	5/30/2024	CP OPERATING SUPPLY	17.41	
			365310624001	5/29/2024	LRP OPERATING SUPPLY	7.72	25.13
6/25/2024	0049864	HALEY, CHARLENE	REF 4-30-24	6/6/2024	REFUND BJT2024-00557	229.00	229.00
6/25/2024	0049868	L&B DEVELOPMENT LLC	REF 6-10-24	6/11/2024	REFUND LDV2022-00016	250.00	250.00
Sub total for U S BANK:							117,033.74

apChkLst
06/17/2024 3:09:55PM

Final Check List
CLALLAM COUNTY

District Court I

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000023	ADVANCED TRAVEL	TRAVADVND24	6/11/2024	ADVANCE TRAVEL FOR NEUF	643.20	
			TRAVADVJC24	6/11/2024	ADVANCE TRAVEL- ALL RISE	643.20	1,286.40
6/25/2024	0026382	NEUPERT, DAVE	ALLRISEDHN24	6/11/2024	ALL RISE CONFERENCE- TR/	670.08	
			DCMJA2024DN	6/11/2024	DCMJA CONFERENCE TRAVE	313.10	983.18
6/25/2024	0048756	DATAGAIN INC	14173	6/12/2024	MENTAL HEALTH COURT DIM	2,500.00	2,500.00
6/25/2024	0020849	U S BANK	USbankJune202	6/7/2024	CITY OF ANAHEIM CONVENT	424.57	424.57
Sub total for U S BANK:							5,194.15

apChkLst
06/16/2024 10:55:39AM

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
6/25/2024	0000890	LANGUAGE LINE SERVICES, I	11308208	6/25/2024	SPANISH INTERPRETER	5.19	5.19
6/25/2024	0001179	PACIFIC OFFICE EQUIPMENT	1141697	6/25/2024	CANON IRA4845 MAINTENAN	28.58	
			1141696	6/25/2024	CANON IR1025 MAINTENANC	27.15	55.73
6/25/2024	0001641	VERIZON WIRELESS	9965019309	6/25/2024	PROBATION OFFICER CELL	54.52	54.52
6/25/2024	0003410	LEMAY MOBILE SHREDDING	4842628s185	6/25/2024	JUNE SHRED BIN TIP	15.84	15.84
6/25/2024	0019100	PLUMLEY, WILLIAM L	690877	6/25/2024	SPANISH INTERPRETER	60.00	
			690874	6/25/2024	SPANIISH INTERPRETER	60.00	120.00
Sub total for U S BANK:							251.28

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0004046	CAPITOL CITY PRESS, INC.	157902	5/31/2024	WATER LAB - LAB SUPPLIES	185.14	185.14
6/25/2024	0000336	CLALLAM CONSERVATION DISTRICT	EPA23-PIC18	6/10/2024	WATER QUALITY - 3/2024 DO	2,259.57	
			EPA23-PIC17	5/13/2024	WATER QUALITY - 3/2024 DO	535.38	2,794.95
6/25/2024	0002523	GARCELON, JENNIFER	TR JG 6-3-24	6/10/2024	ADMIN - TRAVEL REIMBURSE	129.50	129.50
6/25/2024	0035575	MORGAN, LAWRENCE	LM 6-3-24	6/3/2024	ONSITE - SEPTIC SYSTEM	800.00	800.00
6/25/2024	0046683	ODP BUSINESS SOLUTIONS	L370136523001	6/5/2024	WATER LAB - OFFICE SUPPL	13.78	13.78
6/25/2024	0001179	PACIFIC OFFICE EQUIPMENT	1141746	5/31/2024	ADMIN - COPIER 10272	362.28	
			1141750	5/31/2024	ONSITE - COPIER 10297	67.14	
			1141745	5/31/2024	WATER LAB - COPIER 9310	9.46	438.88
6/25/2024	0049869	PIERCE, CHARLOTTE	CP 5-29-24	5/29/2024	ONSITE - SEPTIC SYSTEM	250.00	250.00
6/25/2024	0020996	SISK, JIM	JS 6-7-24	6/7/2024	ONSITE - SEPTIC SYSTEM	325.80	325.80
6/25/2024	0020849	U S BANK	7298 6-6-24 3	6/6/2024	ONSITE - AMAZON - OFFICE	237.81	
			4878 6-6-24 2	6/6/2024	ONSITE - FACEBOOK ADVERT	130.93	
			7298 6-6-24 1	6/6/2024	WATER LAB - OFFICE DEPOT	65.33	
			7298 6-6-24 2	6/6/2024	ONSITE - AMAZON - OFFICE	53.37	
			4878 6-6-24 7	6/6/2024	ADMIN - WARRIOR'S QUICK S	34.46	
			4878 6-6-24 5	6/6/2024	ADMIN - ASTRO 113 - TRAVEL	32.24	
			7298 6-6-24 4	6/6/2024	ONSITE - AMAZON - OFFICE	32.13	
			7298 6-6-24 6	6/6/2024	ONSITE - AMAZON - OFFICE	32.13	
			4878 6-6-24 6	6/6/2024	WATER LAB - AMAZON - OFFI	31.55	
			4878 6-6-24 1	6/6/2024	ONSITE - SAFEWAY - OPERA	23.48	
			4878 6-6-24 3	6/6/2024	ADMIN - 76 DIVINE MID-CITY	21.53	
			4878 6-6-24 4	6/6/2024	ADMIN - WSDOT GOOD TO G	5.50	
			7298 6-6-24 5	6/6/2024	ONSITE - AMAZON - OFFICE	-32.13	668.33
6/25/2024	0001641	VERIZON WIRELESS	9965335920-1	5/28/2024	WQ - K KOWAL - CELL PHONI	375.44	375.44
6/25/2024	0023815	VREELAND, ROBERT	RV BT 5-22-24	6/5/2024	FOOD - BUSINESS MILEAGE	99.16	99.16
6/25/2024	0001179	PACIFIC OFFICE EQUIPMENT	1141749	5/31/2024	HADM - WEST WORK ROOM	50.14	50.14
6/25/2024	0041598	AMAZON CAPITAL SERVICES	17P9-D7LQ-6K1	6/1/2024	HOPS - WARMTH/HYGIENE S	1,353.77	1,353.77
6/25/2024	0033335	BOWEN, EDWARD	EB REIMB 06-03	6/3/2024	HOPS - ELLIS REPEATER - RE	1,839.01	1,839.01
6/25/2024	0049779	MITCHELL, SAMUEL	SM BT 06-06-24	6/6/2024	HOPS - BUSINESS MILEAGE	75.04	75.04
6/25/2024	0001179	PACIFIC OFFICE EQUIPMENT	1141751	5/31/2024	HOPS - PH 1ST FLOOR COPIE	71.47	
			1141752	5/31/2024	HOPS - FORKS COLOR	15.75	
			1141753	5/31/2024	HOPS - FORKS SINGLE COLC	14.48	
			1141715	5/31/2024	HOPS - PH 1ST FLOOR COPI	8.20	109.90

Bank : apbank U S BANK

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	6/25/2024	0001252	PORT ANGELES, CITY OF	131171-89524 06/31/2024	HOPS - HRHC UTILITIES - 4/1	593.28	593.28
	6/25/2024	0049738	TALLEY COMMUNICATIONS	0049738 5/29/2024	HOPS - REPEATER CONNEC	345.21	345.21
	6/25/2024	0020849	U S BANK	5178-4 05-20-24 6/6/2024	HOPS - AMAZON - TONER, BU	322.18	
				5178-6 05-23-24 6/6/2024	HOPS - PUT-IN-CUPS - COLO	298.32	
				5178-5 05-20-24 6/6/2024	HOPS - COSTCO - COFFEE, C	227.58	
				5178-13 06-03-2 6/6/2024	HOPS - ORIENTAL TRADING C	97.98	
				5178-1 05-19-24 6/6/2024	HOPS - AMAZON - TONER	92.55	
				5178-2 05-19-24 6/6/2024	HOPS - AVERY.COM - LABELS	88.23	
				5178-3 05-20-24 6/6/2024	HOPS - AMAZON - PAPER TR	76.25	
				9705-1 05-16-24 6/6/2024	HOPS - AMAZON - LETTER S	65.33	
				5178-12 06-03-2 6/6/2024	HOPS - AMAZON - PENCILS	42.36	
				5178-11 05-31-2 6/6/2024	HOPS - AMAZON - COMMAND	20.16	
				5178-8 05-24-24 6/6/2024	HOPS - AMAZON - LABELS	19.60	
				9705-3 06-06-24 6/6/2024	HOPS - AMAZON - LETTER T	12.67	
				4969-1 05-08-24 6/6/2024	HOPS - AMAZON - CREDIT FC	-200.00	1,163.21
	6/25/2024	0001641	VERIZON WIRELESS	9965335920 5/28/2024	HOPS - A SHARED CLALLAM/	1,062.49	1,062.49
	6/25/2024	0033201	WESTSIDE PIZZA	WP 06-07-24 6/7/2024	HOPS - GROUP SUPPORT SU	154.51	154.51
	6/24/2024	0000723	HEALTHY FAMILIES OF CLALL	11322-23-HFCC 6/5/2024	HTF - SAFELY HOME PROJEC	5,301.34	5,301.34
	6/24/2024	0020849	U S BANK	9705 6-6-24 2-2 6/6/2024	HTF - AMAZON.COM - OFFICE	4.62	4.62
	6/25/2024	0046310	OLYMPIC ANGELS	11323-24-TOA 5 6/6/2024	CD/MH - LOVE BOX AND DAR	1,185.71	1,185.71
	6/25/2024	0015513	OLYMPIC PENINSULA COMM	11323-24-OPCC 6/4/2024	CD/MH - REDISCOVERY	8,311.90	8,311.90
	6/25/2024	0001209	PENINSULA BEHAVIORAL HEA	11323-24-PBH-L 6/7/2024	CD/MH - ACCESS TO BH SER	10,091.25	10,091.25
	6/25/2024	0030719	REFLECTIONS COUNSELING,	11323-24-RCSG 5/31/2024	CD/MH - CRISIS INTERVENTI	14,586.48	14,586.48
	6/25/2024	0001430	SEQUIM SCHOOL DISTRICT #	11323-24-SSD 5 6/4/2024	CD/MH - EDUCATION AND EA	14,891.36	14,891.36
	6/25/2024	0020849	U S BANK	9705 6-6-24 2-1 6/6/2024	CD/MH - AMAZON.COM - OFF	4.63	4.63
	6/25/2024	0000723	HEALTHY FAMILIES OF CLALL	11324-23-HFCC 6/4/2024	AH - EMERGENCY SHELTER	3,030.00	3,030.00
	6/25/2024	0048743	BORGGARD, STEPHANIE	SB 06-11-24 6/11/2024	DDD - PROJECT SAFER - MA	362.50	362.50
	6/25/2024	0000396	CONCERNED CITIZENS	CC PASD 05-24 6/7/2024	DDD - PASD - MAY 2024	3,740.00	
				CC SSD 05-24 6/7/2024	DDD - SSD - MAY 2024	2,500.00	6,240.00
	6/25/2024	0048321	MCFARLAND, REBECCA	RM 06-11-24 6/11/2024	DDD - PROJECT SAFER - MA	362.50	362.50
	6/25/2024	0017530	PIERCE JONES & ASSOCIATE	PJA QVSD 05-24 6/7/2024	DDD - QVSD - MAY 2024	4,440.00	
				PJA PASD 05-24 6/7/2024	DDD - PASD - MAY 2024	4,280.00	
				PJA SSD 05-24 6/7/2024	DDD - SSD - MAY 2024	3,220.00	
				PJA ETR 05-24 6/7/2024	DDD - ETR - MAY 2024	720.00	12,660.00
	6/25/2024	0020849	U S BANK	4951 6/6/2024	DDD - BEST OF SIGNS.COM -	95.00	95.00

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6/25/2024	0001685	W.I.S.E.	10449	5/31/2024	DDD - PROFESSIONAL SERVI	3,881.25	3,881.25
Sub total for U S BANK:							93,836.08

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0001179	PACIFIC OFFICE EQUIPMENT	1141738	6/12/2024	COPIER - HR/RM	519.02	
			1141737	6/12/2024	PUBLIC RECORDS COPIER	31.04	550.06
6/25/2024	0003940	SULLENGER, TAMMY	PRIMA 24 TS	6/12/2024	PRIMA CONF 24 TS	276.50	276.50
6/25/2024	0004990	REYES, TOM	PRIMA 24 TR	6/12/2024	PRIMA CONF 24 TR	409.96	409.96
6/25/2024	0020849	U S BANK	PD-584805 24-2	6/12/2024	PDN DIGITAL SUBSCRIPTION	70.00	
			WA PRO 24 JM	6/12/2024	WA PRO 2024 JM	65.00	
			4842645S185	6/12/2024	SECURE SHRED	31.68	
			332984328	6/12/2024	PRE EMPLOYMENT	29.95	
			333746784	6/12/2024	PRE EMPLOYMENT	29.95	
			332081372	6/12/2024	PRE EMPLOYMENT	24.95	
			332984326	6/12/2024	PRE EMPLOYMENT	24.95	
			333239994	6/12/2024	PRE EMPLOYMENT	24.95	
			332075011	6/12/2024	PRE EMPLOYMENT	22.95	
			332610612	6/12/2024	PRE EMPLOYMENT	22.95	
			331871476	6/12/2024	PRE EMPLOYMENT	19.95	
			332064553	6/12/2024	PRE EMPLOYMENT	19.95	
			332075012	6/12/2024	PRE EMPLOYMENT	19.95	
			332592633	6/12/2024	PRE EMPLOYMENT	19.95	
			332806182	6/12/2024	PRE EMPLOYMENT	19.95	
			333160737	6/12/2024	PRE EMPLOYMENT	19.95	
			5064779-QRAD/	6/12/2024	PRE EMP	14.81	481.84
6/25/2024	0025324	CEDAR GROVE COUNSELING	17121	6/12/2024	PRE EMPLOYMENT	360.00	360.00
6/25/2024	0035753	LOOMIS ARMORED US, LLC	13491798	6/12/2024	ARMORED TRUCK	1,174.36	1,174.36
6/25/2024	0048781	MIELKE, TODD	PRIMA 24 TM	6/12/2024	PRIMA CONF 24 TM	311.50	311.50
6/25/2024	0048855	PUBLIC SAFETY PSYCHOLOG	4765	6/12/2024	PRE EMPLOYMENT	1,440.00	1,440.00
Sub total for U S BANK:							5,004.22

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6/25/2024	0000084	ANGELES COMMUNICATIONS	S34992	6/12/2024	IT20240422	7,755.20	7,755.20
6/25/2024	0000674	GOVCONNECTION, INC.	75327388	6/12/2024	IT20240509 - DUO RENEWAL	16,092.43	16,092.43
6/25/2024	0003978	WISE, JANE	052824-JW	6/12/2024	IT20240528	184.87	184.87
6/25/2024	0020849	U S BANK	22555863-58616	6/12/2024	IT20240502	750.00	
			550627	6/12/2024	IT20240509A	677.72	
			11164626734803	6/12/2024	IT20240508A	653.38	
			A2G73ARX	6/12/2024	IT20240530	304.99	
			11181124386061	6/12/2024	IT20240508C	261.33	
			550543	6/12/2024	WSU20240508	252.93	
			80912635	6/12/2024	IT20240529A	225.00	
			B1-420969237	6/12/2024	SHER20240514	164.99	
			11172437257483	6/12/2024	IT20240508C	152.45	
			11191470488726	6/12/2024	IT20240508B	152.45	
			11323712630368	6/12/2024	IT20240517	120.75	
			11181446385002	6/12/2024	IT20240508B	85.14	
			11354995055471	6/12/2024	IT20240516	50.08	
			0N6w10mQfv0m	6/12/2024	IT20240529	35.00	
			11181446385002	6/12/2024	IT20240508B	15.24	3,901.45
6/25/2024	0030587	B&H PHOTO VIDEO	224199550	6/12/2024	TREAS20240517	108.34	108.34
Sub total for U S BANK:							28,042.29

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000023	ADVANCED TRAVEL	6245	6/7/2024	ADV TRVL-REIMB V BROOKS	140.00	140.00
6/25/2024	0000159	BOB BARKER CO INC	INV2028772	5/31/2024	DET SUPPLIES	1,136.58	
			INV2028572	5/31/2024	DET SUPPLIES	108.58	1,245.16
6/25/2024	0001179	PACIFIC OFFICE EQUIPMENT	1141950	5/31/2024	EQUIP-REPAIR/MAINT	267.63	
			1141954	5/31/2024	EQUIP-REPAIR/MAINT	87.47	
			1141953	5/31/2024	EQUIP-REPAIR/MAINT	42.74	
			1141952	5/31/2024	EQUIP-REPAIR/MAINT	15.84	
			1141951	5/31/2024	EQUIP-REPAIR/MAINT	3.87	417.55
6/25/2024	0001252	PORT ANGELES, CITY OF	72927-155134.0	5/31/2024	UTILITIES-CITY OF PA	5,027.87	5,027.87
6/25/2024	0003687	BROOKS, VALERIE	060724VB	6/11/2024	TRVL TRNG - REIMB	81.25	81.25
6/25/2024	0017787	DAIRY FRESH FARMS INC	8122416316	6/11/2024	DET FOOD	217.99	217.99
6/25/2024	0022041	THOMAS SHERRY, M.S.	5053	5/31/2024	PRO SVCS-SSODA	300.00	300.00
6/25/2024	0041147	AMERIGAS PROPANE LP	3165261175	6/8/2024	UTILITIES	1,204.36	1,204.36
6/25/2024	0042355	BRILEY, JUDITH	053124JB	6/5/2024	CAP VOL-MILEAGE	40.20	40.20
6/25/2024	0046683	ODP BUSINESS SOLUTIONS	1368159695001	5/30/2024	OFFICE SUPPLIES	66.26	
			368293476001	5/30/2024	OFFICE SUPPLIES	25.91	92.17
6/25/2024	0048357	SANDERS, AMANDA	CPWIMAY24	6/11/2024	PRO SVCS	7,527.31	7,527.31
Sub total for U S BANK:							16,293.86

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	6/25/2024	0020849	U S BANK				
			908614	6/3/2024	OPERATING SUP	2,650.00	
			5346	5/10/2024	OPERATING SUP	2,483.00	
			838379	6/3/2024	OPERATING SUP	1,540.87	
			5337	5/2/2024	PRO SVCS	1,500.00	
			5BCPG	6/5/2024	SUBSCRIPTION	960.00	
			155161	5/9/2024	TRAVEL/BUSINESS	575.37	
			908615	6/3/2024	SUBSCRIPTION	500.00	
			060694	5/22/2024	TRAVEL/BUSINESS	451.76	
			72922	5/14/2024	ADVERTISING-VALPAK	440.05	
			114-4869713-29	5/24/2024	AWARDS AND RECOGNITION	418.64	
			112-4826080-08	5/13/2024	OFFICE SUPPLIES-AMAZON	312.16	
			139485513	5/16/2024	AWARDS AND RECOGNITION	264.00	
			PAGExNAmi7c	5/9/2024	ADVERTISING-CANVA	262.50	
			PAGExL hoRQ	5/9/2024	ADVERTISING-CANVA	240.00	
			54814861	5/30/2024	TRAVEL/BUSINESS	237.12	
			083561	5/7/2024	DET FOOD-COSTCO	224.19	
			120313	6/1/2024	SOFTWARE LICENSE-RELIAT	217.81	
			020230	5/20/2024	DET FOOD & DET SUPPLIES-	169.72	
			094540	6/4/2024	DET FOOD-COSTCO	167.81	
			103451	5/31/2024	TRAVEL/BUSINESS	149.92	
			4102	6/1/2024	SOFTWARE LICENSE-CASA M	135.00	
			04157-0061501	5/20/2024	SUBSCRIPTIONS-CANVA	119.99	
			R-0777861	5/6/2024	LICENSE AND CERTIFICATIOI	42.00	
			024909	5/13/2024	DET FOOD	36.82	
			029257	5/16/2024	FOOD	36.76	
			029245	5/7/2024	DET FOOD-WALMART	36.74	
			006614	6/3/2024	TRAVEL/BUSINESS	25.00	
			4842636S185	6/1/2024	PRO SVCS-LEMAY MOBILE SI	23.70	
			021280	5/20/2024	DET FOOD & SUPPLIES & ME	12.43	
			260640	5/10/2024	AWARDS AND RECOGNITION	12.16	14,245.52
Sub total for U S BANK:							14,245.52

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Final Check List
CLALLAM COUNTY

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	6/25/2024	0020849	U S BANK	US Bank 2024 € 6/6/2024	BACKPACK STRAPS; WATERI	189.99	189.99
Sub total for U S BANK:							189.99

