

500 E. Division St. • Forks, Washington 98331-8618

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forkswashington.org

Council Meeting Agenda
May 27, 2025
7:30 PM

Listening and webcast options will be posted on the city's website www.forkswashington.org

Pledge of Allegiance/Call to Order/Roll Call

Modifications/Approval of Agenda

Public Comment Period

Upon acknowledgment by the chair, please rise and state your name. All comments are limited to three minutes. Note that Council will not enter into dialogue at this time. The purpose of this agenda item is for you, the public, to inform the council of your views. Staff may be instructed by the chair to note input or questions, and to provide responses at a later date.

Action Items

1. Minutes of Regular Meeting held April 14, 2025

2. Minutes of Regular Meeting held April 28, 2025

3. Expenditures:

Manual Check	44375	\$ 326.70
Payroll Checks	44376 through 44390	\$ 82,388.54
Claim Checks	44449 through 44477	
	and EFTs included in total amount of	\$ 144,369.41

4. Six Year Street Plan 2026-2031
 - A. Public Hearing
 - B. Resolution No. 525

5. Fire Alarm System Bid
 - A. Bid Rejection
 - B. Rebid Authorization

6. 1st Quarter 2025 Treasurer's Report

7. Council Position Appointment (Oath June 9th, 2025)

Discussion Items

1. Industrial Park
 - A. Funding Needs
 - B. Improvements

2. Council Member Reports

3. Staff Reports

4. Mayor's Report

5. Executive Session. The council ***may*** recess for 20 minutes into Executive Session to consider matters permitted per RCW 42.30.110, which include: to review the performance of a public employee; to consult with legal counsel regarding litigation or potential litigation; to consider the position to be taken in collective bargaining (Closed Session); to consider acquisition or sale of real estate; or, to consider minimum price for lease of city property; other permitted matters.

6. Adjournment

Additions:

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
April 14, 2025 7:30 p.m.

Part 1 **PLEDGE OF ALLEGIANCE AND CALL TO ORDER**

0:01 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:28 **ROLL CALL**

Council members present: Wood, Soha, Gingell [arrived 7:35 p.m.], R. Grant, and Mayor Fletcher. Staff present: DePew, Clerk/Treasurer, Fleck, Attorney/Planner, and Rowley, Police Chief. Absent: Hampton, Public Works Director.

MODIFICATIONS/APPROVAL OF AGENDA

0:43 **Motion** to approve the agenda as presented by Wood, second R. Grant, motion carried.

PUBLIC COMMENT

1:21 Anselmo Fresquez, owner of Crescent Plumbing, complained about the City's water system and policy regarding meters.

5:54 Lissy Andros, Director Forks Chamber of Commerce, invited Council to the Best of Awards luncheon at 11:30 on Wednesday [April 16, 2025] at Blakeslee's Bar and Grill.

ACTION ITEMS

6:29 **1. Minutes of Regular Meeting held March 24, 2025**

Motion to approve minutes of the Regular Meeting held March 24, 2025 by Wood, second Gingell, motion carried.

6:50 **2. Motion** to approve manual checks 44211 through 44212 in the amount of \$14,446.11, payroll checks 44213 through 44231 in the amount of \$134,265.80, claim checks 44232 through 44282 and EFTs as included in the total amount of \$318,739.61, and travel checks 3745 through 3749 in the amount of \$654.78 by R. Grant, second Gingell, motion carried.

3. Rezone Request—The Knights 121 West A Street

8:00 **A. Staff Report**

Attorney/Planner Fleck introduced and explained the request for rezoning.

9:37 **B. Public Hearing**

Mayor Fletcher opened the public hearing at 7:39 p.m.

- 9:57 There were no comments from the public.
- 10:04 Mayor Fletcher closed the public hearing at 7:40 p.m.
- C. Ordinance No. 684**
- 10:08 **Motion** to approve Ordinance No. 684 by R. Grant, second Soha, motion carried.
- 4. 4th Quarter 2024 Treasurer's Report**
- 11:13 **Motion** to approve the 4th Quarter 2024 Treasurer's Report by Soha, second Gingell, motion carried.
- 11:34 **5. Recompete Contract**
Attorney/Planner Fleck introduced a draft of the subaward agreement with North Olympic Peninsula Resource Conservation and Development Council (NODC) that would result in repayment of 70% of the cost of the City's new planning position from a portion of the RECOMPETE grant received by NODC.
- 12:24 **Motion** to authorize the Mayor and staff to execute the contract with Clallam County by Gingell, second Soha, motion carried.
- 12:40 **6. Participation in America's 250th**
Attorney/Planner Fleck introduced the State's efforts to compile a mailing list and coordinate measures over the next two years to celebrate the country's semi-quincentennial or 250th anniversary.
- 13:37 **Motion** to authorize the City's official participation in measures to celebrate the 250th anniversary of the founding of our nation by Wood, second Gingell, motion carried.
- DISCUSSION ITEMS**
- 15:28 **1. Youth Week Proclamation**
Mayor Fletcher introduced and read his proclamation designating May 1–7, 2025 as Youth Week in the City of Forks.
- 16:50 **2. Council Member Resignation/Vacancy**
Council briefly discussed the resignation of A. (Nettie) Grant from City Council and the process for filling her position.
- 3. Council Member Reports**
- 19:07 **Council Member Gingell** reported that Clallam Transit Board will be choosing an interim General Manager and beginning the process for hiring someone to fill the position permanently. He also reported the Board of Health will consider working with Jefferson and Kitsap Counties to create a "back-up" health officer who could fill in temporarily should one of the permanent health officers resign or be unable to fulfill their duties.

4. Staff Reports

- 20:52 **Clerk/Treasurer DePew** reminded Council to submit their Personal Financial Affairs Disclosures.
- 21:49 **Public Works Director Hampton** said the new clarifier at the wastewater treatment plant should be online by the beginning of May.
- 22:42 **Police Chief Rowley** reported the newest officer will be released from field training and moved to another shift. He also said the Foreign Legion will hold a '50s themed dance on Saturday, May 24 to celebrate Memorial Day.
- 23:58 **Attorney/Planner Fleck** said a memorial for the late Justice Susan Owens hosted by the Washington State Supreme Court on May 8 will be streamed live by TVW and aired by District Court II for anyone who wishes to watch. He then reported on two meetings he had in Washington D.C., one with two of Senator Murray's staff and another with 6th District Representative Emily Randall, while on vacation.

5. Mayor's Report

- 25:50 Mayor Fletcher continued with Attorney/Planner Fleck's report saying it was important for our representatives to come to the area to meet with local governments and added that sustainable timber harvests is one of the issues the City wants to discuss with them.
- 26:08 Mayor Fletcher called for a short break before recessing for Executive Session to consider the minimum price for a lease of City property at 8:00 p.m.

Part 2 6. Executive Session

- 0:04 Council recessed for Executive Session for 20 minutes to consider the minimum price for a lease of City property at 8:00 p.m. to end at 8:20 p.m.

Part 3

- 0:02 Mayor Fletcher reconvened the Regular Meeting at 8:20 p.m. No action was taken.

0:12 7. ADJOURNMENT

Motion to adjourn by Soha, second A. Grant, motion carried. Meeting adjourned at 8:20 p.m.

Tim Fletcher, Mayor

Caryn DePew, Clerk/Treasurer

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
April 28, 2025 7:30 p.m.

0:01 **PLEDGE OF ALLEGIANCE AND CALL TO ORDER**

Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:27 **ROLL CALL**

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

0:39 **MODIFICATIONS/APPROVAL OF AGENDA**

Mayor Fletcher asked that the agenda be modified to include action on a bid received for demolition of the single-wide trailer at Forks Airport as Action no. 5.

1:08 **Motion** to approve the agenda as modified by Soha, second Gingell, motion carried.

1:22 **PUBLIC COMMENT**

1:39 Armistead Coleman introduced himself as a candidate to fill Council Position 1 until December 31, 2025.

2:35 Heather Gaddy introduced herself as a candidate to fill Council Position 1 until December 31, 2025.

3:14 Vilkes Patel introduced himself as a candidate to fill Council Position 1 until December 31, 2025, and offered suggestions for improvements.

7:03 Dean Decker spoke about the annexation of his property at 1930 Calawah Way into the City.

7:26 Corey Pearson introduced herself as a candidate to fill Council Position 1 until December 31, 2025.

ACTION ITEMS

10:52 **1. Motion** to approve payroll checks 44283 through 44297 in the amount of \$82,515.62 and claim checks 44298 through 44322 and EFTs as included in the total amount of \$46,328.27 by R. Grant, second Wood, motion carried.

11:32 **2. Council Position Appointment**

Council Members Gingell and R. Grant thanked the candidates who presented themselves to fill the vacant council position in the interim. Council Member Soha asked the candidates to also file for the open council positions in the upcoming

election. Council Member Wood announced that he would not run again in the upcoming election.

13:37 Soha nominated Villesh Patel to fill the vacant Council Position 1 until December 31, 2025, second Gingell, motion carried 4–1 with R. Grant against.

15:31 Council appointee Patel expressed his thanks for having been selected.

