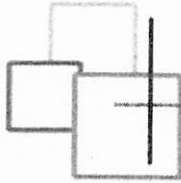


## Register

Number	Name	Fiscal Description	Amount
<u>43839</u>	AFLAC Remittance Processing	2024 - December - Second Council Date	\$21.00
<u>43840</u>	AWC Employee Benefit Trust	2024 - December - Second Council Date	\$380.00
<u>43841</u>	AWC Life Ins - Supplemental	2024 - December - Second Council Date	\$36.20
<u>43842</u>	City of Forks	2024 - December - Second Council Date	\$202.00
<u>43843</u>	Department of Employment Security	2024 - December - Second Council Date	\$138.38
<u>43844</u>	Dept of Labor & Industry	2024 - December - Second Council Date	\$2,281.07
<u>43845</u>	Dept of Retirement - Def Comp	2024 - December - Second Council Date	\$515.89
<u>43846</u>	Dept of Retirement Systems-LEOFF	2024 - December - Second Council Date	\$2,217.36
<u>43847</u>	Dept of Retirement Systems-PERS 2	2024 - December - Second Council Date	\$5,003.22
<u>43848</u>	Dept of Retirement Systems-PERS 3	2024 - December - Second Council Date	\$922.51
<u>43849</u>	Dept of Retirement Systems-PSERS	2024 - December - Second Council Date	\$2,255.24
<u>43850</u>	EFTPS	2024 - December - Second Council Date	\$15,295.46
<u>43851</u>	Employment Security Dept - PFML	2024 - December - Second Council Date	\$317.87
<u>43852</u>	Teamsters Local 589	2024 - December - Second Council Date	\$254.50
<u>43853</u>	United Way	2024 - December - Second Council Date	\$36.00
<u>43854</u>	WA Cares	2024 - December - Second Council Date	\$292.18
<u>Direct Deposit Run -</u> <u>12/17/2024</u>	Payroll Vendor	2024 - December - Second Council Date	\$51,559.31
			<b>\$81,728.19</b>



## Fund Transaction Summary

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

Fund Number	Description	Amount
001	General Fund	\$46,239.46
101	Street	\$4,266.44
150	Transit Center Fund	\$364.51
400	Water	\$20,102.46
402	Sewer	\$6,790.17
410	Airport/Industrial Park	\$3,965.15
	Count: 6	\$81,728.19

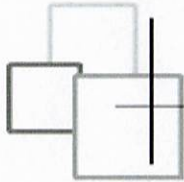
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a 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



## Voucher Directory

Fiscal: : 2024 - December

Council Date: : 2024 - December - Second Council Date

Vendor	Number	Reference	Account Number	Description	Amount
<b>AWC Employee Benefit</b>					
	43855			<b>2024 - December - Second Council Date</b>	
		122024/AWC Leoff 1			
			Leoff 1-Rice		
			001-000-000-521-20-41-15	Rice	\$856.10
		Total 122024/AWC Leoff 1			<b>\$856.10</b>
	Total 43855				<b>\$856.10</b>
Total AWC Employee Benefit					<b>\$856.10</b>
<b>B.R. Lymangrover Land Surveying, PLLC</b>					
	43856			<b>2024 - December - Second Council Date</b>	
		481			
			Tree Location Survey-RMSA Reimb.		
			001-000-000-558-61-41-00	Professional Services	\$1,330.00
		Total 481			<b>\$1,330.00</b>
	Total 43856				<b>\$1,330.00</b>
Total B.R. Lymangrover Land Surveying, PLLC					<b>\$1,330.00</b>
<b>Canon Fin Serv Inc</b>					
	43857			<b>2024 - December - Second Council Date</b>	
		122024/Canon			
			Copier Lease		
			001-000-000-515-31-31-00	Operating Supplies	\$15.78
			001-000-000-558-61-31-00	Operating Supplies	\$15.78
			101-000-000-542-31-31-00	Operating Supplies	\$15.78

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-31-00	Operating Supplies	\$47.36
			402-000-000-535-80-31-00	Operating Supplies	\$31.57
			410-000-000-552-10-31-00	Operating Supplies	\$31.57
		<b>Total 122024/Canon</b>			<b>\$157.84</b>
	<b>Total 43857</b>				<b>\$157.84</b>
<b>Total Canon Fin Serv Inc</b>					<b>\$157.84</b>
<b>Centurylink</b>					
	<b>43858</b>			<b>2024 - December - Second Council Date</b>	
		<b>122024/Centurylink</b>			
			<b>Telephones</b>		
			001-000-000-514-23-42-00	Communications	\$134.05
			001-000-000-521-20-42-00	Communication	\$37.03
			001-000-000-523-61-42-00	Communication	\$37.03
			400-000-000-534-80-42-00	Communication	\$205.87
			402-000-000-535-80-42-00	Communication	\$231.24
			410-000-000-546-10-42-00	Communication	\$67.03
		<b>Total 122024/Centurylink</b>			<b>\$712.25</b>
	<b>Total 43858</b>				<b>\$712.25</b>
<b>Total Centurylink</b>					<b>\$712.25</b>
<b>CenturyLink Business Services</b>					
	<b>43859</b>			<b>2024 - December - Second Council Date</b>	
		<b>716401487</b>			
			<b>Broadband</b>		
			001-000-000-514-23-42-00	Communications	\$40.87
			400-000-000-534-80-42-00	Communication	\$64.23
			402-000-000-535-80-42-00	Communication	\$23.36
			410-000-000-546-10-42-00	Communication	\$17.52
			410-000-000-552-50-42-00	Communication	\$437.94
		<b>Total 716401487</b>			<b>\$583.92</b>
	<b>Total 43859</b>				<b>\$583.92</b>
<b>Total CenturyLink Business Services</b>					<b>\$583.92</b>



Vendor	Number	Reference	Account Number	Description	Amount
City of Forks					
	43860			2024 - December - Second Council Date	
		2024 RAC Rent			
			2024 City RAC Rentals		
			140-000-000-557-30-49-00	Misc.	\$200.00
			140-000-000-557-30-49-02	Fourth Of July	\$100.00
		Total 2024 RAC Rent			\$300.00
		RACKT/2024			
			2024 LT		
			140-000-000-557-30-49-12	Rainforest Arts Center	\$3,000.00
		Total RACKT/2024			\$3,000.00
	Total 43860				\$3,300.00
Total City of Forks					\$3,300.00
Clallam County Sheriff Dept.					
	43861			2024 - December - Second Council Date	
		24-41			
			CCSO Assistance		
			001-000-000-521-20-41-00	Professional Services	\$2,539.92
		Total 24-41			\$2,539.92
	Total 43861				\$2,539.92
Total Clallam County Sheriff Dept.					\$2,539.92
Curtis Blue Line					
	43862			2024 - December - Second Council Date	
		INV892076			
			Vest and Carrier-Rowley		
			001-000-000-521-20-14-01	Uniforms- P7 Rowley	\$1,629.00
		Total INV892076			\$1,629.00
	Total 43862				\$1,629.00
Total Curtis Blue Line					\$1,629.00
Dedman, Mark					
	43863			2024 - December - Second Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		122024/Dedman			
			Water Refund-Closed Acct.		
			400-000-000-534-80-49-02	Water Utilities Refund Acc	\$101.77
		Total 122024/Dedman			\$101.77
	Total 43863				\$101.77
Total Dedman, Mark					\$101.77
Enterprise FM Trust					
	12202024/EFT		2024 - December - Second Council Date		
		12202024/Enterprise			
			Vehicle Leases		
			001-000-000-594-14-66-03	2020 Nissan Rogue	\$152.77
			101-000-000-594-42-66-06	2020 Ford F550	\$327.80
			101-000-000-594-42-66-07	2020 Toyota Tacoma 71021D - JC	\$45.28
			400-000-000-594-34-66-03	2020 Nissan Rogue	\$248.95
			400-000-000-594-34-66-04	2020 Toyota Tacoma 71022D - MH	\$565.80
			400-000-000-594-34-66-05	2020 Toyota Tacoma 71023D - ND	\$565.80
			400-000-000-594-34-66-06	2020 Ford F550	\$764.86
			400-000-000-594-34-66-09	2021 Toyota Tacoma 71784D - PH	\$87.15
			400-000-000-594-34-66-10	2020 Toyota Tacoma 710210D - JC	\$316.97
			402-000-000-594-35-66-03	2020 Nissan Rogue	\$84.87
			402-000-000-594-35-66-04	2020 Toyota Tacoma 71021D - JC	\$45.28
			402-000-000-594-35-66-05	2022 Toyota Tacoma 72745D - SG	\$764.78
			410-000-000-594-52-66-03	2020 Nissan Rogue	\$79.21
			410-000-000-594-52-66-04	2020 Toyota Tacoma 741021D - JC	\$45.28
		Total 12202024/Enterprise			\$4,094.80
	Total 12202024/EFT				\$4,094.80
Total Enterprise FM Trust					\$4,094.80
Forks Auto Electric					
	43864		2024 - December - Second Council Date		
		507420			
			Battery		
			402-000-000-535-80-48-63	Chev 1998 Dumptruck 39134D	\$205.25

Vendor	Number	Reference	Account Number	Description	Amount
		Total 507420			\$205.25
	Total 43864				\$205.25
Total Forks Auto Electric					\$205.25
Forks Outfitters, Inc					
43865				2024 - December - Second Council Date	
	122024/Outfitters				
		Supplies-Acct. #16			
		001-000-000-511-61-49-00	Misc		\$13.21
		001-000-000-511-61-49-00	Misc		\$6.52
		001-000-000-523-61-48-07	Repairs-Plumbing		\$98.78
		001-000-000-523-61-48-07	Repairs-Plumbing		\$182.20
		400-000-000-534-80-31-00	Operating Supplies		\$24.97
		400-000-000-534-80-31-00	Operating Supplies		\$6.51
		400-000-000-534-80-31-00	Operating Supplies		\$5.78
		400-000-000-534-80-31-00	Operating Supplies		\$11.27
		400-000-000-534-80-31-00	Operating Supplies		\$43.17
		400-000-000-534-80-31-00	Operating Supplies		\$10.85
		400-000-000-534-80-31-00	Operating Supplies		\$23.65
		400-000-000-534-80-31-00	Operating Supplies		\$25.99
		400-000-000-534-80-31-00	Operating Supplies		\$54.25
		400-000-000-534-80-31-00	Operating Supplies		\$49.27
		400-000-000-534-80-31-41	Tools		\$16.28
		402-000-000-535-80-31-00	Operating Supplies		\$7.05
		402-000-000-535-80-31-51	Tools		\$55.35
		402-000-000-535-80-31-51	Tools		\$16.28
		402-000-000-535-80-48-00	Repair & Maintenance		\$7.61
		402-000-000-535-80-48-00	Repair & Maintenance		\$177.93
		410-000-000-546-10-31-00	Operating Supplies		\$19.54
		410-000-000-546-10-31-00	Operating Supplies		\$17.37
		410-000-000-546-10-31-00	Operating Supplies		\$19.54
	Total 122024/Outfitters				\$893.37
	Total 43865				\$893.37
Total Forks Outfitters, Inc					\$893.37

Vendor	Number	Reference	Account Number	Description	Amount
Foster Garvey P.C.	43866			2024 - December - Second Council Date	
		2904543			
			Industrial Park Lease		
			410-000-000-552-10-41-00	Professional Services	\$160.00
		Total 2904543			\$160.00
		2904544			
			Industrial Park Lease		
			410-000-000-552-10-41-00	Professional Services	\$80.00
		Total 2904544			\$80.00
	Total 43866				\$240.00
Total Foster Garvey P.C.					\$240.00
Galls	43867			2024 - December - Second Council Date	
		029670428			
			Dress Pants		
			001-000-000-523-61-14-11	Uniforms-C17 Tyree	\$98.81
		Total 029670428			\$98.81
	Total 43867				\$98.81
Total Galls					\$98.81
Hansen, Victoria	43868			2024 - December - Second Council Date	
		122024/Hansen			
			Water Refund-Closed Acct.		
			400-000-000-534-80-49-02	Water Utilities Refund Acc	\$30.24
		Total 122024/Hansen			\$30.24
	Total 43868				\$30.24
Total Hansen, Victoria					\$30.24
Hays, Janet	43869			2024 - December - Second Council Date	



Vendor	Number	Reference	Account Number	Description	Amount
		122024/Hays			
			Water Refund-Closed Acct.		
			400-000-000-534-80-49-02	Water Utilities Refund Acc	\$62.08
		Total 122024/Hays			\$62.08
	Total 43869				\$62.08
Total Hays, Janet					\$62.08
Hoschar, Karen					
	43870			2024 - December - Second Council Date	
		122024/Hoschar			
			Water Refund-Closed Acct.		
			400-000-000-534-80-49-02	Water Utilities Refund Acc	\$7.93
		Total 122024/Hoschar			\$7.93
	Total 43870				\$7.93
Total Hoschar, Karen					\$7.93
Jerry's Small Engines					
	43871			2024 - December - Second Council Date	
		122024/Jerry's			
			Supplies		
			400-000-000-534-80-31-00	Operating Supplies	\$9.72
			400-000-000-534-80-31-00	Operating Supplies	\$7.33
		Total 122024/Jerry's			\$17.05
	Total 43871				\$17.05
Total Jerry's Small Engines					\$17.05
Olympic Springs Inc.					
	43872			2024 - December - Second Council Date	
		122024/Oly. Springs			
			Water		
			001-000-000-523-61-31-05	Inmate Welfare & Concessions	\$29.16
		Total 122024/Oly. Springs			\$29.16
	Total 43872				\$29.16
Total Olympic Springs Inc.					\$29.16

Vendor	Number	Reference	Account Number	Description	Amount
Pacific Office Equipment Inc.	43873				
				2024 - December - Second Council Date	
		1149867			
			Copier		
			001-000-000-515-31-31-00	Operating Supplies	\$28.74
			001-000-000-558-61-31-00	Operating Supplies	\$28.74
			101-000-000-542-31-31-00	Operating Supplies	\$28.74
			400-000-000-534-80-31-00	Operating Supplies	\$86.21
			402-000-000-535-80-31-00	Operating Supplies	\$57.47
			410-000-000-552-10-31-00	Operating Supplies	\$57.47
		Total 1149867			\$287.37
		1149868			
			Copier		
			001-000-000-523-61-31-00	Operating Supplies	\$135.36
		Total 1149868			\$135.36
		1149869			
			Copier		
			001-000-000-521-20-31-00	Operating Supplies	\$4.76
		Total 1149869			\$4.76
		1151285			
			Copier		
			001-000-000-515-31-31-00	Operating Supplies	\$35.60
			001-000-000-558-61-31-00	Operating Supplies	\$35.60
			101-000-000-542-31-31-00	Operating Supplies	\$35.60
			400-000-000-534-80-31-00	Operating Supplies	\$106.81
			402-000-000-535-80-31-00	Operating Supplies	\$71.21
			410-000-000-552-10-31-00	Operating Supplies	\$71.21
		Total 1151285			\$356.03
		1151286			
			Copier		
			001-000-000-523-61-31-00	Operating Supplies	\$22.94
		Total 1151286			\$22.94
		1151287			

Vendor	Number	Reference	Account Number	Description	Amount
			<b>Copier</b>		
			001-000-000-521-20-31-00	Operating Supplies	\$22.77
		<b>Total 1151287</b>			<b>\$22.77</b>
	<b>Total 43873</b>				<b>\$829.23</b>
<b>Total Pacific Office Equipment Inc.</b>					<b>\$829.23</b>
<b>Pearson, Paige</b>					
	<b>43874</b>			<b>2024 - December - Second Council Date</b>	
		<b>122024/Pearson</b>			
			<b>RAC Deposit Refund</b>		
			410-000-000-582-10-03-00	RAC - Security Deposits	\$500.00
		<b>Total 122024/Pearson</b>			<b>\$500.00</b>
	<b>Total 43874</b>				<b>\$500.00</b>
<b>Total Pearson, Paige</b>					<b>\$500.00</b>
<b>PetroCard</b>					
	<b>43875</b>			<b>2024 - December - Second Council Date</b>	
		<b>C618527</b>			
			<b>Fuel</b>		
			001-000-000-521-20-32-00	Fuel/oil	\$68.34
		<b>Total C618527</b>			<b>\$68.34</b>
	<b>Total 43875</b>				<b>\$68.34</b>
<b>Total PetroCard</b>					<b>\$68.34</b>
<b>Postmaster - Trust Acct</b>					
	<b>43876</b>			<b>2024 - December - Second Council Date</b>	
		<b>122024/Postmaster</b>			
			<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 122024/Postmaster</b>			<b>\$600.00</b>
	<b>Total 43876</b>				<b>\$600.00</b>
<b>Total Postmaster - Trust Acct</b>					<b>\$600.00</b>



Vendor	Number	Reference	Account Number	Description	Amount
Quadient Finance USA, Inc	43877			2024 - December - Second Council Date	
		122024/Quadiant			
			Postage		
			001-000-000-521-20-42-41	Postage	\$1.50
			001-000-000-523-61-42-41	Postage	\$5.13
			001-000-000-558-61-42-41	Postage	\$4.50
			400-000-000-534-80-42-41	Postage	\$188.87
		Total 122024/Quadiant			\$200.00
	Total 43877				\$200.00
Total Quadient Finance USA, Inc					\$200.00
Quadient Leasing USA, Inc.	43878			2024 - December - Second Council Date	
		Q1639479			
			Q4 Postage Machine Lease		
			001-000-000-514-23-42-00	Communications	\$111.59
			400-000-000-534-80-42-00	Communication	\$181.85
			402-000-000-535-80-42-00	Communication	\$61.99
			410-000-000-546-10-42-00	Communication	\$57.86
		Total Q1639479			\$413.29
	Total 43878				\$413.29
Total Quadient Leasing USA, Inc.					\$413.29
Raincon Committee	43879			2024 - December - Second Council Date	
		Raincon/2024 LT			
			2024 LT Award		
			140-000-000-557-30-49-19	RainCon	\$1,762.64
		Total Raincon/2024 LT			\$1,762.64
	Total 43879				\$1,762.64
Total Raincon Committee					\$1,762.64
SHKS Architects PS Inc.					

