

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

(360) 374-5412 • Fax: (360) 374-9430 • TTY: (360) 374-2696
forkswashington.org

Council Meeting Agenda
June 9, 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. Oath of Office for newly appointed Council Member:
Council Member Position 5, Armistead Coleman
2. Minutes of Regular Meeting held May 12, 2025
3. Expenditures:

Manual Check	44478	\$ 11,345.27
Payroll Checks	44479 through 44497	\$144,690.38
Claim Checks	44498 through 44532	
	and EFTs included in total amount of	\$ 132,898.49
Travel Checks	3751 and 3753	\$ 988.42

4. 2025 Red Town Initiative Bid Award
5. April 2025 Treasurer's Report
6. Quillayute Airport On-Call Engineer Authorization
7. Forks Industrial Park EDC Grant Agreement Authorization

Discussion Items

1. Park Board Minutes
2. Council Member Reports
3. Staff Reports
4. Mayor's Report
5. Executive Session. The council **will** 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
May 12, 2025 7:30 p.m.

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

0:09 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:43 **ROLL CALL**

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

1:52 **PUBLIC COMMENT**

2:06 Lissy Andros, Director Forks Chamber of Commerce, thanked the Mayor and City staff for all the work they did to get the Upper Hoh Road open again.

2:36 Will Draper suggested the former Vagabond Restaurant be used for a coffee shop or some sort of co-op.

ACTION ITEMS

5:40 **1. Oath of Office for Newly Appointed Council Member**

District Court II Judge Bruce Hannify administered the oath of office for newly appointed City Council Position 1 appointee, Vilkes Patel.

(1:04) **MODIFICATIONS/APPROVAL OF AGENDA**

Mayor Fletcher asked that the agenda be modified to include action on Clallam County Opportunity Fund Program Memorandum of Understanding Amendment 3 as Action no. 4.

7:29

Motion to approve the agenda as modified by Soha, second Wood, motion carried.

7:53

2. Motion to approve manual check 44323 in the amount of \$12,627.97, payroll checks 44324 through 44340 in the amount of \$151,085.45, claim checks 44341 through 44374 and EFTs as included in the total amount of \$460,590.99, and travel check 3750 in the amount of \$110 by Soha, second Wood, motion carried.

8:54 **3. Quillayute Airport Emergency Conex License Authorization**

Attorney/Planner Fleck introduced documents submitted by Chip Keen, Clallam Fire District 6, and additional information regarding a license for a Conex box to be placed at the Quillayute Airport to store emergency equipment.

10:38

Motion to authorize the Mayor and staff to execute a no-fee license at Quillayute Airport with Clallam County by Soha, second Wood, motion carried.

11:07 **4. Clallam County Opportunity Fund Program Memorandum of Understanding Amendment 3**

Attorney/Planner Fleck introduced Amendment 3 to the Clallam County Opportunity Fund Program MOU, which provides for the additional replacement of the flooring in the wastewater treatment plant's screw press building and requires no additional grant funding beyond that previously awarded by the Opportunity Fund.

12:39

Motion to authorize the Mayor and staff to execute Amendment 3 to the Clallam County Opportunity Fund Program Memorandum of Understanding by Soha, second Wood, motion carried.

13:13 **DISCUSSION ITEMS**

1. Council Member Resignation/Vacancy

Mayor Fletcher informed Council that they would be appointing an applicant to fill Position 5 vacated by R. Grant through December 31 at the next meeting.

13:46 **2. C.C. Flood Map Changes**

Attorney/Planner Fleck explained the history of the current flood maps, the new preliminary maps, which are still subject to a 90-day appeals period, and the comments and appeals process.

18:38

18:49 **3. Council Member Reports**

Council Member Patel said he is excited to attend his first Council meeting as a member of the Council, and asked for everyone's help as he learns about his new position.

19:17

Council Member Wood congratulated Patel on his appointment.

19:25

Council Member Soha said he registered to run for Position 3 again and successfully encouraged an acquaintance to run for Position 2 currently held by Wood.

20:19

20:23 **4. Staff Reports**

Clerk/Treasurer DePew reported having sent the annual report to the Mayor, staff, and the State auditors ahead of the May 31 deadline.

12:42

Public Works Director Hampton said the new clarifier was put through a dry run and is now being filled with water for another test run, and they are working on establishing communication between the clarifier and waste activated sludge pump, hopefully wirelessly, which costs less. He also reported work has begun on Danielson Rd.

22:06

Police Chief Rowley reported a tremendous increase in seasonal traffic. He said his department is now fully staffed, and he and his officers are encouraging youth to ride their motorcycles and ATVs in safe places in a safe manor and discouraging

them from riding on City streets. He also said the new patrol car is now fully outfitted and on the road.

53:06 **Attorney/Planner Fleck** said a grant application for runway repair engineering at the Quillayute Airport has been submitted, and that he is still working with the FAA ON A Bipartisan Infrastructure Law grant for hangar stabilization. He also reported the memorial held by the Washington State Supreme Court for Judge Susan Owens was very good and well attended.

25:15 **5. Mayor's Report**

Mayor Fletcher reported having participated in the official re-opening of the Upper Hoh Road, which he said was well attended by the Governor's staff, local politicians, the Chamber of Commerce, and local stakeholders. He also said he is hoping to get those with the money to set aside funds for emergencies associated with damage to the Upper Hoh Road.

