

City of Forks  
Council Meeting Minutes Regular Session  
City Council Chambers  
April 8, 2024 7:30 p.m.

0:03 **PLEDGE OF ALLEGIANCE AND CALL TO ORDER**

Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:31 p.m.

0:25 **ROLL CALL**

Council members present: A. Grant [present via Zoom], Wood, Gingell, R. Grant, and Mayor Fletcher. Absent: Soha. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner, and Rowley, Police Chief, and Hampton, Public Works Director.

**MODIFICATIONS/APPROVAL OF AGENDA**

0:52 **Motion** to approve the agenda as presented by Gingell, second Wood, motion carried.

1:20 **Welcome and Brief Discussion with U.S. Congressman Derek Kilmer**

Congressman Derek Kilmer, present via Zoom, thanked the Council for its leadership and partnership on a number of initiatives and programs over the years. He also spoke about economic development and infrastructure funding on the Olympic Peninsula, and various activities in which he is involved. Mayor Fletcher and Council Member Gingell thanked Congressman Kilmer for the support he has shown our community.

8:01 **PUBLIC COMMENT**

Mark Soderlind, representing the Marietta communities, said he disagrees with the City's interpretation of its utilities code.

**ACTION ITEMS**

11:31 **1. Motion** to approve minutes of the March 25, 2024 Regular Meeting by Gingell, second R. Grant, motion carried 4–0 with Wood abstaining.

11:59 **2. Motion** to approve manual checks 42922 through 42925 in the amount of \$247,391.63, payroll checks 42926 through 42945 in the amount of \$123,148.86, claim checks 42946 through 42979 and EFTs as included in the total amount of \$57,086.30, and travel checks 3672 through 3680 in the amount of \$1,238.97 by Wood, second Gingell, motion carried.

14:22 **3. Ordinance #671 Adopting 2021 Building Codes**

Attorney/Planner Fleck introduced and explained the proposed ordinance that would bring us into compliance with State building codes. Some discussion ensued.

- 15:08 **Motion** to adopt Ordinance #671 Adopting 2021 Building Codes by Wood, second Gingell, motion carried 2–2 with R. Grant and A. Grant against and Mayor Fletcher voting yay to break the tie.
- 17:33 **4. Ordinance #672 Utilities Tax Code Amendment**  
Attorney/Planner Fleck introduced and explained the proposed ordinance amending the City’s utilities tax code. Some discussion ensued.
- 18:10 **Motion** to adopt Ordinance #672 Utilities Tax Code Amendment by R. Grant, second Gingell, motion carried.
- 20:10 **5. Ordinance #673 Flood Hazard Management Amendment**  
Attorney/Planner Fleck introduced and explained the proposed ordinance amending the relevant 1991 code.
- 20:53 **Motion** to approve Ordinance #673 Flood Hazard Management Amendment by Wood, second Gingell, motion carried.
- 21:19 **6. Recompete Phase 2 Support Letter**  
Attorney/Planner Fleck introduced and explained the letter of support for the Recompete Phase II application by North Olympic Peninsula Recompete Coalition (NOPRC), as well as the benefits NOPRC’s receipt of the grant would have for the City.
- 26:41 **Motion** to authorize the Mayor to sign and send such a letter to the Assistant Secretary of Commerce for Economic Development by Wood, second Gingell, motion carried.
- 27:11 **7. Wastewater Treatment Project Bid Award**  
Attorney/Planner Fleck explained the search for additional funding for the wastewater treatment plant project.
- 33:24 **Motion** to authorize the Mayor and staff to award the wastewater treatment plant project to Interwest Construction, Inc., which offered the lowest responsible bid, and execute the necessary contracts by Gingell, second Wood, motion carried.
- 8. Set Public Hearing Date for Water Comp Plan Adoption**
- 35:44 **Motion** to set the date for the public hearing regarding the Comprehensive Water System Plan as May 13, 2024 at 7:30 p.m. by Wood, second A. Grant, motion carried.
- 36:24 **9. Letter of Support for Clallam County Sheriff’s Federal Appropriation Request**  
Attorney/Planner Fleck introduced a request for a letter of support received from Clallam County Sheriff Brian King.

37:38 **Motion** to authorize the Mayor and staff to send a letter supporting the Sheriff's request for federal funding of the Joint Public Safety Facility Project (EOC) by Gingell, second Wood, motion carried.

### **DISCUSSION ITEMS**

38:08 **1. Bogachiel Way Project Update**

Public Works Director Hampton said the Bogachiel Way Overlay Project will be going out to bid soon. Some discussion ensued.

39:54 **2. CDBG Housing Rehab Repayment Funds Allocation to Housing Authority**

Attorney/Planner Fleck reviewed Clallam County Housing Authority's request that housing rehab repayment funds be allocated to them so they may move the water line at the Oxbow apartments. He said authorization of this request will be an action item at the next meeting.

42:54 **3. May 2<sup>nd</sup> Council Meeting Date Reminder for Tuesday May 28th**

Attorney/Planner Fleck reminded Council that the second Council meeting in May will be held on Tuesday, May 28, as Monday is Memorial Day.

### **4. Council Member Reports**

43:42 **Council Member Wood** said he will have a Clallam Transit Board meeting next week.

### **5. Staff Reports**

44:09 **Clerk/Treasurer DePew** said she will be attending a Municipal Finance Bootcamp held by MRSC next week.

44:40 **Public Works Director Hampton** said the Transportation Improvement Board may have approximately \$1.2 million the City could use for a chip-sealing project that he has proposed be used for Robin Hood Loop.

46:13 **Police Chief Rowley** said he has recently made two offers of employment, one for a police officer who started today and a correction officer who will start April 22. Both will start at the academy as soon as spots become available. He also said he will be doing another Citizen's Academy in the second half of May.

48:13 **Attorney/Planner Fleck** reported on various meetings he has attended recently. He also introduced a notice from the Quileute Tribe regarding their multi-phased restoration effort on the Quillayute River.

50:36 **6. Mayor's Report**

The Mayor checked his understanding that the City may apply for a Recompete grant again at a later date with Attorney/Planner Fleck. Attorney/Planner Fleck said that was not exactly true, but that there may be something with the under-served communities aspect of the program for which we could apply or from which we could benefit.

51:34 Council Member Wood asked what decision Mark Soderlind was requesting of the Council, and if it really is a matter for the Council. Clerk/Treasurer DePew explained the matter in full.

54:02 **7. ADJOURNMENT**

**Motion** to adjourn by Wood, second Gingell, motion carried. Meeting adjourned at 8:24 p.m.

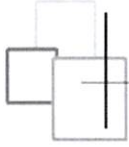
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Tim Fletcher, Mayor

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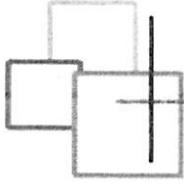
Caryn DePew, Clerk/Treasurer

DRAFT



## Register

<u>Number</u>	<u>Name</u>	<u>Fiscal Description</u>	<u>Amount</u>
<u>42982</u>	Ramos, Silbina A.	2024 - April - Second Council Date	\$1,529.70
<u>42983</u>	AFLAC Remittance Processing	2024 - April - Second Council Date	\$21.00
<u>42984</u>	AWC Employee Benefit Trust	2024 - April - Second Council Date	\$350.00
<u>42985</u>	AWC Life Ins - Supplemental	2024 - April - Second Council Date	\$36.20
<u>42986</u>	Department of Employment Security	2024 - April - Second Council Date	\$141.18
<u>42987</u>	Dept of Labor & Industry	2024 - April - Second Council Date	\$1,852.84
<u>42988</u>	Dept of Retirement - Def Comp	2024 - April - Second Council Date	\$558.60
<u>42989</u>	Dept of Retirement Systems-LEOFF	2024 - April - Second Council Date	\$1,552.21
<u>42990</u>	Dept of Retirement Systems-PERS 2	2024 - April - Second Council Date	\$5,778.89
<u>42991</u>	Dept of Retirement Systems-PERS 3	2024 - April - Second Council Date	\$959.72
<u>42992</u>	Dept of Retirement Systems-PSERS	2024 - April - Second Council Date	\$2,299.71
<u>42993</u>	EFTPS	2024 - April - Second Council Date	\$17,636.03
<u>42994</u>	Employment Security Dept - PFML	2024 - April - Second Council Date	\$120.79
<u>42995</u>	Teamsters Local 589	2024 - April - Second Council Date	\$122.00
<u>42996</u>	United Way	2024 - April - Second Council Date	\$36.00
<u>42997</u>	WA Cares	2024 - April - Second Council Date	\$293.20
<u>Direct Deposit Run - 4/19/2024</u>	Payroll Vendor	2024 - April - Second Council Date	\$50,261.63
			<b>\$83,549.70</b>



# Fund Transaction Summary

Transaction Type: Invoice  
Fiscal: 2024 - April - Second Council Date

Fund Number	Description	Amount
001	General Fund	\$41,880.27
101	Street	\$4,894.06
150	Transit Center Fund	\$389.69
400	Water	\$23,651.58
402	Sewer	\$8,340.56
410	Airport/Industrial Park	\$4,393.54
	<b>Count: 6</b>	<b>\$83,549.70</b>

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Forks, and that I am authorized to authenticate and certify to said claim.

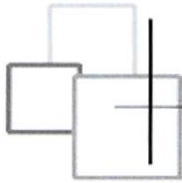
Signed: \_\_\_\_\_  
Title: Accounting Technician

Audited and ordered paid by Forks City Council:

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Auditing Committee



# Voucher Directory

Fiscal: : 2024 - April

Council Date: : 2024 - April - Second Council Date

Vendor	Number	Reference	Account Number	Description	Amount
<b>AWC Employee Benefit</b>					
	<b>42998</b>			<b>2024 - April - Second Council Date</b>	
		<b>042024/AWC LEOFF</b>			
			<b>LEOFF 1</b>		
			001-000-000-521-20-41-15	Rice	\$775.14
		<b>Total 042024/AWC LEOFF</b>			<b>\$775.14</b>
	<b>Total 42998</b>				<b>\$775.14</b>
<b>Total AWC Employee Benefit</b>					<b>\$775.14</b>
<b>Bogachiel Clinic</b>					
	<b>42999</b>			<b>2024 - April - Second Council Date</b>	
		<b>2240740003CL</b>			
			<b>Inmate Medical</b>		
			001-000-000-523-61-41-05	Inmate - Medical	\$212.99
		<b>Total 2240740003CL</b>			<b>\$212.99</b>
	<b>Total 42999</b>				<b>\$212.99</b>
<b>Total Bogachiel Clinic</b>					<b>\$212.99</b>
<b>CC Health &amp; Human Services</b>					
	<b>43000</b>			<b>2024 - April - Second Council Date</b>	
		<b>24-0223</b>			
			<b>Testing</b>		
			400-000-000-534-80-41-42	Testing	\$138.00
		<b>Total 24-0223</b>			<b>\$138.00</b>

Vendor	Number	Reference	Account Number	Description	Amount
	<b>Total 43000</b>				<b>\$138.00</b>
<b>Total CC Health &amp; Human Services</b>					<b>\$138.00</b>
Centurylink					
	<b>43001</b>			<b>2024 - April - Second Council Date</b>	
		<b>042024/Centurylink</b>			
			<b>Telephones</b>		
			001-000-000-514-23-42-00	Communications	\$96.00
			001-000-000-521-20-42-00	Communication	\$90.58
			001-000-000-523-61-42-00	Communication	\$10.20
			150-000-000-547-10-42-00	Communications	(\$142.00)
			400-000-000-534-80-42-00	Communication	\$113.06
			402-000-000-535-80-42-00	Communication	\$199.27
			410-000-000-546-10-42-00	Communication	\$34.65
			410-000-000-552-50-42-00	Communication	\$0.00
			410-000-000-575-50-42-10	Communication	\$64.48
		<b>Total 042024/Centurylink</b>			<b>\$466.24</b>
	<b>Total 43001</b>				<b>\$466.24</b>
<b>Total Centurylink</b>					<b>\$466.24</b>
CenturyLink Business Services					
	<b>43002</b>			<b>2024 - April - Second Council Date</b>	
		<b>684393391</b>			
			<b>Broadband</b>		
			001-000-000-514-23-42-00	Communications	\$38.03
			400-000-000-534-80-42-00	Communication	\$59.77
			402-000-000-535-80-42-00	Communication	\$21.73
			410-000-000-546-10-42-00	Communication	\$16.30
			410-000-000-552-50-42-00	Communication	\$407.51
		<b>Total 684393391</b>			<b>\$543.34</b>
	<b>Total 43002</b>				<b>\$543.34</b>
<b>Total CenturyLink Business Services</b>					<b>\$543.34</b>
City Of Port Angeles					