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	6/25/2024	0020849	U S BANK				
			AMAZ 4742661	6/12/2024	SC CARBON RECEIPT BOOK	390.60	
			amaz 2091459	6/12/2024	DRA CARBON RECEIPT BOOI	377.58	
			APCO 89524	6/12/2024	SC FCC RADIO LICENSE APP	210.00	
			CC Trs PID 441	6/12/2024	DL PID 44119 2024 PROPERT	143.65	
			Viasat a5206679	6/12/2024	CDJ SATELLITE INTERNET	96.21	
			Viasat A5103094	6/12/2024	SC SATELLITE INTERNET	91.20	
			ADA Sign 24017	6/12/2024	CH FACILITATOR SIGN	52.00	
			AMAZ 0461036	6/12/2024	SC PET WASTE BAGS	48.86	
			AMAZ 7804249	6/12/2024	DRA PET WASTE BAGS	48.86	
			Pens Awrd 5/21/	6/12/2024	SMPK MEM BENCH PLAQUE	20.15	
			AMAZ 3381850	6/12/2024	FG CARABINER CLIPS	10.88	1,489.99
Sub total for U S BANK:							1,489.99

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Final Check List
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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000546	EXPRESS SERVICES, INC	30859957	6/12/2024	EXPRESS SERVICES	356.18	356.18
6/25/2024	0020849	U S BANK	850104867	6/12/2024	WESTLAW CONTRACT	3,259.85	
			200002355	6/12/2024	REGISTRATION FEE	750.00	
			76512559	6/12/2024	HOTEL STAY FOR CORONER	633.08	
			1372006695	6/12/2024	HOTEL STAY FOR TRAINING	530.91	
			137206695	6/12/2024	137206695	530.91	
			850180952	6/12/2024	WESTLAW CONTRACT	511.47	
			NICHOLS6/12/24	6/12/2024	HOTEL STAY FOR TRAINING	427.26	
			3JHHK	6/12/2024	DEPOSIT FOR UPCOMING TF	177.41	
			5121834	6/12/2024	OFFICE SUPPLIES	140.26	
			6160905349	6/12/2024	WESTLAW BOOK	128.50	
			0540224	6/12/2024	OFFICE SUPPLIES	90.21	
			019DF03E	6/12/2024	BOOK	64.10	
			5594617	6/12/2024	OFFICE SUPPLIES	61.72	
			5175453	6/12/2024	OFFICE SUPPLIES	55.54	
			1696828	6/12/2024	LEMAY SHREDDING	31.68	
			1683601	6/12/2024	LEMAY SHREDDING	31.68	
			00004994	6/12/2024	PARKING RECEIPTS	24.00	
			FERRY6/12/24	6/12/2024	FERRY FOR CORONER TRAIL	22.25	
			155870368	6/12/2024	CERTIFIED COPIES	11.00	
			4224	6/12/2024	TACOMA NARROWS TOLL	5.50	7,487.33
6/25/2024	0034915	JOHNSON, STEVEN	0034915	6/12/2024	TRAINING REIMBURSEMENT	59.00	59.00
6/25/2024	0047010	HAMLIN, ROBERT	29242	6/12/2024	PERSONAL SERVICE	487.56	487.56
Sub total for U S BANK:							8,390.07

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000225	BRABER EQUIPMENT LTD	3062120	6/11/2024	Flail Blade - SQ 460	281.40	281.40
6/25/2024	0000362	CLALLAM COUNTY PUBLIC W	4507-ERR	1/17/2024	Dept of Licensing - ERR Petty C	208.32	
			4501-ERR	2/1/2023	Dept of Licensing - ERR Petty C	185.25	
			4513-ERR	6/5/2024	Dept of Licensing - ERR Petty C	61.25	
			4510-ERR2	3/5/2024	Dept of Licensing - ERR Petty C	25.25	
			4509-ERR	2/21/2024	Dept of Licensing - ERR Petty C	19.25	499.32
6/25/2024	0000592	FORKS AUTO ELECTRIC	307384	6/10/2024	Battery - LC 1033	390.85	390.85
6/25/2024	0000599	FORKS OUTFITTERS	10JUN2024	6/10/2024	Pipe Fittings - LC 910	48.13	
			10JUM2024ERR	6/10/2024	Ball Valve - LC 910	28.21	76.34
6/25/2024	0000633	GARYS PAY & SAVE AUTO BO	3091-ERR	6/7/2024	Repairs - CB A54	300.28	300.28
6/25/2024	0000709	HARBOR SAW & SUPPLY	802389	6/13/2024	Latch Repair Kit - PA	65.17	65.17
6/25/2024	0000772	INDUSTRIAL HYDRAULICS INC	A348209	6/7/2024	Pipe Caps, Plugs - PA	174.55	174.55
6/25/2024	0000848	PAPE KENWORTH NORTHWE	14231469	10/14/2023	Clamps, Gaskets - LC 203	626.77	
			14665405	6/3/2024	Markers - LC Stores	151.76	778.53
6/25/2024	0001187	PAPE MACHINERY INC	15317887	6/6/2024	Flail Rotor Assembly - PA Store	12,154.02	
			15016971	3/18/2024	Pins, Bushings WLD MNT - PA	5,046.10	
			15188006	4/12/2024	Fuel Pump, Gasket, Washer - L	111.51	17,311.63
6/25/2024	0001252	PORT ANGELES, CITY OF	934-358/060824	6/8/2024	Utility Charges - PA	3,844.29	3,844.29
6/25/2024	0001255	PRICE FORD LINCOLN MERC	697712	6/8/2024	Repairs - PA S356	2,105.79	
			5054104	6/12/2024	Motor ASY, Hex Nuts - PA S346	340.84	
			5054058	6/10/2024	Actuator ASY - PA 160	168.00	
			5054109	6/12/2024	Actuator ASY - PA 160	168.00	
			5054103	6/12/2024	Window Switch - PA S330	152.47	
			5054034	6/6/2024	Keys - PA 20-HHS, HHS1	93.73	
			5054099	6/12/2024	Valve ASY - PA 160	33.46	
			5054021	6/6/2024	Seat Handle - PA S330	28.05	
			5054097	6/11/2024	Tube ASY - PA 160	24.71	3,115.05
6/25/2024	0001300	PUBLIC UTILITY DISTRICT	22716/06032024	6/3/2024	Electric Utility, 384 Frontier - CE	109.97	109.97
6/25/2024	0001551	TACOMA SCREW PRODUCTS	140113299-00	6/5/2024	Utility Roll - SQ	58.99	58.99
6/25/2024	0001708	WA ST DEPT OF LABOR &, IN	376063-50301	6/10/2024	Boiler Inspection - ERR 20-B20	239.20	239.20
6/25/2024	0001781	WHITEHEADS AUTO PARTS IN	287672	6/3/2024	Grease Gun - LC	325.63	
			288231	6/10/2024	Gloves, Adapters - LC 910	49.88	
			287956	6/6/2024	Radiator Hose - LC 910	26.65	402.16
6/25/2024	0001814	WURTH USA INC	98112100	5/16/2024	Catalyst ORM-D - PA	213.01	213.01

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	6/25/2024	0004211	CENTURYLINK	34063592/06062	6/6/2024	Phone Services 812B - CH 20-F	99.58
	6/25/2024	0020849	U S BANK	1968-1593830	5/22/2024	Amzn:CaptialAcquisitions-IDS -	2,172.56
				3953-USTPA	5/20/2024	Washington DOR-License Rent	892.75
				3953-USTCH	5/20/2024	Washington DOR-License Rent	670.84
				7330-55624	5/16/2024	UST Training-Class A/B 20-FIC	325.80
				9221-2822647	5/6/2024	Amzn:UWWeldWire-Mig Gun -	255.92
				1968-1271433	5/21/2024	Amzn:Amzn-Printer/Fax/Scann	194.39
				1968-044688	5/14/2024	Harbor Freight-Riveter - PA 20-	54.44
				7844-2613357	5/24/2024	Home Depot-Valve - SQ	43.21
				7844-8067457	5/16/2024	Amzn:Amzn-Key,Marker,Reflec	35.41
				1968-6929053	5/8/2024	Amzn:RisingSteel-Grommet Kit	14.15
				7844-0589054	6/4/2024	Amzn:Ring Binder-SheetProtec	10.83
							4,670.30
	6/25/2024	0022435	RACE STREET AUTO PARTS	675346-24	6/11/2024	Fleet Bearing Assy - PA 160	240.16
				674842-24	6/6/2024	Brake Pads, Rotors - PA 160	209.08
				674812-24	6/6/2024	Filters - PA Stores	115.62
				674849-24	6/6/2024	Air Freshener - PA	19.56
				674852-24	6/6/2024	Air Freshener - PA	16.07
							600.49
	6/25/2024	0036423	TEC EQUIPMENT INC	810074K	6/7/2024	Gaskets - LC 552	140.85
	6/25/2024	0038262	WILDER AUTO CENTER	6160157	6/6/2024	Key Programming - PA 20-HHS	305.91
	6/25/2024	0040272	MATT'S TOOLS USA LLC	143454	6/11/2024	Jumpstarter - PA	264.02
				143455	6/11/2024	Air Hose - PA	66.15
							330.17
	6/25/2024	0049733	VESTIS SERVICES LLC	5120482047	6/11/2024	Laundry Services - PA	29.64
				5120479448	6/6/2024	Laundry Services - SQ	16.34
				5120483766	6/13/2024	Laundry Services - SQ	16.34
				5120482033	6/11/2024	Laundry Services - WE	16.28
							78.60
	6/25/2024	0049747	GUTTER SUPPLY INC	0405081-IN	6/3/2024	Gutters 20-GUTTERS	14,398.27
							14,398.27
						Sub total for U S BANK:	48,484.91

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000056	ALPINE PRODUCTS	TM-224520	6/10/2024	MAINTENANCE SUPPLIES	21,588.34	21,588.34
6/25/2024	0000091	ANGELES MILLWORK & LUMB	354323	6/12/2024	MAINTENANCE SUPPLIES- TI	45.25	
			353989	6/6/2024	MAINTENANCE SUPPLIES-TF	34.27	
			354187	6/10/2024	MAINTENANCE SUPPLIES- TI	30.23	
			354244	6/11/2024	MAINTENANCE SUPPLIES- TI	15.39	125.14
6/25/2024	0000196	BILLS PLUMBING & SANIKAN	IS3679261	6/1/2024	BILLS PLUMBING SANIKAN	310.00	
			S3679580	6/15/2024	SANIKAN 1453 W WASH ST 1	100.00	410.00
6/25/2024	0000225	BRABER EQUIPMENT LTD	3057375	6/10/2024	MAINTENANCE SUPPLIES-PA	1,256.41	1,256.41
6/25/2024	0000331	CLALLAM COUNTY AUDITOR	24-16338	6/5/2024	RECORDING EASEMENT HEV	1,830.00	1,830.00
6/25/2024	0000362	CLALLAM COUNTY PUBLIC W	4508-020824	2/8/2024	REIMBURSE PETTY CASH	98.39	
			4512-053124	5/31/2024	REIMBURSE PETTY CASH	46.85	
			4506-091923	9/19/2024	REIMBURSE PETTY CASH	16.50	
			4503-042023-1	4/20/2023	REIMBURSE PETTY CASH	13.00	
			4502-030823	3/8/2023	REIMBURSE PETTY CASH	10.00	184.74
6/25/2024	0000443	DAILY JOURNAL OF COMMER	3397149	5/1/2024	ADVERTISING DAILY JOURN/	295.80	295.80
6/25/2024	0000546	EXPRESS SERVICES, INC	30859958-10101	6/12/2024	06/03-06/09 EXPRESS EMPLC	4,067.48	4,067.48
6/25/2024	0000599	FORKS OUTFITTERS	S00229-060524	6/5/2024	MAINTENANCE SUPPLIES-LC	45.55	
			00978-6/5/24	6/5/2024	MAINTENANCE SUPPLIES-LC	32.97	78.52
6/25/2024	0000709	HARBOR SAW & SUPPLY	800591	5/29/2024	MAINTENACE SUPPLIES- LC	47.02	47.02
6/25/2024	0000885	LAKESIDE INDUSTRIES, INC	273447	6/8/2024	LAKESIDE OLY PEN ASPHALT	5,126.94	
			273448	6/8/2024	LAKESIDE OLY PEN ASPHALT	1,282.80	6,409.74
6/25/2024	0001148	OLYMPIC SPRINGS INC	267930-053124	5/31/2024	DRINKING WATER - SQ	10.81	10.81
6/25/2024	0001156	OLYPEN INC	240612-0088	6/12/2024	6/12-7/12 OLYPEN MLS & OLS	40.50	40.50
6/25/2024	0001253	PORT ANGELES SOLID WAST	1207905	5/21/2024	PORT ANGELES SOLID WAST	51.15	
			1204638	5/6/2024	PORT ANGELES SOLID WAST	49.41	100.56
6/25/2024	0001300	PUBLIC UTILITY DISTRICT	30702-060424	6/4/2024	04/29-05/30 66 LOWER DAM F	55.36	55.36
6/25/2024	0001551	TACOMA SCREW PRODUCTS	140113731-00	6/5/2024	MAINTENANCE SUPPLIES-PA	135.57	135.57
6/25/2024	0001576	THURMAN SUPPLY	903147	5/21/2024	MAINTENANCE SUPPLIES- P/	140.22	140.22
6/25/2024	0001586	TRAFFIC SAFETY SUPPLY COIN	INV070679	6/5/2024	MAINTENANCE SUPPLIES- TI	337.50	337.50
6/25/2024	0001740	WSU EXTENSION OF CLALLA	JO0524	6/10/2024	WEED MANAGEMENT J OAKE	6,826.67	6,826.67

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	6/25/2024	0020849	U S BANK				
			3953-10259	5/7/2024	RISA TECH INC	1,001.88	
			3953-2684397	5/6/2024	NORTHWEST MULTIPLE LIST	525.00	
			3953-0791-0624	5/28/2024	CENTURYLINK	355.08	
			3953-8082866	5/30/2024	MURREYS -WASTE DISPOSA	301.49	
			3953-1356-0624	5/28/2024	CENTURYLINK	145.40	
			3953-2013818	5/24/2024	PENINSULA COLLEGE -FLAG	85.00	
			1968-13415	5/6/2024	SP WORKWORLD SHOP SUP	60.96	
			3953-4529826	5/16/2024	AMAZON MAINTENANCE SUF	52.23	
			1968-4129042	5/8/2024	AMAZON MAINT SUPPLIES	35.03	
			1968-120815755	5/6/2024	ETRAILER - MAINT SUPPLIES	32.18	
			3953-1709575	6/5/2024	LE MAY MOBILE SHREDDING	31.68	
			3953-2197	6/5/2024	PORT ANGELES CHAMBER O	30.00	
			7844-12430447	5/28/2024	HARBOR FREIGHT MAINT SU	24.93	
			3953-2236265	5/8/2024	AMAZON MAINTENANCE SUF	22.86	
			7844-1065801	5/29/2024	AMAZON MAINTENANCE SUF	20.46	
			7844-1857045B	5/10/2024	AMAZON- MAINTENANCE SU	18.45	
			1968-8563451	5/8/2024	AMAZON MAINTENANCE SUF	17.96	
			3953-1195414	5/16/2024	AMAZON MAINTENANCE SUF	17.74	
			1968-PRIME-06%	5/9/2024	AMAZON PRIME	16.32	
			3953-PRIME-06%	6/5/2024	AMAZON PRIME	16.32	
			7844-1857045A	5/10/2024	AMAZON- MAINTENANCE SU	10.85	2,821.82
6/25/2024	0022435	RACE STREET AUTO PARTS	674773	6/6/2024	MAINTENANCE SUPPLIES- S	62.01	62.01
6/25/2024	0023338	CENTRAL WELDING SUPPLY	0002091794	6/11/2024	CENTRRAL WELDING SUPPL	1,122.05	1,122.05
6/25/2024	0028699	SOUND PUBLISHING INC	8136862	5/31/2024	ADVERTISING SOUND PUBLI	159.36	159.36
6/25/2024	0038374	IRONCLAD COMPANY	28468	6/11/2024	MAINTENANCE SUPPLIES-PA	4,067.42	
			28469	6/11/2024	MAINTENANCE SUPPLIES-SC	450.30	4,517.72
6/25/2024	0049733	VESTIS SERVICES LLC	5120482046	6/11/2024	LAUNDRY SERVICE-PA	16.33	
			5120482034	6/11/2024	LAUNDRY SERVICE-LC	16.30	
			5120483767	6/13/2024	LAUNDRY SERVICE- SQ	16.30	
			5120479449	6/6/2024	LAUNDRY SERVICE- SQ	16.29	65.22
Sub total for U S BANK:							52,688.56

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000362	CLALLAM COUNTY PUBLIC W	4504-050423	5/4/2023	REIMBURSE PETTY CASH	35.00	
			4505-050423	5/4/2023	REIMBURSE PETTY CASH	35.00	
			4511-051624	5/16/2024	REIMBURSE PETTY CASH	25.00	95.00
6/25/2024	0001300	PUBLIC UTILITY DISTRICT	22718-060324	6/3/2024	04/29-05/26 410 FRONTIER ST	774.98	
			22602-060324	6/3/2024	04/29-05/28 BOGACHIEL & PIC	230.17	1,005.15
6/25/2024	0020849	U S BANK	3953-1116-0624	5/6/2024	CENTURYLINK	259.02	
			2913-79012847	5/13/2024	NORTHERN TOOL WWTP SU	152.03	
			2913-USPS0520	5/20/2024	USPS SHIPPING	98.52	
			2913-USPS0513	5/13/2024	USPS SHIPPING	94.69	
			2913-8701061	5/16/2024	AMAZON WWTP SUPPLIES	44.51	
			3953-0448264	5/28/2024	AMAZON	10.88	
			2913-018589	5/7/2024	USPS-SHIPPING	8.73	668.38
6/25/2024	0001708	WA ST DEPT OF LABOR & IN	376063-41401	6/10/2024	BOILER PRESSURE INSPECT	119.60	119.60
6/25/2024	0000546	EXPRESS SERVICES, INC	30859958-43401	6/12/2024	06/03-06/09 EXPRESS CROSS	435.12	435.12
Sub total for U S BANK:							2,323.25

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000159	BOB BARKER CO INC	#INV2029260	6/3/2024	INMATE COMMISSARY ITEMS	412.51	412.51
6/25/2024	0000179	BEERS, RICHARD B	Jul - 2024	6/12/2024	RENTAL AGREEMENT	545.00	545.00
6/25/2024	0000296	CENTURYLINK	406092135-Jun2	6/6/2024	DATA CONNECTION	1,236.30	1,236.30
6/25/2024	0000296	CENTURYLINK	300421654-Jun2	6/6/2024	TELEPHONE SERVICE	226.97	226.97
6/25/2024	0000918	LINCOLN STREET STATION	Account1-Jun 24	6/4/2024	SHIPPING CHARGES	243.04	243.04
6/25/2024	0001298	PUBLIC UTILITY DISTRICT NO14741000-Jun24		6/4/2024	UTILITIES - OPSCAN TOWER	64.40	64.40
6/25/2024	0001300	PUBLIC UTILITY DISTRICT	22794-Jun24	6/3/2024	UTILITIES - FRONTIER #1	155.41	
			96237-Jun24	6/3/2024	UTILITIES - FRONTIER #2	53.89	
			65837-Jun24	6/3/2024	MORSE CRK HOOKUP	52.07	261.37
6/25/2024	0001426	SEQUIM, CITY OF	Jul 2024	6/12/2024	LEASE AGREEMENT	1,100.00	1,100.00
6/25/2024	0001543	SWANSONS SERVICES CORP	1845052	5/30/2024	INDIGENT PACKS	90.42	
			1844527	5/23/2024	INDIGENT PACKS	45.21	135.63
6/25/2024	0003410	LEMAY MOBILE SHREDDING	4842641S 185	6/1/2024	SHREDDING	63.36	
			4842635S 185	6/1/2024	SHREDDING	14.84	78.20
6/25/2024	0004211	CENTURYLINK	333972275-Jun2	6/3/2024	INTERNET	65.00	65.00
6/25/2024	0006439	WESTSIDE MARINE INC	0126591	4/13/2024	BOAT MAINTENANCE	253.17	253.17
6/25/2024	0014681	PROFORCE LAW ENFORCEMENT	550735	6/7/2024	2 TASERS	3,561.07	
			542287	2/19/2024	CREDIT MEMO FROM INVOIC	-1,282.84	2,278.23
6/25/2024	0019100	PLUMLEY, WILLIAM L	690876	5/29/2024	INTERPRETATION SERVICES	60.00	60.00
6/25/2024	0020862	GERMAN, NANCY	Jul-2024	6/12/2024	LEASE AGREEMENT	2,459.06	2,459.06
6/25/2024	0024819	QUILEUTE TRIBE	Jul 2024	6/12/2024	LEASE AGREEMENT	1,200.00	1,200.00
6/25/2024	0029676	POWLESS, JOSH	060324	6/3/2024	TRAVEL - EVERETT	148.00	148.00
6/25/2024	0037247	HAIR BY NICOLE	061124	6/11/2024	INMATE HAIRCUTS	245.00	245.00
6/25/2024	0040427	NORPOINT GROUP LLC	1364 NPG	6/14/2024	COURTHOUSE & JUVENILE S	9,900.00	9,900.00
6/25/2024	0041605	HD SUPPLY	807200951	5/29/2024	DISPOSABLE GLOVES	68.61	68.61
6/25/2024	0045803	KEITH'S FRAME OF MIND	192350927	5/19/2024	HEADSHOTS OF 5 PEOPLE	2,025.54	2,025.54
6/25/2024	0046683	ODP BUSINESS SOLUTIONS	L369016294001	5/30/2024	OFFICE SUPPLIES	169.42	169.42
6/25/2024	0049773	BARNARD, ALAN	060824	6/8/2024	REFRESHMENTS FOR DART	190.16	190.16
6/25/2024	0049782	CARDIO PARTNERS INC	INV3411685	6/4/2024	ADULT ELECTRODES FOR C/	205.83	205.83
6/25/2024	0049797	GONZALES, SHAINA	060724	6/7/2024	MILEAGE REQUEST - TO ACA	298.82	298.82
Sub total for U S BANK:							23,870.26