26:05 **6. Executive Session**

27:02 At 8:01 p.m., Council recessed for five minutes before entering into Executive Session for 20 minutes to consider the minimum price for a lease of City property at 8:06 p.m. to end at 8:26 p.m.

Part II

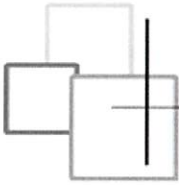
0:01 Mayor Fletcher reconvened the Regular Meeting at 8:26 p.m. No action was taken.

7. ADJOURNMENT

0:10 **Motion** to adjourn by Soha, second Wood, motion carried. Meeting adjourned at 8:27 p.m.

Tim Fletcher, Mayor

Caryn DePew, Clerk/Treasurer



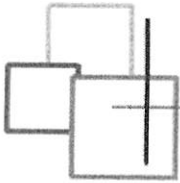
Voucher Directory

Fiscal: : 2025 - May

Council Date: : 2025 - May - Manuals Second Council

Vendor	Number	Reference	Account Number	Description	Amount
Clallam County PUD	44478			2025 - May - Manuals Second Council	
		052025/PUD			
			PUD		
			001-000-000-512-52-47-00	PUD Services	\$356.79
			001-000-000-514-23-47-00	PUD Services	\$251.85
			001-000-000-521-20-47-00	PUD Services	\$419.76
			001-000-000-523-61-47-00	PUD Services	\$482.72
			001-000-000-576-80-47-00	PUD Services	\$56.41
			001-000-000-576-80-47-00	PUD Services	\$84.03
			001-000-000-576-80-47-71	PUD Services	\$80.55
			001-000-000-576-80-47-72	PUD Services	\$86.62
			001-000-000-576-80-47-73	PUD Services	\$141.73
			101-000-000-542-31-47-00	PUD Services	\$69.73
			101-000-000-542-31-47-00	PUD Services	\$203.52
			101-000-000-542-31-47-00	PUD Services	\$67.14
			101-000-000-542-31-47-00	PUD Services	\$695.54
			150-000-000-547-10-47-01	PUD Services	\$343.63
			400-000-000-534-80-47-00	PUD Services	\$58.03
			400-000-000-534-80-47-00	PUD Services	\$197.43
			400-000-000-534-80-47-00	PUD Services	\$293.83
			400-000-000-534-80-47-41	PUD Services	\$654.12
			400-000-000-534-80-47-42	PUD Services	\$996.38
			400-000-000-534-80-47-44	PUD Services	\$343.37

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-47-46	PUD Services	\$139.60
			402-000-000-535-80-47-00	PUD Services	\$104.94
			402-000-000-535-80-47-50	PUD-Biosolids Bldg	\$811.28
			402-000-000-535-80-47-51	PUD-Pump Station	\$118.81
			402-000-000-535-80-47-52	PUD-Lab	\$2,829.71
			410-000-000-546-10-47-00	PUD Services	\$290.13
			410-000-000-552-10-47-00	PUD Services	\$188.89
			410-000-000-552-50-47-00	PUD Services	\$335.42
			410-000-000-575-50-47-00	PUD Services	\$405.14
			412-000-000-546-10-47-00	PUD Services	\$112.60
			412-000-000-546-10-47-00	PUD Services	\$71.84
			412-000-000-546-10-47-00	PUD Services	\$53.73
		Total 052025/PUD			\$11,345.27
	Total 44478				\$11,345.27
Total Clallam County PUD					\$11,345.27
Grand Total		Vendor Count	1		\$11,345.27



Fund Transaction Summary

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

Fund Number	Description	Amount
001	General Fund	\$1,960.46
101	Street	\$1,035.93
150	Transit Center Fund	\$343.63
400	Water	\$2,682.76
402	Sewer	\$3,864.74
410	Airport/Industrial Park	\$1,219.58
412	Quillayute Airport	\$238.17
	Count: 7	\$11,345.27

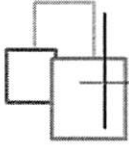
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

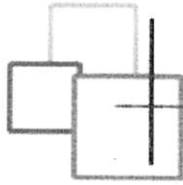
Audited and ordered paid by Forks City Council:

