



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, May 14, 2024 – 10:00 a.m.

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

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

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

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

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA ? Any Commissioner may remove items for discussion

- 1a. Approval of vouchers for the week of May 6

Approval of vouchers 

- 1b. Approval of minutes for the week of May 6

Approval of minutes 

Updated document to add motions to items 4a and 5a 

- 1c. Proclamation Recognizing Peace Officer Memorial Week

Proclamation 

- 1d. Resolution appointing Jeri Boe to the Clallam Bay/Sekiu Community Action Team

Resolution 

- 1e. Letter to Washington Utilities and Transportation Commission Regarding Rate Increases

Letter 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

- 2a. Agreement with United States Department of Agriculture (USDA) Forest Service for weed control work within Olympic National Forest

Agreement 

BIDS AND AWARDS

- 3a. Request for proposal opening ? Deferred Compensation Recordkeeping 2024

RFP opening 

- 3b. Bid award ? Nordland Construction NW for the Lower Dungeness River Floodplain Restoration and Levee Road Realignment Project ? Phase 3 ? 2024 Construction

Bid award 

BUDGET

- 4a. Notice that the following budget revisions will be adopted by Resolution on May 28:
NonDept ? American Rescue Plan Act ? Reallocation of American Rescue Plan Act (ARPA) funding for the final contractual payment to the Public Utility District (PUD) for their Carlsborg/Van-Lan Water System Project. The invoice expected in 2023 was not received until April 2024/\$60,000
Prosecuting Attorney ? Operations ? Funds originally allocated for attorney salaries will be used for contracted attorney services while short-staffed/\$100,000
Sheriff ? Jail Medical ? Our two Mental Health Professionals are funded by the ?Hargrove Fund?. Since the second position will have been vacant from January through the end of April, Health and Human Services is seeking approval for the unspent salary dollars to be used for supplies needed by the positions instead. This will allow for the purchase of office furniture, computer equipment, or other items supporting the mental health program for incarcerated individuals that was not originally planned for/\$25,000

Budget revisions 

- 4b. Notice that the following supplemental appropriations will be adopted by Resolution on May 28:
Superior Court - Contract renewal with the Salish Behavioral Associated Health Organization for Criminal Justice Treatment Account (CJTA) funds set aside by the State of Washington for the betterment of therapeutic courts/\$5,966
Noxious Weed Control - Program spent less money than expected from the Washington Department of Agriculture Knotweed grant due to difficulty hiring seasonal help. The grant expires in June 2025. The money will be used to increase seasonal wages/\$5,500
Sheriff - OPNET Drug - The OPNET Task Force was only partially funded during the budget cycle due to uncertain grant funding. While Washington State has since approved appropriation funding to support task forces, we are requesting to use proceeds from a confiscated property to balance the budget for the remainder of the year while the appropriation disbursement specifics are established. The appropriation funds can then reimburse the fund balance once received/\$301,736

Supplemental appropriations 

- 4c. Resolution calling for a hearing to be held May 28 at 10:30 a.m. for the following debatable emergencies:
Parks & Facilities - Real Estate Excise Tax (REET) - To cover unpaid sales tax due on the Courthouse Access Control project, and two invoices for the Restoration of Old Juvie Building project received after the close of accounts payable for year-end/\$21,253

General Fund Reserves - City of Port Angeles stormwater assessment unexpectedly increased 103% from 2023. Additional General Fund support is needed to cover the increase (1 of 2)/\$10,000

NonDept - Indigent Defense - Additional funding for Superior Court Conflict Attorney services provided in 2023 as well as the new contract for 2024/\$19,000

Treasurer - Land Assessment -

* City of Port Angeles stormwater assessment unexpectedly increased 103% from 2023. Additional

General Fund support is needed to cover the increase (2 of 2)/\$10,000

* 2024 increase to City of Port Angeles stormwater fees for county owned parcels. Increased rates and values were not provided to the Treasurer in order to anticipate this increase/\$13,000

Department of Community Development - Permit Center -

* Due to uncertainty concerning when the State Building Code Council would implement the 2021 International Codes, Code Books were not purchased in 2023 as they were budgeted because the State was still delaying implementation. It has now been passed/\$3,575

* Repair costs for vehicle driven by Building Inspector after collision with wildlife while driving on Highway 112. Policy 860 4.9 states that it will be the responsibility of the renting department to pay the difference in costs to replace or repair the vehicle as Equipment Rental & Revolving (ER&R) does not carry collision insurance on vehicles or equipment/\$8,972

Human Resources - Unemployment Compensation - Requesting additional funding for unanticipated increase in unemployment compensation costs/\$40,000

Health and Human Services Operations - Reallocation of Foundational Public Health Services (FPHS) Communications funding to the machinery and equipment category for the purchase of 3 copy machines/\$65,000

NonDept - Hotel/Motel Tax - Additional funds need for Resolution 40, 2024 Board-approved

Lodging Tax applications/\$480,000

Debatable emergencies 

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

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.



19
MAY 14 2024

Date of report: May 8, 2024

General Fund	\$111,861.66
Other Funds	\$367,820.58
Total	\$479,682.24

STATE OF WASHINGTON

County of Clallam

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

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____ 2024.

SHOONA RIGGS COUNTY AUDITOR

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

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

MIKE FRENCH, Chair

RANDY JOHNSON

MARK OZIAS

TODD MIELKE, County Administrator

Weekly Expenditures

May 6 - 10, 2024

Fund #	Department	Expenditures		Use Tax	
		General Fund (GF)	Other Funds	General Fund (GF)	Other Funds
00100.211	Assessor	1,088.74			
00100.221	Auditor	1,056.88			
00100.241/291/831	Commissioners (BOCC)	227.73			
19914.291	BOCC - Veterans Relief		1,248.60		
19951.291	BOCC - Affordable Housing Sales Tax		823.50		
19961.291	BOCC - American Rescue Plan Act		22,457.14		
00100.871	District Court I	171.42			
00100.881	District Court II	448.48			
11301.511	Health & Human Services (HHS)		33,346.86		317.73
00100.511	HHS - Environmental Health	2,674.95			
00100.513	HHS - Admin	148.90			
11323.511	HHS - Chem Dep/Mental Hlth		12,096.70		
00100.461	Human Resources (HR)	7,144.64			
50401.461	HR - Risk Management		58,089.30		
50501.461	HR - Workers Compensation		673.00		
00100.411	Information Technology (IT)	3,409.70			
00100.851	Juvenile Services	5,600.38			
00100.911/912	Parks Fair Facilities (PFF)	10,431.01		245.54	
30101.911	PFF - REET 1 (Real Estate Excise Tax)		120.86		
30501.911	PFF - Capital Projects		4,631.57		
00100.841-843	Prosecuting Attorney	23,280.35			
	Public Works (PW)				
10101.611	PW - Roads		50,007.87		
30401.331	PW - Dungeness Reservoir		3,336.28		
41401.611	PW - Clallam/Seki Sewer		143,464.73		
42401.611	PW - Carlsborg Sewer		389.12		
43401.611	PW - Bullman Beach Water System		360.31		
50301.611	PW - ER&R (Equip't Rental & Revolving)		10,466.62		
00100.811-815,817	Sheriff	52,654.17			
00100.816	Sheriff - Jail Medical	2,307.26			
11003.811	Sheriff - Boating Safety		57.33		
11008.811	Sheriff - OPNET Drug		613.17		
11065.811	Sheriff - OPSCAN Operations		6,229.32		
11080.811	Sheriff - Inmate Commissary		40.21		3.58
00100.891	Superior Court Clerk	971.51			
12241.231	Treasurer - Land Assessment		19,046.78		
Total		111,616.12	367,499.27	245.54	321.31

VISA statement balance:

Statement date:

Report Reconciliation		Totals			
Total	479,115.39	General Fund	111,861.66		
Final Check Lists	479,115.39	Other Non-GF	367,820.58		
Difference	-	VISA charges	-		
		Total	479,682.24	Use Tax	566.85

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
5/14/2024	FAIR PUBLISHING HOUSE INC	87756-01	mearley	2,758.83	245.54	2,758.83
5/14/2024	MAXAIR SYSTEMS	0092102-IN	nfurford	3,570.00	317.73	3,570.00
5/14/2024	SWANSONS SERVICES CORP.	1832460	jkoon	40.21	3.58	40.21
Totals:				6,369.04	566.85	6,369.04

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0000023	ADVANCED TRAVEL	LK AT PACS24	5/1/2024	ADVANCE TRAVEL AND MILE/	694.42	
			DC AT PACS24	5/1/2024	ADVANCE TRAVEL FOR DANI	241.50	935.92
5/14/2024	0001315	QUILL CORP	38002085	5/1/2024	OFFICE SUPPLIES	152.82	152.82
Sub total for U S BANK:							1,088.74

0.*

479,115.39*+

1,248.60+

19,046.78+

971.51+

2,307.26+

59,594.20+

194,222.03+

3,336.28+

10,466.62+

23,280.35+

15,183.44+

5,600.38+

3,409.70+

65,906.94+

48,267.41+

448.48+

171.42+

23,508.37+

1,056.88+

1,088.74+

0.*

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05/08/2024 9:53:42AM

Final Check List
CLALLAM COUNTY

Auditor

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0000546	EXPRESS SERVICES, INC	30359749	2/21/2024	SAVANAH WISE	349.92	
			30391482	2/28/2024	SAVANAH WISE	311.04	
			30509756	3/27/2024	SAVANAH WISE	233.28	894.24
5/14/2024	0041361	CAIN, DANIEL	Cain 4-29-24	4/29/2024	MILEAGE FOR EAST END DR	145.39	145.39
5/14/2024	0047080	HILLWAY, IAN	Hillway 4-10-24	4/10/2024	PIERCE COUNTY TRAINING M	17.25	17.25
Sub total for U S BANK:							1,056.88

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05/08/2024 10:00:49AM

Final Check List
CLALLAM COUNTY

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Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0000842	IMAGINE IT FRAMED	31174	4/29/2024	DEBI COOK 19 YRS	128.62	128.62
5/14/2024	0015513	OLYMPIC PENINSULA COMM	ARPA OPCC Ma	4/29/2024	ARPA - HHS MEDICAL RESPIT	22,457.14	22,457.14
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	L361404452001	4/29/2024	BINDER, BOWL, PLATES, PAF	99.11	99.11
5/14/2024	0048814	DALTON, TIMOTHY	TD 04/17/2024	4/29/2024	TIM DALTON NW RURAL INVE	823.50	823.50
Sub total for U S BANK:							23,508.37

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Final Check List
CLALLAM COUNTY

District Court I

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	5/14/2024	0003410	LEMAY MOBILE SHREDDING	4838729S185	5/1/2024	LEMAY SHREDDING	15.84	15.84
	5/14/2024	0026382	NEUPERT, DAVE	DNtravel2024	4/30/2024	TRAVEL REIMBURSEMENT F	155.58	155.58
Sub total for U S BANK:							171.42	

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Final Check List
CLALLAM COUNTY

District Court II Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	5/14/2024	0042284	LUNDBERG, JAMES	082064	5/14/2024	MARCH JANITORIAL SERVICE	72.45
				082061	5/14/2024	JANITORIAL SERVICES DECE	72.15
				082062	5/14/2024	JANUARY JANITORIAL SERVI	57.96
				082063	5/14/2024	FEBRUARY JANITORIAL SER'	57.96
				082065	5/14/2024	APRIL JANITORIAL SERVICES	57.96
							318.48
5/14/2024	0049718	LEGACY LANGUAGE LTD	24-01	5/14/2024	MANDARIN INTERPRETER	130.00	130.00
Sub total for U S BANK:							448.48

HHS

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0029528	ADVANCED ANALYTICAL SOLI	35682	3/14/2024	WATER LAB - TEST SAMPLES	105.94	
			35621	1/30/2024	WATER LAB - TEST SAMPLES	84.66	190.60
5/14/2024	0036231	FISHER SCIENTIFIC COMPAN	1682842	4/22/2024	WATER LAB - LAB SUPPLIES	496.49	496.49
5/14/2024	0047235	KOWAL, KATIE	KK Reimb 4-13-2	4/13/2024	ONSITE - REIMBURSEMENT F	222.00	222.00
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	L363392837001	4/13/2024	ONSITE - OFFICE SUPPLIES	42.57	
			363391230001	4/15/2024	ONSITE - OFFICE SUPPLIES	21.24	63.81
5/14/2024	0049736	STERIS CORPORATION	12300827	4/18/2024	WATER LAB - LAB SUPPLIES	219.85	219.85
5/14/2024	0048015	THERMO FISHER SCIENTIFIC	SVO83405498	4/18/2024	WATER LAB - SERVICE FOR /	1,482.20	1,482.20
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	L363389020001	4/13/2024	HADM - TRASH CAN LINERS	42.57	
			363386914001	4/15/2024	HADM - COMMAND STRIPS, I	42.34	84.91
5/14/2024	0039629	OPPELT, JENNIFER	JO BT 05-01-24	5/1/2024	HOPS - BUSINESS MILEAGE -	63.99	63.99
5/14/2024	0022148	CENTURYLINK BUSINESS SE	684850093	4/24/2024	HOPS - FORKS 1-800 LINE	8.24	8.24
5/14/2024	0049643	DUNCAN, KYRISSA	KD BT 04-30-24	4/30/2024	HOPS - BUSINESS MILEAGE -	9.38	9.38
5/14/2024	0000546	EXPRESS SERVICES, INC	30665795	5/1/2024	HOPS - EXTRA HELP	1,279.20	1,279.20
5/14/2024	0000750	HOME DEPOT CREDIT SERVI	6807103	4/10/2024	HOPS - GENERATORS	8,734.70	
			6887859	4/10/2024	HOPS - GENERATORS	8,734.70	
			6417144	4/10/2024	HOPS - GENERATORS	6,987.76	24,457.16
5/14/2024	0000825	JOHNSON, ANN	AJ BT 04-29-24	4/29/2024	HOPS - BUSINESS MILEAGE -	75.04	75.04
5/14/2024	0049712	MAXAIR SYSTEMS	0092102-IN	4/17/2024	HOPS - CAPR CART	3,570.00	3,570.00
5/14/2024	0016427	MCKESSON MEDICAL-SURGI	K21996781	4/18/2024	HOPS - BABY SCALES	1,565.96	
			22008727	4/22/2024	HOPS - STADIOMETERS	676.84	
			21980713	4/16/2024	HOPS - VIRAL TRANSPORT, C	234.37	2,477.17
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	L363003998001	4/15/2024	HOPS - COMMAND STRIPS, K	373.82	
			363738945001	4/16/2024	HOPS - SHELVING	240.06	
			363735134001	4/16/2024	HOPS - SHELVING	199.93	
			363373828001	4/15/2024	HOPS - TAPE, TRASH BAGS, I	79.52	
			363378181001	4/16/2024	HOPS - FOLDERS, PENS, IND	67.81	961.14
5/14/2024	0001300	PUBLIC UTILITY DISTRICT	20704 04-25-24	4/25/2024	HOPS - FORKS OFFICE UTILI	134.92	134.92
5/14/2024	0001508	STERICYCLE, INC	8006805538	4/12/2024	HOPS - SYRINGE DISPOSAL	65.75	65.75
5/14/2024	0001499	TAYLOR COMMUNICATIONS	IIV1643742	4/23/2024	HOPS - BIRTH CERTIFICATE I	176.11	176.11
5/14/2024	0033201	WESTSIDE PIZZA	WP 04-26-24	4/26/2024	HOPS - GROUP SUPPORT SL	132.75	132.75
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	L363389024001	4/15/2024	CD/MH - EARBUDS	10.88	10.88
5/14/2024	0001209	PENINSULA BEHAVIORAL HE	A11323-24-PBH-L	4/26/2024	CD/MH - ACCESS TO BH SER	12,085.82	12,085.82

Sub total for U S BANK: 48,267.41

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05/08/2024 10:49:55AM

Final Check List
CLALLAM COUNTY

HR

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0000358	CLALLAM COUNTY, PROSEC	PAO 1st Qtr 202	5/2/2024	PAO 1ST QTR CIVIL ATTY	50,516.74	50,516.74
5/14/2024	0000546	EXPRESS SERVICES, INC	30665792	5/2/2024	PUBLIC RECORDS ANALYST	569.20	569.20
5/14/2024	0001136	OLYMPIC MEDICAL CENTER	9712087341630	5/2/2024	PRE EMP MEDICAL	1,182.00	
			9712082542860	5/2/2024	PRE EMP MEDICAL	1,125.50	
			9712080397770	5/2/2024	PRE EMP MEDICAL	140.50	2,448.00
5/14/2024	0001297	PUBLIC SAFETY TESTING INC	2024-113	5/2/2024	PRE EMP BACKGROUNDS	6,559.00	
			2024-114	5/2/2024	CORRECTIONS DEPUTY ADV	117.00	6,676.00
5/14/2024	0001734	WA ST PATROL	12405867	5/2/2024	PRE EMPLOYMENT	231.00	231.00
5/14/2024	0017582	ARTHUR J GALLAGHER RMS	5108298	5/2/2024	EXCESS W/C AUDIT 24 ADTL	673.00	673.00
5/14/2024	0035753	LOOMIS ARMORED US, LLC	13472177	5/2/2024	ARMORED CAR SERVICE/TRI	1,174.36	1,174.36
5/14/2024	0045292	BATES, JERRY	00084	5/2/2024	PRE EMP POLYGRAPH	3,150.00	3,150.00
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	363304842001	5/2/2024	OFFICE SUPPLIES	362.42	
			363305155001	5/2/2024	OFFICE SUPPLIES	55.74	
			363305154001	5/2/2024	OFFICE SUPPLIES	38.61	
			363305153001	5/2/2024	OFFICE SUPPLIES	11.87	468.64
Sub total for U S BANK:							65,906.94