3. Set Public Hearing Date for Six Year Street Plan for May 27, 2025

16:43 **Motion** to set the date for the public hearing on the Six Year Street Plan for May 27, 2025 by Gingell, second Wood, motion carried.

17:03 **4. Decker Annexation**

A. Set Meeting with Proponent

17:24 **Motion** to meet with the proponent at the current meeting by Soha, second Wood, motion carried.

B. Meet with Proponent

17:45 Mayor Fletcher opened the meeting with the proponent. Attorney/Planner Fleck informed Council that the 10% petition required to reach this stage had been received from Dean and Sarah Decker, the relative property owners of record, and explained next steps.

Council had no questions for the Deckers.

20:18 **Motion** to accept the proposed annexation and require adoption of the proposed zoning by Gingell, second Soha, motion carried.

C. Authorize 60% Petition

Motion to issue the 60% petition by Gingell, second Soha, motion carried.

21:25 **5. Bid Award**

21:54 **Motion** to award demolition of the single-wide mobile home at the Forks Municipal Airport to the lowest responsible bidder, and authorize the Mayor and staff to enter into the necessary agreements with, 2 Grade LLC.

DISCUSSION ITEMS

22:15 **1. 1st Quarter 2025 Reports**

Council reviewed 1st quarter 2025 Sales & Lodging Tax, Building Permits, Jail Statistics, and Visitor Information Center Statistics Reports. Some discussion ensued. Council Member Soha pointed out an error in the building permit report.

26:02 **2. Park Board Minutes**

Council reviewed minutes from the Park Board Meeting of March 13, 2025 .

26:55 **3. Council Member Reports**

28:20 **Council Member Gingell** said he would be participating in a meeting on Wednesday as part of the Clallam Transit's committee to select an acting General Manager and search for a permanent General Manager to replace Jim Fetzer.

28:44 **Council Member Grant** announced his departure from City Council effective immediately.

29:42 **4. Staff Reports**

29:44 **Clerk/Treasurer DePew** reported Lindsay Prose's replacement, Madeline (Hillcar) Jacoby, will start work on May 1.

30:19 **Public Works Director** said he spent the day at the wastewater treatment plant working on getting the pumps running. He also reported the Public Works crew pressure-washed playground equipment at Tillicum Park, laid more pea gravel, and is pricing some replacement equipment.

32:55 **Attorney/Planner Fleck** reported Clallam County Fire District 3 (Three Rivers) would like to store emergency equipment in a Conex box at Quillayute Airport, and that a lease would be drawn up. He said the City will host a Zoom meeting with FEMA regarding the new flood plain maps. The meeting will be held in Council chambers at 6:00 p.m. on Wednesday. He then reported on work with the FAA regarding funding for various Quileute Airport projects, and finally that a Quit Claim deed may be required for the recent Mansfield/McMenamin easement vacation.

36:32 **5. Mayor's Report**

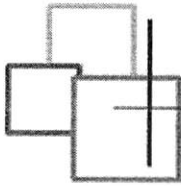
Mayor Fletcher said seasonal staff would soon be hired, and that the flower baskets look very nice.

37:27 **6. ADJOURNMENT**

Motion to adjourn by Soha, second Wood, motion carried. Meeting adjourned at 8:07 p.m.

Tim Fletcher, Mayor

Caryn DePew, Clerk/Treasurer

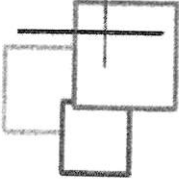


Voucher Directory

Fiscal: : 2025 - May

Council Date: : 2025 - May - Manuals Second Council

Vendor	Number	Reference	Account Number	Description	Amount
Olympic Peninsula Title Co	44375			2025 - May - Manuals Second Council	
		134806-TO-1			
			Tillicum Park Title		
			001-000-000-576-80-41-00	Professional Services	\$326.70
		Total 134806-TO-1			\$326.70
	Total 44375				\$326.70
Total Olympic Peninsula Title Co					\$326.70
Grand Total		Vendor Count	1		\$326.70



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2025 - May - Manuals Second Council

Fund Number	Description	Amount
001	General Fund	\$326.70
	Count: 1	\$326.70

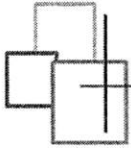
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

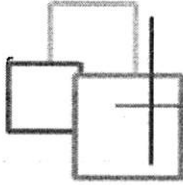
Audited and ordered paid by Forks City Council:

Auditing Committee



Register

Number	Name	Fiscal Description	Amount
<u>44376</u>	AFLAC Remittance Processing	2025 - May - Second Council Date	\$21.00
<u>44377</u>	AWC Employee Benefit Trust	2025 - May - Second Council Date	\$367.50
<u>44378</u>	AWC Life Ins - Supplemental	2025 - May - Second Council Date	\$36.20
<u>44379</u>	Department of Employment Security	2025 - May - Second Council Date	\$138.78
<u>44380</u>	Dept of Labor & Industry	2025 - May - Second Council Date	\$2,146.43
<u>44381</u>	Dept of Retirement - Def Comp	2025 - May - Second Council Date	\$531.84
<u>44382</u>	Dept of Retirement Systems-LEOFF	2025 - May - Second Council Date	\$1,961.31
<u>44383</u>	Dept of Retirement Systems-PERS 2	2025 - May - Second Council Date	\$5,698.95
<u>44384</u>	Dept of Retirement Systems-PERS 3	2025 - May - Second Council Date	\$886.90
<u>44385</u>	Dept of Retirement Systems-PSERS	2025 - May - Second Council Date	\$2,133.18
<u>44386</u>	EFTPS	2025 - May - Second Council Date	\$15,871.67
<u>44387</u>	Employment Security Dept - PFML	2025 - May - Second Council Date	\$456.51
<u>44388</u>	Teamsters Local 589	2025 - May - Second Council Date	\$267.50
<u>44389</u>	United Way	2025 - May - Second Council Date	\$37.00
<u>44390</u>	WA Cares	2025 - May - Second Council Date	\$280.99
<u>Direct Deposit Run -</u> <u>5/20/2025</u>	Payroll Vendor	2025 - May - Second Council Date	\$51,552.78
			\$82,388.54



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2025 - May - Second Council Date

Fund Number	Description	Amount
001	General Fund	\$45,108.46
101	Street	\$5,134.03
140	Lodging Tax Fund	\$333.12
150	Transit Center Fund	\$304.55
400	Water	\$19,149.49
402	Sewer	\$8,009.19
410	Airport/Industrial Park	\$4,349.70
Count: 7		\$82,388.54

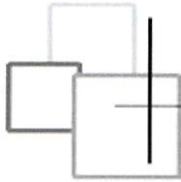
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a 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: : 2025 - May

Council Date: : 2025 - May - Second Council Date

Vendor	Number	Reference	Account Number	Description	Amount
AWC Employee Benefit					
	44449			2025 - May - Second Council Date	
		052025/AWC Leoff1			
			Leoff 1-Rice		
			001-000-000-521-20-41-15	Rice	\$856.10
		Total 052025/AWC Leoff1			\$856.10
	Total 44449				\$856.10
Total AWC Employee Benefit					\$856.10
Canon Fin Serv Inc					
	44450			2025 - May - Second Council Date	
		40519551			
			Copiers		
			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
			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
		Total 40519551			\$157.84
	Total 44450				\$157.84
Total Canon Fin Serv Inc					\$157.84
Centurylink					
	44451			2025 - May - Second Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		052025/Centurylink			
			Telephones		
			001-000-000-514-23-42-00	Communications	\$134.29
			001-000-000-521-20-42-00	Communication	\$37.16
			001-000-000-523-61-42-00	Communication	\$37.16
			400-000-000-534-80-42-00	Communication	\$206.23
			402-000-000-535-80-42-00	Communication	\$233.84
			410-000-000-546-10-42-00	Communication	\$67.14
		Total 052025/Centurylink			\$715.82
	Total 44451				\$715.82
Total Centurylink					\$715.82
CenturyLink Business Services					
	44452			2025 - May - Second Council Date	
		736408531			
			Broadband		
			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
		Total 736408531			\$583.92
	Total 44452				\$583.92
Total CenturyLink Business Services					\$583.92
City of Bainbridge Island					
	44453			2025 - May - Second Council Date	
		052025/Bainbridge			
			Reimb. for Overpayment Inv. 2729		
			001-000-000-523-61-49-00	Misc	\$1,816.80
		Total 052025/Bainbridge			\$1,816.80
	Total 44453				\$1,816.80
Total City of Bainbridge Island					\$1,816.80