Auditing Committee



Register

Number	Name	Fiscal Description	Amount
<u>44479</u>	AFLAC Remittance Processing	2025 - June - First Council Date	\$21.00
<u>44480</u>	AWC Employee Benefit Trust	2025 - June - First Council Date	\$51,047.28
<u>44481</u>	AWC Life Ins - Supplemental	2025 - June - First Council Date	\$36.20
<u>44482</u>	City of Forks	2025 - June - First Council Date	\$24.00
<u>44483</u>	Department of Employment Security	2025 - June - First Council Date	\$151.02
<u>44484</u>	Dept of Labor & Industry	2025 - June - First Council Date	\$2,157.59
<u>44485</u>	Dept of Retirement - Def Comp	2025 - June - First Council Date	\$497.03
<u>44486</u>	Dept of Retirement - Def Comp - Roth	2025 - June - First Council Date	\$56.55
<u>44487</u>	Dept of Retirement Systems-LEOFF	2025 - June - First Council Date	\$2,238.52
<u>44488</u>	Dept of Retirement Systems-PERS 2	2025 - June - First Council Date	\$5,772.33
<u>44489</u>	Dept of Retirement Systems-PERS 3	2025 - June - First Council Date	\$918.33
<u>44490</u>	Dept of Retirement Systems-PSERS	2025 - June - First Council Date	\$2,510.99
<u>44491</u>	EFTPS	2025 - June - First Council Date	\$17,662.23
<u>44492</u>	Employment Security Dept - PFML	2025 - June - First Council Date	\$496.75
<u>44493</u>	HRA Veba Trust	2025 - June - First Council Date	\$1,111.01
<u>44494</u>	Northwest Administrators	2025 - June - First Council Date	\$3,482.60
<u>44495</u>	Teamsters Local 589	2025 - June - First Council Date	\$267.50
<u>44496</u>	United Way	2025 - June - First Council Date	\$37.00
<u>44497</u>	WA Cares	2025 - June - First Council Date	\$311.79
<u>Direct Deposit Run - 6/5/2025</u>	Payroll Vendor	2025 - June - First Council Date	\$55,890.66
			\$144,690.38



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2025 - June - First Council Date

Fund Number	Description	Amount
001	General Fund	\$78,082.12
101	Street	\$9,999.12
140	Lodging Tax Fund	\$552.89
150	Transit Center Fund	\$736.65
400	Water	\$32,793.41
402	Sewer	\$14,763.15
410	Airport/Industrial Park	\$7,763.04
	Count: 7	\$144,690.38

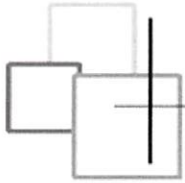
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

Signed: _____
Title: Accounting Technician

Audited and ordered paid by Forks City Council:

Date: _____

Auditing Committee



Voucher Directory

Fiscal: : 2025 - June

Council Date: : 2025 - June - First Council Date

Vendor	Number	Reference	Account Number	Description	Amount
American Legion Post #106					
	44498			2025 - June - First Council Date	
		052025/American Legion			
			RAC Deposit Refund		
			410-000-000-582-10-03-00	RAC - Security Deposits	\$500.00
		Total 052025/American Legion			\$500.00
	Total 44498				\$500.00
Total American Legion Post #106					\$500.00
Bogachiel Construction					
	44499			2025 - June - First Council Date	
		052025/Scorpion			
			Scorpion Roof		
			001-000-000-576-80-48-01	Other Improvements	\$11,562.64
		Total 052025/Scorpion			\$11,562.64
	Total 44499				\$11,562.64
Total Bogachiel Construction					\$11,562.64
C C District Court II					
	44500			2025 - June - First Council Date	
		062025/CCDC2			
			Cases Filed		
			001-000-000-512-52-41-02	Cases Filed	\$3,749.00
		Total 062025/CCDC2			\$3,749.00

Vendor	Number	Reference	Account Number	Description	Amount
	Total 44500				\$3,749.00
Total C C District Court II					\$3,749.00
C.C. Dept Of Health & Human Service					
	44501			2025 - June - First Council Date	
		25-0268			
			Testing		
			400-000-000-534-80-41-42	Testing	\$188.00
		Total 25-0268			\$188.00
	Total 44501				\$188.00
Total C.C. Dept Of Health & Human Service					\$188.00
Carradine, Tim					
	44502			2025 - June - First Council Date	
		7253-B			
			Short Paid Sales Tax		
			001-000-000-558-61-31-00	Operating Supplies	\$126.42
			001-000-000-558-61-31-00	Operating Supplies	\$18.06
			140-000-000-557-30-31-00	Operational Supplies	\$18.06
			410-000-000-552-10-31-00	Operating Supplies	\$18.06
		Total 7253-B			\$180.60
	Total 44502				\$180.60
Total Carradine, Tim					\$180.60
CED, Inc.					
	44503			2025 - June - First Council Date	
		5948-1070383			
			Pump Station Breaker		
			402-000-000-535-80-31-00	Operating Supplies	\$325.80
		Total 5948-1070383			\$325.80
		5948-1070507			
			Wire-Clarifier Project		
			402-000-000-594-61-63-02	WWTF - Construction	\$294.03
		Total 5948-1070507			\$294.03

Vendor	Number	Reference	Account Number	Description	Amount
	Total 44503				\$619.83
Total CED, Inc.					\$619.83
City of Forks - Water					
	44504			2025 - June - First Council Date	
		062025/Water			
			Water		
			001-000-000-512-52-47-01	Water Services	\$84.88
			001-000-000-514-23-47-01	Water	\$59.91
			001-000-000-521-20-47-01	Water	\$99.86
			001-000-000-523-61-47-01	Water	\$89.37
			001-000-000-523-61-47-01	Water	\$114.83
			001-000-000-554-31-47-00	Water	\$38.27
			001-000-000-576-80-47-01	Water	\$89.37
			001-000-000-576-80-47-01	Water	\$89.37
			001-000-000-576-80-47-01	Water	\$365.66
			101-000-000-542-31-47-01	Water	\$4.47
			140-000-000-557-30-47-01	VIC/Museum Water	\$38.27
			150-000-000-547-10-47-00	Water	\$102.05
			400-000-000-534-80-47-01	Water	\$69.90
			400-000-000-534-80-47-01	Water	\$84.90
			402-000-000-535-80-47-01	Water	\$1,622.68
			402-000-000-535-80-47-01	Water	\$24.96
			410-000-000-552-10-47-01	Water	\$44.94
			410-000-000-552-50-47-01	Water	\$89.37
			410-000-000-575-50-47-01	Water	\$226.46
		Total 062025/Water			\$3,339.52
	Total 44504				\$3,339.52
Total City of Forks - Water					\$3,339.52