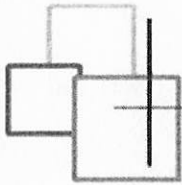
Vendor	Number	Reference	Account Number	Description	Amount
	43880		2024 - December - Second Council Date		
		24299			
			Quilayute Airport Hangar		
			412-000-000-546-10-41-02	Airport Master Plan	\$1,992.50
		Total 24299			\$1,992.50
	Total 43880				\$1,992.50
Total SHKS Architects PS Inc.					\$1,992.50
Soroptimist International of the Olympic Rain Forest					
	43881		2024 - December - Second Council Date		
		122024/SIORF			
			RAC Deposit Refund		
			410-000-000-582-10-03-00	RAC - Security Deposits	\$500.00
		Total 122024/SIORF			\$500.00
	Total 43881				\$500.00
Total Soroptimist International of the Olympic Rain Forest					\$500.00
Sound Publishing, Inc					
	43882		2024 - December - Second Council Date		
		8153868			
			Nov. 2024 Publishing		
			001-000-000-511-61-41-01	Advertising	\$28.05
			001-000-000-511-61-41-01	Advertising	\$97.24
			001-000-000-511-61-41-01	Advertising	\$41.00
			001-000-000-558-61-41-01	Advertising	\$108.46
			001-000-000-558-61-41-01	Advertising	\$287.98
			001-000-000-558-61-41-01	Advertising	\$57.97
		Total 8153868			\$620.70
	Total 43882				\$620.70
Total Sound Publishing, Inc					\$620.70
Trotter & Morton					
	43883		2024 - December - Second Council Date		
		20973			

Vendor	Number	Reference	Account Number	Description	Amount
			<b>Diagnostic Call</b>		
			001-000-000-514-23-48-00	Repair & Maintenance	\$153.64
			400-000-000-534-80-48-00	Repair & Maintenance	\$250.39
			402-000-000-535-80-48-00	Repair & Maintenance	\$85.36
			410-000-000-546-10-48-00	Repair & Maintenance	\$79.67
		<b>Total 20973</b>			<b>\$569.06</b>
	<b>Total 43883</b>				<b>\$569.06</b>
<b>Total Trotter &amp; Morton</b>					<b>\$569.06</b>
<b>Unum</b>					
	<b>43884</b>			<b>2024 - December - Second Council Date</b>	
		<b>122024/Unum</b>			
			<b>Leoff 1 LTC Insurance</b>		
			001-000-000-521-20-41-15	Rice	\$188.70
		<b>Total 122024/Unum</b>			<b>\$188.70</b>
	<b>Total 43884</b>				<b>\$188.70</b>
<b>Total Unum</b>					<b>\$188.70</b>
<b>USDA</b>					
	<b>12242024/EFT</b>			<b>2024 - December - Second Council Date</b>	
		<b>12242024/USDA</b>			
			<b>Loan Payment</b>		
			400-000-000-591-34-70-01	USDA Water Tank Loan Principal	\$2,636.58
			400-000-000-592-34-80-01	USDA Water Tank Loan Interest	\$3,163.42
		<b>Total 12242024/USDA</b>			<b>\$5,800.00</b>
	<b>Total 12242024/EFT</b>				<b>\$5,800.00</b>
<b>Total USDA</b>					<b>\$5,800.00</b>
<b>Verizon Wireless, Bellevue</b>					
	<b>43885</b>			<b>2024 - December - Second Council Date</b>	
		<b>6100468639</b>			
			<b>Cellular Service</b>		
			001-000-000-511-61-42-00	Communication	\$42.26
			001-000-000-521-20-42-00	Communication	\$291.32

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-523-61-42-00	Communication	\$42.26
			400-000-000-534-80-42-00	Communication	\$440.64
			402-000-000-535-80-42-00	Communication	\$42.26
		<b>Total 6100468639</b>			<b>\$858.74</b>
	<b>Total 43885</b>				<b>\$858.74</b>
<b>Total Verizon Wireless, Bellevue</b>					<b>\$858.74</b>
<b>WA Department Of Transportation</b>					
<b>43886</b>				<b>2024 - December - Second Council Date</b>	
		<b>FB91000005251</b>			
			<b>Fuel</b>		
			001-000-000-511-61-32-00	Unleaded	\$31.41
			001-000-000-523-61-32-00	Fuel/oil	\$234.65
			001-000-000-558-50-32-00	Fuel/oil	\$15.41
			001-000-000-576-80-32-00	Fuel	\$10.33
			101-000-000-542-31-32-00	Fuel	\$321.39
			150-000-000-547-11-32-00	Fuel	\$12.43
			400-000-000-534-80-32-00	Fuel	\$500.24
			402-000-000-535-80-32-00	Fuel	\$186.68
			410-000-000-546-10-32-00	Fuel	\$10.82
			410-000-000-552-10-32-00	Fuel	\$2.61
		<b>Total FB91000005251</b>			<b>\$1,325.97</b>
		<b>FB91000105251</b>			
			<b>Fuel</b>		
			001-000-000-521-20-32-00	Fuel/oil	\$527.92
		<b>Total FB91000105251</b>			<b>\$527.92</b>
	<b>Total 43886</b>				<b>\$1,853.89</b>
<b>Total WA Department Of Transportation</b>					<b>\$1,853.89</b>
<b>WA Dept Lic Bus Prof Div</b>					
<b>12162024/EFT</b>				<b>2024 - December - Second Council Date</b>	
		<b>12162024/CPL</b>			
			<b>CPL Fees</b>		
			650-000-000-589-30-00-50	State Share Gun Permit/FP Fees	\$168.00



Vendor	Number	Reference	Account Number	Description	Amount
		Total 12162024/CPL			\$168.00
	Total 12162024/EFT				\$168.00
Total WA Dept Lic Bus Prof Div					\$168.00
WA Dept of Corrections					
	43887		2024 - December - Second Council Date		
		F190135			
			Inmate Food		
			001-000-000-523-61-31-11	27000groceries-Food	\$1,065.00
		Total F190135			\$1,065.00
	Total 43887				\$1,065.00
Total WA Dept of Corrections					\$1,065.00
WA State Patrol					
	43888		2024 - December - Second Council Date		
		I2503003			
			CPL Fingerprints		
			650-000-000-589-30-00-50	State Share Gun Permit/FP Fees	\$39.75
		Total I2503003			\$39.75
	Total 43888				\$39.75
Total WA State Patrol					\$39.75
West Coast Mechanical Solutions					
	43889		2024 - December - Second Council Date		
		16506B			
			Retainage		
			304-000-000-594-13-60-20	City Hall Improvements	\$2,750.00
			410-000-000-575-50-48-00	Repair & Maintenance	\$1,133.93
		Total 16506B			\$3,883.93
	Total 43889				\$3,883.93
Total West Coast Mechanical Solutions					\$3,883.93
Grand Total		Vendor Count	38		\$38,803.26



## Fund Transaction Summary

Transaction Type: Invoice

Fiscal: 2024 - December - Second Council Date

Fund Number	Description	Amount
001	General Fund	\$10,946.18
101	Street	\$774.59
140	Lodging Tax Fund	\$5,062.64
150	Transit Center Fund	\$12.43
304	Capital Improvement	\$2,750.00
400	Water	\$11,363.06
402	Sewer	\$2,305.54
410	Airport/Industrial Park	\$3,388.57
412	Quillayute Airport	\$1,992.50
650	State Collections	\$207.75
	<b>Count: 10</b>	<b>\$38,803.26</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

**ORDINANCE NO. 679**

**AN ORDINANCE OF THE CITY OF FORKS APPROVING AND ADOPTING  
THE BUDGET FOR FISCAL YEAR ENDING DECEMBER 31, 2025.**

WHEREAS, the City of Forks, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of monies required to meet the expenses of City government for the fiscal year ending December 31, 2025; and

WHEREAS, a notice was published that the City Council would meet on December 2, 2024 at 7:30 p.m. for the purpose of making and adopting a budget for said fiscal year and giving taxpayers residing within the City limits an opportunity to be heard in a public hearing upon said budget; and

WHEREAS, the City Council did hold a public hearing at that time and did then consider the matter of the proposed budget for the fiscal year 2025; and

WHEREAS, the estimated expenditures set forth in the budget are necessary to carry on the government of the City for the fiscal year 2025 and are sufficient to meet the various needs of the City during that period;

NOW THEREFORE, the City Council of the City of Forks, does ordain as follows:

**SECTION 1.** The budget for the City of Forks, Washington for the year 2025 is hereby adopted at the fund level in its final form and content as set forth in the comprehensive budget document, "City of Forks, Washington 2025 Budget", copies of which are on file in the Office of the City Clerk.

**SECTION 2.** Estimated resources for each separate fund of the City of Forks, and aggregate expenditures for all such funds for the year 2025 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2025 as set forth in the "City of Forks, Washington 2025 Budget".

	ESTIMATED REVENUES	APPROPRIATIONS/ EXPENDITURES
General Fund	\$2,633,843	\$2,633,843
Street Fund	434,190	434,190
Lodging Tax Fund	570,000	517,958
Forks Airport/Industrial Park/RAC		
ICN Fund	779,500	779,500
Water Fund	1,425,000	1,425,000
Sewer Fund	2,600,610	2,600,610
Capital Fund	99,000	99,000
Transit Center Fund	35,000	35,000
Quillayute Airport Fund	440,000	440,000



Industrial Park Development Fund	4,000	4,000
Search & Rescue Fund	3,000	3,000
Seized Property Fund	5,000	5,000
Donation Program Fund	60,000	60,000
Community Action Housing Fund	60,000	60,000
RCO Grant Fund	54,203	54,203
Grant/Construction Fund	100,000	100,000
Street Projects Fund	2,549,613	2,549,613
Inmate Custodial Fund	45,000	45,000
State Collections Fund	50,000	50,000
TOTAL REVENUE & EXPENDITURES ALL FUNDS	\$11,947,959	\$11,895,917

**SECTION 3.** The City Clerk is directed to transmit a copy of the budget hereby adopted to the State Auditor's Office and to the Association of Washington Cities.

**SECTION 4.** Effective Date. This ordinance shall be in full force and take effect five days after its publication.

Passed by the City Council of Forks at a regular meeting thereof held  
the 23<sup>rd</sup> day of December, 2024.

Signed:

\_\_\_\_\_  
Tim Fletcher, Mayor

Authenticated and Attested to:

\_\_\_\_\_  
Caryn DePew, Clerk/Treasurer

Approved as to Form:

\_\_\_\_\_  
William R. Fleck, Attorney/Planner

ORDINANCE NO. 680

AN ORDINANCE OF THE CITY OF FORKS AMENDING FORKS MUNICIPAL CODE PROVISIONS SETTING WATER SERVICE RATES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FORKS AS FOLLOWS:

SECTION 1. PURPOSE

This ordinance is being adopted to adjust the base rate charged for water services, meter rates, and new service connections to meet the necessary obligations, operations, additions, and changes in the Forks Water System. Due to significant increases in material costs associated with the provision of water services, the Council has determined that adjustments are needed in addition to the consumer price index increases required by FMC 13.30.050, which will be 3.8% for 2025. During budget workshops, the Council considered various approaches and determined that an additional ten percent (10%) is necessary to meet the continually increasing material costs experienced by the City.

SECTION 2. Amending FMC 13.30.010 – Meter Rates. Forks Municipal Code 13.30.010 is hereby amended and replaced with the following:

- (1) The following schedule of meter rates shall be the basic rate for 400 cubic feet or less of water used by the consumer:

<u>METER SIZE</u>	<u>INSIDE CITY RATE</u>	<u>OUTSIDE CITY RATE</u>
<u>3/4"</u>	<u>\$ 36.10</u>	<u>\$ 54.16</u>
<u>1</u>	<u>90.26</u>	<u>135.45</u>
<u>1 1/2"</u>	<u>165.43</u>	<u>248.19</u>
<u>2"</u>	<u>288.79</u>	<u>433.16</u>
<u>3"</u>	<u>379.06</u>	<u>568.57</u>
<u>4"</u>	<u>457.22</u>	<u>685.85</u>
<u>6"</u>	<u>541.48</u>	<u>812.25</u>

- (2) The above listed rates are the basic rates for 400 cubic feet or less of water used, and the City shall also charge the following amount for every 100 cubic feet of water used in excess of 400 cubic feet, up to and including 1,000 cubic feet per month as follows:

<u>INSIDE CITY RATE</u>	<u>OUTSIDE CITY RATE</u>
<u>\$4.00</u> per each 100 cubic feet	<u>\$5.89</u> per each 100 cubic feet

For every 100 cubic feet of water used over 1,000 cubic feet, the City shall charge the following:

INSIDE CITY RATE

\$3.04 per each 100 cubic feet

OUTSIDE CITY RATE

\$4.52 per each 100 cubic feet

SECTION 3. Amending FMC 13.30.010 – Meter Rates. Forks Municipal Code 13.30.010 is hereby amended and replaced with the following:

Trailer parks, apartment houses, motels renting units as apartments, without individual meters, will be charged in addition to the minimum and meter charges the sum of \$8.14 per unit for each apartment, trailer, and/or unit in addition to the regular bill.

SECTION 4. Amending FMC 13.30.030 – Connection Charges. Forks Municipal Code 13.30.030 is hereby amended and replaced with the following:

- ~~(1) Service charges for meter installation shall be \$1640.42, up to a three-quarters inch meter (3/4") for installation within the corporate limits of the City of Forks.~~
- ~~(2) Service charges for meter installation shall be \$1866.33, up to a (3/4") for installation outside the corporate limits of the City of Forks.~~

When a new meter is required to be installed in association with a new service, the City will charge for the following:

- 1) the cost paid by the City for all parts used in the installation;
- 2) the hourly rate to the nearest quarter of an hour of each staff member involved in the installation;
- 3) the hourly rate to the nearest quarter of an hour of mechanical equipment used in the installation; and,
- 4) an administrative fee of ten percent (10%) applied to the subtotal of the three components noted above.

The meter will be installed after the estimate is paid. Any remaining amount due above the estimate will be due 30 days after completion of the installation.

SECTION 5. Corrections

The City Attorney, City Clerk and the codifiers of this ordinance are authorized to make any necessary corrections to this ordinance to include such things as scrivener's/clerical errors, references, ordinance number, section/subsection numbers, etc. Any such corrections cannot alter or impair the purposes and objectives associated with the adoption of this ordinance by the City Council.

SECTION 6. Effective Date

This ordinance shall take affect five days following its passage and publication, with the rate adjustment applied to the February 2025 billing cycle.

PASSED BY THE CITY COUNCIL OF THE CITY OF FORKS, STATE OF WASHINGTON, THIS  
23<sup>rd</sup> DAY OF DECEMBER 2024.

---

TIM FLETCHER, MAYOR

ATTESTED AND AUTHENTICATED TO:

APPROVED AS TO FORM:

---

CARYN DEPEW, CITY CLERK/TREASURER

---

WILLIAM R. FLECK, CITY ATTORNEY

ORDINANCE NO. 681

AN ORDINANCE OF THE CITY OF FORKS AMENDING FORKS MUNICIPAL CODE  
PROVISIONS SETTING SEWER SERVICE RATES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FORKS AS FOLLOWS:

SECTION 1. PURPOSE

This ordinance is designed to increase sewer service rates to meet the necessary obligations, operations, additions, and changes in the Forks Sanitary Sewer System. Due to significant increases in material costs associated with the provision of sewer services, the Council has determined that adjustments are needed in addition to the consumer price index increases required by FMC 13.30.050, which will be 3.8% for 2025. During budget workshops, the Council considered various approaches and determined that an additional ten percent (10%) is necessary to meet the continually increasing material costs experienced by the City.