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05/08/2024 10:54:56AM

Final Check List
CLALLAM COUNTY

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Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
	5/14/2024	0001179	PACIFIC OFFICE EQUIPMENT	1140188	5/1/2024	BOCC TAG 9312	691.37	
				1138512	5/1/2024	BOCC TAG 9312	528.60	
				1129196	5/1/2024	BOCC TAG 9312	482.43	
				1135432	5/1/2024	BOCC TAG 9312	343.82	
				1133794	5/1/2024	BOCC TAG 9312	268.93	2,315.15
	5/14/2024	0004211	CENTURYLINK	206T222202-05C	5/1/2024	COURTHOUSE T-1	490.59	
				206T313735-05C	5/1/2024	COURTHOUSE T-1	490.59	
				206T413216-05C	5/1/2024	JUVIE COURT	41.20	1,022.38
	5/14/2024	0023718	AT&T	3604574863LD-(	5/1/2024	JUVIE FAX LINES LONG DIST	72.17	72.17
Sub total for U S BANK:							3,409.70	

Juv Svcs

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0001262	PORT OF PORT ANGELES	PS-INV104648	5/1/2024	BUILDING/OFFICE RENTAL-L/	3,045.69	3,045.69
5/14/2024	0001509	CORDANT HEALTH SOLUTION	TC-1645004302	4/30/2024	PRO SVCS-DIV	219.32	219.32
5/14/2024	0017787	DAIRY FRESH FARMS INC	8122412115	4/30/2024	DET FOOD	97.93	
			8122411708	4/26/2024	DET FOOD	57.64	155.57
5/14/2024	0041147	AMERIGAS PROPANE LP	3163622893	4/25/2024	UTILITIES	1,511.95	1,511.95
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	L363353103001	4/15/2024	OFFICE SUPPLIES	635.85	635.85
5/14/2024	0049401	8TH STREET CAR WASH	CCJFS042524	4/25/2024	PRO SVCS	32.00	32.00
Sub total for U S BANK:							5,600.38

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0000329	CO-OP FARM AND GARDEN, T102503		5/2/2024	JUV FTLZR	179.65	
			102289	5/2/2024	SMPK DRILL BITS NUTS & BC	42.38	222.03
5/14/2024	0000547	FAIR PUBLISHING HOUSE INC87756-01		5/2/2024	FG 2024 FAIR RIBBONS	2,758.83	2,758.83
5/14/2024	0000561	FERGUSON ENTERPRISES IN2548641		5/2/2024	CDJ WATER METER	330.40	330.40
5/14/2024	0001179	PACIFIC OFFICE EQUIPMENT 1140216		5/2/2024	ADM COPIER SERV	224.16	224.16
5/14/2024	0001361	RICHMOND 2-WAY RADIO 1020		5/2/2024	2403UP SC RADIO REPEATF	4,631.57	4,631.57
5/14/2024	0001472	SOLMAR WATER SYSTEM, IN(RH 4/30/24		5/2/2024	RH APRIL WATER	104.00	104.00
5/14/2024	0038174	COASTAL FARM & RANCH 2688		5/2/2024	CH JV KILLZALL CROSSBOW	980.03	980.03
5/14/2024	0041504	IML SECURITY SUPPLY 4059324		5/2/2024	2008FAC JAIL LOCKS	120.86	
			4057008	5/2/2024	CH DEADLATCH	36.38	157.24
5/14/2024	0048297	JAMES MONROE LLC 042524g		5/2/2024	JV CAMERAL SYST LICENSE	925.18	925.18
5/14/2024	0048306	SERENE MOMENTS CREATIO SMC24-182		5/2/2024	FG 2024 FAIR TSHIRTS & HO	4,850.00	4,850.00
Sub total for U S BANK:							15,183.44

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0000023	ADVANCED TRAVEL	ADVTRVL5/2/24	5/2/2024	REPAYMENT OF ADVANCE TF	1,690.00	1,690.00
5/14/2024	0000546	EXPRESS SERVICES, INC	30601970	5/2/2024	EXPRESS SERVICES	550.46	
			30665796	5/2/2024	EXPRESS SERVICES	323.80	
			30391494	5/2/2024	EXPRESS SERVICES	64.76	939.02
5/14/2024	0001252	PORT ANGELES, CITY OF	74359-155474 5/	5/2/2024	74359-155474 UTILITIES	235.83	235.83
5/14/2024	0001556	AXON ENTERPRISE INC	INUS244108	5/2/2024	AXON DEPLOYMENT PAYMEN	18,513.00	18,513.00
5/14/2024	0001672	WACME	WACME05/2/24	5/2/2024	MEMBERSHIP DUES	250.00	250.00
5/14/2024	0001675	WA ASSOC OF PROSECUTING	TS0524-C02	5/2/2024	REGISTRATION FEE	1,000.00	1,000.00
5/14/2024	0028235	REIFENSTAHL, MELANIE	REIFENSTAHL 5/2/24	5/2/2024	TRAVEL REIMBURSEMENT	100.92	100.92
5/14/2024	0041410	THOMSON, ELIZABETH	THOMSON 5/2/24	5/2/2024	TRAVEL REIMBURSEMENT	72.50	72.50
5/14/2024	0043628	BLAKE, KIM	BLAKE 5/2/24	5/2/2024	TRAVEL REIMBURSEMENT	100.92	100.92
5/14/2024	0045455	SWAN, BRANDY	SWAN 5/2/24	5/2/2024	MILEAGE REIMBURSEMENT	52.26	52.26
5/14/2024	0046582	PAVLAK, CHRISTINA	PAVLAK 5/2/24	5/2/2024	TRAVEL REIMBURSEMENT	100.92	100.92
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	L347391539001	5/2/2024	OFFICE SUPPLIES	102.47	
			360946251001	5/2/2024	OFFICE SUPPLIES	85.66	188.13
5/14/2024	0047008	CINCOTTO, KARI	CINCOTTO 5/2/24	5/2/2024	MILEAGE REIMBURSEMENT	36.85	36.85
Sub total for U S BANK:							23,280.35

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0000099	A-1 AUTO PARTS	1480052	4/15/2024	Oil Filter - SQ 1038	10.78	10.78
5/14/2024	0000403	COPY CAT GRAPHICS & SIGN	1088-24	4/25/2024	Decals - PA 446, 460, RH320	141.57	141.57
5/14/2024	0000894	LARSCO INC	1117241-02	3/7/2024	Quick Connect - PA Stores	50.03	50.03
5/14/2024	0000897	LAWSON PRODUCTS INC	9311485060	4/24/2024	Washers, Nuts, Screws - PA	104.52	104.52
5/14/2024	0001179	PACIFIC OFFICE EQUIPMENT	1140243	4/30/2024	Billable Copies - Engineering 62	226.78	
			1140244	4/30/2024	Billable Copies - Admin 6553	214.35	
			1140242	4/30/2024	Billable Copies - ER&R	24.07	465.20
5/14/2024	0001187	PAPE MACHINERY INC	15192744	4/25/2024	Belts, Pulleys, Bushings - LC 45	1,574.33	
			15238701	5/1/2024	Hydraulic System Parts - PA Stc	791.93	
			15222491	5/1/2024	Chute - PA SCP120	207.71	
			15234030	4/25/2024	Sensor - SQ 453	156.71	
			14708348	8/15/2023	Return Credit - PA 1033	-257.29	2,473.39
5/14/2024	0001255	PRICE FORD LINCOLN MERC	15053484	4/30/2024	Glass-Door - PA S332	226.98	226.98
5/14/2024	0001300	PUBLIC UTILITY DISTRICT	9896/042524	4/25/2024	Electric Utility - 160 Grant Rd	489.40	
			109032/042524	4/25/2024	Electric Utility - Gravel Pit Road	81.61	571.01
5/14/2024	0001551	TACOMA SCREW PRODUCTS	140106845-00	4/22/2024	Padlocks - SQ, PA, LC	578.83	578.83
5/14/2024	0001767	WEST WASTE & RECYCLING	000318648	4/30/2024	Sanican, 410 Frontier St - CB	120.00	
			0000316267	4/30/2024	Garbage Collection, 51 Bedrock	72.00	
			0000316268	4/30/2024	Garbage Collection, 410 Frontie	36.00	228.00
5/14/2024	0001781	WHITEHEADS AUTO PARTS IN	280331	3/1/2024	Filters, Belts, Lights - LC	73.77	
			284143	4/18/2024	PWR Steering Fluid, Tester - LC	36.24	110.01
5/14/2024	0005032	OWEN EQUIPMENT COMPAN	00114749	4/25/2024	Band Belt - SQ 401	367.80	367.80
5/14/2024	0021386	STAPLES ADVANTAGE	6001746441	4/23/2024	Office Supplies - PA 20-B201	123.59	
			3560305260	2/14/2024	Clipboards - PA 20-B201	20.93	144.52
5/14/2024	0022435	RACE STREET AUTO PARTS	670768	4/30/2024	Battery - PA SC171	172.74	
			670045-24	4/23/2024	Air Filters - PA Stores	76.71	
			670692-24	4/29/2024	Brake Pads - SQ 154	60.41	
			670174-24	4/24/2024	Coolant - PA 205	40.27	
			670213-24	4/24/2024	Oil Filter - SQ 453	17.04	
			670801-24	4/30/2024	Core Return - PA SC171	-19.60	347.57
5/14/2024	0036418	PA FAR WEST MACHINE &, HY	0424-C4969C	4/30/2024	Repairs - PA 1253	125.24	125.24
5/14/2024	0040272	MATT'S TOOLS USA LLC	142368	4/30/2024	Belt Sander - PA 20-SMTOOL	237.23	
			142369	4/30/2024	Air Inlet Joint - PA 20-SMTOOL	35.33	272.56
5/14/2024	0043469	PETROCARD	0517629-IN	4/30/2024	Unleaded - LC	3,917.97	3,917.97

Bank : apbank U S BANK

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0048865	SARGENT TOOLS LLC	04252427547	4/25/2024	Drill Bits, Studs - SQ	252.10	252.10
5/14/2024	0049733	VESTIS SERVICES LLC	5120456737	4/30/2024	Laundry Services - PA	29.64	
			5120454303	4/25/2024	Laundry Services - SQ	16.34	
			5120452501	4/23/2024	Laundry Services - LC	16.28	
			5120456723	4/30/2024	Laundry Services - LC	16.28	78.54
Sub total for U S BANK:							10,466.62

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Final Check List
CLALLAM COUNTY

Public Works(2) Page: 1

Bank : apbank U S BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
5/14/2024	0043522	WASHINGTON WATER TRUST	2024-03	4/24/2024	DUNGENESS RESERVOIR CC	3,336.28	3,336.28
Sub total for U S BANK:							3,336.28

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	5/14/2024	0029002	3M 9428255822	4/18/2024	MAINTANCE SUPPLIES	1,291.25	1,291.25
	5/14/2024	0000091	ANGELES MILLWORK & LUMB351782	4/29/2024	MAINTENANCE SUPPLIES - T	325.53	325.53
	5/14/2024	0000332	CLALLAM CO AUDITORS TAX .04/24-SUT10101	4/30/2024	4/24 SALES AND USE TAX	10.87	10.87
	5/14/2024	0000331	CLALLAM COUNTY AUDITOR 24-162262-C1	4/23/2024	EASEMENT RECORDED	304.50	304.50
	5/14/2024	0041654	CONSTRUCTION INSPECTION1948-2024	4/30/2024	LAB FRADATION WET/DRY W	125.00	125.00
	5/14/2024	0020602	CONTECH ENGINEERED SOL 28914369	4/4/2024	SUPPLIES	40,293.00	40,293.00
	5/14/2024	0000594	DECKER CITY HARDWARE, TI824051	4/24/2024	FUEL	36.03	36.03
	5/14/2024	0000546	EXPRESS SERVICES, INC 30665797-10101	5/1/2024	04/22-04/28 EXPRESS EMPLC	2,843.76	2,843.76
	5/14/2024	0000709	HARBOR SAW & SUPPLY 795780	4/25/2024	MAINTENANCE SUPPLIES- LC	411.99	
			795943	4/25/2024	MAINTENANCE SUPPLIES- P/	214.90	
			796024	5/2/2024	MAINTENANCE SUPPLIES - P	39.57	666.46
	5/14/2024	0041605	HOME DEPOT PRO 800529109	4/18/2024	MAINTENANCE SUPPLIES	1,197.86	1,197.86
	5/14/2024	0000885	LAKESIDE INDUSTRIES, INC 266991	4/20/2024	LAKESIDE EZ STREET ASPH/	2,109.74	2,109.74
	5/14/2024	0001156	OLYPEN INC 240429-0016	4/29/2024	OLYPEN SERVICE	161.25	161.25
	5/14/2024	0021386	STAPLES ADVANTAGE 6001745440	4/27/2024	OFFICE SUPPLIES	283.54	
			6001746439	4/27/2024	OFFICE SUPPLIES	30.70	314.24
	5/14/2024	0001551	TACOMA SCREW PRODUCTS 140109522-00	4/24/2024	MAINTANCE SUPPLIES-PA	104.46	104.46
	5/14/2024	0049733	VESTIS SERVICES LLC 5120456735	4/30/2024	LAUNDRY SERVICE -PA	16.33	
			5120456724	4/30/2024	LAUNDRY SERVICE-LC	16.30	
			5120454304	4/25/2024	LAUNDRY SERVICE- SQ	16.29	48.92
	5/14/2024	0024854	WILSON, MICHAEL WILSONCDL-42	4/26/2024	REIM- CDL PHYSICAL WILSOI	175.00	175.00
	5/14/2024	0000244	BRUCH & BRUCH CONSTRUCILA240101 EST#	4/18/2024	ILA 240901 EST #7	139,643.01	139,643.01
	5/14/2024	0000332	CLALLAM CO AUDITORS TAX .04/24-SUT41401	4/30/2024	4/24 SALES AND USE TAX	788.72	788.72
	5/14/2024	0001148	OLYMPIC SPRINGS INC 366097	4/30/2024	WWTP - DRINKING WATER	58.32	58.32
	5/14/2024	0001300	PUBLIC UTILITY DISTRICT 23007-042324	4/23/2024	03/18-04/16 176 FRONT ST	860.58	
			22991-042324	4/23/2024	03/18-04/16 HWY 112 -OPP 15	237.22	
			23221-042324	4/23/2024	03/18-04/16 12901 HWY 112	201.06	
			23040-042324	4/23/2024	03/18-04/16 FRONT ST	180.82	1,479.68
	5/14/2024	0020614	WOOD HAWK, INC 2101	4/29/2024	WOOD HAWK INC	1,495.00	1,495.00
	5/14/2024	0000332	CLALLAM CO AUDITORS TAX .04/24-SUT42401	4/30/2024	4/24 SALES AND USE TAX	168.84	168.84
	5/14/2024	0001300	PUBLIC UTILITY DISTRICT 119586-042524	4/25/2024	03/20-04/17 1453 W WASH ST	67.17	67.17
	5/14/2024	0001641	VERIZON WIRELESS 9962443641	4/23/2024	04/23 VERIZON CARLSBORG	153.11	153.11
	5/14/2024	0000546	EXPRESS SERVICES, INC 30665797-43401	5/1/2024	04/22-04/28 CROSS EXPRESSE	292.85	292.85
	5/14/2024	0001300	PUBLIC UTILITY DISTRICT 24561-042524	4/25/2024	03/22-04/19 BULLMAN BEACH	67.46	67.46