Clearly Communications

44505

2025 - June - First Council Date

INV719363

VOIP Telephone Service

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-514-23-42-00	Communications	\$72.88
			001-000-000-521-20-42-00	Communication	\$36.71
			001-000-000-523-61-42-00	Communication	\$36.71
			400-000-000-534-80-42-00	Communication	\$111.92
			402-000-000-535-80-42-00	Communication	\$39.04
			410-000-000-546-10-42-00	Communication	\$36.44
		Total INV719363			\$333.70
	Total 44505				\$333.70
Total Clearly Communications					\$333.70

Decker City Hardware Inc
44506

2025 - June - First Council Date

062025/CIT001

Supplies

001-000-000-514-23-31-00	Operating Supplies	\$2.33
001-000-000-523-61-31-00	Operating Supplies	\$52.23
001-000-000-523-61-31-00	Operating Supplies	\$52.23
001-000-000-523-61-31-00	Operating Supplies	\$65.14
001-000-000-576-80-31-00	Operating Supplies	\$336.05
101-000-000-542-31-31-00	Operating Supplies	\$19.09
101-000-000-542-31-31-00	Operating Supplies	\$17.57
101-000-000-542-31-31-00	Operating Supplies	\$12.41
101-000-000-542-31-31-00	Operating Supplies	\$3.79
101-000-000-542-31-31-00	Operating Supplies	\$35.83
101-000-000-542-31-31-00	Operating Supplies	\$39.61
101-000-000-542-31-31-00	Operating Supplies	\$5.41
101-000-000-542-31-31-00	Operating Supplies	\$19.65
101-000-000-542-31-31-00	Operating Supplies	\$35.94
150-000-000-547-10-31-00	Operating Supplies	\$15.62
304-000-000-594-13-60-20	City Hall Improvements	\$59.72
304-000-000-594-13-60-20	City Hall Improvements	\$8.34
304-000-000-594-13-60-20	City Hall Improvements	\$13.01
304-000-000-594-13-60-20	City Hall Improvements	\$8.21
304-000-000-594-13-60-20	City Hall Improvements	\$5.21

Vendor	Number	Reference	Account Number	Description	Amount
			304-000-000-594-13-60-20	City Hall Improvements	\$88.14
			400-000-000-534-80-31-00	Operating Supplies	\$757.12
			400-000-000-534-80-31-00	Operating Supplies	\$130.15
			400-000-000-534-80-31-00	Operating Supplies	\$11.06
			400-000-000-534-80-31-00	Operating Supplies	\$44.95
			400-000-000-534-80-31-00	Operating Supplies	\$17.68
			400-000-000-534-80-31-00	Operating Supplies	\$6.51
			400-000-000-534-80-31-00	Operating Supplies	\$43.43
			400-000-000-534-80-31-00	Operating Supplies	\$23.87
			400-000-000-534-80-31-00	Operating Supplies	\$3.80
			400-000-000-534-80-31-00	Operating Supplies	\$2.41
			400-000-000-534-80-31-00	Operating Supplies	\$34.50
			402-000-000-535-80-31-00	Operating Supplies	\$26.66
			402-000-000-535-80-31-00	Operating Supplies	\$1.30
			402-000-000-535-80-31-00	Operating Supplies	\$55.32
			402-000-000-535-80-31-00	Operating Supplies	\$32.68
			402-000-000-535-80-31-00	Operating Supplies	\$4.44
			402-000-000-535-80-31-00	Operating Supplies	\$12.36
			402-000-000-535-80-31-00	Operating Supplies	\$4.98
			410-000-000-546-10-31-00	Operating Supplies	\$1.21
			410-000-000-546-10-48-68	Batwing Mower (both airports)	\$10.77
		Total 062025/CIT001			\$2,120.73
	Total 44506				\$2,120.73
Total Decker City Hardware Inc					\$2,120.73
Eagle Auto Repair and Tow, LLC					
	44507			2025 - June - First Council Date	
		609			
			Diagnose Brakes		
			001-000-000-521-20-48-35	2018 Explorer 63457D	\$130.32
		Total 609			\$130.32
	Total 44507				\$130.32
Total Eagle Auto Repair and Tow, LLC					\$130.32

