



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, May 30, 2023 – 10:00 a.m.

Board of Clallam County Commissioner meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

This meeting can be viewed on a live stream at this link: <https://www.clallamcountywa.gov/669/Live-Archived-Meetings-Online>

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA ? Any Commissioner may remove items for discussion

- 1a. Approval of vouchers for the week of May 22

Approval of vouchers 

- 1b. Approval of payroll for the period ending May 15

Approval of payroll 

- 1c. Approval of special payroll for the period ending May 17

Approval of special payroll 

- 1d. Approval of minutes for the week of May 22

Approval of minutesa 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a. Agreement amendment 12 with Department of Health for Infectious Disease Prevention Services-SSP, Injury & Violence Prevention Overdose Data to Action, Office of Immunization COVID-19 Vaccine, OSS LMP Implementation, and Zoonotic Disease Program

Agreement amendment 12 

- 2b. Contract Amendment A with Washington State Department of Commerce for Multi-Jurisdictional Gang-Drug Task Force

Contract Amendment A 

- 2c. Agreement amendment 11 with Shannon & Wilson, Inc. for Lower Dungeness River Floodplain Project

Agreement amendment 11 

ADMINISTRATION

- 3a. Resolution reappointing David Colthorp and Lawrence Dempsey to the Port Crescent Pioneer Cemetery Advisory Board

Resolution 

- 3b. Verbal approval to move forward with the Clallam County Fair Beer Garden

Verbal approval 

PUBLIC WORKS

- 4a. Call for hearing to be held Tuesday, June 27 at 10:30 a.m. regarding a proposed vacation of a portion of Hermison Road

Call for hearing 

BUDGET

- 5a. Resolution adopting the following Budget Revisions:
Sheriff ? Jail
* Contracted costs for Norpoint Services to provide courthouse security for the month of March 2023/\$18,865
* Contracted costs for Norpoint Services to provide courthouse security for the month of April 2023/\$20,433
BOCC ? Operations ? Reallocation of funds for Express Personnel expenses for training newly hired BOCC Analyst/\$13,300
Auditor - To move budget from wages/benefits to Personnel Services to cover temporary replacement for vacated staff positions in Finance, Recording and Licensing/\$9,076
Auditor ? Document Preservation ? To move budget from wages/benefits to Personnel Services to cover temporary replacement for vacated staff positions in Document Preservation/\$5,950
HHS ? Environmental Health ? Funding for the replacement of office furniture in the environmental health permit center/\$50,000
NonDept ? American Rescue Plan Act ? Reallocation of ARPA funding for the ARPA Retention Recruitment Bonus Program which now includes Deputy Prosecuting Attorneys, Nurses and Juvenile Corrections Officers/\$134,200

Resolution 

- 5b. Resolution adopting the following Supplemental Appropriations:
HHS ? Environmental Health
* FPHS funding to pay for overtime costs to staff members working on the permit center transfer project/\$50,000

* FPHS Water System funding to pay for operations of the water lab/\$38,000
* Receipt of revenue from Department of Ecology for providing services in the Pollution Identification and Control Area/\$35,168
HHS Operations ? Receipt of revenue from Department of Commerce for providing services for housing needs/\$150,000
Noxious Weed Control ? Addition Title II funds will be received for seasonal help, field supplies and equipment/\$17,000
Parks & Facilities ? REET 2 ? Washington State Department of Commerce grant funding for the Electric Vehicle Charging Stations project/\$67,890

Resolution 

- 5c. Resolution adopting the following Budget Reductions:
Sheriff ? Operations - Reduction of Sheriff Operations budget to increase the Sheriff OPNET budget for part of the German Building lease (1 of 2)/\$9,800

Resolution 

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

- H1. Consideration of resolution adopting the following Debatable Emergencies:
Sheriff ? OPNET Drug ? Reduction of Sheriff Operations budget to increase the Sheriff OPNET budget for part of the German Building lease (2 of 2)/\$9,800
Superior Court
* Washington Citizens? Commission on Salaries pay increase for judicial officers as of July 1, 2023/\$17,959
* Current regular time and benefits for Superior Court employees and conversion of Family Juvenile Court Improvement Plan Coordinator position from parttime to fulltime/\$69,908
Parks & Facilities ? REET 2
* The Phone System Upgrade project was not completed in 2022 and is carried over into 2023
(1 of 2)/\$177,423
* Additional funds needed to cover the unanticipated bid proposal amount that exceeds the amount covered by grand funds and the current REET 2 budget/\$50,000
Information Tech ? Capital Projects - The Phone System Upgrade project was not completed in 2022 and is carried over into 2023 (2 of 2)/\$177,423
NonDepartmental ? Funding for a one-time Washington Association of Counties (WSAC) Special Assessment supporting the National Center for Public Land Counties (The Center)/\$25,107

Resolution 

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 May 29 - June 2:

Monday, May 29:

Courthouse Closed - Memorial Day

Tuesday, May 30:

9:00 a.m. Work Session

10:00 a.m. Board Meeting

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

Wednesday, May 31:
8:00 a.m. Coffee with Colleen

Friday, June 2:
9:00 a.m. Housing Solutions Committee

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
MAY 30 2023

Date of report: May 24, 2023

General	\$185,265.88
Other	\$772,739.44
Total	\$958,005.32

STATE OF WASHINGTON

County of Clallam

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

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

SHOONA RIGGS COUNTY AUDITOR

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

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

MARK OZIAS, Chair

MIKE FRENCH

RANDY JOHNSON

RICH SILL (County Administrator)

Weekly Expenditures

May 22 - 26, 2023

Fund #	Department	Expenditures		Use Tax	
		General Fund	Other	General Fund	Other
00100.211	Assessor	75.57			
00100.221	Auditor	10,554.58			
00100.241/291	Commissioners (BOCC)	15,816.71			
19941.291	BOCC - Opportunity Fund		367,241.38		
19961.291	BOCC - American Rescue Plan Act		16,893.89		
00100.331-334	Dept. of Community Develop't (DCD)	625.48			
30301.331	DCD - Lower Dungeness Floodplain		132.64		
00100.871	District Court I	1,303.85			
00100.881	District Court II	651.04			
11301.511	Health & Human Services (HHS)		14,158.99		
00100.511	HHS - Environmental Health	235.30			
00100.461	Human Resources (HR)	4,461.00			
50401.461	HR - Risk Management		699.38		
50501.461	HR - Workers Compensation		529.55		
00100.411	Information Technology (IT)	19,870.23			
00100.851	Juvenile Services	12,241.85			
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		376.32		17.76
00100.911/912	Parks Fair Facilities (PFF)	36,348.53			
30101.911	PFF - REET 1 (Real Estate Excise Tax)		54,272.67		
30501.911	PFF - Capital Projects		11,905.14		
00100.841-843	Prosecuting Attorney	9,993.69			
	Public Works (PW)				
10101.611	PW - Roads		43,079.27		
30401.331	PW - Dungeness Reservoir		209,763.58		
30901.331	PW - Carlsborg Water Mitigation		1,098.00		
41401.611	PW - Clallam/Seki Sewer		2,771.91		
42401.611	PW - Carlsborg Sewer		11,455.95		
43401.611	PW - Bullman Beach Water System		246.82		
50301.611	PW - ER&R (Equip'l Rental & Revolving)		23,646.09		
00100.811-815,817	Sheriff	43,105.83		115.97	
00100.816	Sheriff - Jail Medical	2,862.14			
11003.811	Sheriff - Boating Safety		50.59		
11004.811	Sheriff - VRF Boating Program		2,529.38		
11008.811	Sheriff - OPNET Drug		7,326.36		
11065.811	Sheriff - OPSCAN Operations		2,078.30		
11080.811	Sheriff - Inmate Commissary		1,243.68		41.79
00100.861	Superior Court	21,154.45			
12905.861	Superior Court - Dispute Resolution		700.00		
12911.861	Superior Court - Courthouse Facilitator		480.00		
00100.891	Superior Court Clerk	5,849.66			
Total		185,149.91	772,679.89	115.97	59.55

Report Reconciliation		Totals			
Total	957,829.80	General Fund	185,265.88		
Final Check Lists	957,829.80	Other	772,739.44		
Difference	-	Total	958,005.32	Use Tax	175.52

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
5/30/2023	CHARM-TEX	0322137-IN	jkoon	712.80	62.73	712.80
5/30/2023	SWANSONS SERVICES CORP.	1658432	jkoon	105.42	9.28	105.42
5/30/2023	SWANSONS SERVICES CORP.	1699771	jkoon	68.42	6.02	68.42
5/30/2023	SWANSONS SERVICES CORP.	1704605	jkoon	57.00	5.02	57.00
5/30/2023	SWANSONS SERVICES CORP.	1655469	jkoon	44.05	3.88	44.05
5/30/2023	SWANSONS SERVICES CORP.	1718867	jkoon	42.00	3.70	42.00
5/30/2023	SWANSONS SERVICES CORP.	1703752	jkoon	40.00	3.52	40.00
5/30/2023	SWANSONS SERVICES CORP.	1675416	jkoon	38.63	3.40	38.63
5/30/2023	SWANSONS SERVICES CORP.	1717686	jkoon	30.00	2.64	30.00
5/30/2023	SWANSONS SERVICES CORP.	1716970	jkoon	25.21	2.22	25.21
5/30/2023	SWANSONS SERVICES CORP.	1685094	jkoon	24.00	2.11	24.00
5/30/2023	U S BANK	687656	cstjohn	201.80	17.76	201.80
5/30/2023	U S BANK	6528-May23	jkoon2	605.00	53.24	2,530.64
Totals:				1,994.33	175.52	3,919.97

Assessor

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	5/30/2023	0021386	STAPLES ADVANTAGE	8070203541-AS	5/18/2023 OFFICE SUPPLIES	75.57	75.57
Sub total for U S BANK:							75.57

0**
957,829.80*+
14,779.45+
2,625.00+
1,180.00+
3,750.00+
5,849.66+
2,862.14+
33,747.80+
15,833.42+
6,752.92+
23,646.09+
43,079.27+
14,474.68+
210,861.58+
9,993.69+
102,526.34+
376.32+
12,241.85+
19,870.23+
5,689.93+
14,394.29+
651.04+
1,303.85+
758.12+
399,951.98+
10,554.58+
75.57+
0**

apChkLst
05/24/2023 9:22:47AM

Final Check List
CLALLAM COUNTY

Auditor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0002515	RIGGS, SHOONA	Riggs 5-11-23	5/11/2023	TRAVEL-ANNUAL AUDITORS	911.28	911.28
5/30/2023	0019068	K & H PRINTERS INC	302313	5/16/2023	POSTAGE DEPOSIT AUGUST	8,265.00	8,265.00
5/30/2023	0029632	WAHLSTEN, KAREN	Wahlsten 5-10-2	5/10/2023	TRAVEL-TYLER CONFERENC	1,378.30	1,378.30
Sub total for U S BANK:							10,554.58

apChkLst
05/24/2023 9:28:32AM

Final Check List
CLALLAM COUNTY

BOCC

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000842	IMAGINE IT FRAMED	30329	5/18/2023	CAROL CREASEY 18 YRS	113.48	113.48
5/30/2023	0001179	PACIFIC OFFICE EQUIPMENT	1120969	5/18/2023	MAINTENANCE & USAGE - 91	25.52	25.52
5/30/2023	0001607	KAREN L UNGER, P.S.	June-23	5/18/2023	SUPERIOR COURT CONFLIC	4,000.00	4,000.00
5/30/2023	0001615	UNITED WAY OF CLALLAM CC	United Way Apr	5/18/2023	PERSONNEL SUPPORT FOR	1,688.99	
			United Way Apr-l	5/18/2023	PERSONNEL SUPPORT FOR	1,000.00	
			United Way April	5/18/2023	PERSONNEL SUPPORT FOR	319.50	3,008.49
5/30/2023	0001632	U S POSTMASTER	Jury 5/18/2023	5/18/2023	1,000 SUMMONS @ .493	493.00	493.00
5/30/2023	0015513	OLYMPIC PENINSULA COMM	LARPA OPCC 4/2	5/18/2023	ARPA - HHS MEDICAL RESPIT	13,885.40	13,885.40
5/30/2023	0020849	U S BANK	LG 5/03/2023	5/18/2023	WACCC LODGING LONI GOR	225.88	
			amazon 5/03/202	5/18/2023	PENCILS, CERTIFICATE HOLI	66.52	292.40
5/30/2023	0021617	WOLFLEY LAW OFFICE P.S.	June-23	5/18/2023	SUPERIOR COURT CONFLIC	4,000.00	
			June-23 JW	5/18/2023	SUPERIOR COURT CONFLIC	1,050.00	5,050.00
5/30/2023	0023330	WA ST DEPT OF COMMERCE	PWTFNT-35692	5/18/2023	CONTRACT #PC12-951-067	367,241.38	367,241.38
5/30/2023	0023383	PAYNE LAW, PS	June-23	5/18/2023	SUPERIOR COURT CONFLIC	4,000.00	4,000.00
5/30/2023	0033510	OZIAS, MARK	CMO 5/10/2023	5/18/2023	WSAC BOARD OF DIRECTOR	388.70	388.70
5/30/2023	0034029	GORES, ALANNA	LG 5/03/2023	5/18/2023	WACCC HOSTING - LONI	235.77	235.77
5/30/2023	0046342	NW LAW, PLLC	June-23	5/18/2023	DISTRICT COURT I CONFLIC	1,000.00	1,000.00
5/30/2023	0046683	ODP BUSINESS SOLUTIONS	L311586399001	5/18/2023	FILE BOX, TAPE POCKET FILI	217.84	217.84

Sub total for U S BANK: 399,951.98

apChkLst
05/24/2023 9:33:38AM

Final Check List
CLALLAM COUNTY

DCD

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000546	EXPRESS SERVICES, INC	28961081	5/3/2023	CE BURKHARDT 2 HRS	75.10	75.10
5/30/2023	0002623	WA ST DEPT OF LICENSING, ICFO	ICFOUTS 2023 L	5/17/2023	CE-2023 CFOUTS NOTARY LI	40.00	
			AFRICKER 2023	5/17/2023	CE-ANNETTE FRICKER 2023	40.00	80.00
5/30/2023	0004428	LEAR, CATHY	LEAR 5-9-23	5/9/2023	G146 TASK 2 MILEAGE MAR 7	101.86	101.86
5/30/2023	0026563	MAHAN, REBECCA	MAHAN 5-12-23	5/12/2023	G145 T1: \$80.04; G146: \$30.78	176.72	176.72
5/30/2023	0037028	BILL MAIR HEATING & AIR INC	REF 5/9/23	5/10/2023	REFUND BPT2023-418	25.00	25.00
5/30/2023	0042760	COCHNAUER, TIM	COCHNAUER 4	4/24/2023	G145 TASK 3 MILEAGE JAN-M	171.61	171.61
5/30/2023	0046683	ODP BUSINESS SOLUTIONS	L311031431001	4/28/2023	CE/ADMIN OPERATING OFFIC	116.42	
			311033229001	4/28/2023	ADMIN OPERATING SUPPLY	11.41	127.83
Sub total for U S BANK:							758.12

apChkLst
05/24/2023 9:36:59AM

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
5/30/2023	0000331	CLALLAM COUNTY AUDITOR	2023-1449649	5/17/2023	NAME CHANGE - CORRECTIC	204.50	204.50
5/30/2023	0020961	REED MACS	1428	5/8/2023	REEDMACS - 2023 & 2024 LAI	120.17	120.17
5/30/2023	0021386	STAPLES ADVANTAGE	3537601513	5/6/2023	STAPLES - MENTAL HEALTH (	480.30	
			3537601516	5/6/2023	STAPLES - MENTAL HEALTH (	21.75	502.05
5/30/2023	0041215	WILLIAMS, MARRISSA	TravelMW2023	5/17/2023	TRAVEL REIMBURSEMENT F(	477.13	477.13
Sub total for U S BANK:							1,303.85

apChkLst
05/24/2023 9:39:55AM

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
	5/30/2023	0001509	CORDANT HEALTH SOLUTION	5/30/2023	PROBATION UA TESTING	131.85	131.85
	5/30/2023	0032370	DOWNING, MARK	5/30/2023	TRAVEL REIMBURSEMENT 20	519.19	519.19
Sub total for U S BANK:							651.04

apChkLst
05/24/2023 9:44:10AM

Final Check List
CLALLAM COUNTY

HHS

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000296	CENTURYLINK	CL 5-6-23	5/6/2023	HOPS - FORKS OFFICE PHON	331.45	331.45
5/30/2023	0000546	EXPRESS SERVICES, INC	28961087	5/3/2023	HOPS - EXTRA HELP EMPLO	2,181.36	2,181.36
5/30/2023	0001508	STERICYCLE, INC	3006457443	4/30/2023	HOPS - SYRINGE DISPOSAL	96.73	96.73
5/30/2023	0001641	VERIZON WIRELESS	9933645703	3/28/2023	HOPS - J OPPELT CELL PHON	896.31	896.31
5/30/2023	0015513	OLYMPIC PENINSULA COMMLOPCC 3-23		5/8/2023	HOPS - OCH SUBCONTRAC F	2,358.60	2,358.60
5/30/2023	0030719	REFLECTIONS COUNSELING, RC 3-23		5/8/2023	HOPS - HOTEL LEASING AND	8,063.52	8,063.52
5/30/2023	0033201	WESTSIDE PIZZA	WP 5-5-23	5/5/2023	HOPS -SUPPLIES FOR HARM	104.34	104.34
5/30/2023	0042813	LAW, LISA	LL BT 5-12-23	5/12/2023	HOPS - BUSINESS MILAGE -	80.57	80.57
5/30/2023	0046988	RICHARDSON, SUMMER	SR BT 4-19-23	4/19/2023	HOPS - BUSINESS MILEAGE -	46.11	46.11
5/30/2023	0001641	VERIZON WIRELESS	9933645703-2	4/28/2023	WQ - K KOWAL CELL PHONE	235.30	235.30
Sub total for U S BANK:							14,394.29

apChkLst
05/24/2023 9:47:13AM

Final Check List
CLALLAM COUNTY

HR

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000546	EXPRESS SERVICES, INC	29023502	5/17/2023	29023502	442.68	
			28961109	5/17/2023	INV 28961109	122.70	565.38
5/30/2023	0001136	OLYMPIC MEDICAL CENTER	9712071503320	5/17/2023	97120715033201	134.00	134.00
5/30/2023	0001179	PACIFIC OFFICE EQUIPMENT	1122053	5/17/2023	INV 1122053	529.55	529.55
5/30/2023	0001297	PUBLIC SAFETY TESTING INC	2023-497	5/17/2023	INV 2023-497	156.00	156.00
5/30/2023	0037692	SEBRIS BUSTO JAMES	79019	5/17/2023	INV 79019	4,305.00	4,305.00
Sub total for U S BANK:							5,689.93

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000268	WAVE BUSINESS	103951201-001C	5/30/2023	CPI FIBER - COMBINED	3,663.41	3,663.41
5/30/2023	0000296	CENTURYLINK	406389122-0517	5/30/2023	FORKS SHERIFF #2	311.82	
			300511193-0517	5/30/2023	FORKS COURTROOM FAX	70.96	
			406493163-0517	5/30/2023	PENCOM RINGDOWN	70.04	
			300561295-0517	5/30/2023	CLALLAM BAY DISPATCH	66.23	519.05
5/30/2023	0001641	VERIZON WIRELESS	9933346542	5/30/2023	IT CELL PHONE	1,590.01	1,590.01
5/30/2023	0001706	CONSOLIDATED TECHNOLOG	90814438	5/30/2023	GIS20230516 - STATEWIDE IM	6,000.00	6,000.00
5/30/2023	0003410	LEMAY MOBILE SHREDDING	4792034S185	5/30/2023	IT SHRED SERVICES	36.00	36.00
5/30/2023	0003978	WISE, JANE	05072023-JW	5/30/2023	IT20230517 - BUSINESS TRAV	1,082.13	1,082.13
5/30/2023	0004211	CENTURYLINK	3604527831-051	5/30/2023	MAIN COURTHOUSE	1,439.63	
			3604172850-051	5/30/2023	DID ROLLOVER	425.98	
			3604529079-051	5/30/2023	PUBLIC HEALTH 3RD ST	334.12	
			3605651032-051	5/30/2023	MODEM POOL	139.88	
			3606832263-051	5/30/2023	SEQUIM SHERIFF #2	104.14	
			3606832192-051	5/30/2023	SEQUIM SHERIFF #1	66.88	
			3604521625-051	5/30/2023	TELEPHONE SWITCH MAINT	63.33	2,573.96
5/30/2023	0023718	AT&T	3604574397LD-(	5/30/2023	JUVIE COURTROOM FAX LOI	47.78	47.78
5/30/2023	0030587	B&H PHOTO VIDEO	212871388	5/30/2023	IT20230501	1,866.18	
			212658770	5/30/2023	BOCC20230424 - CONF RM R	481.77	2,347.95
5/30/2023	0045293	LUMEN	640086294	5/30/2023	LEVEL 3 COMM TRUNK 1	2,009.94	2,009.94
Sub total for U S BANK:							19,870.23

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	5/30/2023	0000023	ADVANCED TRAVEL	6175	5/4/2023	ADV TRVL-REIMB C. ROSS #6	188.00	
				6169	4/27/2023	ADV TRVL+UNIFORM REIMB	181.47	
				6176	5/4/2023	ADV TRVL-REIMB V BROOKS	88.00	
				6177	5/4/2023	ADV TRVL-REIMB J PETTY #6	88.00	
				6170	4/27/2023	ADV TRVL+UNIFORM REIMB	60.00	605.47
5/30/2023	0000363	CLALLAM COUNTY SHERIFF	C23-018	5/5/2023	DET MEALS	1,836.75	1,836.75	
5/30/2023	0000815	JIM'S PHARMACY	31476	4/25/2023	MED SUPPLIES	8.73		
			587566	4/17/2023	MED SUPPLIES	5.27	14.00	
5/30/2023	0001697	WA ST CRIMINAL JUSTICE	201137952	5/9/2023	TRVL TRNG-CJTC	780.00	780.00	
5/30/2023	0001957	PETTY, JENNIFER	051723JP	5/17/2023	TRVL TRNG-REIMB J PETTY	214.19		
			051023JP	5/15/2023	TRVL TRNG-REIMB J. PETTY	15.25	229.44	
5/30/2023	0003687	BROOKS, VALERIE	051023VB	5/15/2023	TRVL/TRNG-REIMB	480.22	480.22	
5/30/2023	0003697	GOWDY, JEFF	051123JG	5/11/2023	TRVL TRNG - REIMB J GOWD	147.50	147.50	
5/30/2023	0017787	DAIRY FRESH FARMS INC	8122312915	5/9/2023	DET FOOD	114.79		
			8122313617	5/16/2023	DET FOOD	90.49	205.28	
5/30/2023	0029825	MARCOUX, ELIZABETH "BETT	033123BM	5/4/2023	CAP VOL-MILEAGE	15.72	15.72	
5/30/2023	0038035	WILLIAMS, KELVIN	051123KW	5/15/2023	TRVL TRNG-REIMB K WILLIAI	14.75	14.75	
5/30/2023	0039632	COLE, MILTON	043023MC	5/11/2023	CAP VOL-MILEAGE	24.89	24.89	
5/30/2023	0039847	LUQUETTA-COLE, MERCY	043023MLC	5/11/2023	CAP VOL-MILEAGE	28.82	28.82	
5/30/2023	0041147	AMERIGAS PROPANE LP	3150497263	5/17/2023	UTILITIES	727.88	727.88	
5/30/2023	0042355	BRILEY, JUDITH	043023JB	5/9/2023	CAP VOL-MILEAGE	28.82	28.82	
5/30/2023	0047257	ROSS, CADEN	051223CR	5/16/2023	TRVL TRNG-REIMB C ROSS	48.00	48.00	
5/30/2023	0048357	SANDERS, AMANDA	CPWIAPR23	5/15/2023	PRO SVCS	7,000.00	7,000.00	
5/30/2023	0048692	WHITLOCK, DAVID	04272023DW	5/15/2023	TRVL TRNG+UNIFORM REIME	41.65		
			051123DW	5/15/2023	TRVL TRNG-REIMB D WHITLC	12.66	54.31	
Sub total for U S BANK:							12,241.85	

apChkLst
05/24/2023 10:21:02AM

Final Check List
CLALLAM COUNTY

Nox Weeds

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0001540	SWAIN'S GENERAL STORE IN	312896	5/18/2023	FIELD GEAR FOR JOE OAKES	45.13	45.13
5/30/2023	0020849	U S BANK	687656	5/18/2023	15 MIL HERBICIDE GLOVES; F	201.80	
			H354313346	5/18/2023	PRINTER INK; GEN = \$60.83, I	120.76	322.56
5/30/2023	0046816	ST JOHN, CHRISTINA	StJohn2023 5-1	5/17/2023	GLOVES FOR JOE; RDS = \$8.	8.63	8.63
Sub total for U S BANK:							376.32

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000087	ANGELES ELECTRIC INC	19923	5/18/2023	2301CH RSTR JV BLD UPDAT	4,828.21	4,828.21
5/30/2023	0000091	ANGELES MILLWORK & LUMB	331294	5/18/2023	SC CHAIN STOP RUST SHOP	141.34	
			331361	5/18/2023	JUV TAP DRILL COMBOS SNA	51.53	
			331267	5/18/2023	JUV GAL WATER SEAL	34.28	
			331352	5/18/2023	JUV STOP RUST MINERAL SF	18.55	245.70
5/30/2023	0000094	ANGELES PLUMBING INC	37918	5/18/2023	FG IMPROV WATER HEATER	5,000.00	5,000.00
5/30/2023	0000196	BILLS PLUMBING & SANIKAN	3660306	5/18/2023	2009PT REPLCMNT SANIKAN	1,034.55	1,034.55
5/30/2023	0000290	CED/STUSSER - SEATTLE	5948-1032001	5/18/2023	2303FG SEC LT PWR RV PED	1,305.60	
			5948-1037551	5/18/2023	SC PHONES	522.24	1,827.84
5/30/2023	0000359	CLALLAM COUNTY PUBLIC W	1480 4/23	5/18/2023	CB APR SEWER	65.18	65.18
5/30/2023	0000440	D & K RENTALS	173420	5/18/2023	2304UP CDJ LODGE PAINT SI	326.70	326.70
5/30/2023	0000555	FASTENAL COMPANY	wapor93172	5/18/2023	FG PARTS FOR ARENA GROC	89.47	89.47
5/30/2023	0000677	GRAINGER INC	9694608044	5/18/2023	2301CH RSTR JV BLD SAFET	7.53	7.53
5/30/2023	0000700	HACH COMPANY	13581788	5/18/2023	2305UP CDJ RPR IMPRV TUR	4,557.02	4,557.02
5/30/2023	0000714	HARTNAGEL BLDG SUPPLY IN	852566	5/18/2023	2304UP CDJ LODGE PAINT GI	184.06	
			852554	5/18/2023	2304UP CDJ LODGE PAINT GI	60.66	
			852772	5/18/2023	2304UP CDJ LODGE PAINT S	22.78	267.50
5/30/2023	0001187	PAPE MACHINERY INC	14376668	5/18/2023	CH CHUTE BLADE MATERIAL	950.03	
			14433432	5/18/2023	CH MOWER BLADES	371.36	1,321.39
5/30/2023	0001252	PORT ANGELES, CITY OF	63871-98716 5/2	5/18/2023	CH MAY UTIL & GARBAGE	20,578.99	
			63871-147906 5/	5/18/2023	CH MAY UTIL	4,204.60	
			60327-89776 5/2	5/18/2023	3RD ST MAY UTIL & GARBAGI	993.79	25,777.38
5/30/2023	0001300	PUBLIC UTILITY DISTRICT	43120 5/23	5/18/2023	RH MAY ELECT	243.87	
			25839 4/23	5/18/2023	DRA APRIL ELECT	204.52	
			25837 4/23	5/18/2023	DRA APRIL ELECT	187.93	
			25840 4/23	5/18/2023	DRA APRIL ELECT	115.79	
			25838 4/23	5/18/2023	DRA APRIL ELECT	51.46	
			44963 5/23	5/18/2023	RH IRR MAY ELECT	31.15	
			67069 5/23	5/18/2023	SMPK CLINE SPIT UNMETERI	23.62	858.34
5/30/2023	0001331	RAINBOW SWEEPERS INC	45645	5/18/2023	2010PR JUV CLEAN & REPAIR	4,460.80	4,460.80