Sub total for U S BANK: 194,222.03

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0000159	BOB BARKER CO INC	#INV2014206	4/23/2024	INMATE CLOTHING	284.77	
			#INV2012364	4/18/2024	INMATE CLOTHING	223.47	
			#INV2013079	4/18/2024	INMATE CLOTHING	136.97	645.21
5/14/2024	0000351	OLYMPIC PENINSULA, HUMAN	2nd Qtr 2024	5/2/2024	SHELTERING CONTRACT	32,500.00	32,500.00
5/14/2024	0000459	DAY WIRELESS SYSTEMS INC	#INV820386	4/9/2024	RECAP OF ELTEK BATTERY S	5,616.73	5,616.73
5/14/2024	0000539	EVERGREEN COLLISION, SEC	56123	10/27/2023	TOWING	742.70	742.70
5/14/2024	0000628	GALLS LLC	027625232	4/11/2024	UNIFORM - HEINER	108.89	
			027625233	4/11/2024	UNIFORM - DEMOREST	108.89	
			027693637	4/18/2024	DUTY GEAR - LOUCKS	46.28	
			027625292	4/11/2024	DUTY GEAR - HAMILTON	19.55	283.61
5/14/2024	0001022	MOTOROLA SOLUTIONS, INC	8281851662	3/22/2024	BATTERIES	748.36	
			8281866891	4/9/2024	CHARGER	741.34	
			8281854201	3/25/2024	REMOTE SPEAKER MICROPH	566.66	2,056.36
5/14/2024	0001300	PUBLIC UTILITY DISTRICT	115366-May24	4/25/2024	UTILITIES - EDWARDS RD	252.89	252.89
5/14/2024	0001543	SWANSONS SERVICES CORP	1832460	4/18/2024	INDIGENT PACKS	40.21	40.21
5/14/2024	0001734	WA ST PATROL	I2405832	5/1/2024	BACKGROUND CHECKS	636.00	636.00
5/14/2024	0004211	CENTURYLINK	206-T30-9144-M	4/23/2024	INMATE CLOTHING	467.95	467.95
5/14/2024	0028803	TOMKO, RICHARD	042324-1	4/23/2024	REGISTRATION, TITLE, EXEM	220.08	
			042424-2	4/24/2024	REGISTRATION, TITLE, EXEM	65.00	285.08
5/14/2024	0033486	LN CURTIS & SONS INC	INV816568	4/24/2024	BULLETPROOF VEST	1,865.46	
			inv816577	4/24/2024	BULLETPROOF VEST	1,865.46	
			INV818073	4/29/2024	BOTHELL CARRIER	300.56	
			INV818000	4/29/2024	UNIFORM SHIRTS - SUPPOR	214.41	4,245.89
5/14/2024	0040427	NORPOINT GROUP LLC	1361 NPG	5/3/2024	CC COURTHOUSE & JUVENIL	9,900.00	9,900.00
5/14/2024	0041804	FILEONQ INC	11895	5/1/2024	PROPERTY & EVIDENCE MOI	540.74	540.74
5/14/2024	0043469	PETROCARD	C450506	4/30/2024	FUEL FOR OPNET & BOATING	670.50	670.50
5/14/2024	0044691	VERIZON CONNECT FLEET U	310000051671	5/1/2024	VEHICLE TRACKING SUBSCF	99.98	99.98
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	L363414924001	4/15/2024	OFFICE SUPPLIES	51.53	
			363415115001	4/13/2024	OFFICE SUPPLIES	11.53	63.06
5/14/2024	0049401	8TH STREET CAR WASH	CCS-042524	4/25/2024	CAR WASHES	379.00	379.00
5/14/2024	0049724	SAGE ALERTING SYSTEMS INS	240225	4/5/2024	REPAIRE OF SAGE DIGITAL EI	168.29	168.29
Sub total for U S BANK:							59,594.20

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Final Check List
CLALLAM COUNTY

Sheriff Jail Med

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Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0000815	JIM'S PHARMACY	011042-4.25.24	4/25/2024	INMATE MEDICINE	2,171.19	2,171.19
5/14/2024	0001136	OLYMPIC MEDICAL CENTER	OMC-5.2.24	5/2/2024	INMATE MEDICAL	57.49	57.49
5/14/2024	0048022	SOUND INPATIENT PHYSICIAN	ZBZQD5G	9/19/2023	INMATE MEDICAL	78.58	78.58
Sub total for U S BANK:							2,307.26

Clerk

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
5/14/2024	0001179	PACIFIC OFFICE EQUIPMENT	1140185	5/2/2024	CLERK'S OFFICE CONTRACT	133.85	
			1140184	5/2/2024	CLERK'S CONTRACT #11149-	104.20	238.05
5/14/2024	0027983	HYLAND SOFTWARE INC	LE01-347519	5/2/2024	E-FILING EAC 3-15-23 / 4-15-	273.52	273.52
5/14/2024	0033199	LEMAY MOBILE SHREDDING	4838730S185	5/2/2024	CLERK'S OFFICE SHRED	31.68	31.68
5/14/2024	0046683	ODP BUSINESS SOLUTIONS	L362970512001	5/2/2024	CLER'S OFFICE SUPPLIES	294.42	
			362971934001	5/2/2024	CLERK'S OFFICE SUPPLIES	85.60	380.02
5/14/2024	0049587	PORTER, CHARDONNEY	CHARAPRILJUV	5/2/2024	CLERK TRAVEL JUVENILE	48.24	48.24
Sub total for U S BANK:							971.51

Treasurer

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	5/14/2024	0000366	CLALLAM COUNTY TREASUR	212-18273B	5/2/2024	ASSESSMENTS ON COUNTY	19,046.78
Sub total for U S BANK:							19,046.78

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Final Check List
CLALLAM COUNTY

Veterans

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
	5/1/2024	0001300	PUBLIC UTILITY DISTRICT	MR9221 5/1/24	5/1/2024 UTILITIES	548.60	
				WT0047 5/1/24	5/1/2024 UTILITIES	300.00	848.60
	5/1/2024	0020849	U S BANK	BG6299 5/1/24	5/1/2024 FOOD	150.00	
				LP6817 5/1/24	5/1/2024 FOOD	150.00	
				RJ6829 5/1/24	5/1/2024 FOOD	100.00	400.00
Sub total for U S BANK:							1,248.60



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MAY 14 2024

BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of May 6-10, 2024

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, May 6, 2024. Present were Commissioners French, Ozias and Johnson, and Administrator Mielke.

Items of discussion per the agenda published May 1 were:

- Calendar/Correspondence
- Olympic National Park update
- Resolution appointing Jeri Boe to the Clallam Bay/Seki Community Action Team
- Agreement with United States Department of Agriculture (USDA) Forest Service for weed control work within Olympic National Forest
- Pre-application questionnaire with Washington State Criminal Justice Training Commission (WA-CJTC) to establish an officer wellness program
- Letter to Washington Utilities and Trade Commission Regarding Rate Increases

Meeting concluded at 10:11 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair French called the meeting to order at 10 a.m., Tuesday, May 7, 2024. Also present were Commissioners Ozias and Johnson and Administrator Mielke.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

PUBLIC COMMENT

- Lorri Gilchrist, Sequim, commented on item 1g
- Levi Douglas, Port Angeles, commented on item 1g
- Jennifer Peilikan, Beaver, commented on item 1g
- Karin Cummins, Sequim, commented on item 3c
- Jeff Tozzer, Sequim, commented on item 3c
- Margaret Walthall, Sequim, commented on Towne Road

CONSENT AGENDA

- 1a Approval of vouchers for the week of April 29
- 1b Approval of minutes for the week of April 29
- 1c Proclamation Recognizing Child Care Provider Appreciation Day
- 1d Resolution appointing Kelly Newhouse to the Behavioral Health Advisory Board
- 1e Resolution appointing Jane Childers to the Lake Sutherland Steering Committee
- 1f Letter of support for Port of Port Angeles 2024 Port Infrastructure Development Program application
- 1g Letter of support with Washington State Administrative Office of the Courts for Veterans Court Grant

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

REPORTS AND PRESENTATIONS

- CRJ read a Proclamation Recognizing Child Care Provider Appreciation Day
 - Wendy Bart, Port Angeles, provided comment
 - Kim Davies-Whelman, Port Angeles, provided comment
- ATM recognized Debi Cook for her service to Clallam County
 - CMO recognized Cook
- CMO commented on department staff meetings, Opioid Workgroup,

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of May 6-10, 2024
Page 2

- CRJ commented on Fire Story presentation, Peninsula Behavioral Health
- CMF commented on Friend of Forks Animals, Trails Advisory Committee

CONTRACTS AND AGREEMENTS

2a Agreement with Washington Military Department and U.S. Department of Homeland Security for Operation Stonegarden Program

ACTION TAKEN: CRJm to approve, CMOs, mc

2b Agreement appendix A with Washington State University Extension for approved 2024 budget

ACTION TAKEN: CRJm to approve, CMOs, mc

2c Agreement with Department of Agriculture for Dog Barn and Agility Arena upgrades

ACTION TAKEN: CRJm to approve, CMOs, mc

2d Land purchase agreement with Clifford and Judy Hewitt for Bear Creek Road

ACTION TAKEN: CRJm to approve, CMOs, mc

2e Land purchase agreement with Joel and Shauna Wilhelm for Bear Creek Road

ACTION TAKEN: CRJm to approve, CMOs, mc

2f Purchase order with Carousel Industries for phone system maintenance and support

ACTION TAKEN: CRJm to approve, CMOs, mc

BIDS AND AWARDS

3a Request for proposal opening – Hearing Examiner Services

CONTRACTOR

Dykes Ehrlichman Law Firm

ACTION TAKEN: CRJm to forward the bid to the County Administrator for review and recommendation to the BOCC, CMOs, mc

3b Bid opening – McDonald Creek Irrigation and Fish Passage Improvement Project

CONTRACTOR

Bruch and Bruch

AMOUNT

\$2,035,390

ACTION TAKEN: CRJm to forward the bid to the Department of Community Development for review and recommendation to the BOCC, CMOs, mc

3c Bid opening – Lower Dungeness River Floodplain Restoration and Levee Road Realignment Project – Phase 3 – 2024 Construction

CONTRACTOR

Nordland Construction NW

Scarsella Bros Inc.

Jamestown Excavating

Delhur Industries, Inc.

AMOUNT

\$1,821,409

\$2,218,166.50

\$1,930,742

\$2,332,929.73

ACTION TAKEN: CRJm to forward the bid to the Department of Community Development for review and recommendation to the BOCC, CMOs, mc, CMO voted no

COMMUNITY DEVELOPMENT

4a Resolution to authorize expenditures from the Conservation Futures Fund for approved 2024 applications

PUBLIC WORKS

5a Notice to call for bids to be received no later than Tuesday, May 28, 2024 at 10 a.m. for the 2024 Hot Mix Asphalt Requirements

PUBLIC COMMENT

- Margaret Walthall, Sequim, commented on Towne Road
- Karin Cummins, Sequim, commented on the noise ordinance, Irrigation Festival (see attached)
- Karen Hubert, Sequim, commented on Towne Road, Jamestown Tribe letter
- John Worthington, Sequim, commented on Towne Road, Jamestown Tribe
- Jim Stoffer, Sequim, commented on Towne Road
- Christy Campbell, Sequim, fire concerns, Towne Road
- Pepai Whipple, Sequim, commented on Towne Road

Meeting concluded at 11:03 a.m. and continued to 9 a.m., Monday, May 13, 2024

The Board of Commissioners attended Coffee with Colleen, KSQM Radio Show and Forest Conservation Spring Celebration during the week of May 6.

PASSED AND ADOPTED this 14th day of May 2024.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mark Ozias

KEY TO ABBREVIATIONS:

ATM Administrator Todd Mielke

CMO Commissioner Mark Ozias

CRJ Commissioner Randy Johnson

CMF Commissioner Mike French

m	moved
mc	motion carried
s	seconded

BOCC Mail Correspondences Received from other Jurisdictions

LtCol James Minsky Place DEDICATION



~*~BY INVITATION ONLY~*~

Friday, May 17, 2024 / 1:00 pm

401 W. Salal Place in Sequim, WA
(parking is limited onsite - please carpool)

Please RSVP to: Cheri or Jennifer @ 360-374-5252 or
info@SargesVeteranSupport.com

RECEIVED
CLALLAM CO. COMMISSIONERS

MAY 03 2024

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

There will be an Open House for the public on
Saturday, May 18, 2024
from 1-4 pm



LtCol James Minsky



RECEIVED
CLALLAM CO. COMMISSIONERS

MAY 03 2024

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

TO: County Executives and Chairs of Boards of County Commissioners

FROM: Jane Wall, Executive Director

DATE: April 29, 2024

RE: **Conditional* Certificate of Good Practice

Please see the enclosed **Conditional* Certificate of Good Practice that was approved by resolution of the County Road Administration Board at its meeting on April 25, 2024. We have mailed the original certificate to your County Engineer as they are required to post it in a publicly accessible location in the Public Works office.

Pursuant to Resolution 2024-004, *"4 counties were in conditional compliance as they relate to the issuance of Certificates of Good Practice."* Those counties are: Asotin, Clallam, Grays Harbor, and Pacific.

Therefore, a Conditional Certificate of Good Practice has been transmitted to the State Treasurer on behalf of your county pursuant to the authority contained in RCW 36.78.090 as shown on the certificate enclosed. This action by the CRABoard will assure the continued distribution of your monthly state gas tax allotment from the Office of the State Treasurer. However, Asotin and Grays Harbor counties are required to report their progress quarterly towards compliance two weeks before each board meeting and, they shall be in compliance by December 31, 2024. Clallam and Pacific counties must take administrative steps to improve their required reporting and report to the Board at their July 25-26, 2024 meeting on what steps they have taken.

On behalf of the members and staff of the CRABoard, I would like to express my appreciation for the cooperation we have received from and through your county engineer's office during the past year.

Enclosure

Cc: County Engineer


JANE WALL
Executive Director

CONDITIONAL
CERTIFICATE
OF GOOD PRACTICE

HAS BEEN TRANSMITTED TO THE STATE TREASURER ON BEHALF OF

Clallam

FOR THE YEAR 2023

*Pursuant to the authority contained in RCW 36.78.090 and in recognition of the fact that this county has submitted to the Department of Transportation or to this Board all reports required by law or regulation of the Board; and has reasonably complied with provisions of law relating to county road administration and with the Standards of Good Practice as formulated and adopted by the Board.
Conditional terms are listed in Resolution 2024-004.*

APRIL 25, 2024



Rob Coffman
ROB COFFMAN, CHAIR OF THE BOARD

COPY

RESOLUTION 2024-004

WHEREAS RCW 36.78.090 provides that the County Road Administration Board each year shall transmit to the State Treasurer Certificates of Good Practice on behalf of the counties which during the preceding calendar year have submitted to the State Transportation Commission or to the CRABoard all reports required by law or regulation of the CRABoard and have reasonably complied with provisions of law relating to county road administration and with Standards of Good Practice as formulated and adopted by the Board; and

WHEREAS the County Road Administration Board met on April 25-26, 2024 in Olympia, Washington to make such a determination pursuant to an analysis of annual certification questionnaires in accordance with WAC 136-04 by the counties; and

WHEREAS the County Road Administration Board determined that 35 counties were in compliance with the provisions of RCW 36.78.090 and 4 counties were in conditional compliance as they relate to the issuance of Certificates of Good Practice;

WHEREAS the Director of Highways and Local Programs has certified to CRAB that 36 of 39 counties are current and in compliance with National Bridge Inspection Standards (NBIS). Three counties are currently out of compliance, Asotin, Grays Harbor, and Pierce counties, Pierce being in reasonable compliance for CRAB's purposes, and

WHEREAS 31 of the 39 counties' required submittals were submitted to CRAB by the April 1st deadline. Of the 8 counties missing the deadline, 6 counties had reasonable explanations, complied soon after the deadline and, are considered to be in reasonable compliance. The remaining 2 counties, Clallam and Pacific did not have reasonable explanations and are not considered to be in reasonable compliance.

NOW, THEREFORE, BE IT RESOLVED that a Certificate of Good Practice be transmitted to the State Treasurer on behalf of the following counties:

ADAMS
BENTON
CHELAN
CLARK
COLUMBIA
COWLITZ
DOUGLAS
FERRY
FRANKLIN
GARFIELD
GRANT
ISLAND

JEFFERSON
KING
KITSAP
KITITAS
KLICKITAT
LEWIS
LINCOLN
MASON
OKANOGAN
PEND OREILLE
PIERCE
SAN JUAN

SKAGIT
SKAMANIA
SNOHOMISH
SPOKANE
STEVENS
THURSTON
WAHKIAKUM
WALLA WALLA
WHATCOM
WHITMAN
YAKIMA

NOW, THEREFORE, BE IT FURTHER RESOLVED that a Conditional Certificate of Good Practice be transmitted to the State Treasurer on behalf of the following counties and, that Asotin and Grays Harbor be required to report their progress quarterly toward compliance two weeks before each Board meeting until complete and, they shall be in full compliance by December 31st, 2024, and that Clallam and Pacific take administrative steps to improve their required reporting and report to the Board at their July 25-26, 2024 meeting what steps they have taken:

ASOTIN, GRAYS HARBOR, CLALLAM, AND PACIFIC

Adopted by the CRABoard on April 25, 2024.


CRABoard Chairman
Commissioner Coffman


Executive Director
Jane Wall

Gores, Loni

From: Karin Cummins <karinc@olypen.com>
Sent: Tuesday, May 7, 2024 10:54 AM
To: Gores, Loni
Subject: Public Comment 10-7-24

Kärin Cummins

Dungeness

Commissioners

Good morning

Adgenda 3c

I want to take this opportunity again to thank the county staff, commissioners Johnson, and French in regard to Towne Road. I firmly believe this was a catalyst and a wake up call for our county government. We have no ethics oversight committee and maybe we should.

Public Comment:

I would like to thank Administrator Mielke for taking the time to discuss the noise ordinance that has been on and off the table for 5yrs. In our discussion I think we agree it's more realistic to include it in a nuisance ordinance. We shall see what the future holds as this has to include code enforcement and staffing which has been a cog in the wheel.