Vendor	Number	Reference	Account Number	Description	Amount
Hugo Maquibar Lucas Perez					
	44508		2025 - June - First Council Date		
		027			
			Interpreter Services		
			001-000-000-512-52-41-03	Interpreter	\$65.00
		Total 027			\$65.00
		031			
			Interpreter Services		
			001-000-000-512-52-41-03	Interpreter	\$65.00
		Total 031			\$65.00
	Total 44508				\$130.00
Total Hugo Maquibar Lucas Perez					\$130.00
Jackson Civil Engineering, LLC					
	44509		2025 - June - First Council Date		
		0032-06-02			
			Forks BST Project		
			301-000-000-595-30-00-09	TIB Red Town Initiative	\$25,651.50
		Total 0032-06-02			\$25,651.50
		0032-07-01			
			E St. Watemain		
			400-000-000-534-80-41-00	Professional Services	\$837.50
		Total 0032-07-01			\$837.50
	Total 44509				\$26,489.00
Total Jackson Civil Engineering, LLC					\$26,489.00
Martin Mendoza, Bertilda					
	44510		2025 - June - First Council Date		
		052025/Mendoza			
			Interpreter Services		
			001-000-000-512-52-41-03	Interpreter	\$130.00
		Total 052025/Mendoza			\$130.00
		052025/Mendoza2			
			Interpreter Services		

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-512-52-41-03	Interpreter	\$520.00
		Total 052025/Mendoza2			\$520.00
	Total 44510				\$650.00
Total Martin Mendoza, Bertilda					\$650.00
N & S Tractor					
	44511			2025 - June - First Council Date	
		WH01443			
			Backhoe Maintenance		
			400-000-000-534-80-48-42	Case Back-Hoe	\$3,403.71
		Total WH01443			\$3,403.71
	Total 44511				\$3,403.71
Total N & S Tractor					\$3,403.71
Niland Company					
	44512			2025 - June - First Council Date	
		30798			
			Street Light Globes		
			101-000-000-542-31-31-66	Street Lights	\$1,315.51
		Total 30798			\$1,315.51
	Total 44512				\$1,315.51
Total Niland Company					\$1,315.51
Owen Equipment Company					
	44513			2025 - June - First Council Date	
		00119113			
			Sweeper Maint. & Repair		
			101-000-000-542-31-48-82	2006 Crosswind Sweeper J2407D	\$5,413.21
		Total 00119113			\$5,413.21
	Total 44513				\$5,413.21
Total Owen Equipment Company					\$5,413.21
Pacific Office Equipment Inc.					
	44514			2025 - June - First Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		1160615			
			Copier		
			001-000-000-515-31-31-00	Operating Supplies	\$48.93
			001-000-000-558-61-31-00	Operating Supplies	\$48.93
			101-000-000-542-31-31-00	Operating Supplies	\$48.93
			400-000-000-534-80-31-00	Operating Supplies	\$146.80
			402-000-000-535-80-31-00	Operating Supplies	\$97.87
			410-000-000-552-10-31-00	Operating Supplies	\$97.87
		Total 1160615			\$489.33
		1160616			
			Copier		
			001-000-000-523-61-31-00	Operating Supplies	\$43.33
		Total 1160616			\$43.33
		1160617			
			Copier		
			001-000-000-521-20-31-00	Operating Supplies	\$58.93
		Total 1160617			\$58.93
	Total 44514				\$591.59
Total Pacific Office Equipment Inc.					\$591.59
Parametrix					
	44515		2025 - June - First Council Date		
		67076			
			WWTP Const. Engineering		
			402-000-000-594-61-63-01	WWTF - Engineering/Admin	\$17,277.66
		Total 67076			\$17,277.66
	Total 44515				\$17,277.66
Total Parametrix					\$17,277.66
Piecemakers Quilt Club					
	44516		2025 - June - First Council Date		
		05			
			2025 LT Award		
			140-000-000-557-30-49-08	Piecemakers	\$6,860.59

Vendor	Number	Reference	Account Number	Description	Amount
		Total 05			\$6,860.59
	Total 44516				\$6,860.59
Total Piecemakers Quilt Club					\$6,860.59
Plumley, William L.					
	44517			2025 - June - First Council Date	
		835517			
			Interpreter Services		
			001-000-000-512-52-41-03	Interpreter	\$195.00
			001-000-000-521-20-41-11	Interpreter	\$65.00
		Total 835517			\$260.00
	Total 44517				\$260.00
Total Plumley, William L.					\$260.00
Rice, Granville					
	44518			2025 - June - First Council Date	
		062025/Rice			
			MC Premium		
			001-000-000-521-20-41-15	Rice	\$185.00
		Total 062025/Rice			\$185.00
	Total 44518				\$185.00
Total Rice, Granville					\$185.00
T & L Enterprises LLC					
	44519			2025 - June - First Council Date	
		9756			
			Danger Tree Removal		
			101-000-000-542-31-41-00	Professional Services	\$965.95
		Total 9756			\$965.95
	Total 44519				\$965.95
Total T & L Enterprises LLC					\$965.95
Tara Dunford, CPA					
	44520			2025 - June - First Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		2631			
			2024 Annual Reporting		
			001-000-000-514-23-41-00	Professional Services	\$307.13
			400-000-000-534-80-41-00	Professional Services	\$965.25
			402-000-000-535-80-41-00	Professional Services	\$329.06
			410-000-000-546-10-41-00	Professional Services	\$592.31
		Total 2631			\$2,193.75
	Total 44520				\$2,193.75
Total Tara Dunford, CPA					\$2,193.75
TimeKeeping Systems, Inc.					
	44521		2025 - June - First Council Date		
		FOR0202514117			
			Guard 1 Support		
			001-000-000-523-61-41-00	Professional Services	\$395.00
		Total FOR0202514117			\$395.00
	Total 44521				\$395.00
Total TimeKeeping Systems, Inc.					\$395.00
US Bank					
	44522		2025 - June - First Council Date		
		062025/US Bank			
			Credit Cards		
			001-000-000-511-61-31-00	Operating Supplies	\$42.81
			001-000-000-511-61-31-00	Operating Supplies	\$32.62
			001-000-000-514-23-31-00	Operating Supplies	\$0.42
			001-000-000-514-23-31-00	Operating Supplies	\$175.63
			001-000-000-514-23-31-00	Operating Supplies	\$18.92
			001-000-000-514-23-31-00	Operating Supplies	\$5.10
			001-000-000-514-23-41-00	Professional Services	\$88.31
			001-000-000-514-23-41-00	Professional Services	\$37.70
			001-000-000-514-23-41-00	Professional Services	\$35.35
			001-000-000-515-31-49-00	Misc.	\$97.74
			001-000-000-521-20-31-00	Operating Supplies	\$5.69