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0001540	SWAIN'S GENERAL STORE IN	312536	5/18/2023	CH MISCELLANEOUS SHOP S	118.49	
			311877	5/18/2023	SC RSTP SPRY LIME RUST R	98.25	
			312696	5/18/2023	CDJ WEED PULLER ROLLER	61.92	
			312719	5/18/2023	JAIL EXTENSION CORD FOR	38.67	
			312432	5/18/2023	CH TUBE HEAT SHRINK	15.97	
			312475	5/18/2023	DRA KEYS	15.61	
			312749	5/18/2023	JV LATCH FOR SHOP	7.91	356.82
5/30/2023	0001576	THURMAN SUPPLY	855353	5/18/2023	CH SPRINKLER REPAIR PART	4.33	4.33
5/30/2023	0001708	WA ST DEPT OF LABOR & IN	320867	5/18/2023	CH JAIL ANNUAL	312.40	312.40
5/30/2023	0004211	CENTURYLINK	36092835408201	5/18/2023	SC PHONES	140.84	140.84
5/30/2023	0004211	CENTURYLINK	36068358474451	5/18/2023	SC PHONES	139.26	139.26
5/30/2023	0004211	CENTURYLINK	36092834415931	5/18/2023	SC PHONES	72.99	72.99
5/30/2023	0004950	FAIRCHILD FLOORS	4008	5/18/2023	2301CH RSTR JV BLD VINYL I	4,841.60	
			4009	5/18/2023	2007FAC CH FLOOR COVERII	1,113.94	5,955.54
5/30/2023	0027135	SHERWIN WILLIAMS INC	5648-3	5/18/2023	2304UP CDJ LODGE PAINT	481.76	481.76
5/30/2023	0027917	COMMERCIAL REPAIR	527227	5/18/2023	FG HOME ART FRIDGE REPA	321.39	321.39
5/30/2023	0028699	SOUND PUBLISHING INC	pdn975816	5/18/2023	FG LEGAL NTC FEE CHANGE	53.72	53.72
5/30/2023	0038937	MOBILE PRESSURE CLEANIN	935721	5/18/2023	CDJ PRESSURE CLEAN OVEI	380.30	380.30
5/30/2023	0040829	A&A ROCK INC	5/1/23	5/18/2023	FG FIRST AID STN ROCK	1,272.16	1,272.16
5/30/2023	0041504	IML SECURITY SUPPLY	3623301	5/18/2023	2301CH RSTR JV BLD KEY BL	476.49	
			3621818	5/18/2023	2301CH RSTR JV BLD BRASS	429.31	905.80
5/30/2023	0041605	HOME DEPOT PRO	742652084	5/18/2023	FG SANITIZER NITRIL GLOVE	2,868.27	
			745492934	5/18/2023	2301CH RSTR JV BACKPACK	2,460.46	
			745264788	5/18/2023	SC BATH TISSUE NITRIL GLO	1,376.41	
			744833542	5/18/2023	CH GLOVES BATH TISSUE LII	1,189.60	
			745069427	5/18/2023	SC BATH TISSUE	905.29	
			745947085	5/18/2023	SC BATH TISSUE RETURN	-938.41	7,861.62
5/30/2023	0041765	CALL LUKE LLC	3380	5/18/2023	SC BI MONTHLY BAIT STATIO	121.86	121.86
5/30/2023	0044227	FINLEY, JEFFREY W	689061	5/18/2023	2007FAC CH FLOOR COV SHI	410.78	410.78
5/30/2023	0044755	HERMANSON COMPANY LLP	8038109	5/18/2023	2009FAC CH VAV AIR SYS REI	23,571.73	
			8038164	5/18/2023	2302FAC JV RPLC MTL ROOF	6,307.03	29,878.76
5/30/2023	0046392	CORRECTIONS TECHNOLOG	2161	5/18/2023	2008FAC JAIL LOCK RPR REF	2,502.40	2,502.40
5/30/2023	0046693	SEATAC FIRE PROTECTION L	9065	5/18/2023	FG INSPECTION FIRE SPRINI	300.00	300.00
5/30/2023	0048709	EYESTONE BUILDING DESIGN	Eyestone 4/21/2	5/18/2023	CH WOMEN RR REMODEL PL	386.00	386.00

Sub total for U S BANK: 102,526.34

apChkLst
05/24/2023 11:03:00AM

Final Check List
CLALLAM COUNTY

Prosecutor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000023	ADVANCED TRAVEL	ADVTRVLSPRY	5/17/2023	REPAYMENT OF ADVANCE TR	375.00	375.00
5/30/2023	0000546	EXPRESS SERVICES, INC	28961101	5/17/2023	EXPRESS	420.94	420.94
5/30/2023	0001179	PACIFIC OFFICE EQUIPMENT	1121007	5/17/2023	POE	330.86	
			1121008	5/17/2023	POE	179.00	
			1121006	5/17/2023	POE	107.74	
			1121009	5/17/2023	POE	74.35	691.95
5/30/2023	0001495	SPRY, KARI	SPRY5/17/23	5/17/2023	TRAVEL REIMBURSEMENT	60.72	60.72
5/30/2023	0004037	HARPER RIDGEVIEW CHAPEL	101604	5/17/2023	HARPER /CORONER	6,235.53	6,235.53
5/30/2023	0034625	SCHLOSSER, LYNNE	SCHLOSSER5/1	5/17/2023	TRAVEL REIMBURSEMENT	165.10	165.10
5/30/2023	0041149	SEATTLE CHILDREN'S HOSPI	16951210	5/17/2023	CORONER/AUTOPSY 169512	1,500.00	1,500.00
5/30/2023	0046683	ODP BUSINESS SOLUTIONS	L311703768001	5/17/2023	OFFICE SUPPLIES	277.70	
			303827538001	5/17/2023	OFFICE SUPPLIES	197.39	
			304298536001	5/17/2023	OFFICE SUPPLIES	30.76	
			304273971001	5/17/2023	OFFICE SUPPLIES	30.45	
			311712335001	5/17/2023	OFFICE SUPPLIES	8.15	544.45
Sub total for U S BANK:							9,993.69

apChkLst
05/24/2023 11:15:56AM

Final Check List
CLALLAM COUNTY

Public Works (1)

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	5/30/2023	0036990	ANCHOR QEA LLC	16779	5/15/2023	DUNGENESS RESERVOIR CC	57,252.61
				16780	5/15/2023	DUNGENESS RESERVOIR CC	55,222.47
				15641	3/20/2023	DUNGENESS RESERVOIR CC	52,716.37
				16262	4/18/2023	DUNGENESS RESERVOIR CC	44,572.13
	5/30/2023	0039043	ROBINSON NOBLE	23-0329	4/30/2023	WATER MITIGATION SERVICE	1,098.00
Sub total for U S BANK:							210,861.58

apChkLst
05/24/2023 11:26:30AM

Final Check List
CLALLAM COUNTY

Public Works (2)

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0029528	ADVANCED ANALYTICAL SOLI	33718	4/6/2023	TESTING SERVICES-WWTP	477.70	477.70
5/30/2023	0001140	OLYMPIC PRINTERS INC	32306-41401	5/11/2023	OLYMPIC PRINTERS MAINTENANCE	384.34	384.34
5/30/2023	0001540	SWAIN'S GENERAL STORE INC	312787	5/16/2023	MAINTENANCE SUPPLIES-WWTP	307.62	307.62
5/30/2023	0001621	USA BLUE BOOK	346197	4/24/2023	MAINTENANCE SUPPLIES-WWTP	1,453.01	
			INV0000927	5/2/2023	MAINTENANCE SUPPLIES-WWTP	149.24	1,602.25
5/30/2023	0000348	CLALLAM COUNTY DEPT OF	23-0258	5/11/2023	WATER TESTING BBWA	122.00	122.00
5/30/2023	0028699	SOUND PUBLISHING INC	8100149-43401	4/30/2023	SOUND PUBLISHING SERVICE	124.82	124.82
5/30/2023	0001140	OLYMPIC PRINTERS INC	32306-42401	5/11/2023	OLYMPIC PRINTERS MAINTENANCE	128.11	128.11
5/30/2023	0001426	SEQUIM, CITY OF	4405.0.0423 US	4/30/2023	04/23 REGIONAL SEWER USE	6,258.05	
			C23-04	5/6/2023	MONTHLY MAINTENANCE CA	2,728.79	
			4405.0.0423 BS	4/30/2023	04/23 REGIONAL SEWER BAS	2,341.00	11,327.84
Sub total for U S BANK:							14,474.68

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000091	ANGELES MILLWORK & LUMB	331397	5/16/2023	MAINTENANCE SUPPLIES	82.67	
			331371	5/15/2023	MAINTENANCE SUPPLIES TR	47.16	
			330605	5/2/2023	MAINTENANCE SUPPLIES TR	29.54	159.37
5/30/2023	0000196	BILLS PLUMBING & SANIKAN	IS3660288	5/11/2023	SANIKAN 5/11-6/11 GRAVEL P	150.00	150.00
5/30/2023	0000714	HARTNAGEL BLDG SUPPLY IN	852699	5/16/2023	FUEL CONSUMED	45.73	45.73
5/30/2023	0000885	LAKESIDE INDUSTRIES, INC	230297	5/6/2023	LAKESIDE OLY PEN ASPHALT	26,336.12	
			230295	5/6/2023	LAKESIDE LIQUID ASPHALT	11,425.09	
			230296	5/6/2023	LAKESIDE EZ STREET ASPH/	166.46	37,927.67
5/30/2023	0001140	OLYMPIC PRINTERS INC	32307-10101	5/10/2023	OLYMPIC PRINTERS MAINTEN	1,286.02	1,286.02
5/30/2023	0001635	UTILITIES UNDERGROUND LC	3040250	4/30/2023	04/23 EXCAVATION NOTIFICA	203.82	203.82
5/30/2023	0004211	CENTURYLINK	3606812667572	5/7/2023	360-681-2667 726B	199.54	
			3606835282582	5/8/2023	360-683-5282 747B	133.76	333.30
5/30/2023	0016373	WESTERN CONFERENCE OF, TEAMSTERS	05	5/10/2023	05/23 TEAMSTERS PENSION	140.00	140.00
5/30/2023	0017663	ARAMARK UNIFORM SVCS IN	5120242651	5/16/2023	LAUNDRY SERVICE-PA	16.32	
			5120244276	5/18/2023	LAUNDRY SERVICE - LC	16.30	
			5120244354	5/18/2023	LAUNDRY SERVICE - SQ	16.30	48.92
5/30/2023	0028039	WESTERN WA ASSOC OF CO	2023WWACRS	5/11/2023	2023 SUPERVISORS DUES	100.00	100.00
5/30/2023	0028699	SOUND PUBLISHING INC	810014910101	4/30/2023	SOUND PUBLISHING INC	344.44	344.44
5/30/2023	0037763	IMAGINIT TECHNOLOGIES	IMINV1203288	5/18/2023	ESSENTIAL TRAINING CLASS	2,340.00	2,340.00
Sub total for U S BANK:							43,079.27

apChkLst
05/24/2023 11:06:42AM

Final Check List
CLALLAM COUNTY

Public Works ER+R

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0001252	PORT ANGELES, CITY OF	52934/4358 052	5/12/2023	Utility Charges - PA	4,212.91	4,212.91
5/30/2023	0017663	ARAMARK UNIFORM SVCS IN	5120242649	5/16/2023	Laundry Services - PA	39.62	
			5120244356	5/18/2023	Laundry Services - SQ	16.34	
			5120244279	5/18/2023	Laundry Services - WE	16.30	72.26
5/30/2023	0043469	PETROCARD	0485141-IN	5/18/2023	UL and DD - SQ	13,610.45	
			0484663-IN	5/9/2023	UL and DD - CB	5,750.47	19,360.92
Sub total for U S BANK:							23,646.09

Sheriff(1)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0001439	SHERIFFS ADVANCED TRAVE	5331	4/13/2023	OWEN MCCANN	485.41	
			5329	4/5/2023	DAVID FLETCHER	335.17	
			5334	4/23/2023	NICHOLAS CANNADY	310.50	
			5330	4/13/2023	RICHARD BRAY	296.25	1,427.33
5/30/2023	0020849	U S BANK	0037-May23	5/8/2023	DELUX,GLOBALSTAR,BEST V	2,757.20	
			0945-May23	5/8/2023	MARRIOTT, BEST WESTERN,	2,047.98	4,805.18
5/30/2023	0045690	FLETCHER, DAVID	041623	4/16/2023	TRAVEL - OLYMPIA	520.41	520.41
Sub total for U S BANK:							6,752.92

Sheniff (2)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0001439	SHERIFFS ADVANCED TRAVE	5332	4/13/2023	JASON EARLS	671.26	
			5333	4/21/2023	MICHELLE DEVLIN	304.00	975.26
5/30/2023	0004033	CHASTAIN, ANNE	040423	4/4/2023	TRAVEL - TACOMA	86.25	86.25
5/30/2023	0020849	U S BANK	7275-May23	5/8/2023	COEUR D'ALENE INN, LIVE VI	3,182.90	
			6730-May23	5/8/2023	SWAINS, HOLIDAY INN, CRISI	2,951.38	
			6528-May23	5/8/2023	PAYPAL, ASSO BAG, HOMEDEI	2,530.64	
			0097-May23	5/8/2023	AMAZON, GOOD2GO	1,759.11	
			8739-May23	5/8/2023	DOLLARTREE, BLADETECH, A	1,564.01	
			6236-May23	5/8/2023	AMAZON, LOWER ELWHA, DI	789.28	
			7400-May23	5/8/2023	SIMPLISAFE	30.40	12,807.72
5/30/2023	0026213	JOHNSON, LINDA M	042323	4/23/2023	TRAVEL - COEUR D'ALENE	304.00	304.00
5/30/2023	0034301	BUNDY, AMANDA	042323	4/23/2022	TRAVEL - COEUR D'ALENE	304.00	304.00
5/30/2023	0041993	MORGAN, NELSON	042323	4/23/2023	TRAVEL - COEUR D'ALENE	304.00	304.00
5/30/2023	0044378	ANDERSON, CODY	042323	4/23/2022	TRAVEL - COEUR D'ALENE	859.44	859.44
5/30/2023	0045809	CHORLEY, JUSTINE	040423	4/4/2023	TRAVEL - TACOMA	86.25	86.25
5/30/2023	0046112	EARLS, JASON	041623	4/16/2023	TRAVEL - WENATCHEE	20.25	20.25
5/30/2023	0046830	ROTHWEILER, THERESA	040423	4/4/2023	TRAVEL - TACOMA	86.25	86.25
Sub total for U S BANK:							15,833.42

Sheriff(3)

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000091	ANGELES MILLWORK & LUMB	331346	5/15/2023	PARTS FOR THE DART TRAIL	71.76	71.76
5/30/2023	0000268	WAVE BUSINESS	1032293-02-May	5/1/2023	CABLE TV - INMATES	333.62	
			1032290-02-May	5/1/2023	CABLE TV - ADMIN & JAIL	286.32	
			1240306-01-May	5/1/2023	INTERNET	132.07	752.01
5/30/2023	0000296	CENTURYLINK	406092135-May	5/6/2023	DATA CONNECTION	1,236.30	1,236.30
5/30/2023	0000296	CENTURYLINK	300421654-May	5/6/2023	DATA CONNECTION	224.93	224.93
5/30/2023	0000306	CHARM-TEX	0322137-IN	5/4/2023	INMATE CLOTHING	712.80	712.80
5/30/2023	0000343	CLALLAM COUNTY FIRE DIST #6-2023		5/5/2023	1999 FORD AMBULANCE PUF	5,000.00	5,000.00
5/30/2023	0000354	CLALLAM COUNTY SEWER DIST #1481-May23		5/11/2023	CLALLAM BAY/SEKIU SEWER	56.50	56.50
5/30/2023	0000539	EVERGREEN COLLISION, SEC	54694	5/5/2023	TOWING	464.19	464.19
5/30/2023	0000628	GALLS LLC	024385880	5/4/2023	UNIFORM - ROMAN	312.24	
			024385881	5/4/2023	UNIFORM - GRANUM	312.24	
			023662554	2/24/2023	UNIFORM - GREGOIRE	113.14	
			023509973	2/9/2023	UNIFORM - ARAND	103.36	
			024385885	5/4/2023	UNIFORM - WENZL	81.55	922.53
5/30/2023	0000674	GOVCONNECTION, INC.	74003233	4/14/2023	LASER FAXPHONE	218.32	218.32
5/30/2023	0000918	LINCOLN STREET STATION	Account1-May23	5/2/2023	SHIPPING CHARGES	491.68	491.68
5/30/2023	0001252	PORT ANGELES, CITY OF	82495-151160-M	5/12/2023	UTILITIES - FRONT ST	479.97	479.97
5/30/2023	0001298	PUBLIC UTILITY DISTRICT NO	14741000-May2	5/4/2023	OPSCAN TOWER	39.65	39.65
5/30/2023	0001300	PUBLIC UTILITY DISTRICT	88052-May23	5/11/2023	UTILITIES - KITFOX LN	50.59	50.59
5/30/2023	0001543	SWANSONS SERVICES CORP	1658432	11/10/2022	INDIGENT PACKS	105.42	
			1699771	3/9/2023	INDIGENT PACKS	68.42	
			1704605	3/23/2023	INDIGENT PACKS	57.00	
			1655469	11/3/2022	INDIGENT PACKS	44.05	
			1718867	5/4/2023	INDIGENT PACKS	42.00	
			1703752	3/16/2023	INDIGENT PACKS	40.00	
			1675416	12/29/2022	INDIGENT PACKS	38.63	
			1717686	4/27/2023	INDIGENT PACKS	30.00	
			1716970	4/20/2023	INDIGENT PACKS	25.21	
			1685094	1/26/2023	INDIGENT PACKS	24.00	474.73

Bank : apbank U S BANK

(Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0001547	SYSO FOOD SERVICES OF	455870899	4/5/2023	FOOD & KITCHEN & JAIL SUP	1,395.95	
			455897112	4/19/2023	FOOD & APRONS	1,122.33	
			455910373	4/26/2023	FOOD	1,094.39	
			455884336	4/12/2023	FOOD	617.20	
			455909824	4/26/2023	CREDIT MEMO	-61.30	4,168.57
5/30/2023	0001641	VERIZON WIRELESS	9933259368	4/23/2023	CELL PHONE SERVICE	636.00	636.00
5/30/2023	0001650	VIKING SEW & VAC	565049	4/26/2023	UNIFORM - CAMERON, ROSS	17.41	17.41
5/30/2023	0001697	WA ST CRIMINAL JUSTICE	201137927	5/9/2023	FIELD TRAINING OFFICER RE	95.00	95.00
5/30/2023	0001723	WSDOT/WA ST FERRIES	RK407408	4/30/2023	FERRY RECEIPTS	34.40	34.40
5/30/2023	0003410	LEMAY MOBILE SHREDDING	4792031S 185	5/1/2023	SHREDDING	15.07	15.07
5/30/2023	0006439	WESTSIDE MARINE	124158	5/5/2023	BOAT MAINTENANCE	1,216.42	1,216.42
5/30/2023	0021386	STAPLES ADVANTAGE	3536842274	4/29/2023	OFFICE SUPPLIES	741.78	
			3536842275	4/29/2023	OFFICE SUPPLIES	465.75	
			3537601477	5/6/2023	OFFICE SUPPLIES	277.39	1,484.92
5/30/2023	0022435	RACE STREET AUTO PARTS	630981	5/9/2023	OIL FOR EMD VEHICLE	8.03	8.03
5/30/2023	0026586	EASTMAN, GEORGE	040423	4/4/2023	MILEAGE TO CCSO CHAPLAI	104.80	104.80
5/30/2023	0029266	NI GOVERNMENT SERVICES	123042909221	5/3/2023	SATELLITE PHONE SERVICE	49.48	49.48
5/30/2023	0031970	MCCANN, OWEN	051823	5/18/2023	UNIFORM - MCCANN	170.50	
			8998	4/30/2023	OFFICE SUPPLIES	82.66	253.16
5/30/2023	0037247	HAIR BY NICOLE	051623	5/16/2023	INMATE HAIRCUTS	250.00	250.00
5/30/2023	0040427	NORPOINT GROUP LLC	1309 NPG	5/19/2023	COURTHOUSE & JUVENILE S	10,285.00	10,285.00
5/30/2023	0041605	HOME DEPOT PRO	742162100	4/25/2023	JAIL SUPPLIES	828.29	828.29
5/30/2023	0042874	BAGLEY CREEK OUTFITTERS	20158	5/16/2023	EMBROIDERY ON SUPPORT :	250.94	250.94
5/30/2023	0046683	ODP BUSINESS SOLUTIONS	1307592641001	4/28/2023	OFFICE SUPPLIES	115.72	
			310224294001	5/5/2023	OFFICE SUPPLIES	74.41	190.13
5/30/2023	0047774	LONG, ALICIA	032723	3/27/2023	INMATE CLOTHING	14.22	14.22
5/30/2023	0048678	TAVITA, CHRISTOPHER	051023	5/10/2023	SETTLEMENT IN SEIZURE CA	2,500.00	2,500.00
5/30/2023	0048683	DAVE PITMAN CONSTRUCTIO	6111	4/12/2023	WEBSITE DOMAIN NAME REC	150.00	150.00
Sub total for U S BANK:							33,747.80

apChkLst
05/24/2023 11:29:40AM

Final Check List
CLALLAM COUNTY

Sheriff Jail Med

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0001136	OLYMPIC MEDICAL CENTER	OMC 5.18.23	5/18/2023	INMATE MEDICAL	1,812.52	1,812.52
5/30/2023	0001453	K BEN SKERBECK DDS PS, PE	Skerbeck 5.4.23	5/18/2023	INMATE MEDICAL	485.00	
			Skerbeck 1.11.23	5/18/2023	INMATE MEDICAL	246.00	
			Skerbeck 4.27.23	5/18/2023	INMATE MEDICAL	101.00	832.00
5/30/2023	0001508	STERICYCLE, INC	3006459171	4/30/2023	BIO HAZARD WASTE	91.15	91.15
5/30/2023	0025115	RADIA INC PS	ZAO2MRS	5/18/2023	INMATE MEDICAL	47.19	47.19
5/30/2023	0048022	SOUND INPATIENT PHYSICIAN	ZAO0ITG	5/18/2023	INMATE MEDICAL	79.28	79.28
Sub total for U S BANK:							2,862.14

apChkLst
05/24/2023 11:34:15AM

Final Check List
CLALLAM COUNTY

Clerk

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0046683	ODP BUSINESS SOLUTIONS	L311823716001	5/18/2023	CLERK'S OFFICE SUPPLIES	314.10	314.10
5/30/2023	0048684	MCCLANAHAN, MIRANDA ROE	01-1-00202-2	5/18/2023	BLAKE LFO REFUND	1,931.34	1,931.34
5/30/2023	0048685	BROOKS, ANGELA CHAMBER	90-1-00002-7	5/18/2023	BLAKE LFO REFUND	670.00	670.00
5/30/2023	0048686	ACOSTA, JEREMY	02-1-00148-2	5/18/2023	BLAKE LFO REFUND	954.17	
			PCR15757	5/18/2023	BLAKE LFO REFUND- DIST CI	470.00	
			10-1-00197-1	5/18/2023	BLAKE LFO REFUND	344.17	1,768.34
5/30/2023	0048687	STONE, ROBERT	06-1-00103-5	5/18/2023	BLAKE LFO REFUND	885.88	885.88
5/30/2023	0048688	SEGLE, STEPHANIE	14-1-00157-5	5/18/2023	BLAKE LFO REFUND	280.00	280.00
Sub total for U S BANK:							5,849.66

apChkLst
05/24/2023 11:49:04AM

Final Check List
CLALLAM COUNTY

Superior Court (1)

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	5/30/2023	0000357	CLALLAM-JEFFERSON CO PRCF 06-23	5/16/2023	JUNE 2023 - COURT FACILITA	3,750.00	3,750.00
Sub total for U S BANK:							3,750.00

apChkLst
05/24/2023 11:55:05AM

Final Check List
CLALLAM COUNTY

Superior Court(2) Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000357	CLALLAM-JEFFERSON CO PR04-23 CF		5/16/2023	APRIL 2023 - COURT FACILITY	480.00	480.00
5/30/2023	0001212	PENINSULA DISPUTE RESOL104-23 PDRC		5/16/2023	APRIL 2023 - PDRC SURCHAF	700.00	700.00
Sub total for U S BANK:							1,180.00

apChkLst
05/24/2023 11:58:49AM

Final Check List
CLALLAM COUNTY

Superior Court (3)

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0002347	SUPERIOR COURT JUDGES'	SCJA1866846JE	5/16/2023	2023-2024 SJCA ANNUAL DUE	750.00	
			SCJA1866853JL	5/16/2023	2023-2024 SCJA ANNUAL DUE	750.00	
			SCJA1866854JS	5/16/2023	2023-2024 SCJA ANNUAL DUE	750.00	
			SCJA1866845	5/16/2023	2023-2024 SCJA ANNUAL DUE	375.00	2,625.00
Sub total for U S BANK:							2,625.00

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/30/2023	0000165	BASDEN, W. BRENT	BAS1866063	5/15/2023	4/22/23-JUDICIAL SPRING CO	834.60	834.60
5/30/2023	0001179	PACIFIC OFFICE EQUIPMENT	1120691	5/15/2023	5/25/23-SIT/STAND DESK FOF	1,908.35	
			1120772	5/15/2023	5/27/23-TONER CARTRIDGE	140.42	
			1121024	5/15/2023	4/2023-CONTRACT COST RAT	123.18	
			1121027	5/15/2023	4/2023-CONTRACT COST RAT	28.64	
			1121026	5/15/2023	5/2023-CONTRACT BASE RAT	27.20	
			1121022	5/15/2023	5/2023-CONTRACT BASE RAT	27.20	
			1121025	5/15/2023	5/2023-CONTRACT BASE RAT	17.41	
			1121023	5/15/2023	CONTRACT COST RATE, CAN	8.44	2,280.84
5/30/2023	0001764	WEST PAYMENT CENTER, TH	848325196	5/15/2023	MAY 2023 - LIBRARY PLAN CH	278.28	278.28
5/30/2023	0026699	WATTS, JOHNNY	WAT1866271	5/15/2023	4/27/23-DC OPERATING INCE	199.29	
			1250410	5/15/2023	5/11/23-DC GRADUATION SUF	66.99	266.28
5/30/2023	0038718	STANLEY, ELIZABETH	STA1866266	5/15/2023	4/23/23-JUDICIAL SPRING CO	1,128.58	1,128.58
5/30/2023	0039420	MUCKLEY, TIFFANY	MUC1866066	5/15/2023	APRIL 2023 - MILEAGE REIME	151.96	151.96
5/30/2023	0041012	AP PSYCHOLOGY SERVICES	PAT1866122	5/15/2023	1/26/23: 21-1-00072-05, ST. V.	2,775.00	2,775.00
5/30/2023	0042964	CLAYTON, KAYSEY	CLA1866064	5/15/2023	4/23/23-COURT ADMIN SPRIN	597.18	597.18
5/30/2023	0043164	ERICKSON, LAUREN	ERI1866065	5/15/2023	4/23/23-JUDICIAL SPRING CO	1,022.89	1,022.89
5/30/2023	0043520	SUBWAY	SUBWAY186626	5/15/2023	22-1-00367-05, ST. V. PETERS	161.83	161.83
5/30/2023	0045731	RODRIGUEZ, JAMES ARTHUR	10296	5/15/2023	22-4-00089-05, IN RE BOULDE	550.00	550.00
5/30/2023	0046114	ROWLAND, KRISTIN	ROW1866131	5/15/2023	22-3-00247-05, MAVY & COELI	1,057.50	
			ROW1866132	5/15/2023	13-3-00187-6, IN RE YOUNG, (	641.25	
			ROW1866133	5/15/2023	23-4-00115-05, IN RE OZIER, (	247.50	
			ROW1866134	5/15/2023	23-4-00116-05, IN RE LEE, GA	247.50	
			ROW1866264	5/15/2023	22-4-00240-05, IN RE SINGLE	146.25	2,340.00
5/30/2023	0046683	ODP BUSINESS SOLUTIONS	L310958256001	5/15/2023	4/24/23-OFFICE SUPPLIES	408.25	408.25
5/30/2023	0046965	WARREN, MICHELLE	WAR1866270	5/15/2023	APRIL 2023 - MILEAGE REIME	26.20	26.20
5/30/2023	0048304	PARSONS, ANGELA	PAR1866119	5/15/2023	4/25/23: 23-2-00267-05, WOLF	170.00	
			PAR1866121	5/15/2023	5/05/23: 23-2-00267-05, WOLF	170.00	340.00
5/30/2023	0048424	NEWELL, KENDALL	NEW1866810	5/15/2023	5/12/23: 23-1-00069-05, ST. V.	250.00	250.00
5/30/2023	0048689	SUNSHINE CAFE	1059	5/15/2023	4/27/23-BAGGED LUNCHES F	1,367.56	1,367.56
Sub total for U S BANK:							14,779.45



16
MAY 30 2023

Payroll Ending: 5/15/2023

Gross Earnings:	\$871,148.64
Benefits Paid:	\$190,932.62
Total Expenditures:	\$1,062,081.26

STATE OF WASHINGTON)
)
COUNTY OF CLALLAM)

This is to certify that the foregoing 'Labor Distribution Totals by Fund' Report for the period herein indicated is a full, true, and correct representation of the earnings and benefits paid to all Clallam County employees as recorded in the books of original entry maintained by this office.