Vendor	Number	Reference	Account Number	Description	Amount
Clallam County Sheriff Dept.	44454			2025 - May - Second Council Date	
		C25-016			
			Prisoner Expenses		
			001-000-000-523-61-49-01	County Jail Expenses	\$5.18
		Total C25-016			\$5.18
	Total 44454				\$5.18
Total Clallam County Sheriff Dept.					\$5.18
Daily Journal Of Commerce	44455			2025 - May - Second Council Date	
		3410021			
			Chip Seal Project Listing		
			301-000-000-595-30-00-09	TIB Red Town Initiative	\$755.25
		Total 3410021			\$755.25
	Total 44455				\$755.25
Total Daily Journal Of Commerce					\$755.25
Dr Pat's Pet Care	44456			2025 - May - Second Council Date	
		80779			
			Shelter Animal		
			001-000-000-554-31-41-00	Professional Services	\$224.23
		Total 80779			\$224.23
	Total 44456				\$224.23
Total Dr Pat's Pet Care					\$224.23
Dressel, Joel	44457			2025 - May - Second Council Date	
		INV0031			
			Farwest Motel Plan Review		
			001-000-000-558-50-41-02	Plan Reviews	\$1,821.40
		Total INV0031			\$1,821.40
	Total 44457				\$1,821.40

Vendor	Number	Reference	Account Number	Description	Amount
Total Dressel, Joel					\$1,821.40

Enterprise FM Trust

05202025/EFT

2025 - May - Second Council Date

05202025/Enterprise

Vehicle Leases

001-000-000-594-14-66-03	2020 Nissan Rogue	\$226.84
101-000-000-594-42-66-06	2020 Ford F550	\$327.80
101-000-000-594-42-66-07	2020 Toyota Tacoma 71021D - JC	\$56.57
400-000-000-594-34-66-03	2020 Nissan Rogue	\$369.66
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	\$113.15
402-000-000-594-35-66-03	2020 Nissan Rogue	\$126.02
402-000-000-594-35-66-04	2020 Toyota Tacoma 71021D - JC	\$282.90
402-000-000-594-35-66-05	2022 Toyota Tacoma 72745D - SG	\$764.78
410-000-000-594-52-66-03	2020 Nissan Rogue	\$117.62
410-000-000-594-52-66-04	2020 Toyota Tacoma 741021D - JC	\$113.16

Total 05202025/Enterprise

\$4,482.11

Total 05202025/EFT

\$4,482.11

Total Enterprise FM Trust

\$4,482.11

FinRae Ice Blasting

44458

2025 - May - Second Council Date

1017

Site Assessment-Jail Floor

001-000-000-521-20-48-00	Repair & Maintenance	\$400.00
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Total 1017

\$400.00

Total 44458

\$400.00

Total FinRae Ice Blasting

\$400.00

First Step Family Support Center

Vendor	Number	Reference	Account Number	Description	Amount
	44459			2025 - May - Second Council Date	
		052025/First Step			
			RAC Deposit Refund		
			410-000-000-582-10-03-00	RAC - Security Deposits	\$500.00
		Total 052025/First Step			\$500.00
	Total 44459				\$500.00
Total First Step Family Support Center					\$500.00
Forks Auto Electric					
	44460			2025 - May - Second Council Date	
		600907			
			Pump Motor		
			101-000-000-542-31-48-84	2020 Ford F500	\$96.74
			400-000-000-534-80-48-57	2020 Ford F500	\$96.73
		Total 600907			\$193.47
	Total 44460				\$193.47
Total Forks Auto Electric					\$193.47
Forks Chamber Of Commerce					
	44461			2025 - May - Second Council Date	
		2025-4734			
			2025 LT Award Pmt#1		
			140-000-000-557-30-49-04	Chamber - VIC	\$49,274.50
		Total 2025-4734			\$49,274.50
	Total 44461				\$49,274.50
Total Forks Chamber Of Commerce					\$49,274.50
Foster Garvey P.C.					
	44462			2025 - May - Second Council Date	
		2917827			
			Industrial Park Lease		
			410-000-000-552-10-41-00	Professional Services	\$2,952.00
		Total 2917827			\$2,952.00
	Total 44462				\$2,952.00

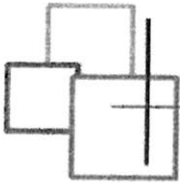
Vendor	Number	Reference	Account Number	Description	Amount
Total Foster Garvey P.C.					\$2,952.00
Hoch Construction Inc	44463			2025 - May - Second Council Date	
		2025-01			
			RCO SPartan Restrooms Retainage		
			305-000-000-594-76-60-01	RCO Grant QVSD Restroom	\$54,202.72
		Total 2025-01			\$54,202.72
	Total 44463				\$54,202.72
Total Hoch Construction Inc					\$54,202.72
Hugo Maquibar Lucas Perez	44464			2025 - May - Second Council Date	
		020			
			Interpreter Services		
			001-000-000-512-52-41-03	Interpreter	\$65.00
		Total 020			\$65.00
	Total 44464				\$65.00
Total Hugo Maquibar Lucas Perez					\$65.00
Jackson Civil Engineering, LLC	44465			2025 - May - Second Council Date	
		0032-03-08			
			Bogachiel Way Engineering		
			101-000-000-542-31-41-00	Professional Services	\$894.27
		Total 0032-03-08			\$894.27
	Total 44465				\$894.27
Total Jackson Civil Engineering, LLC					\$894.27
Jerry's Small Engines	44466			2025 - May - Second Council Date	
		0520205/Jerry's			
			Supplies		
			001-000-000-576-80-31-00	Operating Supplies	\$325.80

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-576-80-48-01	Other Improvements	\$537.57
			101-000-000-542-31-35-00	Mach & Equipment	\$651.57
			402-000-000-535-80-31-00	Operating Supplies	\$7.55
		Total 0520205/Jerry's			\$1,522.49
	Total 44466				\$1,522.49
Total Jerry's Small Engines					\$1,522.49
Quadient Finance USA, Inc					
	44467			2025 - May - Second Council Date	
		052025/Quadient			
			Postage		
			001-000-000-515-31-42-00	Communications	\$3.88
			001-000-000-521-20-42-41	Postage	\$22.96
			001-000-000-523-61-42-41	Postage	\$0.69
			001-000-000-558-61-42-41	Postage	\$166.41
			400-000-000-534-80-42-41	Postage	\$206.06
		Total 052025/Quadient			\$400.00
	Total 44467				\$400.00
Total Quadient Finance USA, Inc					\$400.00
Rusty Gate Nursery					
	44468			2025 - May - Second Council Date	
		002353			
			Supplies for New Bleachers		
			001-000-000-576-80-31-00	Operating Supplies	\$119.46
		Total 002353			\$119.46
	Total 44468				\$119.46
Total Rusty Gate Nursery					\$119.46
SHKS Architects PS Inc.					
	44469			2025 - May - Second Council Date	
		24656			
			Quil. Hanger Rehab.		
			412-000-000-546-10-41-02	Airport Master Plan	\$450.00

Vendor	Number	Reference	Account Number	Description	Amount
		Total 24656			\$450.00
	Total 44469				\$450.00
Total SHKS Architects PS Inc.					\$450.00
Sound Publishing, Inc					
	44470			2025 - May - Second Council Date	
		8166241			
			Advertising		
			001-000-000-511-61-41-01	Advertising	\$251.05
			001-000-000-558-61-41-01	Advertising	\$940.39
			412-000-000-546-10-41-01	Advertising	\$394.00
		Total 8166241			\$1,585.44
	Total 44470				\$1,585.44
Total Sound Publishing, Inc					\$1,585.44
Technical Systems Inc					
	44471			2025 - May - Second Council Date	
		T25-007A-002			
			Sensor on 750,000 Gal Tank		
			400-000-000-534-80-48-00	Repair & Maintenance	\$4,726.50
		Total T25-007A-002			\$4,726.50
	Total 44471				\$4,726.50
Total Technical Systems Inc					\$4,726.50
Thin Line LLC					
	44472			2025 - May - Second Council Date	
		INV-2021144			
			New Car Set Up		
			001-000-000-521-20-48-22	2024 Ford Explorer	\$6,527.79
		Total INV-2021144			\$6,527.79
	Total 44472				\$6,527.79
Total Thin Line LLC					\$6,527.79
Unum					

Vendor	Number	Reference	Account Number	Description	Amount
	44473			2025 - May - Second Council Date	
		052025/Unum			
			Leoff 1 LTC Insurance		
			001-000-000-521-20-41-15	Rice	\$377.40
		Total 052025/Unum			\$377.40
	Total 44473				\$377.40
Total Unum					\$377.40
USDA					
	05242025/EFT			2025 - May - Second Council Date	
		05242025/USDA			
			Loan Payment		
			400-000-000-591-34-70-01	USDA Water Tank Loan Principal	\$2,661.39
			400-000-000-592-34-80-01	USDA Water Tank Loan Interest	\$3,138.61
		Total 05242025/USDA			\$5,800.00
	Total 05242025/EFT				\$5,800.00
Total USDA					\$5,800.00
Verizon Wireless, Bellevue					
	44474			2025 - May - Second Council Date	
		6112814031			
			Cellular Service		
			001-000-000-511-61-42-00	Communication	\$42.26
			001-000-000-521-20-42-00	Communication	\$450.21
			001-000-000-523-61-42-00	Communication	\$43.75
			400-000-000-534-80-42-00	Communication	\$683.75
			402-000-000-535-80-42-00	Communication	\$42.26
		Total 6112814031			\$1,262.23
	Total 44474				\$1,262.23
Total Verizon Wireless, Bellevue					\$1,262.23
Versatel Communications					
	44475			2025 - May - Second Council Date	
		2604			