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-521-20-31-00	Operating Supplies	\$21.10
			001-000-000-521-20-31-00	Operating Supplies	\$325.79
			001-000-000-521-20-41-00	Professional Services	\$98.50
			001-000-000-521-20-41-00	Professional Services	\$42.05
			001-000-000-521-20-49-00	Misc.	\$97.74
			001-000-000-523-61-31-00	Operating Supplies	\$1.06
			001-000-000-523-61-31-00	Operating Supplies	\$19.64
			001-000-000-523-61-31-00	Operating Supplies	\$5.29
			001-000-000-523-61-31-05	Inmate Welfare & Concessions	\$85.92
			001-000-000-523-61-31-05	Inmate Welfare & Concessions	\$494.10
			001-000-000-523-61-41-00	Professional Services	\$39.15
			001-000-000-523-61-41-00	Professional Services	\$91.71
			001-000-000-558-61-41-43	Training/Conferences	\$28.00
			001-000-000-558-61-41-43	Training/Conferences	\$4.00
			001-000-000-558-61-43-00	Travel	\$240.79
			001-000-000-576-80-31-00	Operating Supplies	\$212.36
			001-000-000-576-80-31-00	Operating Supplies	\$389.87
			101-000-000-542-31-31-00	Operating Supplies	\$5.82
			101-000-000-542-31-31-00	Operating Supplies	\$1.57
			101-000-000-542-31-32-00	Fuel	\$81.94
			101-000-000-542-31-41-00	Professional Services	\$27.17
			101-000-000-542-31-41-00	Professional Services	\$11.60
			101-000-000-542-31-43-00	Travel	\$5.50
			101-000-000-594-31-64-00	Equipment	\$2,482.54
			101-000-000-594-31-64-00	Equipment	\$5,000.00
			140-000-000-557-30-49-00	Misc.	\$4.00
			304-000-000-594-13-60-20	City Hall Improvements	\$226.56
			304-000-000-594-13-60-20	City Hall Improvements	\$14.11
			400-000-000-534-80-31-00	Operating Supplies	\$395.22
			400-000-000-534-80-31-00	Operating Supplies	\$236.73
			400-000-000-534-80-31-00	Operating Supplies	\$12.74
			400-000-000-534-80-31-00	Operating Supplies	\$484.14
			400-000-000-534-80-31-00	Operating Supplies	\$57.18
			400-000-000-534-80-31-00	Operating Supplies	\$23.83

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-31-00	Operating Supplies	\$14.01
			400-000-000-534-80-31-00	Operating Supplies	\$149.52
			400-000-000-534-80-31-00	Operating Supplies	\$286.22
			400-000-000-534-80-31-00	Operating Supplies	\$231.39
			400-000-000-534-80-31-00	Operating Supplies	\$47.29
			400-000-000-534-80-35-00	Mach & Equipment	\$331.01
			400-000-000-534-80-35-00	Mach & Equipment	\$698.31
			400-000-000-534-80-35-00	Mach & Equipment	\$174.23
			400-000-000-534-80-41-00	Professional Services	\$57.60
			400-000-000-534-80-41-00	Professional Services	\$94.25
			400-000-000-534-80-41-00	Professional Services	\$4,707.60
			400-000-000-534-80-41-00	Professional Services	\$220.77
			400-000-000-534-80-41-43	Training	\$99.00
			400-000-000-534-80-41-43	Training	\$99.00
			400-000-000-534-80-41-43	Training	\$99.00
			400-000-000-534-80-48-40	2011 Deere 35D Excavator	\$116.20
			402-000-000-535-80-31-00	Operating Supplies	\$18.19
			402-000-000-535-80-31-00	Operating Supplies	\$97.58
			402-000-000-535-80-31-00	Operating Supplies	\$960.03
			402-000-000-535-80-31-00	Operating Supplies	\$4.67
			402-000-000-535-80-31-00	Operating Supplies	(\$191.36)
			402-000-000-535-80-31-00	Operating Supplies	\$336.02
			402-000-000-535-80-31-00	Operating Supplies	\$4.90
			402-000-000-535-80-41-00	Professional Services	\$84.91
			402-000-000-535-80-41-00	Professional Services	\$19.64
			402-000-000-535-80-41-00	Professional Services	\$290.00
			402-000-000-535-80-41-00	Professional Services	\$36.25
			402-000-000-535-80-41-52	Testing	\$75.00
			410-000-000-546-10-31-00	Operating Supplies	\$14.55
			410-000-000-546-10-31-00	Operating Supplies	\$3.92
			410-000-000-546-10-31-00	Operating Supplies	\$91.07
			410-000-000-546-10-31-00	Operating Supplies	\$1.06
			410-000-000-546-10-41-00	Professional Services	\$18.33
			410-000-000-546-10-41-00	Professional Services	\$67.93