SECTION 2. Amending FMC 13.10.010. Forks Municipal Code 13.10.010 is hereby amended and replaced with the following:

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 due when billed:

Separate family residence including each unit of a duplex.	<u>\$48.21</u> per unit
Apartment houses, meaning any multi-family residential structure or complex containing three (3) or more residential units.	<u>\$48.21</u> per unit
Mobile home courts	<u>\$48.21</u> per occupied mobile home space and <u>\$6.86</u> per recreational vehicle space
All others	<u>\$48.21</u> for the first 700 cubic feet of water consumption and <u>\$0.069</u> per cubic foot of water consumption thereafter

### SECTION 3. Corrections

The City Attorney, City Clerk and the codifiers of this ordinance are authorized to make any necessary corrections to this ordinance to include such things as scrivener's/clerical errors, references, ordinance number, section/subsection numbers, etc. Any such corrections cannot alter or impair the purposes and objectives associated with the adoption of this ordinance by the City Council.

### SECTION 4. Effective Date

This ordinance shall take affect five days following its passage and publication, with the rate adjustment applied to the February 2025 billing cycle.

PASSED BY THE CITY COUNCIL OF THE CITY OF FORKS, STATE OF WASHINGTON, THIS  
23<sup>rd</sup> DAY OF DECEMBER 2024.

---

TIM FLETCHER, MAYOR

ATTESTED AND AUTHENTICATED TO:

APPROVED AS TO FORM:

---

CARYN DEPEW, CITY CLERK/TREASURER

---

WILLIAM R. FLECK, CITY ATTORNEY

Ordinance No. 682

An ordinance authorizing an interfund loan  
from the Current Expense Fund to the Street Project Fund

WHEREAS, the City undertook work in 2024 on the City's streets and that work was to be reimbursed by the State of Washington pursuant to a grant award the City had received associated with the Bogachiel Way Project;

WHEREAS, events transpired where the work was paid for, but the reimbursement was not completed and finalized with the State prior to the end of 2024;

WHEREAS, an interfund loan is required to address the matter and to properly account for the transactions that took place and complete the necessary reports within the City's annual reporting;

WHEREAS, the loan amount from the Current Expense Fund to the Street Project Fund would be for the sum of \$394,125 with the repayment to be from the awarded grant funds from the State expected to be received no later than 28 February 2025;

BASED THEREON, THE CITY COUNCIL OF THE CITY OF FORKS DO ORDAIN AS  
FOLLOWS:

Section 1. The recitals above are hereby adopted by the City Council as the findings for this ordinance.

Section 2. Interfund Loan Authorized. The City Council hereby authorizes an interfund loan subject to the terms and conditions as follows:

- (a) An interfund loan in an amount not to exceed \$389,830 is hereby approved to be made from the Current Expense Fund to the Street Fund.
- (b) Per State guidelines, this type of transaction need not require interest to be imposed upon the interfund loan.
- (c) This loan is to be considered "temporary" and not a "permanent diversion" of funds.
- (d) The loan period is set for two months with the payment of principal due at or prior to the end of the second-month loan period.
- (e) The loan period above may be extended for an additional 30 days.

Section 3. Effective Date. This ordinance shall take effect five days after it has been published within the City's journal of record as provided for by law.



Passed by the City Council on this 23rd day of December, 2024

---

Tim Fletcher, Mayor

Authenticated and Attested to:

Approved as to Form:

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Caryn Depew  
Clerk/Treasurer

---

William R. Fleck  
Attorney/Planner

Agency: City of Forks  
Address: 500 E Division St  
Forks, WA 98331  
Federal Tax ID No. 91-6001432  
Agency Use:

**Local Programs Progress Billing**

**Federal Funded Project**

Federal Aid Number: A056(001)  
Agreement Number: LA-10194  
Last Supplement :  
Project Title: Bogachiel Way Overlay  
Project End Date: 12/31/2024

Progress Bill No: 7  
Final Progress Bill? no  
Billing Period from: 10/31/2024  
through: 12/9/2024  
CN Award Date:

PE		1	2	3	4	5	6	7	8	9
		Total Eligible This Period	Amount Eligible Prior Periods	Total Eligible To Date	Participation Rate	Amount Claimed This Period Col 1 x Col 4	Amount Claimed Prior Periods	Total Claimed To Date Col 5 + Col 6	Amount Authorized Per Agreement	Remaining Federal/State Funds Col 8 - Col 7
	a - Agency		57,903.75	57,903.75	86.5000%	0.00	48,270.00	48,270.00	48,270.00	0.00
	b - Consultant			0.00	0.0000%	0.00	0.00	0.00		0.00
	c -			0.00	0.0000%	0.00	0.00	0.00		0.00
	d -			0.00	0.0000%	0.00	0.00	0.00	1,730.00	1,730.00
	e -			0.00	0.0000%	0.00	0.00	0.00		0.00
	f -									
Total Preliminary Engineering g		0.00	57,903.75	57,903.75		0.00	48,270.00	48,270.00	50,000.00	1,730.00
RW	h - Agency	0.00	0.00	0.00	86.5000%	0.00	0.00	0.00	0.00	0.00
	i -			0.00	0.0000%	0.00		0.00		0.00
	j -			0.00	0.0000%	0.00		0.00		0.00
	k -			0.00	0.0000%	0.00		0.00		0.00
	l -			0.00	0.0000%	0.00		0.00		0.00
	m -			0.00	0.0000%	0.00		0.00		0.00
	n -			0.00	0.0000%	0.00		0.00		0.00
	Total Right of Way o	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
CN	p - Contract		398,219.40	398,219.40	86.5000%	0.00	344,459.78	344,459.78	427,548.00	83,088.22
	q - Consultant	56,505.43	0.00	56,505.43	86.5000%	48,877.20	0.00	48,877.20	49,738.00	860.80
	r -			0.00		0.00		0.00		0.00
	s -			0.00		0.00		0.00		0.00
	t -			0.00		0.00		0.00		0.00
	u -									
	v -			0.00		0.00		0.00		0.00
CE	w - Agency	0.00	932.68	932.68	86.5000%	0.00	806.77	806.77	9,473.00	8,666.23
	x -									
	y -									
	z -			0.00		0.00		0.00		0.00
Total Construction		56,505.43	399,152.08	455,657.51		48,877.20	345,266.55	394,143.75	486,759.00	92,615.25
TOTAL PROJECT		56,505.43	457,055.83	513,561.26		48,877.20	393,536.55	442,413.75	536,759.00	94,345.25

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (US Code Title 18, Section 1001 and Title 31. Sections 3729-3730 and 3801-3812).

Submit to HQ Local Programs  
hqlpbillings@wsdot.wa.gov

WSDOT Local Programs  
PO BOX 47390  
Olympia, WA 98504-7390

Form Revision 11/30/2023

Signee

Title

Date

Revised 12/18/2024



Agency: City of Forks

Address: 500 E Division St

Forks, WA 98331

Federal Tax ID No. 91-6001432

Agency Use:

## Local Programs Progress Billing

## Federal Funded Project

Federal Aid Number

A056(001)

Agreement Number:

LA-10194

Last Supplement :

Project Title:

Bogachiel Way Overlay

Project End Date:

12/31/2024

Progress Bill No:

6

Final Progress Bill?

no

Billing Period from:

5/1/2024

through:

10/30/2024

CN Award Date

PE	1	2	3	4	5	6	7	8	9
	Total Eligible This Period	Amount Eligible Prior Periods	Total Eligible To Date	Participation Rate	Amount Claimed This Period Col 1 x Col 4	Amount Claimed Prior Periods	Total Claimed To Date Col 5 + Col 6	Amount Authorized Per Agreement	Remaining Federal/State Funds Col 8 - Col 7
a - Agency		57,903.75	57,903.75	86.5000%	0.00	48,270.00	48,270.00	48,270.00	0.00
b - Consultant			0.00	0.0000%	0.00	0.00	0.00		0.00
c -			0.00	0.0000%	0.00	0.00	0.00		0.00
d -			0.00	0.0000%	0.00	0.00	0.00	1,730.00	1,730.00
e -			0.00	0.0000%	0.00	0.00	0.00		0.00
f -									
Total Preliminary Engineering g	0.00	57,903.75	57,903.75		0.00	48,270.00	48,270.00	50,000.00	1,730.00
RW									
h - Agency	0.00	0.00	0.00	86.5000%	0.00	0.00	0.00	0.00	0.00
i -			0.00	0.0000%	0.00		0.00		0.00
j -			0.00	0.0000%	0.00		0.00		0.00
k -			0.00	0.0000%	0.00		0.00		0.00
l -			0.00	0.0000%	0.00		0.00		0.00
m -			0.00	0.0000%	0.00		0.00		0.00
n -			0.00	0.0000%	0.00		0.00		0.00
Total Right of Way o	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
CN									
p - Contract	398,219.40	0.00	398,219.40	86.5000%	344,459.78	0.00	344,459.78	427,548.00	83,088.22
q - Consultant			0.00		0.00		0.00	49,738.00	49,738.00
r -			0.00		0.00		0.00		0.00
s -			0.00		0.00		0.00		0.00
t -			0.00		0.00		0.00		0.00
u -									
v -			0.00		0.00		0.00		0.00
CE									
w - Agency	932.68	0.00	932.68	86.5000%	806.77		806.77	9,473.00	8,666.23
x -									
y -									
z -			0.00		0.00		0.00		0.00
Total Construction	399,152.08	0.00	399,152.08		345,266.55	0.00	345,266.55	486,759.00	141,492.45
TOTAL PROJECT	399,152.08	57,903.75	457,055.83		345,266.55	48,270.00	393,536.55	536,759.00	143,222.45

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements, and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (US Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Submit to HQ Local Programs  
hqlpbillings@wsdot.wa.gov

WSDOT Local Programs  
PO BOX 47390  
Olympia, WA 98504-7390

Form Revision 11/30/2023

  
Signee

  
Title

  
Date

Revised 10/30/2024

## Rod Fleck

---

**From:** Meck, Dale <dale.meck@fema.dhs.gov>  
**Sent:** Monday, July 29, 2024 9:01 AM  
**To:** Rod Fleck  
**Cc:** Burducea, Carmen  
**Subject:** RE: Forks - Flood Risk Review Meeting Follow up

Hi Rod,

We will look in to our options here and get back to you. Regards,

-d

Dale Meck  
Engineer | Mitigation Division | FEMA Region 10  
Mobile: (202) 285-2671  
[dale.meck@fema.dhs.gov](mailto:dale.meck@fema.dhs.gov)

**From:** Rod Fleck <rodf@forkswashington.org>  
**Sent:** Wednesday, July 24, 2024 5:03 PM  
**To:** Burducea, Carmen <carmen.burducea@stantec.com>; Meck, Dale <dale.meck@fema.dhs.gov>  
**Subject:** Forks - Flood Risk Review Meeting Follow up

**CAUTION:** This email originated from outside of DHS. DO NOT click links or open attachments unless you recognize and/or trust the sender. Please select the Phish Alert Report button on the top right of your screen to report this email if it is unsolicited or suspicious in nature.

Good morning from a rainy Forks.

On Monday night, I shared with the City Council portions of the presentation that you and your colleagues so kindly did for me regarding the Forks Risk and the FY 20 Riverine Physical Map Revision. Based upon the presentation, the City is interested in learning more about ways to reduce the potential of nuisance flooding that may occur, based upon the model's analysis, in the area east of SR 101/Forks Avenue between East E Street and East G Street. As the City does not have engineering staff or contractors familiar with this type of modeling, we would request assistance from FEMA and the StarII team on issues associated with the various culverted crossings of SR 101/Forks Avenue that could be utilized to reduce nuisance flooding.

The City is also very grateful for the work being done to date on the areas west of SR 101/Forks Avenue. Doing the detailed mapping of Warner Creek appears to be changing the application of floodway designations in this part of our community. The City is looking forward to a future public meeting in Forks to learn more about this and share this information with the Community.

Thank you for your time and consideration of this request from the City.

Sincerely,

Rod

William R. Fleck

## Rod Fleck

---

**From:** Meck, Dale <dale.meck@fema.dhs.gov>  
**Sent:** Monday, December 16, 2024 11:19 AM  
**To:** Rod Fleck  
**Cc:** Ragan, Ryon; Horvath, Quinn  
**Subject:** FEMA flood mapping - mitigation scenarios in Forks  
**Attachments:** RE: Forks - Flood Risk Review Meeting Follow up

Hi Rod,

I left you a brief voicemail – following up to connect you with Ryon Ragan (cc'ed) who is going to be the project manager for the flood mitigation scenarios effort we discussed (related thread attached). This is an initial pilot effort on our end to test out what we call "Mitigation Planning Technical Assistance". We are hoping to be able to provide more support like this in conjunction with flood map updates for other communities in the future. Looking forward to working with the City of Forks on this work!

Ryon will coordinate with you to get a call scheduled in January to discuss the project scope and timeline in more detail.

Here's a summary of the scope:.

### Scope

The goal of the Mitigation Planning and Technical Assistance project for Forks, WA is to provide additional hydraulic model scenarios to inform future efforts to mitigate flooding. The scenarios would be based on the existing Warner Creek 2D hydraulic model used to support the FY20 Physical Map Revision. Changes would be made to assess the impact of culvert replacement or similar mitigation options at key locations. The technical assistance was requested by the community as part of the Flood Risk Review comments. To provide the greatest benefit to the community, the scope includes a project kickoff meeting to confirm the mitigation scenarios and collect any community data that might be available. A separate meeting would be held to review the results of the hydraulic model and confirm the data presented on exhibits provided as part of the project.

Happy Holidays!

-dale

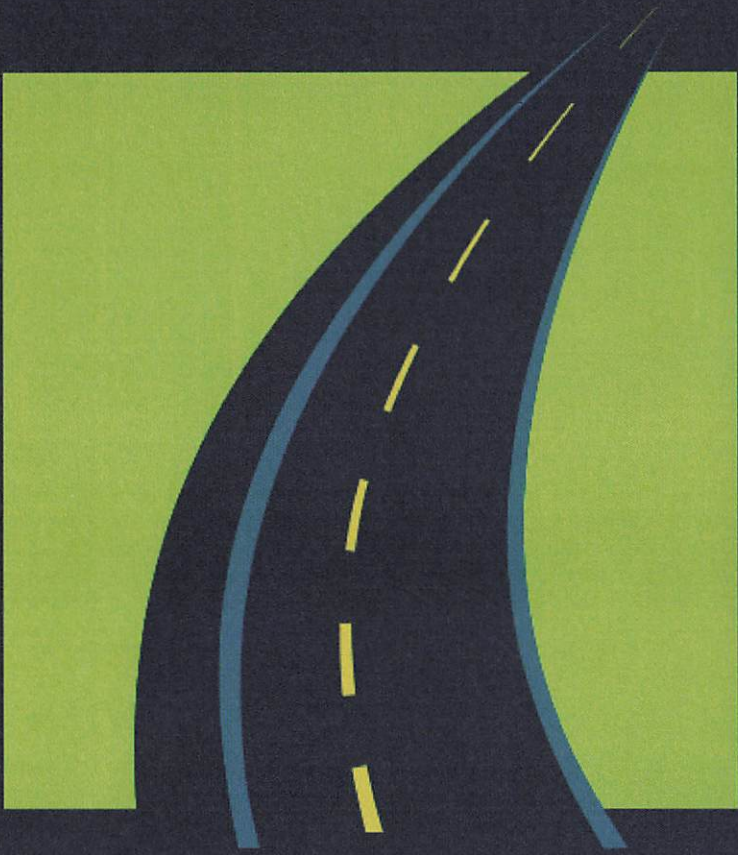
Dale Meck, P.E., CFM  
Engineer | Mitigation Division | Region 10  
Mobile: (202) 285-2671  
[dale.meck@fema.dhs.gov](mailto:dale.meck@fema.dhs.gov)

Federal Emergency Management Agency  
[fema.gov](https://www.fema.gov)



# FEMA





# Washington State Road Usage Charge Assessment

Reema Griffith  
Executive Director

Washington State Transportation Commission



# The Problem

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 WA RUC

Taxing fuel is no longer a reliable, equitable source of funding

# Two Cars and Two *Very* Different Fuel Taxes

---

**2009 TOYOTA CAMRY**



**25 MPG**

**\$198 State fuel tax paid**

**2023 TOYOTA CAMRY HYBRID**



**52 MPG**

**\$95 State fuel tax paid**

*(in addition to \$75 hybrid fee)*



# Electric Vehicle Adoption is Accelerating Nationally and in Washington



Washington ranks **2<sup>nd</sup>** **nationally** (behind California) in EV market share