Vendor	Number	Reference	Account Number	Description	Amount
	43003			2024 - April - Second Council Date	
		84159			
			2Q Pencom Dispatch Services		
			001-000-000-521-20-42-13	911/Dispatch Service	\$8,500.00
		Total 84159			\$8,500.00
	Total 43003				\$8,500.00
Total City Of Port Angeles					\$8,500.00
Clallam County EDC					
	43004			2024 - April - Second Council Date	
		4345			
			1Q 2024 Services		
			410-000-000-552-10-41-00	Professional Services	\$2,000.00
		Total 4345			\$2,000.00
	Total 43004				\$2,000.00
Total Clallam County EDC					\$2,000.00
Data Works Plus, LLC					
	43005			2024 - April - Second Council Date	
		24-724			
			Live Scan Support		
			001-000-000-523-61-41-00	Professional Services	\$1,095.50
		Total 24-724			\$1,095.50
	Total 43005				\$1,095.50
Total Data Works Plus, LLC					\$1,095.50
Dressel, Joel					
	43006			2024 - April - Second Council Date	
		INV0021			
			Plan Review-Far West Sprinkler		
			001-000-000-558-50-41-02	Plan Reviews	\$66.30
		Total INV0021			\$66.30
	Total 43006				\$66.30
Total Dressel, Joel					\$66.30

Vendor	Number	Reference	Account Number	Description	Amount
<b>Enterprise FM Trust</b>					
	042024/EFT			2024 - April - Second Council Date	
		574757A-040324			
			<b>Vehicle Leases</b>		
			001-000-000-594-14-66-03	2020 Nissan Rogue	\$122.29
			101-000-000-594-42-66-06	2020 Ford F550	\$327.86
			101-000-000-594-42-66-07	2022 Toyota Tacoma 72745D - SG	\$76.48
			400-000-000-534-80-48-55	2021 Toyota Tacoma 68538D - PH	\$87.26
			400-000-000-594-34-66-03	2020 Nissan Rogue	\$199.28
			400-000-000-594-34-66-04	2020 Toyota Tacoma 71022D - MH	\$565.91
			400-000-000-594-34-66-05	2020 Toyota Tacoma 71023D - ND	\$565.91
			400-000-000-594-34-66-06	2020 Ford F550	\$765.00
			400-000-000-594-34-66-10	2022 Toyota Tacoma 72745D - SG	\$535.35
			402-000-000-594-35-66-03	2020 Nissan Rogue	\$67.94
			402-000-000-594-35-66-04	2020 Toyota Tacoma 71021D - DW	\$565.91
			402-000-000-594-35-66-05	2022 Toyota Tacoma 72745D - SG	\$76.48
			410-000-000-594-52-66-03	2020 Nissan Rogue	\$63.40
			410-000-000-594-52-66-04	2022 Toyota Tacoma 72745D - SG	\$76.48
		<b>Total 574757A-040324</b>			<b>\$4,095.55</b>
	<b>Total 042024/EFT</b>				<b>\$4,095.55</b>
<b>Total Enterprise FM Trust</b>					<b>\$4,095.55</b>
<b>Ferguson Enterprises LLC DBA Pollardwater</b>					
	43007			2024 - April - Second Council Date	
		0259008			
			<b>New Locater</b>		
			400-000-000-534-80-31-13	Equipment > 4000	\$4,414.59
		<b>Total 0259008</b>			<b>\$4,414.59</b>
		0259009			
			<b>Hydrant/Valve Exerciser</b>		
			400-000-000-534-80-31-13	Equipment > 4000	\$5,913.27
		<b>Total 0259009</b>			<b>\$5,913.27</b>
<b>Total 43007</b>					<b>\$10,327.86</b>

Vendor	Number	Reference	Account Number	Description	Amount
<b>Total Ferguson Enterprises LLC DBA Pollardwater</b>					<b>\$10,327.86</b>
<b>Ferguson Enterprises, Inc.</b>					
	<b>43008</b>			<b>2024 - April - Second Council Date</b>	
		<b>0029691-1</b>			
			<b>Inventory Parts</b>		
			400-000-000-534-80-34-00	Inventory	\$3,234.58
		<b>Total 0029691-1</b>			<b>\$3,234.58</b>
		<b>0036734</b>			
			<b>Inventory Parts</b>		
			400-000-000-534-80-34-00	Inventory	\$1,021.53
		<b>Total 0036734</b>			<b>\$1,021.53</b>
	<b>Total 43008</b>				<b>\$4,256.11</b>
<b>Total Ferguson Enterprises, Inc.</b>					<b>\$4,256.11</b>
<b>Forks Auto Electric</b>					
	<b>43009</b>			<b>2024 - April - Second Council Date</b>	
		<b>961885</b>			
			<b>Battery-Janitorial Van</b>		
			001-000-000-511-61-48-48	Janitorial Van Maint	\$27.96
			150-000-000-547-10-48-61	Janitorial Van Maint	\$11.07
			400-000-000-534-80-48-61	Janitorial Van Maint	\$12.82
			402-000-000-535-80-48-61	Janitorial Van Maint	\$4.08
			410-000-000-552-50-48-61	Janitorial Van Maint	\$2.33
		<b>Total 961885</b>			<b>\$58.26</b>
	<b>Total 43009</b>				<b>\$58.26</b>
<b>Total Forks Auto Electric</b>					<b>\$58.26</b>
<b>Jerry's Small Engines</b>					
	<b>43010</b>			<b>2024 - April - Second Council Date</b>	
		<b>042024/Jerry's</b>			
			<b>Supplies</b>		
			400-000-000-534-80-31-00	Operating Supplies	\$32.47
			400-000-000-534-80-31-00	Operating Supplies	\$73.23

Vendor	Number	Reference	Account Number	Description	Amount
		Total 042024/Jerry's			\$105.70
	Total 43010				\$105.70
Total Jerry's Small Engines					\$105.70
Lemay Mobile Shredding					
	43011			2024 - April - Second Council Date	
		4834829S185			
			Shredding		
			400-000-000-534-80-47-18	Refuse	\$32.68
		Total 4834829S185			\$32.68
	Total 43011				\$32.68
Total Lemay Mobile Shredding					\$32.68
Parametrix					
	43012			2024 - April - Second Council Date	
		54167			
			WWTP Prog. Billing		
			402-000-000-594-61-63-01	WWTF - Engineering/Admin	\$2,126.31
		Total 54167			\$2,126.31
	Total 43012				\$2,126.31
Total Parametrix					\$2,126.31
PetroCard					
	43013			2024 - April - Second Council Date	
		C427117			
			Fuel		
			001-000-000-523-61-32-00	Fuel/oil	\$280.41
		Total C427117			\$280.41
		C427118			
			Fuel		
			001-000-000-521-20-32-00	Fuel/oil	\$206.41
		Total C427118			\$206.41
	Total 43013				\$486.82
Total PetroCard					\$486.82

Vendor	Number	Reference	Account Number	Description	Amount
<b>Postmaster - Trust Acct</b>					
	43014			2024 - April - Second Council Date	
		042024/Postmaster			
			<b>Postage</b>		
			400-000-000-534-80-42-41	Postage	\$450.00
			402-000-000-535-80-42-51	Postage	\$150.00
		<b>Total 042024/Postmaster</b>			<b>\$600.00</b>
	<b>Total 43014</b>				<b>\$600.00</b>
<b>Total Postmaster - Trust Acct</b>					<b>\$600.00</b>
<b>Public Safety Psychological Services</b>					
	43015			2024 - April - Second Council Date	
		4479			
			<b>Psychological Evaluations</b>		
			001-000-000-521-20-41-00	Professional Services	\$960.00
			001-000-000-523-61-41-00	Professional Services	\$480.00
		<b>Total 4479</b>			<b>\$1,440.00</b>
	<b>Total 43015</b>				<b>\$1,440.00</b>
<b>Total Public Safety Psychological Services</b>					<b>\$1,440.00</b>
<b>Sound Publishing, Inc</b>					
	43016			2024 - April - Second Council Date	
		81312403			
			<b>Legal Ads</b>		
			001-000-000-511-61-41-01	Advertising	\$65.45
			001-000-000-558-61-41-01	Advertising	\$50.49
			001-000-000-558-61-41-01	Advertising	\$97.24
		<b>Total 81312403</b>			<b>\$213.18</b>
		8131592			
			<b>Summer Help Ad</b>		
			101-000-000-542-31-41-01	Advertising	\$25.37
			400-000-000-534-80-44-00	Advertising	\$25.38
		<b>Total 8131592</b>			<b>\$50.75</b>

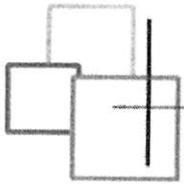
Vendor	Number	Reference	Account Number	Description	Amount
	<b>Total 43016</b>				<b>\$263.93</b>
<b>Total Sound Publishing, Inc</b>					<b>\$263.93</b>
<b>Trotter &amp; Morton</b>					
	<b>43017</b>			<b>2024 - April - Second Council Date</b>	
		<b>19127</b>			
			<b>Q2 HVAC Repair &amp; Maint.</b>		
			001-000-000-514-23-48-00	Repair & Maintenance	\$186.18
			001-000-000-521-20-48-00	Repair & Maintenance	\$344.81
			001-000-000-523-61-48-00	Repair & Maintenance	\$344.81
			400-000-000-534-80-48-00	Repair & Maintenance	\$303.43
			402-000-000-535-80-48-00	Repair & Maintenance	\$103.44
			410-000-000-546-10-48-00	Repair & Maintenance	\$96.55
		<b>Total 19127</b>			<b>\$1,379.22</b>
		<b>19128</b>			
			<b>Q2 HVAC Repair &amp; Maint.</b>		
			410-000-000-552-50-48-00	Repair & Maintenance	\$632.05
		<b>Total 19128</b>			<b>\$632.05</b>
		<b>19129</b>			
			<b>Q2 HVAC Repair &amp; Maint.</b>		
			410-000-000-575-50-48-00	Repair & Maintenance	\$913.33
		<b>Total 19129</b>			<b>\$913.33</b>
		<b>19130</b>			
			<b>Q2 HVAC Repair &amp; Maint.</b>		
			150-000-000-547-10-48-00	Repair And Maintenance	\$219.37
		<b>Total 19130</b>			<b>\$219.37</b>
	<b>Total 43017</b>				<b>\$3,143.97</b>
<b>Total Trotter &amp; Morton</b>					<b>\$3,143.97</b>
<b>Unum</b>					
	<b>43018</b>			<b>2024 - April - Second Council Date</b>	
		<b>042024/Unum</b>			
			<b>LEOFF 1 LTC Insurance</b>		
			001-000-000-521-20-41-15	Rice	\$155.10

Vendor	Number	Reference	Account Number	Description	Amount
		<b>Total 042024/Unum</b>			<b>\$155.10</b>
	<b>Total 43018</b>				<b>\$155.10</b>
<b>Total Unum</b>					<b>\$155.10</b>
<b>USDA</b>					
	<b>04242024/EFT</b>			<b>2024 - April - Second Council Date</b>	
		<b>042024/USDA</b>			
			<b>Loan Payment</b>		
			400-000-000-591-34-70-01	USDA Water Tank Loan Principal	\$2,597.37
			400-000-000-592-34-80-01	USDA Water Tank Loan Interest	\$3,202.63
		<b>Total 042024/USDA</b>			<b>\$5,800.00</b>
	<b>Total 04242024/EFT</b>				<b>\$5,800.00</b>
<b>Total USDA</b>					<b>\$5,800.00</b>
<b>Verizon Wireless, Bellevue</b>					
	<b>43019</b>			<b>2024 - April - Second Council Date</b>	
		<b>9960943094</b>			
			<b>Cellular Service</b>		
			001-000-000-511-61-42-00	Communication	\$42.20
			001-000-000-521-20-42-00	Communication	\$164.42
			001-000-000-523-61-42-00	Communication	\$42.20
			400-000-000-534-80-42-00	Communication	\$423.05
			402-000-000-535-80-42-00	Communication	\$42.20
		<b>Total 9960943094</b>			<b>\$714.07</b>
	<b>Total 43019</b>				<b>\$714.07</b>
<b>Total Verizon Wireless, Bellevue</b>					<b>\$714.07</b>
<b>WA Dept Of Labor &amp; Ind.</b>					
	<b>43020</b>			<b>2024 - April - Second Council Date</b>	
		<b>Q12024/L &amp; I</b>			
			<b>Q1 2024 L &amp; I</b>		
			001-000-000-511-61-23-00	Workmans Comp	\$6.49
			001-000-000-521-20-23-00	Workmans Comp.	\$0.65
			101-000-000-542-31-23-00	Workmans Comp.	\$0.94