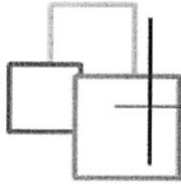
Vendor	Number	Reference	Account Number	Description	Amount
			410-000-000-546-10-41-00	Professional Services	\$29.00
			410-000-000-546-10-43-11	Training	\$4.00
			410-000-000-546-10-48-68	Batwing Mower (both airports)	\$44.64
			410-000-000-546-10-48-68	Batwing Mower (both airports)	\$464.96
			410-000-000-546-10-48-68	Batwing Mower (both airports)	\$100.57
			410-000-000-546-10-49-00	Misc.	\$487.00
			410-000-000-546-10-49-00	Misc.	\$105.90
			410-000-000-575-50-31-00	Operating Supplies	\$335.26
			410-000-000-575-50-31-14	Equipment < \$4,000	\$410.48
		Total 062025/US Bank			\$23,147.91
	Total 44522				\$23,147.91
Total US Bank					\$23,147.91
Utilities Underground Location Center					
	44523			2025 - June - First Council Date	
		5050160			
			Locates		
			400-000-000-534-80-41-00	Professional Services	\$17.60
		Total 5050160			\$17.60
	Total 44523				\$17.60
Total Utilities Underground Location Center					\$17.60
WA Dept Lic Bus Prof Div					
	05272025/DOL EFT			2025 - June - First Council Date	
		05272025/CPL			
			CPL Fees		
			650-000-000-589-30-00-50	State Share Gun Permit/FP Fees	\$111.00
		Total 05272025/CPL			\$111.00
	Total 05272025/DOL EFT				\$111.00
Total WA Dept Lic Bus Prof Div					\$111.00
WA State Patrol					
	44524			2025 - June - First Council Date	
		I2506636			

Vendor	Number	Reference	Account Number	Description	Amount
			Fingerprints		
			650-000-000-589-30-00-50	State Share Gun Permit/FP Fees	\$24.00
		Total I2506636			\$24.00
	Total 44524				\$24.00
Total WA State Patrol					\$24.00
Walter E. Nelson Co.					
	44525			2025 - June - First Council Date	
		1059623			
			Chlorine		
			400-000-000-534-80-31-42	Chemicals	\$567.13
		Total 1059623			\$567.13
	Total 44525				\$567.13
Total Walter E. Nelson Co.					\$567.13
West					
	44526			2025 - June - First Council Date	
		851998963			
			Subscription		
			001-000-000-515-31-31-01	Books, Subscriptions	\$78.96
			001-000-000-558-61-31-01	Books, Subscriptions	\$78.96
			400-000-000-534-80-31-00	Operating Supplies	\$157.87
			410-000-000-552-10-31-00	Operating Supplies	\$157.87
		Total 851998963			\$473.66
	Total 44526				\$473.66
Total West					\$473.66
West Coast Mechanical Solutions					
	44527			2025 - June - First Council Date	
		18625			
			Semi Annual Maint. Fees		
			001-000-000-514-23-48-00	Repair & Maintenance	\$397.89
			400-000-000-534-80-48-00	Repair & Maintenance	\$648.43
			402-000-000-535-80-48-00	Repair & Maintenance	\$221.06

Vendor	Number	Reference	Account Number	Description	Amount
			410-000-000-546-10-48-00	Repair & Maintenance	\$206.32
		Total 18625			\$1,473.70
		18626			
			Semi Annual Maint. Fees		
			150-000-000-547-10-48-00	Repair And Maintenance	\$736.85
		Total 18626			\$736.85
		18627			
			Semi Annual Maint. Fees		
			410-000-000-575-50-48-00	Repair & Maintenance	\$628.79
		Total 18627			\$628.79
		18628			
			Semi Annual Maint. Fees		
			410-000-000-552-50-48-00	Repair & Maintenance	\$1,089.80
		Total 18628			\$1,089.80
		18635			
			City Hall HVAC Maint.		
			001-000-000-514-23-48-00	Repair & Maintenance	\$718.97
			400-000-000-534-80-48-00	Repair & Maintenance	\$1,171.66
			402-000-000-535-80-48-00	Repair & Maintenance	\$399.43
			410-000-000-546-10-48-00	Repair & Maintenance	\$372.81
		Total 18635			\$2,662.87
		Total 44527			\$6,592.01
Total West Coast Mechanical Solutions					\$6,592.01
West End Business & Professional Assoc.					
	44528			2025 - June - First Council Date	
		062025/West End Business			
		2025 LT Award			
			140-000-000-557-30-49-26	West End Business	\$7,764.90
		Total 062025/West End Business			\$7,764.90
		Total 44528			\$7,764.90
Total West End Business & Professional Assoc.					\$7,764.90
West End Motors, Inc					