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06/18/2024 10:57:52AM

Final Check List
CLALLAM COUNTY

Sheriff (2)

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0001439	SHERIFFS ADVANCED TRAVE	5376	5/17/2024	DON WENZL	665.98	
			5375	5/9/2024	RYAN ROMAN	164.17	
			5372	5/3/2024	JEFF WATERHOUSE	103.25	
			5374	5/7/2024	STACY SAMPSON	103.25	
			5373	5/7/2024	CODY ANDERSON	103.24	1,139.89
6/25/2024	0020849	U S BANK	0037-Jun24	6/6/2024	AMAZON (5), GLOBALSTAR, C	3,995.42	
			0097-Jun24	6/6/2024	AMAZON (3), FAIRFIELD INN,	1,804.72	
			4738-Jun24	6/6/2024	LOVE'S, GOOD2GO, SHELL O	1,774.36	
			6730-Jun24	6/6/2024	BAYMONT INN & SUITES	1,379.60	
			6528-Jun24	6/6/2024	MRSC, HOLIDAY INN, AMAZO	737.13	
			0945-Jun24	6/6/2024	AMAZON (5), WALMART, FAIR	692.73	
			2258-Jun24	6/6/2024	DOUBLETREE HOTELS	519.45	
			8739-Jun24	6/6/2024	COURTYARD, GALLS, WAPRO	478.80	
			7275-Jun24	6/6/2024	FAIRFIELD INN, LIVE VIEW, W	459.45	
			2324-Jun24	6/6/2024	AMAZON (1), SAFEWAY	174.45	
			2308-Jun24	6/6/2024	PORT OF PORT ANGELES, AM	136.50	
			6236-Jun24	6/6/2024	GOOD2GO	100.00	
			7400-Jun24	6/6/2024	SIMPLISAFE, SWAIN'S	76.06	12,328.67
Sub total for U S BANK:							13,468.56

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06/17/2024 3:54:47PM

Final Check List
CLALLAM COUNTY

Superior Court

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000357	CLALLAM-JEFFERSON CO	PRCF 07-24	6/11/2024	JULY 2024, COURT FACILITAT	3,750.00	3,750.00
6/25/2024	0020849	U S BANK	3508177842	6/11/2024	5/21/24-HILTON GARDEN INN.	702.04	
			7283502774988	6/11/2024	5/20/24, COMFORT INN HOTE	130.26	
			9962421006-P4F	6/11/2024	APRIL 2024, VERIZON CELLU	50.39	
			9962421006-DC	6/11/2024	APRIL 2024, VERIZON CELLU	50.39	
			9964929914-P4F	6/11/2024	MAY 2024, VERIZON CELLULA	50.39	
			9964929914-DC	6/11/2024	MAY 2024, VERIZON CELLULA	50.39	
			15645516778	6/11/2024	JUNE 2024, LEMAY SHREDDII	15.84	
			4840815S185	6/11/2024	MAY 2024, LEMAY SHREDDIN	15.84	1,065.54
Sub total for U S BANK:							4,815.54

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06/16/2024 12:02:38PM

Final Check List
CLALLAM COUNTY

Treasurer

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/25/2024	0000008	LEXIS NEXIS RISK MGMT INC	1382924-202405	6/12/2024	MONTHLY SUBSCRIPTION	115.53	115.53
6/25/2024	0020849	U S BANK	0524KELSOGO	6/12/2024	TYLER DEMO TRAVEL	109.31	
			111-8834809-26	6/12/2024	OFFICE SUPPLIES	75.09	184.40
Sub total for U S BANK:							299.93

Veterans

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2024	0000268	WAVE BUSINESS	WAVE 6/13/24	6/13/2024	VET CENTER PHONE	119.15	119.15
6/13/2024	0001036	MURREYS OLYMPIC DISPOSAMDC	6/13/24	6/13/2024	VET CENTER RECYCLE	41.96	41.96
6/13/2024	0001179	PACIFIC OFFICE EQUIPMENT	POE 6/13/24	6/13/2024	VET CENTER PRINTER	174.73	174.73
6/13/2024	0001300	PUBLIC UTILITY DISTRICT	MS0748 6/13/24	6/13/2024	UTILITIES	370.93	370.93
6/13/2024	0020849	U S BANK	HJ6311 6/13/24	6/13/2024	FOOD	150.00	
			MB8950 6/13/24	6/13/2024	FOOD	150.00	
			BD8762 6/13/24	6/13/2024	FOOD	100.00	
			FS7468 6/13/24	6/13/2024	FOOD	100.00	
			LA5106 6/13/24	6/13/2024	FOOD	100.00	
			LB8011 6/13/24	6/13/2024	FOOD	100.00	
			RP8173 6/13/24	6/13/2024	FUEL	100.00	
			SD3429 6/13/24	6/13/2024	FOOD	100.00	
			UA6931 6/13/24	6/13/2024	FOOD	100.00	1,000.00
Sub total for U S BANK:							1,706.77

WSU Ext

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	6/25/2024	0001179	PACIFIC OFFICE EQUIPMENT 1141760	6/25/2024	PACIFIC OFFICE EQUIPMENT	414.93	414.93
	6/25/2024	0020849	U S BANK usbank052024	6/25/2024	MAY 2024 USBANK	995.11	995.11
Sub total for U S BANK:							1,410.04



16
JUN 25 2024

BOARD of CLALLAM COUNTY COMMISSIONERS MINUTES for the week of June 17-21, 2024

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, June 17, 2024. Present were Commissioners French, Ozias and Johnson. Administrator Mielke was excused.

Items of discussion per the agenda published June 13 were:

- Calendar/Correspondence
- Resolution appointing Christopher Rumble to the Marine Resources Committee
- Briefing and call for hearing to be held on Tuesday, July 9, 2024 at 10:30 a.m. regarding amending Chapter 5.100 Consolidated Fee Schedule Sheriff's Department Civil Processes Fee Schedule 400-A
- Agreement with Wild Salmon Center for replacement of culverts under Bear Creek Road
- Letter and WS-4 Form for planning assistance related to Highland Irrigation District
- Pre-application questionnaire and call for hearing to be held on Tuesday, July 2, 2024 at 10:30 a.m. regarding collaborative grant application with CIE for HUD CDBG Funding
- Agreement amendment 1 with Clallam County Economic Development Council for North Olympic Peninsula Recompete Coalition
- Resolution authorizing expenditure from the Affordable Housing Sales and Use Tax Fund for Peninsula Housing Authority/\$1,500,000
- Discussion regarding a joint meeting with the Opportunity Fund Board

Meeting concluded at 10:41 a.m. and continued to an executive session at 3 p.m. regarding property.

EXECUTIVE SESSION

The Board convened in open session at 3 p.m. to discuss property. Present were Commissioners Ozias, French and Johnson, Prosecuting Attorney Office Boughton, Administrator Mielke, Finance Department Lane and Turner, Sheriff's Office Waknitz and Shore, Risk Management Reyes, Real Estate Capps and Department of Community Development Bailey.

ACTION TAKEN: CRJm to recess to executive session for 1 hour, CMOs, mc

The Board recessed into executive session at 3:01 p.m.

The Board convened in open session at 4:01 p.m. and extended for 15 minutes

The Board recessed into executive session at 4:20 p.m. and no action was taken.

Meeting concluded at 4:21 p.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair French called the meeting to order at 10 a.m., Tuesday, June 18, 2024. Also present were Commissioners Ozias and Johnson and Administrator Mielke.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA

- 1a Approval of vouchers for the week of June 10
- 1b Approval of payroll for the period ending May 31
- 1c Approval of minutes for the week of June 10
- 1d Call for hearing to be held on Tuesday, July 2, 2024 at 10:30 a.m. regarding collaborative grant application with CIE for HUD CDBG Funding

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of June 17-21, 2024
Page 2

- 1e Call for hearing to be held on Tuesday, July 2, 2024 at 10:30 a.m. regarding an Ordinance titled "911 Addressing System"
- 1f Call for hearing to be held on Tuesday, July 2, 2024 at 10:30 a.m. regarding an Ordinance titled Carlsborg Urban Growth Area

ACTION TAKEN: CRJm to adopt the consent agenda, CMOs, mc

REPORTS AND PRESENTATIONS

- CMO commented on Washington Association of Counties General Membership meeting prep, legislative priorities
- CRJ commented on Veteran's Flag Ceremony, Dream Playground Opening, YMCA
- CMF commented on Olympic Discover Trail, Olympic Community Action Program Executive Director

CONTRACTS AND AGREEMENTS

- 2a Agreement with City of Port Angeles for emergency notification system

ACTION TAKEN: CRJm to approve, CMOs, mc

- 2b Agreement amendment 12 with Shannon and Wilson, Inc. for Towne Road Levee Surfacing Project

ACTION TAKEN: CRJm to approve, CMOs, mc

- 2c Agreement with U.S. Coast Guard for Slip Point Lighthouse property maintenance

ACTION TAKEN: CRJm to approve, CMOs, mc

ADMINISTRATION

- 3a Resolution authorizing an expenditure from the Clallam County Heritage Advisory Board Grant Fund

ACTION TAKEN: CRJm to adopt, CMOs, mc

PUBLIC WORKS

- 4a Approval of plans and call for notice of bids to be received no later than Tuesday, July 9, 2024 at 10 a.m. regarding Sekiu Main Sewer Replacement Phase I

ACTION TAKEN: CRJm to approve, CMOs, mc

PUBLIC COMMENT

- Jeff Tozzer, Sequim, commented on Towne Road, County meetings (see attached)
- Eric Ferman, Sequim, commented on Towne Road, County meetings
- John Worthington, Sequim, commented on pollution, shipping, closed door meetings, politics
- Ed Telenick, Sequim, commented on leaving this place, property, feeling safe, grade school kids, medical

Meeting concluded at 10:33 a.m. and continued to 9 a.m., Monday, June 17.

The Board of Commissioners attended WSAC Virtual Update, Department of Natural Resources Meeting, PABA Meeting, Board of Health Meeting, and Timber Counties Caucus Meeting during the week of June 17.

PASSED AND ADOPTED this 25th day of June 2024.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mark Ozias

Public comment
Jeff Tozzer
6/18/24

At the beginning of the Towne Road debacle, the questions were easy. The microphone at the podium was defective, and people online couldn't hear some of the testimony. Eight months ago, we asked if it could be fixed, and we were told that it was being looked into. The microphone still cuts out.

We asked that the tables be positioned like they are for other meetings in this room so that those presenting to the Commissioners don't have their backs to the gallery. This simple change would allow us to fully hear and understand what is being said. However, we were informed that these public meetings are for the commissioners, not the public. Presenters still speak with their back to the gallery, leaving us feeling disconnected and struggling to hear the softer voices.

We have persistently requested an opportunity to receive answers to our questions, hoping to prevent the same issues from being raised week after week. The commissioners, however, have reiterated that public comment is designed for them to *"listen, not respond."* This lack of response has left us feeling unheard and our concerns unresolved.

We've asked if an agenda item could be added that allows commissioners to address public comments. This would be similar to how other meetings in this county are conducted. We were told that the commissioners would consider it, but nothing has changed.

We asked if Commissioner Ozias' comment that Towne Road was never intended to be built atop the Towne Road Levee was true. This was never communicated to the public, and after a \$20 million taxpayer-funded project, it seemed like a reasonable question. The commissioners didn't clarify or refute the statement; they remained silent.

It could be that it's an election year or the depressed economy, but locals are interested in how you are spending our money. For whatever reason, people are becoming more engaged. This increased public engagement, as evidenced by the first Clallam County Watchdog article to pass 4,000 views in a single day, and the website passing 900 subscribers, is a clear sign that the public wants change and more transparency in local government.

The 2nd vision of the Commissioners' mission statement reads, "Providing comprehensive and exemplary public service levels in a prompt, responsive manner."

It should be changed to read, "If we ignore them, maybe they will go away."

Jeff Tozzer, Jamestown Road, Sequim



16
JUN 25 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 6/17/24**

REGULAR AGENDA ☒ **Meeting Date: 6/25/24**

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 Marine Resources Committee due to the expiration of a term.

A press release was issued during April 2024 soliciting applications from interested citizens. Two applications were received.

The Director of the Department of Community Development endorses the appointment of Christopher Rumble to the Marine Resources Committee.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
None

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Department of Community Development – Rebecca Mahan

Relevant Departments: Board of Commissioners, Department of Community Development

Date submitted: 6-7-24

* 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 _____, 2024

APPOINTING A MEMBER TO THE MARINE RESOURCES COMMITTEE

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Marine Resources Committee due to the expiration of a term.
2. A press release was issued during April 2024 soliciting applications from interested citizens. Two applications were received.
3. The Director of the Department of Community Development endorses the appointment of Christopher Rumble to the Marine Resources Committee.

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

1. **Christopher Rumble** is appointed to serve as the Development Community representative for a term ending December 31, 2027.

PASSED AND ADOPTED this 25 day of June 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Mark Ozias

A22.164
Appointee
DCD



AGENDA ITEM SUMMARY

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

JUN 25 2024

Department: Sheriff

WORK SESSION ☒ Meeting Date: 6/17/24

REGULAR AGENDA ☒ Meeting Date: 6/25/24

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 Sheriff's Office Civil Fees established within County Code have not been updated since 2009. While RCW 36.18.040 establishes the minimum amount a Sheriff's Office shall collect for each service, it also allows the County authority to set amounts appropriate to offset administrative and operational costs. The Sheriff's Office would like to propose that several fees be increased slightly to accommodate increased costs while still remaining highly comparable with the costs for service in our comparable counties. Several fees should also be reworded to help clarify their purpose. At this time we'd like to Call for Hearing so that the public may provide feedback to the Board on the proposed revisions.

Budgetary impact: None

Recommended action: BOCC approval

County Official signature & print name: Brian King, Sheriff

A handwritten signature in black ink, appearing to read "Brian King", written over a horizontal line.

Name of Employee/Stakeholder attending meeting: _Beth Waknitz_

Relevant Departments: _Sheriff_

Date submitted: 6/12/24

* 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)

PUBLIC HEARING

Amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule -
Sheriff's Department Civil Processes Fee Schedule 400-A

NOTICE: The Clallam County Board of Commissioners will conduct a public hearing on Tuesday, July 9, 2024 at 10:30 a.m., or as soon thereafter. The public hearing is to consider the Ordinance listed above. The proposed Ordinance is 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: 360.417.2256

FORMAL IDENTIFICATION: Amending Clallam County Cod Chapter 5.100 Consolidated Fee Schedule
Sheriff's Department Civil Processes Fee Schedule 400-A

SECTION-BY-SECTION SUMMARY OF PROPOSED CHANGES:

Ordinance amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule – Sheriff's Department Civil Processes Fee Schedule 400-A

A full copy of the proposed changes can be found on the County website:

<https://www.clallamcountywa.gov/228/Comment-on-Proposed-Ordinances-Policies>

Publish: June 28, 2024
Bill: Sheriff's Office

Loni Gores, MMC, Clerk of the Board

Ordinance _____

Amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule –
Sheriff's Department Civil Processes Fee Schedule 400-A

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 5.100.400, Fees for the Sheriff's Department Civil Processes Fee Schedule 400-A are amended to read as follow:

See attached Sheriff's Department Civil Processes Fee Schedule 400-A.

ADOPTED this _____ day of _____ 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French, Chair

SHERIFF'S DEPARTMENT CIVIL FEE SCHEDULE 400-A EFFECTIVE 202409		
SERVICE	FEE	REFERENCE
Service of documents to one defendant ~~Summons and complaint, notice and complaint, summons and petition, notice of small claim on one defendant at any location~~	~~\$30~~ ²⁰ plus mileage	RCW 36.18.040
Additional defendant served at the same location ~~Summons and complaint, notice and complaint, summons and petition, notice of small claim on two or more defendants at the same residence~~	~~\$25~~ plus mileage	RCW 36.18.040
Making a return ~~of service, besides mileage traveled~~	~~\$15~~ ⁰	RCW 36.18.040
Levying each writ of attachment or writ of execution upon real or personal property	Hourly rate ^{1 and/or 2} plus mileage, minimum 1 hour	RCW 36.18.040
Filing copy of writ of attachment or writ of execution with Auditor	~~\$20 plus Auditor's filing fee~~	RCW 36.18.040
Serving writ of possession or restitution without aid of the County	~~Hourly rate~~ ¹ \$40 plus mileage	RCW 36.18.040
Serving writ of possession ~~or restitution~~ with aid of the County	~~Hourly rate~~ ^{1 and 2} plus mileage; minimum 1 hour	RCW 36.18.040
~~Serving an arrest warrant in any action or proceeding~~	~~\$50 plus mileage~~	~~RCW 36.18.040~~
Executing any other writ or process in a civil action or proceeding	Hourly rate ^{1 and/or 2} plus mileage; minimum 1 hour	RCW 36.18.040
Mileage ~~going or returning from~~ any place ~~of service or attempted service~~	~~\$0.58 per mile~~ ^{ER&R rate for patrol vehicle} ; \$10 minimum charge	RCW 36.18.040
Service of a document within jurisdictional area known as C1 (Sequim)	~~Mileage from Sequim detachment plus \$15~~ ^{\$40 fixed mileage from Port Angeles office to Sequim Detachment, not including actual mileage traveled from Detachment to place of service}	RCW 36.18.040
Service of a document within the jurisdictional areas known as C3 (Beaver, Forks, LaPush) and C4 (Clallam Bay, Neah Bay, Seiku)	~~Mileage from West End detachment plus \$20~~ ^{\$15 fixed mileage from Port Angeles office to West End Detachment, not including actual mileage traveled}	RCW 36.18.040

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SHERIFF'S DEPARTMENT CIVIL FEE SCHEDULE 400-A EFFECTIVE 202409		
SERVICE	FEE	REFERENCE
	from Detachment to place of service	
Deed to lands sold upon execution or order of sale or other decree of court	\$50 paid by purchaser	RCW 36.18.040
Copies made of papers when insufficient copies are furnished	\$1 for first page and \$0.50 for each additional page	RCW 36.18.040(1)(k)
Service of any other document and supporting papers for which no other fee is provided herein	\$25	RCW 36.18.040
Posting notice of sale or postponement	\$15 plus mileage	RCW 36.18.040
Publication of Notice	Rate set by newspaper	RCW 35A.65.020
Certificate or bill of sale of property; or certificate of redemption	\$50	RCW 36.18.040
Conducting sale of property	Hourly rate ¹ and ² \$40 per hour spent at a sheriff's sale	RCW 36.18.040
Fingerprinting for non-criminal purposes	\$10 for each person up to two sets; \$3 for each additional set	RCW 36.18.040
Good Conduct Letter Internal criminal history records check	\$10 or \$15 if notarized	RCW 36.18.040
¹ Hourly rate for clerical staff Civil Deputy	\$35.46 ¹ 67.01	RCW 36.18.040
¹ Overtime rate for Civil Deputy clerical staff	\$53.19 ¹ 92.83	RCW 36.18.040
² Hourly rate for commissioned Deputy deputies	\$41.67 ² 75.93	RCW 36.18.040
² Overtime rate for commissioned deputies Deputy	\$62.50 ² 106.21	RCW 36.18.040

¹ Calculated at civil deputy pay scale, top step wage including benefits, plus indirect operating costs

² Calculated at average deputy wage including benefits, plus operating costs pay scale, top step, plus indirect costs

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JUN 25 2024



**PROCLAMATION
RECOGNIZING KOREAN WAR REMEMBRANCE DAY
JUNE 24, 2024**

WHEREAS, The Korean War erupted on June 25, 1950 when the North Korean communist Army invaded the Republic of South Korea; and

WHEREAS, three days later, Harry S. Truman ordered U.S. troops defend South Korea; and

WHEREAS, in the Battles of Pohang, Hoensong, Wonju, Hill 440, Chipyeong-ni, Wonsan, Musan-ni, Battle of the Twin Tunnels, in the months of January, February, March and April 1951, 2073 men were killed in action and 9,214 men were wounded in action; and

WHEREAS, in the Battles of Chorwon-kumhwa-Ponngyang, Soyang River, Taeusan, Battle of Utah, Kansas, and Wyoming Lines, Battle of the Punchbowl, and Iron Triangle, in the months of April, May, June, and July 1951, 1,541 men were killed in action, and 8,672 men were wounded in action; and

WHEREAS, in the Battles of Bloody Ridge, Battle of Heartbreak Ridge, Assault on Hill 749, Battle of Jamestown Line, Operation Commando, Operation Nomad, and Polar and the Battle of the Missouri Line, in August, September, October, and November 1951, 1,674 men were killed in action and 9,535 men were wounded in action; and

WHEREAS, the truce was signed one and a half years later. The war ended tenuously on July 27, 1953; and

WHEREAS, 528 Washington State Veterans and 6 Clallam County Veterans were killed in action between 1950 and 1951.