Vendor	Number	Reference	Account Number	Description	Amount
		<b>Total Q12024/L &amp; I</b>			<b>\$8.08</b>
	<b>Total 43020</b>				<b>\$8.08</b>
<b>Total WA Dept Of Labor &amp; Ind.</b>					<b>\$8.08</b>
<b>WA Dept of Retirement</b>					
	<b>43021</b>			<b>2024 - April - Second Council Date</b>	
		<b>1610437</b>			
			<b>OASI Annual Admin. Fee</b>		
			402-000-000-535-80-41-00	Professional Services	\$12.50
			410-000-000-552-50-41-00	Professional Services	\$12.50
		<b>Total 1610437</b>			<b>\$25.00</b>
	<b>Total 43021</b>				<b>\$25.00</b>
<b>Total WA Dept of Retirement</b>					<b>\$25.00</b>
<b>WA Dept Rev Excise Tax</b>					
	<b>EFT Payment 4/18/2024 11:11:15 AM - 1</b>			<b>2024 - April - Second Council Date</b>	
		<b>042024/Excise Tax</b>			
			<b>Excise Tax</b>		
			001-000-000-523-61-31-05	Inmate Welfare & Concessions	\$35.54
			101-000-000-542-31-49-00	Misc.	\$14.93
			400-000-000-534-80-47-43	Excise Tax	\$5,155.03
			402-000-000-535-80-31-00	Operating Supplies	\$29.07
			402-000-000-535-80-31-00	Operating Supplies	\$26.45
			402-000-000-535-80-31-00	Operating Supplies	\$59.30
			402-000-000-535-80-47-53	Excise Tax	\$1,377.05
			650-000-000-589-30-00-39	Sales Tax	\$3.35
			650-000-000-589-30-00-80	Excise Tax - Water	\$309.30
			650-000-000-589-30-00-90	Excise Tax - Sewer	\$105.88
		<b>Total 042024/Excise Tax</b>			<b>\$7,115.90</b>
	<b>Total EFT Payment 4/18/2024 11:11:15 AM - 1</b>				<b>\$7,115.90</b>
<b>Total WA Dept Rev Excise Tax</b>					<b>\$7,115.90</b>
<b>WA Dept Rev Leasehold Tax</b>					
	<b>Q12024/EFT</b>			<b>2024 - April - Second Council Date</b>	



Vendor	Number	Reference	Account Number	Description	Amount
		<b>Q12024/Leasehold</b>			
			<b>Q1 Leasehold Tax</b>		
			410-000-000-514-23-49-00	Misc	(\$0.11)
			650-000-000-589-30-00-01	Leasehold Excise Tax - General Fund	\$273.10
			650-000-000-589-30-00-05	Leasehold Excise Tax - Transit Center	\$548.10
			650-000-000-589-30-00-20	Leasehold Excise Tax - ICN	\$1,440.73
			650-000-000-589-30-00-21	Leasehold Excise Tax - Ind. Park	\$542.09
			650-000-000-589-30-00-22	Leasehold Excise Tax - RAC	\$1,365.48
			650-000-000-589-30-00-23	Leasehold Excise Tax - Forks Airport	\$3,431.57
			650-000-000-589-30-00-30	Leasehold Excise Tax - Quillayute Airport	\$76.30
		<b>Total Q12024/Leasehold</b>			<b>\$7,677.26</b>
		<b>Total Q12024/EFT</b>			<b>\$7,677.26</b>
		<b>Total WA Dept Rev Leasehold Tax</b>			<b>\$7,677.26</b>
<b>WA State Treasurer</b>					
	<b>43022</b>			<b>2024 - April - Second Council Date</b>	
		<b>1Q20024/Building Permit Fees</b>			
			<b>1Q 2024 Building Permit Fees</b>		
			650-000-000-589-30-00-60	State Share Building Permit Fees	\$114.00
		<b>Total 1Q20024/Building Permit Fees</b>			<b>\$114.00</b>
		<b>Total 43022</b>			<b>\$114.00</b>
		<b>Total WA State Treasurer</b>			<b>\$114.00</b>
<b>Walter E. Nelson Co.</b>					
	<b>43023</b>			<b>2024 - April - Second Council Date</b>	
		<b>981831</b>			
			<b>Chlorine</b>		
			400-000-000-534-80-31-42	Chemicals	\$520.43
		<b>Total 981831</b>			<b>\$520.43</b>
		<b>Total 43023</b>			<b>\$520.43</b>
		<b>Total Walter E. Nelson Co.</b>			<b>\$520.43</b>
<b>Grand Total</b>		<b>Vendor Count</b>	<b>30</b>		<b>\$62,864.54</b>



# Fund Transaction Summary

Transaction Type: Invoice  
Fiscal: 2024 - April - Second Council Date

Fund Number	Description	Amount
001	General Fund	\$14,497.39
101	Street	\$445.58
150	Transit Center Fund	\$88.44
400	Water	\$30,442.03
402	Sewer	\$4,861.73
410	Airport/Industrial Park	\$4,319.47
650	State Collections	\$8,209.90
	<b>Count: 7</b>	<b>\$62,864.54</b>

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Forks, and that I am authorized to authenticate and certify to said claim.

Signed: \_\_\_\_\_  
Title: Accounting Technician

Date: \_\_\_\_\_

Audited and ordered paid by Forks City Council:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Auditing Committee

## Rod Fleck

---

**From:** sean@bruchandbruch.com  
**Sent:** Wednesday, April 17, 2024 4:11 PM  
**To:** Rod Fleck  
**Cc:** Jesse Bruch  
**Subject:** Quillayute Airport

Rod

I would propose the following-

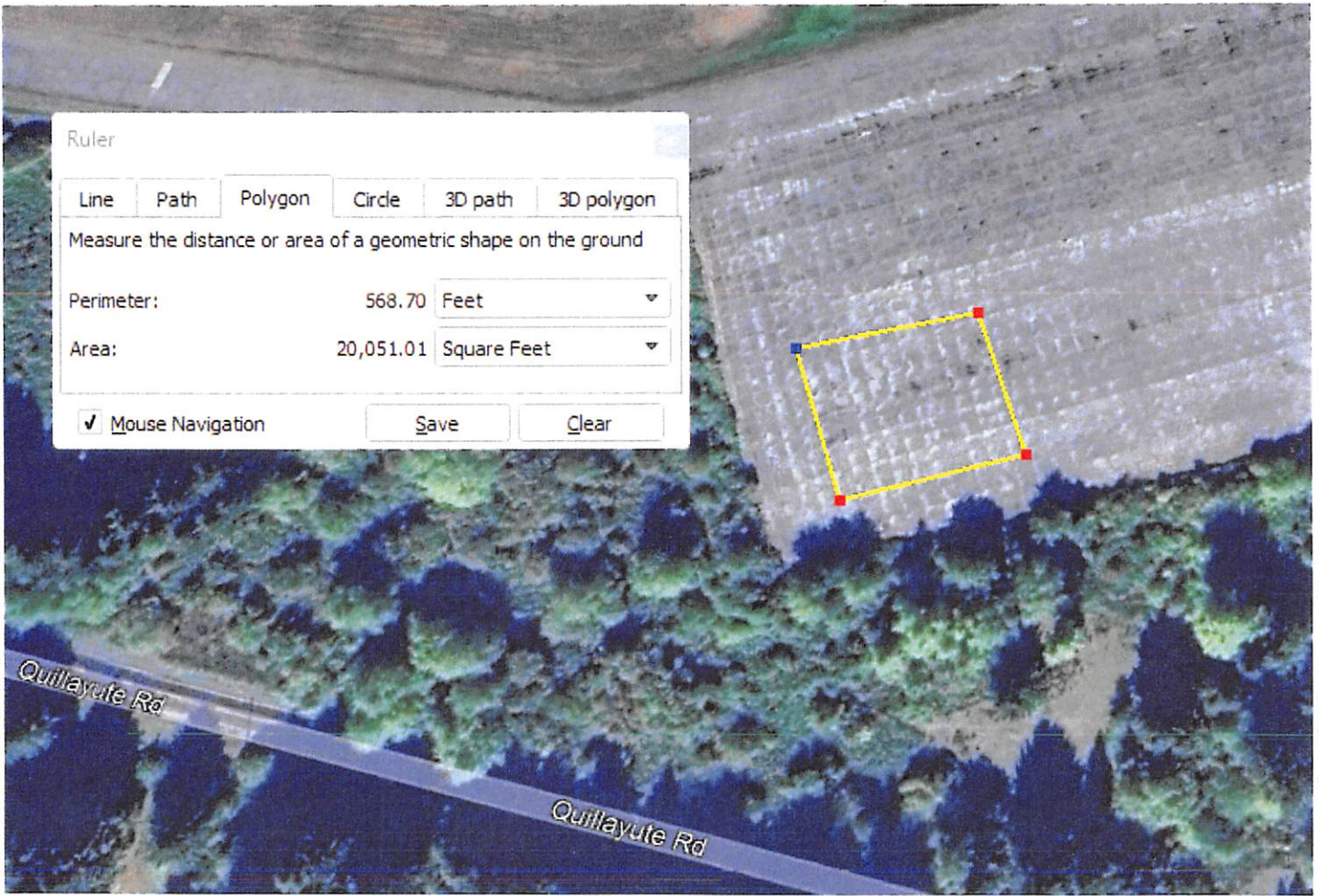
½ acre on the paved pad SW of the old hanger-  
Surface cleaned prior and after-  
Storage of clean washed chips(chip seal rock) and sand

Port of PA charges \$0.10/sf per month at the PA airport- I would propose \$0.05/sf for the 21780 sf = \$1089/month- so lump sum of \$3300 for up to 90 days.

Let me know if this works for you.

Thanks for your time-

Sean



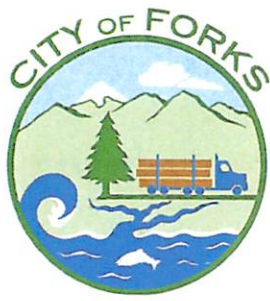
Sean Coleman

Bruch & Bruch Construction, Inc.

C: 360-460-1435 O: 360-452-5388 F: 360-452-5433

[Sean@bruchandbruch.com](mailto:Sean@bruchandbruch.com)

[www.bruchandbruch.com](http://www.bruchandbruch.com)



# Quillayute Airport

## AIRPORT MASTER PLAN



Forks, WA  
January 2024

## ACKNOWLEDGMENTS

The following organizations and individuals contributed to this Master Plan. The study was funded by the City of Forks with a grant from the Federal Aviation Administration.

### **City of Forks**

Rod Fleck, City Attorney/Planner

### **Federal Aviation Administration**

Agnes Fisher, Airport Planner

### **Washington State Department of Transportation (WSDOT)**

Max Platts, Airport Planner WSDOT Aviation

### **Planning Advisory Committee (PAC)**

City of Forks Mayor and City Council

### **Century West Engineering**

Samantha Peterson, Project Manager

David Miller, Lead Airport Planner

Mike Dane, Senior Airport Planner

Mark Steele, AGIS/ALP

### **Environmental Science Associates**

**Drayton Archaeology Research**

**Miller Creek Associates**



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- B – Cultural Resources Survey
- C – Clallam County Zoning
- D – FAA Forecast Approval
- E – Instrument Approach Development – Technical Information
- F – Grant Assurances
- G – NRA Notification



# Chapter 1

## Introduction



The City of Forks is preparing an Airport Master Plan Update for Quillayute Airport in cooperation with the Federal Aviation Administration (FAA) to address the Airport’s needs for the next 20 years. The Airport Master Plan (AMP) will provide specific guidance in making the improvements necessary to maintain a safe and efficient airport that is economically, environmentally, and socially sustainable.

### Study Purpose

The purpose of the Airport Master Plan is to define the current, short-term, and long-term needs of the Airport through a comprehensive evaluation of facilities, conditions, and FAA airport planning and design standards. The study will also address elements of local planning (land use, transportation, environmental, economic development, etc.) that have the potential to affect the planning, development, and operation of the Airport.