Vendor	Number	Reference	Account Number	Description	Amount
			Cameras		
			001-000-000-576-80-41-00	Professional Services	\$384.45
		Total 2604			\$384.45
	Total 44475				\$384.45
Total Versatel Communications					\$384.45
WA Assoc Of Sheriff/Police Chiefs					
	44476			2025 - May - Second Council Date	
		Dues 2025-00534			
			Dues-L Prose		
			001-000-000-523-61-41-00	Professional Services	\$75.00
		Total Dues 2025-00534			\$75.00
	Total 44476				\$75.00
Total WA Assoc Of Sheriff/Police Chiefs					\$75.00
West End Motors, Inc					
	44477			2025 - May - Second Council Date	
		1466			
			Tires		
			001-000-000-521-20-48-33	2018 Explorer 63456D/Ponton	\$1,238.04
		Total 1466			\$1,238.04
	Total 44477				\$1,238.04
Total West End Motors, Inc					\$1,238.04
Grand Total		Vendor Count	31		\$144,369.41



Fund Transaction Summary

Transaction Type: Invoice

Fiscal: 2025 - May - Second Council Date

Fund Number	Description	Amount
001	General Fund	\$17,203.70
101	Street	\$2,042.73
140	Lodging Tax Fund	\$49,274.50
301	Street Projects	\$755.25
305	Capital Improvement Grants	\$54,202.72
400	Water	\$14,297.28
402	Sewer	\$1,512.28
410	Airport/Industrial Park	\$4,236.95
412	Quillayute Airport	\$844.00
	Count: 9	\$144,369.41

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: _____

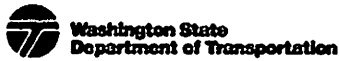
Audited and ordered paid by Forks City Council:

Auditing Committee

**NOTICE OF PUBLIC HEARING
MAY 27, 2025
7:30 PM
FORKS CITY COUNCIL
CITY COUNCIL CHAMBERS
500 EAST DIVISION STREET**

Notice is hereby given that on May 27, 2025, at 7:30 p.m. the Forks City Council will conduct a public hearing to obtain input regarding the proposed six-year Transportation Improvement Plan. The plan, covering 2026 – 2031, is used by local, state, and federal governments to prioritize and fund transportation projects.

Written comments will be accepted up until 5:00 p.m. on May 27, 2025. Please address all comments to the Forks City Council. If you have any questions regarding the Transportation Improvement Plan or would like to obtain a copy of the plan, please contact Paul Hampton at 360 374-5412. The plan is also available at www.forkswashington.org beginning May 15, 2025.



Six Year Transportation Improvement Program From 2026 to 2031

Agency: Forks

County: Clallam

MPO/RTPO: Peninsula RTPO

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Terminal F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07		Robin Hood Loop Chip Seal Project to BST	WA-18110		07/22/24		518	05				No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	ALL	2026		0	TIB	1,809,234	100,487	2,009,721
Totals				0		1,809,234	100,487	2,009,721

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
	0	0	0	0	0
Totals	0	0	0	0	0

	Federal Funds	State Funds	Local Funds	Total Funds
Grand Totals for Forks	0	1,809,234	100,487	2,009,721

Six Year Transportation Improvement Program From 2026 to 2031

Agency: Forks

County: Clallam

MPO/RTPO: Peninsula RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07		Celawah Way Grind and Overlay Celawah Way HWY 101 to Trillium Grind and inlay Celawah Way with sub-grade repair.	WA-11371		07/22/24		519	04	S W	0.500	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2026		0	T18	550,000	0	550,000
Totals				0		550,000	0	550,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	550,000	0	0	0	0
Totals	550,000	0	0	0	0

Six Year Transportation Improvement Program From 2026 to 2031

Agency: Forks

County: Clallam

MPO/RTPO: Peninsula RTPO

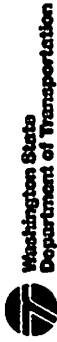
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
03		RAISE Component C020-Trail Segment SR 101/North Forks Ave Tillam Lane Mile Post 192.3 to Mile Post 191.88 Planning and pre-engineering (NGT 25%) to determine preferred location and layout for a multi-user based trail to run from the NE corner of the lot associated with the Calawah River Boat Ramp to the entrance of Tillam Park. Public process to assess alternatives will be required. Preliminary design on preferred solution.	WA-16447					18		0.580	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PL	2026	RAISE	200,000		0	10,000	210,000
Totals				200,000		0	10,000	210,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PL	210,000	0	0	0	0
Totals	210,000	0	0	0	0



Six Year Transportation Improvement Program From 2026 to 2031

Agency: Foris

County: Clallam

MPORITPO: Peninsula RTPO

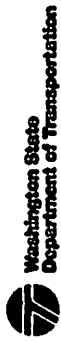
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Terminal F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
OS	5	Campbell St Pavement Overlay Campbell St Hwy 101 to Ash Ave Pavement overlay and repair 25% of total area	WA-08088		07/22/24		518	OS	C P S T W	0.130	CE	No

Funding	Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
	P	ALL	2026		0	TIB	200,000	0	200,000
				Totals	0		200,000	0	200,000

Expenditure Schedule	Phase	1st	2nd	3rd	4th	5th & 6th
		0	0	0	0	0
	Totals	0	0	0	0	0



Six Year Transportation Improvement Program From 2026 to 2031

Agency: Forks

County: Clallam

MPOR/TPO: Peninsula RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Terminal F. Project Description	B. STIP ID G. Structure ID WA-03070	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
09	6	E Street Pavement Overlay with trail E Street HWY 101 to 5th Ave Overlay and repair 5% of total area.						05	C P S T W	0.280	CE	No

Funding		Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	PE	2026			0	T1B	59,850	3,150	63,000
S	CN	2026			0	T1B	515,540	0	515,540
				Totals	0		575,390	3,150	578,540

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase	PE	63,000	0	0	0	0
	CN	515,540	0	0	0	0
	ALL	600,000	0	0	0	0
	Totals	1,175,540	0	0	0	0

Six Year Transportation Improvement Program From 2026 to 2031

Agency: Forks

County: Clallam

MPO/RTPO: Peninsula RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	R/W Required
07	7	Russell Rd Pavement Overlay Russell Rd Hwy 101 to .18 mile Pavement overlay and 10% repair of total area.	WA-08087		07/22/24		519	05	C P T W	0.180	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2026		0	TIB	200,000	0	200,000
Totals				0		200,000	0	200,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
	0	0	0	0	0
Totals	0	0	0	0	0

Six Year Transportation Improvement Program From 2026 to 2031

Agency: Forks

County: Clallam

MPO/RTPO: Peninsula RTPO

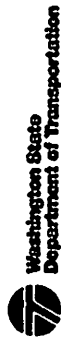
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
02	8	Tillicum Ln Pavement Overlay Tillicum Ln Hwy 101 to .14 mile Pavement overlay and 50% repair of total area	WA-08088		07/22/24		519	05	CP STW	0.140	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2028		0	TIB	180,000	0	180,000
Totals				0		180,000	0	180,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
	0	0	0	0	0
Totals	0	0	0	0	0



Six Year Transportation Improvement Program From 2026 to 2031

Agency: Forks

County: Chelan

MPO/RTPO: Penhaute RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Terminal F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	9	Trillium Ave Pavement Overlay Trillium Ave Calawash Way to Shastor St Pavement overlay and 10% repair of total area	WA-05098		07/22/24		519	05	C P S T W	0.130	CE	No

Funding		Phase	Phase Start Year (YYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P		ALL	2026	T1B	0		170,000	0	170,000
					0		170,000	0	170,000

Expenditure Schedule		1st	2nd	3rd	4th	5th & 6th
Phase		0	0	0	0	0
	Totals	0	0	0	0	0

Six Year Transportation Improvement Program From 2026 to 2031

Transportation

ATPO	N Inside	Y Outside
A. PIN/Project No. B. Project Title C. Road Name or Number D. Begin & End Terminals E. Project Description	B. STIP ID G. Structure ID WA-08080	Hearing Adopted 07/22/24
10 Denison Rd Pavement Overlay Denison Rd Bogachind Way to 06 Repair and Resurface 100% of total area	Amendment Resolution No. 519	Improvement Type 04
		Utility Codes P T W
		Total Length 0.000
		Environmental Type CE
		RW Required No

Funding	Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2028			0	T1B	500,000	0	500,000
				Totals	0		500,000	0	500,000

Expenditure Schedule	Phase	1st	2nd	3rd	4th	5th & 6th
ALL		500,000	0	0	0	0
Totals		500,000	0	0	0	0

Funding	Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
					200,000		2,375,390	13,160	2,588,540
				Grand Totals for Perks					

Resolution No. 525

SIX YEAR STREET PLAN

WHEREAS, pursuant to the requirements of RCW 35.77.010, the City of Forks has prepared a six-year comprehensive transportation improvement plan for the City's street program for the ensuing six calendar years, 2026–2031; and

WHEREAS, further pursuant to said law, the City Council of the City of Forks, being the legislative body of said City did hold a public hearing on said comprehensive plan at 7:30 p.m. at the City Hall in Forks, Washington on the 27th of May 2025;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL:

- 1. That the six-year comprehensive street plan for 2026–2031 is adopted, and;**
- 2. That the City's Public Works Director is requested to forward that portion of the six-year comprehensive street plan associated with state and/or regional projects of significance along with a copy of this resolution to the Department of Transportation for the State of Washington for filing purposes.**

ADOPTED THIS 27th day of May 2025.