NOW, THEREFORE BE IT PROCLAIMED the Board of Clallam County Commissioners hereby declare June 24, 2024 as Korean War Remembrance Day and urge all citizens to join me in remembering the thousands of American service personnel who made the ultimate sacrifice during and after the Korean War.

Signed this 25th day of June 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

Randy Johnson

Mike French, Chair



1f
JUN 25 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 6-24-24**

REGULAR AGENDA ☒ **Meeting Date: 6-25-24**

Letter will be provided on: June 21, 2024

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Letter to the City of Port Angeles changing the County contact designee to the County Administrator for the Emergency Operations Center.

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?)
Approval of letter.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Sheriff's Office

Date submitted: 6-18-24

* 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)



DRAFT

Document was submitted after the agenda and packet were posted on

Board of Clallam 6/20/24
County Commissioners Item 10+
12

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

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

June 25, 2024

City of Port Angeles
Mayor Kate Dexter
City Manager Nathan West
321 E. 5th Street
Port Angeles, WA 98362

DRAFT

Re: Joint Public Facility Project (JPSF) – Designation of County Project Representative

Dear Mayor Dexter & City Manager West:

We are writing today to formally notify the City of Port Angeles, consistent with Section A, Subparagraph 7 of the Phase IIB Memorandum of Understanding dated July of 2023, that the County desires to change its JPSF project representative from the "Clallam County Undersheriff" to the "Clallam County Administrator".

While a portion of this project does focus on the operational aspects of the new facility (to which the Sheriff's Office will continue to be involved), a significant portion of this project has a broader focus including but not limited to the pursuit of funding, negotiation of contractual agreements to which the County is party, and construction/project management. Additionally, real estate in which the County has an interest and/or requires the continued budgeting of M&O funding falls under the authority of the Board of County Commissioners. Therefore, it is more appropriate for the coordination and facilitation of this project to be handled through the County Administrator as the representative of the BOCC with involvement of other County departments and personnel as appropriate.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias



2a
JUN 25 2024

AGENDA ITEM SUMMARY

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

Department: Public Works

WORK SESSION ☒ **Meeting Date: 06/17/2024**

REGULAR AGENDA ☒ **Meeting Date: 06/25/2024**

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # <u>101-24-010</u> | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

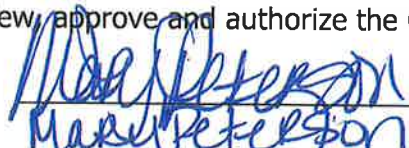
This item is a Memorandum of Understanding with Wild Salmon Center. The purpose of this MOU is to formalize the partnership between Wild Salmon Center and Clallam County in replacing culvert infrastructure under a county owned public road in a joint effort to support fish passage improvements to our local watershed.

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

The 2024 Road Fund budget includes the necessary monies required for this work. A reimbursable agreement will follow which was also considered in the budget.

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

We recommend that the Commissioners review, approve and authorize the Chair to sign the MOU.

County Official signature & print name: , Joe Donisi

Names of Relevant Departments/Employees/Stakeholders attending meeting:

Public Works

Date submitted: 06/12/2024

- * 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.docx
Revised: 3-04-2019

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

101-24-010

**MEMORANDUM OF UNDERSTANDING
BETWEEN
WILD SALMON CENTER
AND
CLALLAM COUNTY
FOR REPLACEMENT OF CULVERTS UNDER BEAR CREEK ROAD**

This Memorandum of Understanding (MOU) is entered into by and between Wild Salmon Center, hereinafter referred to as “WSC” and Clallam County, hereinafter referred to as the “County”.

1. Background

WSC is undertaking the design and construction of a habitat restoration project on Anton Creek and Cedar Creek in the Sappho area of Clallam County (the “Project”). These streams are tributary to Bear Creek which is a tributary to the Sol Duc River. The Project consists of two culvert replacements on Bear Creek Road which have been identified as fish barriers. The County is the holder of interest(s) in the roadbed for Bear Creek Road. WSC has completed the design and construction is planned for the summer of 2024.

2. Purpose

The purpose of this MOU is to formalize the partnership between WSC and the County in replacing culvert infrastructure under a county owned public road in a joint effort to support fish passage improvements to our local watershed.

3. Term of MOU

This MOU is effective upon the day and date last signed by the duly authorized representatives of the parties to this MOU and shall remain in effect until the Project has been constructed and all final inspections by the parties have been completed.

4. Modification and Termination of Agreement

This agreement may be modified only by written instrument executed by the parties.

This agreement may be terminated after the material breach of one of the parties, if the breaching party has not corrected/cured the breach within 30 days notice of the breach. This agreement may also be terminated for convenience by either party after 60 days notice to the other party.

5. Wild Salmon Center will:

- Manage all aspects of the Project related to restoring fish passage at these fish passage barrier sites in Clallam County. Work in county right-of-way shall

restore the area to as good or better condition compared to its condition prior to the work.

- Organize meetings and communications with Clallam County staff to align efforts through project completion. WSC or their consultant will organize and facilitate meetings and updates related to design reviews, permit compliance, pre-construction planning, construction updates during construction, and post-construction monitoring and reporting.
- Contract with a qualified construction contractor and be responsible for all costs associated with construction.
- Provide construction oversight via WSC's consultant, who is also the Engineer of Record.
- Inform the County on project funding and permitting requirements, including monitoring and reporting.
- Remain the sponsor of the fish passage project through the completion and the reporting period.
- WSC agrees to hold harmless, indemnify and defend the County, its officers, officials, employees and agents, from and against any and all claims, actions, suits, liability, loss, expenses, damages and judgments of any nature whatsoever, including reasonable costs and attorneys' fees in defense thereof, for injury, sickness, disability or death to persons or damage to property (including loss of use thereof) or business (including economic loss), caused by or arising out of MSC's acts, errors or omissions in the performance of the agreement. Provided, however, that the MSC's obligation under this provision will not extend to injury, sickness, disability, death or damage caused by or arising out of the sole negligence of the County, its officers, officials, employees or agents. Any contract between MSC and contractors shall include the same or similar provision requiring any contractor(s) to indemnify the County.

6. Clallam County will:

- Assist WSC in the pre-construction phase with landowner outreach, Right of Way and/or easement negotiations, and permit notification(s) to permit agencies.
- Provide progress reports on a semi-annual basis through construction of the Project.
- Conduct site visits at a minimum of once per year for five years following completion of construction to monitor the sites' conditions and notify WSC within five business days of any concerns related to site conditions, safety, or fish passability.
- Provide estimates of annual operations, maintenance and/or liability costs as required by the NOAA funding award:
 - Pre-implementation: Calculate the expected average annual operating, maintenance, and/or liability costs over the next 5 year period if the barrier were to remain in place.

- Post-implementation: Calculate the expected average annual operating, maintenance, and/or liability costs over the next 5 year period with the barrier removed.

7. **Wild Salmon Center and Clallam County mutually agree:**

- Regularly collaborate and be responsive to project needs to complete construction and restore fish passage at the site.
- Work together to complete all necessary monitoring and reporting requirements associated with the NOAA funding award: Federal Award Identification Number (FAIN): NA23NMF4630024, and Washington State Recreation and Conservation Office Agreement Project Number 21-1475.
- Provide updates on a timely basis and as needed to address unforeseen challenges and project needs to successfully complete the project.

8. **Primary Points of Contact for Collaboration:**

For Clallam County:

Jason O'Dell

Engineer, Department of Public Works

jason.odell@clallamcountywa.gov

(360) 417-2434

For Wild Salmon Center:

Betsy Krier

Washington Habitat Project Manager, Wild Salmon Center

bkrier@wildsalmoncenter.org

(360) 986-6380

SIGNATORIES:

WILD SALMON CENTER

Kathy Holler, Chief Financial Officer, Wild Salmon Center

Date

CLALLAM COUNTY

Mike French

Chair, Board of County Commissioners

Date

Approved as to form only by



Bert Dee Boughton
Civil Deputy Prosecuting Attorney
Clallam County



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AGENDA ITEM SUMMARY

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

JUN 25 2024

Department: BOCC

WORK SESSION ☒ **Meeting Date: June 17, 2024**

REGULAR AGENDA ☒ **Meeting Date: June 25, 2024**

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 245.24.013 Amendment #1 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Clallam County as Lead Applicant on behalf of North Olympic Peninsula Recompete Coalition (NOPRC) has received grant funding from the Washington State Department of Commerce to assist in the application process for EDA's Phase 2 Distressed Areas Recompete Pilot Program. The Secure Federal Funding Initiative (SFFI) grant from Commerce can fund the following activities:

- Research – Prime Age Employment Gap information.
- Economic Impact Reports – ADU
- Barge Economic Feasibility Analysis
- Purchase of IMPLAN Software Subscription
- Professional Grant Writing & Technical Services
- Technical Services for Capacity Building for Underserved Areas

This Amendment 1 will increase funding by \$10,000 for overall amount of \$170,000. Funding will also be moved between items to better line up with the needs of the project.

The subaward to Clallam EDC is to provide the following:

- Economic Impact ADU Study \$115,000 – Remains unchanged.
- Professional Grant Writing & Technical Services \$15,000 – increased to \$35,000.
- Direction and Analysis of ESD & DSHS with WSU/SESRC \$30,000 – reduced to \$20,000.

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?** ☐

* Work Session Meeting - Submit 1 single sided/not stapled copy
6.25.2024

Agenda Item Summary- EDC Subaward Amendment 1 6.17.2024

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

Revised: 3-04-2019

The has already been budgeted with the SFFI grant.

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

Staff recommends the approval of the subaward agreement.

County Official signature & print name: Angi Klahn



Names of Relevant Departments/Employees/Stakeholders attending meeting:

Angi Klahn,

Date submitted: 6/12/2024

* Work Session Meeting - Submit 1 single sided/not stapled copy
6.25.2024

Agenda Item Summary- EDC Subaward Amendment 1 6.17.2024

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

Revised: 3-04-2019



SFFI SUBRECIPIENT AGREEMENT AMENDMENT #1

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and Clallam County Economic Development Council, an Associate Economic Development ("ADO") within Clallam County ("Subrecipient"), and changes the following attachments to the agreement entered into on June 4, 2024.

This Amendment is comprised of the text found on Attachment 1.

The term of this Amendment shall commence on the 25th day of June, 2024, and shall terminate as provided elsewhere in the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on this day of 20 .

SUBRECIPIENT

A handwritten signature in black ink, appearing to read "Colleen McAleer".

Print name: Colleen McAleer

Title: Executive Director

Date: June 12, 20 24

CLALLAM COUNTY BOARD OF COMMISSIONERS

Mike French, Chair

Originals: BOCC
Clallam EDC
Finance Department

A handwritten signature in black ink, appearing to read "Dee Boughton".

THIS CONTRACT HAS BEEN APPROVED AS TO
FORM BY THE CLALLAM COUNTY PROSECUTING
ATTORNEY. APPROVED BY DEE BOUGHTON ON

AMENDMENTS TO THE ORIGINAL AGREEMENT

Item 2, page 2, is amended to read as follows:

2. SFFI Funds. The County agrees to provide the Subrecipient a total sum not to exceed \$170,000 of SFFI funding to facilitate the following projects related to the Recompete efforts:
 - a. \$115,000 for the Economic Impact Reports for ADU studies as specified based on eligibility criteria outlined in Attachment A and the Scope of Work #1 provided in Attachment B.
 - b. \$35,000 for technical grant writing and design presentation of the Recompete grant application based on eligibility criteria outlined in Attachment A and the Scope of Work #2 provided in Attachment B.
 - c. \$20,000 for the technical support, direction, and guidance of the staff Economist to analyze the data provided by ESD/DSHS.

Attachment B – Scope of Work 2**Project Description – Technical Grant Writing and Design Presentations**

Timing: March 18, 2024 to June 30, 2024

Final Deliverable: Completed grant application due 4/25/2024.
Possible other grant application market materials to be determined.

Subrecipient to provide technical grant writing services and design services to assist in the grant writing process for NOPRC's Distressed Area Recompete Pilot Project application. These services are to be provided by EDC employees and other outside contractors as need to complete the project by the April 25, 2024, deadline.

In addition to the application, the subrecipient will help design and create marketing materials to be used to raise awareness, present at the virtual site visit, and outline the projects of the NOPRC plan during the application review process.

All other terms and conditions of the original subaward agreement entered into on June 4, 2024, not described or mentioned here remain unchanged and continue to have their full force and effect.



AGENDA ITEM SUMMARY

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

JUN 25 2024

Department: BOCC

WORK SESSION ☒ Meeting Date: 06/17/2024

REGULAR AGENDA ☒ Meeting Date: 06/25/2024

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary: This is an Affordable Sales and Used Tax Grant Resolutions with Peninsula Housing Authority (PHA) allocating Affordable Sales and Use Tax 1406/1590 funding in an amount not to exceed \$1,500,000 to assist with the creation of a 24-unit Multi-Family located at 7th and Gales in the Unincorporated County UGA of Port Angeles. This project will support Clallam County individuals making 60 percent of Area Median Income or less and meeting the requirement set forth by the RCW's guiding the 1590 funding allocation.

Budgetary impact: No Budget adjustment needed, this will be a line item in the FY 2025 budget.

Recommended action:

1. The Housing Solutions Committee is making the recommendation to the Clallam County Board of County Commissioners for a commitment from the Affordable Housing Sales Tax (1406/1590) Fund not to exceed One Million Five Hundred Thousand dollars (\$1,500,000.000) for FY 2025 Budget contingent on the Peninsula Housing Authority's ability to secure all additional funding necessary to complete this project by January 15th, 2026.

County Official signature & print name: Timothy Dalton 

Names of Relevant Departments/Employees/Stakeholders attending meeting:

Timothy Dalton, Housing and Grant Resource Director/Sarah Martinez, Exec. Dir. Peninsula Housing Authority

Date submitted: 06/12/2024

* Work Session Meeting - Submit 1 single sided/not stapled copy Agenda Item Summary PHA 7th and Gales Affordable Sales and Use Tax grant Resolution

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

Revised: 3-04-2019

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



RESOLUTION _____, 2024

AUTHORIZING EXPENDITURE FROM THE AFFORDABLE HOUSING SALES AND USE TAX
FUND FOR THE APPROVED 2024 AFFORDABLE HOUSING TAX FUNDING
APPLICATIONS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

Whereas The County collects Affordable Housing Sales and Use Tax 1406/1590 Tax pursuant to RCW 82.14.540 (1406) and RCW 82.14.530 (1590) County to expend Affordable Housing Sales and Use Tax Funds received by the County to assist in providing Affordable and Supportive Housing to county residents at or below 60% or Area Median Income with the following needs:

- a) Persons with behavioral health disabilities.
 - b) Veterans.
 - c) Senior citizens.
 - d) Persons who are homeless or at-risk of being homeless, including families with children.
 - e) Unaccompanied homeless youth or young adults.
 - f) Persons with disabilities.
 - g) Domestic violence survivors.
1. Resolution No. 32-2022 assigns responsibility to the Clallam County Housing Solutions Committee to provide guidance and support for the administration of the Clallam County Affordable Housing Sales and Use Tax 1406/1590 Grant fund and make recommendations to the Board of Clallam County Commissioners.
 2. The Clallam County Housing Solution Committee received an application in April of 2024 from Peninsula Housing Authority for construction of a 24-unit Multi-family Apartment Complex located at 7th and Gales in Port Angeles, WA called Eklund at Gales in the amount of One Million Five Hundred Thousand dollars (\$1,500,000.000).
 3. The Housing Solutions Committee met on June 7, 2024, hereby makes the following recommendation to the Clallam County Board of County Commissioners for a commitment from the Affordable Housing Sales Tax (1406/1590) Fund not to exceed One Million Five Hundred Thousand dollars (\$1,500,000.000) for FY 2025 Budget contingent on the Peninsula Housing Authority's ability to secure all additional funding necessary to complete this project by January 15th, 2026.

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

1. Concurs in the recommendation of the Clallam County Housing Solutions Committee recommendation and hereby authorizes a commitment from the Affordable Housing Sales Tax (1406/1590) Fund not to exceed One Million Five Hundred-Thousand-dollar (\$1,500,000.000) contingent on the Peninsula Housing Authority's ability to secure all additional funding necessary to complete this project by January 15, 2026.

PASSED AND ADOPTED this ___ day of June 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mark Ozias



4a

JUN 25 2024

AGENDA ITEM SUMMARY

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

Department: Public Works

WORK SESSION ☒ **Meeting Date:** June 17, 2024

REGULAR AGENDA ☒ **Meeting Date:** June 25, 2024

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

This letter and accompanying WS-4 form is a request to the USDA Natural Resources Conservation District (NRCS) for planning assistance, specifically for a watershed plan that needs to be developed in order for the NRCS to fund pipe upgrades on the Highland Irrigation District's (HID) main canal. \$2.72 million of funding for the upgrade comes from a 2023 FY Appropriation Request of Senator Murray's office, with the NRCS acting as the pass-through agency. Work is being conducted through the NRCS PL-566 Small Watershed Program. The NRCS is also funding a Preliminary Investigation Findings Report (PIFR) as part of the PL-566 programmatic requirements, which was brought to the BOCC on June 20, 2023. Both the watershed plan and the PIFR are for the HID main canal piping itself, not the whole Dungeness Off-Channel Reservoir project. Piping of the main canal will enhance delivery to the off-channel reservoir by increasing capacity of the current canal from 15 cfs to 25-35 cfs while preventing evaporation and infiltration losses, which in turn will divert less water from the Dungeness.

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

The assistance through PL-566 requires no match and no County funds. There is no budgetary impact except for staff time.

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

Approve the letter of request and sign where indicated on both the letter and Form WS-4 .

County Official signature & print name: Steve Gray

Names of Relevant Departments/Employees/Stakeholders attending meeting:

Steve Gray, Deputy Director; Rhiana Barkie, Project Coordinator

Date submitted: 12 June 2024

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

NRCS Watershed Plan BOCC Agenda Item Summary

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

Revised: 3-04-2019

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

State: WA County: Clallam Watershed: 17110020—Dungeness-Elwha

Project Name: Highland Irrigation District Main Canal Pipeline

Sponsor's Name:	Clallam County		
Sponsor's Mailing Address:	223 E Fourth Street, Port Angeles, WA, 98362		
Contact Name:	Rhiana Barkie	Phone:	(360) 417-2424
Title:	Project Coordinator	Email:	rhiana.barkie@clallamcountywa.gov
Sponsor Website:	https://www.clallamcountywa.gov/188/Dungeness-Off-Channel-Reservoir		

Description of the existing condition in the watershed that would be addressed through a Watershed Flood Prevention Operations program project.

The Dungeness Streamflow Restoration Off-Channel Reservoir is a climate change resiliency and habitat restoration project designed to restore flows to the Dungeness River in the late summer by storing water from the river during winter and spring when flows are more plentiful and available. The stored water will be used for irrigation later in the year in place of water withdrawn directly from the river when flows are at their lowest. The project goal is to restore up to 25 cfs streamflow to the Dungeness River during low-flow season, an increase of as much as 50%. River water will be diverted during winter/spring high flows and conveyed through the Highland Irrigation District (HID) main canal at River Mile 10.5, when flow is above the instream flow rule, into a climate-resilient off-stream reservoir.

Potential benefits of a Watershed Flood Prevention Operations program project.

Piping of the HID main canal will increase it's capacity from 15 cfs to 25 cfs and prevent evaporation and infiltration losses. This will make the pipe more efficient, leading to less withdrawals from the Dungeness River. More remaining in-stream flow means greater positive impacts to the 4 ESA-listed salmon and steelhead species in the river.