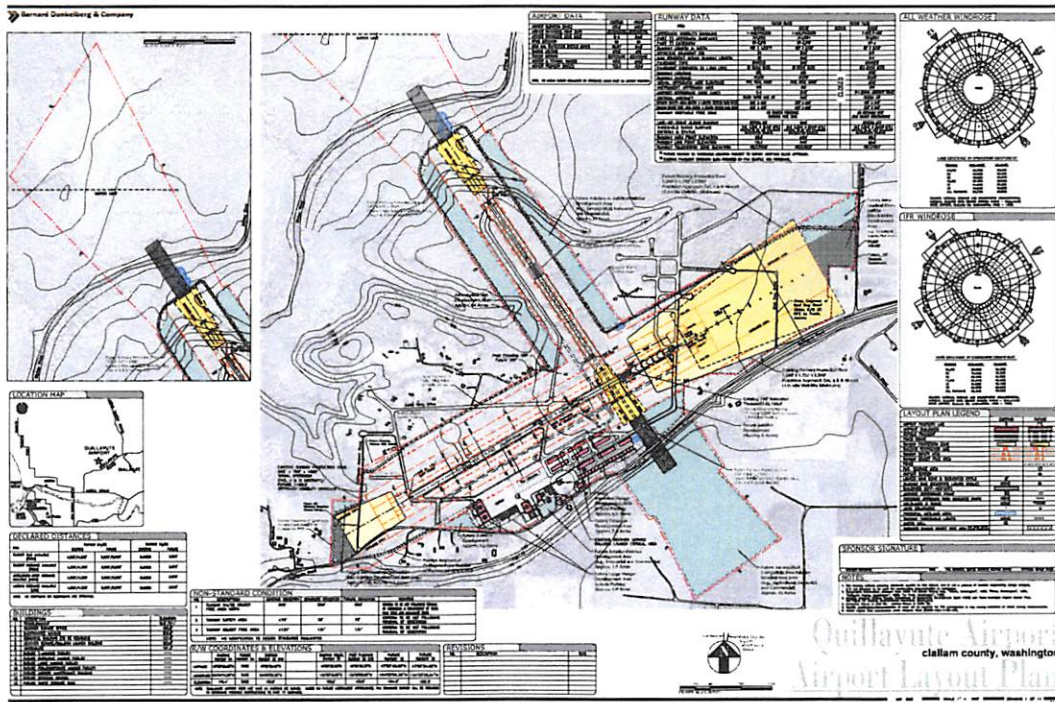


Figure E1 Airport Layout Plan



## Project Need

The FAA requires airport sponsors (in this case, the City of Forks) to periodically update their master plans as conditions change in order to maintain current planning. This project replaces the 2003 Airport Master Plan and Airport Layout Plan (ALP) drawing set that guided recent projects, including rehabilitations of runway and taxiway pavement.

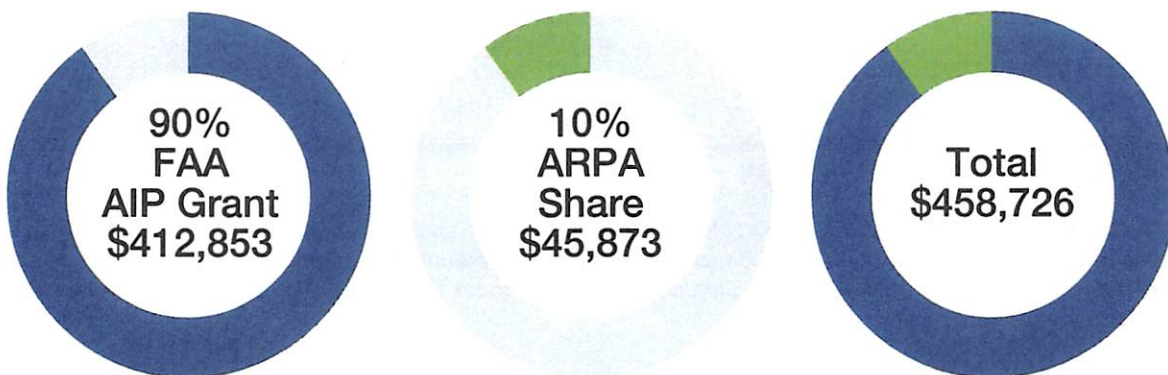
Although most of the 46 projects (\$23.2 million) included in the 2003 AMP 20-year capital improvement program (CIP) have not been implemented, time-driven changes in both local conditions and FAA planning and design guidance, suggest a clear need to reexamine previous planning and recalibrate the Airport's development program moving forward. This project also includes an Airport GIS (AGIS) survey, now required by FAA to perform the technical evaluations for instrument procedure development. Completion of the AGIS survey will allow the City of Forks to realize its long-established goal of obtaining an instrument approach to the Airport.

The master plan update reevaluates the development concepts presented in the previous planning effort, and address new facility needs. The updated plan will reflect changing local conditions, updated FAA standards, and current trends within the aviation industry.

The 2003 AMP Report serves as a primary source for inventory data. More recent information provided by the City, published FAA data, and data obtained from on-site airfield inspections will be reflected in the AMP and ALP updates.

## Project Funding

The 2021-2041 AMP for Quillayute Airport is being fully funded at the federal level. This includes an FAA Airport Improvement Program (AIP) grant of \$412,853 to cover the usual 90% FAA project funding share, and \$45,873 of additional FAA funding under the American Rescue Plan Act (ARPA) to cover the usual 10% local sponsor match. The AIP is a dedicated fund administered by FAA with the specific purpose of maintaining and improving the nation's public use airports. The AIP is funded exclusively through fees paid by users of general and commercial aviation.





## Goals of the Master Plan

The primary goal of the master plan is to provide the framework and vision needed to guide future development at Quillayute Airport. The FAA sets goals and objectives that each master plan should meet to ensure future development will cost-effectively satisfy aviation demand and also consider potential environmental and socioeconomic impacts.

**Goal 1:** Define the vision for the Airport to effectively serve the community, airport users, and the region. Assess known issues including airspace, runway-taxiway system configuration and condition, airfield lighting, and utility services/extensions required to support economically-feasible tenant development.

**Goal 2:** Document existing activity, condition of airfield facilities, and policies that impact airport operations and development opportunities.

**Goal 3:** Forecast future activity based on accepted methodology.

**Goal 4:** Evaluate facilities and conformance with applicable local, state, and FAA standards.

**Goal 5:** Identify facility improvements to address conformance issues and accommodate demand.

**Goal 6:** Identify potential environmental and land use requirements that may impact development.

**Goal 7:** Explore alternatives to address facility needs. Work collaboratively with all stakeholders to develop workable solutions to address needs.

**Goal 8:** Develop a detailed five-year work program to define key projects with an implementation schedule and funding strategy within the overall 20-year Capital Improvement Program (CIP). Develop long-term financial strategy for the Airport's maintenance & operations (M&O) and capital development needs.

**Goal 9:** Develop an Airport Layout Plan to graphically depict proposed improvements consistent with FAA standards as a road map to future development.

**Goal 10:** Review land use and zoning affecting the Airport and its immediate surroundings to ensure effective County oversight and to remove barriers to appropriate growth at the Airport.

**Goal 11:** Summarize the collective vision and plan for the Airport in the AMP.

---

### THE FAA ROLE IN THE AIRPORT MASTER PLAN

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FAA *Advisory Circular 150/5070-6B Airport Master Plans* defines the specific requirements and evaluation methods established by FAA for the study. The guidance in this AC covers planning requirements for all airports, regardless of size, complexity, or role. However, each planning study must focus on the specific needs of the airport for which a plan is being prepared.

The recommendations contained in an airport master plan represent the views, policies and development plans of the airport sponsor and do not necessarily represent the views of the FAA. Acceptance of the plan by the FAA does not constitute a commitment on the part of the United States to participate in any development depicted in the plan, nor does it indicate that the proposed development is environmentally acceptable in accordance with appropriate public law. The FAA reviews all elements of the plan to ensure that sound planning techniques have been applied. However, the FAA only approves the Aviation Activity Forecasts and Airport Layout Plan (ALP) drawings.

---



# Planning Process

The three phase planning process is designed to provide multiple feedback loops intended to maintain the flow of information and ideas among the community and project stakeholders and ultimately maximize public involvement.

## DEVELOP UNDERSTANDING

A comprehensive understanding of the issues and opportunities, existing conditions, and an identified level of future aviation activity that would mandate facility improvements required to satisfy future demand.

### Analysis

- Develop Scope of Work
- Public Involvement Strategy
- AGIS Survey
- Existing Conditions Analysis
- Aviation Activity Forecasts

### Project Meetings

- Bi-Weekly Planning Team Meetings
- Project Kick-off Meeting
- Planning Advisory Committee (PAC) Meetings

### Work Product

- Introduction
- Existing Conditions
- Aviation Activity Forecasts

## EXPLORE SOLUTIONS

A collaborative exploration of local Airport needs, goals, and facility requirements in sequence with the development of community generated ideas, solutions, and development alternatives.

### Analysis

- Define Updated Airfield Design Standards
- Perform Demand/Capacity Analysis
- Define Facility Goals and Requirements
- Identify & Prepare Development Alternatives
- Evaluate Development Alternatives

### Project Meetings

- Bi-Weekly Planning Team Meetings
- Planning Advisory Committee (PAC) Meetings
- Public Open House

### Work Product

- Facility Goals & Requirements
- Airport Development Alternatives

## IMPLEMENTATION

An implementation program with recommended strategies and actions for future land use, transportation, and environmental requirements; a realistic and workable CIP; and current ALP drawings that graphically depict existing conditions at the airport as well as proposed development projects.

### Analysis

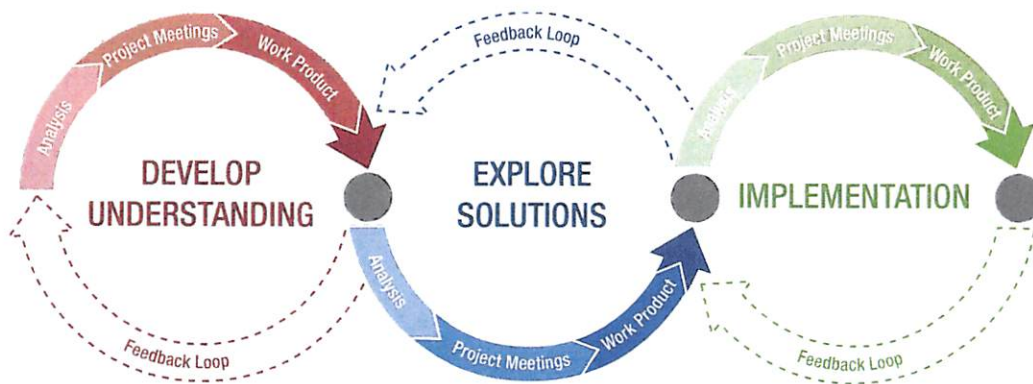
- Develop Strategies & Actions
- Develop CIP/Phasing/Financial Plan
- Develop ALP Drawing Set

### Project Meetings

- Bi-Weekly Planning Team Meetings
- Planning Advisory Committee (PAC) Meetings

### Work Product

- Strategies & Actions
- Financial Plan (CIP/Phasing)
- ALP Drawing Set
- Draft AMP Report
- Final AMP Report









## Public Involvement Process

A comprehensive and engaging public involvement process is a key element to a successful airport master plan. For this project, numerous opportunities for public input were built in to the process. These included Planning Advisory Committee (PAC) meetings, a Public Open House for the project, and ongoing access to the project website that included draft work products and project updates. Additional coordination meetings involving the FAA, City staff, and the project planning team were conducted and reported over the course of the project.

The following summary of public meetings included updated information base on actual events.

### PLANNING ADVISORY COMMITTEE (PAC) MEETINGS

The local Planning Advisory Committee (PAC) function for this project was performed by City staff and elected officials. Public input and participation was encouraged. The PAC meetings provided opportunities for a public discussion of Airport issues and future planning needs. The FAA Seattle Airports District Office (ADO) project manager will interact with the project team throughout the project, and may attend one or more of the PAC meetings. The FAA has primary responsibility for technical review, comment, and approval of forecasts and ALP.

The PAC meetings included in-person, remote (video conferencing), and a combination thereof (hybrid) depending on the COVID-19 pandemic. Public gathering restrictions established by local and state government.

#### PAC Meeting #1

The Consultant summarized the goals and objectives of an Airport Master Plan, and also presented the existing conditions of the Airport, community, and aviation industry; as well as the preliminary aviation activity forecasts that were submitted to FAA for formal review and approval.

#### PAC Meeting #2

PAC Meeting #2 was an interactive discussion with the PAC that focused on the Airport's facility needs to meet FAA standards, future growth, as well as the goals of the City and its users. The Consultant presented a series of preliminary alternative concepts capable of satisfying future demand and any non-standard conditions and sought input from the PAC and public.

#### PAC Meeting #3

The input provided in PAC #2 was used to refine the concepts, and based on technical evaluations, public input and coordination with the City, a preferred alternative was presented to the PAC. The Consultant presented an implementation program with recommended strategies and actions for future land use, transportation, and environmental requirements; a realistic and workable CIP; and current ALP drawings that graphically depict existing conditions at the Airport.



## Known Issues & Opportunities

At the outset of the AMP there were several known issues and opportunities identified by the FAA, City, and planning team. The issues and opportunities identified below are anticipated focus areas for the master plan; other areas of emphasis may be identified during the project. Addressing these areas will ensure a comprehensive and thorough assessment that supports the proposed solutions and methods of implementation.

### TARGETED FACILITY NEEDS – CREATE A REALISTIC PLAN FOR IMPLEMENTATION

The AMP will create a detailed development program that identifies critical tasks required for completion of each priority project. A focused approach will be used for a small number of priority projects that can be completed or significant progress made within the next five years. The program will include clear project definitions, detailed engineering cost estimates, financial strategy elements, and the required sequence of actions for successful implementation.