**19%** of new vehicles registered in 2023 in Washington were electric or plug-in hybrid electric vehicles (PHEVs)

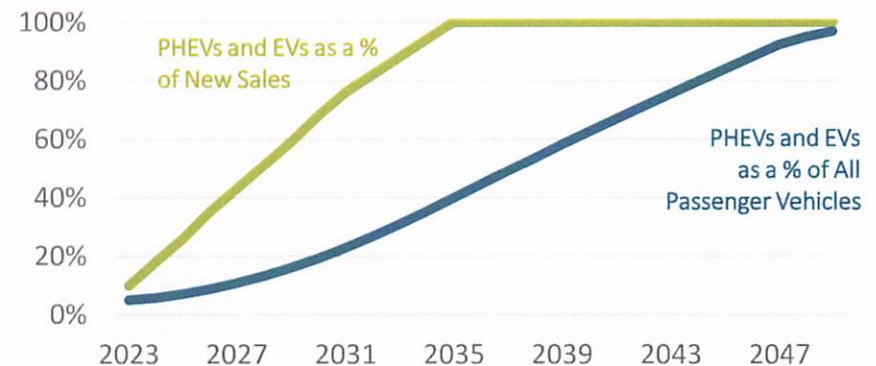


**1 in 5 new cars** sold is an EV or PHEV

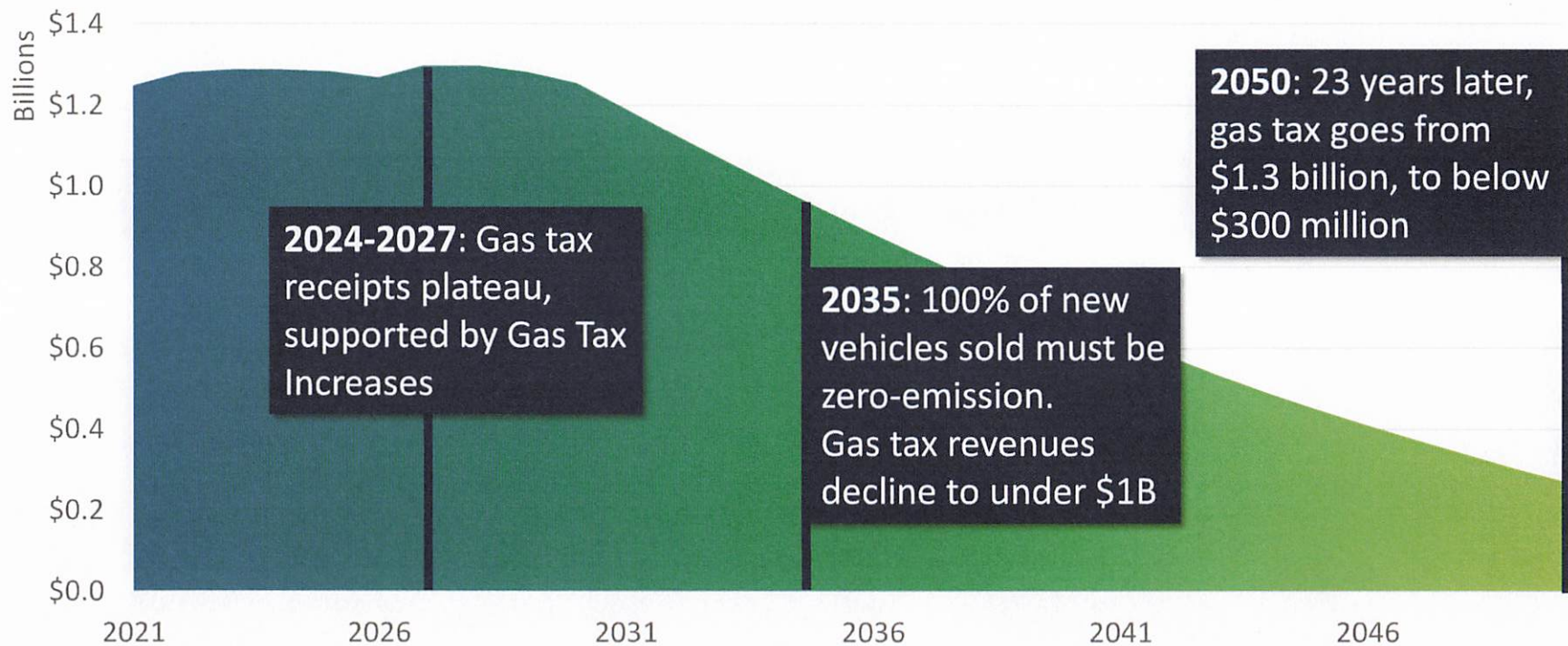


100% of **new car** sales by 2035 must be zero-emission

*Washington State implementing Clean-Cars II requirements that 100% of new vehicle sales by 2035 be EVs or PHEVs. It will take another 20+ years for the entire on-road fleet to reach 100% EV or PHEV*



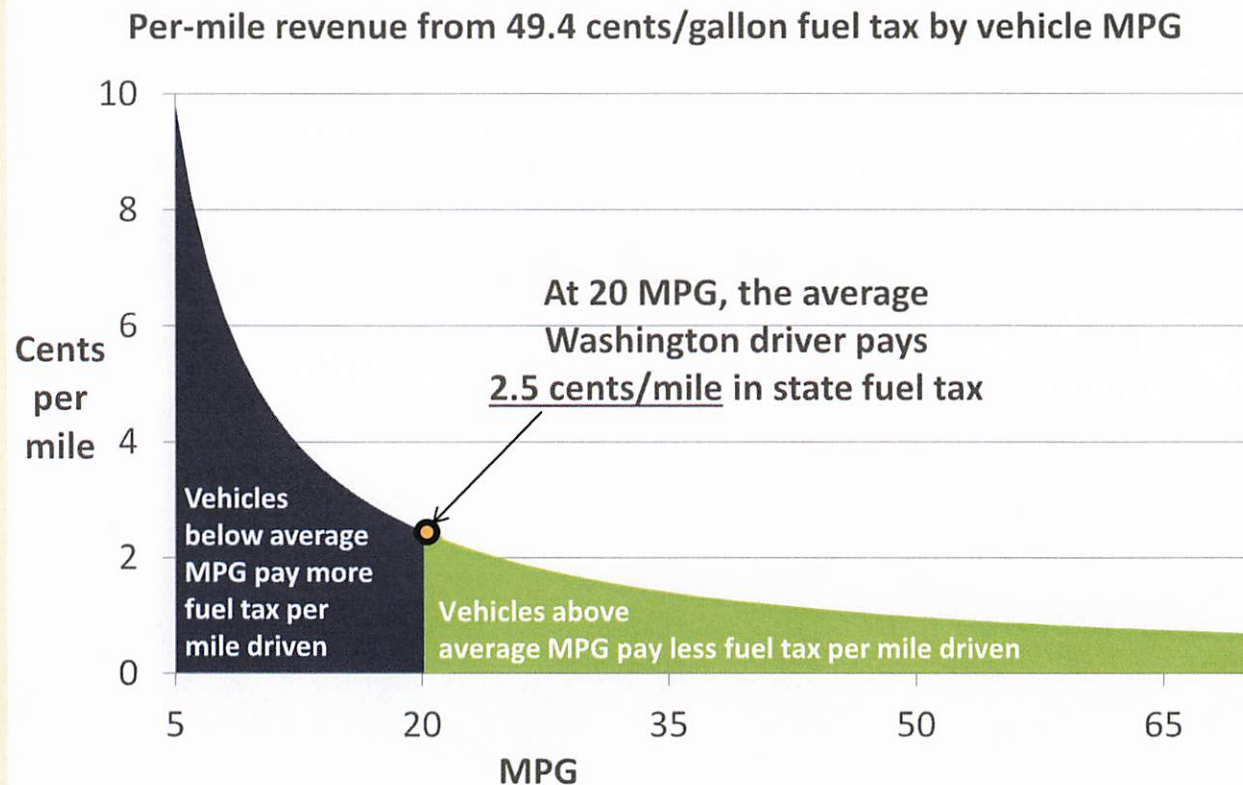
# Gasoline Tax Revenues Decline as Fuel Efficiency Grows





# Taxing Gallons Has Fairness & Equity Challenges

- The gas tax is fair because it is based on a simple principle: user pays, user benefits.
- As vehicles become more fuel efficient and alternative fuels emerge, this principle is shifting to a “some users pay/all users benefit.”
- RUC returns us to the user pay, user benefits principle.



## Key Findings

### Cost Impact to Taxpayers

---

 WA RUC

Drivers would pay RUC OR Gas tax – not both



# RUC Charges Will Not Be on Top of The Gas Tax

**Gas taxes paid will be treated as a pre-payment or credit towards RUC charges:**



The amount of fuel tax a driver pays can be directly measured or estimated using miles driven and EPA fuel economy ratings.



**Other benefits of leaving the gas tax in place:**



Supports seamless interstate travel.  
NOTE: Only 5-8% of total VMT is attributable to out-of-state drivers.



Enables small, incremental payments (gas tax paid at the pump) toward RUC for gas cars.



Serves as a natural backstop against tax evasion.



Ensures Washington state can meet its legal requirements for outstanding bonds.

## Key Findings

### Impacts to EV Adoption & Climate Goals



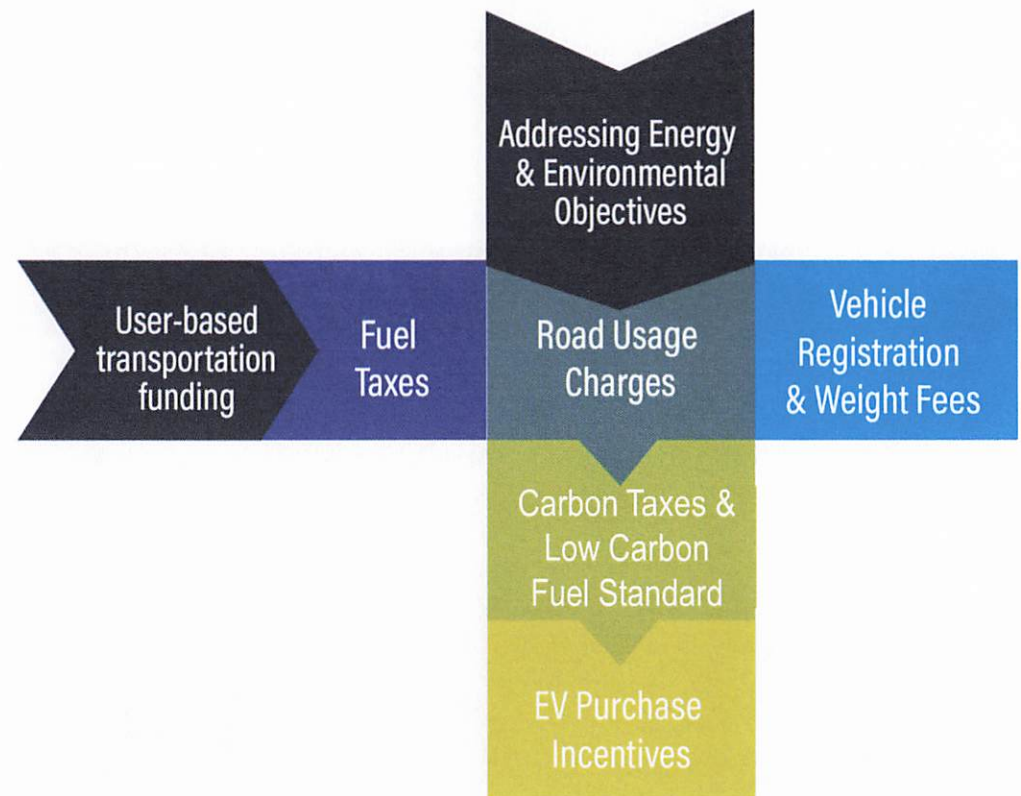
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RUC supports the transition to EVs & alternative fuels



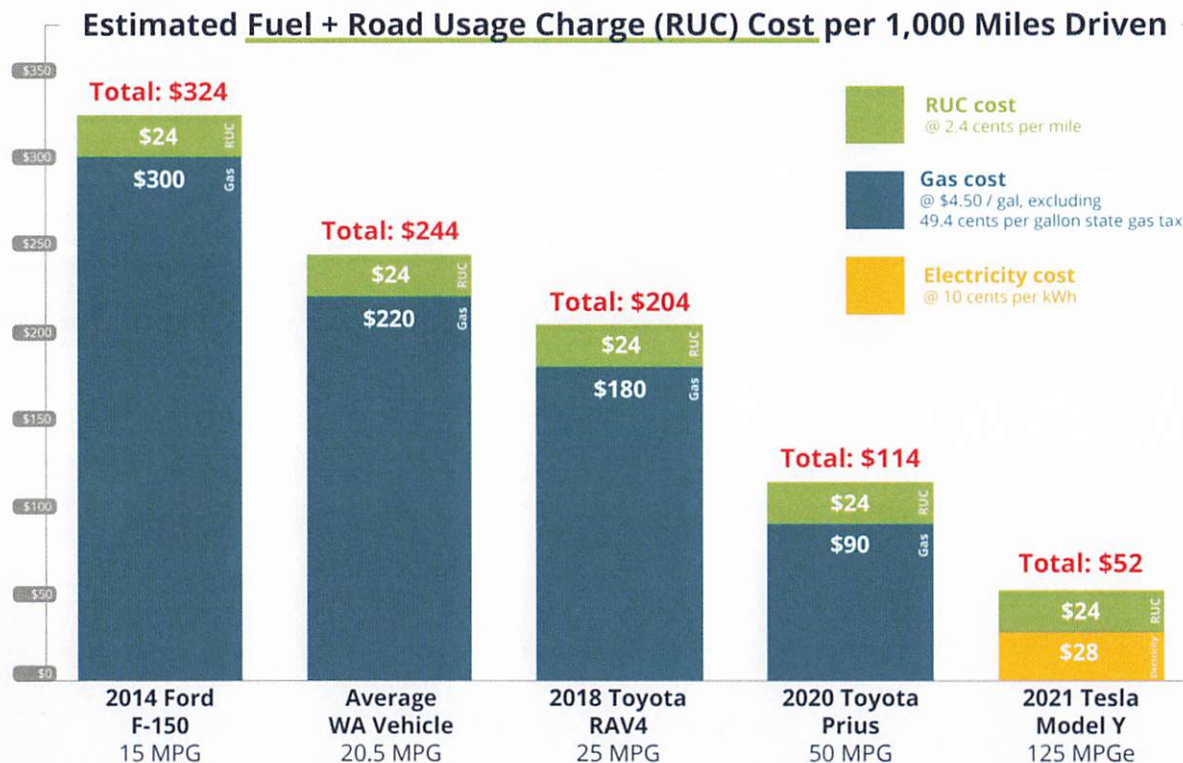
# RUC Harmonizes Funding and Climate Goals

- **Removes the need to rely on the consumption of fossil fuels** to fund our transportation system.
- **RUC is an alternative to current flat registration fees for EVs and hybrids** (\$225 and \$75 respectively).
- Provides **sustainable funding for infrastructure** that will be used increasingly by highly fuel-efficient and alternatively fueled vehicles.





# EVs Maintain Overall Operating Cost Advantage in a RUC System



While RUC does result in drivers of fuel efficient vehicles paying a little more in taxes for transportation as compared to the gas tax, the overall cost advantage of owning a fuel efficient, hybrid, or EV remains significant. For example, under RUC, owners of a Prius will pay \$210 per month less than the Ford pickup truck driver.

➤ EV drivers maintain a significant **operating cost advantage under RUC**, compared to gas-powered vehicles, given fuel costs remain a significant cost.