WITNESS MY HAND THIS 22nd DAY OF May 2023


SANDRA L WILLIAMS, CHIEF DEPUTY FOR
SHOONA RIGGS, CLALLAM COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the payroll herein specified has been disbursed and that the earnings and benefits listed above are approved for payment:

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

RANDY JOHNSON

MARK OZIAS

MIKE FRENCH

(County Administrator)

COPY

Payroll and Benefits Paid for semi-monthly payroll: May 25, 2023					
Fund Name	Fund Number	Gross Earnings Paid by Fund #	Benefits Paid by Fund #	Employee s Paid by Fund #	Total Expenditures
COUNTY (Semi-Monthly)					
General Fund	00100	633,311.28	135,981.62	207	769,292.90
HHS	11301	19,941.97	4,231.44	11	24,173.41
Prosecutor-Local Crime Victim	11701	5,760.00	1,133.72	2	6,893.72
Treasurer- O&M	12201	1,246.16	257.48	1	1,503.64
Auditor-Doc Preservation	12401	1,982.33	413.40	2	2,395.73
Noxious Weed Control	13001	2,814.50	647.67	1	3,462.17
Veterans Relief	19914	4,518.99	938.15	2	5,457.14
Affordable Housing Sales Tax	19951	4,348.15	874.36	1	5,222.51
HR-Risk Management	50401	13,330.20	3,115.22	4	16,445.42
HR-Workers Compensation	50501	1,744.56	382.40	2	2,126.96
		688,998.14	147,975.46	836,973.60	
ROADS					
PW - Roads	10101	142,347.13	33,924.36	56	176,271.49
PW - Flood Control	10135	5,249.52	1,154.45	4	6,403.97
PW - Solid Waste	40201	987.53	204.66	4	1,192.19
Clallam Bay/Sekiu Sewer	41401	9,754.53	2,176.05	9	11,930.58
PW - Carlsborg Sewer M&O	42401	893.70	188.85	6	1,082.55
ER&R	50301	22,918.09	5,308.79	12	28,226.88
		182,150.50	42,957.16	225,107.66	
TOTALS		871,148.64	190,932.62	1,062,081.26	

Prepared by:


 Sherry Price, Deputy Auditor

COPY

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 1

Fund Worked : 00100
Emps : 207

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	544,324.32	16,585.33	s	SICK	22,512.38	610.91
v	VACATION	16,596.66	480.16	o25v	OT X 2.5 - CORR VOLUNTEER/SHRF	11,349.45	143.25
o15s	OVERTIME X 1.5 - SHERIFF DEPT	10,022.09	191.75	fh	FLOATING HOLIDAY	7,376.36	215.56
sc15	HHS SCANNING PROJ OT X 1.5	5,261.08	132.25	retr	RETRO PAY	4,063.44	
cu	COMP USED	2,792.54	90.50	o15j	OVERTIME x 1.5 - JUV DETENTION	1,270.07	33.25
accred	ACCREDITATION PAY	1,149.37		adml	ADMINISTRATIVE LEAVE PAID	983.52	36.00
auto	AUTO ALLOWANCE CONTRACTUAL	850.00		stby	STANDBY PAY	725.44	19.00
aute	AUTO ALLOWANCE ELECTED	680.00		cp	COMP TIME PAID - COUNTY	501.85	13.00
bsba	BS/BA EDUCATION INCENTIVE	457.19		oth	OVERTIME X 1.5 - HOURLY	419.60	31.00
uapr	URINE ANALYSIS PREMIUM	331.67		vp	VACATION PAYOFF	326.75	11.96
o20m	OT X 2.0 - CORR MANDATORY/SHRF	242.79	4.00	oc2	ON CALL NON-SHIFT DAY	206.33	2.00
phsm	PHONE STIPEND SMART PHONE	200.00		asp	SHERIFF ACTING SUPERVISOR PAY	139.61	88.00
aspj	ACTING SUPERVISOR PAY JUVENILE	129.08	96.00	detpay	DETECTIVE PAY	100.92	
fto	FTO PREMIUM	94.20	50.00	oc1	ON CALL SHIFT DAY	93.64	3.00
aaas	AA/AS EDUCATION INCENTIVE	58.04		spt	SICK PAYOFF - TERMINATION 10%	52.89	19.36
				Totals:		633,311.28	18,856.28

Deduction Code and Description		Amount	Deduction Code and Description		Amount
fedtx	FEDERAL WITHHOLDING TAX	55,117.62	socsec	SOCIAL SECURITY	38,997.40
pers2	PERS 2 RETIREMENT	27,965.70	401a	401A DEFERRED COMPENSATION	12,371.76
icm457	ICMA DEFERRED COMP	9,583.07	medtx	MEDICARE TAX	9,120.42
leoff2	LEOFF 2 RETIREMENT	5,217.85	psers	PSERS RETIREMENT	4,473.99
pers3	PERS 3 RETIREMENT	3,664.44	fmlatx	WA Paid Family & Medical Leave	3,661.78
udteam	UNION DUES - TEAMSTERS	3,307.74	rth457	ROTH-ICMA DEFERRED COMP	2,426.26
l&i	L&I - SELF INSURED	1,300.54	h457	MASSMUTUAL 457	1,199.49
n457	NATIONWIDE 457	1,050.00	dshs	DSHS CHILD SUPPORT	637.38
udpd	UNION DUES - 1619 D	519.82	pers1	PERS 1 RETIREMENT	443.79
udmp	UNION DUES - 1619 MP	370.56	udcd	UNION DUES - 1619 CD C	370.56
udlc	UNION DUES - 1619 LC	357.37	medpre	HEALTH INSURANCE PRE TAX	227.30
udtint	TEAMSTERS INIT FEE or ADJ	100.00	udps	UNION DUES - 1619 S	36.63
udcs	UNION DUES - 1619 CS	30.88	garnfe	GARNISHMENT FEE	0.50
			Totals:		182,552.85

Benefit Code and Description		Amount	Benefit Code and Description		Amount
pers2	PERS 2 RETIREMENT	44,930.49	socsec	SOCIAL SECURITY	38,997.40
401a	401A DEFERRED COMPENSATION	11,447.33	l&i	L&I - SELF INSURED	11,373.19

Page: 1

pyLDFnd
05/22/2023 9:05:57 AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 2

Fund Worked : 00100
Emps : 207

Benefit Code and Description	Amount
medtx MEDICARE TAX	9,120.42
pers3 PERS 3 RETIREMENT	5,668.68
fmlatx WA Paid Family & Medical Leave	1,371.01
pers1 PERS 1 RETIREMENT	768.51
perscu PERS RETIREMENT CATCH UP	-0.70

Benefit Code and Description	Amount
psers PSERS RETIREMENT	7,205.82
leoff2 LEOFF 2 RETIREMENT	3,242.05
medpre HEALTH INSURANCE PRE TAX	1,260.00
unemp UNEMPLOYMENT	597.42

Totals: 135,981.62

Gross Earnings by Fund: 633,311.28 18,856.28

Total Fund Deductions: 182,552.85

Fund Net: 450,758.43

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 3

Fund Worked : 11301
Emps : 11

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	15,888.80	557.25	sc15	HHS SCANNING PROJ OT X 1.5	2,415.28	61.50
s	SICK	702.79	30.50	fh	FLOATING HOLIDAY	678.91	23.99
v	VACATION	222.90	8.51	oth	OVERTIME X 1.5 - HOURLY	33.29	2.00
				Totals:		19,941.97	683.75
Deduction Code and Description		Amount	Deduction Code and Description		Amount		
fedtx	FEDERAL WITHHOLDING TAX	1,628.83	pers2	PERS 2 RETIREMENT	1,268.32		
socsec	SOCIAL SECURITY	1,236.40	401a	401A DEFERRED COMPENSATION	426.17		
medtx	MEDICARE TAX	289.16	udteam	UNION DUES - TEAMSTERS	238.72		
fmlatx	WA Paid Family & Medical Leave	116.09	rth457	ROTH-ICMA DEFERRED COMP	87.89		
icm457	ICMA DEFERRED COMP	58.44	l&i	L&I - SELF INSURED	50.48		
h457	MASSMUTUAL 457	30.48					
				Totals:		5,430.98	
Benefit Code and Description		Amount	Benefit Code and Description		Amount		
pers2	PERS 2 RETIREMENT	2,071.98	socsec	SOCIAL SECURITY	1,236.40		
medtx	MEDICARE TAX	289.16	401a	401A DEFERRED COMPENSATION	286.95		
l&i	L&I - SELF INSURED	283.52	fmlatx	WA Paid Family & Medical Leave	43.47		
unemp	UNEMPLOYMENT	19.96					
				Totals:		4,231.44	
Gross Earnings by Fund:						19,941.97	683.75
Total Fund Deductions:						5,430.98	
Fund Net:						14,510.99	

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 4

Fund Worked : 11701
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		4,991.08	166.25	s	SICK		602.77	21.00
oth	OVERTIME X 1.5 - HOURLY		166.15	10.75					
					Totals:			5,760.00	198.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		436.51	pers2	PERS 2 RETIREMENT		366.34		
socsec	SOCIAL SECURITY		357.12	401a	401A DEFERRED COMPENSATION		136.78		
medtx	MEDICARE TAX		83.52	udteam	UNION DUES - TEAMSTERS		67.50		
fmlatx	WA Paid Family & Medical Leave		33.53	l&i	L&I - SELF INSURED		13.15		
				Totals:			1,494.45		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		598.46	socsec	SOCIAL SECURITY		357.12		
medtx	MEDICARE TAX		83.52	401a	401A DEFERRED COMPENSATION		54.71		
l&i	L&I - SELF INSURED		21.59	fmlatx	WA Paid Family & Medical Leave		12.56		
unemp	UNEMPLOYMENT		5.76						
				Totals:			1,133.72		
				Gross Earnings by Fund:			5,760.00	198.00	
				Total Fund Deductions:			1,494.45		
				Fund Net:			4,265.55		

Page: 4

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 5

Fund Worked : 12201
Emps : 1

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		680.75	28.90	v	VACATION		563.15	23.90
fh	FLOATING HOLIDAY		2.26	0.10					
					Totals:			1,246.16	52.90
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		145.49	pers2	PERS 2 RETIREMENT		79.26		
socsec	SOCIAL SECURITY		77.27	401a	401A DEFERRED COMPENSATION		62.31		
medtx	MEDICARE TAX		18.07	udteam	UNION DUES - TEAMSTERS		15.91		
fmlatx	WA Paid Family & Medical Leave		7.25	l&i	L&I - SELF INSURED		2.28		
				Totals:			407.84		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		129.48	socsec	SOCIAL SECURITY		77.27		
401a	401A DEFERRED COMPENSATION		24.93	medtx	MEDICARE TAX		18.07		
l&i	L&I - SELF INSURED		3.76	fmlatx	WA Paid Family & Medical Leave		2.73		
unemp	UNEMPLOYMENT		1.24						
				Totals:			257.48		
				Gross Earnings by Fund:			1,246.16		52.90
				Total Fund Deductions:			407.84		
				Fund Net:			838.32		

Page: 5

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 6

Fund Worked : 12401
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		1,769.17	75.44	v	VACATION		95.27	4.58
s	SICK		95.27	4.58	cu	COMP USED		22.62	0.75
					Totals:			1,982.33	85.35
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		133.10	pers2	PERS 2 RETIREMENT		126.07		
socsec	SOCIAL SECURITY		122.90	401a	401A DEFERRED COMPENSATION		39.57		
medtx	MEDICARE TAX		28.75	udteam	UNION DUES - TEAMSTERS		26.13		
icm457	ICMA DEFERRED COMP		25.00	fmlatx	WA Paid Family & Medical Leave		11.53		
l&i	L&I - SELF INSURED		6.02	Totals:			519.07		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		205.96	socsec	SOCIAL SECURITY		122.90		
401a	401A DEFERRED COMPENSATION		39.64	medtx	MEDICARE TAX		28.75		
l&i	L&I - SELF INSURED		9.86	fmlatx	WA Paid Family & Medical Leave		4.31		
unemp	UNEMPLOYMENT		1.98	Totals:			413.40		
				Gross Earnings by Fund:			1,982.33		85.35
				Total Fund Deductions:			519.07		
				Fund Net:			1,463.26		

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 7

Fund Worked : 13001
Emps : 1

Earnings Code & Description		Amount	Hours	Earnings Code & Description		Amount	Hours
r	REGULAR	2,814.50	90.75				
				Totals:		2,814.50	90.75
Deduction Code and Description		Amount		Deduction Code and Description		Amount	
fedtx	FEDERAL WITHHOLDING TAX	226.37		pers2	PERS 2 RETIREMENT	179.00	
socsec	SOCIAL SECURITY	174.50		401a	401A DEFERRED COMPENSATION	140.73	
medtx	MEDICARE TAX	40.81		udmp	UNION DUES - 1619 MP	30.88	
fmlatx	WA Paid Family & Medical Leave	16.38		l&i	L&I - SELF INSURED	6.33	
				Totals:		815.00	
Benefit Code and Description		Amount		Benefit Code and Description		Amount	
pers2	PERS 2 RETIREMENT	292.43		socsec	SOCIAL SECURITY	174.50	
l&i	L&I - SELF INSURED	74.69		401a	401A DEFERRED COMPENSATION	56.29	
medtx	MEDICARE TAX	40.81		fmlatx	WA Paid Family & Medical Leave	6.13	
unemp	UNEMPLOYMENT	2.82					
				Totals:		647.67	
				Gross Earnings by Fund:		2,814.50	90.75
				Total Fund Deductions:		815.00	
				Fund Net:		1,999.50	

Page: 7

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 8

Fund Worked : 19914
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		3,978.27	140.00	v	VACATION		337.75	10.40
fh	FLOATING HOLIDAY		202.97	8.00					
					Totals:			4,518.99	158.40
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
pers2	PERS 2 RETIREMENT		287.41	socsec	SOCIAL SECURITY		280.18		
fedtx	FEDERAL WITHHOLDING TAX		268.34	401a	401A DEFERRED COMPENSATION		181.30		
medtx	MEDICARE TAX		65.52	udteam	UNION DUES - TEAMSTERS		65.00		
fmlatx	WA Paid Family & Medical Leave		26.31	l&i	L&I - SELF INSURED		11.08		
				Totals:			1,185.14		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		469.52	socsec	SOCIAL SECURITY		280.18		
401a	401A DEFERRED COMPENSATION		90.38	medtx	MEDICARE TAX		65.52		
l&i	L&I - SELF INSURED		18.18	fmlatx	WA Paid Family & Medical Leave		9.85		
unemp	UNEMPLOYMENT		4.52	Totals:			938.15		
				Gross Earnings by Fund:			4,518.99		158.40
				Total Fund Deductions:			1,185.14		
				Fund Net:			3,333.85		

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 9

Fund Worked : 19951
Emps : 1

Earnings Code & Description	Amount	Hours	Earnings Code & Description	Amount	Hours
r REGULAR	4,178.15	88.00	auto AUTO ALLOWANCE CONTRACTUAL	170.00	
			Totals:	4,348.15	88.00
Deduction Code and Description	Amount		Deduction Code and Description	Amount	
fedtx FEDERAL WITHHOLDING TAX	579.69		socsec SOCIAL SECURITY	269.59	
pers2 PERS 2 RETIREMENT	265.73		401a 401A DEFERRED COMPENSATION	208.91	
medtx MEDICARE TAX	63.05		fmlatx WA Paid Family & Medical Leave	25.31	
l&i L&I - SELF INSURED	6.33		Totals:	1,418.61	
Benefit Code and Description	Amount		Benefit Code and Description	Amount	
pers2 PERS 2 RETIREMENT	434.11		socsec SOCIAL SECURITY	269.59	
401a 401A DEFERRED COMPENSATION	83.56		medtx MEDICARE TAX	63.05	
l&i L&I - SELF INSURED	10.39		fmlatx WA Paid Family & Medical Leave	9.48	
unemp UNEMPLOYMENT	4.18		Totals:	874.36	
			Gross Earnings by Fund:	4,348.15	88.00
			Total Fund Deductions:	1,418.61	
			Fund Net:	2,929.54	

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 10

Fund Worked : 50401
Emps : 4

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		12,793.44	298.88	v	VACATION		366.76	10.13
auto	AUTO ALLOWANCE CONTRACTUAL		170.00						
					Totals:			13,330.20	309.01
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		1,738.90	socsec	SOCIAL SECURITY		870.52		
h457	MASSMUTUAL 457		557.41	pers2	PERS 2 RETIREMENT		412.19		
medtx	MEDICARE TAX		203.60	icm457	ICMA DEFERRED COMP		166.83		
401a	401A DEFERRED COMPENSATION		155.33	fmlatx	WA Paid Family & Medical Leave		77.59		
l&i	L&I - SELF INSURED		21.04						
				Totals:			4,203.41		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
socsec	SOCIAL SECURITY		870.52	h457	MASSMUTUAL 457		693.99		
pers2	PERS 2 RETIREMENT		673.35	401a	401A DEFERRED COMPENSATION		463.58		
medtx	MEDICARE TAX		203.60	l&i	L&I - SELF INSURED		167.97		
fmlatx	WA Paid Family & Medical Leave		29.05	unemp	UNEMPLOYMENT		13.16		
				Totals:			3,115.22		
				Gross Earnings by Fund:			13,330.20		309.01
				Total Fund Deductions:			4,203.41		
				Fund Net:			9,126.79		

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 11

Fund Worked : 50501
Emps : 2

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		855.99	19.33	s	SICK		576.45	6.40
v	VACATION		312.12	8.13					
					Totals:			1,744.56	33.86
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		220.01	401a	401A DEFERRED COMPENSATION		113.69		
icm457	ICMA DEFERRED COMP		112.77	pers2	PERS 2 RETIREMENT		109.90		
socsec	SOCIAL SECURITY		108.48	medtx	MEDICARE TAX		25.36		
fmlatx	WA Paid Family & Medical Leave		10.15	l&i	L&I - SELF INSURED		2.20		
				Totals:			702.56		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		181.25	socsec	SOCIAL SECURITY		108.48		
401a	401A DEFERRED COMPENSATION		58.12	medtx	MEDICARE TAX		25.36		
fmlatx	WA Paid Family & Medical Leave		3.81	l&i	L&I - SELF INSURED		3.63		
unemp	UNEMPLOYMENT		1.75						
				Totals:			382.40		
				Gross Earnings by Fund:			1,744.56	33.86	
				Total Fund Deductions:			702.56		
				Fund Net:			1,042.00		

Page: 11

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 12

Fund Worked : - Totals -
Emps : 223

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		592,274.47	18,050.13	s	SICK		24,489.66	673.39
v	VACATION		18,494.61	545.81	o25v	OT X 2.5 - CORR VOLUNTEER/SHRF		11,349.45	143.25
o15s	OVERTIME X 1.5 - SHERIFF DEPT		10,022.09	191.75	fh	FLOATING HOLIDAY		8,260.50	247.65
sc15	HHS SCANNING PROJ OT X 1.5		7,676.36	193.75	retr	RETRO PAY		4,063.44	
cu	COMP USED		2,815.16	91.25	o15j	OVERTIME x 1.5 - JUV DETENTION		1,270.07	33.25
auto	AUTO ALLOWANCE CONTRACTUAL		1,190.00		accred	ACCREDITATION PAY		1,149.37	
adml	ADMINISTRATIVE LEAVE PAID		983.52	36.00	stby	STANDBY PAY		725.44	19.00
aute	AUTO ALLOWANCE ELECTED		680.00		oth	OVERTIME X 1.5 - HOURLY		619.04	43.75
cp	COMP TIME PAID - COUNTY		501.85	13.00	bsba	BS/BA EDUCATION INCENTIVE		457.19	
uapr	URINE ANALYSIS PREMIUM		331.67		vp	VACATION PAYOFF		326.75	11.96
o20m	OT X 2.0 - CORR MANDATORY/SHRF		242.79	4.00	oc2	ON CALL NON-SHIFT DAY		206.33	2.00
phsm	PHONE STIPEND SMART PHONE		200.00		asp	SHERIFF ACTING SUPERVISOR PAY		139.61	88.00
aspj	ACTING SUPERVISOR PAY JUVENILE		129.08	96.00	detpay	DETECTIVE PAY		100.92	
fto	FTO PREMIUM		94.20	50.00	oc1	ON CALL SHIFT DAY		93.64	3.00
aaas	AA/AS EDUCATION INCENTIVE		58.04		spt	SICK PAYOFF - TERMINATION 10%		52.89	19.36
					Totals:		688,998.14	20,556.30	

Deduction Code and Description			Amount	Deduction Code and Description			Amount
fedtx	FEDERAL WITHHOLDING TAX		60,494.86	socsec	SOCIAL SECURITY		42,494.36
pers2	PERS 2 RETIREMENT		31,059.92	401a	401A DEFERRED COMPENSATION		13,836.55
icm457	ICMA DEFERRED COMP		9,946.11	medtx	MEDICARE TAX		9,938.26
leoff2	LEOFF 2 RETIREMENT		5,217.85	psers	PSERS RETIREMENT		4,473.99
fmlatx	WA Paid Family & Medical Leave		3,985.92	udteam	UNION DUES - TEAMSTERS		3,721.00
pers3	PERS 3 RETIREMENT		3,664.44	rth457	ROTH-ICMA DEFERRED COMP		2,514.15
h457	MASSMUTUAL 457		1,787.38	l&i	L&I - SELF INSURED		1,419.45
n457	NATIONWIDE 457		1,050.00	dshs	DSHS CHILD SUPPORT		637.38
udpd	UNION DUES - 1619 D		519.82	pers1	PERS 1 RETIREMENT		443.79
udmp	UNION DUES - 1619 MP		401.44	udcd	UNION DUES - 1619 CD C		370.56
udlc	UNION DUES - 1619 LC		357.37	medpre	HEALTH INSURANCE PRE TAX		227.30
udtint	TEAMSTERS INIT FEE or ADJ		100.00	udps	UNION DUES - 1619 S		36.63
udcs	UNION DUES - 1619 CS		30.88	garnfe	GARNISHMENT FEE		0.50
				Totals:		198,729.91	

Benefit Code and Description			Amount	Benefit Code and Description			Amount
pers2	PERS 2 RETIREMENT		49,987.03	socsec	SOCIAL SECURITY		42,494.36
401a	401A DEFERRED COMPENSATION		12,605.49	l&i	L&I - SELF INSURED		11,966.78

Page: 12

pyLDFnd
05/22/2023 9:05:57AM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle sc

Page: 13

Fund Worked : - Totals -
Emps : 223

Benefit Code and Description	Amount
medtx MEDICARE TAX	9,938.26
pers3 PERS 3 RETIREMENT	5,668.68
fmlatx WA Paid Family & Medical Leave	1,492.40
pers1 PERS 1 RETIREMENT	768.51
unemp UNEMPLOYMENT	652.79

Benefit Code and Description	Amount
psers PSERS RETIREMENT	7,205.82
leoff2 LEOFF 2 RETIREMENT	3,242.05
medpre HEALTH INSURANCE PRE TAX	1,260.00
h457 MASSMUTUAL 457	693.99
perscu PERS RETIREMENT CATCH UP	-0.70

Totals: 147,975.46

Grand Total Gross Earnings: 688,998.14 20,556.30

Grand Total Deductions: 198,729.91

Grand Total Net: 490,268.23

pyLDFnd
05/17/2023 3:29:06PM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle s

Page: 1

Fund Worked : 10101
Emps : 56

Earnings Code & Description	Amount	Hours	Earnings Code & Description	Amount	Hours
r REGULAR	122,698.09	3,947.55	v VACATION	6,493.95	183.50
s SICK	4,173.03	128.00	o15r OVERTIME X 1.5 - ROADS DEPT	3,540.79	78.50
adml ADMINISTRATIVE LEAVE PAID	2,910.04	70.00	fh FLOATING HOLIDAY	2,686.27	92.00
cu COMP USED	891.53	30.50	auto AUTO ALLOWANCE CONTRACTUAL	340.00	
c15r COMP EARNED X 1.5 ROADS	-1,386.57	-30.50			
			Totals:	142,347.13	4,499.55

Deduction Code and Description	Amount	Deduction Code and Description	Amount
fedtx FEDERAL WITHHOLDING TAX	12,030.03	socsec SOCIAL SECURITY	8,829.99
pers2 PERS 2 RETIREMENT	8,601.21	icm457 ICMA DEFERRED COMP	2,689.77
medtx MEDICARE TAX	2,065.06	401a 401A DEFERRED COMPENSATION	1,853.94
udteam UNION DUES - TEAMSTERS	1,445.74	fmlatx WA Paid Family & Medical Leave	828.58
h457 MASSMUTUAL 457	569.91	c13gar CHAPTER 13 GARNISHMENT	538.00
pers3 PERS 3 RETIREMENT	339.18	l&i L&I - SELF INSURED	319.39
dshs DSHS CHILD SUPPORT	262.00	udmp UNION DUES - 1619 MP	136.15
garnfe GARNISHMENT FEE	1.00		
		Totals:	40,509.95

Benefit Code and Description	Amount	Benefit Code and Description	Amount
pers2 PERS 2 RETIREMENT	14,050.93	socsec SOCIAL SECURITY	8,829.99
l&i L&I - SELF INSURED	5,125.01	401a 401A DEFERRED COMPENSATION	2,697.51
medtx MEDICARE TAX	2,065.06	pers3 PERS 3 RETIREMENT	703.61
fmlatx WA Paid Family & Medical Leave	310.23	unemp UNEMPLOYMENT	142.02
		Totals:	33,924.36

Gross Earnings by Fund:	142,347.13	4,499.55
Total Fund Deductions:	40,509.95	
Fund Net:	101,837.18	

pyLDFnd
05/17/2023 3:29:06PM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle s

Page: 2

Fund Worked : 10135
Emps : 4

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		3,651.45	80.50	v	VACATION		1,227.50	26.50
fh	FLOATING HOLIDAY		370.57	8.00					
					Totals:			5,249.52	115.00
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		464.63	socsec	SOCIAL SECURITY		325.52		
pers2	PERS 2 RETIREMENT		313.77	401a	401A DEFERRED COMPENSATION		203.81		
medtx	MEDICARE TAX		76.13	udmp	UNION DUES - 1619 MP		33.69		
fmlatx	WA Paid Family & Medical Leave		30.57	pers3	PERS 3 RETIREMENT		15.27		
icm457	ICMA DEFERRED COMP		14.95	l&i	L&I - SELF INSURED		8.30		
udteam	UNION DUES - TEAMSTERS		7.24						
				Totals:			1,493.88		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		512.59	socsec	SOCIAL SECURITY		325.52		
401a	401A DEFERRED COMPENSATION		96.80	l&i	L&I - SELF INSURED		93.88		
medtx	MEDICARE TAX		76.13	pers3	PERS 3 RETIREMENT		32.83		
fmlatx	WA Paid Family & Medical Leave		11.44	unemp	UNEMPLOYMENT		5.26		
				Totals:			1,154.45		
				Gross Earnings by Fund:			5,249.52		115.00
				Total Fund Deductions:			1,493.88		
				Fund Net:			3,755.64		

Page: 2

pyLDFnd
05/17/2023 3:29:06PM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle s

Page: 3

Fund Worked : 40201
Emps : 4

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		987.53	23.75					
					Totals:			987.53	23.75
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
fedtx	FEDERAL WITHHOLDING TAX		83.05		socsec	SOCIAL SECURITY		61.23	
pers2	PERS 2 RETIREMENT		61.13		401a	401A DEFERRED COMPENSATION		26.68	
medtx	MEDICARE TAX		14.30		udmp	UNION DUES - 1619 MP		8.26	
fmlatx	WA Paid Family & Medical Leave		5.74		icm457	ICMA DEFERRED COMP		2.21	
l&i	L&I - SELF INSURED		1.75		pers3	PERS 3 RETIREMENT		1.27	
udteam	UNION DUES - TEAMSTERS		0.08						
					Totals:			265.70	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
pers2	PERS 2 RETIREMENT		99.88		socsec	SOCIAL SECURITY		61.23	
401a	401A DEFERRED COMPENSATION		20.02		medtx	MEDICARE TAX		14.30	
l&i	L&I - SELF INSURED		3.35		pers3	PERS 3 RETIREMENT		2.74	
fmlatx	WA Paid Family & Medical Leave		2.15		unemp	UNEMPLOYMENT		0.99	
					Totals:			204.66	
					Gross Earnings by Fund:			987.53	23.75
					Total Fund Deductions:			265.70	
					Fund Net:			721.83	

Page: 3

pyLDFnd
05/17/2023 3:29:06PM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle s

Page: 4

Fund Worked : 41401
Emps : 9

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		8,728.90	243.30	v	VACATION		619.25	16.00
o15r	OVERTIME X 1.5 - ROADS DEPT		406.38	7.00					
					Totals:			9,754.53	266.30
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
fedtx	FEDERAL WITHHOLDING TAX		744.09		pers2	PERS 2 RETIREMENT		620.15	
socsec	SOCIAL SECURITY		604.80		medtx	MEDICARE TAX		141.46	
401a	401A DEFERRED COMPENSATION		92.18		udteam	UNION DUES - TEAMSTERS		83.42	
icm457	ICMA DEFERRED COMP		77.94		fmlatx	WA Paid Family & Medical Leave		56.80	
udmp	UNION DUES - 1619 MP		25.88		l&i	L&I - SELF INSURED		19.36	
h457	MASSMUTUAL 457		6.59						
					Totals:			2,472.67	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
pers2	PERS 2 RETIREMENT		1,013.49		socsec	SOCIAL SECURITY		604.80	
l&i	L&I - SELF INSURED		246.46		medtx	MEDICARE TAX		141.46	
401a	401A DEFERRED COMPENSATION		138.80		fmlatx	WA Paid Family & Medical Leave		21.28	
unemp	UNEMPLOYMENT		9.76						
					Totals:			2,176.05	
					Gross Earnings by Fund:			9,754.53	266.30
					Total Fund Deductions:			2,472.67	
					Fund Net:			7,281.86	

Page: 4

pyLDFnd
05/17/2023 3:29:06PM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle s

Page: 5

Fund Worked : 42401
Emps : 6

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		893.70	26.15					
					Totals:			893.70	26.15
Deduction Code and Description			Amount		Deduction Code and Description			Amount	
fedtx	FEDERAL WITHHOLDING TAX		77.60		pers2	PERS 2 RETIREMENT		56.84	
socsec	SOCIAL SECURITY		55.41		401a	401A DEFERRED COMPENSATION		21.32	
medtx	MEDICARE TAX		12.97		icm457	ICMA DEFERRED COMP		6.20	
fmlatx	WA Paid Family & Medical Leave		5.20		udteam	UNION DUES - TEAMSTERS		4.76	
udmp	UNION DUES - 1619 MP		4.63		l&i	L&I - SELF INSURED		1.95	
					Totals:			246.88	
Benefit Code and Description			Amount		Benefit Code and Description			Amount	
pers2	PERS 2 RETIREMENT		92.86		socsec	SOCIAL SECURITY		55.41	
401a	401A DEFERRED COMPENSATION		17.87		medtx	MEDICARE TAX		12.97	
l&i	L&I - SELF INSURED		6.88		fmlatx	WA Paid Family & Medical Leave		1.96	
unemp	UNEMPLOYMENT		0.90						
					Totals:			188.85	
					Gross Earnings by Fund:			893.70	26.15
					Total Fund Deductions:			246.88	
					Fund Net:			646.82	

pyLDFnd
05/17/2023 3:29:06PM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle s

Page: 6

Fund Worked : 50301
Emps : 12

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		22,466.63	741.25	s	SICK		161.44	5.00
cu	COMP USED		158.47	5.00	v	VACATION		83.11	3.00
o15r	OVERTIME X 1.5 - ROADS DEPT		48.44	1.00					
					Totals:			22,918.09	755.25
Deduction Code and Description			Amount	Deduction Code and Description			Amount		
fedtx	FEDERAL WITHHOLDING TAX		1,500.82	pers2	PERS 2 RETIREMENT		1,457.62		
socsec	SOCIAL SECURITY		1,420.93	medtx	MEDICARE TAX		332.30		
icm457	ICMA DEFERRED COMP		287.74	401a	401A DEFERRED COMPENSATION		247.63		
udteam	UNION DUES - TEAMSTERS		237.26	fmlatx	WA Paid Family & Medical Leave		133.40		
dshs	DSHS CHILD SUPPORT		102.00	l&i	L&I - SELF INSURED		57.38		
udmp	UNION DUES - 1619 MP		38.43	garnfe	GARNISHMENT FEE		0.50		
				Totals:			5,816.01		
Benefit Code and Description			Amount	Benefit Code and Description			Amount		
pers2	PERS 2 RETIREMENT		2,381.22	socsec	SOCIAL SECURITY		1,420.93		
l&i	L&I - SELF INSURED		692.05	401a	401A DEFERRED COMPENSATION		409.43		
medtx	MEDICARE TAX		332.30	fmlatx	WA Paid Family & Medical Leave		49.95		
unemp	UNEMPLOYMENT		22.91						
				Totals:			5,308.79		
				Gross Earnings by Fund:			22,918.09	755.25	
				Total Fund Deductions:			5,816.01		
				Fund Net:			17,102.08		

pyLDFnd
05/17/2023 3:29:06PM
Check Date: 05/25/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/15/2023-2 Cycle s

Page: 7

Fund Worked : - Totals -
Emps : 63

Earnings Code & Description			Amount	Hours	Earnings Code & Description			Amount	Hours
r	REGULAR		159,426.30	5,062.50	v	VACATION		8,423.81	229.00
s	SICK		4,334.47	133.00	o15r	OVERTIME X 1.5 - ROADS DEPT		3,995.61	86.50
fh	FLOATING HOLIDAY		3,056.84	100.00	adml	ADMINISTRATIVE LEAVE PAID		2,910.04	70.00
cu	COMP USED		1,050.00	35.50	auto	AUTO ALLOWANCE CONTRACTUAL		340.00	
c15r	COMP EARNED X 1.5 ROADS		-1,386.57	-30.50					
					Totals:			182,150.50	5,686.00

Deduction Code and Description			Amount	Deduction Code and Description			Amount
fedtx	FEDERAL WITHHOLDING TAX		14,900.22	socsec	SOCIAL SECURITY		11,297.88
pers2	PERS 2 RETIREMENT		11,110.72	icm457	ICMA DEFERRED COMP		3,078.81
medtx	MEDICARE TAX		2,642.22	401a	401A DEFERRED COMPENSATION		2,445.56
udteam	UNION DUES - TEAMSTERS		1,778.50	fmlatx	WA Paid Family & Medical Leave		1,060.29
h457	MASSMUTUAL 457		576.50	c13gar	CHAPTER 13 GARNISHMENT		538.00
l&i	L&I - SELF INSURED		408.13	dshs	DSHS CHILD SUPPORT		364.00
pers3	PERS 3 RETIREMENT		355.72	udmp	UNION DUES - 1619 MP		247.04
garnfe	GARNISHMENT FEE		1.50				
				Totals:			50,805.09

Benefit Code and Description			Amount	Benefit Code and Description			Amount
pers2	PERS 2 RETIREMENT		18,150.97	socsec	SOCIAL SECURITY		11,297.88
l&i	L&I - SELF INSURED		6,167.63	401a	401A DEFERRED COMPENSATION		3,380.43
medtx	MEDICARE TAX		2,642.22	pers3	PERS 3 RETIREMENT		739.18
fmlatx	WA Paid Family & Medical Leave		397.01	unemp	UNEMPLOYMENT		181.84
				Totals:			42,957.16
				Grand Total Gross Earnings:			182,150.50
				Grand Total Deductions:			50,805.09
				Grand Total Net:			131,345.41

Page: 7



10
MAY 30 2023

Special Payroll Ending: 5/17/2023

Gross Earnings:	\$28.87
Benefits Paid:	\$28.87
Total Expenditures:	\$57.74

STATE OF WASHINGTON)
)
COUNTY OF CLALLAM)

This is to certify that the foregoing 'Labor Distribution Totals by Fund' Report for the period herein indicated is a full, true, and correct representation of the earnings and benefits paid to all Clallam County employees as recorded in the books of original entry maintained by this office.