### INSTRUMENT APPROACH AND DEPARTURE

The AGIS survey was initiated at the outset of the AMP with an aerial photography flight in August, 2021 to capture full leaf-on conditions. Preliminary field work was also conducted in the early fall to allow the obstruction data to be collected and analyzed. Contact with the FAA Air Traffic Office (ATO) is being established early in the AMP to include a request for procedure feasibility that can be refined with AGIS data, when it becomes available. The goal is to obtain an FAA finding of technical feasibility that can be incorporated into the airfield alternatives analysis, then move into the procedure design phase. The process of formal FAA procedure design and approval will extend beyond the AMP, but these steps will facilitate the most efficient process and shortest development period possible.

### RUNWAY LIGHTING, PAPI, BEACON

Upgrades in airfield lighting will be critical elements for instrument procedure development. The AMP will verify the FAA's minimum system requirements for publishing new instrument procedures at the Airport. The identification and phasing of lighting systems as critical path items required for instrumentation will be a main focus in the first five years of the CIP. A review of available FAA-approved lighting technologies will be performed to develop accurate estimates of cost.

### UTILITIES – AIRPORT SYSTEM ASSESSMENT

An updated evaluation of existing utility services and on-airport distribution systems will be conducted to identify service gaps that may limit current or future development on the Airport. The analysis will address availability, capacity, and quality of water, sanitary sewer, electric, and communication (broadband/internet) service from existing providers/sources. Natural gas service is not available in Forks. The utilities assessment will include order-of-magnitude costs for service improvements, which will then be used to gauge overall project feasibility for the City of Forks.

The evaluation of water will also address potential operational factors such as fire flow distribution or water storage required to serve existing/future tenants from the existing water source (well). A review of any planned utility service upgrades for the area along Quillayute Road will be conducted to identify potential opportunities for the service extensions or upgrades at the Airport.



## AVIATION ACTIVITY FORECASTS

New aviation activity forecasts will be developed for the Airport. By all appearances, the 2003 AMP 20-year forecast has not been realized (2021: 15 based aircraft; 19,088 aircraft operations). There are currently no based aircraft at the Airport. The previous master plan assumptions about Forks Municipal Airport will be reexamined and revised, as needed. An updated estimate of (transient) aircraft activity will be prepared and will include medevac operators, flight training providers, and military aircraft. A review of the previously-defined Airport Reference Code (ARC) (now Aircraft Approach Category -AAC and Airplane Design Group - ADG), which is directly tied to the forecast (critical aircraft), is also required to meet FAA requirements. The activity assessment will also identify the range of users that rely on the Airport to provide critical emergency and natural disaster response capabilities.

## MASTER PLAN NEEDS TO SUPPORT NON-AERONAUTICAL LAND USE

The definition of aeronautical and non-aeronautical land use areas on the Airport will provide clear guidance on future revenue-generating activities, including periodic timber sales and use of airport land to support local and regional economic development activities. Identification of developable non-aeronautical areas of the airport will include surface access and utilities assessments to determine overall feasibility of development.

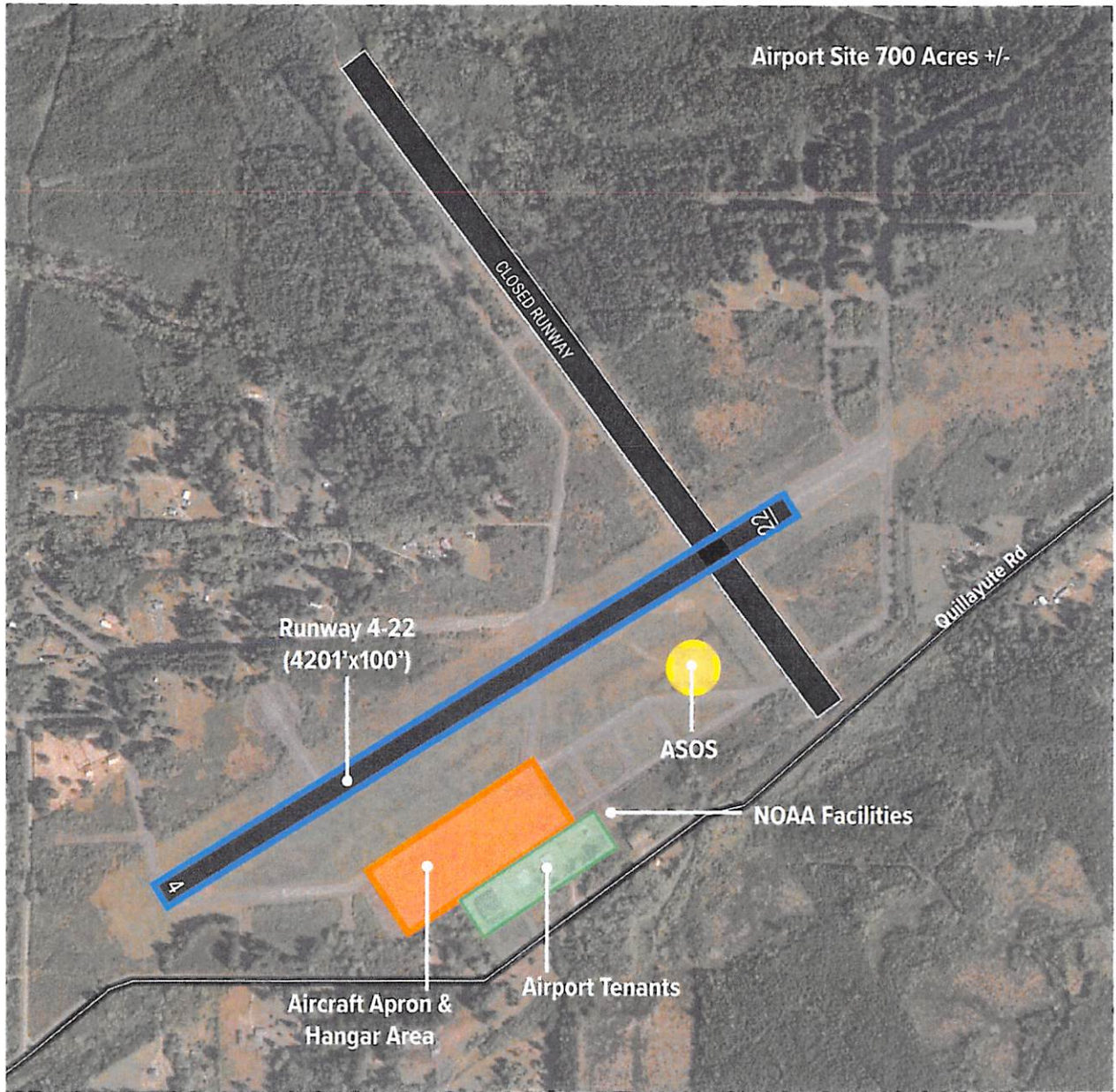
## AIRFIELD PAVEMENT

An updated evaluation of airfield pavement needs will be performed based on the most recent WSDOT Aviation pavement data (2018) and the engineering analysis performed on the most recent runway/taxiway rehabilitation projects. The 2018-2025 PCI ratings indicate that the main apron and west taxiway pavements will require rehabilitation during the current 20 year planning period.

The evaluation of existing airfield pavements will also examine the pavement areas that are required to meet the applicable FAA design standard. As a former military facility, many existing pavement sections are oversized and may not be eligible for future FAA funding without modification. The main apron will be evaluated for optimal configuration and ongoing cost of maintenance. The previous recommendation to rehabilitate the closed runway (12/30) will be evaluated to determine cost, benefit and potential funding sources.



Existing Conditions



# LAND APPRAISAL REPORT

Easement for Rider

File No.: DP2404148

Property Address: **Easement for XXX Bogachiel Way** City: **Forks** State: **WA** Zip Code: **98331**  
 County: **Clallam** Legal Description: **SUBJECT PROPERTY: RAYONIER/PETERSON #2 LLS LOT 1 V2 P8. The**  
**legal description of the easement has not been determined.**

Assessor's Parcel #: **132808148010** Tax Year: **2024** R.E. Taxes: \$ **1,232** Special Assessments: \$ **0**  
 Market Area Name: **Forks** Map Reference: **38820** Census Tract: **0003.00**  
 Current Owner of Record: **City of Forks** Borrower (if applicable): **N/A**  
 Project Type (if applicable):  PUD  De Minimis PUD  Other (describe) **Easement** HOA: \$ **0**  per year  per month  
 Are there any existing improvements to the property?  No  Yes If Yes, indicate current occupancy:  Owner  Tenant  Vacant  Not habitable  
 If Yes, give a brief description:

The purpose of this appraisal is to develop an opinion of:  Market Value (as defined), or  other type of value (describe)  
 This report reflects the following value (if not Current, see comments):  Current (the Inspection Date is the Effective Date)  Retrospective  Prospective  
 Property Rights Appraised:  Fee Simple  Leasehold  Leased Fee  Other (describe)  
 Intended Use: **To determine a Market Value for the possible purchase of an easement.**  
 Intended User(s) (by name or type): **The client and City of Forks**

Client: **Jeremy Rider** Address: **P.O. Box 363, Port Angeles, WA 98362**  
 Appraiser: **Jonquille B de Chantal, MAI, SRA** Address: **292 Easy St, Port Angeles, WA 98362-9287**

Characteristics		Predominant Occupancy	One-Unit Housing		Present Land Use		Change in Land Use	
Location:	<input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban <input type="checkbox"/> Rural	<input checked="" type="checkbox"/> Owner 52	PRICE	AGE	One-Unit	50 %	<input checked="" type="checkbox"/> Not Likely	
Built up:	<input type="checkbox"/> Over 75% <input checked="" type="checkbox"/> 25-75% <input type="checkbox"/> Under 25%	<input type="checkbox"/> Tenant 40	\$(000)	(yrs)	2-4 Unit	1 %	<input type="checkbox"/> Likely * <input type="checkbox"/> In Process *	
Growth rate:	<input type="checkbox"/> Rapid <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Slow	<input type="checkbox"/> Vacant (0-5%)	177	Low 0	Multi-Unit	1 %		
Property values:	<input type="checkbox"/> Increasing <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Declining	<input checked="" type="checkbox"/> Vacant (>5%)	1,030	High 100	Comm'l	3 %		
Demand/supply:	<input type="checkbox"/> Shortage <input checked="" type="checkbox"/> In Balance <input type="checkbox"/> Over Supply		289	Pred 46	Vacant	45 %		
Marketing time:	<input type="checkbox"/> Under 3 Mos. <input checked="" type="checkbox"/> 3-6 Mos. <input type="checkbox"/> Over 6 Mos.					%		

**Factors Affecting Marketability**

Item	Good	Average	Fair	Poor	N/A	Item	Good	Average	Fair	Poor	N/A
Employment Stability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Adequacy of Utilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience to Employment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Property Compatibility	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience to Shopping	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Protection from Detrimental Conditions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience to Schools	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Police and Fire Protection	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adequacy of Public Transportation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Appearance of Properties	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recreational Facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appeal to Market	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Market Area Comments: **See Supplemental Addenda.**

Dimensions: **See Plat Map (approximate easement size)** Site Area: **15,541 Sq.Ft.**  
 Zoning Classification: **R1** Description: **Very Low Density Residential District: Minimum Lot 5 acres.**  
 Do present improvements comply with existing zoning requirements?  Yes  No  No Improvements  
 Uses allowed under current zoning: **This zone allows for primarily single family residences.**

Are CC&Rs applicable?  Yes  No  Unknown Have the documents been reviewed?  Yes  No Ground Rent (if applicable) \$ /  
 Comments:  
 Highest & Best Use as improved:  Present use, or  Other use (explain) **The subject is currently a 30 or 60 feet wide narrow strip of land owned by the City of Forks.**  
 Actual Use as of Effective Date: **Gravel driveway** Use as appraised in this report: **Legal easement**  
 Summary of Highest & Best Use: **Easement.**

Utilities	Public	Other	Provider/Description	Off-site Improvements	Type	Public	Private	Frontage	Residential
Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Street	<b>Two land residential street</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Topography	<b>Level</b>
Gas	<input type="checkbox"/>	<input type="checkbox"/>	<b>None</b>	Width	<b>60 feet</b>			Size	<b>Adequate</b>
Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Surface	<b>Asphalt-paved</b>			Shape	<b>Rectangular</b>
Sanitary Sewer	<input type="checkbox"/>	<input type="checkbox"/>	<b>None</b>	Curb/Gutter	<b>None</b>	<input type="checkbox"/>	<input type="checkbox"/>	Drainage	<b>Adequate</b>
Storm Sewer	<input type="checkbox"/>	<input type="checkbox"/>	<b>None</b>	Sidewalk	<b>None</b>	<input type="checkbox"/>	<input type="checkbox"/>	View	<b>Residential</b>
Telephone	<input type="checkbox"/>	<input type="checkbox"/>	<b>None</b>	Street Lights	<b>None</b>	<input type="checkbox"/>	<input type="checkbox"/>		
Multimedia	<input type="checkbox"/>	<input type="checkbox"/>	<b>None</b>	Alley	<b>None</b>	<input type="checkbox"/>	<input type="checkbox"/>		

Other site elements:  Inside Lot  Corner Lot  Cul de Sac  Underground Utilities  Other (describe) **Gravel driveway**  
 FEMA Spec'l Flood Hazard Area  Yes  No FEMA Flood Zone **C** FEMA Map # **5300210580C** FEMA Map Date **12/05/1989**  
 Site Comments: **The subject proposed easement is a level, gravel driveway which will serve a maximum of four homes.**

# LAND APPRAISAL REPORT

My research  did  did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.