Tim Fletcher, Mayor

AUTHENTICATED AND ATTESTED TO:

Caryn DePew, Clerk/Treasurer

APPROVED AS TO FORM:

William R. Fleck, Attorney/Planner



City of Forks
Request for Bid
Fire Alarm Systems

BIDS ARE DUE NLT 1 pm, Monday, 25 November 2024
Submissions must be either faxed (360/374-9430), mailed and received by the above due date, or delivered at Forks City Hall, 500 East Division Street, Forks. Please use the attached bid form for your response to this request.

The City of Forks is requesting bids to:

- (1) Supply, install, and test a fire alarm system in the City's Correctional Facility located at Forks City Hall, 500 East Division Street, Forks, Washington; and,
- (2) Assess and evaluate, with recommendations as to any needed modifications or improvements of the fire alarm and suppression system at the Forks Industrial Building located 143 Sitkum-Sol Duc Road, Forks, Washington.

Regarding the fire alarm system referenced above, the vendor should bid the same brand or one of equal quality as listed below. The City is expecting to "upgrade" the existing correctional facility alarm system, not replace it.

Regarding the assessment, the City is only wanting the existing fire alarm and suppression system assessed by a licensed specialist who can make recommendations to the City as to any needed improvements, modifications, updates, and/or enhancements.

The City reserves the right to reject any and all bids, and to forego the purchase of said fire alarm system materials, components, etc. The City further notes that any assessment provided will become a City owned document that the City will utilize for public and internal budgeting, grant submissions, future RFQ or Bid solicitations; and, as such, the City further clarifies that the use of the provided materials does not create any future relationship with the selected consultant related to any future work.

As noted in the form below, applicable taxes and licenses should be included, unless otherwise noted below. Further, the bids must reflect the payment of prevailing wages. For the correctional facility related work, workers **may be** required to complete and successfully pass a background check for working in a correctional facility. Such background checks will be undertaken by the City of Forks, or its designee.

City will award the project primarily based upon the price bid for both projects noted above. However, the City may only proceed with the correctional facility improvements depending upon funding availability. The City expects to award the project on or about 9 December 2024. With all work to be completed by no later than 31 March 2025 unless otherwise agreed upon by the City.

Questions may be directed to Paul Hampton, Public Works Director or Lex Prose, Corrections Sergeant at 360/374-5412. Bids must be received by the City no later than 1:00 p.m., 25 November 2024. ***Submissions must be either faxed (360/374-9430), mailed and received by the above due date, or delivered at Forks City Hall, 500 East Division Street, Forks. Please only use the following form for your response.***

City of Forks – Request for Bids – Fire Alarm Systems – Due NLT 1 pm, 25 Nov 2024 at Forks City Hall – Pg 1
Part One – Correctional Facility's Fire Alarm Update

Quantity	Part Number	Part Description	Unit Price	Extended Price
1.0	SK 6808	Slnt Knt FACP	\$1492	\$1492
40.00	SK-PHOTO	Slnt Knt/Sys Sensor Smoke Detector	\$105	\$4200
3.00	SK-HEAT-ROR	Slnt Knt/Sys Sensor Heat Detector ROR	\$85	\$255
6.00	SK-PULL-DA	Slnt Knt/Sys Sens Pull – Dual Action	\$136	\$816
4.00	SK-DUCT	Slnt Knt/Sys Sensor Duct Detector	\$295	\$1180
4.00	DST3	Sys Sens Sample Tube – 3 Ft.	\$19	\$76
2.00	SK-RELAY	Slnt Knt Relay Module	\$120	\$240
1.00	0001	Custom Duct Smoke Adapter	\$200	\$200
1.00	01	Misc. Screws, Connectors, Staples, etc.	\$200	\$200
2.00	ALARMBATTERY2	Yuasa 12V 7AH Battery	\$40	\$80
1.00	SSU00672	Space Age Fire Alarm Document Box	\$27	\$27
1.00	SSU52010	Space Age Fire Alarm Document Display Frame	\$42	\$42
1.00	Permit	Electrical – State Commercial	\$210	\$210
160.00	LABOR	Labor – Installation/ Programming – Prevailing Wage	\$100	\$16,000
28.00	LABOR	Final Testing – Prevailing Wage	\$100	\$2,800
		Washington State Sales Tax	8.6%	\$2,293
		TOTAL PART ONE		\$30,111

City will submit and obtain the necessary permit for the Fire Review and Inspections as needed. Selected contractor will assist and coordinate work with the City as job requires.

Part Two – Industrial Park Fire System Assessment

Assess and evaluate, with recommendations as to any needed modifications or improvements of the fire alarm and suppression system at the Forks Industrial Building. Contractor will provide a written report explaining approach utilized in the assessment and recommendations for the system (alarm and suppression). If applicable to the work being done, total price for part two should include applicable fees, licenses, permits, and prevailing wage payments.

TOTAL PART TWO

TOTAL BID

Part One – Total Amount

\$30,111

Part Two – Total Amount

Please see attached letter for
reccomendation narritive

TOTAL FOR ENTIRE PROJECT

City will make the award based upon the total price inclusive of WSST CBO Forks

City of Forks – Request for Bids – Fire Alarm Systems – Due NLT 1 pm, 25 Nov 2024 at Forks City Hall – Page 2

I, Trent Ault, hereby certify and agree that the above bids, as written on the TOTAL FOR ENTIRE PROJECT line above, reflects all labor (to be paid at State Prevailing Wage Rates), all associated taxes (L&I and Employment Security), and all materials inclusive of Washington State Sales Tax to be paid FOB Forks for materials delivered in Forks. Further, I certify that all work will be performed by commercial technicians experienced in, and where applicable certified to undertake, installing fire alarm related equipment. Further, such individuals are experienced, and were applicable certified to perform, in conducting assessments and testing of such equipment. If selected for a bid award, I further certify that I, or my associated business, will provide any necessary proof of the workforce members' industry-related certifications. Further, I understand and acknowledge that if I am selected as the lowest responsible contractor, the City will be expecting me to enter into a contract as soon as reasonably possible and to complete the work within the timeframe specified above.

11/25/24
Date

Signature: Trenten Ault

Name & Title: Trent Ault - Sales Engineer

Business Name: E Squared Systems, LLC

Business UBI Number: 602-352-748



Date: 11-22-24

Project: Forks Correction Facility @ 500 E. Div St & Industrial Building at 143 Sitkum-Sol Duc Road

RE: Fire Alarm

To Whom It May Concern,

My name is Sandifer Deer. I am the general manager and chief systems design engineer for E-Squared Systems. I have been engaged in the low voltage industry in Washington State continuously since 1993. I hold a Washington State EL06 electrical license, ME06 Master electrical license as well as NICET IV in Fire alarm systems.

This letter is presented with our proposal for the fire alarm upgrade and to provide recommendations for both the correctional facility and industrial building fire alarm systems.

Bid Request (1) Supply, install, and test a fire alarm system in the City's Correctional Facility located at Forks City Hall, 500 East Division Street, Forks, Washington

Regarding the correctional facility fire alarm system, the existing system is an Edwards EST 2. The bid request is to upgrade the existing system, not replace it. The requested upgrade equipment is Silent Knight. The two manufacturers are mutually exclusive. An upgrade for the existing EST 2 to any other manufacturer would necessitate a full replacement. Additionally, the bid request Silent Knight equipment quantities do not match existing site quantities. For instance, 40 new smoke detectors are requested, there are approximately only 19 existing. Four duct detectors are requested for which there are a minimum of 14 existing. The site has several initiating devices such as sprinkler tampers and waterflow for which no replacement input modules are requested. There are 4 very old electro-mechanical horns for which no replacements are included.

From the site walk it has been established that the existing fire alarm system consists of an older fire alarm panel and legacy equipment mixing both conventional and addressable parts. A total of four notification devices were noted throughout the facility. Pull stations are required at all admin and court area required exits.

Recommendations:

- (1) The existing fire alarm device layout, for both the initiating (smokes, heats, pulls) and notification (horns and horn/strobes), is not code compliant to current IFC/IBC standards, NEC nor NFPA 72 requirements. Device and panel replacements are expected to occur over the course of time. When required this does not necessarily dictate requirements to bringing a building up to current-code compliance. However, it is generally a good idea.



The admin/PD and Court areas are generally considered to be Group B occupancy. Group B occupancy requires manual pull stations and notification throughout specified areas. In general, these include common work areas and public spaces.