WITNESS MY HAND THIS 22nd DAY OF May 2023


SANDRA WILLIAMS, CHIEF DEPUTY for
SHOONA RIGGS, CLALLAM COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the payroll herein specified has been disbursed and that the earnings and benefits listed above are approved for payment:

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

RANDY JOHNSON

MARK OZIAS

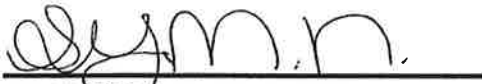
MIKE FRENCH

(County Administrator)

COPY

Payroll and Benefits Paid for Special Payroll: May 17, 2023					
Fund Name	Fund Number	Gross Earnings Paid by Fund #	Benefits Paid by Fund #	Employee s Paid by Fund #	Total Expenditures
COUNTY (Semi-Monthly)					
General Fund	00100	28.87	28.87	1	57.74
HHS	11301				
Prosecutor-Local Crime Victim	11701				
Treasurer- O&M	12201				
Auditor-Doc Preservation	12401				
Noxious Weed Control	13001				
Veterans Relief	19914				
American Rescue Plan Act	19961				
HR-Risk Management	50401				
HR-Workers Compensation	50501				
Wellness Benefit/Transit Passes	50601				
TOTALS		28.87	28.87		57.74

Prepared by:


 Sherry Price, Deputy Auditor

COPY

pyLDFnd
05/17/2023 10:43:15AM
Check Date: 05/17/2023

Labor Distribution Totals By Fund
CLALLAM COUNTY
05/01/2023 to 05/31/2023-S Cycle m

Page: 1

Fund Worked : 00100
Emps : 1

<u>Earnings Code & Description</u>	<u>Amount</u>	<u>Hours</u>	<u>Earnings Code & Description</u>	<u>Amount</u>	<u>Hours</u>
r REGULAR	28.87				
			Totals:	28.87	
<u>Deduction Code and Description</u>	<u>Amount</u>		<u>Deduction Code and Description</u>	<u>Amount</u>	
socsec SOCIAL SECURITY	23.40		medtx MEDICARE TAX	5.47	
			Totals:	28.87	
<u>Benefit Code and Description</u>	<u>Amount</u>		<u>Benefit Code and Description</u>	<u>Amount</u>	
socsec SOCIAL SECURITY	23.40		medtx MEDICARE TAX	5.47	
			Totals:	28.87	
			Gross Earnings by Fund:	28.87	0.00
			Total Fund Deductions:	28.87	
			Fund Net:	0.00	



BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of May 22-26, 2023

1d
MAY 30 2023

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, May 22, 2023. Present were Commissioners Johnson and French and Deputy Administrator Reyes. Commissioner Ozias and Administrator Sill were excused.

Items of discussion per the agenda published May 18 were:

- Calendar/Correspondence
- Agreement amendment 12 with Department of Health for Infectious Disease Prevention Services-SSP, Injury & Violence Prevention Overdose Data to Action, Office of Immunization COVID-19 Vaccine, OSS LMP Implementation, and Zoonotic Disease Program
- Contract Amendment A with Washington State Department of Commerce for Multi-Jurisdictional Gang-Drug Task Force
- Discussion regarding a proposed Beer Garden at the Clallam County Fair
- Call for hearing to be held Tuesday, June 27 at 10:30 a.m. regarding a proposed vacation of a portion of Hermison Road
- Agreement amendment 11 with Shannon & Wilson, Inc. for Lower Dungeness River Floodplain Project
- Discussion regarding draft ordinance amendment to repeal and replace Title 33, Zoning, Chapter 33.53 Landscape and Lighting Requirements
- Resolution reappointing David Colthorp and Lawrence Dempsey to the Port Crescent Pioneer Cemetery Advisory Board

Meeting concluded at 10:27 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Vice Chair Johnson called the meeting to order at 10 a.m., Tuesday, May 23, 2023. Also present were Commissioner French and Deputy Administrator Reyes. Commissioner Ozias and Administrator Sill were excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CMFm to adopt the agenda as presented, CRJs, mc

PUBLIC COMMENT

- Ed Telenick, Sequim, commented on Administrator Sill, Board of Equalization (see attached)
- Jim Oliver, commented on Power Plant and TCB 23 – Elwha River
- Ed Bowen, Clallam Bay, commented on Dungeness River Levee Project, MMGY NextFactor, Port Angeles Chamber, Hurricane Ridge, Peninsula Behavioral Health Annual Gala

CONSENT AGENDA

1a Approval of vouchers for the week of May 15

1b Approval of minutes for the week of May 15

ACTION TAKEN: CMFm to adopt the consent agenda as presented, CRJs, mc

REPORTS AND PRESENTATIONS

- CMF commented on County Administrator position, Clallam Bay Sekiu Sewer Project
- CRJ commented on Healthy Youth Coalition, workforce training

CONTRACTS AND AGREEMENTS

2a Agreement amendment 2 with Black Diamond Water District for American Rescue Plan Act ARPA funds

ACTION TAKEN: CMFm to approve, CRJs, mc

2b Agreement with Hoch Constructions, Inc., for Clallam County EV Charging Station Project

ACTION TAKEN: CMFm to approve, CRJs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of May 22-26, 2023
Page 2

2c Agreement with City of Forks regarding Shoreline Management Plan permits within the city limits
ACTION TAKEN: CMFm to approve, CRJs, mc

2d Agreement with State of Washington County Road Administration Board for the road improvements to Edgewood Drive between Reddick and Rife Roads
ACTION TAKEN: CMFm to approve, CRJs, mc

ADMINISTRATION

3a Call for bids to be received no later than Tuesday, June 13, 2023 at 10 a.m. regarding Clallam County Landscape Improvements Project
ACTION TAKEN: CMFm to issue notice, CRJs, mc

3b Resolution appointing Michael E. McAleer to the Board of Equalization
ACTION TAKEN: CMFm to adopt, CRJs, mc

PUBLIC COMMENT

- Ed Bowen, Clallam Bay, commented on Wild Olympics and Wilderness Act
- Kenneth Reandeau, commented on Clallam Bay Sekiu Sewer Ordinance, Clallam County Fair Beer Garden

HEARING(S)

H1 Resolution authorizing the sale of surplus property
• Elizabeth Waknitz, Sheriff's Office provided a staff report
ACTION TAKEN: CMFm to open the public hearing, CRJs, mc

• CRJ noted no one provided testimony
ACTION TAKEN: CMFm to close the public hearing and adopt, CRJs, mc

PUBLIC COMMENT

- Nina Sarmiento, Port Angeles, commented on Power Plant and TCB 23 – Elwha River
- Ed Telenick, Sequim, commented on items the Board of Commissioners support, Power Plant and TCB 23 – Elwha River

The meeting concluded at 10:42 a.m. and continued to 9 a.m., Tuesday, May 30, 2023.

There are no Zoom chat logs for the week of May 22.

The Board of Commissioners attended WSAC Virtual update and Coffee with Colleen during the week of May 22.

PASSED AND ADOPTED this 30th day of May 2023.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French

KEY TO ABBREVIATIONS:

ARS Administrator Rich Sill
CMO Commissioner Mark Ozias
CRJ Commissioner Randy Johnson
CMF Commissioner Mike French

m moved
mc motion carried
s seconded

Submitted to public record May 23, 2023
Response to Dept. of Revenue regarding concerns as to how
Board of Equalization process was conducted

From: Ed telenick

Sent: Saturday, May 20, 2023 9:46 AM

To: Westenhiser, Jessica (DOR)

Cc: RikkiB@dor.wa.gov; Commissioners@ClallamCountyWA.gov; MichaelB@dor.wa.gov

Subject: RE: Concerns regarding Clallam County BOE

Ed telenick
Public comment
5/23/23

Good morning Jessica and thanks for such a quick follow up.

Overall I'm pretty disappointed that your response did not substantively address my concerns. It seems more like an "official response" than a good faith effort to really look into what I presented.

Anyway, I tried to call and discuss the issue in a bit more detail (and left a message) but I also added content to your response by including information that I've highlighted in red.

I realize that some of these concerns were part of my original letter but feel it's important to add correction, clarification and context to your responses for the record.

Thanks,
Ed

Sent from [Mail](#) for Windows

From: [Westenhiser, Jessica \(DOR\)](#)

Sent: Friday, May 19, 2023 8:13 AM

To: [Ed telenick](#)

Subject: RE: Concerns regarding Clallam County BOE

Dear Mr. Telenick,

Thank you for your May 15, 2023, inquiry to the Department of Revenue (Department) regarding the Clallam Board of Equalization (Board). In your email, you expressed several concerns regarding how the Board operates and included a letter you sent to the Board of County Commissioners (BOCC). I am writing to address these concerns and explain applicable laws and rules.

Formation of the County Board of Equalization

The BOCC must form a board for the equalization of the assessment of the property of the county. The Board must consist of at least three members and if a Board cannot be appointed the BOCC may itself constitute the Board at its discretion ([RCW 84.48.010](#), [84.48.014](#)).

When the third member of the Board resigned, the Clerk of the Board (Clerk) contacted the Department and was provided the following guidance:

The Clerks should have been aware of the resignation of Mr. Filip on March 29th as I also heard this discussion while observing the Hearing on Zoom (which is how I knew it occurred). Although that part of the video was subsequently edited out of the Granicus recording, there is a brief reference to it on the video within the first minute of the recording that remains audible (for now).

I had spoken to two Clerks of the BOCC after the March 29th meeting, citing my concerns about what I overheard. I was told by both Clerks that they had checked and were following protocol because they had

a quorum. I do not know who told them that. I printed and provided a copy of the WAC to the remaining BOE Board members at the end of the April 5th Hearing without comment.

I was frustrated that no one seemed to take my concerns seriously and reached out directly to Rikki B. on April 7th because I felt it was going to create legal problems for the County down the road, as the resignation wasn't disclosed to the public at either the March 29th or April 5th Hearings. Ironically it was on the County's own website where I discovered the relevant WAC that was not being followed.

I believe it was the DOR who reached out to the County and told them they were not following the WAC after my phone call; not the other way around. By the following Monday it was added as an agenda item for the Commissioners work session and they were informed they were the new acting BOE. It generated confusion and elicited considerable discussion among them. That discussion is available online under their work session archive for April 10th? I believe.

1. The BOCC could start the process of appointing a third member. During the interim, the county could not hold any hearings or render decisions until a full Board was appointed, resulting in a delay for taxpayers in their appeal process.

The BOCC could assume the position of the Board and choose to employ the two previous "Board" members as hearing examiners (WAC 458-14-136). As no decisions were rendered, **false!!** the previous hearings would not need to be rescheduled. Acting as hearing examiners they would need to present **all not done** evidence submitted by the parties at the previous hearings to the Board for review and a final determination.

Final decisions WERE rendered for each of the Board meetings held between March 29-April 12th Hearings. You can look at the Minutes for the March 29th and April 5th Hearings and see that. Also, the County had started a practice at the end of each recording session where the last few minutes of each Hearing date was dedicated to reading the "rendered" Board decisions into the record for that day.

They had done the same thing for the April 12th Hearing initially, but somehow a second recording was created and subsequently lost due to an equipment malfunction. It currently requires a FOIA request to obtain that recording in a different format (which I have not listened to.) I don't believe this was an equipment malfunction as I had already viewed the video portion of the ENTIRE Hearing and knew it existed as a single video, albeit without audio.

Additionally, I believe they modified the signed April 12th Board's determinations in their minutes to correspond with the May 8th BOCC Special Session dates, but as I never made copies of those minutes at the time it's difficult to prove. Looking at the previous Hearings that were done prior to March 29th when there was a full board, you can see that it was typical to sign those decisions the same day of the Hearing. This was usually done by Chelsea Millar. You can also see in the "revised" determinations that Rachael Weed signed. They were dated to reflect the change. I believe they forgot to go back and correct the other two dates (March 29th and April 5th) which I encourage you to do before they are also changed.

I believe this needs to be looked into as it is really far more consequential than the initial error they made in proceeding without the full three member Board.

What I am talking about is far more significant than the simple problem of admitting an honest mistake and doing the right thing by allowing the petitioners the chance to appear

before the "new" BOCC Board once Mr. Filip resigned. At what point does an error of omission become an error of commission and constitute a cover up?

The BOCC decided to become the Board until a third member could be appointed and employed the two previous board members as hearing examiners. The Board held two special meetings on May 1 and 8, 2023, to discuss the recommendations from the hearing examiners and render their final determinations. During this process, the Board may make its final determination based on the record submitted by the hearing examiner or choose to request further testimony or documentation before making its final determination.

The two Hearings you referenced provide clear evidence that the Commissioners DID have additional questions, but there were no Hearings Examiners (aka Board members) to ask as they were not in attendance, so they chose the expedient route, which was to rubber stamp the HE determinations. Did you view them?? They are archived along with the individual petitions and the "HE's" ?? cursory written comments.

Also, for the record, there was not a second HE present for the April 26th Hearing. He was traveling out of state and did not attend that Hearing by Zoom. Mr. Gibbs was the sole HE that week (this probably met the new criteria as there was no requirement for a quorum in his role as a HE as far as I can tell, but should be noted).

It's sad (and telling) that the new BOE chose to allow the one or two members to continue as Hearings Examiners but did not actually attend those meetings themselves. The BOE did nothing to alter the process once they knew the Commissioners had become the de facto Board, despite knowing there were still Hearings scheduled for April 19th and April 26th. It was an opportunity to correct at least part of the mess and would have given those petitioners an opportunity to be heard in real time; as the process is intended to do.

Of course the Department also has the authority to make the Board reconvene, but no mention was made of that and it will likely never be done.

The Commissioner's also reviewed the March 29th and April 5th cases again during their special meetings held on May 1st and May 8th, 2023 because the County knew that those hearings did not meet the statutory requirements as early as March 29th. A quick look at the minutes will show you that the Clerks forgot to go back and change the dates in their decisions for the March 29th and April 5th Hearings to coincide with those from April 12th forward. You can see that up until that point Chelsea Millar signed the Boards "renderings" the same day or shortly thereafter, up until they realized they needed to fix their mess. From that point forward Rachael Weed signed the docs to reflect the new BOCC decision dates as Chelsea Millar was nearing a leave for maternity and Ms. Weed had taken over as the Clerk of the BOE at that time. I want to make it clear that I do not believe either Clerk was behind this entire process individually, but got caught up into it and were put in a difficult position. Both were relatively new to their roles and were likely doing what they were told to do by someone else, but that is only speculation.

The reality is that it doesn't really matter because I don't believe there was ever an intent for a good faith effort to give petitioners a fair Hearing, even when there were three Board members. I'm disappointed this was not more thoroughly investigated and that your response was so generic.

Board of Equalization

You've expressed concerns the Board is not providing a fair and impartial forum for taxpayers to appeal their property tax valuations and the relationship between the Board and Clallam County Assessor's Office (Assessor). Your letter referred to the Board being admonished in 2020 by the Department, for practices involving document forwarding to the Assessor and the appearance of impropriety.

In the [2020 Review of Clallam County](#), the Department found the Board was forwarding copies of taxpayer evidence to the Assessor. In response to the 2020 review, the Board discontinued their practice of forwarding additional evidence. Currently, when a petitioner submits additional evidence, taxpayers are sent correspondence reminding them of the requirement to serve all evidence on the Assessor. The Department confirmed the Board had implemented the new practice in its [County Follow-up Review](#) on August 24, 2021.

My point in bringing this issue up was not to call out the perception of unfairness in forwarding documents (which I knew was already addressed in the audit and follow up) but the continued appearance of impropriety in the relationship between the Board and Assessor's office, two years after it was supposed to be corrected.

In addition, the Department instructed the Board that even cordial conversations between board members and Assessor staff may be perceived as inappropriate and should be discontinued. The Clerk was advised to ensure the Board avoid such conversations with the Assessor's office due to an appearance of impropriety. The Board is independent of the Assessor's Office and should reflect this independence in their actions as it promotes taxpayer confidence that all appeals are given fair and equitable consideration.

This was, and remains my primary concern that this Board displayed during the 2023 Hearing dates. I provided you with only one example of the discussions I overheard, but had you listened to other videos I'm certain you would have heard more. Had you attended any of these meetings in person it would be even more clear that inappropriate conversations were happening off camera. As a matter of fact, there are several examples when the recorder is still on that the Board Chairman or Assessors office Staff can be overheard asking if cameras were turned off so they could continue their discussions. Even a cursory audit of these recordings would support my claims.

At this point I have ZERO confidence that tax appeals are given a fair and equitable consideration by an independent Board in this County, irrespective of appearances; and I am left wondering if it will be any different at the State level?

Department of Revenue's Oversight Authority

The Department has statutory authority ([RCW 84.08.010](#)) to exercise general supervision and oversight over the administration of state property tax laws and rules. In our oversight role, we oversee the processes and practices of county assessors, treasurers, and boards of equalization to ensure that laws and rules regarding property tax administration are followed. In exercising our oversight responsibilities, the Department focuses on the overall practices used by the county to ensure there are no systemic problems.

I do believe there are systemic problems in Clallam County that are not limited to this Board or the Assessor's office but they are out of your purview. As a starting point perhaps the DOR should contact the alternate member who resigned last year, contact random petitioners for their take on things, or look into why it has been so difficult to recruit new Board members. Apparently, there are also two current lawsuits that the Assessor's office is involved with for previous tax years that could shed a light on what is happening.

You requested the Department review the practices of the Board to evaluate if they're serving their intended function. The Department conducts robust county reviews to ensure laws and rules regarding property tax administration are followed. These include a comprehensive review of the processes and practices of county assessors, treasurers, and boards of equalizations. The results of these reviews are published on the Department's [website](#). The Board was last reviewed by the Department in 2020 and is scheduled to be reviewed again in 2025.

I AM aware of this review, which is why I mentioned it in my letter to the DOR in the first place! The DOR is also aware of the issues regarding Interfor LLC and P.A. Hardwoods because they actually provided testimony on behalf of the Assessor's office for those Equalization Hearings; so I know their involvement is not just limited to an audit every five years.

Citizens are currently paying for the County to retain outside tax attorneys in those cases (for previous tax years) with those same tax dollars that are being extracted from us in the form of property taxes. The year's Equalization fiasco will undoubtedly create future problems for the County because both of those companies (along with others) were part of the April 19th and 26th Hearings.

What are those of us who don't have the resources to hire attorneys to fight for fair equalization of our taxes supposed to do; and how in the world does waiting two more years to conduct your next review ensure that laws and rules are being followed today?

I had really hoped that my concerns would generate more than just a canned response. I had a glimmer of hope that the DOR was actually going to be helpful, especially after seeing how the County responded to whatever was said after my call to Rikki on April 7th, but this letter makes it clear that this is just one more bureaucracy designed to create the illusion of fairness.

You shared concerns regarding a conversation between the Appraiser and petitioner regarding revaluing bluff properties. The Department does not generally become involved with the valuation of individual properties and does not have jurisdiction with respect to the outcome of individual appeals. If either party to an appeal is dissatisfied with the result, they may appeal the BOE's decision to the Washington Board of Tax Appeals.

Once again, my point was not related to any specific case. I shared the bluff example, not because I believe the Department should become involved in individual cases, but because I thought it was an example of an inappropriate and accessible conversation that could influence Board members independent decision making. If you listen to most of the meetings you will see that this specific example was probably unnecessary; as the Chairman of the BOE had essentially served as a spokesman for the Assessors office on a weekly basis since the very first Hearing..

I had also referenced the following case for that same Hearing (Pepin), who overheard a conversation between hearings and specifically requested that the record reflect his concerns. Again, this is an individual case, but listening to his testimony and looking at the written final Determination of the BOE you can easily verify that his concerns weren't addressed as part of the record.. My point in referencing this case was twofold. First, the petitioner overheard conversations between meetings when cameras were turned off (much as I had every week) and second; he specifically requested that his concerns be noted for the record. How could the Commissioners possibly give petitioners a fair determination with limited, missing and in some cases false data? Again, I referenced this petition because it provided a clear example of how things were being conducted and was easily accessible for review- not because I expected the DOR to rule on it.

I have looked at the degree to which the first and second Board (there isn't really a difference) sustained valuations (or agreed with the stipulated values) this year and how everything seemed to be rubber stamped in alignment with the Assessors, almost as if predetermined. Those statistics are included in my letter to the Commissioners.

I have not gone back to look at prior years to see if the overwhelming percentage of sustained or agreement to stipulations offered by the Assessor is an anomaly, or is in alignment with other Counties determinations, but I would hope that the DOR is doing that in order to identify patterns or potential problems.

After reading this letter I am left with serious questions as to how appealing a decision to the State is going to be any different than what I observed at the local level?

Public Access to Recordings

Public agencies are encouraged to make an audio or video recording of all regular meetings of its governing body and make recordings available online. As you stated, the county has recently installed a new recording system and has experienced technical issues during the transition. The county is providing the public with notice of the system issues and is provided a mechanism for the public records to be made available upon request ().

Again, I am fully aware of the problems associated with the new system and have given that possibility a fair degree of grace, as I stated. That is not what I am observing here.

In addition to the convenient malfunction, I was paying close attention to the time stamps for those hearings because it seemed like these decisions were “done deals” prior to the Hearings. While the Board was already familiar with the petitioners submissions in advance, the information some of the petitioners provided at their hearings made for compelling arguments that seemed relevant. Yet in some cases the ensuing deliberations for an entire session was over in minutes.

Of course the public was rightly excluded from those deliberations. In fairness to the Board, there were occasional opportunities between Hearings where the cameras were turned off when the Clerks and myself were asked to leave so they could deliberate, but that was not the norm. Given the rapidity and almost universal agreement with the Assessors decisions, I had become skeptical that fair and impartial Hearings were being conducted early on in the season. The entire process seemed like a formality for decisions that had already been predetermined. Once I witnessed what happened after the resignation, I became fully convinced that this whole thing is really just for show.

Your letter only served to reinforce my suspicions that this is the case.

We hope this information was helpful in explaining the specific statutory and administrative requirements applicable to your concerns. If you have additional questions, please contact me directly at (360) 534-1380 or JessicaW2@dor.wa.gov.

As I stated, I very much appreciated your quick response. Compared to our local Government’s general lack of responsiveness it was a huge surprise. I am happy to provide clarification on anything I may have said that was confusing and apologize if I have misinterpreted anything your response; but in all honesty I am now left with the feeling that our appeal to the State is also going to end up as a wasted effort and nothing will change in Clallam County..

Jessica Westenhiser

Appeals and Levies Specialist | County Performance and Administration, Property Tax Division

(360) 534-1383 | F (360) 534-1380 | JessicaW2@dor.wa.gov
Washington State Department of Revenue | dor.wa.gov

6400 Linderson Way SW | Tumwater, WA 98501
PO Box 47471 | Olympia, WA 98504-7454 (mailing address)

From: Ed telenick <e.telenick@hotmail.com>
Sent: Tuesday, May 16, 2023 7:26 AM
To: Westenhiser, Jessica (DOR) <JessicaW2@DOR.WA.GOV>
Subject: Re: Concerns regarding Clallam County BOE

External Email

Thanks so much for your quick response!!!!
Hopefully you can review the April 12 BOE hearing as well as the May 1st and 8th BOCC Special sessions. They aren't the only troubling conversations I heard but give some insights into how things went. If I can provide any more info please don't hesitate to call me at 360 683-1529
Cheers,
Ed

Get [Outlook for Android](#)

From: Westenhiser, Jessica (DOR) <JessicaW2@DOR.WA.GOV>
Sent: Tuesday, May 16, 2023 7:10:37 AM
To: Ed telenick <e.telenick@hotmail.com>
Subject: RE: Concerns regarding Clallam County BOE

Good morning,

I am in receipt of your email and am reviewing it now. I hope to have a response to you by the end of the week.

Thank you for your patience,

Jessica Westenhiser

Appeals and Levies Specialist | County Performance and Administration, Property Tax Division
(360) 534-1383 | F (360) 534-1380 | JessicaW2@dor.wa.gov
Washington State Department of Revenue | dor.wa.gov

6400 Linderson Way SW | Tumwater, WA 98501
PO Box 47471 | Olympia, WA 98504-7454 (mailing address)



2a

AGENDA ITEM SUMMARY

MAY 30 2023

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

Department: Health and Human Services

WORK SESSION ☒ **Meeting Date:** May 22, 2023

REGULAR AGENDA ☒ **Meeting Date:** May 30, 2023

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 11301-22-CONCON, Amendment#12 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Attached is Consolidated Contract Amendment #12 between Department of Health and Clallam County Health and Human Services. As proposed, the amendment will decrease the allocation by \$28,469.

Consolidated Contract Amendment adds Statements of work to the Infectious Disease Prevention Services- SSP, and amends Statement of Work to Injury & Prevention Overdose Data to Action; Immunization COVID-19; OSS LMP Implementation and Zoonotic Disease Program.

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?** ☐ Budget will be prepared separately.

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

Approve and move to regular BOCC meeting for final signature.