**Watershed Programs Standard Memorandum
Preliminary Investigation – Feasibility Report
Sponsor Authority and Role Declaration**

**Form Number: WS-4
Version 2021-03-04**

State: WA County: Clallam Watershed: 17110020—Dungeness-Elwha
Project Name: Highland Irrigation District Main Canal Pipeline

SPONSOR WILL:

- Assist in the locally led planning effort: YES ☒ NO ☐
- Obtain needed land rights including the use of power of eminent domain, if necessary: YES ☐ NO ☒
- Provide local cost-share funds and/or in-kind services to provide the required portion of total project costs: YES ☐ NO ☒
- Provide Funds for continuing Operation and Maintenance actions: YES ☐ NO ☒
- Obtain required permits and approvals at Sponsor cost: YES ☒ NO ☐
- Provide leadership to help ensure adequate conservation land treatment measures are maintained on at least 50% of the watershed area above retention reservoirs: N/A ☒ YES ☐ NO ☐
- Before being credited with the value of any in-kind contribution for any in-kind services and/or acquisition of land rights, Sponsor will sign a Memorandum of Understanding (MOU) with NRCS: YES ☐ NO ☒

Authorized Representative of Sponsor

Name (printed): Mike French Title: Commissioner District 3

Signature: _____ Date: _____

May 14, 2024

Roylene Comes at Night
State Conservationist
Natural Resources Conservation Service
11707 E, Sprague Ave, Suite 301
Spokane Valley, WA 99206-6125

Dear Ms. Comes at Night:

We request NRCS Watershed Program planning assistance for a potential Public Law (PL) 566 project in Clallam County [17110020—Dungeness-Elwha]. The project would pipe approximately 1.5 miles of Highland Irrigation District's (HID) main canal to increase its capacity from 15 cfs to 25-35cfs and prevent evaporation and infiltration losses, making the system more efficient. This would result in less water diverted from the channel with positive benefits to salmon habitat.

We are a county and an irrigation district with a legal interest in or responsibility for the watershed project proposed. We understand, as sponsors of a PL 566 planning effort, that our responsibilities will include:

- Assisting in the locally led planning effort,
- Obtaining any necessary real property rights, if necessary,
- Obtaining any needed water rights, and regulatory permits at the Sponsor's cost,
- Highland Irrigation District to provide for any required operation and maintenance of the completed measures.

We look forward to working with NRCS staff to complete a Watershed Plan utilizing the PL-566 Program.

The names, addresses, and telephone numbers of the administrative and technical contact persons in our organizations are as follows:

Clallam County Public Works

Rhiana Barkie
Project Coordinator
223 E Fourth Street, Suite 6
rhiana.barkie@clallamcounty.org
(360) 417-2424

Steve Gray
Deputy Director
223 E Fourth Street, Suite 6
steve.gray@clallamcounty.org
(360) 417-2290

Highland Irrigation District

Hal Costello
President

costellohal@haid.com
1-425-444-8955

Ben Smith-Director
Project Coordinator

bensm@haid.com
360-460-9499

Please contact them for any additional information that you might need in assessing our request.

Sincerely,

A handwritten signature in cursive script, appearing to read "H Costello".

Hal Costello
President, Highland Irrigation District

Mike French
Commissioner District 3



gh
JUN 25 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 6-25-24

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on June 25, 2024.

Supplemental appropriations – increased expenditures due to unanticipated federal, state, and local funds.

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

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve the attached Resolution - supplemental appropriations.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2024

ADOPTING A SUPPLEMENTAL BUDGET FOR DEPARTMENTS/FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.100, in open, public meeting, after proper notice, the following facts create a need for the Supplemental Budget Appropriations listed below:

Sheriff – Operations – Additional funding from Washington State Department of Commerce for programs supporting STOP (Services, Training, Officers, and Prosecutors) Violence Against Women to be used for deputies to participate in approve classes in support of the grant mission/\$4,000

Auditor – Additional funding for Security Services from Norpoint Protective Services for the Elections Division from July – December 2024/\$43,780

2. The Budget Director has verified the accounting method for the supplemental appropriations and approved it by numbering and initialing the attached *Budget Change Forms*.

NOW, THEREFORE, THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby adopts the Supplemental Budget Appropriations for unanticipated state or federal funds shown above and authorizes and directs the Treasurer to make the necessary transfer of funds in order to affect the Board's intent.

PASSED AND ADOPTED this 25th day of June 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

*Mark Ozias

c: Budget Director
Treasurer
Affected Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/31/24 ✓

Budget Hearing/Meeting Date: 6/25/24 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.811 ✓	Budget Name	Sheriff – Operations ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	33316.58.2020 ✓	STOP Grant ✓	4,000 "
Total				4,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff – Operations ✓	52122.43.0023	Travel/Training <i>PATROL</i>	4,000 ✓
Total				4,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

As an amendment to our current STOP Violence Against Women grant from WA State Commerce, the Sheriff’s Office has received an additional \$4,000 of training funds for deputies to participate in approved classes in support of the grant mission. The salary costs of those deputies while at training is reported as match to the grant. The program period is unchanged and remains as January through December, 2024.

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

[Signature]

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: May 31, 2024 ✓

Budget Hearing/Meeting Date: June 25, 2024 ✓

- X **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.221 ✓	Budget Name	Auditor ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.221 ✓	AUDITOR	33400.30.0021	SOS Information Security ✓	43,780
Total				43,780 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.221 ✓	Auditor ✓	51440.41.1030 ✓	Personnel Services ✓	43,780
Total				43,780 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding for Auditor's Office – Elections Division for Security Services from Norpoint Protective Services, July – December 2024. Funding will be fully reimbursed from the Office of the Secretary of State's Office through their Information Security Funds for Elections.

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

Elie
Elie



AGENDA ITEM SUMMARY

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

41

JUN 25 2024

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 6-25-24

Item summary:

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

Executive summary:

Clallam County Public Works has submitted an application to request a grant from the Opportunity Fund in the amount of \$940,000 for the Clallam Bay/Seki Sewer System Pump Station Replacement Project.

One May 23, 2024 the Opportunity Fund Advisory Board (OFB) convened in accordance with Clallam County Code 5.40 to consider the application submitted by Clallam County Public Works.

Clallam County owns and operates two Wastewater Treatment Plants and the two associated collection systems located in the Clallam Bay/Seki Urban Growth area. This infrastructure was installed in 1978 and has been operating continuously ever since.

The Clallam EDC deemed the application met all requirements to be considered by the OFB and deemed it eligible for funding according to CCC 5.40.041.

The Prosecuting Attorney's Office has reviewed and approved the application.

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?** ☐
\$940,000 – Opportunity Fund

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Hold a hearing and request approval of a resolution.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Opportunity Fund Board – Alan Barnard, Clallam EDC – Colleen McAleer, Prosecuting Attorney's Office, Finance Department, Clallam County Public Works

Date submitted: May 29, 2024

* 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 _____, 2024

AUTHORIZING A GRANT FROM THE OPPORTUNITY FUND
CLALLAM COUNTY PUBLIC WORKS
CLALLAM BAY/SEKIU SEWER SYSTEM PUMP STATION REPLACEMENT

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The Opportunity Fund was authorized by the state legislature in 1997 to assist economically distressed rural counties by providing limited funding for publicly owned infrastructure projects that would lead to new job creation or retention of existing jobs.
2. The Clallam County Board of Commissioners adopted Ordinance 668 on June 1, 1999 creating the Opportunity Fund Program codified at Chapter 5.40.
3. Clallam County Code Chapter 5.40 describes the imposition of a sales or use tax, the administration and collection of the tax, and use of the proceeds. It also creates an Opportunity Fund Board and details its composition and responsibilities.
4. Clallam County Public Works submitted an application to the Opportunity Fund Board seeking a grant for the Clallam Bay/Seki Sewer System Pump Station Replacement.
5. The Opportunity Fund Board met May 23, 2024 to review the application and voted to recommend approval of a grant of \$940,000 from the fund.
6. A Board of Clallam County Commissioners public hearing was conducted June 25, 2024.

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

1. A grant of \$940,000 is authorized from the Opportunity Fund to the Clallam Bay/Seki Sewer Pump Station Replacement.
2. The Chair is authorized to execute the memorandum of understanding.

PASSED AND ADOPTED this 25th day of May 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias

ATTEST:

Loni Gores, MMC, Clerk of the Board

c: EDC/OFB
Finance Department
Treasurer's Office
Auditor's Office



MEMORANDUM FOR RECORD

RECEIVED
CLALLAM CO. COMMISSIONERS

MAY 23 2024

1...2...3...A...

TO: Clallam County Commissioners

CC: Clallam County Opportunity Fund Board Members
Mark Lane, Clallam County Chief Financial Officer
Colleen McAleer, Clallam County EDC Executive Director

FROM: Alan Barnard, Chairman of the Opportunity Fund Board

DATE: May 23, 2024

RE: Opportunity Fund Board Meeting – May 23, 2024 – Clallam Bay/Sekiu Sewer System Pump Station Replacements

On May 23, 2024, the Opportunity Fund Advisory Board convened in accordance with Clallam County Code 5.40 to consider an application from Clallam County Public Works for a request in the amount of \$940,000 in supplemental funding for the Clallam Bay/Sekiu Sewer System Pump Station Replacements.

An abridged version of the application made by Clallam County public Works is attached.

The outcome of the meeting was to forward the application from the Clallam County Public Works Department to the Board of County Commissioners for approval. The following motion passed unanimously:

"The Opportunity Fund Board recommends to the Board of County Commissioners to approve a grant in the amount of \$940,000 to fund the Clallam Bay/Sekiu Sewer System Pump Station Replacements."

The Clallam EDC deemed the application met all requirements to be considered by the Opportunity Fund Advisory Board and deemed it eligible for funding according to CCC 5.40.041.

Board members posed in-depth inquiries to the applicant regarding loan options and whether pursuit of county, state or federal funding could be obtained.

Should you require any additional information please contact me.

Sincerely,


Alan Barnard
Chair, Clallam County Opportunity Fund Board



Clallam County Board of Commissioners

223 East Fourth Street, Suite 4

Port Angeles, WA 98362

360.417.2233

**OPPORTUNITY FUND
APPLICATION**

Section 1 – Applicant Information

Date: 01/05/2024		Project Title: Clallam Bay/Seki Sewer System Pump Station Replacements	
Local Government Applicant: Clallam County Public Works			
Contact: Ronald Garcelon			
Address: 223 E 4th Street, Suite 6			
City: Port Angeles		Zip: 98362	
Phone #: 360-417-2441		POC Email: ron.garcelon@clallamcountywa.gov	
Position of Authorized Signer: Steve Gray, Deputy Director of Public Works			

Section 2 – Attach a copy of your Detailed Description of Project Proposal including information regarding why the Opportunity Funds are necessary and other funding sought.

Please see Attachment A

CLALLAM COUNTY BOARD OF COMMISSIONERS

OPPORTUNITY FUND FINAL APPLICATION FORM

Section 3 – Application Funding Requested

Amount of Loan Requested:	\$ 0
Amount of Grant Funds Requested	\$940,000
Local Government Match:	\$ 3,196
Private Matching Funds: (if applicable)	\$ 0
State Matching Funds: (if applicable)	\$ 0
Federal Matching Funds: (if applicable)	\$ 0
Total Project Cost:	\$943,196
Amount Raised to Date:	\$3,196

Loan terms proposed: *(if applicable)*

Requested Rate of Interest:	
Total number of years for repayment:	
# of Years for Deferral Period: (if applicable):	
Type of Loan Payment Schedule: (Check One Type Below)	
Straight Line Amortization	
Decreasing Payments	
Increasing Payments	
Other (Specify in Project Proposal)	

If Opportunity Fund grant funding is being applied for explain the project's revenues will not have sufficient cashflow to support loan payments:

Due to the low population of this area, there is insufficient revenue in the Clallam Bay/Seki Sewer systems to fund required capital improvements and replacements. In 2023 Clallam County passed a new comprehensive ordinance for the Clallam Bay/Seki sewer systems. This ordinance has resulted in an increase of \$199,000 invoiced for sewer service per year. However, with the costs for operation and maintenance (O&M) of the aging systems, they are still operating at a deficit. A rate

CLALLAM COUNTY BOARD OF COMMISSIONERS

OPPORTUNITY FUND FINAL APPLICATION FORM

evaluation for an updated ordinance is planned for later in 2024. The goal of the proposed rate adjustments is to cover the remaining funding gap for O&M. There is insufficient population in the Clallam Bay – Sekiu area for user fees to cover both O&M and loan payments for needed capital improvements.

Section 4 – Project Site Information:

- A) Link and page # detailing the project's inclusion in an officially adopted Clallam County overall capital facilities plan, or economic development section of Clallam County's comprehensive plan, or the comprehensive plan of a city within Clallam County:

<https://www.clallamcountywa.gov/DocumentCenter/View/14458/Capital-Plan> Page 3

2018 General Sewer and Wastewater Facilities Plan:

<https://www.clallamcountywa.gov/DocumentCenter/View/5039/General-Sewer-and-WasteWater-Facilities-Plan-PDF?bidId=>

Clallam Bay / Sekiu General Sewer/Facilities Plan Amendment:

<https://www.clallamcountywa.gov/DocumentCenter/View/13155/GSPWWFP-Report-Amendment-2-13-23?bidId=>

- B) Include a site map of the area. Identify the location of the site, and public infrastructure (existing and/or proposed).

Please see attached.

- C) Project cost breakdown:

Engineering, Design and Specifications for Clallam Bay and Middle Point Pump Stations:

Clallam Bay Pump Station:

County Staff Design/Engineering \$39,875

County Survey Crew \$ 9,896

Middle Point Pump Station:

County Staff Design/Engineering \$39,875

County Survey Crew \$ 9,896

Total: \$99,542

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Pumps, controls, telemetry, wet wells, dry wells for both pump stations:

Clallam Bay Pump Station:

Two Sewage Pumps:	\$94,095
Telemetry:	\$ 4,976
Wet Well Components:	\$25,106
Dry Well Components:	\$10,235
Controls:	<u>\$15,078</u>

Middle Point Pump Station:

Two Sewage Pumps:	\$85,338
Telemetry:	\$ 4,976
Wet Well Components:	\$25,106
Dry Well Components:	\$20,470
Controls:	<u>\$15,078</u>

Total: \$300,458

RFP, Contract and Installation of both pump stations by selected contractor:

Clallam Bay Pump Station:

RFP Preparation & Contract:	\$ 2,138
Installation of Pump Station by Selected Contractor:	\$254,250
Construction Management:	\$ 9,662

Middle Point Pump Station:

RFP Preparation & Contract:	\$ 2,138
Installation of Pump Station by Selected Contractor:	\$262,150
Construction Management:	<u>\$ 9,662</u>

Total: \$540,000

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- D) Specifically, for what element(s) of the project are Opportunity Fund Program (OFP) dollars being requested?

-Engineering, Design and Specifications of two pump stations: Clallam Bay Pump Station & Middle Point Pump Station

-Purchase of 4 sewage pumps, 2 control panels & telemetry for two pump stations

-Components for wet wells and dry wells for two pump stations

-RFP, Contract, and Installation of pump stations by selected contractor

- E) Estimated schedule for project completion:

Estimated Completion Dates:

- Begin Engineering: 08/30/2024
- All permits obtained: N/A
- Land/Right-of-Way Acquisition N/A
- Complete Engineering 12/01/2024
- Order Pumps & Materials 12/01/2024
- Complete Bid Documents 12/31/2024
- Award Construction Contract 02/28/2025
- Begin Construction 04/30/2025
- Complete Construction 12/31/2025
- Project Operational 12/31/2025
- Other: _____

- F) What other jurisdictions are involved in the planning, design, financing, construction, operation or use of this project? (cities, counties, state/federal agencies, tribes, etc.):

Clallam County is the only jurisdiction involved with this project.

- G) Will the applicant maintain the project? If not, who will be responsible for its maintenance?

Clallam County Public Works will maintain the pump stations as part of the Clallam Bay/Seki Sewer System.

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Section 5 – Affordable Workforce Information (If applicable):

- A) Does this project directly fund infrastructure related to Affordable Workforce Housing?

Yes	XX
No	

If no, skip to Section 6.

This project directly funds infrastructure related to all buildings, residential, public owned or commercial in the service area. This includes all workforce housing in the service area.

- B) If applicable, describe the number of workforce housing units in project that would receive funding if approved:

	Leased	Fee Simple	120%
Type of Units: (e.g., Single Family Residential, fourplex, apartment, etc.):	SFR & Multifamily	SFR & Multifamily	SFR & Multifamily
# of Units in Type:	71	55	
# of Bedrooms per Unit:			

***253 Leased, 197 Fee Simple. The numbers above assume ~28% workforce per capita.**

- C) 100% of Clallam County's Area Median Income (AMI) used for this application: **\$80,800.**
Clallam Bay Median Income: \$44,321, Sekiu Median Income: \$72,917 (Based on 2022 American Community Survey data)
- D) Source used to determine most recent year available for Clallam County's AMI: **HUD**
- E) Describe whether the housing will be for a single person, family, or unrelated persons or a combination: **existing housing.**
- F) If applicable, describe the procedures that will be followed to ensure the occupants are in the workforce and meet the 120% AMI threshold: **N/A**

Section 5 – Private Sector Commitment or Involvement (if applicable)

A) Identify private sector firm(s) and contact person(s) involved in the project:

Private Entity: N/A
POC at Entity:
POC Telephone:
Will entity locate to Project Site?

B) Explain the private sector's involvement in the project. Why does the private sector require the proposed public infrastructure improvements?

N/A

C) Type of jobs to be created/retained:

	# Jobs Retained	# Jobs Created	Ave Annual Wage
Management/Admin (exclusive of owners)			
Supervisors/Professional			
Entry Level Workforce			

This project funds infrastructure that supports all job retention, potential job creation and any residential activities in the project area (Clallam Bay/Seki UGA). Based on Paycheck Protection Plan (PPP) data, 40 jobs in Clallam Bay and 27 jobs in Seki were retained. This is a conservative estimate as not all businesses applied for PPP funding. Furthermore, the project directly funds infrastructure that serves the Clallam Bay Fire Hall, the post office, the Hospital Clinic, North Olympic Library Clallam Bay site and the Clallam Bay School. The school employs 33 full-time workers and serves 124 students.

D) Projected annual gross payroll (exclusive of owner group):

1-3 Years:	\$
3-5 Years:	\$
5-10 Years:	\$

- E) Does the Private Entity commit to signing a standard NDA and to allow a representative from the Clallam EDC to review their Annual Payroll Report to confirm job creation and payroll when requested within the first ten-year term? (check one) **N/A**

Yes	
No	

Section 6 – Financial Information of Applicant

This section examines the general financial status of the applicant.

- A) Provide the most current annual financial report reviewed by the State Auditor. If the most current year is not representative of the past five years, please provide additional information or reports.

The report Financial Statements and Federal Single Audit Report Clallam County for the period January 1, 2022 – December 31, 2022 can be found at:

<https://www.clallamcountywa.gov/ArchiveCenter/ViewFile/Item/901>

- B) Identify funds (General Fund, Utility Fund, etc.) that will be eligible to repay an OFP loan. If any funds cannot be used to service OFP debt, please explain. If a particular fund or revenue source has been identified for repayment of the loan, please describe.

N/A

Section 7 – Declaration

I HEREBY CERTIFY THAT THE INFORMATION GIVEN IN THIS APPLICATION TO THE OPPORTUNITY FUND BOARD IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Signature of responsible official:

Print or Type Name and title:


Shere Gray, Deputy Director
Public Works

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Clallam County Public Works Department

223 E. Fourth St., Suite 6

Port Angeles, WA 98362-3000

Section 2- Attachment A

Clallam County owns and operates two Wastewater Treatment Plants (WWTPs) and the two associated collection systems located in the Clallam Bay/Sekiur Urban Growth Area (UGA). This infrastructure was installed in 1978 and has been operating continuously ever since. The collection systems consist of gravity piping and seven pump stations that deliver sewage to the treatment plants. The Clallam Bay/Sekiur Sewer Service Area is the boundary of the UGA. The attached maps show the service area and sewer system infrastructure.

The Clallam Bay-Sekiur UGA is a residential and economic center along the County's remote northwest coastline. The two UGA sewer systems provide for the necessary wastewater collection and treatment needs for residents, recreational developments, community businesses, (e.g., restaurants, stores, gas station, etc....), public institutions (e.g., school, library) and parks, and other developments. In addition, during the fishing seasons (April – October) there is a very large number of recreational visitors. These recreational visitors travel there from both inside and outside of Clallam County. The sewer systems serve all the RV parks, hotels, and rental properties occupied by visitors during this time. The local economy relies on the recreational activities provided by the area and supported by the sewer infrastructure.