➤ Under a future RUC system, **participating EVs & hybrids would not pay the current flat annual registration fees.**  
(EVs = \$225; hybrids = \$75)



## Key Findings

### Impact to Rural, Long-Distance & Low-Income Drivers

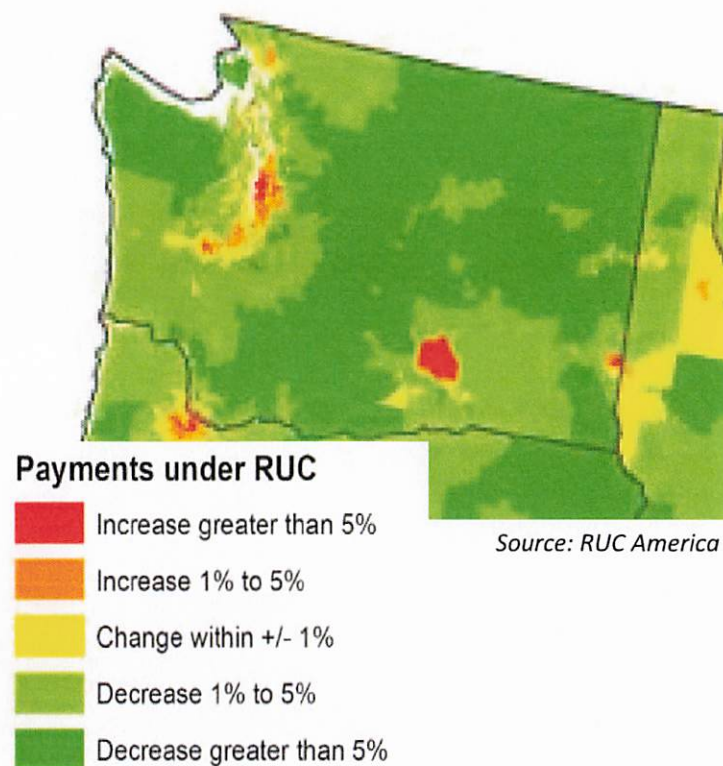
 WA RUC

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What you drive, not how far you drive determines the impact of RUC relative to gas taxes

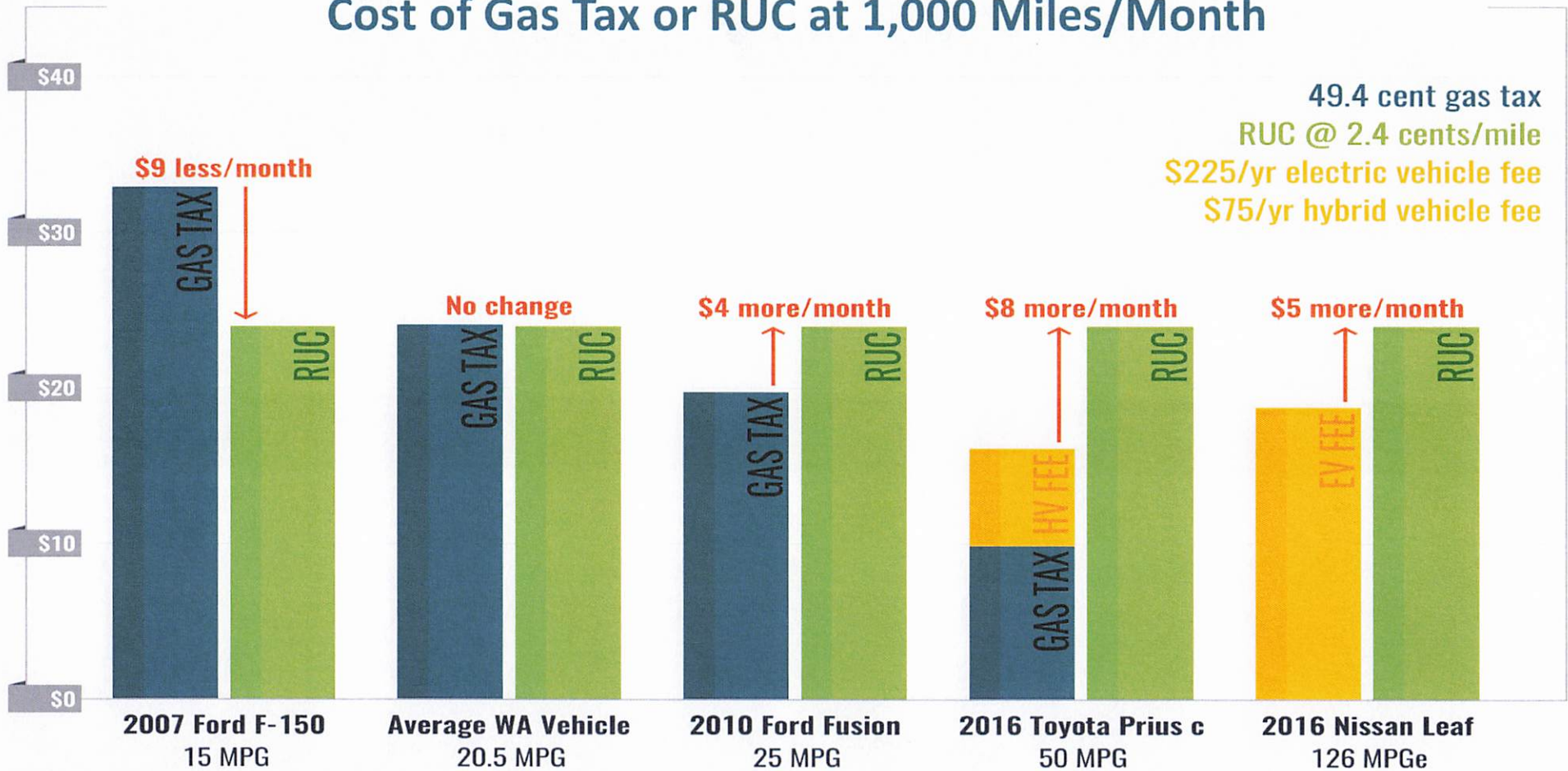
# Rural, Long-Distance Drivers & Low-Income Drivers Will Pay Less Under RUC

- Residents in rural and lower-income areas tend to own vehicles with lower fuel-efficiency (low MPG) on average.
- **Lower MPG = higher costs for fuel and fuel tax.**
- Rather than paying as much as **4 to 6 cents per mile today under the state gas tax, drivers of low MPG vehicles would pay less under a flat RUC rate of 2.5 cents per mile.**





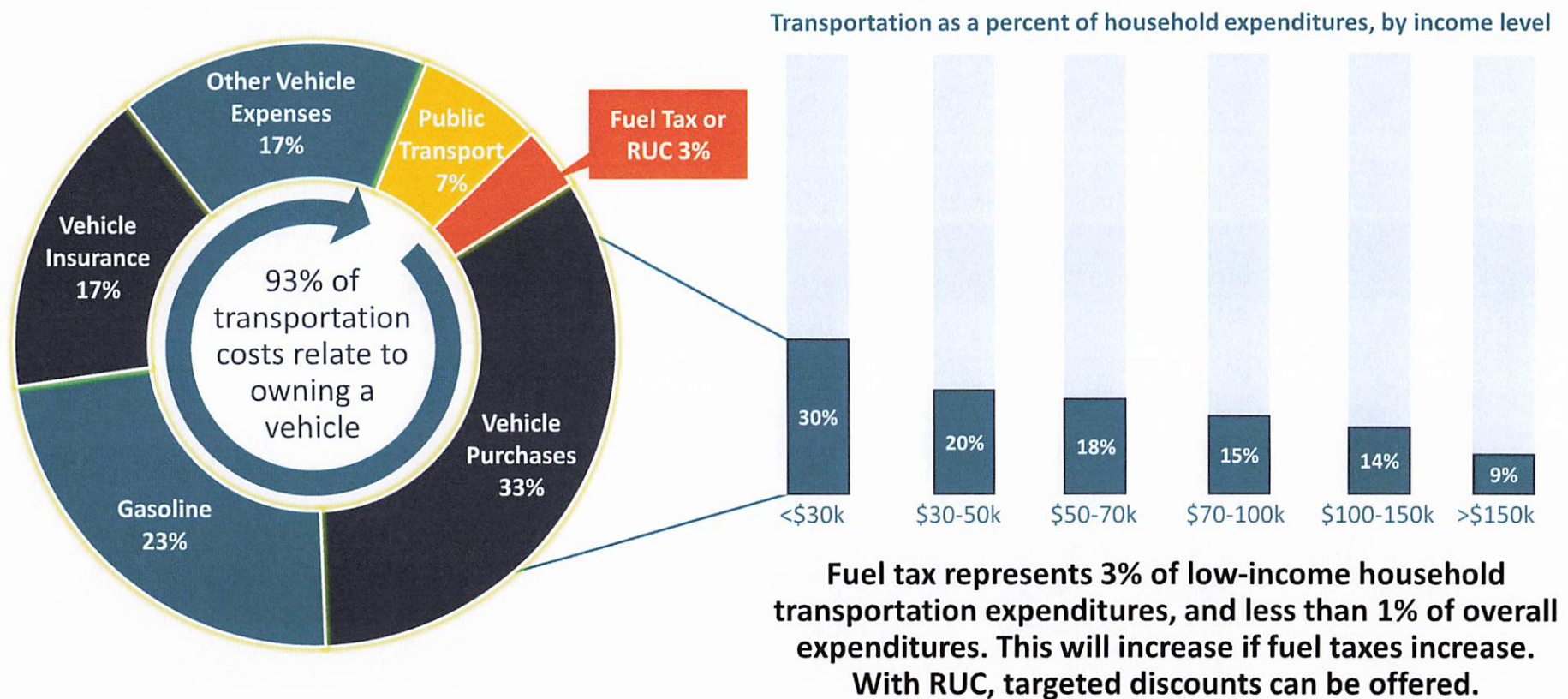
## Cost of Gas Tax or RUC at 1,000 Miles/Month



What you drive will determine the cost impact of RUC:

- Less fuel efficient vehicles will see a decrease in the amount of taxes paid
- More fuel efficient vehicles will see an increase in the amount of taxes paid
- The total effect is that all drivers pay the same rate to use the roads—regardless of their vehicle's MPG

# Transportation Taxes Are a Small Proportion of Household Costs





# Key Findings

## Impact to Privacy

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 WA RUC

It starts with system design, user choice, and legal protections

# RUC Does Not Require GPS Technology – Privacy Can be Protected

---

1 2 3 4 5

The only **new piece of information needed** for RUC that the state Department of Licensing does not already collect is **total miles driven**.



Drivers would **decide how to report their miles**, including **whether to use location services**.



RUC **enabling law** can include **provisions to protect privacy**, drawing on the Commission's model policy.



Any mileage reporting method that **uses location services is strictly for the convenience of the driver** (e.g., to automatically deduct out-of-state and off-road miles).



# Drivers Pick How they Want to Report Miles



## Odometer Reading (28% in pilot)

- Post-pay for miles reported quarterly
- Report miles either electronically or in person



## Mileage Permit (1% in pilot)

- Pre-select a block of miles (1,000, 5,000, 10,000)
- Report odometer either electronically or in person every three months
- Obtain additional miles as needed to keep mileage permit valid



## MileMapper Smartphone App – GPS on/off (14% in pilot)

- Navigational GPS can be turned on/off
- Available only on iPhone iOS
- Records miles using a smartphone
- Works with all vehicles



## Plug-in Devices - With Or Without GPS (56% in pilot – 19% w/o GPS/ 37% w/GPS)

- Automated mileage meter with GPS and non-GPS options
- Plugs into OBD-II ports in vehicles 1996 or newer
- GPS-enabled devices automatically deduct out-of-state miles

Low-Tech

High-Tech

## Key Findings

# RUC Enrollment Pilot & Survey



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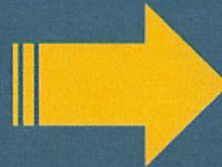
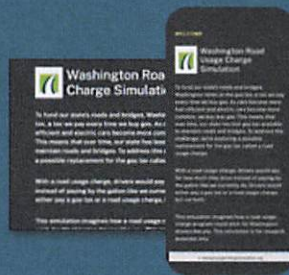
Driver's experienced signing up for RUC for the first time and learned about personal impacts



# Online Enrollment, Reporting, and Payment Simulation – Results

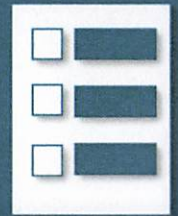
## SIMULATION

Participants engage with an online simulated RUC payment platform



## SURVEY

Simulator participants provide feedback on their experiences and opinions



**1,145**  
Participants



**5 min. 20 sec.**  
to enroll



**\$29.64**  
Ave. RUC  
Owed

**70%**

Were very satisfied with the payment & reporting process

**85%**

Said no steps were difficult to complete

**56%**

Took less than 5 minutes to complete process

20  
15

# Findings from Participant Surveys



**1** Most **supported** a transition to RUC



**2** Most wanted to **self-report** mileage



**3** Most **did not want flexible payments**, but those who did tended to have lower household incomes



**4** Most believed in the importance of claiming **exempt out-of-state and off-road miles**





# RUC in Washington – The Transition

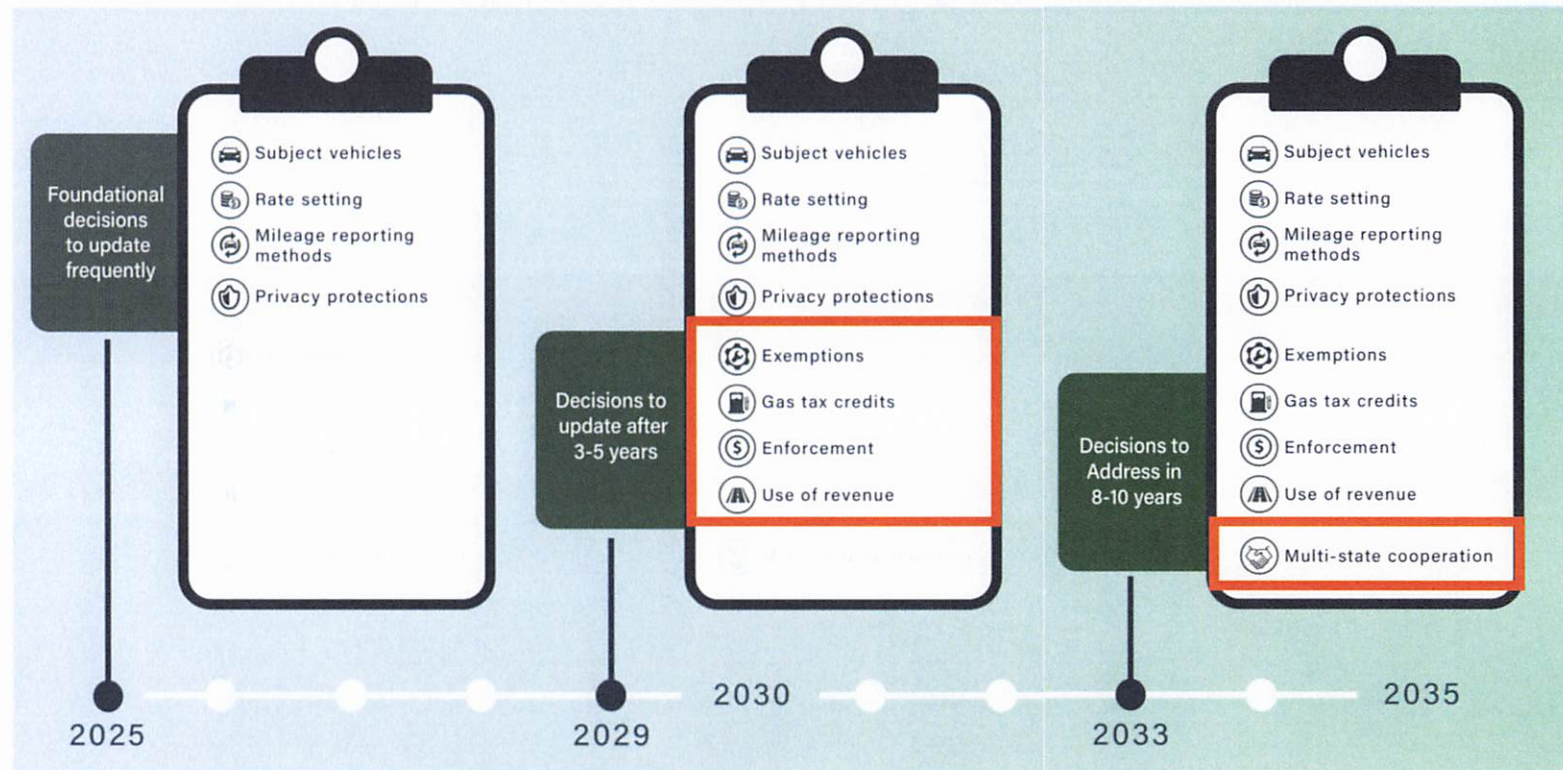
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Moving from the gas tax to RUC will be like turning a dial – rather than flipping a switch

# Decision Points for a Transition

- Key milestone decisions are indicated here as an illustration of how a RUC transition could advance. *(Legislative proposals may differ).*
- Key decisions would need to be updated and revisited periodically.





# DRAFT Guiding Principles for 2025 Road Usage Charge Legislation

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## Overall objective:

**Generate sustainable, long-term revenue for transportation**

1. **Fairness:** Ensure drivers pay for their usage of public roads.
2. **Privacy:** Establish legislation that protects driver privacy and their data.
3. **Reporting:** Provide convenient reporting options for drivers.
4. **Transition:** Structure a mileage-based program that is implemented in stages to allow for effective operations that also encourages consumer participation.