**TRANSFERS HISTORY**  
 Data Source(s): **County assessor's records**  
 Analysis of sale/transfer history and/or any current agreement of sale/listing: **The subject has not sold during the past three years. The Comparables have not sold previously during the 12 months prior to the sales listed in the Sales Comparison grid above.**

FEATURE	SUBJECT PROPERTY	COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3	
Address	Easement for XXX Bogachiel Way Forks, WA 98331	519 Thomas St Forks, WA 98331	XXX Lot Thomas St Forks, WA 98331	1041 Sunset Cir Forks, WA 98331	
Proximity to Subject		1.60 miles NE	1.64 miles NE	1.68 miles NE	
Sale Price	\$	\$ 57,000	\$ 50,000	\$ 50,000	
Price/ Sq.Ft.	\$	\$ 4.07	\$ 3.38	\$ 2.30	
Data Source(s)		NWMLS#2016071; DOM 383	NWMLS#2016071; DOM 132	NWMLS#2160695; DOM 42	
Verification Source(s)		Deed Number: 2023-1456036	Deed Number: 2023-1456039	Deed Number: 2023-1455156	
VALUE ADJUSTMENT	DESCRIPTION	DESCRIPTION	+(-) \$ Adjust	DESCRIPTION	+(-) \$ Adjust
Sales or Financing Concessions		Arms Length Cash;0		Arms Length DOT;0	
Date of Sale/Time		s12/23;c11/23		s12/23;c11/23	
Rights Appraised	Fee Simple	Fee Simple		Fee Simple	
Location	Residential	Residential		Residential	
Site Area (in Sq.Ft.)	15,541	14,013		21,780	
Topography	Level	Level		Level	
Vegetation	Cleared	Partially cleared		Treed	
Views	Residential	Residential		Residential	
Utilities	Water/power at st.	Water/power at st.		Water/power at st.	
Net Adjustment (Total, in \$)		<input type="checkbox"/> + <input type="checkbox"/> - \$		<input type="checkbox"/> + <input type="checkbox"/> - \$	
Adjusted Sale Price (in \$)		Net % \$ 57,000	Net % \$ 50,000	Net % \$ 50,000	Gross % \$ 50,000

**SALES COMPARISON APPROACH**  
 Summary of Sales Comparison Approach: **Recent residential sales in the City of Forks were utilized to determine the value of the subject's easement based on the approximate size of 15,541 sf. The comparable sales ranged from \$2.30/sf to \$4.07/sf. Comparable 2 is overall the most similar due to size. The concluded price per square foot is \$3.25/sf. 15,541 sf x \$3.25/sf = \$50,508, or \$50,000 rounded.**

The first approximately 400 feet of the easement is legally used three other parcels in addition to the subject parcel #132808148010. The value of this portion of the easement will be 20% of the underlying land value.  $\$3.25/sf \times 11,941 sf \times 20\% = \$7,761.65$ .

The last 60 feet of the easement will be used by the subject parcel exclusively, so the value of this portion of the easement will be 50% of the underlying land value, or  $\$3.25/sf \times 3,600 sf \times 50\% = \$5,850.00$ .

Thus, the total value of the easement is  $\$7,761.65 + \$5,850.00 = \$13,611.65$ , or **\$13,612 rounded.**

**PROJECT INFORMATION FOR PUDs (if applicable)**  The Subject is part of a Planned Unit Development.  
 Legal Name of Project:  
 Describe common elements and recreational facilities:

Indicated Value by: Sales Comparison Approach \$ **13,612**  
 Final Reconciliation: **The total value of the easement was determined by the sales comparison approach. See calculations above.**

This appraisal is made  "as is", or  subject to the following conditions: **This appraisal is of the proposed easement to the dominant estate.**

This report is also subject to other Hypothetical Conditions and/or Extraordinary Assumptions as specified in the attached addenda.

Based upon an inspection of the subject property, defined Scope of Work, Statement of Assumptions and Limiting Conditions, and Appraiser's Certifications, my (our) Opinion of the Market Value (or other specified value type), as defined herein, of the real property that is the subject of this report is: **\$ 13,612**, as of: **04/03/2024**, which is the effective date of this appraisal.

If indicated above, this Opinion of Value is subject to Hypothetical Conditions and/or Extraordinary Assumptions included in this report. See attached addenda.

A true and complete copy of this report contains **14** pages, including exhibits which are considered an integral part of the report. This appraisal report may not be properly understood without reference to the information contained in the complete report, which contains the following attached exhibits:  Scope of Work  
 Limiting cond./Certifications  Narrative Addendum  Location Map(s)  Flood Addendum  Additional Sales  
 Photo Addenda  Parcel Map  Hypothetical Conditions  Extraordinary Assumptions

Client Contact: **Jeremy Rider** Address: **P.O. Box 363, Port Angeles, WA 98362**  
 E-Mail:  
**APPRaiser** SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable)  
 Appraiser Name: **Jonquille B de Chantal, MAI, SRA** Supervisory or Co-Appraiser Name:  
 Company: **Deer Park Appraisal, LLC** Company:  
 Phone: **(360) 775-0995** Fax:  
 E-Mail: **deerparkappraisal@yahoo.com** E-Mail:  
 Date of Report (Signature): **04/03/2024** Date of Report (Signature):  
 License or Certification #: **1102127** State: **WA** License or Certification #: State:  
 Designation: **MAI, SRA (Appraisal Institute)** Designation:  
 Expiration Date of License or Certification: **07/29/2025** Expiration Date of License or Certification:  
 Inspection of Subject:  Did Inspect  Did Not Inspect (Desktop) Inspection of Subject:  Did Inspect  Did Not Inspect  
 Date of Inspection: **04/03/2024** Date of Inspection:





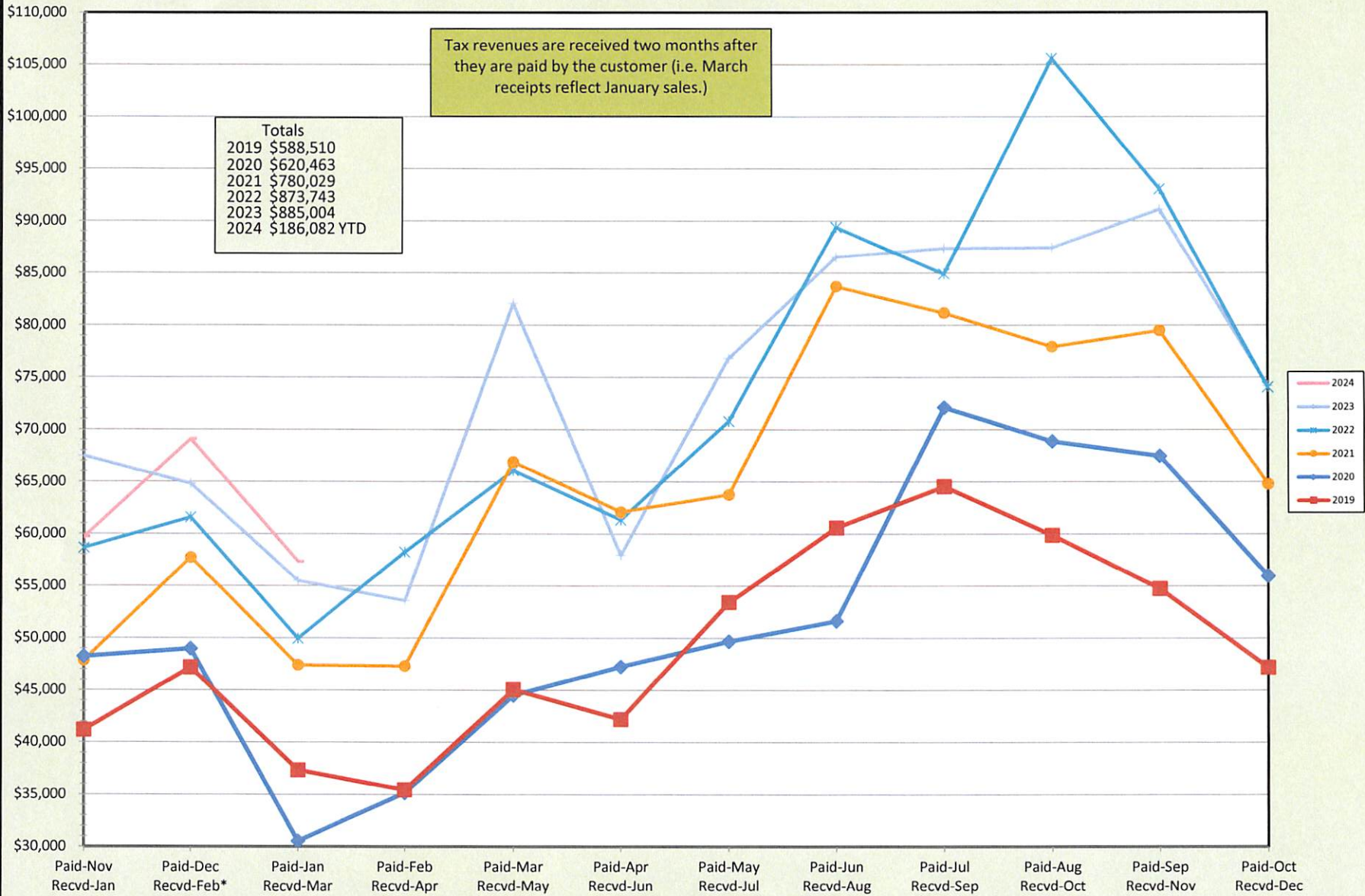
2024			2023		2022		2021		2020	
	Sales Tax	YTD	% Change Month	% Change Year	% Change Month	% Change Year	% Change Month	% Change Year	% Change Month	% Change Year
January	\$59,686	\$59,686	-11.57	-11.57	1.74	1.74	24.75	24.75	23.77	23.77
February	\$69,078	\$128,764	6.59	-2.68	12.18	7.09	19.74	22.01	41.04	32.47
March	\$57,318	\$186,082	3.24	-0.93	14.70	9.32	20.95	21.68	87.65	45.67
April		\$186,082	-100.00	-22.93	-100.00	-18.55	-100.00	-7.06	-100.00	14.25
May		\$186,082	-100.00	-42.48	-100.00	-36.83	-100.00	-30.33	-100.00	-10.27
June		\$186,082	-100.00	-51.22	-100.00	-47.72	-100.00	-43.47	-100.00	-26.93
July		\$186,082	-100.00	-59.40	-100.00	-56.39	-100.00	-52.64	-100.00	-38.86
August		\$186,082	-100.00	-65.85	-100.00	-63.94	-100.00	-60.96	-100.00	-47.73
September		\$186,082	-100.00	-70.57	-100.00	-69.04	-100.00	-66.64	-100.00	-56.54
October		\$186,082	-100.00	-74.14	-100.00	-73.67	-100.00	-70.73	-100.00	-62.56
November		\$186,082	-100.00	-77.05	-100.00	-76.73	-100.00	-73.98	-100.00	-67.04
December		\$186,082	-100.00	-78.97	-100.00	-78.70	-100.00	-76.14	-100.00	-70.01