The *2018 Clallam Bay/Sekiur General Sewer/Wastewater Facilities Plan* identifies the sewer/wastewater system improvements needed. The County is in the process of updating the 2018 Plan assisted by state grant funding to incorporate additional value engineering and alternatives for needed capital improvements, particularly related to the need to replace and upgrade the two existing wastewater treatment plants. This plan update identifies the same system improvements with updated estimates in 2023 dollars: \$13,964,300 for gravity system collection and conveyance related improvements; \$4,910,500 (lift/pump station improvements); and \$24,563,000 for wastewater treatment plant capital improvements. A draft plan amendment has been prepared and submitted to the Washington State Department of Ecology for review and approval.

The Clallam Bay and Sekiur UGA residential, recreational, commercial, public, and other sewer system users cannot generate sufficient revenue to fund these needed and required capital improvements from user fees alone. The amount of utility fee increases that would be required would be cost prohibitive for this small community with many residents and small businesses with limited budgets.



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Historically, user fees have also been insufficient to fully fund the minimum day-day operation and maintenance (O&M) of the two sewer systems in the UGA. The substantial shortfall has been funded by the County's general fund to keep this essential infrastructure operating to serve the community. The County is closing this funding shortfall for O&M with user-based funding. For example, the recent adoption of a new sewer ordinance has resulted in an increase of approximately \$200,000 generated from sewer system users by addressing at how service connections are assessed. However, even with this revenue increase, the costs for O&M of the aging systems, additional user funding will need to be assessed to fully fund O&M. A rate evaluation for an updated ordinance is planned for late 2024. The goal of the proposed rate adjustments is to cover the remaining funding gap for O&M.

Clallam County is addressing the capital improvement needs in a phased approach that is significantly dependent on obtaining grant funding. For example, the County has completed two major sewer conveyance/piping projects in Sekiu with assistance of over two million of grant funding through the Department of Ecology's Clean Water Program. This is specifically due to the condition of the old concrete piping which allows groundwater to infiltrate and has caused multiple overflows in the treatment plants each wet season. To date, the county has replaced 4,568 ft of sewer main pipe, 797 ft of side sewer pipe, and 19 manholes. Additional sewer conveyance improvements are planned in 2024 under this state grant/loan program for similar conveyance system improvements.

In addition to phasing completing of conveyance system improvements identified in the 2018 Plan, the County is securing funding to phase repair/replacements of seven lift/pump stations. To date, the county has repaired/replaced two of the pump stations (Sekiu Pump Station and Lighthouse Pump Station). The next two pump stations that need to be replaced are the Clallam Bay Pump Station and the Middle Point Pump Station. The first two pump stations were paid for with Real Estate Excise Tax (REET) funds. Since then, available REET funding has been allocated to other projects.

The Clallam County Public Works Department is requesting \$940,000 of Opportunity Fund grant funding to construct the needed repair/replacements of the Clallam Bay and Middle Point lift/pump stations. The attached maps show the location of these two lift/pump stations.



H2

AGENDA ITEM SUMMARY

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

Department: DCD

JUN 25 2024

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: June 25, 2024

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 Motion to Authorize Application |

Documents exempt from public disclosure attached: ☐

Executive summary: Following an extensive public engagement process, DCD has prepared a draft ordinance establishing performance standards for agricultural accessory uses in Clallam County's rural and resource zones. The ordinance is being proposed through a Type B Amendment to align development regulations with existing county policies. A public hearing has been scheduled and noticed and is ready for consideration.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐ No budgetary impact.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?) Conduct the Public Hearing for the proposed Agricultural Accessory Use ordinance and adopt the ordinance.

County Official signature & print name: Bruce Emery 

Name of Employee/Stakeholder attending meeting: Holden A. Fleming

Relevant Departments: Department of Community Development

Date submitted: June 18, 2024

* 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)

Ordinance _____

An ordinance creating a chapter 33.48, of the Clallam County Code,
titled Agricultural Accessory Uses

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Amending 33.03.010 (7) Agriculture Definition Only:

Section 33.03.010, Definitions, is amended to read as follows:

(7) “Agriculture” means improvements and activities associated with the raising, harvesting, and necessary processing of crops and livestock. “Agriculture” includes ancillary activities, including, but not limited to, equipment storage and repair, seasonal employee housing, and temporary on-site retail stands for the sale of agricultural goods.

And

Section 33.48.010, Definitions, is created to read as follows:

(1) “Agricultural Accessory Use” means a use that directly supports, promotes and is subordinate to a permitted primary agricultural use or agricultural activity on a farm.

(2) “Agricultural Work” means tasks related to farming, cultivation, and production of agricultural products. These tasks include, but are not limited to, manual labor assisting with crop production, harvesting, sorting, and animal care and husbandry.

(3) “Other Farm Dependent Accessory Activities” means those accessory activities, not elsewhere defined in this chapter, that directly relate to or are dependent on the operations of a farm. These activities may provide an engaging and entertaining experience for participants and may include, but are not limited to, corn mazes and other such maze structures, tractor rides, and/or agricultural demonstrations and do not include wedding venues.

(4) “Farm Tours” mean a tour of an agricultural operation, or other farm related educational events, allowing members of the public to observe or learn about agricultural operations onsite.

(5) “Farmers’ Markets” mean a venue located on a farm, which is used by multiple agricultural producers, for the sale of agricultural products grown, produced, or processed primarily in Clallam County or Jefferson County.

(6) “Onsite Commercial Greenhouses or Nurseries” means a structure (greenhouse), and or nursery operation, located on a farm, devoted to the cultivation of plants or other grown agricultural products.

(7) “Onsite ~~Retail~~ Stores” means an retail establishment, located on a farm, primarily engaged in the sale of agricultural products, produced onsite, directly to consumers. The sale of food items, refined perishable products, tasting rooms, and other limited food service activities are included within this definition.

(8) “Temporary Onsite Retail Stands” mean a temporary or permanent structure, not internally accessible to the public, located on a farm, where agricultural products produced onsite and related items are sold directly to consumers.

(9) “U-picks” means an agricultural enterprise where consumers visit a farm to harvest, or pick, produce and other agricultural products directly from the fields or orchards.

(10) “Work Stays” means paid accommodation on a working farm where guests partake in agricultural work.

Section 33.48.020, Purpose and intent, is created to read as follows:

Clallam County recognizes the benefits that agricultural accessory uses can have on meeting community goals. The purpose and intent of this chapter is to:

- (1) Ensure that agricultural accessory uses remain clearly subordinate to ongoing agricultural activities on a parcel or parcels.
- (2) Protect rural and neighborhood character in areas where commercial activities are otherwise not allowed.
- (3) Accommodate unique and creative accessory uses that are harmonious with and support onsite agricultural activities.
- (4) Support a diversity of revenue streams for agricultural producers to strengthen the economic viability of agricultural operations.
- (5) Provide specific prescriptive standards for a wide range of agricultural accessory uses in Clallam County.
- (6) Encourage the continuation of agricultural lands for long-term agricultural use.

Section 33.48.030, Applicability, is created to read as follows:

To be eligible for the accessory agricultural uses specified in this Chapter, a farm on which such uses are conducted must meet all of the following:

1. Contain a minimum of one (1) acre of land utilized in the production of agricultural products.
2. Is located within a Rural or Resource zoning district in which Agricultural Activities are listed as an allowed use per the underlying zoning of the property.

A Temporary Farm Stand is not restricted by the conditions stated in Subsections 1 & 2 above and are considered to be an allowed accessory use of any agricultural operation in which Agricultural Activities are permitted by the underlying zone, including Rural, Resource and Urban zoning districts.

All other agricultural accessory uses proposed on farms that fail to meet the above applicability standards may be considered through a Conditional Use Permit utilizing the standards outlined in this chapter as well as additional standards specific to the proposal.

Any use authorized by this Chapter will also require compliance with the Shoreline Master Program, stormwater management program, development regulations, Critical Areas Code, and any other federal and/or state requirements. Agricultural accessory uses which conform to the standards in this Chapter and all other applicable standards shall not be considered an intrusion of commercial activity within rural residential, or resources zones. The standards of this Chapter, as applicable, supersede the use standards of the underlying zone.

For the purposes of this Chapter, contiguous parcels under shared ownership will be reviewed as one farm when determining the appropriate level of review and other area related requirements for the proposed agricultural accessory use.

No part of this chapter will be interpreted to exempt uses or structures from the requirements of the adopted building codes and/or other applicable development regulations. Contact the Department of Community Development for all related permit requirements.

Section 33.48.040, Agricultural Accessory Uses, is created to read as follows:

An accessory use to agriculture may include, but may not be limited to, the following:

- (1) Temporary onsite retail stands
- (2) Onsite agricultural ~~retail~~ stores
- (3) Onsite commercial greenhouse or nursery
- (4) Farmers' Markets
- (5) U-pick sales to the public
- (6) Tours of the agricultural operations
- (7) Work stays
- (8) Other farm dependent accessory activities

Section 33.48.050, General requirements, is created to read as follows:

The requirements listed below apply to all agricultural accessory uses:

(1) *Relationship to Onsite Agricultural Production.* Any proposed agricultural accessory use must be related to and dependent on the agricultural activity taking place on site and remain subordinate to the scale of the agricultural activity on site.

(2) *Review Procedure.* Agricultural Accessory Uses will be reviewed on a site-by-site basis utilizing the standards specific to each agricultural accessory use found in this chapter. When no specific standards are found for a proposed agricultural accessory use, the Administrator may provide a Code Interpretation on the use in question pursuant to CCC 26.10.555 and must ensure the agricultural accessory use remains clearly incidental and subordinate to the agricultural activity on the parcel and protect the rural and neighborhood character of the surrounding area.

(3) *Access.* Safe vehicular access and customer parking must be provided on site, such that vehicles are not required to back onto roads. Temporary and permanent structures and parking must be located outside of public rights-of-way, meet setbacks for the zoning area, and should be located where impacts to adjacent residential uses are minimized.

(4) *Placement.* All Agricultural Accessory Uses, including new buildings, parking, or supportive uses, should be located inside the general area already developed for buildings and residential uses and must not otherwise convert more than 25% of land to accessory uses.

(5) *Signs.* All signage must be compliant with CCC 33.57.

(6) *Landscaping.* A visual buffer consistent with CCC 33.53, is required along all sides of a permanent parking area within 30 linear feet of a front, side, or rear property boundary. Natural vegetation may be allowed in lieu of a visual buffer provided existing vegetation is sufficient to break up the visual impact of the parking area from neighboring properties or road frontages.

(7) *Lighting.* All lighting associated with agricultural accessory uses must be directed downward and shielded to prevent glare and light encroachment onto neighboring properties and roads. All uses requiring a certificate of compliance or conditional use permit per CCC 33.48.060 must be required to submit a lighting plan for review and approval.

(8) *Noise.* Agricultural Accessory Uses must be compliant with CCC 15.30

Section 33.48.060, Use Review Table, is created to read as follows:

Agricultural Accessory Use Review Chart					
	Size of Parcel				
	Less than 3 Acres	3-4.99 Acres	5-9.99 Acres	10-19.99 Acres	20+ Acres
Temporary onsite retail stand	Allowed Outright	Allowed Outright	Allowed Outright	Allowed Outright	Allowed Outright
Onsite retail store	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance
Onsite greenhouses	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance
Farmers Market	Conditional Use Permit	Conditional Use Permit	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance
U-Pick	Certificate of Compliance	Certificate of Compliance	Allowed Outright	Allowed Outright	Allowed Outright
Farm Tours	Certificate of Compliance	Certificate of Compliance	Allowed Outright	Allowed Outright	Allowed Outright
Work Stays	Prohibited	Prohibited	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance
Other Farm Dependent Acc. Activities	Conditional Use Permit	Conditional Use Permit	Conditional use permit	Certificate of Compliance	Certificate of Compliance

Section 33.48.070, Additional standards for temporary onsite retail stands, is created to read as follows:

In addition to the general requirements of CCC 33.48.030, temporary onsite retail stands are subject to the following requirements:

Temporary Onsite Retail Stands					
Level of Review	Size of Parcel				
	Less than 3 Acres	3-4.99 Acres	5-9.99 Acres	10-19.99 Acres	20+ Acres
	Allowed Outright	Allowed Outright	Allowed Outright	Allowed Outright	Allowed Outright

(1) Additional Performance Standards

a. *Structure*: Temporary Onsite Retail Stands must be no larger than 400 sq. ft. and must not be made internally accessible to the public.

b. *Product*: 75% of all products retailed at a Temporary Onsite Retail Stand must be agricultural products produced in Clallam and/or Jefferson County.

c. Temporary onsite retail stands are allowed in all zones that identify agricultural uses as allowed outright and is not otherwise restricted by the applicability provisions contained in this Chapter.

Section 33.48.080, Additional standards for onsite retail stores, is created to read as follows:

In addition to the general requirements of CCC 33.48.030, onsite retail stores are subject to the following requirements:

Onsite Stores					
Level of Review	Size of Parcel				
	Less than 3 Acres	3-4.99 Acres	5-9.99 Acres	10-19.99 Acres	20+ Acres
	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance

(1) Additional Performance Standards

a. *Structure*: Farms are limited to one Onsite ~~Retail~~ Store and must have no more than 1000 sq. ft. of publicly accessible space. This maximum may be exceeded with the issuance of a conditional use permit when all other standards are met.

b. The owner is responsible for obtaining a building permit from the Clallam County Department of Community Development to review that the structure has adequate means of egress, exits, smoke detectors, carbon monoxide alarms, fire extinguishers, and other fire protection systems in compliance with the adopted building code.

c. *Product*: 75% of all products sold ~~retailed~~ at an Onsite ~~Retail~~ Store must be agricultural products produced in Clallam and/or Jefferson County.

d. *Parking*: The owner must designate parking spaces onsite capable of providing adequate parking for the proposed use. At least 1 ADA accessible parking space must be provided, but additional ADA parking may be required conforming to applicable parking standards.

e. *Environmental Health Services Requirements:* The owner must ensure all Clallam County Environmental Health Service Division requirements are met including, but not limited to, requirements for solid waste disposal, sewage disposal, food handling, and water system compliance.

f. *Hours of Operation:* Operation must be limited to between sunrise and 10 PM.

g. *Length of Operation:* Onsite ~~Retail~~ Stores may only be operated between the months of May and October unless otherwise approved by a certificate of compliance or conditional use permit.

Section 33.48.090, Additional standards for onsite commercial greenhouse, is created to read as follows:

In addition to the general requirements of CCC 33.48.030, onsite commercial greenhouses are subject to the following requirements:

Onsite Commercial Greenhouse					
Size of Parcel					
	Less than 3 Acres	3-4.99 Acres	5-9.99 Acres	10-19.99 Acres	20+ Acres
Level of Review	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance	Allowed Outright

(1) Additional Performance Standards

a. *Structure:* For greenhouses allowing public entry, the owner is responsible for obtaining a building permit from the Clallam County Department of Community Development to review that the structure has adequate means of egress, exits, smoke detectors, carbon monoxide alarms, fire extinguishers, and other fire protection systems in compliance with the adopted building code.

b. *Product:* 90% of products retailed from a greenhouse must be agricultural products, of which 75% must be produced onsite..

c. *Parking:* The owner must designate parking spaces onsite capable of providing adequate parking for the proposed use. At least 1 ADA accessible parking space must be provided, but additional ADA parking may be required, conforming to applicable parking standards.

d. *Environmental Health Services Requirements:* The owner must ensure all Clallam County Environmental Health Services Division requirements are met including, but not limited to, requirements for solid waste disposal, sewage disposal, food handling, and water system compliance.

e. *Hours of Operation:* Operation must be limited to between sunrise and 10 PM.

f. *Length of Operation:* The retail operation of an onsite commercial greenhouse or nursery may only be operated between the months of May and October unless otherwise approved by certificate of compliance or a conditional use permit.

Section 33.48.100, Additional standards for farmers' markets, is created to read as follows:

In addition to the general requirements of CCC 33.48.030, Farmers' markets are subject to the following standards:

Farmers' Markets					
		Size of Parcel			
	Less than 3 Acres	3-4.99 Acres	5-9.99 Acres	10-19.99 Acres	20+ Acres
Level of Review	Conditional Use Permit	Conditional Use Permit	Certificate of Compliance	Certificate of Compliance	Certificate of Compliance

(1) Additional Performance Standards

(a) *Structure*: When a permanent structure is utilized, the owner is responsible for obtaining a building permit from the Clallam County Department of Community Development to review that the structure has adequate means of egress, exits, smoke detectors, carbon monoxide alarms, fire extinguishers, and other fire protection systems in compliance with the adopted building code.

(b) *Parking*: The owner must designate parking spaces onsite capable of providing adequate parking for the proposed use. At least 1 ADA accessible parking space must be provided, but additional ADA parking may be required, conforming to applicable parking standards.

(c) *Frequency*: No more than 2 farmers' market events may be hosted per week.

(d) *Environmental Health Services Requirements*: The owner must ensure all Clallam County Environmental Health Services Division requirements are met including, but not limited to, requirements for solid waste disposal, sewage disposal, food handling, and water system compliance.

(e) *Hours of Operation*: Operation must be limited to between sunrise and 10 PM.

(f) *Access*: Farmers' Markets must be accessed from a public road capable of supporting traffic generated from the use.

Section 33.48.110, Additional standards for U-picks, is created to read as follows:

In addition to the general requirements of CCC 33.48.030, U-picks are subject to the following requirements:

U-Pick					
		Size of Parcel			
	Less than 3 Acres	3-4.99 Acres	5-9.99 Acres	10-19.99 Acres	20+ Acres
Level of Review	Certificate of Compliance	Certificate of Compliance	Allowed Outright	Allowed Outright	Allowed Outright

(1) Additional Performance Standards

a. *Parking*: The owner must designate parking spaces onsite capable of providing adequate parking for the proposed use. At least 1 ADA accessible parking space must be provided, but additional ADA parking may be required, conforming to applicable parking standards.

b. *Environmental Health Services Requirements:* The owner must ensure all Clallam County Environmental Health Services Division requirements are met including, but not limited to, requirements for solid waste disposal, sewage disposal, food handling, and water system compliance.

c. *Hours of Operation:* Operation must be limited to between sunrise and 10 PM.

Section 33.48.120, Additional standards for farm tours, is created to read as follows:

In addition to the general requirements of CCC 33.48.030, farm tours are subject to the following requirements:

Farm Tours					
Level of Review	Size of Parcel				
	Less than 3 Acres	3-4.99 Acres	5-9.99 Acres	10-19.99 Acres	20+ Acres
	Certificate of Compliance	Certificate of Compliance	Allowed Outright	Allowed Outright	Allowed Outright

(1) Additional Performance Standards

a. *Educational Exemption:* Educational tours or events hosted in partnership with the WSU Extension Office, Clallam County 4H club, or accredited educational institutes are considered allowed outright for the purposes of performance standards related to this section but must conform with all applicable performance standards.

b. *Size of Groups:* All groups and individuals involved in a farm tour must be guided by a designated farm representative or be contained within areas with clearly delineated boundary lines.

c. *Parking:* The owner must designate parking spaces onsite capable of providing adequate parking for all farm tour participants. At least 1 ADA accessible parking space must be provided, but additional ADA parking may be required, conforming to applicable parking standards.

d. *Environmental Health Services Requirements:* The owner must ensure all Clallam County Environmental Health Services Division requirements are met including, but not limited to, requirements for solid waste disposal, sewage disposal, food handling, and water system compliance.

e. *Hours of Operation:* Operation must be limited to between sunrise and 10 PM.

Section 33.48.130, Additional standards for work stays, is created to read as follows:

In addition to the general requirements of CCC 33.48.030, farm stays are subject to the following requirements:

Work Stays					
Level of Review	Size of Parcel				
	Less than 3 Acres	3-4.99 Acres	5-9.99 Acres	10-19.99 Acres	20+ Acres
	Prohibited	Prohibited	Certificate of Compliance	Certificate of Compliance	Allowed Outright

(1) Additional Performance Standards

a. *Structures*: Permanent structures, park models, recreational vehicles, and/or semi-permanent tents are not allowed for use as work stays. Work stays must be limited to temporary tents and tents must not be provided by the farm operator.

b. *Limitations*: Work Stays must be limited to individuals or groups where at least one individual is performing agricultural work onsite. Farm Stays must be limited to no longer than two weeks and a group must be no larger than 6 individuals.

c. *Number of Sites*: Farm stays must be limited to no more than 3 sites per 5 acres with no more than a maximum of 12 sites. This maximum may be exceeded through the issuance of a Conditional Use Permit when all other standards are met.

d. *Parking*: The owner must designate parking spaces onsite capable of providing adequate parking for the proposed use. At least 1 ADA accessible parking space must be provided, but additional ADA parking may be required, conforming to applicable parking standards.

e. *Environmental Health Services Requirements*: The owner must ensure all Clallam County Environmental Health Services Division requirements are met including, but not limited to, requirements for solid waste disposal, sewage disposal, food handling, and water system compliance.

f. *Fire Safety*: Fires must be contained within a designated and approved fire ring or other similar containment device.

g. *Required Notice*: The owner is responsible to provide written notice to of:

(a) County sound and noise regulations pursuant to CCC 15.30, Public Disturbance.