# THANK YOU!

**Reema Griffith, Executive Director**  
**Washington State Transportation Commission**  
**griffir@wstc.wa.gov**  
**360-705-7070**

Consultant support provided by:

**CDM  
Smith®**

**BERK**

**ei** enviroissues

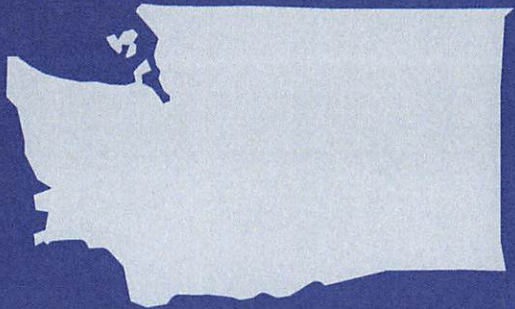
**Yates**  
Consulting  
Group



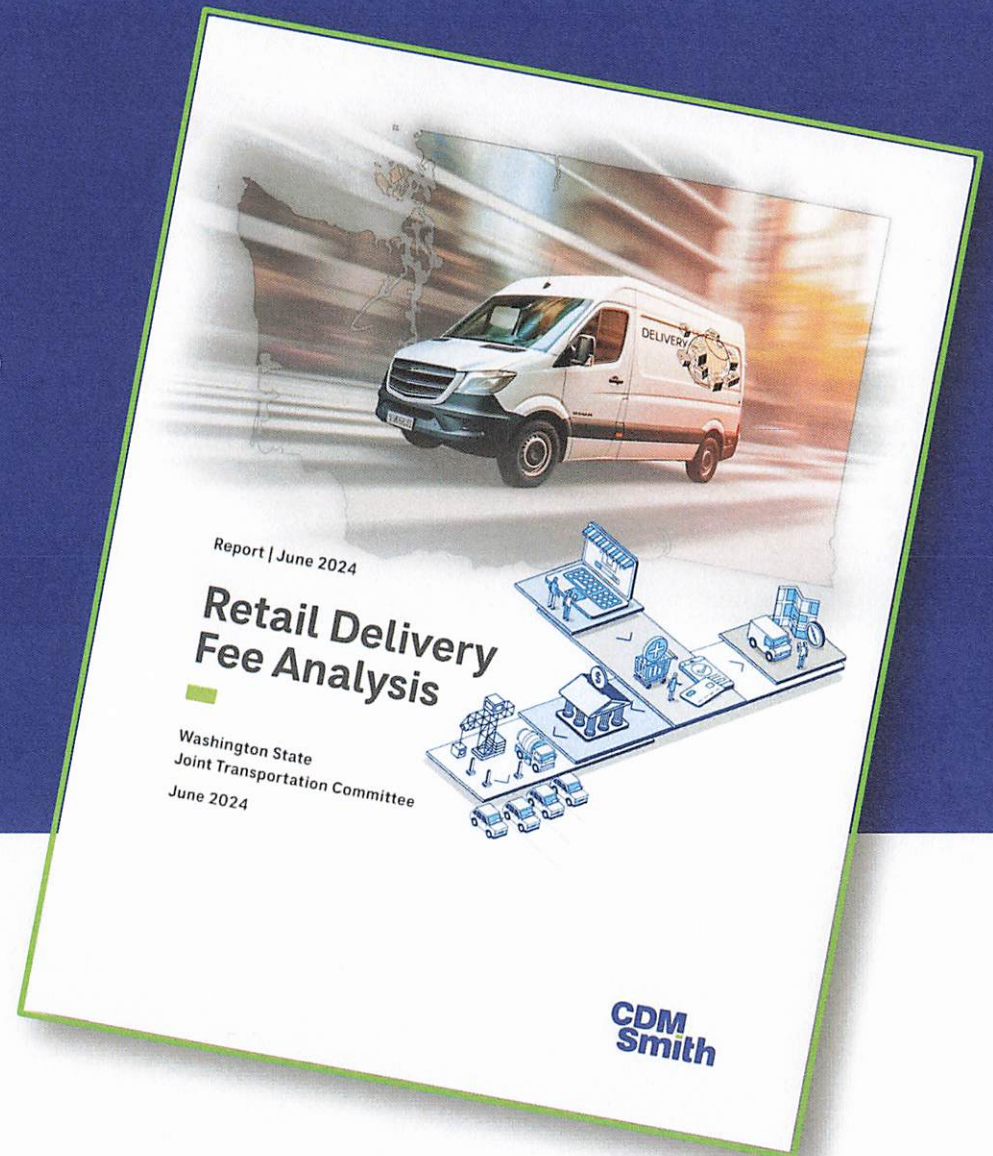
*Forward Drive final report available  
at [waroadusagecharge.org](http://waroadusagecharge.org)*

**WA RUC**

# Joint Transportation Committee: Retail Delivery Fee Analysis



Association of Washington Cities  
December 10, 2024  
Andrew McLean, CDM Smith





## Funding conundrum: more driving but less gas tax



The gas tax is no longer a sustainable transportation revenue source. As vehicles become more fuel efficient and electric vehicles more prevalent, drivers are purchasing less fuel—or none at all.



**Inflation**  
of Construction Costs



**Flat/Declining**  
Revenue



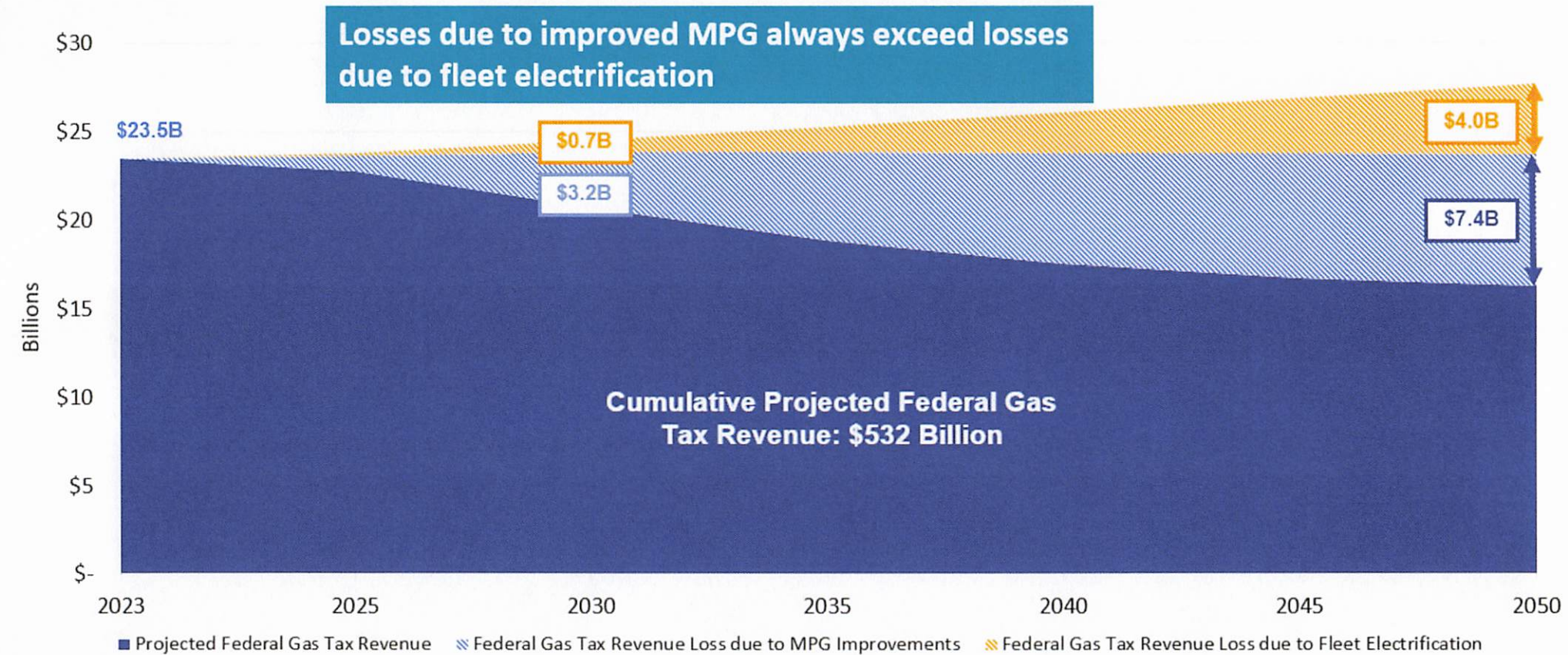
**Greater**  
Fuel-Efficient Vehicles



**More**  
Electric Vehicles

# Federal Gas Tax Revenue Stream

Slow EV Adoption (EIA)

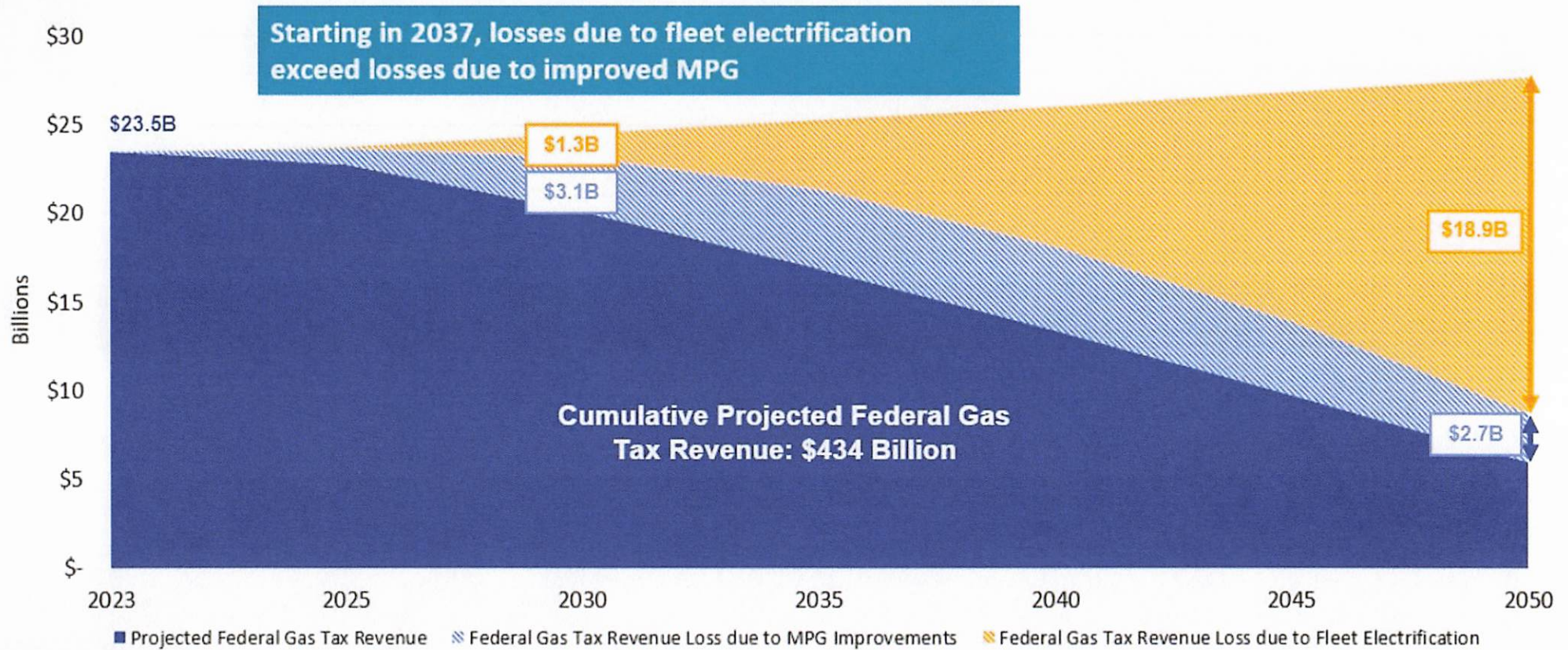


Note: Nominal dollars.



# Federal Gas Tax Revenue Stream

*Faster EV Adoption Scenario*

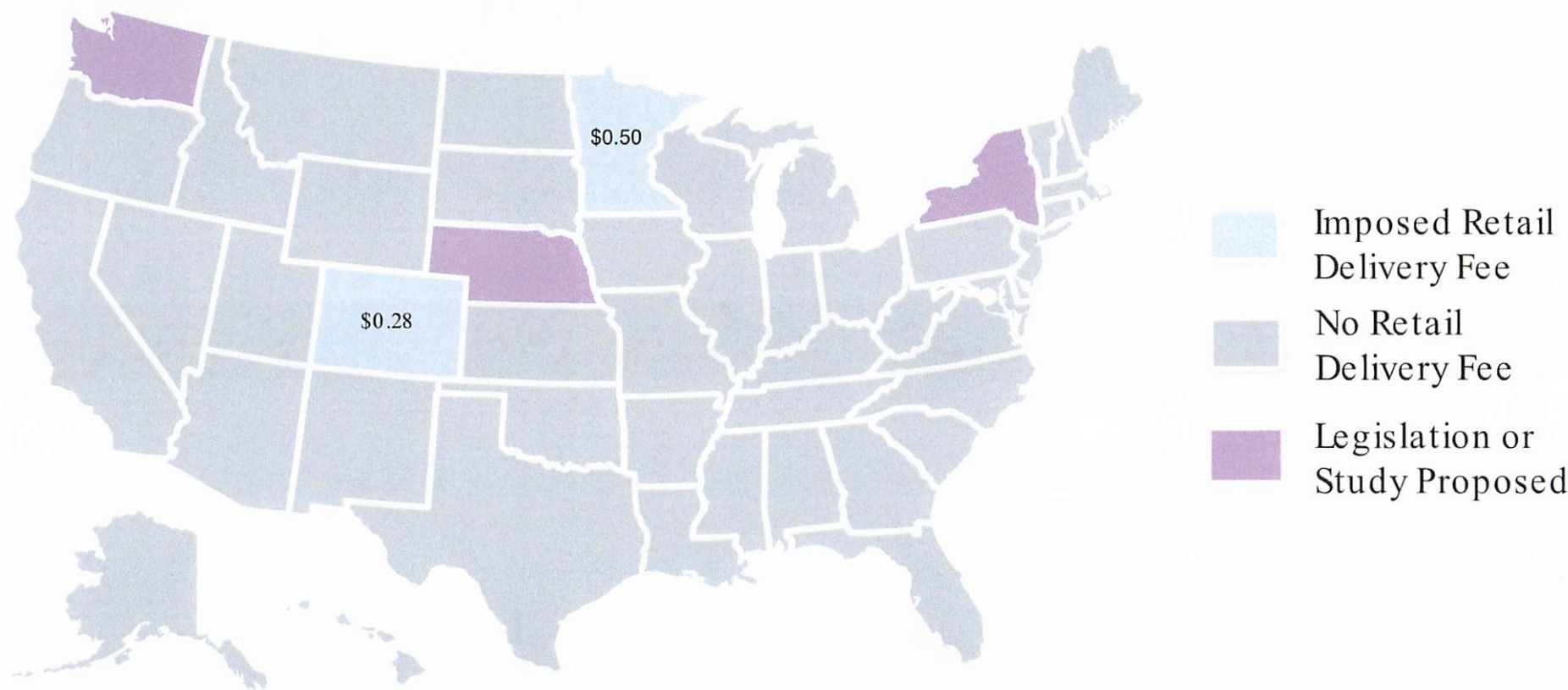


Note: Nominal dollars.