I am surprised there was no mention of Washington States oldest long running festival from our District 1 Commissioner,

Mr Ozias. This past week many events happened including the kiddies parade, arts and crafts fair, dancing in the street with clallam county favorite Joy in Mudville, trashon (so creative in recycling use of materials in fashion, congratulations to Cherry Bibler for the winning design. This week there is still time to attend the High School Operetta this Saturday the classic car show of course the parade and the logging show. Hope to see you there.

Kärin



BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of May 6-10, 2024

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, May 6, 2024. Present were Commissioners French, Ozias and Johnson, and Administrator Mielke.

Items of discussion per the agenda published May 1 were:

- Calendar/Correspondence
- Olympic National Park update
- Resolution appointing Jeri Boe to the Clallam Bay/Sekiu Community Action Team
- Agreement with United States Department of Agriculture (USDA) Forest Service for weed control work within Olympic National Forest
- Pre-application questionnaire with Washington State Criminal Justice Training Commission (WA-CJTC) to establish an officer wellness program
- Letter to Washington Utilities and Trade Commission Regarding Rate Increases

Meeting concluded at 10:11 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair French called the meeting to order at 10 a.m., Tuesday, May 7, 2024. Also present were Commissioners Ozias and Johnson and Administrator Mielke.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

PUBLIC COMMENT

- Lorri Gilchrist, Sequim, commented on item 1g
- Levi Douglas, Port Angeles, commented on item 1g
- Jennifer Peilikan, Beaver, commented on item 1g
- Karin Cummins, Sequim, commented on item 3c
- Jeff Tozzer, Sequim, commented on item 3c
- Margaret Walthall, Sequim, commented on Towne Road

CONSENT AGENDA

- 1a Approval of vouchers for the week of April 29
- 1b Approval of minutes for the week of April 29
- 1c Proclamation Recognizing Child Care Provider Appreciation Day
- 1d Resolution appointing Kelly Newhouse to the Behavioral Health Advisory Board
- 1e Resolution appointing Jane Childers to the Lake Sutherland Steering Committee
- 1f Letter of support for Port of Port Angeles 2024 Port Infrastructure Development Program application
- 1g Letter of support with Washington State Administrative Office of the Courts for Veterans Court Grant

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

REPORTS AND PRESENTATIONS

- CRJ read a Proclamation Recognizing Child Care Provider Appreciation Day
 - Wendy Bart, Port Angeles, provided comment
 - Kim Davies-Whelman, Port Angeles, provided comment
- ATM recognized Debi Cook for her service to Clallam County
 - CMO recognized Cook
- CMO commented on department staff meetings, Opioid Workgroup,

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of May 6-10, 2024
Page 2

- CRJ commented on Fire Story presentation, Peninsula Behavioral Health
- CMF commented on Friend of Forks Animals, Trails Advisory Committee

CONTRACTS AND AGREEMENTS

2a Agreement with Washington Military Department and U.S. Department of Homeland Security for Operation Stonegarden Program

ACTION TAKEN: CRJm to approve, CMOs, mc

2b Agreement appendix A with Washington State University Extension for approved 2024 budget

ACTION TAKEN: CRJm to approve, CMOs, mc

2c Agreement with Department of Agriculture for Dog Barn and Agility Arena upgrades

ACTION TAKEN: CRJm to approve, CMOs, mc

2d Land purchase agreement with Clifford and Judy Hewitt for Bear Creek Road

ACTION TAKEN: CRJm to approve, CMOs, mc

2e Land purchase agreement with Joel and Shauna Wilhelm for Bear Creek Road

ACTION TAKEN: CRJm to approve, CMOs, mc

2f Purchase order with Carousel Industries for phone system maintenance and support

ACTION TAKEN: CRJm to approve, CMOs, mc

BIDS AND AWARDS

3a Request for proposal opening – Hearing Examiner Services

CONTRACTOR

Dykes Ehrlichman Law Firm

ACTION TAKEN: CRJm to forward the bid to the County Administrator for review and recommendation to the BOCC, CMOs, mc

3b Bid opening – McDonald Creek Irrigation and Fish Passage Improvement Project

CONTRACTOR

Bruch and Bruch

AMOUNT

\$2,035,390

ACTION TAKEN: CRJm to forward the bid to the Department of Community Development for review and recommendation to the BOCC, CMOs, mc

3c Bid opening – Lower Dungeness River Floodplain Restoration and Levee Road Realignment Project – Phase 3 – 2024 Construction

CONTRACTOR

Nordland Construction NW

Scarsella Bros Inc.

Jamestown Excavating

Delhur Industries, Inc.

AMOUNT

\$1,821,409

\$2,218,166.50

\$1,930,742

\$2,332,929.73

ACTION TAKEN: CRJm to forward the bid to the Department of Community Development for review and recommendation to the BOCC, CMOs, mc, CMO voted no

COMMUNITY DEVELOPMENT

4a Resolution to authorize expenditures from the Conservation Futures Fund for approved 2024 applications

ACTION TAKEN: CRJm to adopt, CMOs, mc

PUBLIC WORKS

5a Notice to call for bids to be received no later than Tuesday, May 28, 2024 at 10 a.m. for the 2024 Hot Mix Asphalt Requirements

ACTION TAKEN: CRJm to issue notice, CMOs, mc

BOARD of CLALLAM COUNTY COMMISSIONERS
MINUTES for the week of May 6-10, 2024
Page 3

PUBLIC COMMENT

- Margaret Walthall, Sequim, commented on Towne Road
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- Christy Campbell, Sequim, fire concerns, Towne Road
- Pepai Whipple, Sequim, commented on Towne Road

Meeting concluded at 11:03 a.m. and continued to 9 a.m., Monday, May 13, 2024

The Board of Commissioners attended Coffee with Colleen, KSQM Radio Show and Forest Conservation Spring Celebration during the week of May 6.

PASSED AND ADOPTED this 14th day of May 2024.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mark Ozias

KEY TO ABBREVIATIONS:

ATM Administrator Todd Mielke
CMO Commissioner Mark Ozias
CRJ Commissioner Randy Johnson
CMF Commissioner Mike French

m moved
mc motion carried
s seconded

10
MAY 14 2024



PROCLAMATION

RECOGNIZING THE WEEK OF MAY 13-19, 2024 AS PEACE OFFICERS' MEMORIAL WEEK

WHEREAS, the Congress and the President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls as National Police week; and

WHEREAS, the members of the Clallam County Sheriff's Office and federal, state, and local law enforcement play an essential role in safeguarding the rights and freedoms of the citizens of Clallam County; and

WHEREAS, the men and women of law enforcement unceasingly provide a vital public service; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of our law enforcement agencies, and that members of our law enforcement agencies recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression.

NOW, THEREFORE, WE THE BOARD OF CLALLAM COUNTY COMMISSIONERS, with great pride and gratitude call upon all citizens of Clallam County and upon all patriotic, civic, and educational organizations to observe the week of May 13-19, 2024 as Peace Officers' Memorial Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an admirable and enduring reputation for preserving the rights and security of all citizens.

We further call upon all citizens of Clallam County to observe this week in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes. Clallam County's ceremony will be held on May 17th at Veterans Memorial Park on Lincoln Street at 1:30 pm.

Signed this 14th day of May 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias



1d
MAY 14 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ **Meeting Date: 5/6/24**

REGULAR AGENDA ☒ **Meeting Date: 5/14/24**

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the Clallam Bay/Seki Community Action Team due to a resignation.

Clallam Bay Corrections Center recommends the appointment of Jeri Boe.

The District III Commissioner, Mike French endorses the appointment of Jeri Boe to the Clallam Bay/Seki Community Action Team.

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

None

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: Board of Commissioners

Date submitted: 5-1-24

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



RESOLUTION _____, 2024

APPOINTING A MEMBER TO THE
CLALLAM BAY/SEKIU COMMUNITY ACTION TEAM

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Clallam Bay/Sekiu Community Action Team due to a resignation.
2. Clallam Bay Corrections Center recommends the appointment of Jeri Boe.
3. The District III Commissioner, Mike French endorses the appointment of Jeri Boe to the Clallam Bay/Sekiu Community Action Team.

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

1. **Jeri Boe** is appointed as the Clallam Bay Corrections Center representative for a standing term.

PASSED AND ADOPTED this 14th day of May 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Mark Ozias

c: Appointee(s)
File A22.154



AGENDA ITEM SUMMARY

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

MAY 14 2024

Department: BOCC

WORK SESSION ☒ **Meeting Date: 5-6-24**

REGULAR AGENDA ☒ **Meeting Date: 5-14-24**

Item Summary:*

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

Documents exempt from public disclosure attached: ☐

Executive Summary:

A total of five small water systems in Clallam County have been purchased by a company called Cascadia Water, LLC. Cascadia has proposed new rates for these systems which will more than double what county residents are currently paying and a number of residents have reached out to request support. At least one county asset (Dungeness Recreation Area) is served by Cascadia so there is a direct nexus to Clallam County as well. The Commissioners will be reviewing a draft letter to the Utilities and Transportation Commission in response to these proposed rate increases.

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

Recommended Action:(Does the Board need to act? If so, what is the department's recommendation?)
Review and approve letter

County Official signature & print name: Loni Gores Loni Gores

Name of stakeholder attending meeting: Board of Commissioners

Date Submitted: May 1, 2024

* Submit original and 5 copies
** Submit 3 originals and 5 copies



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

Board of Clallam County Commissioners

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

TODD MIELKE, County Administrator

May 14, 2024

Washington Utilities and Transportation Commission
621 Woodland Square Loop SE
Lacey, WA 98503

Re: Docket No. UW-240151

Dear Honorable Commissioners:

We write today to reinforce and echo the concerns expressed by a number of Clallam County residents regarding the rate increase proposed by Cascadia Water, LLC found in Docket No. UW-240151.

As you are aware, should these new rates be approved it will more than double the amount that system users currently pay: The "ready to serve" cost is proposed to increase from \$24/month to \$44/month, while residential base rates are proposed to double. These are huge increases for a county like ours where the median income is 30% less than the state average.

Please review these proposed increases carefully to ensure they are appropriate; it appears that some of the expenses, upgrades and improvements that are cited as a basis for this rate increase will not necessarily benefit local system users. We also ask that you review the proposed capital improvement projects, which appear to be funded via a perpetual rate increase rather than a UTC-approved surcharge as indicated in WAC 480-110-455.

Furthermore, we note that Cascadia Water, LLC is proposing to consolidate multiple systems in Clallam County. Given that this consolidated system would include more than 1,000 service connections in our county we wish to ensure that Cascadia has met its obligations under WAC 246-290-100 which, among other things, requires that a water system plan be submitted to and approved by the Department of Health. Our understanding is that this plan should include a detailed operations and maintenance program that covers system personnel, contaminant monitoring and importantly an emergency response program.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

Mark Ozias



AGENDA ITEM SUMMARY

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

MAY 14 2024

Department: Extension/Noxious Weed Control

WORK SESSION ☒ Meeting Date: 5-6-2024

REGULAR AGENDA ☒ Meeting Date: 5-14-2024

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

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 13001-381-24-002 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

This is a new agreement between Clallam County and US Forest Service to continue weed control work within Olympic National Forest in Clallam and east Jefferson Counties. The agreement contains newly allocated Secure Rural Schools Act Title II funds, as well as unspent funds rolled over from the last agreement.

Budgetary impact: If a budget action is required, has it been submitted and a copy attached? ☐

Budget impact has already been included in the 2024 budget

Recommended action:

Please approve.

County Official signature & print name: Christina St John Christina St John

Names of Relevant Departments/Employees/Stakeholders attending meeting:

Noxious Weeds

Date submitted: 4-29-2024

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



FS Agreement No. 24-PA-11060900-166

Cooperator Agreement No. 13001-381-24-002

PARTICIPATING AGREEMENT
Between
CLALLAM COUNTY
And The
USDA, FOREST SERVICE
OLYMPIC NATIONAL FOREST

This PARTICIPATING AGREEMENT is hereby entered into by and between Clallam County, hereinafter referred to as "The County," and the United States Department of Agriculture (USDA), Forest Service, Olympic National Forest, hereinafter referred to as the "U.S. Forest Service," under the authority: Wyden Amendment (Public Law 105-277, Section 323 as amended by Public Law 109-54, Section 434, and permanently authorized by Public Law 111-11, Section 3001) with the funding falling under the Assistance Listing numbers 10.717 of the Bipartisan Infrastructure Law, and 10.699 USDA Partnership Agreements; and the authority for Secure Rural Schools and Community Self-Determination Act of 2000, Public Law 106-393, 16 U.S.C. 500, as reauthorized and amended with the work of this authority falling under the ALN 10.665.

Background: Invasive plants are becoming a threat to natural systems, including degrading terrestrial and aquatic habitats. The goal of this project is to stop the spread of noxious weed species, reduce existing populations, and prevent the introduction of additional exotic plants throughout Clallam and Jefferson Counties. The objective is to coordinate and standardize weed control efforts across jurisdictional boundaries to more effectively minimize the negative impacts of noxious weeds on watershed functions, wildlife and aquatic habitats, human and animal health, and recreational activities.

Although activated at the same time, Clallam County Noxious Weed Board gained a distinct advantage in terms of viability and stability by the passage of an assessment to fund its weed control program. Jefferson badly struggled to keep a viable presence from a very small general fund. Clallam and Jefferson are close neighbors, and weeds travel between the two counties readily, Clallam and Jefferson Weed boards leverage their funding and efforts, sharing personnel in a series of joint agreements. This is the approach they have successfully taken for the past 15 years. This project is a continuation of a program for noxious weed control in Clallam and Jefferson Counties and adjacent federal lands. The project includes: activities to survey, identify and control noxious weeds, assist with restoration of degraded habitat, coordinate actions and communicate between local and Federal jurisdictions, and the education of citizens.

The Cooperator has applied and been approved by the Resource Advisory Committee (RAC) for project funding for project accomplishments for watershed ecosystem enhancements as authorized by the Secure Rural Schools authority. Further, Congress has also prioritized this



important effort specifically within the legislation of the Bipartisan Infrastructure Law (BIL) enacted by Congress, in 2023, 40803(c)(6) Invasive Species Detection, Prevention, Eradication and Research.

Title: Olympic Peninsula Cooperative Noxious Weed Control

I. PURPOSE:

The purpose of this agreement is to document the cooperation between the parties to Recognize that certain undesirable plants pose a threat to the natural environmental and economic health of the County and Forest by the displacement of native plant species, and the degradation of livestock forage, wildlife and fish habitat, and recreation values in accordance with the following provisions and the hereby incorporated Financial Plan, attached as Exhibit A.

II. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The U.S. Forest Service and the County both have the responsibility for controlling undesirable plants in watersheds under their jurisdiction. Since undesirable plants originate from both private and public lands, and since infestations often occur on adjacent jurisdictions, it is in the interest of both parties under this agreement to work together in a cost-effective manner to locate and treat infestations, prevent their spread and restore degraded habitat.

Educational programs will increase public awareness of noxious and invasive plants, and the problems they create by directing the programs at members of the community who work in the forest, live near it, or recreate in it. Additionally, weed prevention signs and posters would be placed at public gathering points, such as trailheads and campgrounds.

In consideration of the above premises, the parties agree as follows:

III. The County SHALL:

- A. **LEGAL AUTHORITY.** The County shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the non-Federal share of project costs, when applicable.
- B. Meet prior to June 1st of each year with the U.S. Forest Service for the purpose of identifying and agreeing to specific projects that will be jointly performed and/or funded during that year. The Project Work List will be developed and mutually agreed upon by the project contacts before May 1st.
- C. Perform the following activities for the entire period of this agreement, regardless as to whether any projects are cost-shared in a particular year:



1. Conduct or supervise the survey, treatment and disposal (as appropriate) of noxious weeds on Federal lands, and on lands that impact Federal lands by serving as a vector and seed source for the spread of noxious weeds.
 - a. Provide inventory and site location data in an electronic format following U.S. Forest Service protocol, and accomplishment forms for treatment projects.
 - b. Provide copies of County Safety and Herbicide Spill Plan.
2. Attend planning meetings and coordinate with the U.S. Forest Service Invasive Plant Coordinator on the development of a detailed project list for the current year by May 1st of each year.
 - a. Provide inventory and site location data in an electronic or paper format, following U.S. Forest Service protocol.
3. Control and eradicate noxious weeds in a manner consistent with U.S. Forest Service policy and applicable environmental rules and documents.
4. Monitor known weed infestations and report to the U.S. Forest Service on locations.
5. Work cooperatively with local weed boards, private landowners, and U.S. Forest Service personnel to control noxious weeds across jurisdictional boundaries.
6. Raise public awareness of noxious weeds and their impacts through a focused educational program.
7. As time and staffing allow, assist the U.S. Forest Service with other restoration activities related to weed management, such as seeding and planting.
8. Provide monthly communication on invasive plant accomplishments to the U.S. Forest Service Invasive Plant Coordinator during the inventory and treatment season (May 1-September 30).
9. For BIL funded work, provide **quarterly** performance progress reports describing work completed no later than one month after the end of each quarter. See the provision P. PROGRAM MONITORING AND PROGRAM PERFORMANCE REPORTS. A year-end report that documents the work that has been carried out, overall program effectiveness and recommendations for treatment sites in the next year will be submitted no later than February 15th each year following the field season.
10. For non-BIL funded work, provide performance progress reports when invoices for reimbursement are submitted, and a year-end report that documents the work that has been carried out, overall program effectiveness and recommendations for treatment sites in the next year. Year-end report for BIL and non-BIL funded work can be combined into a single document, but accomplishments must be separated by funding source.