**CITY OF FORKS  
SALES TAX COMPARISONS**

2021					
Month Collected	Month Received	Sales Tax	YTD	% Change Month	% Change Year
November	January	\$47,846	\$47,846	-0.78	-0.78
December	February	\$57,689	\$105,535	17.79	8.58
January	March	\$47,392	\$152,926	55.16	19.71
February	April	\$47,296	\$200,222	34.62	22.93
March	May	\$66,883	\$267,105	50.31	28.80
April	June	\$62,087	\$329,191	31.33	29.27
May	July	\$63,727	\$392,919	28.24	29.10
June	August	\$83,715	\$476,634	62.07	33.89
July	September	\$81,181	\$557,815	12.56	30.29
August	October	\$77,939	\$635,754	13.14	27.92
September	November	\$79,497	\$715,251	17.77	26.70
October	December	\$64,778	\$780,029	15.77	25.72
2022					
Month Collected	Month Received	Sales Tax	YTD	% Change Month	% Change Year
November	January	\$58,663	\$58,663	22.61	22.61
December	February	\$61,575	\$120,238	6.74	13.93
January	March	\$49,973	\$170,211	5.45	11.30
February	April	\$58,261	\$228,472	23.19	14.11
March	May	\$66,079	\$294,551	-1.20	10.28
April	June	\$61,356	\$355,907	-1.18	8.12
May	July	\$70,808	\$426,716	11.11	8.60
June	August	\$89,389	\$516,105	6.78	8.28
July	September	\$84,938	\$601,042	4.63	7.75
August	October	\$105,580	\$706,622	35.46	11.15
September	November	\$93,055	\$799,677	17.05	11.80
October	December	\$74,066	\$873,743	14.34	12.01
2023					
Month Collected	Month Received	Sales Tax	YTD	% Change Month	% Change Year
November	January	\$67,497	\$67,497	15.06	15.06
December	February	\$64,810	\$132,307	5.25	10.04
January	March	\$55,517	\$187,824	11.09	10.35
February	April	\$53,612	\$241,436	-7.98	5.67
March	May	\$82,100	\$323,536	24.24	9.84
April	June	\$57,945	\$381,481	-5.56	7.19
May	July	\$76,842	\$458,323	8.52	7.41
June	August	\$86,548	\$544,871	-3.18	5.57
July	September	\$87,390	\$632,261	2.89	5.19
August	October	\$87,427	\$719,688	-17.19	1.85
September	November	\$91,114	\$810,803	-2.09	1.39
October	December	\$74,201	\$885,004	0.18	1.29
2024					
Month Collected	Month Received	Sales Tax	YTD	% Change Month	% Change Year
November	January	\$59,686	\$59,686	-11.57	-11.57
December	February	\$69,078	\$128,764	6.59	-2.68
January	March	\$57,318	\$186,082	3.24	-0.93
February	April		\$186,082	-100.00	-22.93
March	May		\$186,082	-100.00	-42.48
April	June		\$186,082	-100.00	-51.22
May	July		\$186,082	-100.00	-59.40
June	August		\$186,082	-100.00	-65.85
July	September		\$186,082	-100.00	-70.57
August	October		\$186,082	-100.00	-74.14
September	November		\$186,082	-100.00	-77.05
October	December		\$186,082	-100.00	-78.97

## City of Forks Sales Tax Receipts



**CITY OF FORKS  
LODGING TAX COMPARISONS**

<b>2021</b>					
Month Collected	Month Received	Lodging Tax	YTD	% Change Month	% Change Year
November	January	\$11,870.47	\$11,870.47	23.53	23.53
December	February	\$9,868.20	\$21,738.67	23.59	23.56
January	March	\$13,837.32	\$35,575.99	53.81	33.79
February	April	\$13,862.82	\$49,438.81	54.94	39.12
March	May	\$27,560.75	\$76,999.56	214.73	73.83
April	June	\$29,628.50	\$106,628.06	4468.14	137.25
May	July	\$35,278.02	\$141,906.08	349.68	168.82
June	August	\$49,920.41	\$191,826.49	183.84	172.57
July	September	\$51,139.37	\$242,965.86	52.52	133.83
August	October	\$57,454.61	\$300,420.47	36.53	105.78
September	November	\$42,069.36	\$342,489.83	36.28	93.65
October	December	\$25,839.09	\$368,328.92	21.59	85.92
<b>2022</b>					
Month Collected	Month Received	Lodging Tax	YTD	% Change Month	% Change Year
November	January	\$15,177.37	\$15,177.37	27.86	27.86
December	February	\$11,634.90	\$26,812.27	17.90	23.34
January	March	\$20,071.35	\$46,883.62	45.05	31.78
February	April	\$24,744.51	\$71,628.13	78.50	44.88
March	May	\$27,189.49	\$98,817.62	-1.35	28.34
April	June	\$30,800.76	\$129,618.38	3.96	21.56
May	July	\$40,135.51	\$169,753.89	13.77	19.62
June	August	\$54,601.76	\$224,355.65	9.38	16.96
July	September	\$57,910.36	\$282,266.01	13.24	16.18
August	October	\$60,177.42	\$342,443.43	4.74	13.99
September	November	\$50,155.28	\$392,598.71	19.22	14.63
October	December	\$35,089.42	\$427,688.13	35.80	16.12
<b>2023</b>					
Month Collected	Month Received	Lodging Tax	YTD	% Change Month	% Change Year
November	January	\$19,062.47	\$19,062.47	25.60	25.60
December	February	\$14,673.91	\$33,736.38	26.12	25.82
January	March	\$26,494.31	\$60,230.69	32.00	28.47
February	April	\$27,981.59	\$88,212.28	13.08	23.15
March	May	\$35,900.21	\$124,112.49	32.04	25.60
April	June	\$35,609.87	\$159,722.36	15.61	23.23
May	July	\$51,502.75	\$211,225.11	28.32	24.43
June	August	\$66,612.64	\$277,837.75	22.00	23.84
July	September	\$87,112.29	\$364,950.04	50.43	29.29
August	October	\$69,883.08	\$434,833.12	16.13	26.98
September	November	\$59,562.27	\$494,395.39	18.76	25.93
October	December	\$34,059.84	\$528,455.23	-2.93	23.56
<b>2024</b>					
Month Collected	Month Received	Lodging Tax	YTD	% Change Month	% Change Year
November	January	\$17,585.39	\$17,585.39	-7.75	-7.75
December	February	\$20,830.21	\$38,415.60	41.95	13.87
January	March	\$31,577.98	\$69,993.58	19.19	16.21
February	April	\$0.00	\$69,993.58	-100.00	-20.65
March	May	\$0.00	\$69,993.58	-100.00	-43.60
April	June	\$0.00	\$69,993.58	-100.00	-56.18
May	July	\$0.00	\$69,993.58	-100.00	-66.86
June	August	\$0.00	\$69,993.58	-100.00	-74.81
July	September	\$0.00	\$69,993.58	-100.00	-80.82
August	October	\$0.00	\$69,993.58	-100.00	-83.90
September	November	\$0.00	\$69,993.58	-100.00	-85.84
October	December	\$0.00	\$69,993.58	-100.00	-86.76



**City of Forks  
2024 1Q Building Permits**

Permit #	Date Issued	Name	Project	Address of Job	Parcel Number	Construction Cost	Permit Fee (Includes \$25-C or \$6.50-R)
3570	01/10/24	Triple S Properties LLC	New SFR	250 Sawyer Way	132804540166	\$75,000	\$718.50
3571	01/25/24	Rain Forest/Nick Tucker	New replacement S/W park model	1205 S Forks Ave	132816210110		\$106.50
3572	02/08/24	Quileute Tribe	Demolition of ±10,000 sq ft building	193161 Hwy 101	132805120050		\$23.50
3573	02/16/24	Department of Natural Resources	Replace 2 exterior staircases	411 Tillicum Lane	132804430200	\$40,000	\$828.55
3574	12/07/23	Pam and John Hunter	Install wood stove	821 Danielson	132808500124	\$8,910	\$151.49
3575	02/27/24	Rain Forest MHP	New S/W mobile home	1205 S Forks Ave	132816210110		\$105.60
3576	02/28/24	Samanvay Hospitality	Additional hotel units	1080 S Forks Ave	132809340105	\$650,000	\$7,164.55
3577	03/04/24	Laura Beck	Install ductless heat pump	550 Leppell Rd	132803340210	\$9,000	\$152.50
3578	03/18/24	North Olympic Regional Veterans Hou	Reroof	110 S Spartan Ave	132809520242	\$24,500	\$341.50
3579	03/18/24	J & D Enterprises NW, LLC	New tiny house (new S/W mobile)	192602 Hwy 101	132805140150		\$106.50
3580	04/01/24	Truk Rd Holdings	Demo	544 5th Ave	132809338040		\$23.50
<b>1st Quarter Total</b>						<b>\$807,410</b>	<b>\$9,722.69</b>

**City of Forks Jail Statistics**  
**January 1, 2024 through March 30, 2024**

<b>JAIL STAFF</b>	<b>HIRE DATE</b>	
Sgt. Lex Prose	9/28/2008	
Officer Ryan Johansen	9/17/2020	
Officer Daniel Cruz	3/16/2021	
Officer Saydie Peterson	4/2/2023	
<b>TOTAL BOOKINGS 2024</b>	<b>62</b>	<b>2023: 75</b>
Males	41	57
Females	20	17
Not specified	1	1
<b>AVERAGE DAILY POPULATION 2024</b>	<b>14</b>	<b>2023: 17</b>
Males	14	14
Females	3	3
		<b>2023</b>
<b>2024 AVERAGE LENGTH OF STAY</b>	<b>9 days</b>	<b>17 days</b>
<b>2024 AVERAGE AGE</b>	<b>36 years</b>	<b>36 years</b>
<b>2024 HIGHEST ONE-DAY POPULATION</b>	<b>16</b>	<b>24</b>
<b>2024 LOWEST ONE-DAY POPULATION</b>	<b>6</b>	<b>11</b>
<b>INMATES WITH MENTAL HEALTH ISSUES (held for reasons not associated with mental health)</b>		
<b>2024: 1 for 1 days</b>		<b>2023: 2 for 1 days</b>
1 for 58 days		1 for 2 days
		1 for 9 days
		1 for 11 days
		1 for 23 days
		2 for 26 days
		1 for 30 days
		1 for 33 days
		1 for 60 days
<b>2024 JAIL INCIDENTS REPORTED BY OFFICERS THIS PERIOD</b>		<b>2023: 12 Incidents</b>
<b>ASSAULT OF AN OFFICER</b>	<b>0</b>	<b>0</b>
<b>ATTEMPTED SUICIDE</b>	<b>0</b>	<b>0</b>
<b>DISORDERLY</b>	<b>0</b>	<b>0</b>
<b>ESCAPE</b>	<b>0</b>	<b>0</b>
<b>FIGHTING</b>	<b>0</b>	<b>1</b>
<b>INAPPROPRIATE BEHAVIOR</b>	<b>0</b>	<b>1</b>
<b>MEDICAL</b>	<b>2</b>	<b>4</b>
<b>MENTAL HEALTH</b>	<b>1</b>	<b>0</b>
<b>MINOR INFRACTION</b>	<b>0</b>	<b>0</b>
<b>OTHER</b>	<b>1</b>	<b>3</b>
<b>POSSESSION OF CONTRABAND</b>	<b>0</b>	<b>0</b>
<b>URINE ANALYSIS</b>	<b>1</b>	<b>3</b>

<b>2024 BOOKINGS BY AGENCY THIS PERIOD</b>		<b>2023</b>
<b>BAINBRIDGE ISLAND</b>	0	0
<b>BIA</b>	0	0
<b>BREMERTON</b>	0	0
<b>CLALLAM COUNTY</b>	14	14
<b>DOC</b>	4	6
<b>ELWHA</b>	0	0
<b>FORKS PD</b>	19	31
<b>HOH</b>	0	0
<b>LA PUSH PD</b>	15	13
<b>OCEAN SHORES PD</b>	0	1
<b>PORT ANGELES PD</b>	0	0
<b>PORT ORCHARD</b>	0	0
<b>POULSBO</b>	0	0
<b>SHELTON</b>	0	0
<b>WSP</b>	0	0

The total amount billed for January 1 through March 31, 2024 was \$36,895.40.

The total amount billed for January 1 through March 31, 2023 was \$54,592.68.

#### Community Service, Work Release, Trustee Hours

An inmate that is eligible for Community Service earns additional time off their sentence for good behavior and has the freedom to work with Public Works personnel outside of the Jail. They are housed in a trailer behind the Jail as a reward. The trailer has ten bunks, a bathroom with shower, flat screen TV and microwave. They are also allowed to go outside within the fence line where they can play basketball during their off hours. Other inmates housed in the trailer are Work Release Inmates and Jail Trustees.

Between January 1 and March 31, 2024 trustees assisted Public Works personnel with 0 total man hours.

Between January 1 and March 31, 2023 trustees assisted Public Works personnel with 360 total man hours.

Eligible inmates pay \$15.00 per day for the privilege of Work Release. One subject was on Work Release for the period January 1, 2024 through March 31, 2024. The subject spent 91 days at \$15 dollars a day for a total of \$1,365.00. No subjects were on work release during the period January 1, 2023 through March 30, 2023. This program allows eligible inmates to maintain their job while serving their sentence. There is no credit for good behavior on this program.

Jail Trustees are the inmates who keep the Jail clean and sanitary and prepare all meals. They help with maintenance in the Jail to include mowing and weed-eating the grounds. There are two shifts of Trustees, a day shift and a night shift.