# 2024 Retail Delivery Fees by State

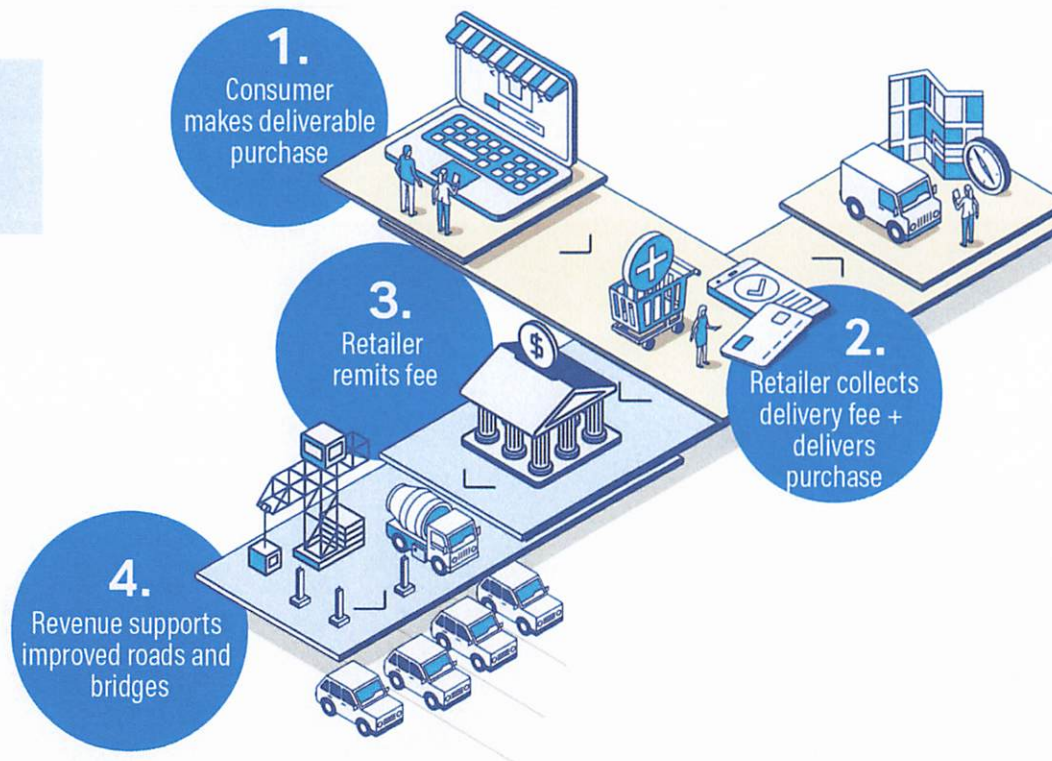


Sources: [2023-sut-legislative-bulletin.pdf\(state.mn.us\)](#), [2023-sut-legislative-bulletin.pdf\(state.mn.us\)](#), & [Retail Delivery Fee | Department of Revenue - Taxation \(colorado.gov\)](#)  
Note: Rates as of April 2024

# What is a Retail Delivery Fee?

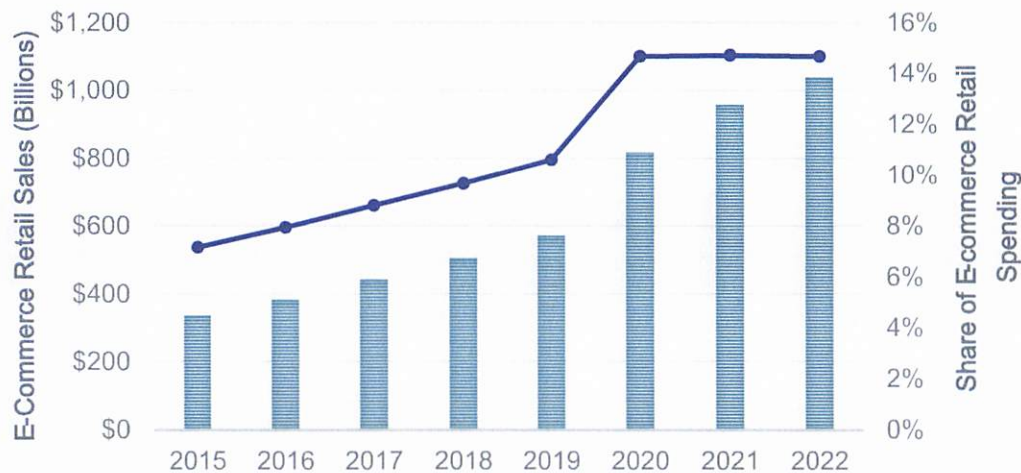
Generally, an RDF is a fee imposed on the delivery of retail items delivered by motor vehicles in the state.

## How does an RDF work?



# Why Study A Retail Delivery Fee (RDF)?

## U.S. RETAIL E-COMMERCE

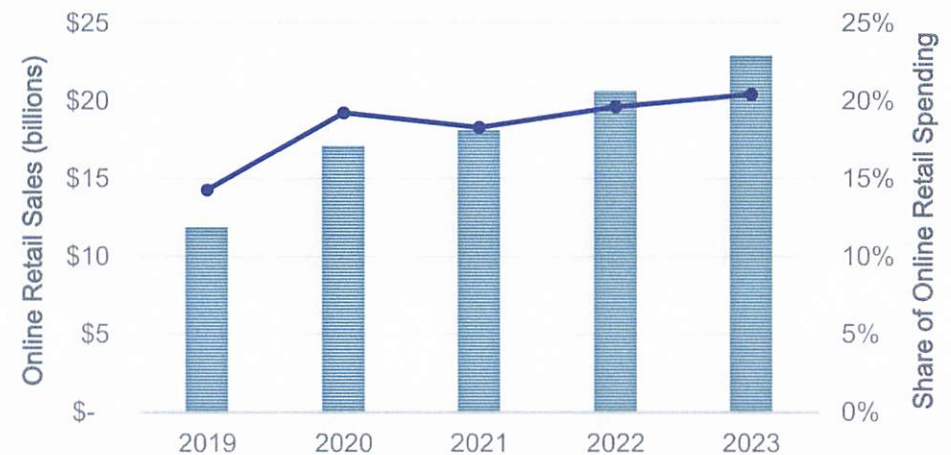


### Sources:

- U.S. Census, Retail E-Commerce Sales. CDM Smith analysis

- Average Annual Growth Rate of Retail Sales: ~6%
- Average Annual Growth Rate of E-Commerce Sales: ~17%

## ONLINE RETAIL SPENDING BY WA RESIDENTS



Note: CDM Smith analysis of weekly online retail spending by WA residents. Data available from Replica (<https://www.replicahq.com/>)

- Average Annual Growth Rate of Retail Sales: ~7.5%
- Average Annual Growth Rate of E-Commerce Sales: ~17.5%



## Colorado and Minnesota's Retail Delivery Fee

Policy Factors	Minnesota	Colorado
Rate	\$0.50 per delivery	\$0.28 per delivery (indexed to inflation)
Delivery eligibility	Applies to deliveries over \$100.	Applies to all deliveries regardless of price.
Revenue generation	Estimated to generate \$59 million in the first fiscal year.	In the first year, the fee generated \$75.9 million, matching the projections in the original fiscal note.
Collection	Provides businesses a choice of how to collect fee.	Provides businesses a choice of how to collect fee.
Exemptions	Exempts businesses that have \$1,000,000 or less in annual sales.	Exempts businesses that have \$500,000 or less in annual sales.
Revenue distribution	Revenue distributed mostly to cities and towns.	Revenue distributed to clean transportation priorities, state and local funding.



# After a Year of Implementation, Colorado Amended the Retail Deliver Fee Based on Feedback from Businesses.

Minnesota modeled their RDF after Colorado's, taking into account these important changes



## Small business exemption

The collection and remittance of the delivery fee was an added administrative cost and burden on the operation of the business.



**Change made:** Colorado now exempts from the fee businesses that have \$500,000 or less in annual sales.



## Collection of fee

Retailers were initially required to itemize fees, forcing the business to identify the retail delivery fee on receipts and thus collect and remit the fee to the state.



**Change made:** Colorado now provides a choice to businesses: retailers may itemize the fee (shows on receipt) and collect it from the customer OR the business may incorporate the fee into the price of the product and pay the fee directly to the state (does not show on receipt).

# Revenue Generation Tool

The tool provides the Legislature with revenue generation estimates, and corresponding revenue distribution, under different scenarios.

## Historical Taxable Retail Sales

- Statewide level
- County/City level
- E-commerce sales from the retail industry
- Average online order values

## Forecasting Parameters

- Retail taxable sales
- Retail e-commerce sales
- Retailers' exemption
- Exemption based on order value
- Retail delivery fee
- Fee adjustment

## Distribution Factors

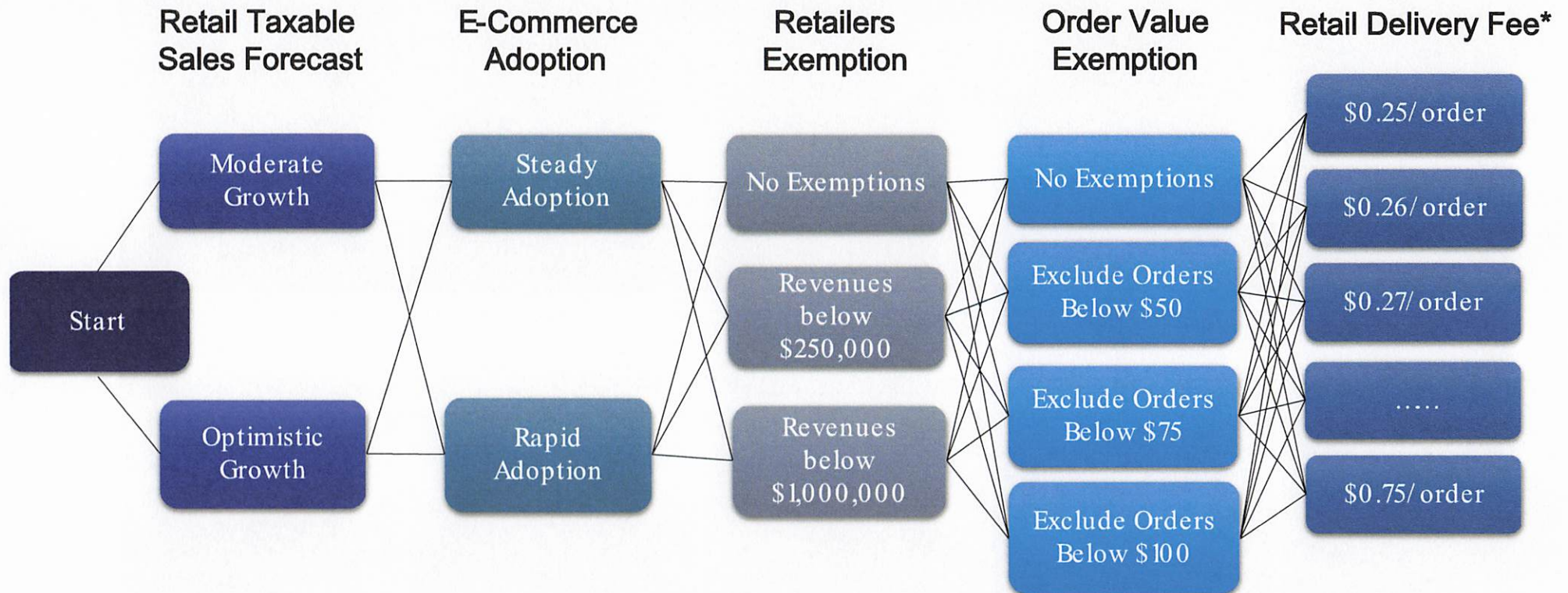
- Population
- Lane-miles
- Vehicle miles traveled
- E-commerce share
- Equal share



- ✓ Inform the design of policies to promote fairness and mitigate unintended negative consequences.
- ✓ Illuminate policy options around rate-setting.
- ✓ Estimate the revenue generation potential due to various policy considerations
- ✓ Conduct “what-if” scenarios to inform decision-making.



# Ability to Explore Potential Revenue Outcomes Based on User-Inputs



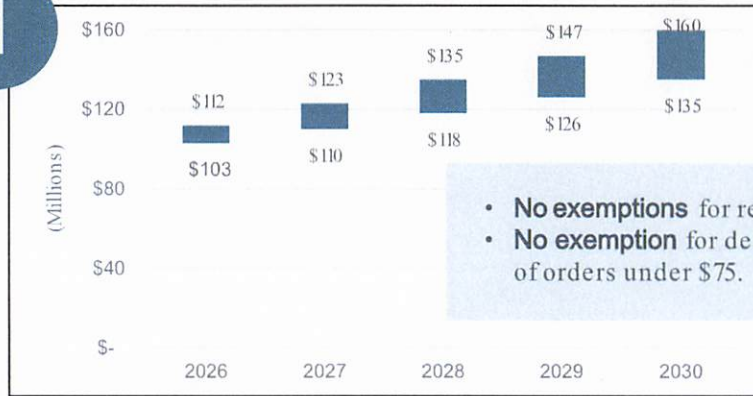
\*Option available to adjust the fee to an inflation rate.



# Revenue Generation Potential

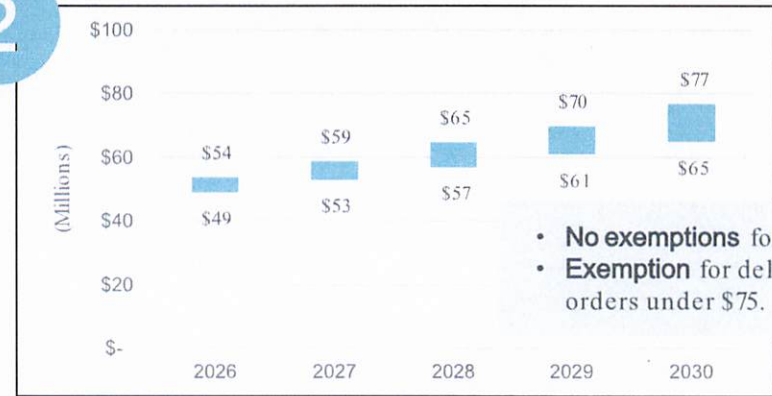
All scenarios assume a **\$0.30 delivery fee** and a **steady e-commerce adoption rate**.

1



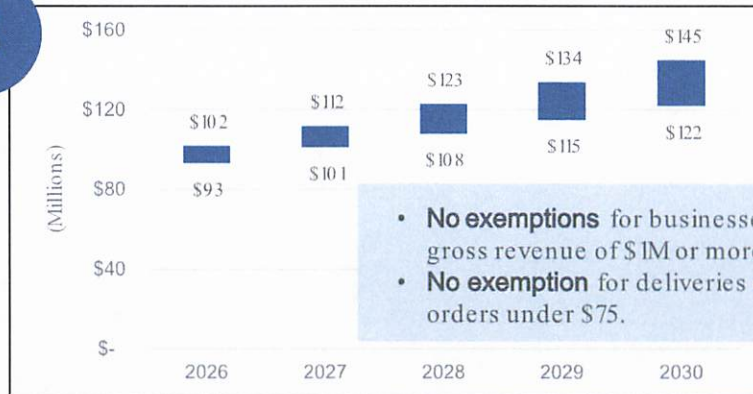
- **No exemptions** for retailers
- **No exemption** for deliveries of orders under \$75.

2



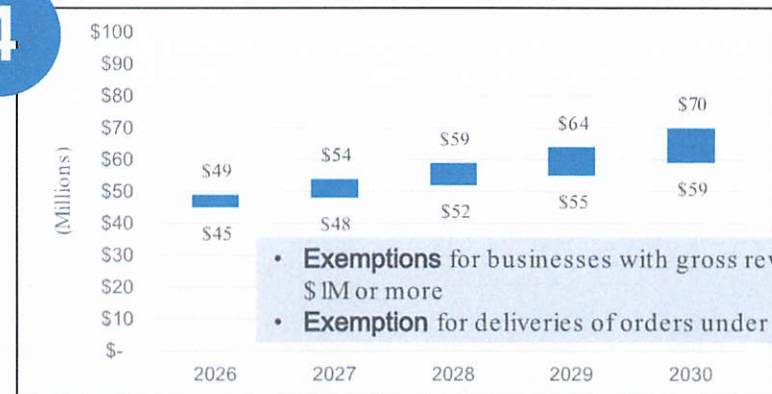
- **No exemptions** for retailers
- **Exemption** for deliveries of orders under \$75.

3



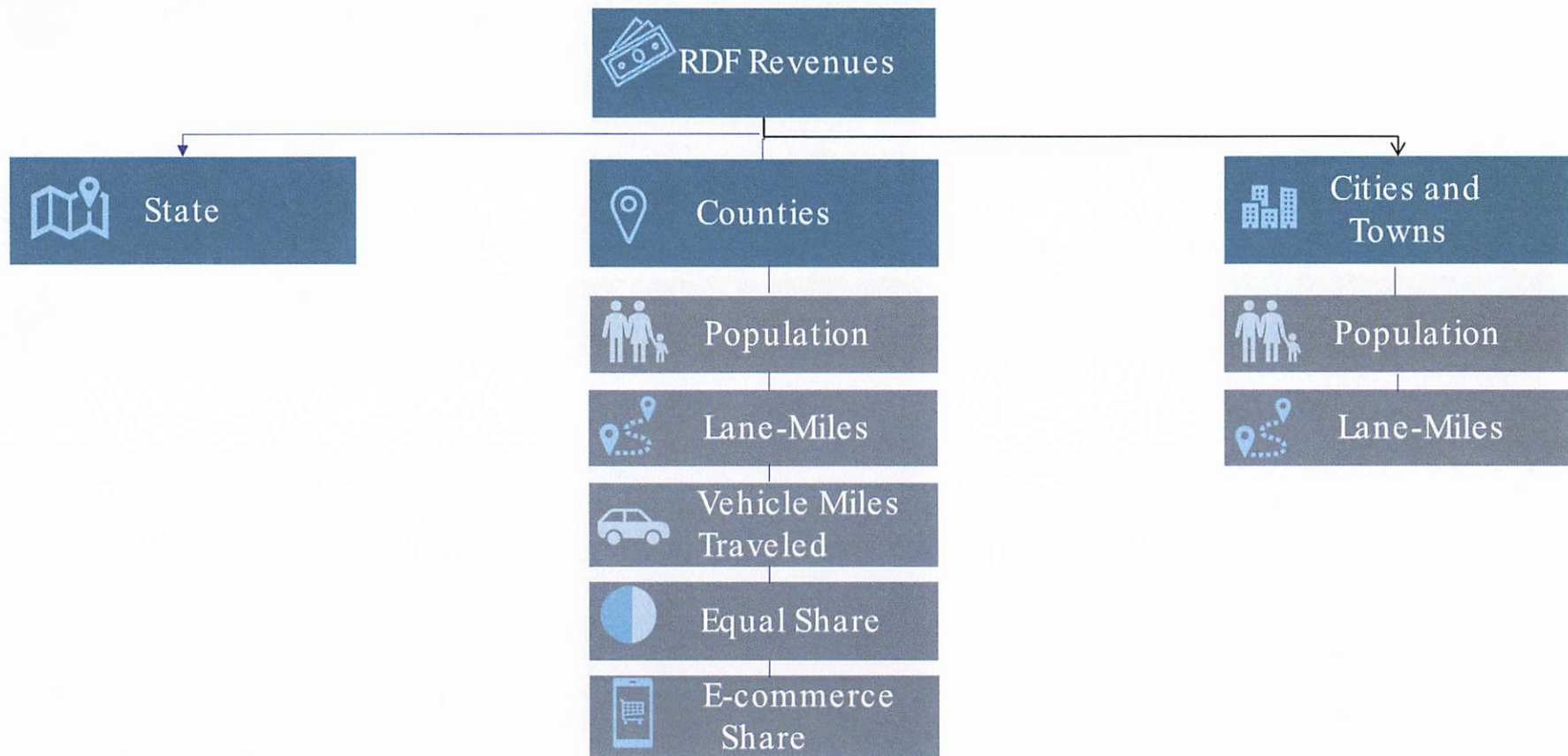
- **No exemptions** for businesses with gross revenue of \$1M or more
- **No exemption** for deliveries of orders under \$75.