County Official signature & print name:  Kevin LoPiccolo

Name of Employee/Stakeholder attending meeting: Kevin LoPiccolo

Relevant Departments: Health and Human Services

Date submitted: May 17, 2023

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

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

11301-22-CONCON, Amendment #12

Revised: 3-04-2019

**CLALLAM COUNTY HEALTH & HUMAN SERVICES
2022-2024 CONSOLIDATED CONTRACT**

CONTRACT NUMBER: CLH31005

AMENDMENT NUMBER: 12

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as "DOH", and CLALLAM COUNTY HEALTH & HUMAN SERVICES, a Local Health Jurisdiction, hereinafter referred to as "LHJ", pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, includes the following statements of work, which are incorporated by this reference and located on the DOH Finance SharePoint site in the Upload Center at the following URL:
<https://stateofwa.sharepoint.com/sites/doh-ofsfundingresources/sitepages/home.aspx?e1:9a94688da2d94d3ea80ac7fbc32e4d7c>
 - ☒ Adds Statements of Work for the following programs:
Infectious Disease Prevention Services-SSP - Effective July 1, 2023
 - ☒ Amends Statements of Work for the following programs:
Injury & Violence Prevention Overdose Data to Action - Effective September 1, 2022
Office of Immunization COVID-19 Vaccine - Effective January 1, 2022
OSS LMP Implementation - Effective January 1, 2022
Zoonotic Disease Program-WNV Mosquito Surveillance - Effective June 1, 2022
 - ☐ Deletes Statements of Work for the following programs:
2. Exhibit B-12 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-11 Allocations as follows:
 - ☐ Increase of _____ for a revised maximum consideration of _____.
 - ☒ Decrease of \$28,469 for a revised maximum consideration of \$4,492,584.
 - ☐ No change in the maximum consideration of _____.
Exhibit B Allocations are attached only for informational purposes.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

CLALLAM COUNTY HEALTH & HUMAN SERVICES	STATE OF WASHINGTON DEPARTMENT OF HEALTH
Signature:	Signature:
Date:	Date:

APPROVED AS TO FORM ONLY
Assistant Attorney General

Indirect Rate January 1, 2022 through December 31, 2022: 28.94%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work LHHJ Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period SubTotal	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY24 USDA WIC Client Svs Contracts	NGA Not Received	Amd 10	10.557	333.10.55	10/01/23	12/31/23	10/01/23	12/31/23	\$55,713	\$55,713	\$466,951
FFY23 USDA WIC Client Svs Contracts	7WA700WA7	Amd 10	10.557	333.10.55	10/01/22	09/30/23	10/01/22	09/30/23	\$167,138	\$227,463	
FFY23 USDA WIC Client Svs Contracts	7WA700WA7	Amd 1	10.557	333.10.55	10/01/22	09/30/23	10/01/22	09/30/23	\$60,325		
FFY22 USDA WIC Client Svs Contracts	7WA700WA7	Amd 1	10.557	333.10.55	01/01/22	09/30/22	10/01/21	09/30/22	\$183,775	\$183,775	
FFY23 USDA WIC Prog Mgmt CSS	7WA700WA7	Amd 10	10.557	333.10.57	01/01/23	09/30/23	10/01/22	09/30/23	\$2,800	\$2,800	\$2,800
FFY22 USDA FMNP Prog Mgmt	7WA810WA7	Amd 4	10.572	333.10.57	05/01/22	09/30/22	10/01/21	09/30/22	\$572	\$572	\$572
PS SSI 1-5 OSS Task 4	01J18001	Amd 2	66.123	333.66.12	01/01/22	05/31/22	07/01/17	06/30/23	\$36,970	\$36,970	\$36,970
PS SSI 1-5 PIC Task 4	01J18001	Amd 9	66.123	333.66.12	01/01/22	11/30/23	07/01/17	11/30/23	(\$44,131)	\$267,677	\$267,677
PS SSI 1-5 PIC Task 4	01J18001	Amd 2, 7	66.123	333.66.12	01/01/22	11/30/23	07/01/17	11/30/23	\$311,808		
FFY23 Swimming Beach Act Grant IAR (ECY)	NGA Not Received	Amd 11	66.472	333.66.47	03/01/23	10/31/23	03/01/23	10/31/23	\$6,500	\$6,500	\$13,000
FFY22 Swimming Beach Act Grant IAR (ECY)	NGA Not Received	Amd 2	66.472	333.66.47	03/01/22	10/31/22	01/01/22	11/30/22	\$6,500	\$6,500	
FFY22 PHEP BP4 LHHJ Funding	NU90TP922043	Amd 7	93.069	333.93.06	07/01/22	06/30/23	07/01/22	06/30/23	\$58,979	\$58,979	\$114,661
FFY21 PHEP BP3 LHHJ Funding	NU90TP922043	Amd 4	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$32,090	\$55,682	
FFY21 PHEP BP3 LHHJ Funding	NU90TP922043	Amd 2	93.069	333.93.06	01/01/22	06/30/22	07/01/21	06/30/22	\$23,592		
FFY22 Overdose Data to Action Prev	NU17CE925007	Amd 10	93.136	333.93.13	09/01/22	08/31/23	09/01/22	08/31/23	\$155,332	\$249,749	\$393,691
FFY22 Overdose Data to Action Prev	NU17CE925007	Amd 9	93.136	333.93.13	09/01/22	08/31/23	09/01/22	08/31/23	\$7,417		
FFY22 Overdose Data to Action Prev	NU17CE925007	Amd 7	93.136	333.93.13	09/01/22	08/31/23	09/01/22	08/31/23	\$87,000		
FFY21 Overdose Data to Action Prev	NU17CE925007	Amd 4	93.136	333.93.13	01/01/22	08/31/22	09/01/21	08/31/22	\$34,252	\$143,942	
FFY21 Overdose Data to Action Prev	NU17CE925007	Amd 2	93.136	333.93.13	01/01/22	08/31/22	09/01/21	08/31/22	\$109,690		
COVID19 Vaccines	NH23IP922619	Amd 12	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	(\$35,254)	\$187,476	\$187,476
COVID19 Vaccines	NH23IP922619	Amd 4	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$222,730		
COVID19 Vaccines R4	NH23IP922619	Amd 1	93.268	333.93.26	01/01/22	06/30/24	07/01/20	06/30/24	\$359,803	\$359,803	\$359,803
FFY19 COVID CARES	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	04/22/22	04/23/20	07/31/24	\$9,372	\$9,372	\$9,372
FFY19 ELC COVID Ed LHHJ Allocation	NU50CK000515	Amd 2	93.323	333.93.32	01/01/22	10/18/22	05/19/20	10/18/22	\$68,654	\$68,654	\$68,654
FFY20 ELC EDE Care Coordination	NU50CK000515	Amd 7	93.323	333.93.32	01/16/22	09/30/22	01/15/21	07/31/23	\$40,704	\$122,111	\$122,111
FFY20 ELC EDE Care Coordination	NU50CK000515	Amd 2, 7	93.323	333.93.32	01/16/22	09/30/22	01/15/21	07/31/23	\$81,407		
FFY20 ELC EDE LHHJ Allocation	NU50CK000515	Amd 4, 9, 11	93.323	333.93.32	01/01/22	12/31/23	01/15/21	07/31/24	(\$54,305)	\$436,445	\$436,445
FFY20 ELC EDE LHHJ Allocation	NU50CK000515	Amd 2, 9, 11	93.323	333.93.32	01/01/22	12/31/23	01/15/21	07/31/24	\$490,750		

Indirect Rate January 1, 2022 through December 31, 2022: 28.94%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #*	BARS Revenue Code**	Statement of Work LHHJ Funding Period		DOH Use Only Chart of Accounts Funding Period		Amount	Funding Period SubTotal	Chart of Accounts Total
					Start Date	End Date	Start Date	End Date			
FFY23 Vector-borne T2&3 Epi ELC FPH	NGA Not Received	Amd 12	93.323	333.93.32	08/01/23	09/30/23	08/01/23	09/30/23	\$1,200	\$1,200	\$6,000
FFY22 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 12	93.323	333.93.32	08/01/22	07/31/23	08/01/22	07/31/23	\$1,800	\$3,300	
FFY22 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5, 12	93.323	333.93.32	08/01/22	07/31/23	08/01/22	07/31/23	\$1,500		
FFY21 Vector-borne T2&3 Epi ELC FPH	NU50CK000515	Amd 5	93.323	333.93.32	06/01/22	07/31/22	08/01/21	07/31/22	\$1,500	\$1,500	
FFY23 MCHBG LHHJ Contracts	B04MC47453	Amd 7	93.994	333.93.99	10/01/22	09/30/23	10/01/22	09/30/23	\$66,916	\$66,916	\$123,180
FFY22 MCHBG LHHJ Contracts	B04MC45251	Amd 4	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$6,077	\$56,264	
FFY22 MCHBG LHHJ Contracts	B04MC45251	Amd 1	93.994	333.93.99	01/01/22	09/30/22	10/01/21	09/30/22	\$50,187		
State Drug User Health Program		Amd 12	N/A	334.04.91	07/01/23	12/31/23	07/01/23	12/31/23	\$7,500	\$7,500	\$7,500
Rec Shellfish/Biotoxin		Amd 11	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$3,350	\$13,850	\$13,850
Rec Shellfish/Biotoxin		Amd 7	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$3,000		
Rec Shellfish/Biotoxin		Amd 1	N/A	334.04.93	01/01/22	06/30/23	07/01/21	06/30/23	\$7,500		
Small Onsite Management (ALEA)		Amd 1	N/A	334.04.93	07/01/22	06/30/23	07/01/21	06/30/23	\$15,000	\$15,000	\$33,785
Small Onsite Management (ALEA)		Amd 12	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	(\$3,715)	\$18,785	
Small Onsite Management (ALEA)		Amd 1	N/A	334.04.93	01/01/22	06/30/22	07/01/21	06/30/23	\$22,500		
Wastewater Management-GFS		Amd 1	N/A	334.04.93	07/01/22	06/30/23	07/01/21	06/30/23	\$30,000	\$30,000	\$30,000
FPHS-LHHJ-Proviso (YR2)		Amd 6	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$1,243,000	\$1,243,000	\$1,782,486
FPHS-LHHJ-Proviso (YR2)		Amd 7	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	(\$690,000)	\$0	
FPHS-LHHJ-Proviso (YR2)		Amd 1	N/A	336.04.25	07/01/22	06/30/23	07/01/21	06/30/23	\$690,000		
FPHS-LHHJ-Proviso (YR1)		Amd 9	N/A	336.04.25	01/01/22	06/30/22	07/01/21	06/30/23	(\$150,514)	\$539,486	
FPHS-LHHJ-Proviso (YR1)		Amd 1	N/A	336.04.25	01/01/22	06/30/22	07/01/21	06/30/23	\$690,000		
YR 25 SRF - Local Asst (15%) (FO-SW) SS		Amd 11	N/A	346.26.64	01/01/23	12/31/23	01/01/23	12/31/23	\$3,000	\$3,000	\$6,800
YR24 SRF - Local Asst (15%) (FO-SW) SS		Amd 7	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	(\$1,600)	\$3,800	
YR24 SRF - Local Asst (15%) (FO-SW) SS		Amd 1	N/A	346.26.64	01/01/22	12/31/22	07/01/21	06/30/23	\$5,400		
Sanitary Survey Fees (FO-SW) SS-State		Amd 11	N/A	346.26.65	01/01/22	12/31/23	07/01/21	12/31/23	\$3,000	\$6,800	\$6,800
Sanitary Survey Fees (FO-SW) SS-State		Amd 7, 11	N/A	346.26.65	01/01/22	12/31/23	07/01/21	12/31/23	(\$1,600)		
Sanitary Survey Fees (FO-SW) SS-State		Amd 1, 11	N/A	346.26.65	01/01/22	12/31/23	07/01/21	12/31/23	\$5,400		
YR 25 SRF - Local Asst (15%) (FO-SW) TA		Amd 11	N/A	346.26.66	01/01/23	12/31/23	01/01/23	12/31/23	\$1,000	\$1,000	\$2,000
YR24 SRF - Local Asst (15%) (FO-SW) TA		Amd 1	N/A	346.26.66	01/01/22	12/31/22	07/01/21	06/30/23	\$1,000	\$1,000	
TOTAL									\$4,492,584	\$4,492,584	
Total consideration:	\$4,521,053									GRAND TOTAL	\$4,492,584
	(\$28,469)										
GRAND TOTAL	\$4,492,584									Total Fed	\$2,609,363
										Total State	\$1,883,221

Indirect Rate January 1, 2022 through December 31, 2022: 28.94%

Chart of Accounts Program Title	Federal Award Identification #	Amend #	Assist List #**	BARS Revenue Code**	DOH Use Only				Amount	Funding Period SubTotal	Chart of Accounts Total
					Statement of Work LHLJ Funding Period	Chart of Accounts Funding Period	Start Date	End Date			

*Catalog of Federal Domestic Assistance

**Federal revenue codes begin with "333". State revenue codes begin with "334".

**Exhibit A
Statement of Work
Contract Term: 2022-2024**

DOH Program Name or Title: Infectious Disease Prevention Services-SSP -
Effective July 1, 2023

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Original **Revision # (for this SOW)**

Period of Performance: July 1, 2023 through December 31, 2023

Funding Source ☐ Federal <Select One> ☒ State ☐ Other	Federal Compliance (check if applicable) ☐ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
---	---	---

Statement of Work Purpose: The purpose of this statement of work (SOW) is to provide Syringe Service Programs to clients living in Clallam County

Revision Purpose: N/A

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date		Current Allocation	Allocation Change Increase (+)	Total Allocation
STATE DRUG USER HEALTH PROGRAM	12405100	N/A	334.04.91	07/01/23	12/31/23	0	7,500	7,500
						0	0	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
TOTALS						0	7,500	7,500

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
Syringe Service Program (SSP)	To provide comprehensive Syringe Service Program (SSP) to people who use drugs (PWUD). This plan of action is directed to distribute syringes to communities that use drugs to prevent transmission of infectious disease. SSP programs will operate during scheduled hours to provide new harm reduction supplies and syringes to prevent transmission of disease. SSP will offer referrals to address social determinants of health. The contractor will enter all deliverable data into DOH provided database for tracking SSP activities.	All data is entered into DOH provided database for tracking SSP activities monthly.	Data is entered into database by the 15th of the following month.	\$7,500- State Drug User Health

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Program Specific Requirements/Narrative

Fiscal Guidance

- i) **Funding** –The LHJ shall submit all claims for payment for costs due and payable under this statement of work by January 31, 2024. DOH will pay belated claims at its discretion, contingent upon the availability of funds.
- ii) The LHJ agrees to reimburse DOH for expenditures billed to the DOH for costs that are later determined through audit or monitoring to be disallowed under the requirements of 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- iii) **Submission of Invoice Vouchers** – On a monthly basis, the LHJ shall submit correct A19-1A invoice vouchers for amounts billable to DOH under this statement of work.
All A19-1A invoice vouchers must be submitted by the 25th of the following month.

The LHJ shall use and adhere to the DOH Infectious Disease Reimbursement Guidelines and Forms when submitting A19-1A invoice voucher payment requests to DOH.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Injury & Violence Prevention Overdose Data to Action - Effective September 1, 2022

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 4

Period of Performance: September 1, 2022 through August 31, 2023

Funding Source ☒ Federal Subrecipient ☐ State ☐ Other	Federal Compliance (check if applicable) ☒ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
---	--	---

Statement of Work Purpose: The purpose of this statement of work (SOW) is to add level funding for Overdose Data to Action (OD2A) Year 3 Supplement. Clallam County Health & Human Services (CCHHS) will support Strategy 5 - Integration of State and Local Prevention Efforts, Strategy 6 - Establishing Linkages to Care, and Strategy 9 - Empowering Individuals to Make Safer Choices.

Revision Purpose: The purpose of this revision is to edit language under Strategy 9 and remove contingency language around naloxone purchase. Program specific requirements like restrictions on funds and billing requirements have been updated.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period Start Date End Date		Current Allocation	Allocation Change None *	Total Allocation
FFY22 OVERDOSE DATA TO ACTION PREV	77520272	93.136	333.93.13	09/01/22	08/31/23	249,749	0	249,749
						0	0	0
						0	0	0
						0	0	0
						0	0	0
						0	0	0
TOTALS						249,749	0	249,749

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1.	Strategy 5: Foster ongoing collaborative relationships with community partners involved in overdose response.	Progress report: Report on meetings, events, and projects demonstrating collaboration with community partners.	Quarterly progress reports to DOH for all tasks.	Monthly invoices for actual cost reimbursement will be submitted to DOH.
2.	Strategy 6: Track current drug use patterns and overdose history and link overdose survivors to harm reduction and treatment services. They will collect and track non-HIPPA data for stimulant overdoses and HIPPA data for opioid overdoses (per Clallam County's declaration of opioid overdose as a reportable condition, as allowed by WAC 246-101-505 (3) granting each local health officer the authority to require the notification of additional conditions of public health importance	Progress report: Describe program design, procedures, and policies. Describe successes, challenges, and ongoing changes to program. Demonstrate how work aligns with OD2A logic model.	Due Dates: September-November due December 9, 2022. December-February due March 10, 2023. March-May due June 9, 2023.	Total of all invoices will not exceed \$249,749 through August 31, 2023. (See Special Billing Requirements below.)

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	occurring within the jurisdiction of the local health officer) through ESSENCE and only follow up with an individual if the overdose is disclosed in the SSP by those individuals. They have replaced the practice of cold calls to overdose survivors recognizing that outreach from trusted individuals with established relationships fosters more impactful long-term health and safety outcomes for overdose survivors.		June-August final report for this funding period due September 29, 2023.	
3.	Strategy 6: Establish linkages to care for people who have experienced opioid overdose including linking stimulant overdose survivors to evidenced-based treatment and wraparound services as needed. Clallam county will purchase Naloxone vending machines to increase low-barrier access to Naloxone.	Progress report: Report on how awareness and coordination of care was improved. Are there any changes in number of referrals or amount of awareness for evidence-based treatment? Were any policies or procedures developed?		
4.	Strategy 9: The Prevention Specialist will connect with MOUD providers and other treatment programs, as well as community outreach to people who use drugs. Clallam County will continue to distribute small items purchased in Y3 to overdose survivors and SSP participants to help encourage engagement in the program including personal hygiene items and warm clothes and supplies. Additional warmth and hygiene items will be purchased as needed. (paid for with redirected funding). <i>Clallam County will offer low-cost incentives to disproportionately affected populations in an effort to encourage engagement and retention in overdose prevention services.</i> Drug test strips will be purchased to distribute to Harm Reduction Health Center participants and partner agencies such as clinics and treatment programs. They will also be distributed for use by participants to test their drugs, thus providing them with more information to engage in harm reduction, safety planning, and overdose prevention (paid for with redirected funding). Clallam County will continue social media advertising to reach individuals who are at risk of overdose due to polysubstance use. The prevention specialist will work with the communications team to develop materials for social media	Progress report: Report on outreach endeavors with community partners. How was awareness increased on safer use practices? Provide media plan and data of outcomes. Report when fentanyl test strips are distributed, number of test kits distributed, and any feedback received. Demonstrate how work aligns with OD2A logic model.		

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	advertisements. Harm Reduction billboard messages will be displayed for 9 months. Harm Reduction social media messaging will be "boosted" throughout Clallam County, and through other advertising and messaging avenues as needed. Clallam County will distribute and fentanyl test kits to people who use drugs and other community members when appropriate. **contingent on anticipated CDC approval** Clallam County will purchase a vehicle to offer mobile outreach including all services offered in our syringe exchange. This will increase the range of locations at which services are provided, and thus, increase the county's ability to connect their most remote community members with naloxone, overdose prevention education and linkage to care.			
5.	Dependent on LHH need and contingent on CDC approval, the county may purchase and distribute naloxone under prevention strategies. Funding cannot be spent for naloxone until the LHH <i>submits a naloxone request form to DOH and</i> receives written approval from DOH. Reimbursement for naloxone purchases will be allowable after written approval is provided by DOH.	Progress report, if applicable: a. Number of staff/volunteers trained to use and distribute naloxone kits i. If possible, please share the description/topics of the training b. Number of kits purchased and in inventory c. Number of people who received naloxone kits and education on use i. If possible, please share the description/contents of the provided education d. Number of nasal kits distributed i. If applicable, the number of kits distributed through vending machines and settings for vending machine locations ii. If possible, please share an average/estimate of number of kits/doses given per person e. Number of intramuscular kits distributed i. If possible, please share an average/estimate of number of kits/doses given per person f. Number of overdose reversals reported i. If known, please share the number of doses used per overdose reversal		

DOH program staff may conduct site visits up to twice per funding year.

Billing Requirements:

Billing on an A19-1A invoice voucher must be received by DOH monthly. *DOH must receive correct and complete invoices within 45 days of the end of the period of performance for this statement of work.*

Special Instructions:

The following funding statement must be used for media (publications, presentations, manuscripts, posters, etc.) created using OD2A funding:

This publication (journal article, etc.) was supported by the Grant or Cooperative Agreement Number, NU17CE925007, funded by the Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Centers for Disease Control and Prevention or the Department of Health and Human Services.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Office of Immunization COVID-19 Vaccine -
Effective January 1, 2022

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 6

Period of Performance: January 1, 2022 through June 30, 2024

Funding Source ☒ Federal Subrecipient ☐ State ☐ Other	Federal Compliance (check if applicable) ☒ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
---	--	---

Statement of Work Purpose: The purpose of this statement of work (SOW) is to provide funding to conduct COVID-19 vaccine activities.

Revision Purpose: The purpose of this revision is to decrease the allocation amount.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Decrease (-)	Total Allocation
COVID19 Vaccines R4	74310230	93.268	333.93.26	01/01/22	06/30/24	359,803	0	359,803
COVID 19 Vaccines	74310229	93.268	333.93.26	01/01/22	06/30/24	222,730	-35,254	187,476
						0	0	0
						0	0	0
						0	0	0
						0	0	0
TOTALS						582,533	-35,254	547,279

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
The purpose of this statement of work is to identify activities and provide funding to support COVID vaccine response outreach, education, and operations. The activities may include other vaccines recommended for the audience population, as long as COVID vaccine is the primary focus and references to other vaccines are secondary.				
3.A	Identify activity/activities to support COVID vaccine response in your community, using the examples below as a guideline. Example 1: Develop and implement communication strategies with health care providers, community, and/or other partners to help build vaccine confidence broadly and among groups anticipated to receive early vaccination, as well as dispel vaccine misinformation. Document and provide a plan that shows the communication strategies used with health care providers and other partners and the locally identified population anticipated to reach.	Summary of the engagement strategies to be used with health care providers and other partners, and the locally identified population to be reached.	January 31, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	Example 2: Engage in other vaccination planning activities such as partnership development, provider education, vaccination point of dispensing (POD) planning, tabletop exercises, engagement with communities, leaders, non-traditional provider, or vulnerable populations to develop strategies to ensure equitable access to vaccination services			
3.B	Implement the communication strategies or other activities, working with health care providers and other partners to reach the locally identified population, support providers in vaccination plans, and support equitable access to vaccination services.	Written report describing activity/activities and progress made to-date and strategies used (template to be provided)	June 30, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.C	Catalog activities and conduct an evaluation of the strategies used	Written report, showing the strategies used and the final progress of the reach (template to be provided)	June 30, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.D	As needed to meet community needs, perform as a vaccine depot to provide COVID vaccine. Duties include ordering and redistributing of COVID-19 vaccine, assure storage space for minimum order sizes, initiating transfer in the Immunization Information System (IIS), coordinate with providers for physical transport of doses, and maintaining inventory of COVID vaccine by manufacturer. Immunization COVID-19 funding is specifically required to address COVID-19 vaccination activities. However, the funding can be leveraged to also address and incorporate other non-COVID vaccination activities concurrent to COVID-19 vaccination activities. For example, COVID vaccine storage and distribution may also support monkeypox vaccine storage and distribution, concurrently	a. Complete a redistribution agreement. b. Report inventory reconciliation page. c. Report lost (expired, spoiled, wasted) vaccine to the IIS. d. Report transfer doses in the IIS and VaccineFinder. e. Monitor and maintain vaccine temperature logs from digital data logger and/or the temperature monitoring system for a minimum of 3 years.	a. Submit upon completion b. Reconcile and submit inventory once monthly in the IIS. c. Report lost vaccine within 72 hours in the IIS. d. Update within 24 hours from when transfers occur. e. Download as needed (retain temperature data on site for 3 years)	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.
3.E	As needed to meet community needs, expand operations to increase vaccine throughput (i.e., providing vaccinations during evenings, overnight, and on weekends) or adjust vaccine delivery approaches to optimize access. Activities may include vaccine strike teams, mobile vaccine clinics, satellite clinics, temporary, or off-site clinics to travel and provide vaccination services in non-traditional settings, or to supplement the work of local health departments in underserved communities, and may include administration costs for other vaccines co-administered at the events. These activities may be done by the local health department or in collaboration with community partners. (See Restrictions on Funds below)	Reports summarizing quantity, type, and frequency of activities	December 31 and June 30, annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
3.F	At the LHJ discretion, provide incentives to persons receiving COVID vaccine, adhering to <i>LHJ Guidance for COVID Initiatives Application</i> requirements and allowable/unallowable use of federal funds.	a. LHJ Incentive Plan Proposal b. Report that summarizes quantity of incentives purchased and distributed	a. Prior to implementing b. June 30, Annually	Reimbursement for actual costs incurred, not to exceed total funding consideration amount.

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](https://www.usaspending.gov) by DOH as required by P.L. 109-282.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: OSS LMP Implementation - Effective January 1, 2022

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 1

Period of Performance: January 1, 2022 through December 31, 2023

Funding Source ☐ Federal <Select One> ☒ State ☐ Other	Federal Compliance (check if applicable) ☐ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
---	---	---

Statement of Work Purpose: The purpose of this statement of work is to fund implementation of the on-site sewage system (OSS) local management plan (LMP).

Revision Purpose: To revise the task budgets and remove \$3,715 from unspent ALEA funds during the 1/1/22-6/30/22 funding period.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Decrease (-)	Total Allocation
SMALL ONSITE MANAGEMENT (ALEA)	26705100	N/A	334.04.93	01/01/22	06/30/22	22,500	-3,715	18,785
WASTEWATER MANAGEMENT - GFS	26701100	N/A	334.04.93	01/01/22	06/30/22	0	0	0
SMALL ONSITE MANAGEMENT (ALEA)	26705100	N/A	334.04.93	07/01/22	06/30/23	15,000	0	15,000
WASTEWATER MANAGEMENT - GFS	26701100	N/A	334.04.93	07/01/22	06/30/23	30,000	0	30,000
						0	0	0
						0	0	0
TOTALS						67,500	-3,715	63,785

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Local Management Plan Administration This task is to fund the required financial and reporting activities necessary to meet state DOH and Auditor requirements including administration of LHJ local management plan and OSS loan program. Also included are activities such as: attending necessary meetings (including travel costs) and training that is germane to the overall project; and supplies and services needed to complete tasks. Clallam County Environmental Health Department (EHD) staff will also participate in meetings and conferences on regional projects including Puget Sound On-site Sewage Funding Programs and Best Management Project.	- Meet reporting requirements, including: - Electronic copy of progress report and mapping data including: - Number of systems with known system type. - Number of septic systems with current inspections. - Number of septic failures - Attend DOH sponsored meetings. - Attend any necessary training.	Report Due Date: June 15, 2022 January 15, 2023 June 15, 2023 December 31, 2023 Task is ongoing throughout the project period.	\$16,875 \$8,967

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
		g. Do you plan to make any changes/updates in implementation or to the implementation plan? h. What have been successes/challenges in distribution? Please share any lessons learned or innovations.		
6.	Participate in quarterly calls with DOH and other grant partners. Share lessons learned and successes. More frequent one on one calls with DOH when needed.	Collaboration with other partners and DOH to improve statewide efforts to address the opioid/all drug epidemic.		

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA) (Applies to federal grant awards.)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

Program Specific Requirements

Restrictions on Funds (i.e., disallowed expenses or activities, indirect costs, etc.):

- Subrecipients may not use funds for research.
- Subrecipients may not use funds for clinical care except as allowed by law.
- Subrecipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, subrecipients may not use funds to purchase furniture or equipment.
- No funds may be used for:
 - Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body.
 - In accordance with the United States Protecting Life in Global Health Assistance policy, all non-governmental organization (NGO) applicants acknowledge that foreign NGOs that receive funds provided through this award, either as a prime recipient or subrecipient, are strictly prohibited, regardless of the source of funds, from performing abortions as a method of family planning or engaging in any activity that promotes abortion as a method of family planning, or to provide financial support to any other foreign non-governmental organization that conducts such activities. See Additional Requirement (AR) 35 for applicability (<https://www.cdc.gov/grants/additional-requirements/index.html>).
- Program funds cannot be used for ~~purchasing naloxone~~, implementing or expanding drug “take back” programs or other drug disposal programs (e.g. drop boxes or disposal bags), or directly funding or expanding direct provision of substance abuse treatment programs. Such activities are outside the scope of this Notice of Funding Opportunity (NOFO). *As of November 2022, FFY22 Overdose Data to Action Funds may be used to purchase naloxone. Programs must receive prior approval from CDC, delivered as written approval from DOH, before purchasing naloxone.*

Monitoring Visits (i.e., frequency, type, etc.):

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
		Attend meetings and conferences on regional projects as needed.		
2	Data Management & QA/QC Clallam County EHD is in the process of developing & maintaining quality assurance / quality control (QA/QC) on operation and maintenance (O&M) tracking methods for all septic systems in the OSS database developed in previous biennium funding rounds. Tasks include - Updating address and parcel records for related O&M cases as needed and investigating previous on-site sewage system (OSS) designation; - Performing outlier analysis of existing data sets and correcting systemic errors as needed; - Continuing to track and report on failing systems; - Updating our database by entering inspection reports, existing hard copy permits and as-built drawings; - Tracking and mapping progress in identifying unknown OSS and performing necessary database updates; and, Continue to scan additional records as located or submitted.	- QA/QC of database to address information for tracking permits. - Continue to make database updates and reporting function improvements. - Enter OSS inspection and other related records in the database (i.e. keep database current). - Prepare and manipulate data for mapping and reporting purposes. - Produce GIS maps of OSS in the marine recovery areas (MRA). - Maintain OSS records available online.	Report Due Date: June 15, 2022 January 15, 2023 June 15, 2023 December 31, 2023 Task is ongoing throughout the project period.	\$33,750 \$31,643
3	OSS Owner Outreach & Education LHJ will offer Septics 101 and Septics 201 clinics to homeowners, and perform other educational activities as needed, such as staffing booths at local festivals and presenting to local groups. Classroom instruction is needed to supplement online trainings to serve all populations. Septics 101 is focused on homeowner education and provides information about septic system maintenance and the importance of having systems inspected regularly. Septics 201 provides homeowners an overview of the What, Why, & How of safely inspecting their septic system. If Septics 201 is completed appropriately, it can provide the OSS owner with certification to perform their own septic inspections under certain eligibility conditions. DVD and CD copies of Septics 101 and 201 will be generated and made available to Clallam County libraries and at the EHD counter for loan to OSS owners who are not computer savvy or do not have a high-speed internet connection.	- Hold up to three (3) Septic in-person, or virtual, clinics for general public. Whether Septics 101 or Septics 201 is presented will depend on public requests. - Copy Septics 101 and 201 videos to CD and DVDs for loan at Clallam County libraries and the EH counter. - Other educational activities as needed such as participating at festivals and presenting septic information to local community groups or school events.	Report Due Date: June 15, 2022 January 15, 2023 June 15, 2023 December 31, 2023 Task is ongoing throughout the project period.	\$11,475 \$19,574
4	Incentives This task is to provide incentives to homeowners for having septic system inspections performed; unknown septic systems located, and diagrams of the system developed; septic tank	Subsidize the cost of OSS inspections, locates, pumping, and/or upgrades to facilitate future inspections, while funding lasts.	Report Due Date: June 15, 2022 January 15, 2023 June 15, 2023	\$5,400 \$3,601

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
	pumping, if appropriate; and OSS upgraded to make systems easily accessible for future inspections. OSS upgrades could include installing risers on the OSS access points, observation ports, or other improvements.	Anticipate providing at least thirty (30) incentives.	December 31, 2023 Task is ongoing throughout the project period.	

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Program Specific Requirements

Restrictions on Funds:

These funds can NOT be used for local match to federal grants.

Special References:

WAC 246-272A and RCW 70A.110

State funds from the Aquatic Lands Enhancement Account must be used to implement elements and activities of the local on-site sewage management plans that do not conflict with and are consistent with the goals, strategies, objectives, and actions of the Puget Sound Action Agenda.

