

City of Forks  
Council Meeting Minutes Special Session  
City Council Chambers  
500 East Division Street  
December 5, 2022  
7:30 P.M.

**CALL TO ORDER**

Mayor Fletcher called the Budget Workshop to order at 7:31 p.m.

**ROLL CALL**

Council members present: Weissenfels, Wood (present via Zoom), Gingell, Echeita, and Mayor Fletcher. Absent: Soha. Staff present: Grafstrom, Clerk/Treasurer, Fleck, Attorney/Planner, Rowley, Police Chief, Hampton, Public Works Director.

Final 2023 Budget Hearing

Mayor Fletcher opened the public hearing.

Lissy Andros, Director, Forks Chamber of Commerce, said she is eager to see what the City does with its 2023 budget, especially with regard to lodging tax funds allocation.

Mayor Fletcher closed the public hearing.

2023 Budget Workshop

Clerk/Treasurer Grafstrom introduced the final draft of the recommended budget. This draft reflects revisions to the amount of lodging tax funds to be allocated to the Piecemakers quilt club and the Visitor Information Center. In addition, the amount to be budgeted to the Tillicum Park ballfield improvement project has yet to be determined.

David Hurn, representing the Forks Lions Club, described the ballfield improvements project to include removal of four inches of the current surface material to be replaced with three inches of base material and three inches of compacted Diamond Dust. He said the Lions Club would use lodging tax funds to replace field backstops and baseboards, and to bring gravel in for the common areas. They will also work with the community and OCC laborers to prepare the fields each year. This project will also require purchase of a specialized rake for field maintenance. Hurn said the estimate received from 2 Grade LLC for the entire project is \$142,000, and that current ballfield quality has led to a noticeable drop in participation in the annual softball tournaments, traditionally held in Forks.

Attorney/Planner Fleck and Clerk/Treasurer Grafstrom noted the project would require a grading permit and a SEPA checklist. Fleck then asked if new netting could be included in the contract for this project. The consensus was that it could. Public Works Director Hampton said he would like a field cover for each field, one of which has already been purchased by Quillayute Valley School District, to protect the investment. He noted that the estimate he requested from Interwest Construction Inc. was approximately \$100,000

per field. Discussion regarding the materials to be used, the bidding process, and the project in general ensued.

\$160,000 was entered in the draft 2023 budget for Tillicum Park ballfields improvement.

Clerk/Treasurer Grafstrom shared 2022 information, compiled by Nerissa Davis, regarding comparable cities' salaries and hourly pay rates, and how they compare with ours, with Council. She noted there has been much discussion regarding the disparities and how difficult it has been to not only recruit, but to retain, employees for all departments. Council Members Weissenfels, Wood, and Gingell said they would like to see a 12–15% raise implemented across the board. Discussion ensued.

**ADJOURNMENT**

**Motion** to adjourn by Gingell, second Weissenfels, motion carried. Meeting adjourned at 8:18 p.m.

  
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Caryn DePew, Clerk/Treasurer

  
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Tim Fletcher, Mayor