**Forks Chamber of Commerce Visitor Center Count**

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
JAN	151	225	119	151	124	102	183	80	78	96	86	145	2,003	2,087	1,274	1,062	1,052	855	960	863	925	883	1,042	886	901	1,408	1,753	1,393
FEB	324	349	145	232	298	106	157	112	162	91	103	257	2,164	2,192	1,650	1,668	1,074	864	1,238	1,510	1,236	1,238	622	1,098	828	1,930	1,903	2,238
MAR	321	616	360	347	484	247	271	210	336	268	282	464	3,934	4,519	2,993	2,138	2,335	1,833	1,678	2,033	2,005	1,919	2,039	685	1,858	3,141	3,244	4,096
APR	669	734	726	845	623	507	332	343	329	384	508	680	4,861	5,246	3,321	2,922	2,552	2,075	2,076	2,811	2,642	2,404	2,105	0	2,276	3,284	3,680	
MAY	1,075	1,226	1,164	866	488	645	407	388	442	530	557	1,309	4,535	5,308	3,360	2,889	3,272	2,536	2,670	3,664	3,145	3,327	3,518	0	4,185	3,928	5,341	
JUN	1,878	1,838	1,652	1,188	1,075	873	807	596	553	581	1,227	1,731	8,312	9,287	5,431	4,818	5,155	4,128	5,048	5,849	5,346	5,464	5,230	1,754	6,466	7,259	9,299	
JUL	3,905	2,783	2,717	2,010	2,116	2,040	1,306	1,005	1,070	1,366	2,279	3,546	16,186	16,550	8,894	8,606	9,008	7,075	7,496	8,275	8,456	8,766	7,611	4,450	9,598	10,827	12,824	
AUG	4,146	3,832	2,906	2,603	2,484	2,066	1,285	1,158	1,399	1,515	2,780	4,186	13,605	14,645	8,234	7,747	8,262	6,569	7,505	7,190	7,631	7,510	6,931	5,588	8,211	9,037	10,265	
SEP	1,872	1,872	2,238	1,138	1,042	926	784	650	640	1,026	1,527	1,969	5,337	5,978	4,046	4,377	4,413	4,079	4,849	4,673	5,302	5,652	4,528	3,669	5,382	7,129	7,195	
OCT	916	769	651	453	310	464	317	351	350	374	550	1,252	3,563	3,499	2,598	2,282	1844*	1,545	2,005	2,215	2,299	2,371	2,261	2,532	2,576	4,121	4,885	
NOV	388	241	189	167	174	132	116	128	142	72	178	1,913	2,935	1,749	2,121	1,780	1,120	1,078	1,108	1,308	1,269	1,300	1,287	1,138	2,102	2,618	2,950	
DEC	204	119	162	128	117		82	174	74	83	218	1,284	2,540	1,825	1,657	1,310	891	875	982	949	1,104	1,022	950	904	1,262	1,555	2,167	
<b>Total</b>	<b>15849</b>	<b>14604</b>	<b>13029</b>	<b>10128</b>	<b>9335</b>	<b>8108</b>	<b>6047</b>	<b>5195</b>	<b>5575</b>	<b>6386</b>	<b>10295</b>	<b>18736</b>	<b>69975</b>	<b>72885</b>	<b>45579</b>	<b>41599</b>	<b>40978</b>	<b>33512</b>	<b>37615</b>	<b>41340</b>	<b>41360</b>	<b>41856</b>	<b>38124</b>	<b>22704</b>	<b>45645</b>	<b>56237</b>	<b>65506</b>	<b>7727</b>
													<b>SECOND</b>	<b>FIRST</b>													<b>THIRD</b>	

Total visitors that have signed our guest book since *Twilight* was published on October 5, 2005 **738059**

\* Olympic National Park closed due to Government shutdown October 1st - 16th, 2013

\* Government shutdown

\*\*\* COVID-19 SHUT DOWN March 16 - May 31, 2020

**Kalaloch Visitor Center Count**

**16283 17734 17042 11418 14285 15056 12415 7526 12871 12995**

**Hotel-Motel Taxes received by City of Forks:**

2003	\$83,866
2004	\$84,561
2005	\$88,492
2006	\$88,469
2007	\$94,198
2008	\$123,775
2009	\$133,585
2010	\$150,092
2011	\$139,609
2012	\$136,868
2013	\$133,255
2014	\$136,614
2015	\$151,115
2016	\$169,588
2017	\$192,895
2018	\$211,511
2019	\$253,729
2020	\$198,110
2021	\$368,329
2022	\$427,688
2023	\$528,455

**Sales Taxes received by City of Forks:**

1995	\$295,000
2000	\$321,067
2006	\$353,837
2009	\$405,195
2010	\$432,869
2011	\$531,246 (Construction projects: School, clinic, housing)
2012	\$452,845
2013	\$428,624
2014	\$473,387
2015	\$446,122
2016	\$479,350
2017	\$486,162
2018	\$517,065
2019	\$588,510
2020	\$620,463
2021	\$780,029
2022	
2023	

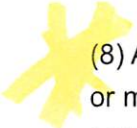


(4) At the time specified by a customer that he expects to vacate the premises where service is supplied, or that he desires service to be discontinued, the meter will be read, turned off and a bill rendered, which is payable immediately. If the homeowner desires the water to be left on, a bill will be rendered to owner for minimum monthly charges.

(5) If, at the customer's request, the water is turned on and off, or vice versa, more than once in a meter reading month, a minimum charge of \$10.00 will be made for the labor involved.

(6) Each customer vacating any premises supplied with water service by the city will be responsible for all water supplied to the premises until the city shall have notice of such removal.

(7) Any landowner who has apartments on his property which consist of three or more units, obtaining service from one meter, shall be charged a surcharge of \$2.00 per unit in addition to the minimum and meter charges, occupied or not.

 (8) Any landowner who has mobile homes and/or trailers on his or her property consisting of three or more mobile homes and/or trailers placed at locations where they are capable of obtaining service from one meter shall be considered a trailer park or court and shall be charged a surcharge of \$2.00 per mobile home or trailer in addition to the minimum and meter charges, **whether or not such mobile homes and/or trailers are currently occupied.** (Ord. 353 §§ 4, 5, 1993; Ord. 335 § 1, 1991; Ord. 294 § 2, 1987; Ord. 246 § 6, 1982)

#### **13.20.045 Billing adjustments.**

Pursuant to a policy approved by the city council, and subject to modification from time to time by the council, the director of public works, acting as the water superintendent, shall be authorized to approve or deny the adjustment of water billings when a request has been made by a customer following that customer's repair of an outdoor water line that had been leaking. Further, pursuant to such a policy referenced herein, the director of public works may make only one billing adjustment during any five-year period when the requested adjustment is related to a repaired, substantially costly water leak occurring within a building associated with the customer water account for that building and/or parcel. (Ord. 578 § 1, 2010; Ord. 568 § 1, 2009)

#### **13.20.050 Consent for private connections.**

(1) It shall be a violation of these rules and regulations for any person or persons to attach to or detach from any water main or service pipe, or water connections through which water is supplied by the city of Forks. No person supplied with water from the city mains will be entitled to use it for any other purpose than stated in their original application, or supply in any way other persons, or premises, or to interfere in any manner with any pipe or connection without first making written application to the city.

(2) It shall be a violation of these rules and regulations for any person to use or tamper with any valve, curbstop, etc., which is the property of the city for the purpose of turning water on or off, without the express consent of the city. The city shall hold any person responsible for the cost of repairing any damage to any of the city's property caused by such usage or tampering. The city requires every property owner to install his own valve in his own pipe for the control of service to his premises.

**13.30.020 Trailer parks and apartments.**

Trailer parks, apartment houses, and motels renting units as apartments, without individual meters, will be charged in addition to the minimum and meter charges the sum of \$4.88 per unit for each apartment, trailer, and/or unit over and above the regular bill. (Ord. 597 § 3, 2012; Ord. 566 § 3, 2009; Ord. 515 § 3, 2004; Ord. 470 § 2, 2000; Ord. 461 § 3, 1999; Ord. 381 § 4, 1994)

**13.30.030 Connection charges.**

(1) Service charges for meter installation shall be \$980.00, up to a three-quarter-inch meter, for installation within the corporate limits of the city of Forks.

(2) Service charges for meter installation shall be \$1,115, up to a three-quarter-inch meter, for installation outside the corporate limits of the city of Forks. (Ord. 597 § 4, 2012; Ord. 566 § 5, 2009; Ord. 381 § 3, 1994; Ord. 225 § 3, 1980)

**13.30.040 Low income assistance program.**

(1) Purpose. This section is designed to relieve low income senior citizens and/or disabled citizens from the effect of the city's water service charges as permitted by RCW 35.92.020(5) and Article 8, Section 7 of the State Constitution.

(2) Water Rate Charges for the Low Income Assistance Program.

(a) Eligibility. Low income senior citizens' water rates are available to individuals that meet the following conditions:

(i) The water rates account shall be in the name of the individual owner or renter certifying eligibility for low income senior citizen rates; and

(ii) That individual shall be or exceed 62 years of age at the time of filing; or

(iii) That individual is disabled, and able to provide proof of the disability from another governmental agency, as:

(A) Defined in RCW 74.18.020(4) (blindness), RCW 71A.10.020(2) (developmentally disabled), or RCW 71.05.020(1) mentally ill; or

(B) Determined by the Social Security Administration; or

(C) Determined by the Department of Veterans Administration and said individual had received an honorable or general discharge from military service.

(iv) Income eligibility shall be determined by utilizing the individual's certified gross income and comparing that to the poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2). Any individual certifying in their application to have income levels at or below the amounts found within those guidelines for a similar-sized household as the applicant's shall be determined to have met the income criteria required for participation in this city program;

(v) Is the sole occupant or head of household.

**CITY OF FORKS**  
**WATER SERVICE RATES**  
**EFFECTIVE JANUARY 1, 2024**

Applied to February 1st Bills

Basic Rate for 400 cubic feet or less:		
Meter Size	Inside City Rate	Outside City Rate
3/4"	\$31.62	\$47.43
1"	\$79.05	\$118.63
1 1/2"	\$144.89	\$217.37
2"	\$252.92	\$379.38
3"	\$331.98	\$497.96
4"	\$400.44	\$600.68
6"	\$474.22	\$711.37

Low-Income Senior Rate	\$23.68	\$35.56
Low-Income Disabled Rate	\$23.68	\$35.56

Rate for over 400 cubic feet up to 1,000 cubic feet:			Low-Income	
	Inside City Rate	Outside City Rate	Inside City Rate	Outside City Rate
Per each 100 cubic feet	\$3.49	\$5.16	\$2.61	\$3.88

Rate for over 1,000 cubic feet:			Low-Income	
	Inside City Rate	Outside City Rate	Inside City Rate	Outside City Rate
Per each 100 cubic feet	\$2.66	\$3.96	\$1.98	\$2.96

Per Unit	
Meter rate for trailer parks/apts.	\$7.13

Meter installation:		
Meter Size	Inside City Rate	Outside City Rate
3/4"	\$1,436.69	\$1,634.56

CPI-U      4.6%      June 2023

### Chapter 13.10 SEWER RATES AND CHARGES

Sections:

- 13.10.010 Charges.
- 13.10.015 Annual rate increase.
- 13.10.020 Lien.

#### 13.10.010 Charges.

Charges for sewer service furnished by the city of Forks shall be as follows:

For each month (or portion of a month, where service is commenced or ended at a time other than the regular monthly meter-reading date) the following rates shall be charged, and shall be due when billed.

Separate family residence including each unit of a duplex	\$28.82 per unit
Apartment houses, meaning any multifamily residential structure or complex containing three or more residence units	\$28.82 per unit
Mobile home courts	<del>\$28.82</del> per occupied mobile home space and \$4.11 per recreational vehicle space
All others	\$28.82 for the first 700 cubic feet of water consumption and \$0.0413 per cubic foot of water consumption thereafter

*2024  
\$ 42.23*

(Ord. 598 § 2, 2012; Ord. 566 § 4, 2009; Ord. 515 § 4, 2004; Ord. 470 § 2, 2000; Ord. 461 § 4, 1999; Ord. 381 § 7, 1994; Ord. 287 § 1, 1986)

#### 13.10.015 Annual rate increase.

The rates listed in FMC [13.10.010](#) shall be increased annually in January by a percentage equal to the annual percentage increase indicated in the Consumer Price Index for All Urban Consumers

CITY OF FORKS  
SEWER SERVICE RATES  
EFFECTIVE JANUARY 1, 2024  
Applied to February 1st Bills

Unit Type	Monthly* Rate Per Unit
Separate family residence	\$42.23
Each unit of a duplex	\$42.23
Multi-family structure (3 or more residential units)	\$42.23
Mobile home court (unit=mobile home/trailer)	\$42.23
Mobile home court (unit=recreational vehicle space)	\$6.02

All others	Monthly* Rate Per Unit
first 700 cubic feet of water consumption	\$42.23
per cubic foot of water consumption thereafter	\$0.0605

\*or portion of a month, where service is commenced or ended at a time other than the regular monthly meter-reading date

CPI-U 4.6% June 2023