4



- **Exemptions** for businesses with gross revenue of \$1M or more
- **Exemption** for deliveries of orders under \$75.

# Revenue Distribution Framework: Exploring Allocation Of Potential Revenue





# Implementation and Recurring Costs

Expense Objects	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Salaries and Wages	\$128,800	\$295,000	\$122,000	\$101,600	\$101,600
Benefits	\$42,600	\$97,300	\$40,300	\$33,500	\$33,500
Personal Service Contracts	\$0	\$72,300	\$0	\$0	\$0
Supplies & Material	\$23,000	\$54,700	\$25,300	\$16,600	\$16,600
Travel	\$0	\$0	\$2,800	\$2,800	\$2,800
Office Equipment	\$10,500	\$20,700	\$10,500	\$4,900	\$4,900
Fiscal Year Total	\$204,900	\$540,000	\$200,900	\$159,400	\$159,400
FTE Count	1.5	3.81	2	1.6	1.6

Source: Department of Revenue

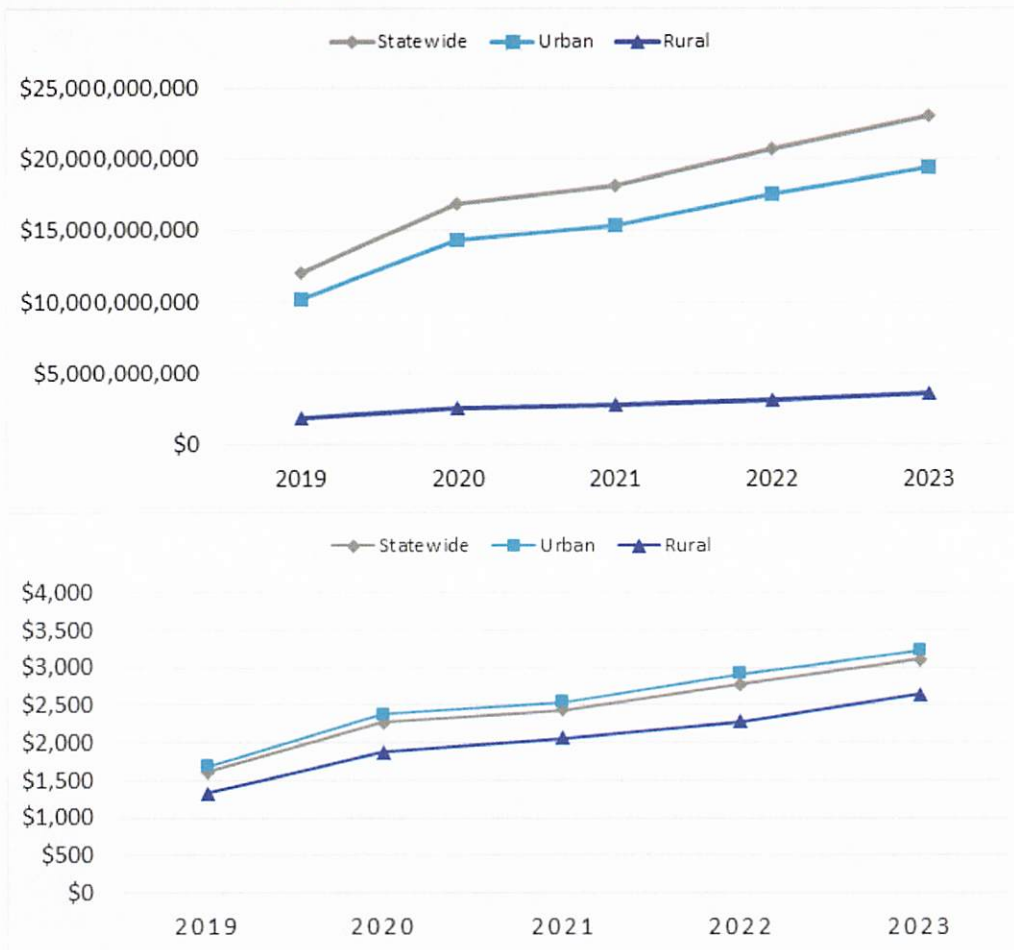
Note: These are preliminary cost estimates. Actual direct and indirect costs will vary based on the scale and complexity of the implementation, as well as specific state requirements. Review and order of magnitude estimates do not constitute an official policy stance by the Department.

## General Assumptions

- Assuming a January 1, 2026, effective date for costing purposes.
- Applicable to taxable retail sales of “tangible personal property.”
- No order value exemption.
- New businesses or small businesses with gross revenues/sales less than \$1 million in the previous calendar year will be exempt.
- The RDF is owed by the seller regardless of whether the seller delivers the goods themselves or hires a third party to deliver.



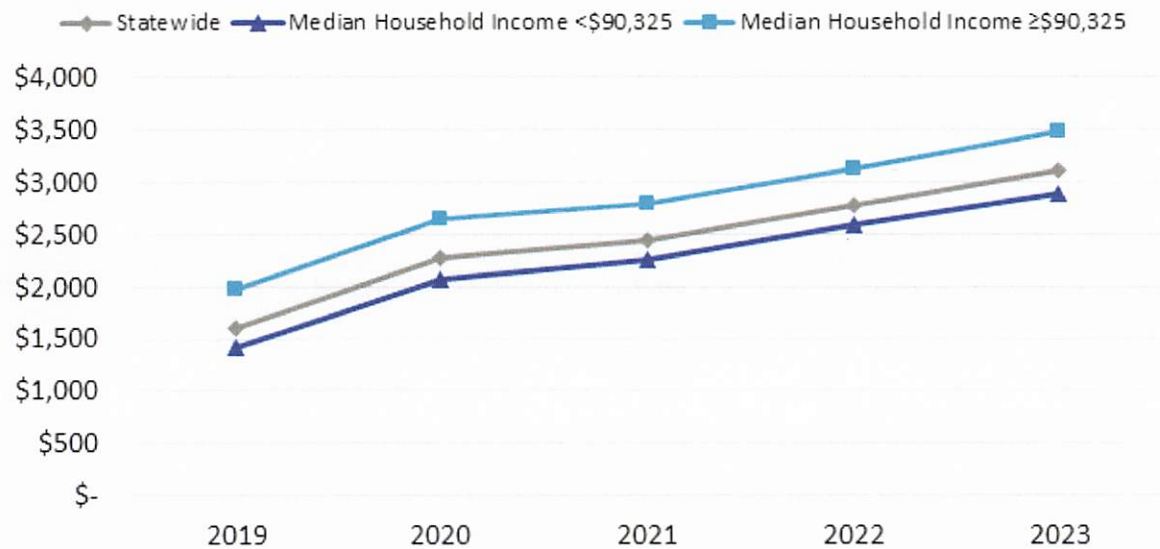
## Consumer Impacts



Generally, individuals from urban areas spend significantly more in the aggregate on e-retail purchases.

E-commerce spending by individuals in urban areas was \$365 greater per person in 2019, and this gap in spending increased to \$586 in 2023.

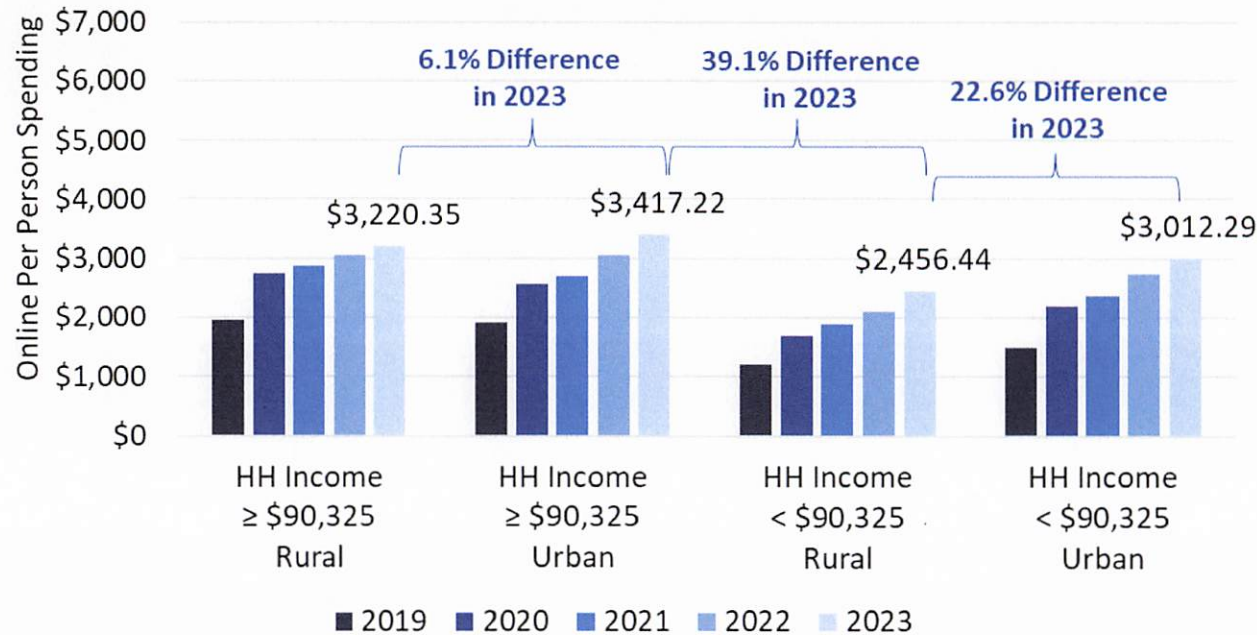
## Consumer Impacts



Generally, households with an average income above the statewide median of \$90,325 tend to spend about \$500 more on online retail purchases than those from lower-income tracts



## Consumer Impacts



Generally, households with an income above the statewide median tend to spend more on e-commerce than those below the statewide median, regardless of location.

Those who live in urban areas tend to spend more on online retail purchases than those from rural areas





## Business Impacts

Small, medium and large-sized businesses shared the potential impacts of a retail delivery fee

- Addressing this issue of transportation funding should not fall solely upon the business community.
- Administrative and operational impact on businesses, particularly regarding tax collection.
- The burden placed on businesses to enforce compliance with a delivery fee.
- Implications of any new fee on existing local regulations.

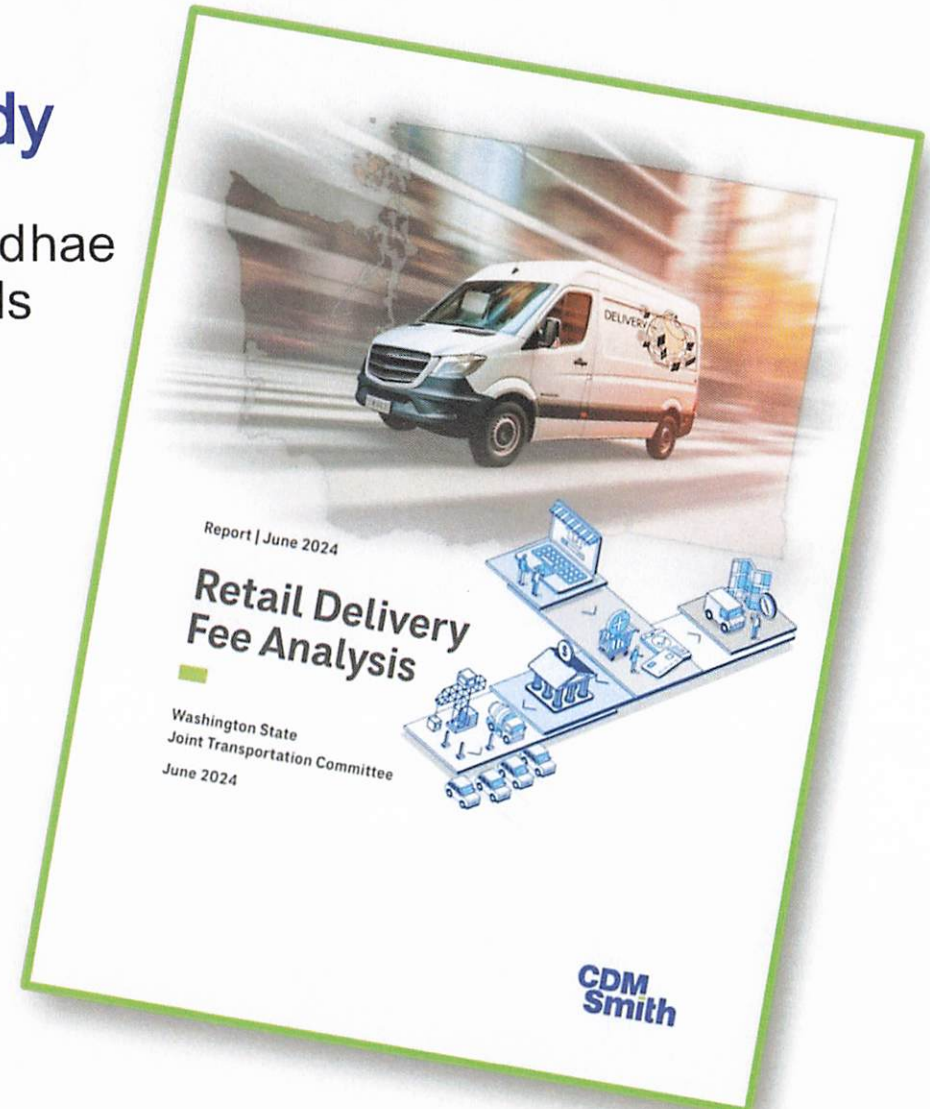
Potential solutions to address these concerns include:

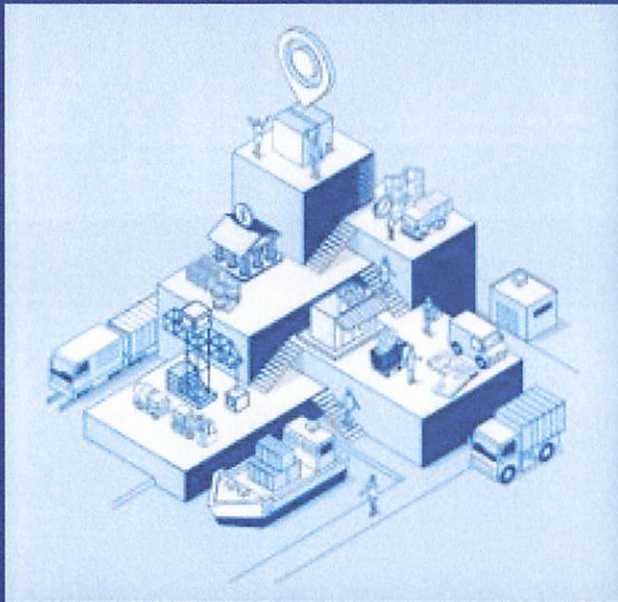
- ✓ **Implementing exemptions based on revenue thresholds** and
- ✓ **Minimizing the administrative burden of collecting the fee** .

## Summary: Washington RDF Study

A retail delivery would generate moderate revenue, require low administrative costs and have a slightly greater impact on urban households

- A 30-cent rate would **generate \$122 and \$145 million** by 2030
- Individuals in **urban areas** and those **with higher incomes** would **bear more of the burden** of a fee
- \$250,000 startup and **\$125,000 ongoing administrative costs**
- Impacts to businesses can be **mitigated by creating a small business threshold exemption**





# Questions & Discussion