(b) Rules of conduct, local laws, burn bans, and responsibility not to trespass on private property or to create disturbances (e.g., noise). If there is an easement that provides legal access to off-site areas such as beach access, this shall be indicated on a map and the easement must be clearly marked.

(c) Emergency numbers and the name and number of a local contact person(s) for the work stay operator.

Section 33.48.140, Additional standards for other farm-related accessory activities, is created to read as follows:

In addition to the general requirements of CCC 33.48.030, these activities are subject to the following requirements:

Other Farm Dependent Accessory Activities					
Size of Parcel					
	Less than 3 Acres	3-4.99 Acres	5-9.99 Acres	10-19.99 Acres	20+ Acres
Level of Review	Conditional Use Permit	Conditional Use Permit	Conditional Use Permit	Certificate of Compliance	Certificate of Compliance

(1) Additional Performance Standards

a. *Frequency*. No more than 21 days of activities or events are to be undertaken under this use within a calendar year when those activities have the potential to generate noise, traffic, or other nuisances above uses otherwise allowed in this chapter. This number may be increased through the issuance of a conditional use permit when all other standards are met.

b. *Parking.* The owner must designate parking spaces onsite capable of providing adequate parking for the proposed use. At least 1 ADA accessible parking space must be provided, but additional ADA parking may be required, conforming to applicable parking standards.

c. *Environmental Health Services Requirements:* The owner must ensure all Clallam County Environmental Health Services Division requirements are met including, but not limited to, requirements for solid waste disposal, sewage disposal, food handling, and water system compliance.

d. *Limited number of other activities:* No more than three other activities may be allowed through this section without the issuance of a conditional use permit.

Section 33.48.150, 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 _____ 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mark Ozias

LETTER OF TRANSMITTAL

To: Clallam County Board of Commissioners

From: Department of Community Development

Subject: Transmittal to BOCC: Findings and Conclusions regarding
Agricultural Accessory Use Ordinance CCC 33.48

Dear Commissioners:

The Clallam County Planning Commission has completed its review and public hearing process regarding an addition to Title 33, which will address creation & development requirements for agricultural accessory uses in unincorporated Clallam County. The Planning Commission completed its review and approved its final recommendations to forward to the BOCC at its meeting on May 15, 2024. I am transmitting herewith the findings and recommendations of the Commission on this proposed Ordinance:

FINDINGS OF FACT:

1. Staff hosted 7 public meetings to discuss Agricultural Accessory Uses; three in Sequim, and one each in Port Angeles, Forks, Clallam Bay, and Joyce.
2. The Planning Commission had work sessions related to Agricultural Accessory Uses on October 18, 2023, January 3, February 7, February 21, March 6, and March 30, 2024.
3. Legal notice was published in the Peninsula Daily New prior to the public hearing that was conducted on May 15, 2024.
4. Staff presented a formatted draft ordinance to the Planning Commission on May 15, 2024 as a part of the Public Hearing process.
5. Following a public hearing at the May 15th meeting, the Planning Commission voted 6-0 with one abstention for the Draft Agricultural Accessory Use Ordinance to be forwarded to the BOCC for consideration.
6. Based on the above facts and findings, and the attached draft ordinance adding a Chapter 33.48 to the Clallam County Code titled Agricultural Accessory Uses, the Planning Commission adopts and transmits the following conclusion to the Clallam County Board of Commissioners.

CONCLUSION: The Clallam County Planning Commission concludes that the proposed Ordinance shall be included in the zoning code to:

1. Establish prescriptive standards for agricultural accessory uses in the rural and resource zones of unincorporated Clallam County.

The Planning Commission recommends approval by the BOCC and as Chair of the Commission, has directed me as its duly authorized agent to transmit this recommendation to the BOCC.

 5/21/2024
Steve Gale, Chair Date

Agriculture Accessory Uses Public Hearing Discussion Paper
Clallam County Department of Community Development
May 15, 2024

The following document is substantively like a document originally created in November of 2023 modified and updated to reflect the most current information and recommendations.

Overview

Clallam County is proposing a Type B amendment to amend its development regulation for the purpose of creating prescriptive performance standards relating to agricultural accessory uses. To support this effort, Clallam County has engaged in several public events and workshops to gather information, solicit public feedback, and ensure that the proposed development regulation would align with the needs of many local agricultural producers. Specifically, staff is recommending the adoption of performance standards related to the following agricultural accessory uses:

- (1) Temporary onsite retail stands
- (2) Onsite agricultural retail stores
- (3) Onsite commercial greenhouse or nursery
- (4) Farmers' Markets
- (5) U-pick sales to the public
- (6) Tours of the agricultural operations
- (7) Work stays
- (8) Other farm dependent accessory activities

Also included in this document is a brief summation of Clallam County's agricultural history, relevant policies, existing regulatory framework, and recommendation summary.

Purpose

Farming in Clallam County has gone through significant changes in the past several decades. From its "hay-day" of the 1940's and 50's, agricultural operations have seen a dramatic decline in Clallam County, and most significantly in the Sequim-Dungeness region. Large expanses of integrated farm operations have since given way to residential communities and affiliated uses. Along with the reduction in farms, the businesses necessary to support agriculture have also diminished. However, farming on small acreage remains a viable and important part of Clallam County's rural landscapes and economy.

To survive in this changing environment, local farms have adapted to focusing on direct-to-customer sales, niche-markets, and business diversification in order to maintain economic viability. In some cases, this has included changes to traditional farm operations to accommodate an emerging agritourism industry where the "farm"

becomes the central focus of more recreational and leisure experiences monetized to supplement the farm operation.

In so doing, typical farm operations have introduced new land uses and operational characteristics that have, in some instances, exceeded limits established in the County's land use regulations. In the interest of supporting and facilitating local farms in developing new and innovative strategies for diversifying and strengthening their businesses, there exists a need to evaluate existing land use policy and adjust regulations to offer clarity and harmonize the need for farm business diversification while maintaining rural communities free from potential adverse impacts of unregulated commercial encroachment. Clallam County is proposing a Type B amendment to its development regulations for the purpose of creating prescriptive performance standards related to agricultural accessory uses.

Existing County Policy

Both the Clallam County Code and the Washington State Growth Management Act require that Clallam County "[e]ncourage conservation of productive agricultural lands and discourage incompatible uses (CCC 31.01.110, RCW 36.70A.020(8))." In developing policies to respond to this directive, the Comprehensive Plan was updated in 2006 to include an array of goals and policies intended to provide for the preservation and strengthening of the local agricultural industry. Key to this objective were policies that establish existing agricultural operations as a preferred land use, including protections against nuisance complaints and limits on the development of viable agricultural land from competing land uses. But also key to these policies was a strong recognition that, for agriculture to continue to be economically viable in Clallam County, farms would need the ability to diversify to incorporate limited on-location retail and agritourism-related business elements. Specific policies are included in Appendix A, and are summarized as follows:

- Lavender farms have developed an agritourism industry to complement the sales of lavender products by selling the experience of visiting lavender farms and the region through festivals, farm tours, and other events (CCC 31.02.115(5)(b)).
- Agritourism may also be developed through other farm-related opportunities, like U-pick, corn mazes, farm stays (pay to work on farms), and farm education events (CCC 31.02.115(5)(b)).
- The local farming industry will need to enhance its capacity to perform local processing and provide retail of value-added products (CCC 31.02.115(6)).
- Clallam County should encourage continued farming through tax incentives, technical assistance, and permitting of compatible on-farm enterprises subject to applicable performance standards (CCC 31.02.120(2)).
- The raising of crops and livestock shall be the principal land use in areas designated agricultural. Other uses will include a farm residence, farm buildings,

direct marketing farm stands, home enterprises and home-based industries (CCC 31.03.220(3)(b)(II)).

Existing County Regulatory Framework

The agricultural policies of the Comprehensive Plan set forth the guiding principles that support the applicable regulations enumerated in the Zoning Code. As shown in Appendix A, the Zoning Code currently regulates accessory farm uses through three primary mechanisms:

- Allowance of temporary on-site retail stands for the sale of agricultural goods as accessory to agricultural operations (CCC 33.03.010(7))
- Allowance of a home enterprise as a permitted use (CCC 33.07.010(1)), and
- Allowance of a home-based industry as a conditional use (CCC 33.07.010(2)).

For clarity, a home enterprise is a business use that is carried on within a home or existing building and does not generate any traffic or other outward characteristics of a business. A home-based industry does include some limited commercial activities outside and may include the generation of limited traffic. The conditional use permit process requires a decision of the Hearing Examiner and analysis of the specific development to identify and mitigate any potential objectionable characteristics, such as adequate parking, noise and glare abatement, hours of operation, and adequate landscaping or screening.

Although a range of possible accessory uses to an agricultural operation could be considered through the conditional use permit process, the Zoning Code allows home-based industries as a conditional use in all rural residential zones. In this respect, the only special consideration afforded to agricultural operations is the allowance of a temporary on-site retail stand.

Given the policy background on this issue, additional regulatory tools could be considered to expand and guide the development of accessory entrepreneurial developments associated with existing farms to help diversify and strengthen their operations. But these tools must also be balanced with the need to ensure the protection and preservation of agricultural lands and to protect rural communities from proliferation of commercial development and incompatible uses.

To support this effort, Clallam County has engaged in several public events and workshops to gather information, solicit public feedback, and ensure that the proposed development regulation would align with many needs for local agricultural producers.

Recommendation Summary

All proposed changes to the Clallam County Zoning Code regulations have been determined to be consistent with the established policies and meet the criteria as a Type B Amendment, CCC 33.35.015(2) (see Appendix A).

In addition to the general discussion about entrepreneurial diversification of agricultural operations, the Comprehensive Plan specifically indicates the County should allow for "...the permitting of compatible on-farm enterprises subject to applicable performance standards (CCC31.02.120(2))." Although the conditional use permit process remains a tool for more complex development proposals, developing clear, objective performance standards for *compatible* uses that are allowed outright would go a long way in assisting farms with additional tools for diversification consistent with their existing operations. Of course, determining what is compatible is a subjective question. Central in considering the answer to this question is 1) the need to ensure the long-term conservation of viable agricultural lands and farm operations, and 2) the protection of farm and rural lands from incompatible uses.

The following are the types of uses that are being considered as accessory to agricultural operations and a summation of what prescriptive performance standards would be applied.

- ***On-site processing of ag-related products.*** The processing of raw agricultural products into value-added products ready for market is a great way for local farmers to increase the value of their operation. However, such activities have the potential to introduce incompatible operational characteristics. The Clallam County Code currently allows home enterprises outright in rural areas, and home-based industries as a conditional use (both discussed earlier). The former allows limited manufacturing of raw agricultural products within lawfully established buildings without the need for a permit. The latter requires review and approval from the Hearing Examiner to evaluate potential impacts and set conditions for use and operations that are intended to address impacts. Rather than create additional performance standards related to on-site agricultural processing, it is recommended the definition of Agriculture be changed to include this type of use in a limited capacity.
- ***On-site retail.*** The Zoning Code allows for temporary on-site retail stands for the sale of agricultural goods as accessory to agricultural operations (permitted outright). One point of confusion has been that any building used for commercial purposes in which the public enters requires a commercial building permit (IBC 105.1). Another issue is the lack of appropriate limits on the scope of on-site retail operations or the need for adequate access, parking, signage, lighting, or other features commonly associated with retail use.

Through public engagement, a series of performance standards addressing the above concerns are being proposed. Generally, staff recommends that, when applicability, placement, and performance standards are met, that agricultural producers be allowed up to 1000 sq. ft. of onsite retail space through the issuance of a certificate of compliance.

- ***Farm tours.*** Farm tours are a great way to introduce the public to agricultural operations and provide education, as well as to diversify sources of revenue for the farm. Similar to retail, there needs to be standards for ensuring adequate

access, parking, signage, landscaping, lighting, or other features necessary to ensure the scope of the activity is commensurate with the scope of the farm.

- **Farm education events.** Similar to farm tours, farm education events and farm-related classes help to diversify farm operations and revenue. But reasonable limits should be considered to ensure such operations do not exceed on-site parking, interfere with ongoing agriculture, or introduce impacts to the rural community. Appropriate building permits must be obtained if any portion of the education event is to occur within an agricultural building.

Through public engagement, it was determined that farm tours be considered a type of educational event, or that an educational event may take the form of a farm tour. As such, a series of performance standards relevant to both were created addressing the concerns regarding impacts to rural characteristic/community. Generally, staff recommends that farm tours be treated as an accessory use allowed outright on all farms greater than 5 acres and through a certificate of compliance on any smaller farms.

- **U-pick.** The same concerns expressed for farm tours and farm education events exist for the uses of this section.

Similarly to the above section, staff recommends limited performance standards for the described use and allow the use outright on all farms greater than 5 acres.

- **Farm work-stays.** The Zoning Code allows for the creation of bed and breakfast inns (up to five units) in most rural residential zones, and as a conditional use in the Agricultural Retention Zone (AR). Consideration given to expanding farm work-stays as an agricultural accessory use has been done with great care to ensure the facility does not exceed the scope of the farm operation and does not otherwise interfere with farming activities or impact neighboring rural residential areas. It is strongly suggested that if such use is allowed as an accessory use, that the use be relatively constrained and clearly connected to the agricultural production taking place on site.
- **Farmers' Markets.** Farmers Markets can represent an easy way for an agricultural producer to access a retail market greater than what may be available to them through their own temporary farm stand, retail store, or green house. Farmers Markets also have real potential to create traffic & noise well beyond uses that would otherwise be allowed in rural or resource zones. As such, along with performance standards generally applicable to most agricultural accessory uses, specific standards for access and frequency have been proposed to limit Farmers' Markets to being accessed only from public roads and not taking place more than two times per week.
- **Other Farm Dependent Uses.** Staff understands that there may arise some proposals that do not align with any of the agricultural accessory uses for which prescriptive performance standards have been created, such as limits on frequency and limits on total numbers of other activities allowed. When no such prescriptive standards exist for a proposed use, but the proposal is directly related to, and dependent on the onsite agricultural activity, and when all other

general requirements can be met, it may be beneficial to have relatively restrictive standards by which staff can review the activity and apply performance standards.

Uses not addressed through this amendment.

- ***Wedding venues and other non-agricultural events.*** Wedding and similar event venues that rely on agriculture as a backdrop of the use, but that are not dependent on the agriculture occurring on the property are not currently identified in the use tables of the Clallam County Zoning Code. In accordance with CCC 33.05.010, such activities may be allowed through the issuance of a conditional use permit. It is suggested that this process is appropriate for the potential scope and complexities that weddings and other destination venues present. The opportunity to evaluate all aspects of the development to ensure no impacts on agricultural operations or the rural community is apparent, provides rationale for the requirement of the conditional use permit for such proposed uses.
- ***Festival participation.*** The Lavender Festival, Sequim Irrigation Festival, and other regional festival events are generally administered through the Special Events Ordinance, Chapter 15.02, CCC. No further controls are recommended for this section.
- ***Wineries, breweries, and distilleries.*** Like wedding venues above, as an unspecified use within the zoning code, these uses could be applied for through the conditional use permit process. Staff did not find sufficient evidence to believe the implementation of performance standards related to these uses could be completed through the Type B amendment process.

A Note on Applicability

Except for temporary farm stands, all agricultural accessory uses proposed through this chapter would have to take place on parcels meeting the following requirements:

1. Contain a minimum of one (1) acre of land utilized in the production of agricultural products.
2. Be located within a Rural or Resource zoning district in which Agricultural Activities are listed as an allowed use per the underlying zoning of the property.

The first applicability standard was designed to create a clear threshold of entry, that would be easily reviewed through site plans and GIS data, while not requiring participating agricultural producers to be enrolled in any programs or have to actively report any performance metrics.

The second was designed to reflect the fact that as a Type B amendment only those changes that align development regulations with existing comprehensive plan policies are allowed. There is specific language in the Clallam County Comprehensive land

directing staff to consider development regulations to allow for compatible on-farm enterprises in agricultural resource zones (CCC 31.02.120), and similar directives are made for rural zones. While agricultural production in our urban areas is valuable and should continue, no such direct policy language exists that would allow for this form of development regulation to be implemented through a Type B amendment. Also of note is that agriculture will still be allowed in all urban zones where it is currently listed as an allowed use, and no part of this proposed development regulation would prohibit an interested party from utilizing a temporary farm stand, home enterprise, or applying for a conditional use permit.

Staff Recommendation

Staff recommends the adoption of specific development regulations related to agricultural accessory uses as provided in the attached draft ordinance.

Appendix A

Existing Policies and Regulations for Agricultural Accessory Uses Clallam County Code and the Revised Code of Washington

Clallam County Comprehensive Plan, Title 31, CCC

CCC 31.01.200 Growth Management Goals

(8) *Natural Resource Industries.* Maintain and enhance natural resource-based industries, including productive timber, agricultural, mineral extraction, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands and discourage incompatible uses.

CCC 31.02.110 Resource Land Issues

A goal of the Growth Management Act of 1990 is to "Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries...[and] Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses." The Act requires local governments to classify and designate agricultural, forest and mineral resource lands and to adopt interim development regulations to assure their conservation. This chapter supports County-wide efforts to maintain, enhance, and to conserve resource lands, and to discourage incompatible uses adjacent to resource lands, particularly forest and mineral lands.

CCC 31.02.115 Agricultural Resource Land Inventory and Issues

(5)(b) *Agritourism.* Clallam County's lavender industry is another example of the market niches farmers can identify and develop to make their farms profitable and sustainable. Our lavender farmers produce a wide array of value-added lavender products and have developed an agritourism industry to complement the sales of lavender products by selling the experience of visiting lavender farms and the region through festivals, farm tours, and other events. Other types of farming can also benefit by cultivating tourists on the farm such as U-pick berry farms and corn mazes that are popular with locals as well as tourists, farm stays in which visitors pay to work on farms, and farm educational events. Agritourism also benefits other local businesses such as lodging and food service, thus multiplying its economic impact.

(6) *Changes in Local Agricultural Industry.* For farming to survive and thrive in Clallam County, how we view agriculture and how we develop local land use policies and implement development regulations needs to be continuously evaluated and updated. In the past our county policies have been driven by a view of agriculture as largely a producer of farm commodities such as milk, beef cattle, barley, hay, potatoes, or apples. These commodities were either processed locally or shipped out of the County as raw commodities. Clallam County can no longer compete in most of these markets. For

farmers to succeed here they need to be innovative and entrepreneurial and to find markets that are not satisfied by the industrial agricultural and food industry. Products such as organic baby salad greens, gourmet lavender barbecue sauce, or farmstead gouda cheese are the high-value, niche products that many small farmers are turning to in order to make a profit.

This will require enhanced capacity to perform local processing and increased efforts to effectively brand and market Clallam County farm products. These and other new agricultural opportunities can continue and expand in the County if supported by local land use policies and regulations that allow farm entrepreneurs to explore and exploit these types of farming niches. There are a few large, commercial farms left in Clallam County that have adapted to changing economic conditions, but the future of agriculture in Clallam County will largely be determined by operators who produce high-value, unique products, and agricultural services on relatively small farms.

The need to redefine and broaden what we mean by the term "farm," and in so doing develop policies and programs that support this new vision of agriculture, exists in many places, not just in Clallam County. The Washington State Legislature passed legislation in 2004, which was amended in 2006, that essentially redefined what agriculture is; including references to "agriculturally related experiences, or the production, marketing, and distribution of value-added agricultural products, including support services that facilitate these activities" (RCW [36.70A.177](#)). The State of Washington now recognizes that the needs of many farmers are much broader than in the past, and that small, innovative, entrepreneurial farmers require the ability to sell everything from high-dollar, value-added products to farm experiences on agritourism-oriented farms.

CCC 31.02.120 Agricultural Resource Land Goals.

- (1) Clallam County shall work to promote a strong, economically viable and ecologically responsible agricultural economy.
- (2) Clallam County should provide incentives to encourage continued agriculture operations by providing property tax incentives, education and technical assistance, and the permitting of compatible on-farm enterprises subject to applicable performance standards.

CCC 31.03.220 Agricultural Land – Inventory and Analysis

(2) *Definition.* The Growth Management Act defines "agricultural land" as land primarily devoted to the commercial production of horticultural, viticultural, floricultural, dairy, apiary, vegetable, or animal products or of berries, grain, hay, straw, turf, seed, Christmas trees not subject to the excise tax imposed by RCW [84.33.100](#) through [84.33.140](#), finfish in upland hatcheries, or livestock, and that has long-term commercial significance for agricultural production.