IV. THE U.S. FOREST SERVICE SHALL:

- A. **PAYMENT/REIMBURSEMENT**. The U.S. Forest Service shall reimburse the County for the U.S. Forest Service's share of actual expenses incurred, not to exceed **\$93,690.00**, as shown in the Financial Plan. In order to approve a Request for Reimbursement, the U.S. Forest Service shall review such requests to ensure payments for reimbursement are in compliance and otherwise consistent with the terms of the agreement. The U.S. Forest Service shall make payment upon receipt of the County's **quarterly** invoice. Each invoice from the County shall display the total project costs for the billing period, separated by U.S. Forest Service and the County's share. In-kind contributions must be displayed as a separate line item and must not be included in the total project costs available for reimbursement. The final invoice must display the County's full match towards the project, as shown in the financial plan, and be submitted no later than 120 days from the expiration date.

Each invoice must include, at a minimum:

1. The County's name, address, and telephone number.
2. U.S. Forest Service agreement number.
3. Invoice date.
4. Performance dates of the work completed (start & end).
5. Total invoice amount for the billing period, separated by the U.S. Forest Service and The County share with in-kind contributions displayed as a separate line item.
6. Display all costs, both cumulative and for the billing period, by separate cost element as shown on the financial plan.
7. Cumulative amount of U.S. Forest Service payments to date.
8. Statement that the invoice is a request for payment by "reimbursement".
9. If using SF-270, a signature is required.
10. Invoice Number, if applicable.

The invoice must be forwarded to:

EMAIL: SM.FS.ASC_GA@USDA.GOV

FAX: 877-687-4894

POSTAL: USDA Forest Service
Budget & Finance - Grants and
Agreements
4000 Masthead St, NE
Albuquerque, NM 87109

Send a copy to: Cheryl Bartlett at email: cheryl.bartlett@usda.gov



Olympic National Forest
1835 Black Lake Blvd SW
Olympia, WA 98512

- B. Perform the following activities for the entire period of this agreement, regardless as to whether any projects are cost-shared in a particular year:
1. Initiate modifications, including a tracking number and Financial Plan, which will provide specifics for individual work projects and, once executed, become an attachment to this Agreement.
 2. Designate a Program Manager to coordinate U.S. Forest Service activities and facilitate communication between the parties.
 3. Host and organize meetings with Clallam County Noxious Weed Control Board (CCNWCB) to discuss planning, implementation, budgets, etc for upcoming field seasons. These meeting will be held annually between March 1 – May 1. Additional meetings can be scheduled as needed.
 4. Designate a qualified U.S. Forest Service representative to communicate availability of Washington Conservation Corps crew, and to provide technical guidance and conduct field inspections.
 5. When available, provide a Washington Conservation Corps crew and/or SCA interns to assist with control efforts at selected noxious weed sites through the use of existing agreements. Crews/interns will be provided at no additional cost to the County when working on NFS lands.
 6. Provide a U.S. Forest Service crew to control and eradicate selected noxious weed sites, when requested and available.
 7. Coordinate restoration activities and only utilize plant material appropriate to the sites, as determined by U.S. Forest Service staff.
 8. Provide tools and plant material (seed, plugs, plants) used for restoration activities, as needed.
 9. Provide National Environmental Policy Act (NEPA) requirements for the project, as needed, on NFS lands.
 10. Provide Visitor Information Sites suitable for posting or distributing noxious weed education and awareness information.
 11. Maintain a noxious weed Geographic Information System (GIS) data layer of inventory, treatment and monitoring activities.



12. Provide updated inventory and site location database forms that follow U.S. Forest Service protocol.

C. Provide a U.S. Forest Service radio to the County for communications and safety.

V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

Principal Cooperator Contacts:

Cooperator Project Contact	Cooperator Financial Contact
Christina St John Coordinator, Clallam Noxious Weed Control Program 223 E Fourth St, Suite 15 Port Angeles, WA 98362 360-417-2442 FAX: 360-417-2414 Email: christina.stjohn@clallamcountywa.gov	Christina St John Coordinator, Clallam Noxious Weed Control Program 223 E Fourth St, Suite 15 Port Angeles, WA 98362 360-417-2442 FAX: 360-417-2414 Email: christina.stjohn@clallamcountywa.gov

Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Cheryl Bartlett, Forest Botanist Olympic National Forest 1835 Black Lake Blvd, SW, Suite A Olympia, WA 98512 Telephone: 360-956-2283 Email: cheryl.bartlett@usda.gov	Cassandra McCarthy, Grants Management Specialist Email: Cassandra.McCarthy@usda.gov

B. NOTICES. Any communications affecting the operations covered by this agreement given by the U.S. Forest Service or the County are sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the U.S. Forest Service Program Manager, at the address specified in the agreement.

To the County, at the address shown in the agreement or such other address designated within the agreement.



Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

- C. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts the U.S. Forest Service or the County from participating in similar activities with other public or private agencies, organizations, and individuals.
- D. ENDORSEMENT. Any of the County's contributions made under this agreement do not by direct reference or implication convey U.S. Forest Service endorsement of the County's products or activities.
- E. USE OF U.S. FOREST SERVICE INSIGNIA. In order for the County to use the U.S. Forest Service Insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications (Washington Office). A written request will be submitted by the U.S. Forest Service to the Office of Communications Assistant Director, Visual Information and Publishing Services, prior to use of the insignia. The U.S. Forest Service will notify the the County when permission is granted.
- F. NON-FEDERAL STATUS FOR COOPERATOR PARTICIPANTS. The County agree(s) that any of the County's employees, volunteers, and program participants shall not be deemed to be Federal employees for any purposes including Chapter 171 of Title 28, United States Code (Federal Tort Claims Act) and Chapter 81 of Title 5, United States Code (OWCP), as the County has hereby willingly agreed to assume these responsibilities.

Further, the County shall provide any necessary training to the County's employees, volunteers, and program participants to ensure that such personnel are capable of performing tasks to be completed. The County shall also supervise and direct the work of its employees, volunteers, and participants performing under this agreement.
- G. MEMBERS OF CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.
- H. NONDISCRIMINATION. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, and so forth.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination,



write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

- I. **ELIGIBLE WORKERS.** **The County** shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC 1324a). **The County** shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract awarded under this agreement.
- J. **SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM).** **The County** shall maintain current organizational information and the original Unique Entity Identifier (UEI) provided for this agreement in the System for Award Management (SAM) until receipt of final payment. This requires annual review and updates, when needed, of organizational information after the initial registration. More frequent review and updates may be required for changes in organizational information or agreement term(s). Any change to the original UEI provided in this agreement will result in termination of this agreement and de-obligation of any remaining funds. For purposes of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.
- K. **STANDARDS FOR FINANCIAL MANAGEMENT.**
 1. **Financial Reporting**

The County shall provide complete, accurate, and current financial disclosures of the project or program in accordance with any financial reporting requirements, as set forth in the financial provisions.
 2. **Accounting Records**

The County shall continuously maintain and update records identifying the source and use of funds. The records shall contain information pertaining to the agreement, authorizations, obligations, unobligated balances, assets, outlays, and income.
 3. **Internal Control**

The County shall maintain effective control over and accountability for all U.S. Forest Service funds, real property, and personal property assets. **The County** shall keep effective internal controls to ensure that all United States Federal funds received are separately and properly allocated to the activities described in the agreement and used solely for authorized purposes.



4. Source Documentation

The County shall support all accounting records with source documentation. These documentations include, but are not limited to, cancelled checks, paid bills, payrolls, contract and contract documents. These documents must be made available to the U.S. Forest Service upon request.

- L. JUSTICE40 INITIATIVE. Executive Order (EO) 14008, Tackling the Climate Crisis at Home and Abroad, was signed on January 27, 2021. This EO commits federal agencies to providing 40% of federal benefits to disadvantaged communities. When the cooperator is considering a sub-award or contract to be executed under this agreement, the cooperator may consider the requirements of EO 14008, section 223, OMB M-21-28 and OMB-23-09.
- M. INDIRECT COST RATES- PARTNERSHIP. Indirect costs are approved for reimbursement or as a cost-share requirement and have an effective period applicable to the term of this agreement.
1. If the County has never received or does not currently have a negotiated indirect cost rate, they are eligible for a de minimis indirect cost rate up to 10 percent of modified total direct costs (MTDC). MTDC is defined as all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award).
 2. For rates greater than 10 percent and less than 25 percent, the County shall maintain documentation to support the rate. Documentation may include, but is not limited to, accounting records, audit results, cost allocation plan, letter of indirect cost rate approval from an independent accounting firm, or other Federal agency approved rate notice applicable to agreements.
 3. For a rate greater than 25 percent, the U.S. Forest Service may require that the County request a federally approved rate from the County's cognizant audit agency no later than 3 months after the effective date of the agreement. The County will be reimbursed for indirect costs or allowed to cost-share at the rate reflected in the agreement until the rate is formalized in the negotiated indirect cost rate (NICRA) at which time, reimbursements for prior indirect costs or cost-sharing may be subject to adjustment.
 4. Failure to provide adequate documentation supporting the indirect cost rate, if requested, could result in disallowed costs and repayment to the U.S. Forest Service.
- N. OVERPAYMENT. Any funds paid to the County in excess of the amount entitled under the terms and conditions of this agreement constitute a debt to the Federal



Government. The following must also be considered as a debt or debts owed by the County to the U.S. Forest Service:

- Any interest or other investment income earned on advances of agreement funds; or
- Any royalties or other special classes of program income which, under the provisions of the agreement, are required to be returned;

If this debt is not paid according to the terms of the bill for collection issued for the overpayment, the U.S. Forest Service may reduce the debt by:

1. Making an administrative offset against other requests for reimbursement.
2. Withholding advance payments otherwise due to the County.
3. Taking other action permitted by statute (31 U.S.C. 3716 and 7 CFR, Part 3, Subpart B).

Except as otherwise provided by law, the U.S. Forest Service may charge interest on an overdue debt.

- O. AGREEMENT CLOSE-OUT. Within 120 days after expiration or notice of termination **The County** shall close out the agreement.

Any unobligated balance of cash advanced to the County must be immediately refunded to the U.S. Forest Service, including any interest earned in accordance with 7CFR3016.21/2CFR 215.22.

Within a maximum of 120 days following the date of expiration or termination of this agreement, all financial performance and related reports required by the terms of the agreement must be submitted to the U.S. Forest Service by the County.

If this agreement is closed out without audit, the U.S. Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

- P. PROGRAM MONITORING AND PROGRAM PERFORMANCE REPORTS. The parties to this agreement shall monitor the work activities to ensure that performance goals are being achieved.

The cooperator shall prepare a performance report for each reporting period that contains the following:

- A comparison of actual accomplishments to the goals established for the period. Wherever the output of the project can be readily expressed in numbers, the report shall also include a computation of the cost per unit or output, as applicable. *Example: Goal-50 miles of trail maintenance; Actual-25 miles of trail work completed near mile marker 0.7. 25 miles x \$422/mile = \$10,500*



- If established goals were not met, the report shall include (1) the reason for the delay, (2) a detailed explanation of why the goal was not achieved and identify any factors that may have contributed to the delay, and (3) a plan of action for addressing the issue and getting the project back on track. The plan should outline the specific steps that will be taken to address the issues and a timeline for implementing these steps. This information will enable the Forest Service to understand the reasons for the delay to determine if an agreement modification is warranted. *Example: Due to severe weather conditions, the crew was unable to reach certain areas impacted by landslides. The schedule has been modified to have a 5-person crew onsite starting in May, 2023 to complete the remaining 25 miles of trails when optimal weather conditions are expected.*

- The report shall also include any additional pertinent information relevant to the project.

For each ALN/CFDA, the performance report must include all relevant project work completed and/or invoiced for the reporting period then submitted to the Forest Service Program Contact. The quarterly performance report for each respective ALN/CFDA is due no later than 30 days after the reporting period ending March 31, June 30, September 30, December 31. The annual performance report for each respective ALN/CFDA is due no later than 90 days after the reporting period ending March 31, June 30, September 30, December 31. The final performance report must be submitted either with the Cooperator's final payment request, or separately, no later than 120 days from the expiration date of the agreement, whichever is soonest.

For ALN #10.717, a QUARTERLY progress report is required.

For ALN #10.699, an ANNUAL progress report is required.

For ALN #10.665, an ANNUAL progress report is required.

If financial and performance reports are not timely submitted according to the outlined terms and schedules, it is considered a material breach of the agreement and will result in payment delays and could potentially lead to termination of the agreement.

- Q. RETENTION AND ACCESS REQUIREMENTS FOR RECORDS. The County shall retain all records pertinent to this agreement for a period of no less than 3 years from the expiration or termination date. As used in this provision, records includes books, documents, accounting procedures and practice, and other data, regardless of the type or format. The County shall provide access and the right to examine all records related to this agreement to the U.S. Forest Service, Inspector General, or Comptroller General or their authorized representative. The rights of access in this section must not be limited to the required retention period but must last as long as the records are kept.



If any litigation, claim, negotiation, audit, or other action involving the records has been started before the end of the 3-year period, the records must be kept until all issues are resolved, or until the end of the regular 3-year period, whichever is later.

Records for nonexpendable property acquired in whole or in part, with Federal funds must be retained for 3 years after its final disposition.

- R. FREEDOM OF INFORMATION ACT (FOIA). Public access to grant or agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). Requests for research data are subject to 2 CFR 215.36.

Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2008 Farm Bill).

- S. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All Cooperators, their Employees, Volunteers, and Contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.

- T. PUBLIC NOTICES. It is The U.S. Forest Service's policy to inform the public as fully as possible of its programs and activities. The County is/are encouraged to give public notice of the receipt of this agreement and, from time to time, to announce progress and accomplishments. Press releases or other public notices should reference the Agency as follows:

"Natural Resources, Olympic National Forest of the U.S. Forest Service, U.S. Department of Agriculture"

The County may call on The U.S. Forest Service's Office of Communication for advice regarding public notices. The County is/are requested to provide copies of notices or announcements to the U.S. Forest Service Program Manager and to The U.S. Forest Service's Office of Communications as far in advance of release as possible.

- U. FUNDING EQUIPMENT. Federal funding under this agreement is not available for reimbursement of the County's purchase of equipment. Equipment is defined as having a fair market value of \$5,000 or more per unit and a useful life of over one year.



- V. **CONTRACT REQUIREMENTS.** Any contract under this agreement must be awarded following the the County's established procurement procedures, to ensure free and open competition, and avoid any conflict of interest (or appearance of conflict). The County shall maintain cost and price analysis documentation for potential U.S. Forest Service review. The County is/are encouraged to utilize small businesses, minority-owned firms, and women's business enterprises.
- W. **TRAINING, EVALUATION, AND TRAINING, EVALUATION, AND CERTIFICATION OF SAWYERS USED BY COOPERATORS.** Any employee, contractor, or volunteer of the cooperator who will use chain saws or crosscut saws on National Forest System lands under this agreement must be trained, evaluated, and certified in accordance with Forest Service Manual 2358. The cooperator is responsible for providing sawyer training, evaluation, and certification for the cooperator's employees, contractors, and volunteers, unless the U.S. Forest Service and the cooperator determine it is not in the best interest of the partnership for the cooperator to provide sawyer training and evaluation. In these circumstances, the U.S. Forest Service, upon request and upon availability of Agency resources, may assist with conducting sawyer training and evaluation for the cooperator's employees, contractors, and volunteers. Cooperator employees, contractors, and volunteers who will use chain saws and/or crosscut saws on National Forest System lands must be certified by the cooperator. Only those cooperator organizations with an approved sawyer training, evaluation, and certification program may conduct sawyer training, evaluation, and certification. Any employee, contractor, or volunteer of the cooperator who will use other types of saws, such as handsaws to cut small diameter material, brush saws, and pole saws, must be trained in accordance with Forest Service Handbook 6709.12, Chapter 40, section 41.3. The cooperator is responsible for providing that training.
- X. **FEDERAL TORT CLAIMS ACT.** The United States, acting by and through the Forest Service, hereby agrees to bear any and all liabilities of any kind related to the exercise of the Forest Service's rights under the Federal Tort Claims Act (FTCA), 28 U.S.C. 2671 et. seq., or any other applicable act wherein Congress specifically waived sovereign immunity of the United States.
- Y. **U.S. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS AND ELECTRONIC MEDIA.** **The County** shall acknowledge U.S. Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this agreement.
- Z. **NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL.** **The County** shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of



race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free voice (866) 632-9992, TDD (800) 877-8339, or voice relay (866) 377-8642. USDA is an equal opportunity provider and employer.