Recommended Action:

- a. Replace EST with Silent Knight Panel.
- b. Replace existing Edwards addressable devices and all conventional devices with Silent Knight like-in-kind versions
- c. Add pull stations at exits not currently provisioned. All exits are currently provisioned.
- d. Replace the 4 four existing notification devices with new horn/strobes.

This is essentially provide the "upgrade" to existing devices. Additionally, I would recommend the following;

- e. Add notification in all required areas and the exterior of the building. There are many areas of the non-correctional portions of the facility that lack current code cycle required occupancy notification. Floor 2 and floor 3 spaces if continued to be used as storage would not necessarily require notification.
- f. Replace the non-required smoke detectors as requested. The admin area smoke detectors appear to be the discontinued IONIZATION type detectors. These style detectors use a radio-active isotope and must be properly disposed of. There is generally an added cost for this special disposal. Replace these devices with photo-electric or remove from system as code allows. If smoke detection is to remain there should be a consistent layout (i.e. full detection, full egress detection in all areas or spot detection where called by NFPA 72 such as at control panels.
- g. Add heat detection to the attic spaces.
- h. Clean up all exposed cabling. Reroute and properly secure to structure were required. The attic mechanical spaces have wiring run in haphazard manner and present a safety concern for travelling through the spaces.

(2) Assess and evaluate, with recommendations as to any needed modifications or improvements of the fire alarm and suppression system at the Forks Industrial Building located 143 Sitkum-Sol Duc Road, Forks, Washington.

The industrial building has a dry sprinkler system with a single pressure switch. The interior of the building has several inches of standing water over a large portion of the floor. The standing water is pooled around the service gear and breaker panels. It is unknown if power is turned on to the building.

The pump house has a small air-compressor that appears to be for maintaining pressure on the dry pipes. The compressor is disconnected from both power and the sprinkler system. Power cabling to the pump house (5) appears to be dismantled over the compressor.

The associated nearby PIV does not have a monitoring switch.

Recommendation:

- a. For utilization purposes, the sprinkler system should be inspected and tested by a sprinkler service company. Power should be verified and re-established to the pump house and the compressor recommissioned or replaced and put into service. The pump house should be dried in and sealed against weather.
- b. For remote monitoring service of the sprinkler system, a small fire panel with a communication ability such as a cellular unit can be installed. If such is the case, a smoke detector, pull station and notification bell or horn/strobe should be provided



according to current code minimum standards. It is possible to simply provide monitoring only of the sprinkler pressure switch via a communicator. If the building is to be occupied at some point a local audible or audible/visual should be provided on waterflow activation for site personnel or approaching fire department vehicles. In any case, permanent power to the pump house will need to be established. A cellular unit is recommended provided there is adequate signal to the general vicinity in lieu of phone lines or radio. (Note: I had 3 bars at the building with Verizon).

ON behalf of E-Squared Systems, I thank you for the opportunity to be of service and provide proposal and recommendations for this project.

Sandifer Deer

General Manager
E-Squared Systems LLC
3006 96th St S
Lakewood, WA 98499
253-284-3707

NICET IV (FAS) Certification #129796
Master Electrical License DEERSM842DR



**CITY OF FORKS
TREASURER'S REPORT
1ST QTR 2025**

FUND	PREV BAL	PREV BAL	PREV BAL	2025 1st QTR	2024 1st QTR	2025 1st QTR	2024 1st QTR	INVESTMENT	ENDING	END BAL	2024 1st QTR
	CASH	INVESTMENT	CASH/INV	RECEIPTS*	RECEIPTS*	DISBURSE	DISBURSE*	PURCHASED	CASH	CASH/INV	END BAL*
GENERAL	-1,085,801.17	2,435,800.00	1,349,998.83	900,256.03 ¹	466,658.74	796,518.04 ¹⁰	597,311.37	2,435,800.00	-982,063.18	1,453,736.82	1,544,507.28
STREET	148,295.11	0.00	148,295.11	38,836.26 ²	24,393.50	92,263.76 ¹¹	71,774.89	0.00	94,867.61	94,867.61	157,874.03
LODGING TAX	360,153.06	939,200.00	1,299,353.06	92,465.92	85,230.24	37,219.99 ¹²	25,972.34	939,200.00	415,398.99	1,354,598.99	949,406.00
AP/IND PARK/RAC/ICN	372,347.20	0.00	372,347.20	70,030.09 ³	104,065.75	178,693.67 ¹³	142,562.42	0.00	263,683.62	263,683.62	504,701.25
WATER	777,948.86	0.00	777,948.86	336,635.81 ⁴	304,558.67	395,798.29	431,706.35	0.00	718,786.38	718,786.38	622,757.06
SEWER	2,031,570.69	0.00	2,031,570.69	126,980.12 ⁵	112,618.19	1,132,245.61 ¹⁴	180,641.76	0.00	1,026,305.20	1,026,305.20	836,688.01
PETTY CASH	850.00	0.00	850.00	0.00	0.00	0.00	0.00	0.00	850.00	850.00	850.00
TRAVEL	4,000.00	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00	4,000.00
IND PARK DEVELOPMENT	4,000.00	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00	4,000.00
CAPITAL IMPROVEMENTS	142,631.47	0.00	142,631.47	2,981.11 ⁶	477,742.21	15,782.01 ¹⁵	275,550.17	0.00	129,830.57	129,830.57	319,245.79
INFRASTRUCTURE PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INMATE CUSTODIAL FUND	1,723.13	0.00	1,723.13	4,200.70	7,730.70	4,275.58	8,330.72	0.00	1,648.25	1,648.25	1,627.90
QUILLAYUTE AP	254,331.75	0.00	254,331.75	1,556.88 ⁷	1,194.23	15,055.12 ¹⁶	48,185.73	0.00	240,833.51	240,833.51	246,458.40
TRANSIT CENTER	5,856.69	0.00	5,856.69	8,013.16 ⁸	10,300.46	11,755.85	12,099.63	0.00	2,114.00	2,114.00	110.24
SEIZED PROPERTY	3,128.96	0.00	3,128.96	0.00	0.00	0.00	0.00	0.00	3,128.96	3,128.96	3,128.96
DONATIONS	52,404.53	0.00	52,404.53	0.00	0.00	0.00 ¹⁷	12,602.24	0.00	52,404.53	52,404.53	52,389.53
GRANT/CONSTRUCTION	106,128.99	0.00	106,128.99	0.00	0.00	0.00	0.00	0.00	106,128.99	106,128.99	92,080.78
SEARCH & RESCUE	3,876.00	0.00	3,876.00	0.00	0.00	0.00	0.00	0.00	3,876.00	3,876.00	3,876.00
STREET PROJECTS	3,991.82	0.00	3,991.82	394,143.75 ⁹	0.00	398,135.57 ¹⁸	5,650.00	0.00	0.00	0.00	-5,649.17
STATE COLLECTIONS	9.67	0.00	9.67	11,421.44	8,859.97	2,321.08	1,557.58	0.00	9,110.03	9,110.03	12,353.83
TOTAL	3,187,446.76	3,375,000.00	6,562,446.76	1,987,521.27	1,603,352.66	3,080,064.57	1,813,945.20	3,375,000.00	2,094,903.46	5,469,903.46	5,350,405.89

*For comparison purposes.

CITY OF FORKS
1st Quarter 2025 Treasurer's Report Variance Notes

	1st Qtr 2025	1st Qtr 2024	Variance	
1 General Fund Receipts <i>2024 Interfund loan repayment</i>	\$ 900,256.03	\$ 466,658.74	\$ 433,597.29	48.16%
2 Street Fund Receipts <i>2025 property taxes</i>	\$ 38,836.26	\$ 24,393.50	\$ 14,442.76	37.19%
3 AP/IP/RAC/ICN Fund Receipts <i>2025 lease decrease</i>	\$ 70,030.09	\$ 104,065.75	\$ (34,035.66)	-32.71%
4 Water Fund Receipts <i>2025 rate increase</i>	\$ 336,635.81	\$ 304,558.67	\$ 32,077.14	9.53%
5 Sewer Fund Receipts <i>2025 rate increase</i>	\$ 126,980.12	\$ 112,618.19	\$ 14,361.93	11.31%
6 Capital Improvement Fund Receipts <i>2024 QVSD RCO Grant receipts</i>	\$ 2,981.11	\$ 477,742.21	\$ (474,761.10)	-99.38%
7 Quillayute Airport Fund Receipts	\$ 1,556.88	\$ 1,194.23	\$ 362.65	23.29%
8 Transit Center Fund Receipts <i>2024 lease payment timing</i>	\$ 8,013.16	\$ 10,300.46	\$ (2,287.30)	-22.21%
9 Street Project Fund Receipts <i>2024 Bogachiel Way Project receipts</i>	\$ 394,143.75	\$ -	\$ 394,143.75	100.00%
10 General Fund Disbursements <i>2025 liability insurance increase, patrol & corrections payroll increase & patrol vehicle purchase</i>	\$ 796,518.04	\$ 597,311.37	\$ 199,206.67	25.01%
11 Street Fund Disbursements <i>2025 increase in expenses</i>	\$ 92,263.76	\$ 71,774.89	\$ 20,488.87	22.21%
12 Lodging Tax Fund Disbursements <i>2025 Chamber LT increase</i>	\$ 37,219.99	\$ 25,972.34	\$ 11,247.65	30.22%
13 AP/IP/RAC/ICN Fund Disbursements <i>Industrial Park electrical improvement for lease</i>	\$ 178,693.67	\$ 142,562.42	\$ 36,131.25	20.22%
14 Sewer Fund Disbursements <i>WWTP construction</i>	\$ 1,132,245.61	\$ 180,641.76	\$ 951,603.85	84.05%
15 Capital Improvements Disbursements <i>QVSD RCO Grant 2024 expenses</i>	\$ 15,782.01	\$ 275,550.17	\$ (259,768.16)	-94.27%
16 Quillayute Airport Fund Disbursements <i>AMP dispersements</i>	\$ 15,055.12	\$ 48,185.73	\$ (33,130.61)	-68.76%
17 Donation Fund Disbursements <i>ICI retainage</i>	\$ -	\$ 12,602.24	\$ (12,602.24)	-100.00%
18 Street Project Fund Disbursements <i>Interfund loan repayment</i>	\$ 398,135.57	\$ 5,650.00	\$ 392,485.57	98.58%