The Growth Management Act defines "long-term commercial significance" to include the growing capacity, productivity, and soil composition of the land for sustained commercial

production, in consideration of the land's proximity to population areas, and the possibility of more intense uses of the land.

(3)(b)(ii) The raising of crops and livestock and associated agricultural activities shall be the principal land use within areas designated as agricultural. Agricultural land uses on the portion of a parcel set aside for agriculture would include, but not be limited to, a farm residence, farm buildings, and direct marketing farm stands, home enterprises and home-based industries. These uses shall not disrupt agricultural land use within the district.

Clallam County Zoning Code, Title 33, CCC

CCC 33.03.010 Definitions

(4) "Accessory use or improvement" means a use or improvement which is necessary for the full use and enjoyment of the main use of the property, is typically associated with the main use, and is subordinate to or incidental to the main use of a parcel and which includes the utilities necessary to serve the accessory use. Accessory uses and improvements are allowed in all zoning districts.

(7) "Agriculture" means improvements and activities associated with the raising and harvesting of crops and livestock. "Agriculture" includes ancillary activities, including equipment storage and repair, seasonal employee housing, and temporary on-site retail stands for the sale of agricultural goods.

CCC 33.05.010 Land Use Zones

Unclassified uses may be allowed through the issuance of a conditional use permit.

CCC 33.07.010 Agricultural Retention (AR)

The purpose of the Agricultural Retention zone is to maintain and enhance the agricultural resource industry of Clallam County through conservation of productive agricultural lands and discouragement of incompatible land uses within the agricultural retention zone.

(1) *Permitted Uses.* The following uses are permitted in an Agricultural Retention zone:

- Agricultural activities
- Home enterprises

(1) *Conditional Uses.* The following uses are in an Agricultural Retention zone subject to the procedures and requirements of Chapter 33.27, CCC:

- Bed and breakfast inn facilities which do not interfere with the agricultural use of the adjacent land.
- Home-based industries not interfering with agricultural use

(8) *Agricultural Land Reservation Conditional Uses*. The following conditional uses are permitted in an agricultural land reservation of a parcel in an Agricultural Retention zone pursuant to the procedures and requirements of Chapter 33.27 CCC:

- Home-based industry
- Outdoor-oriented recreation facilities designed to be compatible with the agricultural use of the land.

CCC 31.04.200 Agricultural Land – Inventory and Analysis

(3) *Resource Base*. The Port Angeles planning area contains no land which qualifies as agricultural resource land of long-term commercial significance. This finding is based on the fact that agricultural lands in this region are primarily utilized as pasture for animal raising and very few of these operations are commercially viable. The region does, however, contain several large farms which have significant impact on the rural character and aesthetics of the region. These properties should be targeted for transfer or purchase of development rights programs. The Port Angeles watershed characterization report identified eighty-five (85) farms exceeding twenty (20) acres in size covering nearly 2,000 acres. Policies should encourage the conservation of land put to productive use.

CCC 33.35.015 Type of Amendments

(2) Type B revisions to the development standards or other provisions of this title that do not require a change to the comprehensive plan, including the official comprehensive plan and zoning map, shall be considered a Type B amendment. Type B amendments include correcting errors, clarifying, or revising development standards, and adopting new development standards that are consistent with and implement the comprehensive plan. Type B amendments may be initiated at any time and only by the Board of Clallam County Commissioners, Clallam County Planning Commission, or the Administrator.

Revised Code of Washington

RCW 36.70A.030 Definitions

(6) "Agricultural land" means land primarily devoted to the commercial production of horticultural, viticultural, floricultural, dairy, apiary, vegetable, or animal products or of berries, grain, hay, straw, turf, seed, Christmas trees not subject to the excise tax imposed by *RCW 84.33.100 through 84.33.140, finfish in upland hatcheries, or livestock, and that has long-term commercial significance for agricultural production.

(23) "Long-term commercial significance" includes the growing capacity, productivity, and soil composition of the land for long-term commercial production, in consideration with the land's proximity to population areas, and the possibility of more intense uses of the land.

RCW 36.70A.177 Agricultural lands—Innovative zoning techniques—Accessory uses.

(1) A county or a city may use a variety of innovative zoning techniques in areas designated as agricultural lands of long-term commercial significance under RCW 36.70A.170. The innovative zoning techniques should be designed to conserve agricultural lands and encourage the agricultural economy. Except as provided in subsection (3) of this section, a county or city should encourage nonagricultural uses to be limited to lands with poor soils or otherwise not suitable for agricultural purposes.

(2) Innovative zoning techniques a county or city may consider include, but are not limited to:

(a) Agricultural zoning, which limits the density of development and restricts or prohibits nonfarm uses of agricultural land and may allow accessory uses, including nonagricultural accessory uses and activities, that support, promote, or sustain agricultural operations and production, as provided in subsection (3) of this section;

(b) Cluster zoning, which allows new development on one portion of the land, leaving the remainder in agricultural or open space uses;

(c) Large lot zoning, which establishes as a minimum lot size the amount of land necessary to achieve a successful farming practice;

(d) Quarter/quarter zoning, which permits one residential dwelling on a one-acre minimum lot for each one-sixteenth of a section of land; and

(e) Sliding scale zoning, which allows the number of lots for single-family residential purposes with a minimum lot size of one acre to increase inversely as the size of the total acreage increases.

(3) Accessory uses allowed under subsection (2)(a) of this section shall comply with the following:

(a) Accessory uses shall be located, designed, and operated so as to not interfere with, and to support the continuation of, the overall agricultural use of the property and neighboring properties, and shall comply with the requirements of this chapter;

(b) Accessory uses may include:

(i) Agricultural accessory uses and activities, including but not limited to the storage, distribution, and marketing of regional agricultural products from one or more producers, agriculturally related experiences, or the production, marketing, and distribution of value-added agricultural products, including support services that facilitate these activities; and

(ii) Nonagricultural accessory uses and activities as long as they are consistent with the size, scale, and intensity of the existing agricultural use of the property and the existing buildings on the site. Nonagricultural accessory uses and activities, including new buildings, parking, or supportive uses, shall not be located outside the general area already developed for buildings and residential uses and shall not otherwise convert more than one acre of agricultural land to nonagricultural uses; and

(c) Counties and cities have the authority to limit or exclude accessory uses otherwise authorized in this subsection (3) in areas designated as agricultural lands of long-term commercial significance.

(4) This section shall not be interpreted to limit agricultural production on designated agricultural lands.

**State Environmental Policy Act (SEPA) WAC 197-11
DETERMINATION OF NON-SIGNIFICANCE (DNS)**

Applicant: Clallam County
Department of Community Development
223 East 4th Street, Suite 5
Port Angeles, WA 98362-3000

Representative: Clallam County
Department of Community Development
Holden A. Fleming, Chief Deputy Director
223 East 4th Street, Suite 5
Port Angeles, WA 98362-3000

Project Number: Development Regulation Adoption (Agricultural Accessory Uses)

Proposed Amendment to Clallam County Zoning Ordinance: The proposed action is to create prescriptive standards to enable the following types of agricultural accessory activities to take place within the rural and resource zones of Clallam County when and where permitted agricultural activities are taking place.

- (1) Temporary onsite retail stands
- (2) Onsite agricultural retail stores
- (3) Onsite commercial greenhouse or nursery
- (4) Farmers' Markets
- (5) U-pick sales to the public
- (6) Tours of the agricultural operations.
- (7) Work stays
- (8) Other farm dependent accessory activities

Location of proposal: Clallam County

Lead Agency: Clallam County is the lead agency for this non-project proposal and has determined that this proposal is not categorically exempt from SEPA. Clallam County, as the lead agency has also determined that the non-project proposal does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030 (2) (c). This decision was made after reviewing a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request at the office of the Responsible Official as listed herein.

This Determination of Non-Significance (DNS) is issued under WAC 197-11-355. Comments must be submitted by May 3, 2024.

Staff Contact:

Holden A. Fleming, Chief Deputy Director, (360) 565-2616

Responsible Official:

Bruce Emery, Director
Department of Community Development
223 E. 4th Street, Suite 5, Port Angeles, WA 98362

Issuance Date:

April 19, 2024

Signature:

A handwritten signature in blue ink, appearing to read "Bruce Emery", is written over a horizontal line.

Bruce Emery, Director
Clallam County Department of
Community Development

This may be the only opportunity to comment on the environmental impacts of the proposal. Unless the Responsible Official withdraws the threshold determination pursuant to WAC 197-11-340(3) (a), the threshold determination shall be final at the end of the comment period. Agencies and interested parties will be notified if the threshold determination is withdrawn. Within 14 days of the Clallam County Board of Commissioners decision on the underlying Comprehensive Plan Amendment/Rezone, the permit decision and the final threshold determination may be appealed to the Superior Court. Contact the Planning Division for SEPA appeal procedures.

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals:

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (part D). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements -that do not contribute meaningfully to the analysis of the proposal.

COUNTY RESPONSES IN BLUE.

A. Background

1. Name of proposed project, if applicable: Clallam County Adoption of Prescriptive Standards for Agricultural Accessory Uses in Rural & Resource Zones.
2. Name of applicant: Clallam County Department of Community Development (DCD)
3. Address and phone number of applicant and contact person:
Clallam County DCD
223 E. 4th Street, Suite 5
Port Angeles, WA 98368
(360) 565-2616
Greg Ballard, Project Planner
4. Date checklist prepared: April 17, 2024
5. Agency requesting checklist: Clallam County DCD is the lead agency for this proposal.
6. Proposed timing or schedule (including phasing, if applicable): This proposal has been scheduled for a Public Hearing before the Planning Commission (PC) on May 15, 2024. The PC will make a recommendation to the Clallam County Board of County Commissioners (BOCC). The BOCC will hold an open public hearing prior to its adoption of the proposed amendments to Development Regulations pertaining to agricultural accessory uses.
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. Any future updates would take place after the required periodic update of Clallam County's Comprehensive Plan scheduled to be completed prior to December 2025.
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.
 - a. Final Environmental Impact Statement (FEIS) for the adoption of the Clallam County Comprehensive Plan and Regional Comprehensive Plans.
 - b. Consolidate Development Permit Process (Title 26.10) Adopted by Ordinance 632 and amendments.
 - c. Zoning Ordinance (Title 33) adopted by Ordinance 581 on December 19, 1995 and amendments.
9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. No
10. List any government approvals or permits that will be needed for your proposal, if known. Proposed amendments to the Development Regulations will be filed with the WA State Department of Commerce as a part of the 60 Day Notice To Commerce.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

This is a Non-Project Action for modifying Development Regulations pertaining to accessory activities associated with permitted agricultural activities in rural & resource zones in Clallam County.

This Non-Project Action specifically seeks to create prescriptive standards for the following agricultural accessory uses:

(1) Temporary onsite retail stands

(2) Onsite agricultural retail stores

(3) Onsite commercial greenhouse or nursery

(4) Farmers' Markets

(5) U-pick sales to the public

(6) Tours of the agricultural operations.

(7) Work stays

(8) Other farm dependent accessory activities

A copy of the proposed modifications are attached.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist. This proposal would apply throughout Clallam County in all rural and resource zones.

B. ENVIRONMENTAL ELEMENTS

1. Earth

- a. General description of the site: This Non-Project Action would apply to all terrains and soil types in rural and resource zones where agricultural activities are permitted.

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other All

- b. What is the steepest slope on the site (approximate percent slope)? 0 to 100%

- c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. All Soil Types

- d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. N/A to non-project action

- e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill. N/A to non-project action

- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. Erosion could occur from activities regulated under this proposed amendment to the Development Regulations. The County's Critical Areas Ordinance (Ch. 27.12 CCC) would be in effect anywhere the site contains critical areas.

- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? N/A to non-project action

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: N/A to Non-Project Action.

2. Air

- i. a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known: N/A to non-project action

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. Emission are from land uses in the county, cities, & tribes. This should not affect agricultural accessory uses regulated under this proposal.

- c. Proposed measures to reduce or control emissions or other impacts to air, if any: N/A to non-project action

3. Water

- a. Surface Water:

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

Yes there are AHCA & Wetlands located throughout the county that could be located within 200 feet of existing agricultural activities and by extension the accessory activities that would be regulated through this amendment.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. Yes however no specifics are available for this non-project action.
- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected.
Indicate the source of fill material. N/A to this non-project action.
- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. No.
- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. Yes some lands associated with agricultural activities are located within the 100 year floodplain.
- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. No.

b. Ground Water:

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. N/A to non-project action.
- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. There is potential for sewage to be generated from the activities regulated through this amendment. Any sewage generated would be addressed utilizing existing county permits & policies.

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. N/A to non-project action.

2) Could waste materials enter ground or surface waters? If so, generally describe. N/A to non-project action.

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. N/A to non-project action.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any: N/A to non-project action.

4. Plants

a. Check the types of vegetation found on the site: All types for this non-project action.

___deciduous tree: alder, maple, aspen, other

___evergreen tree: fir, cedar, pine, other

___shrubs

___grass

___pasture

___crop or grain

___Orchards, vineyards or other permanent crops.

___wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other

___water plants: water lily, eelgrass, milfoil, other

___other types of vegetation

b. What kind and amount of vegetation will be removed or altered? All vegetation type could be altered or removed by agricultural accessory activities.

c. List threatened and endangered species known to be on or near the site. There may be all ESA listed plants that exist in Clallam County located within this non-project action.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: There are landscaping requirements associated with this amendment which would require naturally vegetated buffers, in line with existing county policies, in certain circumstances.

e. List all noxious weeds and invasive species known to be on or near the site. There may be all noxious weed and invasive species located in Clallam County within this non-project action.

5. Animals

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. There may be all animals that exist in Clallam County located within this non-project action.

Examples include:

birds: hawk, heron, eagle, songbirds, other:
mammals: deer, bear, elk, beaver, other:
fish: bass, salmon, trout, herring, shellfish, other _____

b. List any threatened and endangered species known to be on or near the site. There may be all ESA listed wildlife (i.e. animals, fish, birds, reptiles, amphibians, etc.) that exist in Clallam County located within this non-project action.

c. Is the site part of a migration route? If so, explain. Rural & resource Zones in Clallam County may be located in a migration route.

d. Proposed measures to preserve or enhance wildlife, if any: N/A to non-project action.

e. List any invasive animal species known to be on or near the site. There may be all invasive animal species located within Clallam County in this non-project action.

6. Energy and Natural Resources

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. All energy types may be utilized for agricultural accessory uses regulated by this proposed amendment.

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. This proposal would not impact solar energy being used on adjacent properties.

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: N/A for this non-project action.

7. Environmental Health

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe. N/A to non-project action.

1) Describe any known or possible contamination at the site from present or past uses. N/A for this non-project action.

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas

transmission pipelines located within the project area and in the vicinity. N/A for this non-project action.

Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. N/A to non-project action.

- 3) Describe special emergency services that might be required. N/A for this non-project action.

Proposed measures to reduce or control environmental health hazards, if any: N/A to non-project action.

b. Noise

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? All noises associated with permitted and conditional permitted activities in rural & resource zones in Clallam County

- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)?
Indi-

cate what hours noise would come from the site. Noise generated from this amendment would be consistent with noises generated by small crowds and or vehicle traffic generated by the proposed agricultural accessory uses.

- 3) Proposed measures to reduce or control noise impacts, if any: Prescriptive standards have been developed to limit hours of operation and or locations of accessory activities. To reduce or limit noise impacts to those associated with the underlying allowed use.

8. Land and Shoreline Use

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. This proposal is limited to resource and rural zones where existing agricultural activities are taking place. This proposal should not impact the adjacent land use more than existing conditions. All agricultural accessory activities will be required to meet prescriptive standards specific to the type of use being proposed.
- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? This proposal is reliant on existing and ongoing agricultural activities and will help to limit the conversion of farmland or resource lands to other incompatible uses.

- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: See above & N/A for this non-project action.
- c. Describe any structures on the site. N/A for this non-project action.
- d. Will any structures be demolished? If so, what? N/A for this non-project action.
- e. What is the current zoning classification of the site? Rural & Resource Zones.
- f. What is the current comprehensive plan designation of the site? Agricultural accessory activities may occur within any comprehensive plan designation in Clallam County. New MRL and MRL-OD are not permitted within UGA.
- g. If applicable, what is the current shoreline master program designation of the site? Agricultural accessory activities would be subject to the Clallam County Shoreline Master Program in effect when the activity is proposed.
- h. Has any part of the site been classified as a critical area by the city or county? If so, specify. Many areas within Clallam County have been designated as critical areas. Said critical areas are regulated through CCC 27.12. Any agricultural accessory activity would be required to meet the requirements of CCC 27.12.
- i. Approximately how many people would reside or work in the completed project? N/A to this non-project action.
- j. Approximately how many people would the completed project displace? None.
- k. Proposed measures to avoid or reduce displacement impacts, if any: N/A to this non-project action.
- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: As a "type B" amendment, this project is intended to align development regulations with the comprehensive plan.
- m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any: See Section 8(b) above.

9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. N/A to this non-project action.
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. N/A to this non-project action.

c. Proposed measures to reduce or control housing impacts, if any: N/A to this non-project action.

10. Aesthetics

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? N/A to this non-project action.

b. What views in the immediate vicinity would be altered or obstructed? N/A to this non-project action.

Proposed measures to reduce or control aesthetic impacts, if any: The proposed development regulations have limited landscaping requirements.

11. Light and Glare

a. What type of light or glare will the proposal produce? What time of day would it mainly occur? As an accessory use, any light or glare produced would be associated with the primary agricultural use on the property.

b. Could light or glare from the finished project be a safety hazard or interfere with views? N/A to this non-project action.

c. What existing off-site sources of light or glare may affect your proposal? Light and glare from the adjacent variety of land uses found in rural and resource zones.

d. Proposed measures to reduce or control light and glare impacts, if any: The proposed development regulations incorporate hours of operation requirements that would reduce or help control any light or glare being produced. Existing County regulations related to light and glare would also apply.

12. Recreation

a. What designated and informal recreational opportunities are in the immediate vicinity? All designated and informal recreation opportunities may exist within rural and resource zones in Clallam County.

b. Would the proposed project displace any existing recreational uses? If so, describe. This non-project action should not displace any existing recreation uses.

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: N/A to this non-project action.

13. Historic and cultural preservation

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. There may be historic structures or sites located within the rural and resource zones of Clallam County.
- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. There are likely landmarks, features, or other evidence of Indian or historic use or occupation found in the rural and resource zones of Clallam County. This non-project action should not impact historic and cultural preservation.
- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. This non-project action should not increase the impacts cultural and historic resources over the existing regulations.
- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required. See Above

14. Transportation

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. There are highways, county, and private roads located within the rural and resource zones of Clallam County. As a development regulation limited in applicability to a specific type of accessory use, this non-project action should not change how existing transportation system are utilized.
- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? N/A to this non-project action.
- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? N/A for this non-project action.
- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). This non-project action should not require any new or improvements to the existing transportation system.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. This non-project action should not require any new or improvements to the existing transportation system.
- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates? N/A for this non-project action.
- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe. This non-project action should not impact the movement of resources uses, which include mineral resources, agricultural, or forestry products.
- h. Proposed measures to reduce or control transportation impacts, if any: As a development regulation targeting accessory use, transportation impacts would be limited primarily by the underlying allowed agricultural use of the zone.

15. Public Services

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. This non-project action should not result in a need for increased public services.
- b. Proposed measures to reduce or control direct impacts on public services, if any. None required for this non-project action.

16. Utilities

- a. Circle utilities currently available at the site: All of these utilities may be available for this non-project action that applies throughout Clallam County within rural & resource zones.
electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other _____
- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. Not applicable to this non-project action.

C. Signature

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature:

A handwritten signature in blue ink, appearing to read "Holden A. Fleming", written over a horizontal line.

Name of signee: Holden A. Fleming

Position and Agency/Organization Clallam County Chief Deputy Director, DCD

Date Submitted: 4/17/2024

D. supplemental sheet for nonproject actions

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or faster rate than if the proposal was not implemented. Respond briefly and in general terms. The questions on this attachment have been summarized as "topics of concern" for purposes of the chart found below.

Topic of concern	County response
Discharges to Water	See §B.3 above at pages
Emissions to Air	See §B.2 above at page
Production, storage or release of toxic or hazardous substances	See §B.7 above at pages
Noise	See §B.7b above
Plants	See §B.4 above
Animals	See §B.5 above
Fish or marine life	See response to "Animals" immediately above.
Impact, if any, on protecting or conserving energy or natural resources	This non-project action is not intended to conserve/protect energy resources.
Impacts to environmentally sensitive areas such as parks, wilderness	See all of Section B.
Impacts to existing land use and shoreline use patterns	See §B.8 above
Demands on transportation	See §B.14 above

Infrastructure	
Possible conflicts with federal, state and local rules enacted for the protection of the environment	See all of Section B.

END OF DOCUMENT