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

"This institution is an equal opportunity provider."

AA. REMEDIES FOR COMPLIANCE RELATED ISSUES. If the County materially fail(s) to comply with any term of the agreement, whether stated in a Federal statute or regulation, an assurance, or the agreement, the U.S. Forest Service may take one or more of the following actions:

1. Temporarily withhold cash payments pending correction of the deficiency by the County or more severe enforcement action by the U.S. Forest Service;
2. Disallow (that is, deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance;
3. Wholly or partly suspend or terminate the current agreement for the County's program;
4. Withhold further awards for the program, or
5. Take other remedies that may be legally available, including debarment procedures under 2 CFR part 417.

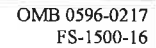
BB. TERMINATION BY MUTUAL AGREEMENT. This agreement may be terminated, in whole or part, as follows:

1. When the U.S. Forest Service and the County agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated.
2. By 30 days written notification by the County to the U.S. Forest Service setting forth the reasons for termination, effective date, and in the case of partial termination, the portion to be terminated. If the U.S. Forest Service decides that the remaining portion of the agreement will not accomplish the purposes for which the agreement was made, the U.S. Forest Service may terminate the agreement in its entirety.



Upon termination of an agreement, the County shall not incur any new obligations for the terminated portion of the agreement after the effective date, and shall cancel as many outstanding obligations as possible. The U.S. Forest Service shall allow full credit to the County for the U.S. Forest Service share of obligations that cannot be cancelled and were properly incurred by the County up to the effective date of the termination. Excess funds must be refunded within 60 days after the effective date of termination.

- CC. ALTERNATE DISPUTE RESOLUTION – PARTNERSHIP AGREEMENT. In the event of any issue of controversy under this agreement, the parties may pursue Alternate Dispute Resolution procedures to voluntarily resolve those issues. These procedures may include, but are not limited to conciliation, facilitation, mediation, and fact finding.
- DD. DEBARMENT AND SUSPENSION. **The County** shall immediately inform the U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal Government according to the terms of 2 CFR Part 180. Additionally, should the County or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.
- EE. PROHIBITION AGAINST INTERNAL CONFIDENTIAL AGREEMENTS. All non federal government entities working on this agreement will adhere to the below provisions found in the Consolidated Appropriations Act, 2016, Pub. L. 114-113, relating to reporting fraud, waste and abuse to authorities:
- (a) The recipient may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
 - (b) The recipient must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (a) of this award provision are no longer in effect.
 - (c) The prohibition in paragraph (a) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.





Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

Attachment: A. Bipartisan Infrastructure Law ALN 10.717

USFS Agreement No.: 24-PA-11060900-166

Mod. No.:

Cooperator Agreement No.:

Agreements Financial Plan (Short Form)**Financial Plan Matrix:** Note: All columns may not be used. Use depends on source and type of contribution(s).

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs					
Salaries/Labor	\$4,600.00	\$10,328.00	\$3,320.00	\$0.00	\$18,248.00
Travel	\$0.00	\$750.00	\$200.00	\$0.00	\$950.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$355.74	\$650.00	\$0.00	\$1,005.74
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other					\$0.00
Subtotal	\$4,600.00	\$11,433.74	\$4,170.00	\$0.00	\$20,203.74
Coop Indirect Costs		\$3,566.26	\$1,146.40		\$4,712.65
FS Overhead Costs	\$736.00				\$736.00
Total	\$5,336.00	\$15,000.00	\$5,316.40	\$0.00	
Total Project Value:					\$25,652.39

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 79.28%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 20.72%
Total (f+g) = (h)	(h) 100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Salaries/Labor

Standard Calculation

Job Description	Cost/Day	# of Days	Total
Invasive Plant Program Coordinator	\$348.00	8.00	\$2,784.00
Forest Botanist	\$454.00	4.00	\$1,816.00

Total Salaries/Labor	\$4,600.00
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Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
				\$0.00

Non-Standard Calculation

Total Travel	\$0.00
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Supplies/Materials

Standard Calculation

Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00

Non-Standard Calculation

Total Supplies/Materials	\$0.00
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Other Expenses

Standard Calculation

Item	# of Units	Cost/Unit	Total
			\$0.00

Non-Standard Calculation

Total Other	\$0.00
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Subtotal Direct Costs

\$4,600.00

Forest Service Overhead Costs

Current Overhead Rate	Subtotal Direct Costs	Total
16.00%	\$4,600.00	\$736.00
Total FS Overhead Costs		\$736.00

TOTAL COST

\$5,336.00

WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
CCNWCB Coordinator		\$440.00	7.00		\$3,080.00
Crewmember - lead	1	\$212.00	20.00		\$4,240.00
Crewmember - tech	1	\$188.00	16.00		\$3,008.00
Total Salaries/Labor					\$10,328.00

Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
County owned vehicle (Insurance, fuel, service and minor repairs)		\$50.00	15.00		\$750.00
Total Travel					\$750.00

Supplies/Materials					
Standard Calculation					
Supplies/Materials		# of Items	Cost/Item		Total
miscellaneous: PPE, herbicide, hand pruners, heavy garbage bags, seed, etc.		1.00	\$355.74		\$355.74
Total Supplies/Materials					\$355.74

Other Expenses					
Standard Calculation					
Item		# of Units	Cost/Unit		Total
					\$0.00
Total Other					\$0.00

Subtotal Direct Costs

\$11,433.74

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs			Total
34.53%	\$10,328.00	applied to Salaries and Wages		\$3,566.26
Total Coop. Indirect Costs				\$3,566.26

TOTAL COST

\$15,000.00

WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Salaries/Labor

Standard Calculation

Job Description	Cost/Day	# of Days	Total
CCNWCB Coordinator	\$440.00	3.00	\$1,320.00
Crewmember - lead	\$212.00	5.00	\$1,060.00
Crewmember - tech	\$188.00	5.00	\$940.00

Total Salaries/Labor	\$3,320.00
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Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
County owned vehicle (Insurance, fuel, service and minor repairs)		\$50.00	4.00	\$200.00

Total Travel	\$200.00
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Supplies/Materials

Standard Calculation

Supplies/Materials	# of Items	Cost/Item	Total
PPE/Field Supplies	1.00	\$300.00	\$300.00
Office Supplies	1.00	\$50.00	\$50.00
Herbicide	\$1.00	300.00	\$300.00

Total Supplies/Materials	\$650.00
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Other Expenses

Standard Calculation

Item	# of Units	Cost/Unit	Total
			\$0.00

Total Other	\$0.00
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Subtotal Direct Costs

\$4,170.00

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs		Total
34.53%	\$3,320.00	applied to Salaries and Wages	\$1,146.40
Total Coop. Indirect Costs			\$1,146.40

TOTAL COST

\$5,316.40

Attachment: B. USDA Partnership Agreements ALN 10.699

USFS Agreement No.: 24-PA-11060900-166

Mod. No.:

Cooperator Agreement No.:

Agreements Financial Plan (Short Form)**Financial Plan Matrix:** Note: All columns may not be used. Use depends on source and type of contribution(s).

	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
COST ELEMENTS					
Direct Costs					
Salaries/Labor	\$4,146.00	\$11,700.00	\$4,160.00	\$0.00	\$20,006.00
Travel	\$0.00	\$900.00	\$200.00	\$0.00	\$1,100.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$359.99	\$600.00	\$0.00	\$959.99
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other					\$0.00
Subtotal	\$4,146.00	\$12,959.99	\$4,960.00	\$0.00	\$22,065.99
Coop Indirect Costs		\$4,040.01	\$1,436.45		\$5,476.46
FS Overhead Costs	\$663.36				\$663.36
Total	\$4,809.36	\$17,000.00	\$6,396.45	\$0.00	
Total Project Value:					\$28,205.81

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 77.32%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 22.68%
Total (f+g) = (h)	(h) 100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Salaries/Labor

Standard Calculation

Job Description	Cost/Day	# of Days	Total
Invasive Plant Program Coordinator	\$348.00	8.00	\$2,784.00
Forest Botanist	\$454.00	3.00	\$1,362.00

Total Salaries/Labor	\$4,146.00
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Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00

Total Travel	\$0.00
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Supplies/Materials

Standard Calculation

Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00

Total Supplies/Materials	\$0.00
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Other Expenses

Standard Calculation

Item	# of Units	Cost/Unit	Total
			\$0.00

Total Other	\$0.00
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Subtotal Direct Costs

\$4,146.00

Forest Service Overhead Costs

Current Overhead Rate	Subtotal Direct Costs	Total
16.00%	\$4,146.00	\$663.36
Total FS Overhead Costs		\$663.36

TOTAL COST

\$4,809.36

WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Salaries/Labor

Standard Calculation

Job Description	Cost/Day	# of Days	Total
CCNWCB Coordinator	\$440.00	6.00	\$2,640.00
Crewmember - lead	\$212.00	25.00	\$5,300.00
Crewmember - tech	\$188.00	20.00	\$3,760.00

Total Salaries/Labor	\$11,700.00
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Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
County owned vehicle (Insurance, fuel, service and minor repairs)		\$50.00	18.00	\$900.00

Total Travel	\$900.00
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Supplies/Materials

Standard Calculation

Supplies/Materials	# of Items	Cost/Item	Total
PPE, herbicide, hand pruners, heavy garbage bags, seed, etc.	1.00	\$359.99	\$359.99

Total Supplies/Materials	\$359.99
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Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs	Total
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34.53%	\$11,700.00	Apply to Salaries and Wages	\$4,040.01
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Total Coop. Indirect Costs	\$4,040.01
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TOTAL COST

\$17,000.00

WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Salaries/Labor

Standard Calculation

Job Description	Cost/Day	# of Days	Total
CCNWCB Coordinator	\$440.00	4.00	\$1,760.00
Crewmember - lead	\$212.00	6.00	\$1,272.00
Crewmember - tech	\$188.00	6.00	\$1,128.00

Total Salaries/Labor	\$4,160.00
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Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
County owned vehicle (Insurance, fuel, service and minor repairs)		\$50.00	4.00	\$200.00

Total Travel	\$200.00
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Supplies/Materials

Standard Calculation

Supplies/Materials	# of Items	Cost/Item	Total
PPE/Field Supplies	1.00	\$300.00	\$300.00
Office Supplies	1.00	\$50.00	\$50.00
Herbicide	\$1.00	250.00	\$250.00

Total Supplies/Materials	\$600.00
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Other Expenses

Standard Calculation

Item	# of Units	Cost/Unit	Total
			\$0.00

Total Other	\$0.00
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Subtotal Direct Costs

\$4,960.00

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs		Total
34.53%	\$4,160.00	Apply to Salaries and Wages	\$1,436.45
Total Coop. Indirect Costs			\$1,436.45

TOTAL COST

\$6,396.45

Attachment: C. Secure Rural Schools (SRS) ALN 10.665

USFS Agreement No.: 24-PA-11060900-166

Mod. No.:

Cooperator Agreement No.:

Agreements Financial Plan (Short Form)**Financial Plan Matrix:** Note: All columns may not be used. Use depends on source and type of contribution(s).

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs					
Salaries/Labor	\$7,490.00	\$41,980.00	\$10,080.00	\$0.00	\$59,550.00
Travel	\$0.00	\$3,000.00	\$500.00	\$0.00	\$3,500.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$2,214.31	\$2,500.00	\$0.00	\$4,714.31
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other					\$0.00
Subtotal	\$7,490.00	\$47,194.31	\$13,080.00	\$0.00	\$67,764.31
Coop Indirect Costs		\$14,495.69	\$4,516.52		\$19,012.22
FS Overhead Costs	\$1,198.40				\$1,198.40
Total	\$8,688.40	\$61,690.00	\$17,596.52	\$0.00	
Total Project Value:					\$87,974.93

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 80.00%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 20.00%
Total (f+g) = (h)	(h) 100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Salaries/Labor

Standard Calculation

Job Description	Cost/Day	# of Days	Total
Invasive Plant Program Coordinator	\$348.00	15.00	\$5,220.00
Forest Botanist	\$454.00	5.00	\$2,270.00

Total Salaries/Labor	\$7,490.00
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Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00

Total Travel	\$0.00
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Supplies/Materials

Standard Calculation

Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00

Total Supplies/Materials	\$0.00
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Other Expenses

Standard Calculation

Item	# of Units	Cost/Unit	Total
			\$0.00

Total Other	\$0.00
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Subtotal Direct Costs

\$7,490.00

Forest Service Overhead Costs

Current Overhead Rate	Subtotal Direct Costs	Total
16.00%	\$7,490.00	\$1,198.40
Total FS Overhead Costs		\$1,198.40

TOTAL COST

\$8,688.40

WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
CCNWCB Coordinator		\$440.00	20.00		\$8,800.00
Crewmember - lead		\$212.00	90.00		\$19,080.00
Crewmember - tech		\$188.00	75.00		\$14,100.00
Total Salaries/Labor					\$41,980.00

Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
County owned vehicle (Insurance, fuel, service and minor repairs)		\$50.00	60.00		\$3,000.00
Total Travel					\$3,000.00

Supplies/Materials				
Standard Calculation				
Supplies/Materials		# of Items	Cost/Item	Total
PPE, herbicide, hand pruners, heavy garbage bags, seed, etc.		1.00	\$2,214.31	\$2,214.31
Total Supplies/Materials				\$2,214.31

Subtotal Direct Costs	\$47,194.31
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Cooperator Indirect Costs				
Current Overhead Rate	Subtotal Direct Costs			Total
34.53%	\$41,980.00			\$14,495.69
Total Coop. Indirect Costs				\$14,495.69

TOTAL COST	\$61,690.00
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WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Salaries/Labor

Standard Calculation

Job Description	Cost/Day	# of Days	Total
CCNWCB Coordinator	\$440.00	12.00	\$5,280.00
Crewmember - lead	\$212.00	12.00	\$2,544.00
Crewmember - tech	\$188.00	12.00	\$2,256.00

Total Salaries/Labor	\$10,080.00
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Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
County owned vehicle (Insurance, fuel, servie and minor repairs)		\$50.00	10.00	\$500.00

Total Travel	\$500.00
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Supplies/Materials

Standard Calculation

Supplies/Materials	# of Items	Cost/Item	Total
PPE, herbicide, hand pruners, heavy garbage bags, office supplies etc.	1.00	\$2,500.00	\$2,500.00

Total Supplies/Materials	\$2,500.00
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Other Expenses

Standard Calculation

Item	# of Units	Cost/Unit	Total
			\$0.00

Total Other	\$0.00
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Subtotal Direct Costs

\$13,080.00

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs	Total
34.53%	\$13,080.00	\$4,516.52

Total Coop. Indirect Costs	\$4,516.52
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TOTAL COST

\$17,596.52



3a
MAY 14 2024

AGENDA ITEM SUMMARY

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

Department: Human Resources | Risk Management

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 5/14/2024

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Clallam County has retained Multnomah Group, an independent retirement plan consulting firm to assist in reviewing the service providers to the 401 (a) and 457 (b) Plans. As part of that service Multnomah Group recommends the County complete a request for proposal (RFP) process for the recordkeeping and administrative services to the plans.

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?** ☐

Funding for the Clallam County deferred compensation program is included in the 2024 budget and carries no additional budgetary impact.

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

Open request for proposals and forward to Human Resources | Risk Management for review and recommendation to the Board of Clallam County Commissioners.

County Official signature & print name: Tom Reyes Tom Reyes

Names of Relevant Departments/Employees/Stakeholders attending meeting:

Hailey Fields, Principal, Consultant – Multnomah Group, Inc., Tom Reyes, Tammy Sullenger

Date submitted: 4/9/2024

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

4a
APR 23 2024

REQUEST FOR PROPOSALS/QUALIFICATIONS

Clallam County is soliciting proposals from interested parties to provide Deferred Compensation 401 (a) and 457 (b) services to Clallam County.

Sealed proposals must be clearly marked on the outside of the envelope, "**RFP – DC Recordkeeping 2024 RFP Proposal**." Address proposal to: Board of Clallam County Commissioners, 223 East 4th Street, Suite 4, Port Angeles, Washington 98362 or hand-deliver to 223 East 4th Street, Room 150, Port Angeles, Washington. **Proposals MUST be received by 10:00 am, Tuesday, May 14th, 2024, whether by mail or hand delivery.** Documents delivered to other offices and received late by the Commissioners' Office will not be considered nor will ones received by facsimile or e-mail. Submittals made in an incorrect format will not be considered. All proposals received by the deadline will be opened publicly and acknowledged at the Board of Clallam County Commissioners' regular meeting.

An informational packet on preparing a proposal may be obtained Monday through Friday, 8 a.m. to 4:30 p.m., from Tammy Sullenger, 223 E 4th Street, Suite 16, Port Angeles, WA 98362, 360.417.2402 or tammy.sullenger@clallamcountywa.gov. Questions regarding this project may be directed to Hailey Fields at Multonomah Group, hailey.fields@multnomahgroup.com or 971.407.4450.