Caryn Depew

From: Kim Weissenfels
Sent: Friday, April 11, 2025 9:19 AM
To: Caryn Depew
Subject: FW: Willingness to Serve – City Council Seat Vacancy

From: Corey Pearson <unitedconcepts@mac.com>
Sent: Thursday, April 10, 2025 4:50 PM
To: Kim Weissenfels <admin.assistant@forkswashington.org>
Subject: Willingness to Serve – City Council Seat Vacancy

To: Caryn DePew and the Honorable Members of the City Council

Dear Ms. DePew and Council Members,

I'm writing with a heart for service and a deep love for our community to express my willingness to step into the city council seat formerly held by Nettie Grant, serving through December 31, 2025, should you feel I'm a good fit for the role.

Having grown up with the conservative values that have shaped this town—faith, family, freedom, and responsibility—I understand the importance of preserving what's good, while also helping guide our next steps forward with discernment and care. This is a community that believes in hard work, in showing up for one another, and in honoring the legacy of those who came before us. I would consider it a true privilege to help carry those values forward.

Over the years, I've been fortunate to serve on several hospital foundation boards and local community boards, including Rotary International. Those experiences have shown me the quiet power of consistent, local involvement—and how much can be done when good people come together with shared purpose.

I don't take lightly the responsibility of leadership, and I'm not seeking recognition. I simply feel called to be available where I might be useful—to listen, to support, and to offer what I can. If you believe I could be of service in this role, I would be honored to come alongside each of you in support of the work already being done.

With gratitude for your time and your continued leadership,

Corey Pearson

Caryn Depew

From: Corey Pearson <unitedconcepts@mac.com>
Sent: Monday, May 5, 2025 8:44 PM
To: Caryn Depew
Subject: Re: Willingness to Serve – City Council Seat Vacancy

Yes, thank you!
Sent from my iPhone

On May 5, 2025, at 3:26 PM, Caryn Depew <carynd@forkswashington.org> wrote:

Hi Corey,
Would you like me to add your letter of interest for the additional council seat vacancy for Hickory Grant? He announced after your departure at the council meeting. I wasn't sure if you were aware or not. If so, your reply to this email will work.
<image001.png>

Also,
This will go towards Council Position No. 5 for the remainder of 2025 if chosen by the council. Regardless, if you are chosen or not it will need to be filed for a 2-year term for 2026-2027 if you are interested. I have attached the link below if you are.

[Candidate Filing Information | Clallam County, WA](#)

<image002.png>

Of course, you can file for any opening.

<image003.png>

Caryn DePew
Clerk /Treasurer
City of Forks
500 East Division Street
Forks, WA 98331-8618
Phone (360) 374-5412 Ext. 106
Fax (360) 374-9430

From: Caryn Depew
Sent: Friday, April 11, 2025 9:34 AM
To: unitedconcepts@mac.com
Subject: FW: Willingness to Serve – City Council Seat Vacancy

Heather Sky Gaddy

870 Sherriffs Hideaway
Forks, WA 98331

Heatherskyproject@outlook.com

(360) 461-3617

April 18th 2025

Forks City Council
City of Forks
500 E Division Street
Forks, WA 98331

Dear Council Members, Mayor Tim Flecher and Clerk Treasurer Caryn Depew,

I am writing to express my sincere interest in the vacant City Council position in Forks. Engaged and an active member of our community, I am passionate about seeing our town thrive and believe I bring a unique blend of dedication, leadership, and experience to the role.

I currently serve in several local organizations that work to uplift and support Forks. I am an acting secretary for both the Forks Community Food Bank, where I also built and maintain the website and the Rainforest Council for the Arts. I serve on the social committee for Soroptimist International, and I actively support Ginger's Closet and disaster relief efforts. These roles have deepened my understanding of the needs of our community and allowed me to work closely with diverse groups of residents.

As a homeschool mother and co-leader of a local homeschool co-op, I am deeply invested in the future of our youth and the strength of family life in Forks. I regularly help organize events that foster connection, education, and social enrichment, all aimed at building a more vibrant community.

I would be honored to bring my skills in communication, collaboration, and community engagement to the City Council. I care deeply about the direction of our town and am committed to serving with transparency, integrity, and a forward-looking vision.

As a side note, I also bring a background in child education, operate a local dance studio, and have experience in event planning and community networking. These skills have allowed me to connect with people across

various walks of life and bring meaningful programs and opportunities to Forks.

Thank you for your time and consideration. I welcome the opportunity to speak further about how I can serve Forks in this capacity.

Warm regards,

Heather Sky Gaddy

Caryn Depew

From: Heather Gaddy <scorpiodaughter@hotmail.com>
Sent: Monday, May 5, 2025 9:13 PM
To: Caryn Depew
Subject: Re: City Council position

Yes I would like to apply for the council position number 5 please.

If you have any questions, please let me know.

Thank you

Heather Gaddy

Get Outlook for Android

From: Caryn Depew <carynd@forkswashington.org>
Sent: Monday, May 5, 2025 3:24:19 PM
To: scorpiodaughter@hotmail.com <scorpiodaughter@hotmail.com>
Subject: RE: City Council position

Hi Heather,

Would you like me to add your letter of interest for the additional council seat vacancy for Hickory Grant?

If so, your reply to this email will work.

FORKS CITY COUNCIL VACANCY

The Mayor is requesting letters of interest from individuals willing to serve on the City Council to fill Position 5 formerly held by Hickory Grant through December 31, 2025. Individuals interested in serving must reside within the Forks city limits and be a registered voter. Selection will be by the City Council at their meeting on May 27, 2025 at 7:30 p.m. The selected individual will be required to file necessary paperwork with the State's Public Disclosure Commission.

Individuals interested in serving should send a letter of interest and any other materials they deem pertinent for Council to review to City Clerk/Treasurer Caryn DePew at 500 East Division Street, Forks, Washington 98331. Letters can also be e-mailed to admin.assistant@forkswashington.org. **All letters must be received by the City no later than 5:00 p.m. on May 21, 2025.**

Also,

This will go towards Council Position No. 5 for the remainder of 2025 if chosen by the council. Regardless, if you are chosen or not it will need to be filed for a 2-year term for 2026-2027 if you are interested. I have attached the link below if you are.

[Candidate Filing Information | Clallam County, WA](#)

Pamela S. Hunter
P.O. Box 2794
Forks, WA 98331

May 2, 2025

Mayor Tim Fletcher
Forks City Hall
500 E. Division St.
Forks, WA 98331

Dear Mayor,

If you and the City Council agree, I would be glad to fill out the term of Hickory Grant. I have been looking for a way to serve the Forks community since my retirement from parish ministry.

My home address is 821 Danielson Road, so I do live within the city limits.

If you would like to talk with me further, my phone number is 360 640 0764.

Sincerely,

A handwritten signature in black ink that reads "Pamela S. Hunter". The signature is written in a cursive, flowing style.

Pamela S. Hunter

Caryn Depew

From: Raven Gunn <ravenworkspa@gmail.com>
Sent: Sunday, May 4, 2025 6:52 AM
To: Caryn Depew
Subject: New City Council position opening

Good morning,

I would like to submit a letter to the City Council and the Mayor in regards to the new vacant position of the City Council now that Hickory Grant has stepped down.

To the City Council and Mayor of Forks WA.,

I would like to submit my interests in filling the now vacant City Council position.

While I have called Forks my home for just over two years now, I have been coming to Forks for nearly my entire life.

My grandfather came to Forks to hike the coast starting back in the 1950s, and continued to do so till the 1970s. My father brought us out to visit the rivers and the ocean when I was young, and as a young man I came out to hike the coast line and hunt the woods.

I have traipsed around from Oil City to Shi Shi along the coast, fished the rivers or floated them as I have enjoyed the Pacific Coast. Forks is the center hub for thousands of tourists visiting our area!

What I have observed was the eb and flow of Forks and sadly, the slow deterioration due to the economic conditions of the logging industry over the decades like many small communities have experienced.