Definitions:

Failure: A condition of an on-site sewage system or component that threatens the public health by inadequately treating sewage or by creating a potential for direct or indirect contact between sewage and the public. Examples of failure include: (a) Sewage on the surface of the ground; (b) Sewage backing up into a structure caused by slow soil absorption of septic tank effluent; (c) Sewage leaking from a sewage tank or collection system; (d) Cesspools or seepage pits where evidence of ground water or surface water quality degradation exists; (e) Inadequately treated effluent contaminating ground water or surface water; or (f) Noncompliance with standards stipulated on the permit.

Maintenance and Monitoring: The actions necessary to keep the on-site sewage system components functioning as designed. Periodic or continuous checking of an on-site sewage system, which is performed by observations and measurements, to determine if the system is functioning as intended and if system maintenance is needed. Monitoring also includes maintaining accurate records that document monitoring activities.

Billing Requirements:

1. Billings are submitted on an A19-1A form, which is provided by DOH.
2. A19-1A forms may be submitted monthly and must be submitted bi-monthly at minimum.

Special Instructions:

Semi-annual progress reports, including marine recovery area (MRA) mapping data, are due to DOH via email to [mail to: Roger.Parker@doh.wa.gov](mailto:Roger.Parker@doh.wa.gov) and taylor.warren@doh.wa.gov. Progress Report Due Dates: January 15, 2022, June 15, 2022, December 31, 2022 June 15, 2023 and December 31, 2023.

The report format will be provided by DOH and may be modified throughout the contract period via email announcement.

Exhibit A
Statement of Work
Contract Term: 2022-2024

DOH Program Name or Title: Zoonotic Disease Program-WNV Mosquito Surveillance - Effective June 1, 2022

Local Health Jurisdiction Name: Clallam County Health & Human Services

Contract Number: CLH31005

SOW Type: Revision **Revision # (for this SOW)** 1

Funding Source ☒ Federal Subrecipient ☐ State ☐ Other	Federal Compliance (check if applicable) ☒ FFATA (Transparency Act) ☐ Research & Development	Type of Payment ☒ Reimbursement ☐ Fixed Price
---	--	---

Period of Performance: June 1, 2022 through September 30, 2023

Statement of Work Purpose: The purpose of this statement of work is for Clallam County Health & Human Services to conduct weekly mosquito surveillance for West Nile virus (WNV) in Clallam County during mosquito season, June through September. The detection of the virus in mosquito populations serves as an early warning of disease risk in the localized area. It alerts the local health department to strengthen educational outreach and mosquito control to minimize the health impact of mosquito-borne disease on communities. In addition, data generated by surveillance advances our understanding of the emergence and spread of vector mosquitoes and pathogens in western Washington.

Revision Purpose: Extend the period of performance from September 30, 2022 to September 30, 2023, add funding and extend FFY22 funding end date from 09/30/22 to 07/31/23, add FFY23 funding from 08/01/23 to 09/30/23, and add task language and Program Specific Requirements for continuation of WNV surveillance activities.

DOH Chart of Accounts Master Index Title	Master Index Code	Assistance Listing Number	BARS Revenue Code	LHJ Funding Period		Current Allocation	Allocation Change Increase (+)	Total Allocation
FFY21 Vector-borne T2&3 Epi ELC FPH	1882121B	93.323	333.93.32	06/01/22	07/31/22	1,500	0	1,500
FFY22 Vector-borne T2&3 Epi ELC FPH	1882122B	93.323	333.93.32	08/01/22	07/31/23	1,500	1,800	3,300
FFY23 Vector-borne T2&3 Epi ELC FPH	TBD	93.323	333.93.32	08/01/23	09/30/23	0	1,200	1,200
						0	0	0
						0	0	0
						0	0	0
TOTALS						3,000	3,000	6,000

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
1	Conduct weekly mosquito trapping at two (2) site locations in Clallam County. • Purchase of dry ice <i>or CO2 canisters</i> , as needed • Set and collect traps Record field data on DOH-provided reporting forms, including zero catch information.	Submit two (2) weekly collections of mosquitoes along with complete corresponding data on reporting forms for trapping events to DOH. Should no mosquitoes be collected during a trapping event, the data reporting form documenting the effort is to be emailed to the DOH Program contact.	Weekly by Thursday during mosquito season, June through September	<i>Payment for task will be reimbursed for actual expenses up to the maximum available within the funding periods described in the Funding Table above.</i> <i>See below Restrictions on Funds.</i>

Task #	Activity	Deliverables/Outcomes	Due Date/Time Frame	Payment Information and/or Amount
				<i>Reimbursement up to \$3,000 (including staff time, transportation, and costs related to mosquito surveillance activities)</i>

DOH Program and Fiscal Contact Information for all ConCon SOWs can be found on the [DOH Finance SharePoint](#) site. Questions related to this SOW, or any other finance-related inquiry, may be sent to finance@doh.wa.gov.

Federal Funding Accountability and Transparency Act (FFATA)

This statement of work is supported by federal funds that require compliance with the Federal Funding Accountability and Transparency Act (FFATA or the Transparency Act). The purpose of the Transparency Act is to make information available online so the public can see how the federal funds are spent.

To comply with this act and be eligible to perform the activities in this statement of work, the LHJ must have a Unique Entity Identifier (UEI) generated by SAM.gov.

Information about the LHJ and this statement of work will be made available on [USASpending.gov](#) by DOH as required by P.L. 109-282.

Program Specific Requirements

Restrictions on Funds (i.e., disallowed expenses or activities, indirect costs, etc.):

The current project period is June 1, 2023 – September 30, 2023. Billing outside this date range will be provided to DOH at no cost.

CDC Funding Regulations and Policies: <https://www.cdc.gov/grants/documents/General-Terms-and-Conditions-Non-Research-Awards.pdf>

Billing Requirements: LHJ may bill monthly. Invoices must be received no more than 60 days after the billing period.

2b

MAY 30 2023



AGENDA ITEM SUMMARY

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

Department: Sheriff

WORK SESSION ☒ Meeting Date: 5/22/23

REGULAR AGENDA ☒ Meeting Date: 5/30/23

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

Item summary:

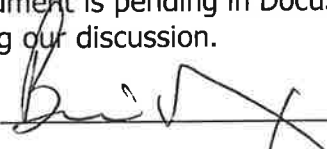
- | | |
|---|---|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 11008-23-01 |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary: This is an amendment to our existing grant contract with Washington State Commerce Department for Multi-Jurisdictional Gang-Drug Task Force. This amendment adds additional funding for the purchase of a digital money counter that produces digital documentation sufficient to enter as evidence.

Budgetary impact: A supplemental budget action will be submitted.

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

County Official signature & print name:  Brian King, Sheriff

Name of Employee/Stakeholder attending meeting: Ron Cameron

Relevant Departments: Sheriff

Date submitted: 5/17/23



**Washington State Department of Commerce
Community Services Division
Community Safety Unit
Justice Assistance Grant/Byrne Formula Grant**

COPY

1. Contractor Clallam County Sheriff's Office 223 E 4TH ST STE 3 PORT ANGELES, Washington 98362		2. Contractor Doing Business As (optional) 	
3. Contractor Representative (only if updated) Amy Bundy Commander Clallam County Sheriff's Office amy.bundy@clallamcountywa.gov		4. COMMERCE Representative (only if updated) Anica Stieve Program Manager (360) 890-6199 anica.stieve@commerce.wa.gov PO Box 42525 1011 Plum St SE Olympia, WA 98504-2525	
5. Original Contract Amount (and any previous amendments) \$226,563.00	6. Amendment Amount \$9,850.00		7. New Contract Amount \$236,413.00
8. Amendment Funding Source Federal: X State: Other: N/A:		9. Amendment Start Date 04/20/23	10. Amendment End Date 09/30/2023
11. Federal Funds (as applicable): \$236,413.00	Federal Agency: <u>Department of Justice</u>		ALN: <u>16.738</u>
12. Amendment Purpose: Amend budget to add additional \$9,850.00 to Equipment for purchase of needed equipment			

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

FOR CONTRACTOR _____ Mark Ozias, County Commissioner _____ Date Approved as to Form Only Deputy Prosecuting Attorney	FOR COMMERCE _____ Cindy Guertin-Anderson, Assistant Director _____ Date APPROVED AS TO FORM ONLY _____ Sandra Adix Assistant Attorney General _____ 3/20/2014 Date
---	--

Amendment

This Contract is **amended** as follows:

Attachment B Budget**Amend Budget:**

Budget	Total
Salaries	\$108,823.00
Benefits	\$36,010.00
Overtime	\$1,000.00
Goods and Services	\$66,652.00
Equipment	\$13,078.00
Indirect	\$1,000.00
Total	\$226,563.00

To Read:

Budget	Total
Salaries	\$108,823.00
Benefits	\$36,010.00
Overtime	\$1,000.00
Goods and Services	\$66,652.00
Equipment	\$22,928.00
Indirect	\$1,000.00
Total	\$236,413.00

Additional funds in the amount of \$9,850 in the Equipment category will be used to purchase additional needed equipment, including currency counter.

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



DocuSign Contract Review and Routing Form

Office of Firearm Safety and Violence Prevention – Community Safety Unit

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

Contractor/Grantee Name: Clallam County Sheriff's Office

Contract/Grant Number: F20-31440-203

Term: 4/20/2023 to 9/30/2023

Review by:	Name:	Date:	Initials:
Contract Manager	Anica Stieve	4/25/2023 8:55 AM PDT	AS
Portfolio Manager	Abigail Snyder	4/25/2023 9:22 AM PDT	AS
Executive Director	Kate Kelly	4/25/2023 9:50 AM PDT	AKelly

Certificate Of Completion

Envelope Id: AA033B25F6924DF0978713F780B2430D
 Subject: Please DocuSign: F20-31440-203 - Amendment A - Justice Assistance Grant
 Division:
 Community Services and Housing
 Program: Justice Assistance Grant
 ContractNumber: F20-31440-203
 DocumentType:
 Contract Amendment
 Source Envelope:
 Document Pages: 3
 Certificate Pages: 5
 AutoNav: Enabled
 Envelopeld Stamping: Enabled
 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Sent

Envelope Originator:
 Brianna Gomez-Catalan
 1011 Plum Street SE
 MS 42525
 Olympia, WA 98504-2525
 brianna.gomez-catalan@commerce.wa.gov
 IP Address: 198.239.10.220

Record Tracking

Status: Original
 4/25/2023 8:46:15 AM
 Security Appliance Status: Connected
 Storage Appliance Status: Connected
 Holder: Brianna Gomez-Catalan
 brianna.gomez-catalan@commerce.wa.gov
 Pool: StateLocal
 Pool: Washington State Department of Commerce
 Location: DocuSign
 Location: DocuSign

Signer Events

Anica Stieve
 anica.stieve@commerce.wa.gov
 Security Level: Email, Account Authentication
 (None)

Signature



Signature Adoption: Pre-selected Style
 Using IP Address: 147.55.149.242

Timestamp

Sent: 4/25/2023 8:52:23 AM
 Viewed: 4/25/2023 8:54:37 AM
 Signed: 4/25/2023 8:55:25 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Abigail Snyder
 abigail.snyder@commerce.wa.gov
 Security Level: Email, Account Authentication
 (None)



Signature Adoption: Pre-selected Style
 Using IP Address: 198.239.106.251

Sent: 4/25/2023 8:55:26 AM
 Viewed: 4/25/2023 9:19:44 AM
 Signed: 4/25/2023 9:22:04 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Kate Kelly
 kate.kelly@commerce.wa.gov
 Security Level: Email, Account Authentication
 (None)



Signature Adoption: Uploaded Signature Image
 Using IP Address: 147.55.149.245

Sent: 4/25/2023 9:22:05 AM
 Viewed: 4/25/2023 9:50:03 AM
 Signed: 4/25/2023 9:50:19 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Signer Events	Signature	Timestamp
Mark Ozias mozias@co.clallam.wa.us County Commissioner Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 3/15/2022 1:33:49 PM ID: af9d68c0-f700-43b4-8906-681bb1620eb5		Sent: 4/25/2023 9:50:23 AM
Cindy Guertin-Anderson cindy.guertin-anderson@commerce.wa.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Elizabeth Wagnitz elizabeth.wagnitz@clallamcountywa.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 4/25/2023 9:50:21 AM Viewed: 4/25/2023 9:58:16 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/25/2023 8:52:23 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Washington State Department of Commerce (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.15 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Washington State Department of Commerce:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: docusign@commerce.wa.gov

To advise Washington State Department of Commerce of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at docusign@commerce.wa.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Washington State Department of Commerce

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Washington State Department of Commerce

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Washington State Department of Commerce as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Washington State Department of Commerce during the course of your relationship with Washington State Department of Commerce.



AGENDA ITEM SUMMARY

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

20
MAY 30 2023

Department: DCD

WORK SESSION ☒ Meeting Date: 5.22.2023

REGULAR AGENDA ☒ Meeting Date: 5.30.2023

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

Item summary:

- | | | |
|---|---|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 334.16.005-11 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Amendment 11 updates Clallam County's contract with Shannon & Wilson (S&W) to attend to elements required during the Emergency Declaration and to redesign elements of the levee surfacing.

The accelerated construction of key levee components, through change orders to the original Phase 1 construction contract, requires a revision to the Clallam County (County) Lower Dungeness River Floodplain Restoration & Levee/Road Realignment Project. Amendment 11's scope of services provides a narrative of task budget/overruns for the design and permit services through Contract Amendment No. 10 (Tasks 223 and 226). Amendment 11 also describes work to be performed by S&W to provide engineering support to produce and redesign construction documents of levee surfacing elements as needed: incorporate selected elements of the original Phase 2 into 2023 bid documents; design new elements; and support during construction including field engineer, inspector field observation, survey and permit support for upcoming Bid and Construction Phases of the Lower Dungeness Levee Surfacing Project.

Phase 2 elements that were completed through change order to the Phase 1 construction contract include but are not limited to:

1. Removal of the existing levee
2. Partial grading of side channel networks
3. Construction of ELJs (Jamestown S'Klallam Tribe Design)
4. Removal of old Towne Road and contaminated materials
5. Construction of Phase 2 levee tie ins
6. Relocation of utilities

* 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)

Additional Tasks are listed below:

- Task 300 – Shannon and Wilson Phase 2 Redesign and Bid Assistance
- Task 301 – Shannon and Wilson Construction Engineering
- Task 302 – Shannon and Wilson Trail/Parking Design and Bid Assistance
- Task 303 – Shannon and Wilson As-built Drawings
- Task 304 – Shannon and Wilson Towne Road Removal Support
- Task 310 – HDR Phase 2 Redesign and Bid Assistance
- Task 311 – HDR Construction Engineering
- Task 312 – HDR Trail/Parking design and Bid Assistance
- Task 320 – Johnston Land Surveying Construction Support
- Task 321 – Johnston Land Surveying As-built Survey

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?** ☐

Costs associated with the work are paid for through a grant with the Recreation and Conservation Office

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

Please sign the amendment

County Official signature & print name:



Name of Employee/Stakeholder attending meeting: Cathy Lear, Bruce Emery, Joe Donisi

Relevant Departments: DCD, Roads

Date submitted: 5.17.2023

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

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



PERSONAL SERVICES AGREEMENT AMENDMENT 11

THIS AMENDMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Shannon and Wilson, Inc.
Address: 400 North 34th Street Suite 100
Seattle WA 98103
Phone N^o: 206.695.6941

(hereinafter called "Contractor") and changes the following attachments to the agreement entered into on month, day, year.

This Amendment is comprised of:

- ☒ Attachment A – Scope of Work
- ☒ Attachment B – Compensation

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Amendment shall commence on the 30th day of May 2023 and shall, unless terminated as provided elsewhere in the Agreement, end on the 31st day of December 2024.

IN WITNESS WHEREOF, the parties have executed this Agreement on this 30th day of May 2023.

CONTRACTOR

CLALLAM COUNTY BOARD OF COMMISSIONERS



Mark Ozias, Chair

Print name: Gus Kays

Title: Senior Associate Engineer

Date: May 16, 2024

Originals: BOCC
Vendor
Initiating Department

THIS CONTRACT HAS BEEN APPROVED AS TO
FORM BY THE CLALLAM COUNTY PROSECUTING
ATTORNEY

SCOPE OF WORK

Background

The accelerated construction of key Phase 2 levee components, through change orders to the original Phase 1 construction contract, requires a revision to the Clallam County (County) Lower Dungeness River Floodplain Restoration & Levee/Road Realignment Project. This scope of services describes work to be performed by Shannon & Wilson (S&W) to provide engineering support to produce and redesign construction documents of Phase 2 design elements as needed; incorporate elements of the original Phase 2 into 2023 bid documents; design new elements; and support during construction including field engineer, inspector field observation, survey and permit support for upcoming Bid and Construction Phases of the Lower Dungeness Levee Surfacing Project. Phase 2 elements that were completed through change order to the Phase 1 construction contract include but are not limited to:

1. Removal of the existing levee
2. Partial grading of side channel networks
3. Construction of ELJs (Jamestown S'Klallam Tribe Design)
4. Removal of old Towne Road and contaminated materials
5. Construction of Phase 2 levee tie ins
6. Relocation of utilities

Additional Tasks are listed below:

- Task 300 – Shannon and Wilson Phase 2 Redesign and Bid Assistance
- Task 301 – Shannon and Wilson Construction Engineering
- Task 302 – Shannon and Wilson Trail/Parking Design and Bid Assistance
- Task 303 – Shannon and Wilson As-built Drawings
- Task 304 – Shannon and Wilson Towne Road Removal Support
- Task 310 – HDR Phase 2 Redesign and Bid Assistance
- Task 311 – HDR Construction Engineering
- Task 312 – HDR Trail/Parking design and Bid Assistance
- Task 320 – Johnston Land Surveying Construction Support
- Task 321 – Johnston Land Surveying As-built Survey

The scope of services provides a narrative of task budget/overruns for the design and permit services through Contract Amendment No. 10 (Tasks 223 and 226). All other remaining tasks through Amendment 10 are considered closed and remaining budget not reallocated for Tasks 223 and 226 will be applied to Amendment 11 additional tasks.

TASK 211. PROJECT MANAGEMENT

The following project management services will be provided:

- Monthly progress reports and invoicing.
- Contract coordination and project document filing.

- Staffing / scheduling.
- Coordination with the County and subconsultants.

TASK 223. PHASE 2 OFFICE ENGINEERING

The following tasks and services will be provided by S&W during the Phase 1 of the construction Project.

- Review and provide written comments on submittals, plans and shop drawings.
- Review and provide written responses to Requests for Information (RFIs).
- Review and provide written responses to Submittals.
- Review Requests for Approval of Materials (RAMs).
- Review and Issue Change Order Amendments (with County approval).
- Develop a project levee operations and maintenance plan.

This task is amended to include design coordination for changes to the Phase 2 construction plans between Phase 1 and 2 and Road Redesign, Pressure relief system analysis and design, and initial Towne Road removal coordination with Ecology.

TASK 226. PHASE 2 PERMITTING ASSISTANCE

The following tasks and services will be provided by S&W during the Phase 1 of the construction Project.

- Provide permit assistance and support throughout the construction contract including the following tasks.
- Review and assist County with environmental permit compliance for construction phase; permit modifications related to River's Edge are provided under separate contract.
- Provide input to permit related RFIs.
- Provide permit as-built report for regulatory agency submittal.

This task is amended to include permitting coordination for changes to the Phase 2 construction plans and up to \$15,000 in post construction monitoring support.

TASK 300. SHANNON AND WILSON PHASE 2 REDESIGN AND BID ASSISTANCE

This task describes work to be performed by S&W to provide engineering support for construction document production and redesign of Phase 2 design elements as needed and incorporation of elements of the original Phase 2 into 2023 bid documents as existing. Phase 2 Elements that were completed through change order to the Phase 1 construction contract are listed above.

Phase 2 elements requiring redesign include:

1. Removal of the roundabout at the Sequim-Dungeness Way and Anderson Road intersection to be replaced with a signed intersection.
2. Updates to stormwater facilities based on redesigns and updated project conditions.

The following bid-phase services will be provided:

- Assistance with contract final review and bid advertisement.
- Answer Contractor calls and attend calls with the County during Bid Phase.
- Answer Contractor questions and Requests for Information (RFIs) and issue up to five addenda during Bid Phase.
- Review and provide comments and tabulate Contractor bids / costs at bid opening.
- Maintain copies of current construction contract documents and files for County and S&W.
- Attend 1 site visit during bid-phase.

TASK 301. SHANNON AND WILSON CONSTRUCTION ENGINEERING

The following tasks and services will be provided by S&W during the 2023 construction Project.

- Coordination of engineering and field observation services including invoicing and project management.
- Review and provide written comments on submittals, plans and shop drawings.
- Review and provide written responses to Requests for Information (RFIs).
- Review and provide written responses to Submittals.
- Review Requests for Approval of Materials (RAMs).
- Review and Issue Change Order Amendments (with County approval).
 - Review field activities for contract specification compliance.
 - Develop a project levee operations and maintenance plan.
- Provide on-site field construction observations for:
 - Excavations and subgrade preparation.
 - Geosynthetic installations.
 - Fill placement and compaction.
 - Settlement observations.
 - Riprap and erosion and sediment control installations.
 - Erosion control BMPs and seeding.
 - Floodplain/wetland mitigation excavations.
 - Erosion control seeding areas.
- Provide memorandum of site visit documenting what was observed, discussed, reviewed to determine the Work observed is in general conformance with the requirements of the Contract Documents for work associated with the Project. Document activities observed making notes of deficiencies and any issues requiring resolution.
- Perform Quality Control field sampling and laboratory testing not to exceed \$5,000
- Field observer participates in on-site construction meetings on as-needed basis as requested by the County or Engineer.

- Lead engineer to attend Pre-construction and weekly contractor meetings (assumes 50% are video conference).
- Coordination on closeout of project including final invoicing and delivery of final CAD files to Client.

TASK 302. SHANNON AND WILSON TRAIL/PARKING DESIGN

The conversion of Towne Road to a trail impacted the County Lower Dungeness project with design and construction contract reconfigurations now needed. This scope of services describes work to be performed by S&W to provide engineering support for construction document production and redesign of trail and parking modifications to the 2023 road design elements as needed and incorporation of remaining elements of the original Phase 2 into 2023 bid documents as existing. Trail and parking elements included in the new construction contract include but are not limited to:

1. Stormwater treatment for Towne Road Levee top (Eberle Driveway)
2. Ramp removal
3. Slump Repair
4. Hydroseeding
5. Guardrails along MSE walls
6. Interim parking area south of the levee with a turnaround

TASK 303. SHANNON AND WILSON AS-BUILT DRAWINGS

Two versions, Construction 2021-2022 and Construction 2023. Shannon and Wilson will compile records provided during construction by the contractor and field observations into a drawing set based on the contract drawings and updated post construction survey to create an As-built (Record Drawing) set.

TASK 304. SHANNON AND WILSON TOWNE ROAD REMOVAL SUPPORT

The objective of the remedial action proposed at the site is to obtain a written determination from Department of Ecology (Ecology) stating that no further remedial action is necessary to address any of the contamination at or migrating from the site.

This task will provide for regulatory coordination with Ecology to achieve a No Further Action (NFA) determination. This task assumes the previous sampling will be sufficient to demonstrate the effectiveness of remedial action, and that no subsequent remedial design is necessary.

- Participation in up to three meetings with Clallam County to review sampling results and refine the summary for site closure.
- Preparation of technical memoranda if requested by Clallam County to explain the sampling approach, road removal activities, and sampling results.

- Participation in up to three meetings with Ecology to present the sampling monitoring data and make a case for NFA.

TASK 310. HDR PHASE 2 REDESIGN AND BID ASSISTANCE

This scope of services describes work to be performed by HDR to provide engineering support for construction document production and redesign of Phase 2 design elements to reflect as-built conditions from construction of the levee due to the project phasing and changes due to direction to removal the roundabout from the project including:

- Redesign of plans for roadway paving, guardrails, intersection design, and stormwater. Including removal of the roundabout and replacement with a stop-controlled intersection and revising the stormwater elements to reside on the southeastern side of the levee.
- Update contract specification special provisions to reflect new conditions and elements of work.
- Provide updated Engineer's Opinion of Probable Construction Costs.
- Coordinate with Prime and County during redesign through series of meeting calls.
- The following bid-phase services will be provided:
 - Assistance with contract final review and bid advertisement.
 - Answer Contractor calls and attend calls with the County during Bid Phase.
 - Answer Contractor questions and RFIs and issue up to two addenda during Bid Phase.
 - Review and provide comments on tabulated Contractor bids / costs at bid opening.
 - Maintain copies of current construction contract documents and design CAD files for County and S&W.
 - Attend up to 1 site visit during bid-phase (2 people)

TASK 311. HDR CONSTRUCTION ENGINEERING

Provide engineering support during construction phase including response to RFIs or questions, review of RAMs, and participation in weekly management calls. Provide periodic construction field observation services during construction phase of guardrail, compost amended vegetated filter strips (CAVFS), parking lots, turnarounds, and recreational trail.

1. Coordination of engineering and field observation services including invoicing and project management.
2. Review up to 8 submittals. This review could be for response to RFI's, submitted shop drawing review, or RAMs review. Each submittal review is anticipated to take 8 hours or less.
3. Review and assist with up to 2 change orders (Assumed at up to 20 hours of effort for design changes per change).
4. Lead engineer to participate in weekly 1-hour construction coordination call / meeting.
5. Provide engineer field observation for up to six single day site visits.

- a. Provide memorandum of site visit documenting what was observed, discussed, reviewed to determine the Work observed is in general conformance with the requirements of the Contract Documents for work associated with the Project.
 - b. Document activities observed making note of deficiencies and any issues requiring resolution.
6. Participate in weekly construction or County requested meetings during working hours. (Assumed virtual, up to 8 one-hour meetings.)
7. Coordination on closeout of project including final invoicing and delivery of final CAD files to Client.

TASK 312. HDR TRAIL/PARKING DESIGN

This scope of services describes work to be performed by HDR to provide engineering support for construction document production and design for conversion of the Task 310 road design to incorporate a Trail and Parking Design replacing the paved road, and design of CAVFS replacing the stormwater conveyance system. This task includes preparation of these changes in the bid documents using Phase 2 construction as existing conditions including:

- Redesign of plans for roadway surface, parking area, turn around area, guardrail placement at Eberle driveway and wall sections, and stormwater.
- Provide stormwater memo.
- Update contract specification special provisions.
- Provide updated engineer's opinion of probable cost.

Stormwater Memo will be a 1-page narrative with supporting calculations documenting treatment BMP sizing in compliance with Clallam County standards. It is assumed this work will include one draft submittal and one final submittal incorporating any comments from the County. Guardrail installation will be limited to the areas around Eberle driveway and along the retaining wall section approaching Anderson Road. No additional grading outside these areas will be designed to accommodate future guardrail placement.

TASK 320 – JOHNSTON LAND SURVEYING CONSTRUCTION SUPPORT

The Contractor is assigned survey responsibility for the construction contract including reestablishing survey control, grade staking, and construction quality control. Johnston Land Surveying and / or S&W will provide survey for the following items upon request:

- Professional Land Survey check / reestablish project survey control points and property corners.
- Verifying the clearing limits / construction line limits.
- Grade checks for quality control and pay surveys upon request.
- Settlement plate survey checks.
- Provide material quantity survey or measurement checks.
- Other miscellaneous survey.
- Project management and coordination for survey activities.

TASK 321– JOHNSTON LAND SURVEYING ASBUILT SURVEY

Johnston Land Surveying will provide As-built survey following completion of 2023 construction. Professional Land Survey will be performed for the following:

- Levee prism topography
- Riprap extents
- Stormwater facilities including catch basin and pipe inverts
- Guardrail installations
- Edge of new surfacing
- Topography of WSDOT wetland creation area
- North Parking Lot topography
- Settlement plate elevations
- New power poles

DELIVERABLES

The following deliverables will be provided:

- Draft 2023 Plans, technical specifications, and construction cost estimate (PS&E) reconfiguration and redesign
- Final 2023 Plans, technical specifications, and construction cost estimate (PS&E) reconfiguration and redesign
- Written responses to bid questions and associated addenda.
- Written responses to RFIs.
- Written comments on review of record of materials requests and submittals.
- Written summaries with documentation of change order requests.
- Daily field inspections reports (goal of submitting within 24-hours of field observations).
- Meeting and call notes.
- Survey notes and CAD files.
- As-built Survey files and As-built Drawings

ASSUMPTIONS

The following is a list of assumptions:

- Redesign includes replacement of the roundabout at the Sequim-Dungeness Way and Anderson Road intersection with a signed intersection.

- The road design assumes following the AASHTO, 2001, Geometric Design of Very Low Volume Local Roads (ADT < 400); approval of the road design standards will be coordinated by the County.
- Stormwater treatment will use CAVFS and Biofiltration Swales. Conveyance will use sheet flow and piped conveyance using (maximum) 4 inlets.
- County staff and their Technical Team will perform reviews and provide a single set of written comments on draft PS&E within 2 days of the draft submittal.
- The Consultant will discuss responses to comments with the County prior to finalizing the documents.
- Plan sheets assumed for each submittal are listed in Table 6 "Anticipated Plan Sheets".
- County will survey the negotiated easement at TR 100+00 to 103+50 (the Creamery) for fence setback.
- Construction field observation support will be provided on-site either at five (5) eight (8)-hour days/week or four (4) ten (10)-hour days per week with time included to travel to/from the site (weekly) for 12 weeks of construction.
- The Contractor is assigned survey responsibility for the construction contract including reestablishing survey control, grade staking, settlement surveys, pay surveys and record drawing redlines. Consultant surveys are limited to those described above, unless otherwise requested by the County or Engineer.
- The Contractor will provide testing of materials as required in the contract specifications. The Consultant will allocate \$5,000 for additional quality assurance materials testing at the request of the engineer.
- Permit assistance field observations hours assume 4 days of observation.
- Asphalt testing and lab work will be provided by the Contractor and or the County.
- County will coordinate and perform all public outreach.
- Any Engineer's Opinion of Probable Construction Costs provided by the Consultant is made on the basis of information available to the Consultant and on the basis of Consultant's experience and qualifications and represents its judgment as an experienced and qualified professional engineer. However, since the Consultant has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor(s') methods of determining prices, or over competitive bidding or market conditions, the Consultant does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost the Consultant prepares.
- Consultant's observation of the work performed under the construction contract shall not relieve Contractor from responsibility for performing work in accordance with applicable contract documents.
- Consultant shall not control or have charge of, and shall not be responsible for construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction.
- Consultant shall not be responsible for the acts or omissions of construction Contractor(s) or other parties on the project.