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

PASSED THIS 23rd day of April 2024

ATTEST:



Loni Gores, MMC, Clerk of the Board

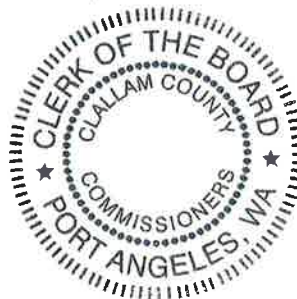
BOARD OF CLALLAM COUNTY COMMISSIONERS



Mike French, Chair

c: Department
Tickle

Publish: April 26 & May 3
Bill: Human Resources | Risk Management





36
MAY 14 2024

AGENDA ITEM SUMMARY

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

Department: Public Works

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date: 05/14/2024**

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

The Department of Community Development and the Public Works Department recommends the award of the contract for the Lower Dungeness River Floodplain Restoration and Levee Road Realignment Project Phase 3.

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

This item is grant funded through the Department of Ecology, the Real Estate Excise Tax Fund and County Road's funds.

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

That the Commissioners review, approve, and authorize the Chair to sign the letter awarding the contract to Nordland Construction Northwest at their bid price of \$1,821,409 and also authorize the Chair to sign the contract documents once they are received back from the contractor with the relevant paperwork.

County Official signature & print name: Joe Donisi

A handwritten signature in blue ink that reads "Joe Donisi".

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

Relevant Departments: Public Works, DCD

Date submitted: 05/08/2024

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

AIS Bid Award
Revised: 3-04-2019



Clallam County Road Department

223 East 4th Street, Suite 6
Port Angeles, WA 98362-3015

May 8, 2024

Honorable Board of Clallam County Commissioners
Clallam County Courthouse
223 E. Fourth St, Suite 4

Re: Bid Award-Lower Dungeness River Floodplain Restoration and Levee Road Realignment Project Phase 3

Commissioners:

Yesterday, the Board of Clallam County Commissioners opened bids for the Lower Dungeness River Floodplain Restoration and Levee Road Realignment Project Phase 3. The lowest responsible bidder for this project was Nordland Construction Northwest. A bid tabulation sheet is attached showing the results of that bid opening.

We recommend the award of this contract to Nordland Construction Northwest at their total bid price of \$1,821,409 including tax. We also recommend that you authorize execution of the contracts by the Chair of the Board once the Contractor as approved and signed the contracts and returned them with the required proof of insurance and U.B. I. certification.

Thank you for your consideration regarding this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joe Donisi".

Joe Donisi
County Engineer

A handwritten signature in blue ink, appearing to read "Bruce W. Emery".

Bruce Emery
Director, Department of Community Development

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Date: _____

			Scarcella Bros. Inc P.O. Box 68697 Seattle, Wa 98168-0697 360-874-7173	Jamestown Excavating 431 Business Park Loop Sequim, WA 98382 360-683-4586		Del Hur Industries, Inc. P.O. Box 1116 Port Angeles, WA 98362-0201 360-457-1133		Nordland Construction NW, Inc 123 Ponderosa Place Nordland, WA 98358 360-379-5182		ENGINEER'S ESTIMATE			
ITEM NO.	APR QTY	UNIT	DESCRIPTION	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID
1	1	EST	MINOR CHANGES	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
2	1	LS	RECORD DRAWINGS	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00	\$6,033.27	\$6,033.27	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00
3	1	LS	CONTRACTOR SURVEYING - ROADWAY	\$40,000.00	\$40,000.00	\$18,870.00	\$18,870.00	\$37,856.89	\$37,856.89	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
4	1	LS	STORMWATER POLLUTION PREVENTION PLAN	\$5,000.00	\$5,000.00	\$2,400.00	\$2,400.00	\$6,033.27	\$6,033.27	\$1,000.00	\$1,000.00	\$10,000.00	\$10,000.00
5	1	LS	SPILL PREVENTION, CONTROL AND COUNTERMEASURES PLAN	\$5,000.00	\$5,000.00	\$3,100.00	\$3,100.00	\$6,033.27	\$6,033.27	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00
6	1	LS	UTILITY COORDINATION	\$2,000.00	\$2,000.00	\$1,500.00	\$1,500.00	\$6,902.34	\$6,902.34	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00
7	1	LS	MOBILIZATION	\$269,000.00	\$269,000.00	\$170,000.00	\$170,000.00	\$164,463.45	\$164,463.45	\$150,000.00	\$150,000.00	\$175,000.00	\$175,000.00
8	1	LS	PROJECT TEMPORARY TRAFFIC CONTROL	\$115,000.00	\$115,000.00	\$55,950.00	\$55,950.00	\$102,463.40	\$102,463.40	\$53,000.00	\$53,000.00	\$62,000.00	\$62,000.00
9	1	AC	CLEARING AND GRUBBING	\$7,500.00	\$7,500.00	\$41,959.35	\$41,959.35	\$31,574.13	\$31,574.13	\$30,000.00	\$30,000.00	\$38,000.00	\$38,000.00
10	1	EST	ROADSIDE CLEANUP	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
11	1	LS	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	\$40,000.00	\$40,000.00	\$1.20	\$1.20	\$91,626.84	\$91,626.84	\$47,000.00	\$47,000.00	\$25,000.00	\$25,000.00
12	753	SY	REMOVAL OF PAVEMENT	\$10.00	\$7,530.00	\$23.60	\$17,770.80	\$7.21	\$5,429.13	\$15.00	\$11,295.00	\$39.94	\$30,074.82
13	6,610	CY	ROADWAY EXCAVATION INCL. HAUL	\$22.00	\$145,420.00	\$19.40	\$128,234.00	\$20.09	\$132,794.90	\$25.00	\$165,250.00	\$53.00	\$350,330.00
14	514	CY	STRUCTURE EXCAVATION CLASS B INCL. HAUL	\$12.00	\$6,168.00	\$44.90	\$23,078.60	\$30.97	\$15,918.58	\$35.00	\$17,990.00	\$50.00	\$25,700.00
15	4,290	SF	SHORING AND EXTRA EXCAVATION CLASS B	\$0.50	\$2,145.00	\$6.30	\$27,027.00	\$2.36	\$10,124.40	\$3.00	\$12,870.00	\$2.50	\$10,725.00
16	1,859	CY	CRUSHED SURFACING BASE COURSE (SALVAGE) INCL. HAUL	\$45.10	\$83,840.90	\$26.25	\$48,798.75	\$31.13	\$57,870.67	\$35.00	\$65,065.00	\$42.00	\$78,078.00
17	2,315	CY	CRUSHED SURFACING TOP COURSE (CSTC)	\$73.10	\$169,226.50	\$85.00	\$196,775.00	\$48.38	\$111,999.70	\$75.00	\$173,625.00	\$60.00	\$138,900.00
18	335	TON	HMA CL 1/2 IN PG 58H-22	\$170.00	\$56,950.00	\$192.70	\$64,554.50	\$201.90	\$67,636.50	\$195.00	\$65,325.00	\$237.00	\$79,395.00
19	33	TON	HMA FOR APPROACH CL. 1/2 IN PG 58H-22	\$255.00	\$8,415.00	\$200.00	\$6,600.00	\$302.86	\$9,994.38	\$290.00	\$9,570.00	\$300.00	\$9,900.00
20	550	LF	DRAIN TILE	\$15.75	\$8,662.50	\$13.90	\$7,645.00	\$11.31	\$6,220.50	\$45.00	\$24,750.00	\$47.00	\$25,850.00
21	3	EA	CONCRETE INLET	\$3,275.00	\$9,825.00	\$2,220.00	\$6,660.00	\$2,546.45	\$7,639.35	\$3,000.00	\$9,000.00	\$2,200.00	\$6,600.00
22	5	EA	CATCH BASIN TYPE I	\$3,400.00	\$17,000.00	\$2,120.00	\$10,600.00	\$2,516.91	\$12,584.55	\$3,500.00	\$17,500.00	\$2,500.00	\$12,500.00
23	1	EA	CATCH BASIN TYPE II	\$3,215.00	\$3,215.00	\$3,020.00	\$3,020.00	\$3,033.82	\$3,033.82	\$4,000.00	\$4,000.00	\$2,800.00	\$2,800.00

				Scarcella Bros, Inc P.O. Box 68697 Seattle, Wa 98168-0697 360-874-7173		Jamestown Excavating 431 Business Park Loop Sequim, WA 98382 360-683-4586		Del Hur Industries, Inc. P.O. Box 1116 Port Angeles, WA 98362-0201 360-457-1133		Nordland Construction NW, Inc 123 Ponderosa Place Nordland, WA 98358 360-379-5182		ENGINEER'S ESTIMATE	
ITEM NO.	APR QTY	UNIT	DESCRIPTION	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID
24	4	CY	OUTFALL PROTECTION	\$200.00	\$800.00	\$450.00	\$1,800.00	\$391.98	\$1,567.92	\$200.00	\$800.00	\$200.00	\$800.00
25	1	EA	FLOW SPLITTER	\$20,375.00	\$20,375.00	\$14,900.00	\$14,900.00	\$14,596.04	\$14,596.04	\$17,000.00	\$17,000.00	\$8,500.00	\$8,500.00
26	1	LS	EROSION CONTROL AND WATER POLLUTION PREVENTION	\$95,000.00	\$95,000.00	\$21,870.00	\$21,870.00	\$11,425.92	\$11,425.92	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
27	6,853	LF	WATTLE	\$6.00	\$41,118.00	\$4.50	\$30,838.50	\$7.38	\$50,575.14	\$5.00	\$34,265.00	\$6.70	\$45,915.10
28	550	SY	STABILIZED CONSTRUCTION ENTRANCE	\$10.00	\$5,500.00	\$30.50	\$16,775.00	\$17.50	\$9,625.00	\$35.00	\$19,250.00	\$20.00	\$11,000.00
29	1	EST	PROJECT AREA WEED AND PEST CONTROL	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
30	679	LF	ASPHALT WEDGE CURB	\$3.50	\$2,376.50	\$1.20	\$814.80	\$4.16	\$2,824.64	\$4.00	\$2,716.00	\$5.00	\$3,395.00
31	3,268	LF	CEMENT CONC. TRAFFIC CURB	\$38.00	\$124,184.00	\$42.00	\$137,256.00	\$30.95	\$101,144.60	\$25.00	\$81,700.00	\$50.00	\$163,400.00
32	3,459	LF	BEAM GUARDRAIL TYPE 31 - 8 FT. LONG POST	\$53.40	\$184,710.60	\$44.50	\$153,925.50	\$50.48	\$174,610.32	\$47.00	\$162,573.00	\$57.00	\$197,163.00
33	366	LF	BEAM GUARDRAIL TYPE 31 (GEOGRID) - 8 FT. LONG POST	\$72.30	\$26,461.80	\$62.70	\$22,948.20	\$50.48	\$18,475.68	\$47.00	\$17,202.00	\$70.00	\$25,620.00
34	1	LS	TRAFFIC BARRIER WITH MOMENT SLAB	\$290,000.00	\$290,000.00	\$264,000.00	\$264,000.00	\$608,764.99	\$608,764.99	\$189,000.00	\$189,000.00	\$320,000.00	\$320,000.00
35	2	EA	BEAM GUARDRAIL TYPE 31 NON-FLARED TERMINAL	\$3,667.45	\$7,334.90	\$5,650.00	\$11,300.00	\$4,732.11	\$9,464.22	\$4,500.00	\$9,000.00	\$4,000.00	\$8,000.00
36	2	EA	BEAM GUARDRAIL TYPE 31 ANCHOR TYPE 11	\$1,481.60	\$2,963.20	\$2,400.00	\$4,800.00	\$1,766.66	\$3,533.32	\$1,650.00	\$3,300.00	\$2,000.00	\$4,000.00
37	2	EA	BEAM GUARDRAIL TYPE 31 ANCHOR TYPE 11 (GEOGRID)	\$1,798.45	\$3,596.90	\$2,735.00	\$5,470.00	\$1,766.66	\$3,533.32	\$1,650.00	\$3,300.00	\$2,200.00	\$4,400.00
38	4	EA	BEAM GUARDRAIL TRANSITION SECTION TYPE 24	\$2,572.05	\$10,288.20	\$3,760.00	\$15,040.00	\$2,965.46	\$11,861.84	\$2,800.00	\$11,200.00	\$5,000.00	\$20,000.00
39	1	EA	ACCESS CONTROL GATE	\$7,000.00	\$7,000.00	\$3,200.00	\$3,200.00	\$4,416.64	\$4,416.64	\$3,500.00	\$3,500.00	\$6,934.69	\$6,934.69
40	1	LS	PERMANENT SIGNING	\$1,000.00	\$1,000.00	\$1,090.00	\$1,090.00	\$3,105.42	\$3,105.42	\$1,250.00	\$1,250.00	\$3,000.00	\$3,000.00
41	1,077	LF	PAINT LINE	\$3.00	\$3,231.00	\$2.30	\$2,477.10	\$3.79	\$4,081.83	\$4.00	\$4,308.00	\$4.00	\$4,308.00
42	109	LF	PAINTED STOP LINE	\$15.00	\$1,635.00	\$4.50	\$490.50	\$18.93	\$2,063.37	\$20.00	\$2,180.00	\$10.00	\$1,090.00
43	156	LF	CORRUGATED POLYETHYLENE STORM SEWER PIPE 12 IN. DIAM.	\$115.00	\$17,940.00	\$88.80	\$13,852.80	\$50.05	\$7,807.80	\$75.00	\$11,700.00	\$50.00	\$7,800.00
44	335	LF	TR. 5 STORM SEWER PIPE 0.075 IN. TH. 12 IN. DIAM.	\$137.10	\$45,928.50	\$110.00	\$36,850.00	\$168.43	\$56,424.05	\$125.00	\$41,875.00	\$130.00	\$43,550.00
45	1	AC	HYDROSEEDING, FERTILIZING, MULCHING	\$7,500.00	\$7,500.00	\$6,460.00	\$6,460.00	\$5,678.53	\$5,678.53	\$10,000.00	\$10,000.00	\$12,912.50	\$12,912.50
46	2,425	SY	COMPOST AMENDED VEGETATED FILTER STRIP WITH DRAINAGE BLANKET	\$105.00	\$254,625.00	\$100.00	\$242,500.00	\$102.78	\$249,241.50	\$85.00	\$206,125.00	\$87.00	\$210,975.00

				Scarcella Bros. Inc P.O. Box 68697 Seattle, Wa 98168-0697 360-874-7173		Jamestown Excavating 431 Business Park Loop Sequim, WA 98382 360-683-4586		Del Hur Industries, Inc. P.O. Box 1116 Port Angeles, WA 98362-0201 360-457-1133		Nordland Construction NW, Inc 123 Ponderosa Place Nordland, WA 98358 360-379-5182		ENGINEER'S ESTIMATE	
ITEM NO.	APR QTY	UNIT	DESCRIPTION	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID	UNIT BID	TOTAL BID
47	395	SY	COMPOST AMENDED VEGETATED FILTER STRIP WITHOUT DRAINAGE BLANKET	\$60.00	\$23,700.00	\$29.80	\$11,771.00	\$72.06	\$28,463.70	\$55.00	\$21,725.00	\$37.00	\$14,615.00
48	320	SY	BASIC FILTER STRIP	\$15.00	\$4,800.00	\$9.20	\$2,944.00	\$19.26	\$6,163.20	\$50.00	\$16,000.00	\$11.60	\$3,712.00
49	100	LF	WET BIOFILTRATION SWALE	\$35.00	\$3,500.00	\$37.49	\$3,749.00	\$40.80	\$4,080.00	\$60.00	\$6,000.00	\$27.00	\$2,700.00
50	380	LF	FENCE RELOCATION	\$15.00	\$5,700.00	\$37.57	\$14,276.60	\$66.23	\$25,167.40	\$40.00	\$15,200.00	\$25.00	\$9,500.00
TOTAL					\$2,218,166.50		\$1,898,443.20		\$2,332,929.73		\$1,821,409.00		\$2,290,143.11

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MAY 14 2024



AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ Meeting Date: 5-13-24

REGULAR AGENDA ☒ Meeting Date: 5-14-24

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget revisions on May 28, 2024.

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

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

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



NOTICE OF BUDGET REVISION MEETING

Notice is hereby given Clallam County will consider by Resolution of the Board the budget revision shown below on May 28, 2024 at 10 a.m. in the Commissioners' Meeting Room (160), Clallam County Courthouse.