While an "outsider", I grew up in small communities both in WA and in Oregon and I have traveled extensively. What I have seen are places that have picked themselves up, reinvented themselves and became quite self sustaining again. I point to a prime example of Leavenworth, WA.

Not suggesting we turn Forks into something that it is not!

But I also believe we cannot rely solely upon the Twilight influx to maintain outside monies coming in from tourism, we must start to branch out and think perhaps outside the box!

I filled out a survey from the City over a year ago that was asking these very same questions. How do we preserve and improve Forks?

Yes, we have some great attractions, Forth of July is a prime example and the drag racing along with the ecotourism.

As a community we are able to come up with ideas and modify the existing ones to help sustain Forks financially while still keeping Forks, well... Forks!

I moved here for the quiet, safe, friendly life. Where I can walk down the street and have people smile and wave hi, to not have to wait 10 minutes to cross the busy city street. Where children are safe to walk to school and go play out in the forests.

As a city council member my interest are to talk one on one with the business owners and the citizens of Forks to understand the feewholeand needs as a whole. Where people would like to see not only improving Forks, but also preserving Forks. Many business owners that I have spoken to live outside the city limits but employ citizens and have well established businesses here in town. Their voices are just as important as people who live in city limits.

The City faces so many challenges from all sources, Washington State, Federal agencies, Tribal Councils, tourism, businesses, and the citizens. There has to be ballance and a restoration of civic pride in the community. We need the next generations to not think of moving away as fast as possible but

staying and helping build the community for the generations to come and to be proud to say they are from Forks.

I would like to help with this to the best of my abilities and I believe that I can. I have a diverse background both in the timber industry, building (I am a master timber framer) adventurer, and fisherman and volunteer. Owning a small business here in town and interacting with the other businesses I personally see many aspects that we can build off of and I look forward to seeing Forks thrive.

I have volunteered in the communities I have lived in my entire life helping those in need and also to improve the communities.

I have worked with half a dozen Eagle Scout projects in Kitsap County where I used to live from park benches, the stone staircase at Fay Bainbridge State park, and others. I was selected to help build structures at the Japanese Internment Memorial in Eagle Harbor, Bainbridge Island that is internationally recognized.

I am currently volunteering as a member of the Clallam County Sheriff's department's Search and Rescue team and have enjoyed working with the first responders on several missions already.

I believe with the right community projects, we can ignite the passion and creativity of members of our community to make Forks a place we are all proud of. Community art, trails, possible activities / events, and other improvements can bring our citizens and businesses together to benefit everyone. I believe the City can work with organizations like the Lion's Club, American Legion, and many others to help improve our community and to help make our resources go further.

Sincerely,

Armistead Lucas Coleman II

360-649-2279

Caryn Depew

From: ar50bmgjr <ar50bmgjr@yahoo.com>
Sent: Sunday, May 4, 2025 7:25 PM
To: Caryn Depew
Subject: City council candidate

To whom it may concern. I have been neighbors with Arm Coleman for a few months. To me he seems to be a stand up guy that cares about the community. I believe he has the integrity and core values to serve the forks community well as a member of the city council.

Sincerely, Jeremy R Rider.

Sent from my Verizon, Samsung Galaxy smartphone

Caryn Depew

From: Seth Robbins <sethr91@hotmail.com>
Sent: Sunday, May 4, 2025 9:53 AM
To: Caryn Depew
Subject: City Counsel position

Hello,

I understand that Armi Coleman has applied for the City Council position.

I've known Armi for about eight years. He's intelligent, logical, humorous, understanding, a good listener, and honest. I've personally enjoyed delightful conversations with him. He tells it like it is and usually doesn't hold back. His opinions will be genuine.

He would be a welcome addition to any position that would accept him.

Thank you,

Seth Robbins
Bozeman, Montana

Caryn Depew

From: Carl Vickers <cvickers@aafmaa.com>
Sent: Thursday, May 8, 2025 10:48 AM
To: Caryn Depew
Subject: City Council Consideration Recommendation- Armistead Coleman
Importance: High

To Whom It May Concern:

Hello, my name is Carl Vickers.

I am writing today to give my personal and professional recommendation for Mr. Armistead Coleman for City Council in Forks, Washington.

In the over two years that I have known Mr. Coleman; I have always noted his professional and knowledgeable perspective in various situations.

He is an outstanding member of the community, have recently been awarded for over 100 hours of dedicated service in just over five months with Search and Rescue.

In addition, he has been a true and consistent mentor and friend to me for the same number of years.

He is reliable and trustworthy and provides tremendous insights via a unique prospective that seems to be hard to find these days.

Truthfully, he does not tell you what you want to hear, he weighs all in a very non-bias way and then commits.

As a past board member of many organizations, I can attest from those experiences, that Armistead Coleman would make a rock solid addition to your city council.

Respectfully,
Carl



Armed Forces Mutual™



Carl Vickers

Membership Coordinator

United States Air Force Veteran

D 703.707.4519

1850 Old Reston Avenue, Suite 200, Reston, VA
20190

[armedforcesmutual.com](https://www.armedforcesmutual.com)

<https://www.aafmaa.com/life-insurance/get-a-quote>



This message may contain confidential and/or privileged information. If you are not the addressee or authorized to receive this for the addressee, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by reply e-mail and delete this message. Thank you for your cooperation.

Caryn Depew

From: Selina Spurlock <selinaspurlock@gmail.com>
Sent: Monday, May 12, 2025 6:22 PM
To: Caryn Depew
Subject: Letter of Recommendation

We are writing to you to confidently recommend Armistead Coleman II for Forks city Council.

Arm is a fresh face in Forks and the owner of Rogue Gunn Works. He's a hard-working knowledgeable individual who is excited to serve our community and bring new ideas to the table. We consider him to be a true asset to our town and the Forks city Council.

Sincerely,

Stephen Breithaupt
Selina Spurlock
Sent from my iPhone

Dave Ferguson

284 West Division Street

Forks, WA 98331

Realdealguides@gmail.com

Date: May 22, 2025

To:

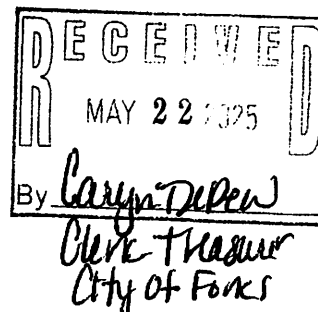
Forks City Council

Forks Planning Commission

City Clerk's Office

500 East Division Street

Forks, WA 98331



**RE: Formal Complaint – Appearance of Fairness Doctrine Violation & Conflict of Interest
Concerning Vertical Bridge Wireless Communication Tower**

Dear Councilmembers, Commissioners, and Clerk,

I am writing as a concerned property owner to formally submit a complaint under **RCW 42.36**, the **Appearance of Fairness Doctrine**, regarding a potential conflict of interest in the permitting process for the proposed wireless communication tower by **Vertical Bridge REIT, LLC**.

Background and Concern:

It has come to my attention that **Mr. Rod Fleck**, who serves as both **City Attorney** and a **signatory on the lease agreement** between the City of Forks and Vertical Bridge, also played an advisory and potentially decision-shaping role in the related planning and permitting process.

Specifically, Mr. Fleck:

- 1 Signed or approved the lease agreement** between the City of Forks and Vertical Bridge as a representative of the city;
- 2 Provided legal counsel** to the Planning Commission regarding the same project;
- 3 Engaged in communication with Vertical Bridge** in a representative capacity;
- 4 Failed to disclose a conflict of interest or recuse himself**, despite having a direct role in the lease negotiation and execution.

This presents an **actual or perceived conflict of interest** under the Appearance of Fairness Doctrine, which requires impartiality in quasi-judicial proceedings and mandates the **recusal of any official whose impartiality might reasonably be questioned**.

RCW 42.36.060 states:

"If such violation is discovered before the rendering of a decision, it shall be disclosed and the disqualified person shall withdraw from the proceedings. The failure to disclose the disqualification may render the decision void."

This standard has been upheld in multiple Washington court rulings, where even the **appearance** of bias or undue influence has been deemed sufficient to vacate land use decisions.

Requested Actions:

- **Immediate recusal of Mr. Fleck** from any current or future involvement, advisory or administrative, in this matter;
- **Appointment of independent legal counsel** to the Planning Commission for continued

deliberation;

- **Disclosure and release of all communications** between Mr. Fleck and representatives of Vertical Bridge;
- **Nullification and review of any permits or decisions** made under this conflict;
- **Reopening of the public comment period** if the integrity of the original process is determined to have been compromised.

I respectfully request this complaint be entered into the **official public record** concerning the Vertical Bridge proposal and that the City provide **written confirmation of receipt** and a timeline for response or hearing on this matter.

Thank you for your attention and your commitment to public integrity and transparency.

Also an **easement overreach** by the city to cross the corner of my property which I will be seeking legal representation for if this permit is not withdrawn. Any further communications from you "the city" I'd like in email form.

Sincerely,

Dave Ferguson

Realdealguides@gmail.com

Property Owner

284 West Division Street

Forks, WA 98331