- Levee USACE Certification/FEMA accreditation and LOMR effort will be included in a following amendment.

SCHEDULE

The contract schedule:

- May 24th, 2023 – 2023 Bid Documents Submitted to Clallam County
- June 7th, 2023 – Levee Surfacing Project Bid Documents Submitted to Clallam County
- June 23rd, 2023 Bid Advertisement
 - 3 weeks for bids.
- July 14th, 2023 – Bids Due
- July 21st, 2023 – Notice to Proceed given
 - 1 week to get all paperwork in order and contracts signed between the Contractor and County.
- August 2nd, 2023 – Contractor mobilizes to site and begins work.
 - 12 weeks to complete the work.
- October 25th, 2023 – Construction Project Closeout.

COST ESTIMATE

Our fee and the terms under which our services are offered will be in accordance with the enclosed Standard General Terms and Conditions for 2021. Cost estimates totals are shown in the attached tables.

COMPENSATION

1. ☒ **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of Six hundred seventy one fifty two DOLLARS and fifty CENTS (\$671,052.50) for the completed work set forth in Attachment A. Payments for completed tasks shall be made no more frequently than ☒ monthly; ☐ quarterly; ☐ semi-annually; ☐ annually; ☐ at completion of project; ☐ other (specify)

Each request for payment shall be supported by an invoice specifying the tasks completed up to the request for payment and the payment amount requested. In no event shall payment be sought in an amount which represents a percentage of the fee greater than the percentage of completed tasks.

OR

☐ **b. HOURLY RATES:** For services rendered, the County shall compensate the Contractor at the following hourly rates:

Name/Position

Hourly Rate

Payments for completed tasks shall be made no more frequently than ☐ monthly; ☐ quarterly; ☐ semi-annually; ☐ annually; ☐ at completion of project; ☐ other (specify)

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify)

In no event shall Contractor be compensated in excess of _____ DOLLARS (\$) for the completed work set forth in Attachment "A."

2. AND

☒ **a.** The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

OR

☐ **b.** The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals, and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

OR

☐ **c.** Other (specify):

Project Name: Amendment 11

Project No.: 21112559

Budget Summary

Date: 5/10/2023

		Consultant		Subconsultants		Total \$	
No. Task/Subtask Name		Shannon & Wilson	HDR	Johnston Land Survey			
Task 223 - Shannon and Wilson Phase 2 Office Engineering							
223	Design Changes Engineering	\$ 40,910.00	\$ -	\$ -	\$ -	\$ -	\$ 40,910.00
Task Subtotal \$		\$ 40,910.00	\$ -	\$ -	\$ -	\$ -	\$ 40,910.00
Task 226 - Shannon and Wilson Phase 2 Permitting Assistance							
226	Design Changes Permitting	\$ 40,270.00	\$ -	\$ -	\$ -	\$ -	\$ 40,270.00
Task Subtotal \$		\$ 40,270.00	\$ -	\$ -	\$ -	\$ -	\$ 40,270.00
Task 300 - Shannon and Wilson Phase 2 Redesign and Bid Assistance							
300.1	PM/Meetings	\$ 29,570.00	\$ -	\$ -	\$ -	\$ -	\$ 29,570.00
300.2	Sub Coordination	\$ 2,450.00	\$ -	\$ -	\$ -	\$ -	\$ 2,450.00
300.3	Plans	\$ 34,830.00	\$ -	\$ -	\$ -	\$ -	\$ 34,830.00
300.4	Specs	\$ 25,940.00	\$ -	\$ -	\$ -	\$ -	\$ 25,940.00
300.5	Construction Cost	\$ 17,800.00	\$ -	\$ -	\$ -	\$ -	\$ 17,800.00
300.6	Bid Support	\$ 7,160.00	\$ -	\$ -	\$ -	\$ -	\$ 7,160.00
Task Subtotal \$		\$ 117,750.00	\$ -	\$ -	\$ -	\$ -	\$ 117,750.00
Task 301: Shannon and Wilson Construction Engineering							
301.0	PM/Meetings	\$ 10,240.00	\$ -	\$ -	\$ -	\$ -	\$ 10,240.00
301.1	Plan/Shop Drawings	\$ 4,360.00	\$ -	\$ -	\$ -	\$ -	\$ 4,360.00
301.2	Requests for Information	\$ 6,140.00	\$ -	\$ -	\$ -	\$ -	\$ 6,140.00
301.3	Submittals	\$ 7,920.00	\$ -	\$ -	\$ -	\$ -	\$ 7,920.00
301.4	Requests for Approval of Materials	\$ 2,580.00	\$ -	\$ -	\$ -	\$ -	\$ 2,580.00
301.5	Change Orders	\$ 14,920.00	\$ -	\$ -	\$ -	\$ -	\$ 14,920.00
301.6	Pay Apps	\$ 11,740.00	\$ -	\$ -	\$ -	\$ -	\$ 11,740.00
301.7	Site Inspection	\$ 107,570.40	\$ -	\$ -	\$ -	\$ -	\$ 107,570.40
301.8	Weekly Meeting	\$ 8,900.00	\$ -	\$ -	\$ -	\$ -	\$ 8,900.00
Task Subtotal \$		\$ 174,370.40	\$ -	\$ -	\$ -	\$ -	\$ 174,370.40
Task 302: Shannon and Wilson Trail/Parking Design							
302.0	PM/Meetings	\$ 9,380.00	\$ -	\$ -	\$ -	\$ -	\$ 9,380.00
302.1	Sub Coordination	\$ 3,250.00	\$ -	\$ -	\$ -	\$ -	\$ 3,250.00
302.2	Plans	\$ 13,050.00	\$ -	\$ -	\$ -	\$ -	\$ 13,050.00
302.3	Specs	\$ 5,760.00	\$ -	\$ -	\$ -	\$ -	\$ 5,760.00
302.4	Construction Cost	\$ 4,080.00	\$ -	\$ -	\$ -	\$ -	\$ 4,080.00
302.5	Bid Support	\$ 6,360.00	\$ -	\$ -	\$ -	\$ -	\$ 6,360.00
302.6	Addendum	\$ 8,450.00	\$ -	\$ -	\$ -	\$ -	\$ 8,450.00
Task Subtotal \$		\$ 50,330.00	\$ -	\$ -	\$ -	\$ -	\$ 50,330.00
Task 303: Shannon and Wilson As-built Drawings							
303.0	PM/Meetings	\$ 3,220.00	\$ -	\$ -	\$ -	\$ -	\$ 3,220.00
303.1	Sub Coordination	\$ 5,470.00	\$ -	\$ -	\$ -	\$ -	\$ 5,470.00
303.2	Plans	\$ 13,650.00	\$ -	\$ -	\$ -	\$ -	\$ 13,650.00
Task Subtotal \$		\$ 22,340.00	\$ -	\$ -	\$ -	\$ -	\$ 22,340.00
Task 304: Shannon and Wilson Towne Road Removal Support							
304.0	Memo	\$ 7,530.00	\$ -	\$ -	\$ -	\$ -	\$ 7,530.00
304.3	Meetings	\$ 7,640.00	\$ -	\$ -	\$ -	\$ -	\$ 7,640.00
Task Subtotal \$		\$ 15,170.00	\$ -	\$ -	\$ -	\$ -	\$ 15,170.00
Task 310 - HDR Phase 2 Redesign and Bid Assistance							
310.1	Project Setup	\$ -	\$ 5,591.56	\$ -	\$ -	\$ -	\$ 5,591.56
310.2	PS&E	\$ -	\$ 44,998.24	\$ -	\$ -	\$ -	\$ 44,998.24
310.3	Bid Support	\$ -	\$ 13,022.28	\$ -	\$ -	\$ -	\$ 13,022.28
Task Subtotal \$		\$ -	\$ 63,612.08	\$ -	\$ -	\$ -	\$ 63,612.08
Task 311: HDR Construction Engineering							
311.1	Submittal review	\$ -	\$ 14,943.16	\$ -	\$ -	\$ -	\$ 14,943.16
311.2	Change Orders	\$ -	\$ 7,160.42	\$ -	\$ -	\$ -	\$ 7,160.42
311.3	Weekly Meeting	\$ -	\$ 3,461.42	\$ -	\$ -	\$ -	\$ 3,461.42
311.4	Field Visit	\$ -	\$ 14,929.64	\$ -	\$ -	\$ -	\$ 14,929.64
311.5	Coordination and Closeout	\$ -	\$ 5,204.96	\$ -	\$ -	\$ -	\$ 5,204.96
311.6	Coordination for Obs and Management	\$ -	\$ 5,812.46	\$ -	\$ -	\$ -	\$ 5,812.46
Task Subtotal \$		\$ -	\$ 51,512.06	\$ -	\$ -	\$ -	\$ 51,512.06
Task 312: HDR Trail/Parking Design and Bid Assistance							
312.1	Plans	\$ -	\$ 35,629.50	\$ -	\$ -	\$ -	\$ 35,629.50
312.2	Storm Memo	\$ -	\$ 3,566.94	\$ -	\$ -	\$ -	\$ 3,566.94
312.3	Specs	\$ -	\$ 2,976.44	\$ -	\$ -	\$ -	\$ 2,976.44
312.4	Cost	\$ -	\$ 2,051.32	\$ -	\$ -	\$ -	\$ 2,051.32
312.5	Coordination and Calls	\$ -	\$ 2,723.76	\$ -	\$ -	\$ -	\$ 2,723.76
Task Subtotal \$		\$ -	\$ 46,947.96	\$ -	\$ -	\$ -	\$ 46,947.96
Task 320: Johnston Land Surveying Construction Support							
320.0	Pre Con and Con Survey	\$ 2,210.00	\$ -	\$ 16,000.00	\$ -	\$ -	\$ 18,210.00
Task Subtotal \$		\$ 2,210.00	\$ -	\$ 16,000.00	\$ -	\$ -	\$ 18,210.00
Task 321: Johnston Land Surveying As-built Survey							
321.0	As-built Survey	\$ 3,130.00	\$ -	\$ 26,500.00	\$ -	\$ -	\$ 29,630.00
Task Subtotal \$		\$ 3,130.00	\$ -	\$ 26,500.00	\$ -	\$ -	\$ 29,630.00
TOTALS		\$ 466,480.40	\$ 162,072.10	\$ 42,500.00	\$ -	\$ -	\$ 671,052.50

Budget Breakdown: Shannon & Wilson

No.	Task/Subtask Name	Billing Rate	Sr. Vice President	Senior Associate	Associate	Senior Prof. III	Senior Prof. II	Senior Prof. I	Prof. IV	Prof. III	Senior Tech. Svcs.	Senior Office Svcs.	Total # Hours	Labor Cost	Invoiced ODCs	Total \$
Task 223 - Shannon and Wilson Phase 2 Office Engineering																
223	Design Changes Engineering		30	60		60				60		8	218	\$ 40,910.00	\$ -	\$ 40,910.00
	Subtotal Hours	0	30	60	0	60	0	0	0	60	0	8	218			
	Subtotal \$	\$ -	\$ 7,350.00	\$ 13,500.00	\$ -	\$ 11,100.00	\$ -	\$ -	\$ -	\$ 7,800.00	\$ -	\$ 1,160.00		\$ 40,910.00	\$ -	\$ 40,910.00
Task 226 - Shannon and Wilson Phase 2 Permitting Assistance																
226	Design Changes Permitting		8	82		20						8	118	\$ 25,270.00	\$ 15,000.00	\$ 40,270.00
	Subtotal Hours	0	8	82	0	20	0	0	0	0	0	8	118			
	Subtotal \$	\$ -	\$ 1,960.00	\$ 18,450.00	\$ -	\$ 3,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,160.00		\$ 25,270.00	\$ 15,000.00	\$ 40,270.00
Task 300 - Shannon and Wilson Phase 2 Redesign and Bid Assistance																
300.1	PM/Meetings		64	4		54		20					142	\$ 29,570.00	\$ -	\$ 29,570.00
300.2	Sub Coordination		10										10	\$ 2,450.00	\$ -	\$ 2,450.00
300.3	Plans	4	42	4		24		120					194	\$ 34,830.00	\$ -	\$ 34,830.00
300.4	Specs		32		5	60		40					137	\$ 25,940.00	\$ -	\$ 25,940.00
300.5	Construction Cost		24		32	40							96	\$ 17,800.00	\$ -	\$ 17,800.00
300.6	Bid Support		8			20		10					38	\$ 7,160.00	\$ -	\$ 7,160.00
	Subtotal Hours	4	180	8	5	190	0	230	0	0	0	0	617			
	Subtotal \$	\$ 1,200.00	\$ 44,100.00	\$ 1,800.00	\$ 1,000.00	\$ 35,150.00	\$ -	\$ 34,500.00	\$ -	\$ -	\$ -	\$ -		\$ 117,750.00	\$ -	\$ 117,750.00
Task 301: Shannon and Wilson Construction Engineering																
301.0	PM/Meetings		32		12								44	\$ 10,240.00	\$ -	\$ 10,240.00
301.1	Plans/Shop Drawings		8		12								20	\$ 4,360.00	\$ -	\$ 4,360.00
301.2	Requests for Information		12		16								28	\$ 6,140.00	\$ -	\$ 6,140.00
301.3	Submittals		16		20								36	\$ 7,920.00	\$ -	\$ 7,920.00
301.4	Requests for Approval of Materials		4		8								12	\$ 2,580.00	\$ -	\$ 2,580.00
301.5	Change Orders		16		16				60				92	\$ 14,920.00	\$ -	\$ 14,920.00
301.6	Pay Apps		12		44								56	\$ 11,740.00	\$ -	\$ 11,740.00
301.7	Site Inspection		32		24				600				656	\$ 90,640.00	\$ 16,930.40	\$ 107,570.40
301.8	Weekly Meeting		20		20								40	\$ 8,900.00	\$ -	\$ 8,900.00
	Subtotal Hours	0	152	0	122	0	0	0	660	0	0	0	984			
	Subtotal \$	\$ -	\$ 37,240.00	\$ -	\$ 34,400.00	\$ -	\$ -	\$ -	\$ 85,800.00	\$ -	\$ -	\$ -		\$ 157,440.00	\$ 16,930.40	\$ 174,370.40
Task 302: Shannon and Wilson Trail/Parking Design																
302.0	PM/Meetings		24		10			10					44	\$ 9,380.00	\$ -	\$ 9,380.00
302.1	Sub Coordination		10		4								14	\$ 3,250.00	\$ -	\$ 3,250.00
302.2	Plans		10		8			60					78	\$ 13,050.00	\$ -	\$ 13,050.00
302.3	Specs		8		16			4					28	\$ 5,760.00	\$ -	\$ 5,760.00
302.4	Construction Cost		4		8			10					22	\$ 4,080.00	\$ -	\$ 4,080.00
302.5	Bid Support		8		16			8					32	\$ 6,360.00	\$ -	\$ 6,360.00
302.6	Addendum		10		12			24					46	\$ 8,450.00	\$ -	\$ 8,450.00
	Subtotal Hours	0	74	0	74	0	0	116	0	0	0	0	264			
	Subtotal \$	\$ -	\$ 18,130.00	\$ -	\$ 14,800.00	\$ -	\$ -	\$ 17,400.00	\$ -	\$ -	\$ -	\$ -		\$ 50,330.00	\$ -	\$ 50,330.00
Task 303: Shannon and Wilson As-built Drawings																
303.0	PM/Meetings		6		5			5					16	\$ 3,220.00	\$ -	\$ 3,220.00
303.1	Sub Coordination		16		4			5					25	\$ 5,470.00	\$ -	\$ 5,470.00
303.2	Plans		10		8			64					82	\$ 13,650.00	\$ -	\$ 13,650.00
	Subtotal Hours	0	32	0	17	0	0	74	0	0	0	0	123			
	Subtotal \$	\$ -	\$ 7,840.00	\$ -	\$ 3,400.00	\$ -	\$ -	\$ 11,100.00	\$ -	\$ -	\$ -	\$ -		\$ 22,340.00	\$ -	\$ 22,340.00
Task 304: Shannon and Wilson Towne Road Removal Support																
304.0	Memo	4	12			16	5						37	\$ 7,530.00	\$ -	\$ 7,530.00
304.1	Meetings	8	16			8							32	\$ 7,640.00	\$ -	\$ 7,640.00
	Subtotal Hours	12	28	0	0	24	5	0	0	0	0	0	69			
	Subtotal \$	\$ 3,600.00	\$ 8,860.00	\$ -	\$ -	\$ 3,960.00	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,170.00	\$ -	\$ 15,170.00
Task 310 - HDR Phase 2 Redesign and Bid Assistance																
310.1	Project Setup												0	\$ -	\$ -	\$ -
310.2	PS&E												0	\$ -	\$ -	\$ -
310.3	Bid Support												0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Task 311: HDR Construction Engineering																
311.1	Submittal review												0	\$ -	\$ -	\$ -
311.2	Change Orders												0	\$ -	\$ -	\$ -
311.3	Weekly Meeting												0	\$ -	\$ -	\$ -
311.4	Field Visit												0	\$ -	\$ -	\$ -
311.5	Coordination and Closeout												0	\$ -	\$ -	\$ -
311.6	Coordination for DBs and Management												0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Task 312: HDR Trail/Parking Design and Bid Assistance																
312.1	Plan												0	\$ -	\$ -	\$ -
312.2	Storm Memo												0	\$ -	\$ -	\$ -
312.3	Specs												0	\$ -	\$ -	\$ -
312.4	Cost												0	\$ -	\$ -	\$ -
312.5	Coordination and Calls												0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Task 320: Johnston Land Surveying Construction Support																
320	Pre Con and Con Survey		6			4							10	\$ 2,210.00	\$ -	\$ 2,210.00
	Subtotal Hours	0	6	0	0	4	0	0	0	0	0	0	10			
	Subtotal \$	\$ -	\$ 1,470.00	\$ -	\$ -	\$ 740.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 2,210.00	\$ -	\$ 2,210.00
Task 321: Johnston Land Surveying As-built Survey																
321	As-built Survey		9			5							14	\$ 3,130.00	\$ -	\$ 3,130.00
	Subtotal Hours	0	9	0	0	5	0	0	0	0	0	0	14			
	Subtotal \$	\$ -	\$ 2,205.00	\$ -	\$ -	\$ 925.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,130.00	\$ -	\$ 3,130.00

Budget Breakdown: HDR

No.	Task/Subtask Name	Senior PM	Proj Account	Transport Eng	Storm Eng	QC Mang	PM	PM 2	CAD	PIC	Total # Hours	Labor Cost	Invoiced ODCs	Total \$
Task 223 - Shannon and Wilson Phase 2 Office Engineering		\$514.53	\$112.00	\$191.90	\$176.93	\$368.03	\$288.00	\$755.39	\$105.60	\$333.86				
223	Design Changes Engineering										0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Task 226 - Shannon and Wilson Phase 2 Permitting Assistance														
226	Design Changes Permitting										0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Task 300 - Shannon and Wilson Phase 2 Redesign and Bid Assistance														
300.1	PM/Meetings										0	\$ -	\$ -	\$ -
300.2	Sub Coordination										0	\$ -	\$ -	\$ -
300.3	Plans										0	\$ -	\$ -	\$ -
300.4	Specs										0	\$ -	\$ -	\$ -
300.5	Construction Cost										0	\$ -	\$ -	\$ -
300.6	Bid Support										0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Task 301: Shannon and Wilson Construction Engineering														
301.0	PM/Meetings										0	\$ -	\$ -	\$ -
301.1	Plans/Shop Drawings										0	\$ -	\$ -	\$ -
301.2	Requests for Information										0	\$ -	\$ -	\$ -
301.3	Submittals										0	\$ -	\$ -	\$ -
301.4	Requests for Approval of Materials										0	\$ -	\$ -	\$ -
301.5	Change Orders										0	\$ -	\$ -	\$ -
301.6	Pay Apps										0	\$ -	\$ -	\$ -
301.7	Site Inspection										0	\$ -	\$ -	\$ -
301.8	Weekly Meeting										0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Task 302: Shannon and Wilson Trail/Parking Design														
302.0	PM/Meetings										0	\$ -	\$ -	\$ -
302.1	Sub Coordination										0	\$ -	\$ -	\$ -
302.2	Plans										0	\$ -	\$ -	\$ -
302.3	Specs										0	\$ -	\$ -	\$ -
302.4	Construction Cost										0	\$ -	\$ -	\$ -
302.5	Bid Support										0	\$ -	\$ -	\$ -
302.6	Addendum										0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Task 303: Shannon and Wilson As-built Drawings														
303.0	PM/Meetings										0	\$ -	\$ -	\$ -
303.1	Sub Coordination										0	\$ -	\$ -	\$ -
303.2	Plans										0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Task 304: Shannon and Wilson Towne Road Removal Support														
304.0	Memo										0	\$ -	\$ -	\$ -
304.1	Meetings										0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Task 310 - HDR Phase 2 Redesign and Bid Assistance														
310.1	Project Setup	8	4	4	4		4				24	\$ 5,591.56	\$ -	\$ 5,591.56
310.2	PS&I	8		88	75		15		24		260	\$ 44,807.59	\$ 190.65	\$ 44,998.24
310.3	Bid Support			24	24		8		8		68	\$ 13,022.78	\$ -	\$ 13,022.78
	Subtotal Hours	16	4	116	103	0	27	4	62	0	352			
	Subtotal \$	\$ 5,032.48	\$ 448.00	\$ 22,260.40	\$ 18,223.79	\$ -	\$ 7,776.00	\$ 1,021.56	\$ 8,659.20	\$ -	\$ -	\$ 63,421.43	\$ 190.65	\$ 63,612.08
Task 311: HDR Construction Engineering														
311.1	Submittal review			28	28		6	8	8		78	\$ 14,943.16	\$ -	\$ 14,943.16
311.2	Change Orders			14	14		4		8		40	\$ 7,160.42	\$ -	\$ 7,160.42
311.3	Weekly Meeting			8	8			2			18	\$ 3,461.42	\$ -	\$ 3,461.42
311.4	Field Vis			24	24		8				64	\$ 13,199.04	\$ 1,730.60	\$ 14,929.64
311.5	Coordination and Closeout			8	8			8	2		26	\$ 5,204.96	\$ -	\$ 5,204.96
311.6	Coordination for O&M and Management		12			2		12		2	28	\$ 5,812.46	\$ -	\$ 5,812.46
	Subtotal Hours	0	12	82	82	2	18	38	18	2	254			
	Subtotal \$	\$ -	\$ 1,344.00	\$ 15,735.80	\$ 14,508.26	\$ 736.06	\$ 5,184.00	\$ 9,704.82	\$ 1,900.80	\$ 667.72	\$ -	\$ 49,781.46	\$ 1,730.60	\$ 51,512.06
Task 312: HDR Trail/Parking Design and Bid Assistance														
312.1	Plans			92	60	4	4	2	40		202	\$ 35,629.50	\$ -	\$ 35,629.50
312.2	Storm Memo				16	2					18	\$ 3,566.94	\$ -	\$ 3,566.94
312.3	Specs			2	2		6	2			12	\$ 2,976.44	\$ -	\$ 2,976.44
312.4	Cost			4	4		2				10	\$ 2,051.32	\$ -	\$ 2,051.32
312.5	Coordination and Calls			6	6			2			14	\$ 2,723.76	\$ -	\$ 2,723.76
	Subtotal Hours	0	0	104	88	6	12	6	40	0	256			
	Subtotal \$	\$ -	\$ -	\$ 19,957.60	\$ 15,569.84	\$ 2,208.18	\$ 3,456.00	\$ 1,532.34	\$ 4,224.00	\$ -	\$ -	\$ 46,947.96	\$ -	\$ 46,947.96
Task 320: Johnston Land Surveying Construction Support														
320	Pre Con and Con Survey										0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Task 321: Johnston Land Surveying As-built Survey														
321	As-built Survey										0	\$ -	\$ -	\$ -
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0			
	Subtotal \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Budget Breakdown: Johnston Land Survey

No.	Task/Subtask Name	Principal Surveyor	Senior Project Manager	Project Surveyor	Survey Technician	2 Man Survey Crew									Total # Hours	Labor Cost	Invoiced ODCs	Total \$
	Billing Rates	\$148.00	\$138.00	\$108.00	\$100.00	\$208.00												
Task 223 - Shannon and Wilson Phase 2 Office Engineering																		
223	Design Changes Engineering														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 226 - Shannon and Wilson Phase 2 Permitting Assistance																		
226	Design Changes Permitting														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 300 - Shannon and Wilson Phase 2 Redesign and Bid Assistance																		
300.1	PM/Meetings														0	\$	-	\$
300.2	Sub Coordination														0	\$	-	\$
300.3	Plans														0	\$	-	\$
300.4	Specs														0	\$	-	\$
300.5	Construction Cost														0	\$	-	\$
300.6	Bid Support														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 301: Shannon and Wilson Construction Engineering																		
301.0	PM/Meetings														0	\$	-	\$
301.1	Plans/Shop Drawings														0	\$	-	\$
301.2	Requests for Information														0	\$	-	\$
301.3	Submittals														0	\$	-	\$
301.4	Requests for Approval of Materials														0	\$	-	\$
301.5	Change Orders														0	\$	-	\$
301.6	Pay Apps														0	\$	-	\$
301.7	Site Inspection														0	\$	-	\$
301.8	Weekly Meeting														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 302: Shannon and Wilson Trail/Parking Design																		
302.0	PM/Meetings														0	\$	-	\$
302.1	Sub Coordination														0	\$	-	\$
302.2	Plans														0	\$	-	\$
302.3	Specs														0	\$	-	\$
302.4	Construction Cost														0	\$	-	\$
302.5	Bid Support														0	\$	-	\$
302.6	Addendum														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 303: Shannon and Wilson As-built Drawings																		
303.0	PM/Meetings														0	\$	-	\$
303.1	Sub Coordination														0	\$	-	\$
303.2	Plans														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 304: Shannon and Wilson Towne Road Removal Support																		
304.0	Memo														0	\$	-	\$
304.1	Meetings														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 310 - HDR Phase 2 Redesign and Bid Assistance																		
310.1	Project Setup														0	\$	-	\$
310.2	PS&E														0	\$	-	\$
310.3	Bid Support														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 311: HDR Construction Engineering																		
311.1	Submittal review														0	\$	-	\$
311.2	Change Orders														0	\$	-	\$
311.3	Weekly Meeting														0	\$	-	\$
311.4	Field Visit														0	\$	-	\$
311.5	Coordination and Closeout														0	\$	-	\$
311.6	Coordination for Obs and Management														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 312: HDR Trail/Parking Design and Bid Assistance																		
312.1	Plans														0	\$	-	\$
312.2	Storm Memo														0	\$	-	\$
312.3	Specs														0	\$	-	\$
312.4	Cost														0	\$	-	\$
312.5	Coordination and Calls														0	\$	-	\$
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				
Task 320: Johnston Land Surveying Construction Support																		
320	Pre Con and Con Survey														0	\$	-	\$ 16,000.00
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			\$ 16,000.00	\$ 16,000.00
Task 321: Johnston Land Surveying As-built Survey																		
321	As-built Survey														0	\$	-	\$ 26,500.00
	Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Subtotal \$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			\$ 26,500.00	\$ 26,500.00



3a

AGENDA ITEM SUMMARY

MAY 30 2023

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 5-22-23**

REGULAR AGENDA ☒ **Meeting Date: 5-30-23**

Item summary:

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

Executive summary:

A vacancy exists on the Port Crescent Pioneer Cemetery Advisory Board due to the expiration of terms.

A press release was issued January 2023 to solicit applications; the current members with the expiring terms were notified. No other applications were received.

The members whose terms are expiring notified the Board of Commissioner's in writing that they are interested in being considered for reappointment.

Mike French, Commissioner District III, approves the reappointments of David Colthorp and Lawrence Dempsey to the Port Crescent Pioneer Cemetery Advisory Board.

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

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

Approve and sign resolution reappointing.

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: Board of Commissioners

Date submitted: 5-11-23

* Work Session Meeting - Submit 1 single sided/not stapled copy Port Crescent Pioneer Cemetery Colthorp & Dempsey 5-30-23
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019



RESOLUTION _____, 2023

REAPPOINTING MEMBERS TO THE
PORT CRESCENT PIONEER CEMETERY ADVISORY BOARD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Port Crescent Pioneer Cemetery Advisory Board due to the expiration of terms.
2. A press release was issued January 2023 to solicit applications; the current members with the expiring terms were notified. No other applications were received.
3. The members whose terms are expiring notified the Board of Commissioner's in writing that they are interested in being considered for reappointment.
4. Mike French, Commissioner District III, approves the reappointments of David Colthorp and Lawrence Dempsey to the Port Crescent Pioneer Cemetery Advisory Board.

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

1. **David Colthorp** is reappointed to the Port Crescent Pioneer Cemetery for a term expiring June 30, 2028.
2. **Lawrence Dempsey** is reappointed to the Port Crescent Pioneer Cemetery for a term expiring June 30, 2028.

PASSED AND ADOPTED this 30th day of May 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, Clerk of the Board

c: A22.16
Appointee (s)



AGENDA ITEM SUMMARY

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

30
MAY 30 2023

Department: Parks, Fair & Facilities

WORK SESSION ☒ **Meeting Date:** May 22, 2023

REGULAR AGENDA ☒ **Meeting Date:** May 30, 2023

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

Item summary:

- | | | |
|---|--|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other - Proposal re Beer Garden at Fair Rodeo |

Documents exempt from public disclosure attached: ☐

Executive summary: The Park, Fair & Facilities Department will brief the Board of Commissioners on a proposed Beer Garden to be held at the Clallam County Fair during the Rodeo on Friday and Saturday evenings only.

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?)

Requesting approval of the Beer Garden during the Clallam County Fair Rodeo.