NonDept – American Rescue Plan Act – Reallocation of American Rescue Plan Act (ARPA) funding for the final contractual payment to the Public Utility District (PUD) for their Carlsborg/Van-Lan Water System Project. The invoice expected in 2023 was not received until April 2024/\$60,000

Prosecuting Attorney – Operations – Funds originally allocated for attorney salaries will be used for contracted attorney services while short-staffed/\$100,000

Sheriff – Jail Medical – Our two Mental Health Professionals are funded by the "Hargrove Fund". Since the second position will have been vacant from January through the end of April, Health and Human Services is seeking approval for the unspent salary dollars to be used for supplies needed by the positions instead. This will allow for the purchase of office furniture, computer equipment, or other items supporting the mental health program for incarcerated individuals that was not originally planned for/\$25,000

A copy of the budget change forms may be reviewed at the office of the Board of County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: May 14, 2024

Mike French, Chair

Publish: May 18 and 25, 2024

Bill: Commissioners' Office

c: Budget Director
Department(s)
Treasurer

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

12/24/2024



Date Submitted: 4/10/2024 ✓

Budget Hearing/Meeting Date: 5/28/2024 ✓

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

Budget Number xxxxx.xxx.	19961.291 ✓	Budget Name	NonDept – American Rescue Plan Act ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19961.291 ✓	NonDept – ARPA ✓	51420.49.0225 ✓	Unanticipated Services	60,000 ✓
Total				60,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19961.291 ✓	NonDept – ARPA ✓	51420.41.0582 ✓	Clallam County PUD	60,000
Total				60,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Reallocation of ARPA funding for the final contractual payment to the PUD for their Carlsborg/Van-Lan Water System Project. The \$60,000 invoice expected in 2023, was not received until April 2024.

County Official Approval: _____

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

[Handwritten signature]

MAY 02 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/1/2024 Budget Hearing/Meeting Date: 05/28/2024 ✓

- **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.	00100.841 ✓	Budget Name	Prosecuting Attorney - Operations ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.841 ✓	Prosecuting Attorney – Ops ✓	51531.10.0010 ✓	Regular Time ✓	50,000.
00100.841 ✓	Prosecuting Attorney – Ops ✓	51535.10.0010 ✓	Regular Time ✓	50,000.
Total				100,000. ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.841 ✓	Prosecuting Attorney – Ops ✓	51531.41.0020 ✓	Professional Services ✓	50,000.
00100.841 ✓	Prosecuting Attorney – Ops ✓	51535..41.0020 ✓	Professional Services ✓	50,000.
Total				100,000. ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

These funds originally allocated for attorney salaries will be used for contracted attorney services while we are short-staffed.

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

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/3/24 ✓

Budget Hearing/Meeting Date: 5/28/24 ✓

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

Budget Number xxxxx.xxx.	00100.816	Budget Name	Sheriff – Jail Medical
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.816 ✓	Sheriff – Jail Medical ✓	52360.10.0010 ✓	Regular Time ✓	18,000
00100.816 ✓	Sheriff – Jail Medical ✓	52360.20.0020 ✓	Benefits ✓	7,000
Total				25,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.816 ✓	Sheriff – Jail Medical ✓	52360.35.0010 ✓	Small Tools and Minor Equipment ✓	7,000
00100.816 ✓	Sheriff – Jail Medical ✓	52360.31.0010 ✓	Office Supplies ✓	8,000
00100.816 ✓	Sheriff – Jail Medical ✓	52360.31.0033 ✓	Furnishings ✓	6,000
00100.816 ✓	Sheriff – Jail Medical ✓	52360.35.5500 ✓	Information Technology Equipment ✓	4,000
Total				25,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Our Mental Health Professionals are vital for inmate care, and are funded by the Hargrove Fund managed by HHS. Since the second position will have been vacant from January through the end of April, HHS has given approval for the unspent salary dollars to be used for supplies needed by the positions instead so long as the original Hargrove Fund budget remains the same. This will allow the purchase of office furniture, computer equipment, or other items supporting the mental health program for incarcerated individuals that was not originally planned for.

County Official Approval:

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

4b
MAY 14 2024



AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ Meeting Date: 5/13/24

REGULAR AGENDA ☒ Meeting Date: 5/14/24

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on May 28, 2024.
Supplemental appropriations – increased expenditures due to unanticipated federal, state, and local funds.

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

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

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

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



NOTICE OF SUPPLEMENTAL APPROPRIATIONS BUDGET MEETING

Notice is hereby given Clallam County will consider by Resolution of the Board, the supplemental budget appropriations in the following funds pursuant to RCW 36.40.100, at 10 a.m. on May 28, 2024 in the Commissioners' Meeting Room (160) of the Clallam County Courthouse.

Superior Court – Contract renewal with the Salish Behavioral Associated Health Organization for Criminal Justice Treatment Account (CJTA) funds set aside by the State of Washington for the betterment of therapeutic courts/\$5,966

Noxious Weed Control – Program spent less money than expected from the Washington Department of Agriculture Knotweed grant due to difficulty hiring seasonal help. The grant expires in June 2025. The money will be used to increase seasonal wages/\$5,500

Sheriff – OPNET Drug – The OPNET Task Force was only partially funded during the budget cycle due to uncertain grant funding. While Washington State has since approved appropriation funding to support task forces, we are requesting to use proceeds from a confiscated property to balance the budget for the remainder of the year while the appropriation disbursement specifics are established. The appropriation funds can then reimburse the fund balance once received/\$301,736

Copies of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: May 14, 2024

Mike French, Chair

Publish: May 18 and 25, 2024

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

APR 16 2024

CLALLAM COUNTY BUDGET CHANGE FORM

4/16/2024

Date Submitted: 4/12/2024

Budget Hearing/Meeting Date: 5/28/24 ✓



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

Budget Number xxxxx.xxx.	00100.861 ✓	Budget Name	Superior Court ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.861 ✓	Superior Court ✓	33700.00.0040 ✓	SBHO Criminal Justice Treatment Account (CJTA)	\$5,966
Total				\$5,966 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.861 ✓	Superior Court ✓	56692.49.0083 ✓	Recovery Support Services	\$5,966
Total				\$5,966 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Superior Court has entered into a contract renewal with the Salish Behavioral Associated Health Organization for Criminal Justice Treatment Account (CJTA) funds set aside by the State of Washington for the betterment of therapeutic courts. This contract period is from January 1, 2024, through December 31, 2024, in the amount of \$27,684.33. Funds in the amount of \$21,718 have already been placed into our budget, however, there was an increase in funds in the amount of \$5,966 that we are asking to be added into this budget line.

County Official Approval:

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

Handwritten signature of Lacey Halberg in black ink.

Handwritten initials "JH" and the number "44" in black ink.

APR 30 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4-30-2024 ✓

Budget Hearing/Meeting Date: May 28, 2024 ✓

- ☒ **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 ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
13001.381 ✓	Noxious Weed Control ✓	33402.10.5000 ✓	WSDA Knotweed Program ✓	\$5,500
Total				\$5,500 ✓

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 ✓	\$5,500
Total				\$5,500 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Program spent less money from our WA Department of Agriculture knotweed grant last year than expected due to difficulty hiring seasonal help. The grant expires in June 2025. We will use this money to increase seasonal wages.

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

[Signature]

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MAY 01 2024

CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: 5/1/24 ✓
04/24/24 ✓

Budget Hearing/Meeting Date: 05/28/24 ✓

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

Budget Number xxxxx.xxx.	11008.811 ✓	Budget Name	Sheriff – OPNET Drug ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11008.811 ✓	Sheriff – OPNET Drug ✓	36930.00.0000 ✓	Confiscated and Forfeited Property ✓	301,736
Total				301,736 ✓

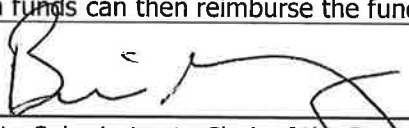
EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.10.0600 ✓	Extra Help ✓	5,911
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.31.0010 ✓	Office Supplies ✓	400
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.31.0020 ✓	Operating Supplies ✓	2000
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.32.0015 ✓	Gasoline ✓	5000
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.35.0010 ✓	Small Tools & Minor Equipment ✓	1950
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.41.0020 ✓	Professional Services ✓	7500
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.41.5120 ✓	Public Works ✓	250
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.42.0015 ✓	Cellular Phone ✓	438
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.42.0020 ✓	Postage ✓	12
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.43.0020 ✓	Travel – Training ✓	4000
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.48.0040 ✓	Equipment Repair & Maintenance	250
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.48.0042 ✓	Vehicle Repair & Maintenance	500
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.49.0041 ✓	Subscriptions ✓	4000
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.49.0049 ✓	Document Destruction ✓	50
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.49.0058 ✓	Seizure Costs ✓	34500
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.49.0060 ✓	Registration ✓	2315
11008.811 ✓	Sheriff – OPNET Drug ✓	52123.70.0010 ✓	Operating Leases (GASB 87) ✓	4800
11008.811 ✓	Sheriff – OPNET Drug ✓	50800.00.0000	Ending Fund Balance	227,860
Total				301,736 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The OPNET Task Force was only partially funded during the budget cycle due to uncertain grant funding. While Washington State has since approved appropriation funding to support task forces, we are requesting to use proceeds from a confiscated property to balance the budget for the remainder of the year while the appropriation disbursement specifics are established. The appropriation funds can then reimburse the fund balance once received.

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

Revised: J:\SDATA\BUDGETS\2024\Budget Changes\11008 OPNET supp 052824.docx


55



MAY 14 2024

AGENDA ITEM SUMMARY

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

Department: BOCC

WORK SESSION ☒ Meeting Date: 5/13/24

REGULAR AGENDA ☒ Meeting Date: 5/14/24

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

Item summary:

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

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on May 28, 2024

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 forms.

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

County Official signature & print name: Loni Gores Loni Gores

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

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



BUDGET RESOLUTION _____, 2024

CALL FOR HEARING FOR DEBATABLE EMERGENCIES IN THE FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, the following facts constitute a public emergency that could not reasonably have been foreseen at the time of making the budget:

Parks & Facilities – Real Estate Excise Tax (REET) – To cover unpaid sales tax due on the Courthouse Access Control project, and two invoices for the Restoration of Old Juvie Building project received after the close of accounts payable for year-end/\$21,253

General Fund Reserves – City of Port Angeles stormwater assessment unexpectedly increased 103% from 2023. Additional General Fund support is needed to cover the increase (1 of 2)/\$10,000

NonDept – Indigent Defense – Additional funding for Superior Court Conflict Attorney services provided in 2023 as well as the new contract for 2024/\$19,000

Treasurer – Land Assessment –

- City of Port Angeles stormwater assessment unexpectedly increased 103% from 2023. Additional General Fund support is needed to cover the increase (2 of 2)/\$10,000
- 2024 increase to City of Port Angeles stormwater fees for county owned parcels. Increased rates and values were not provided to the Treasurer in order to anticipate this increase/\$13,000

Department of Community Development – Permit Center –

- Due to uncertainty concerning when the State Building Code Council would implement the 2021 International Codes, Code Books were not purchased in 2023 as they were budgeted because the State was still delaying implementation. It has now been passed/\$3,575
- Repair costs for vehicle driven by Building Inspector after collision with wildlife while driving on Highway 112. Policy 860 4.9 states that it will be the responsibility of the renting department to pay the difference in costs to replace or repair the vehicle as Equipment Rental & Revolving (ER&R) does not carry collision insurance on vehicles or equipment/\$8,972

Human Resources – Unemployment Compensation – Requesting additional funding for unanticipated increase in unemployment compensation costs/\$40,000

Health and Human Services Operations – Reallocation of Foundational Public Health Services (FPHS) Communications funding to the machinery and equipment category for the purchase of 3 copy machines/\$65,000

NonDept – Hotel/Motel Tax – Additional funds need for Resolution 40, 2024 Board-approved Lodging Tax applications/\$480,000

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

1. A public hearing on the debatable emergencies listed above will be held May 28, 2024 at 10:30 a.m. in Room 160 of the Clallam County Courthouse.
2. A copy of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

PASSED AND ADOPTED this 14th day of May 2024

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mike French, Chair

Randy Johnson

ATTEST:

Loni Gores, MMC, Clerk of the Board

Mark Ozias

Publish: May 18 and 25, 2024

Bill: Commissioners

c: Budget Director, Treasurer, Department(s)

APR 16 2024



CLALLAM COUNTY BUDGET CHANGE FORM

Date Submitted: April 15, 2024

Budget Hearing/Meeting Date: May 28, 2024 ✓

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

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30101.911. ✓	Parks and Facilities - REET ✓	50800.00.0000	Ending Fund Balance	\$21,253
Total				\$21,253 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
30101.911 ✓	Parks and Facilities – REET ✓	59476.62.2235 ✓	Restore Old Juvie Building	\$ 2,718
30101.911 ✓	Parks and Facilities – REET ✓	59476.63.2125 ✓	Courthouse Access Control <i>Systems</i>	\$18,535
Total				\$21,253 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To cover unpaid sales tax due on the Courthouse Access Control project, and two invoices for the Restoration of Old Juvie Building project received after the close of accounts payable for year end.

County Official Approval: *R. M. [Signature]*

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

[Signature]

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CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/22/2024 ✓

Budget Hearing/Meeting Date: 5/28/2024 ✓

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

Budget Number xxxxx.xxx.	00100.293 ✓	Budget Name	General Fund Reserves ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	10,000
Total				10,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	59720.00.0010 ✓	Transfer to Land Assessment	10,000
Total				10,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

City of Port Angeles stormwater assessment unexpectedly increased 103% from 2023. Addition General Fund support is needed to cover this increased expense. (1 of 2)

County Official Approval: _____

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

[Handwritten signatures and initials]
45

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/22/2023 ✓

Budget Hearing/Meeting Date: 5/28/2024 ✓

- **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.	00100.831 ✓	Budget Name	NonDept – Indigent Defense ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance ✓	✓19,000
Total				19,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.831 ✓	NonDept – Indigent Defense ✓	51591.41.0140 ✓	Civil Contempt/Paternity ✓	19,000
Total				19,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding for Superior Court Conflict Attorney services provided in 2023 as well as the new contract for 2024.

County Official Approval: _____

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

Handwritten signature and initials

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/22/2024

Budget Hearing/Meeting Date: 5/28/2024

- ☐ **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.	12241.231	Budget Name	Treasurer – Land Assessment
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
12241.231	Treasurer – Land Assessment	39720.00.0010	Transfer from General Fund Reserves	10,000
Total				10,000

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
12241.231	Treasurer – Land Assessment	50800.00.0000	Ending Fund Balance	10,000
Total				10,000

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

City of Port Angeles stormwater assessment unexpectedly increased 103% from 2023. Addition General Fund support is needed to cover this increased expense. (2 of 2)

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

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CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

MAY 01 2024



Date Submitted: 5/1/2024 ✓

Budget Hearing/Meeting Date: 5/28/2024 ✓

- **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.	12241.231 ✓	Budget Name	Treasurer – Land Assessment ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
12241.231 ✓	Treasurer-Land Assessment ✓	50800.00.0000 ✓	Ending Fund Balance ✓	13,000
Total				13,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
12241.231. ✓	Treasurer – Land Assessment ✓	51422.49.0011 ✓	Assessment Charges ✓	13,000
Total				13,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

2024 INCREASE TO CITY OF PORT ANGELES STORMWATER FEES FOR COUNTY OWNED PARCELS. INCREASE RATES AND VALUES WERE NOT PROVIDED TO THE TREASURER IN ORDER TO ANTICIPATE THIS INCREASE.

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


Ethel

APR 24 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/24/24 ✓

Budget Hearing/Meeting Date: 5/28/24 ✓

- **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.	00100.333 ✓	Budget Name	DCD Permit Center ✓
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REVENUE/SOURCE

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 ✓	3575
Total				3575 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.333 ✓	DCD Permit Center ✓	55850.31.0015 ✓	Books ✓	3575
Total				3575 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Due to uncertainty concerning when the State Building Code Council would implement the 2021 International Codes, DCD did not purchase Code Books in 2023 as they were budgeted to do because the State was still delaying implementation. It has now been passed.

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

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APR 25 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/26/2024

Budget Hearing/Meeting Date: 5/28/2024 ✓

- **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.	50701.461 ✓	Budget Name	HR – Unemployment Compensation ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
50701.461 ✓	HR – Unemployment Compensation ✓	50800.00.0000 ✓	Ending Fund Balance ✓	40,000 ✓
Total				40,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
50701.461 ✓	HR – Unemployment Compensation ✓	51771.20.0040 ✓	Unemployment Compensation ✓	40,000
Total				40,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Requesting additional funding for unanticipated increase in unemployment compensation costs.

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

APR 30 2024

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/30/24 ✓ Budget Hearing/Meeting Date: 5/28/24 ✓

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

Budget Number xxxxx.xxx.	11301.511 ✓	Budget Name	HHS – Health & Human Services Operations ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	50800.00.0000 ✓	Ending Fund Balance ✓	65,000
Total				65,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	59462.64.0010 ✓	Machinery & Equipment ✓	65,000
Total				65,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

This budget emergency is to reallocate FPHS – FOUNDATIONAL PUBLIC HEALTH SERVICES COMMUNICATIONS funding to the machinery and equipment category for the purchase of 3 copy machines.

County Official Approval:

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

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CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 4/30/2024 ✓

Budget Hearing/Meeting Date: 5/28/2024 ✓

- **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.	19925.291	Budget Name	NonDept – Hotel/Motel Tax
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	508000.00.0000 ✓	Ending Fund Balance ✓	480,000
Total				480,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
19925.291 ✓	NonDept – Hotel/Motel Tax ✓	55730.49.0230 ✓	Unanticipated Projects ✓	480,000
Total				480,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funds needed for Resolution 40, 2024 Board-approved Lodging Tax applications.

County Official Approval: _____

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

Effie

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