County Official signature & print name: R. Donald Crawford R. Donald Crawford, Director

Name of Employee/Stakeholder attending meeting: R. Donald Crawford

Relevant Departments: Parks, Fair & Facilities

Date submitted: May 12, 2023

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

BOCC agenda item summary for beer garden 5.10.23

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

Revised: 3-04-2019

CLALLAM COUNTY
PARKS, FAIR, & FACILITIES DEPARTMENT
Conceptual Plan for

BEER CONCESSION SERVICES AT THE CLALLAM COUNTY FAIR

1. Purpose of Request

The Clallam County Fair is committed to providing family-friendly, high customer satisfaction, and a compliant Beer Concessions Services (Beer Garden) within fair event venues. Therefore, Clallam County Parks, Fair, & Facilities Department will enter into an agreement with a 501(c)(3) organization with a Special Occasion license to furnish all staffing (& training), equipment, and necessary supplies to provide Beer Concessions Services (Beer Garden) at the Clallam County Fairgrounds.

2. Concessionaire

Concessionaire will be a registered 501(c)(3) organization with a Special Occasion license to host a beer garden East of grandstands, during the Clallam County Fair Rodeo Performances, starting one hour before the start of the rodeo and ending one hour after completion of the rodeo. The agreement will be awarded annually on a single-year basis. The concessionaire will work with the beer garden committee and beer garden committee will review after the Clallam County Fair is over.

3. Performance Expectations and Standards

Concessionaire shall be allowed to sell beer subject to the following additional restrictions:

- A. Concessionaire will be a registered 501(c)(3) organization with a Special Occasional license to host a Beer Garden.
- B. Beer Concessions will conform to the Washington State Liquor and Cannabis Board rules.
- C. All Concessionaire staff will complete the alcohol server training program the Washington Liquor Control Board provides. Training is included in WSLCB rules and obtaining State MAST 13 card.
- D. Concessionaire will provide a minimum of three (3) employees at the Beer Garden venue ingress to screen underage and over-served individuals.

- E. No Beer will be taken into or out of the designated areas for consumption.
- F. Concessionaire will sign the written agreement provided by the County.
- G. In addition to the other insurance requirements contained herein, the User shall procure and maintain Liquor Liability insurance for the duration of the agreement in the amount of \$1,000,000 for each occurrence. The County is to be endorsed as an additional insured on Liquor Liability insurance.

4. Other Requirements

The Concessionaire will briefly and concisely describe the provider's capabilities to satisfy all legal requirements. Concessionaire must include the following information:

1. Legal name and registration of 501(c)(3) organization. Include the address of the principal place of business, phone numbers, email contact, and primary person to contact.
2. A narrative background of the proposer's ability and experience in providing concessions, business experience; how long has this organization or individual been in business, descriptions of the company, and numbers of employees.
3. Concessionaire will provide the following:
 - A. Identify services proposed to provide.
 - B. List the initial prices of the above items.
 - C. Describe safety procedures along with a site plan.
 - D. Staffing plan for Beer Garden Venue.
 - E. Contact information for onsite supervisory staff.
 - F. What type, if any, temporary site improvements are proposed?
 - G. A minimum of three references indicating recent experience with concessions. References should include the company/organization name, contact person, and telephone number.
 - H. An explanation of routine cleaning and preventative maintenance schedules intended to assure an attractive appearance for alcohol concession equipment and proactive prevention of potential operating problems.

5. Fees & Concessionaire Sponsorships

The Concessionaire will pay the Clallam County Fair a vendor fee of ...18%.....
(\$.....). The Beer Concessionaire will also pay (%) of net sales.



4a
MAY 30 2023

AGENDA ITEM SUMMARY

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

Department: Public Works

WORK SESSION ☒ **Meeting Date: 5/22/2023**

REGULAR AGENDA ☐ **Meeting Date: 5/30/2023**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

This item is a resolution Calling for a Public Hearing on June 27, 2023, to discuss a petition received to vacate a portion of Hermison Road, in Forks, Washington.

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 petition was received with the \$800 application fee and if approved, the applicants will have to pay fair market value for the improvements to the property.

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

The Commissioners review, approve and sign this resolution to hold a public hearing on June 27, 2023

County Official signature & print name:   Joe Donisi, PE

Name of Employee/Stakeholder attending meeting: Linda Capps

Relevant Departments: Public Works

Date submitted: 5-17-2023

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

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



CR RESOLUTION ___, 2023

CALL FOR HEARING ON THE PROPOSED VACATION OF A PORTION OF HERMISON ROAD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A petition has been received seeking to vacate a portion of county right of way, alleging that the right-of-way is useless as a part of the general road system and that the public will be benefited from its vacation.

Said right of way petitioned to be abandoned is described as follows:

Hermison Road in the relation to the South line of Government Lot 8 (SE ¼ SE ¼) of Section 19, Township 28 North, Range 14 West, W.M., Clallam County, Washington, as more particularly described on the attached recorded Record of Survey (Exhibit A) AFN# 2022- 1441619.

Together with and subject to easements, right-of-way, conditions, encumbrances, and restriction of records, if any.

2. RCW 36.87 sets the requirements for the Board to consider vacation and abandonment of public rights of way and these requirements have been met.

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

1. Hereby declares its intent to vacate and abandon right of way described above.
2. Instructs the County Engineer to examine the above described right of way and to report his opinion as to whether the right of way should be vacated and abandoned, whether the right of way is in use or has been in use, the condition of the right of way, whether it will be advisable to preserve it for the county road system in the future, whether the public will be benefited by the vacation and abandonment, and all other facts, matters, and things which will be of importance to the board, prior to the public hearing date set below.
3. Instructs publication, posting, and notification procedures be followed as per RCW 36.87.
4. Sets a public hearing to consider the vacation request, to be held in the Commissioners' Meeting Room, Room 160, Clallam County Courthouse, 223 E. 4th Street, Port Angeles, Washington, on Tuesday, June 27, 2023 at 10:30 a.m.

PASSED AND ADOPTED this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Mike French

PLEASE PUBLISH: 6/9/2023 & 6/16/2023

PLEASE BILL: Clallam County Public Works Dept.



Clallam County, WA



5/17/2023 1:45 PM

0 0.03 0.05 mi

1:4,514

We are happy to share our maps and hope that you find them helpful. Please be advised, however, that these maps are intended to serve as a guide to the general location of features shown. The accuracy of the individual layers varies and layers may not align with one another. Determination of actual regulatory location of features shown on this map typically requires a field examination by qualified staff. Any person or entity that relies on any information contained herein does so at their own risk. Clallam County makes no warranty of the accuracy or usefulness of this data.



5a

AGENDA ITEM SUMMARY

MAY 30 2023

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

Department: BOCC

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 5-30-23**

Item summary:

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

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget revisions on May 30, 2023.

Budget revisions – Transfer or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase.

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

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2023

ADOPTING A BUDGET REVISION FOR THE DEPARTMENT/FUND LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.100, the following facts create a need for the budget revision shown below:

Sheriff – Jail

- Contracted costs for Norpoint Services to provide courthouse security for the month of March 2023/\$18,865
- Contracted costs for Norpoint Services to provide courthouse security for the month of April 2023/\$20,433

BOCC – Operations – Reallocation of funds for Express Personnel expenses for training newly hired BOCC Analyst/\$13,300

Auditor - To move budget from wages/benefits to Personnel Services to cover temporary replacement for vacated staff positions in Finance, Recording and Licensing/\$9,076

Auditor – Document Preservation – To move budget from wages/benefits to Personnel Services to cover temporary replacement for vacated staff positions in Document Preservation/\$5,950

HHS – Environmental Health – Funding for the replacement of office furniture in the environmental health permit center/\$50,000

NonDept – American Rescue Plan Act – Reallocation of ARPA funding for the ARPA Retention Recruitment Bonus Program which now includes Deputy Prosecuting Attorneys, Nurses and Juvenile Corrections Officers/\$134,200

2. The Budget Director has verified the accounting method for the budget revision listed and approved them by numbering and initialing the attached Budget Change Form.

NOW, THEREFORE, THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby adopts the revision within the fund, department, or program budget 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 30th day of May 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores, MMC, Clerk of the Board

Mike French

c: Budget Director
Treasurer
Affected Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM

APR 04 2023

5/30/2023



Date Submitted: 4/4/23 ✓

Budget Hearing/Meeting Date: 4/25/23

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

Budget Number xxxxx.xxx.	00100.815 ✓	Budget Name	Sheriff – Jail ✓
--------------------------	-------------	-------------	------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.10.0010 ✓	Regular Time	18,865
Total				18,865 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.41.1030 ✓	Personnel Services	18,865
Total				18,865 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Contracted costs for Norpoint Services to provide Courthouse and Juvenile services security for the month of March 2023 total \$18,865. These costs are not budgeted, so we need to transfer budget from our staff salary lines into the professional services line. The staff salary lines have extra budget based on open positions that we are currently in the process of filling.

County Official Approval: _____

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

52

MAY 02 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/2/23 ✓

Budget Hearing/Meeting Date: 5/30/23 ✓

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

Budget Number xxxxx.xxx.	00100.815 ✓	Budget Name	Sheriff – Jail ✓
---------------------------------	-------------	--------------------	------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.10.0010 ✓	Regular Time	20,433
Total				20,433 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.41.1030 ✓	Personnel Services	20,433
Total				20,433 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Contracted costs for Norpoint Services to provide Courthouse security for the month of April 2023 total \$20,433. These costs are not budgeted, so we need to transfer budget from our staff salary lines into the professional services line. The staff salary lines have extra budget based on open positions that we are currently in the process of filling.

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

[Handwritten signature]

69

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/12/2023 ✓

Budget Hearing/Meeting Date: 5/30/2023 ✓

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

Budget Number xxxxx.xxx.	00100.241 ✓	Budget Name	BOCC Operations ✓
---------------------------------	-------------	--------------------	-------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.241 ✓	BOCC Operations ✓	51160.10.0010 ✓	Regular Time	10,640
00100.241 ✓	BOCC Operations ✓	51160.20.0020 ✓	Benefits	2,660
Total				13,300 ✓

EXPENDITURES

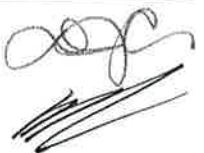
BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.241 ✓	BOCC Operations ✓	51160.41.1030 ✓	Personnel Services	13,300
Total				13,300 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of funds for Express Personnel expenses which were incurred to pay for training the newly hired BOCC Analyst.

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



APR 25 2023



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 4/20/2023

Budget Hearing/Meeting Date: 5/30/2023 ✓

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

Budget Number xxxxx.xxx.	00100.221 ✓	Budget Name	Auditor ✓
--------------------------	-------------	-------------	-----------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.221 ✓	Auditor ✓	51420.10.0010 ✓	Regular Time	3,692
00100.221 ✓	Auditor ✓	51420.20.0020 ✓	Benefits	1,583
00100.221 ✓	Auditor ✓	51430.10.0010 ✓	Regular Time	1,389
00100.221 ✓	Auditor ✓	51430.20.0020 ✓	Benefits	595
00100.221 ✓	Auditor ✓	51481.10.0010 ✓	Regular Time	1,272
00100.221 ✓	Auditor ✓	51481.20.0020 ✓	Benefits	545
Total				9,076 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.221 ✓	Auditor ✓	51420.41.1030 ✓	Personnel Services	5,275
00100.221 ✓	Auditor ✓	51430.41.1030 ✓	Personnel Services	1,984
00100.221 ✓	Auditor ✓	51481.41.1030 ✓	Personnel Services	1,817
Total				9,076 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To move budget from Wages/Benefits to Personnel Services to cover temporary replacement for vacated staff positions in Finance, Recording and Licensing.

County Official Approval: SR

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

[Handwritten signature]

59

APR 25 2023



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 4/20/2023

Budget Hearing/Meeting Date: 5/30/2023 ✓

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

Budget Number xxxxx.xxx.	12401.221 ✓	Budget Name	Auditor – Document Preservation ✓
--------------------------	-------------	-------------	-----------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
12401.221 ✓	Auditor – Document Preservation ✓	51489.10.0010 ✓	Regular Time	4,165 ✓
12401.221 ✓	Auditor – Document Preservation ✓	51489.20.0020 ✓	Benefits	1,785 ✓
Total				5,950 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
12401.221 ✓	Auditor – Document Preservation ✓	51489.41.1030 ✓	Personnel Services	5,950
Total				5,950 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To move budget from Wages/Benefits to Personnel Services to cover temporary replacement for vacated staff position in Document Preservation.

County Official Approval: 

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

MAY 01 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/1/23 ✓

Budget Hearing/Meeting Date: 5/30/23 ✓

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

Budget Number xxxxx.xxx.	00100.511 ✓	Budget Name	HHS – Environmental Health ✓
--------------------------	-------------	-------------	------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS – Env Health ✓	59462.64.0010 ✓	Machinery & Equipment	50,000 ✓
Total				50,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS – Env Health ✓	59462.64.0065 ✓	Furnishings	50,000
Total				50,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being revised to add FPHS LHJ funding for the replacement of office furniture in the environmental health permit center. Revenue previously budgeted as a capital project to upgrade the water lab equipment was not able to be fully used due to staffing not having the scientific degree requirements to run the planned equipment and is instead being changed to fund this capital project, which resulted from the relocation of the environmental health permit center.

County Official Approval: _____

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

[Handwritten signature]

65

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/02/2023 ✓

Budget Hearing/Meeting Date: 5/30/2023 ✓

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

Budget Number xxxxx.xxx.	19961.291 ✓	Budget Name	NonDept – American Rescue Plan Act ✓
---------------------------------	-------------	--------------------	--------------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19961.291 ✓	NonDept – ARPA ✓	52122.10.0220	Recruitment/Retention/Referral Bonuses	5,833
19961.291 ✓	NonDept – ARPA ✓	52122.20.0020	Benefits	1,052
19961.291 ✓	NonDept – ARPA ✓	52360.10.0220	Recruitment/Retention/Referral Bonuses	106,181
19961.291 ✓	NonDept – ARPA ✓	52360.20.0020	Benefits	21,134
Total				134,200 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19961.291 ✓	NonDept – ARPA ✓	51531.10.0220 ✓	Recruitment/Retention/Referral Bonuses	10,000
19961.291 ✓	NonDept – ARPA ✓	51531.20.0020 ✓	Benefits	1,500
19961.291 ✓	NonDept – ARPA ✓	51535.10.0220 ✓	Recruitment/Retention/Referral Bonuses	80,000
19961.291 ✓	NonDept – ARPA ✓	51535.20.0020 ✓	Benefits	13,500
19961.291 ✓	NonDept – ARPA ✓	56210.10.0220 ✓	Recruitment/Retention/Referral Bonuses	25,000
19961.291 ✓	NonDept – ARPA ✓	56210.20.0020 ✓	Benefits	4,200
Total				134,200 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:
 Reallocation of ARPA funding for the ARPA Retention Recruitment Bonus Program which now includes Deputy Prosecuting Attorneys, Nurses and Juvenile Corrections Officers.

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




Sb



AGENDA ITEM SUMMARY

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

MAY 30 2023

Department: BOCC

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 5-30-23

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

Item summary:

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

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on May 30, 2023
Supplemental appropriations – increased expenditures due to unanticipated federal, state, and local funds.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
See attached 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 _____, 2023

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:

HHS – Environmental Health

- FPHS funding to pay for overtime costs to staff members working on the permit center transfer project/\$50,000
- FPHS Water System funding to pay for operations of the water lab/\$38,000
- Receipt of revenue from Department of Ecology for providing services in the Pollution Identification and Control Area/\$35,168

HHS Operations – Receipt of revenue from Department of Commerce for providing services for housing needs/\$150,000

Noxious Weed Control – Addition Title II funds will be received for seasonal help, field supplies and equipment/\$17,000

Parks & Facilities – REET 2 – Washington State Department of Commerce grant funding for the Electric Vehicle Charging Stations project/\$67,890

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 30 day of May 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, Clerk of the Board

c: Budget Director
Treasurer
Affected Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

5/30/23



Date Submitted:

4/11/23

Budget Hearing/Meeting Date:

5/30/23

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.	00100.511 ✓	Budget Name	HHS – Environmental Health ✓
--------------------------	-------------	-------------	------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS – Env Health ✓	34620.00.0215 ✓	FPHS Administration	50,000
Total				50,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS – Env Health ✓	56253.10.0500 ✓	Overtime	5,000
00100.511 ✓	HHS – Env Health ✓	56254.10.0500 ✓	Overtime	35,000
00100.511 ✓	HHS – Env Health ✓	56256.10.0500 ✓	Overtime	5,000
00100.511 ✓	HHS – Env Health ✓	56259.10.0500 ✓	Overtime	5,000
Total				50,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being revised to add FPHS funding to pay for overtime. At the end of 2022, HHS began working on a project to transfer the county's records in the permit center from paper to electronic. Multiple staff members have been working overtime to complete the project. This additional funding is to add in the 2023 costs for the project.

County Official Approval:

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

APR 11 2023



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 4/11/23 ✓

Budget Hearing/Meeting Date: 5/30/23 ✓

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

Budget Number xxxxx.xxx.	00100.511 ✓	Budget Name	HHS – Environmental Health ✓
--------------------------	-------------	-------------	------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS – Env Health	34620.00.0215 ✓	FPHS Administration	38,000
Total				38,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511	HHS – Env Health	56252.31.0075	Laboratory Supplies	33,000
00100.511	HHS – Env Health	56252.35.0010	Small Tools & Minor Equipment	5,000
Total				38,000 ✓

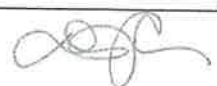
Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being revised to add FPHS Water System funding to pay for operations of the water lab.

County Official Approval: 

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



5A

APR 11 2023

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 4/11/23 ✓

Budget Hearing/Meeting Date: 5/30/23 ✓



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

11301.511	00100.511 ✓	Budget Name	HHS – Environmental Health ✓
-----------	-------------	-------------	------------------------------

REVENUE/SOURCE

BUDGET NUMBER XXXXX.XXX.	DEPT NAME	BARS NUMBER XXXXX.XX.XXXX	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS – Env Health ✓	33366.12.3080 ✓	EPA NEPPIC Near Term Action	35,168
Total				35,168

EXPENDITURES

BUDGET NUMBER XXXXX.XXX.	DEPT NAME	BARS NUMBER XXXXX.XX.XXXX	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS Env Health	56260.41.0020 ✓	Professional Services	35,168
Total				35,168

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional revenue has been received from the Department of Ecology for providing services in the PIC (Pollution Identification & Control) area.

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

A handwritten signature in black ink, appearing to be "J. H. C.", located to the right of the County Official Approval line.

56

APR 11 2023

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 4/11/23 ✓

Budget Hearing/Meeting Date: 5/30/23 ✓

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

11301.511	11301.511 ✓	Budget Name	HHS Operations	
REVENUE/SOURCE				
BUDGET NUMBER XXXXX.XXX.	DEPT NAME	BARS NUMBER XXXXX.XX.XXXX	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS - Operations ✓	33404.20.2030 ✓	DOC Hotel Leasing and Rapid Rehousing	150,000
Total				150,000

EXPENDITURES

BUDGET NUMBER XXXXX.XXX.	DEPT NAME	BARS NUMBER XXXXX.XX.XXXX	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS - Operations ✓	56210.41.0020 ✓	Professional Services	150,000
Total				150,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Revenue is being received from the Department of Commerce for providing services for housing needs. These services are being provided by local providers who have entered into county contracts through the RFP process.

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



55

CLALLAM COUNTY BUDGET CHANGE FORM

APR 26 2023



Date Submitted: 4/25/2023

Budget Hearing/Meeting Date: 5/30/2023 ✓

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

Budget Number xxxxx.xxx.	13001.381 ✓	Budget Name	Noxious Weed Control ✓
--------------------------	-------------	-------------	------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
13001.381 ✓	Noxious Weed Control ✓	33210.69.0010 ✓	Title II – Special Projects of Fed Land	17,000
Total				17,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
13001.381 ✓	Noxious Weed Control ✓	55360.10.0600 ✓	Extra Help	9,000
13001.381 ✓	Noxious Weed Control ✓	55360.31.0020 ✓	Operating Supplies	4,500
13001.381 ✓	Noxious Weed Control ✓	55360.31.0024 ✓	Biocontrols/Weed Field Supplies	3,500
Total				17,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Addition Title II funds will be received for seasonal help, field supplies and equipment.

County Official Approval: Christina H

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

63

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/02/2023

Budget Hearing/Meeting Date: 5/30/2023

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

Budget Number xxxxx.xxx.	30201.911 ✓	Budget Name	Parks & Facilities – REET 2 ✓
---------------------------------	-------------	--------------------	-------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30201.911 ✓	Parks & Facilities – REET 2 ✓	33404.20.0020 ✓	DOC Electric Vehicle Charging Stations	67,890
Total				67,890 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30201.911 ✓	Parks & Facilities – REET 2 ✓	59435.63.2135 ✓	Electric Charging Stations	67,890
Total				67,890 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

WA ST Dept. of Commerce grant funding for the Electric Vehicle Charging Stations project.

County Official Approval: _____

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

[Handwritten Signature]



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

5C
MAY 30 2023

Department: BOCC

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 5-30-23**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget reductions on May 30, 2023.

Budget reductions – a reduction in revenues and/or expenditures.

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

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

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 Reductions 5-30-23
Revised: 3-04-2019



BUDGET RESOLUTION _____, 2023

ADOPTING THE BUDGET REDUCTION IN THE FUND 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 the need for the budget reduction shown below:

Sheriff – Operations - Reduction of Sheriff Operations budget to increase the Sheriff OPNET budget for part of the German Building lease (1 of 2)/\$9,800

2. The Budget Director has verified the accounting method for these budget reductions and approved it by numbering and initialing the attached Budget Change Forms.

NOW, THEREFORE, THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby adopts a reduction within the funds, departments, or programs budgets as set forth in the attached Budget Change Forms.

PASSED AND ADOPTED this 30th day of May 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, MMC, Clerk of the Board

c: Budget Director
Treasurer
Affected Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM

APR 04 2023
5/30/2023



Date Submitted 4/4/23 ✓

Budget Hearing/Meeting Date: 4/25/23

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

Budget Number xxxxx.xxx.	00100.811 ✓	Budget Name	Sheriff - Operations ✓
--------------------------	-------------	-------------	------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.811 ✓	Sheriff - Operations ✓	59121.70.0010 ✓	Operating Leases (GASB 87)	9,800
Total				9,800 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserve ✓	50800.00.0000 ✓	Ending Fund Balance	9,800
Total				9,800 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The German Building lease was budgeted in full in the Sheriff Operations budget. It should have been budgeted 2/3 in Sheriff Operations and 1/3 Sheriff OPNET. This Budget Reduction reduces the Sheriff Operations budget in order to increase the Sheriff OPNET budget. (1 of 2)

County Official Approval: _____

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

50



41

AGENDA ITEM SUMMARY

MAY 30 2023

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

Department: BOCC

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date:** 5/30/23

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

Item summary:

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

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on May 30, 2023.

Debatable emergency – Public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.

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

See attached form(s).

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

Approve the attached Resolution - debatable emergencies.

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 _____, 2023

ADOPTING BUDGET EMERGENCIES FOR THE DEPARTMENTS/FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, after a public hearing on January 31, the following constitute public emergencies, which could not reasonably have been foreseen at the time of budget preparation:

Sheriff – OPNET Drug – Reduction of Sheriff Operations budget to increase the Sheriff OPNET budget for part of the German Building lease (2 of 2)/\$9,800

Superior Court

- Washington Citizens' Commission on Salaries pay increase for judicial officers as of July 1, 2023/\$17,959
- Current regular time and benefits for Superior Court employees and conversion of Family Juvenile Court Improvement Plan Coordinator position from parttime to fulltime/\$69,908

Parks & Facilities – REET 2

- The Phone System Upgrade project was not completed in 2022 and is carried over into 2023 (1 of 2)/\$177,423
- Additional funds needed to cover the unanticipated bid proposal amount that exceeds the amount covered by grand funds and the current REET 2 budget/\$50,000

Information Tech – Capital Projects - The Phone System Upgrade project was not completed in 2022 and is carried over into 2023 (2 of 2)/\$177,423

NonDepartmental – Funding for a one-time Washington Association of Counties (WSAC) Special Assessment supporting the National Center for Public Land Counties (The Center)/\$25,107

2. The Budget Director has reviewed the accounting method for the debatable emergencies and approved it by numbering and initialing the attached *Budget Change Forms*.

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

1. The amount of money required to meet the public emergency listed above is authorized for expenditure provided that no expenditure is made or liability incurred pursuant to the resolution under RCW 36.40.150 until a period of five days, exclusive of the date this resolution is signed, have elapsed.
2. The Treasurer is authorized and requested to make any necessary transfer of funds in order to affect the Board's intent.

PASSED AND ADOPTED this 30 day of May 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, Clerk of the Board

c: Budget Director
Treasurer
Affected Department

APR 04 2023

5/30/2023



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 4/4/23

Budget Hearing/Meeting Date: 4/25/23

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

11008.811

Budget Number xxxxx.xxx.	11065.811	Budget Name	Sheriff – OPNET Drug ✓
--------------------------	-----------	-------------	------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11008.811 ✓	Sheriff – OPNET Drug ✓	50800.00.0000 ✓	Ending Fund Balance	9,800
Total				9,800 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11008.811 ✓	Sheriff – OPNET Drug ✓	59121.70.0010 ✓	Operating Leases (GASB 87)	9,800
Total				9,800 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The German Building lease was budgeted in full in the Sheriff Operations budget. It should have been budgeted 2/3 in Sheriff Operations and 1/3 Sheriff OPNET. This Debatable Emergency increases Sheriff OPNET budget since the Sheriff Operations budget has been reduced. (2 of 2)

County Official Approval:

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

[Handwritten signature]

51

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

APR 12 2023



Date Submitted: 4/10/23

Budget Hearing/Meeting Date: 5/30/23

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

Budget Number xxxxx.xxx.	00100.861 ✓	Budget Name	Superior Court ✓
--------------------------	-------------	-------------	------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	17,959
Total				17,959 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.861 ✓	Superior Court ✓	51221.10.0010 ✓	Regular Time	17,070
00100.861 ✓	Superior Court ✓	51221.20.0020 ✓	Benefits	889
Total				17,959 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The Washington Citizens' Commission on Salaries has approved an increase in pay for judicial officers as of 7/01/23. Please add these additional funds of \$17,959 to our 2023 budget lines listed above to reflect the current regular time and benefits.

County Official Approval: _____

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

[Handwritten signature]

58

MAY 02 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/27/23

Budget Hearing/Meeting Date: 5/30/23

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

Budget Number xxxxx.xxx.	00100.861 ✓	Budget Name	Superior Court ✓
--------------------------	-------------	-------------	------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	69,908
Total				69,908 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.861 ✓	Superior Court ✓	51221.10.0010 ✓	Regular Time	34,259
00100.861 ✓	Superior Court ✓	51221.20.0020 ✓	Benefits	5,678
00100.861 ✓	Superior Court ✓	51222.10.0010 ✓	Regular Time	13,954
00100.861 ✓	Superior Court ✓	51222.20.0020 ✓	Benefits	1,342
00100.861 ✓	Superior Court ✓	56692.10.0010 ✓	Benefits <i>Regular Time</i>	12,791
00100.861 ✓	Superior Court ✓	56692.20.0020 ✓	Benefits	1,884
Total				69,908 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Salary reviews were conducted and approved by Human Resources the end of 2022 regarding four (4) Superior Court employees. Additional funds of \$69,908 to our 2023 budget lines listed above to reflect the current regular time and benefits. Also reflects conversion of Family Juvenile Court Improvement Plan Coordinator position from parttime to fulltime covered under funding from the Administrative Office of the Courts.

County Official Approval: *[Signature]*

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

[Handwritten initials]
[Handwritten signature]
64

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/26/2023 ✓

Budget Hearing/Meeting Date: 5/30/2023 ✓

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

Budget Number xxxxx.xxx.	30201.911 ✓	Budget Name	Parks & Facilities – REET 2 ✓
--------------------------	-------------	-------------	-------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30201.911 ✓	Parks & Facilities – REET 2 ✓	50800.00.0000 ✓	Ending Fund Balance	177,423
Total				177,423 ✓

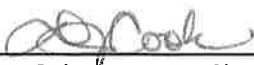
EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30201.911 ✓	Parks & Facilities – REET 2 ✓	59718.00.0015 ✓	Transfer to IT Capital Projects	177,423
Total				177,423 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The Phone System Upgrade project was not completed in 2022 and is carried over into 2023. (1 of 2)

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



61

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/01/2023 ✓

Budget Hearing/Meeting Date: 5/30/2023 ✓

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

Budget Number xxxxx.xxx.	30201.911 ✓	Budget Name	Parks & Facilities – REET 2 ✓
---------------------------------	-------------	--------------------	-------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30201.911 ✓	Parks & Facilities – REET 2 ✓	50800.00.0000 ✓	Ending Fund Balance	50,000
Total				50,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30201.911 ✓	Parks & Facilities – REET 2 ✓	59435.63.2135 ✓	Electric Charging Stations	50,000
Total				50,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional REET 2 funds are needed to cover the unanticipated bid proposal amount that exceeds the amount covered by grant funds and the current REET 2 budget.

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

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/26/2023 ✓

Budget Hearing/Meeting Date: 5/30/2023 ✓

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

Budget Number xxxxx.xxx.	30701.411 ✓	Budget Name	Information Tech – Capital Projects ✓
---------------------------------	-------------	--------------------	---------------------------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30701.411 ✓	Information Tech – Capital Projects ✓	39718.00.0015 ✓	Transfer from REET 2	177,423
Total				177,423 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30701.411 ✓	Information Tech – Capital Projects ✓	59418.64.3175 ✓	Phone System Upgrade/Replacement	177,423
Total				177,423 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The Phone System Upgrade project was not completed in 2022 and is carried over into 2023. (2 of 2)

County Official Approval: _____

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

[Handwritten signature]

62

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/02/2023 ✓

Budget Hearing/Meeting Date: 5/30/2023 ✓

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

Budget Number xxxxx.xxx.	00100.291 ✓	Budget Name	NonDepartmental ✓
--------------------------	-------------	-------------	-------------------

REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund ✓ Reserves	50800.00.0000 ✓	Ending Fund Balance	25,107
Total				25,107 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.291 ✓	NonDepartmental ✓	51420.49.0043 ✓	WA State Association of Counties WSAC	25,107
Total				25,107 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding for a one-time WSAC Special Assessment supporting the National Center for Public Land Counties (The Center). These resources will provide funding for staff and consultants to plan, initiate, and complete critical research, projects, activities, communication materials and an annual work plan and place The Center on a sustainable future financial course.

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

70