Vendor	Number	Reference	Account Number	Description	Amount
	44529			2025 - June - First Council Date	
		1075			
			Truck Repair		
			400-000-000-534-80-48-48	'99 Ford F150 P/U 20341D	\$3,911.60
		Total 1075			\$3,911.60
	Total 44529				\$3,911.60
Total West End Motors, Inc					\$3,911.60
West Waste & Recycling					
	44530			2025 - June - First Council Date	
		353939			
			Refuse		
			001-000-000-521-20-47-18	Refuse	\$119.53
			001-000-000-523-61-47-18	Refuse	\$119.53
			001-000-000-554-31-47-18	Refuse	\$38.09
			101-000-000-542-31-47-18	Refuse	\$150.71
			400-000-000-534-80-47-18	Refuse	\$234.36
			402-000-000-535-80-47-18	Refuse	\$112.04
			410-000-000-552-50-47-18	Refuse	\$76.17
			410-000-000-575-50-47-18	Refuse	\$76.17
		Total 353939			\$926.60
	Total 44530				\$926.60
Total West Waste & Recycling					\$926.60
West Waste Sanitation					
	44531			2025 - June - First Council Date	
		356271			
			Sanicans		
			410-000-000-546-10-47-18	Sanitation	\$120.00
			412-000-000-546-10-47-18	Sanitation	\$50.00
			Sanican		
		Total 356271			\$170.00
	Total 44531				\$170.00
Total West Waste Sanitation					\$170.00

Vendor	Number	Reference	Account Number	Description	Amount
Whitehead's Auto Parts					
	44532			2025 - June - First Council Date	
		062025/Whitehead's			
			Supplies		
			001-000-000-521-20-31-00	Operating Supplies	\$45.59
			400-000-000-534-80-31-00	Operating Supplies	\$26.70
			400-000-000-534-80-31-00	Operating Supplies	\$32.88
			400-000-000-534-80-31-00	Operating Supplies	\$109.37
			400-000-000-534-80-48-40	2011 Deere 35D Excavator	\$37.99
			400-000-000-534-80-48-40	2011 Deere 35D Excavator	\$9.37
			400-000-000-534-80-48-40	2011 Deere 35D Excavator	\$32.84
			402-000-000-535-80-31-00	Operating Supplies	\$42.03
		Total 062025/Whitehead's			\$336.77
	Total 44532				\$336.77
Total Whitehead's Auto Parts					\$336.77
Grand Total		Vendor Count	36		\$132,898.49



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2025 - June - First Council Date

Fund Number	Description	Amount
001	General Fund	\$23,734.37
101	Street	\$15,704.22
140	Lodging Tax Fund	\$14,685.82
150	Transit Center Fund	\$854.52
301	Street Projects	\$25,651.50
304	Capital Improvement	\$423.30
400	Water	\$22,476.50
402	Sewer	\$22,659.23
410	Airport/Industrial Park	\$6,524.03
412	Quillayute Airport	\$50.00
650	State Collections	\$135.00
	Count: 11	\$132,898.49

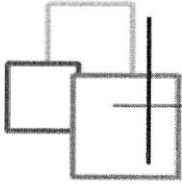
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

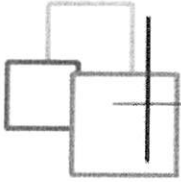


Voucher Directory

Fiscal: : 2025 - May

Council Date: : 2025 - May - Travel Checks

Vendor	Number	Reference	Account Number	Description	Amount
Dias, Nick					
	3751			2025 - May - Travel Checks	
		05062025/Dias Travel			
			Grant Writing-Liberty Lake, WA		
			001-000-000-558-61-43-00	Travel	\$854.10
		Total 05062025/Dias Travel			\$854.10
	Total 3751				\$854.10
	3753			2025 - May - Travel Checks	
		05282025/Dias Travel			
			MRSC Training-Blyn, WA		
			001-000-000-558-61-43-00	Travel	\$44.77
			140-000-000-557-30-43-00	Travel	\$44.77
			410-000-000-552-10-43-00	Travel	\$44.78
		Total 05282025/Dias Travel			\$134.32
	Total 3753				\$134.32
Total Dias, Nick					\$988.42
Grand Total		Vendor Count	2		\$988.42



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2025 - May - Travel Checks

Fund Number	Description	Amount
001	General Fund	\$898.87
140	Lodging Tax Fund	\$44.77
410	Airport/Industrial Park	\$44.78
	Count: 5	\$988.42

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

Signed: _____
Title: Accounting Technician

Audited and ordered paid by Forks City Council:

Date: _____

Auditing Committee

- 1) PA ~~PA~~ PAUL HAMPTON CITY OF FORKS
- 2) Caryn DePew Caryn DePew City of Forks
- 3) Sierra Santa Fe PARKER ZIMMERLY
- 4) Dalittle com Juan Ramirez
- 5) ARNIE RAIRDAN BOGNLIN'S INC.
- 6)

JACKSON CIVIL

City of Forks – 2025 City Wide Chip Seal Project

May 19, 2025

ADDENDUM No. 1

The bid opening date has been rescheduled to 2:00 p.m. on May 29, 2025.

1. Updated Bid Proposal, Page P-1. The quantities are revised for Bid item #8 Fog Seal Emulsified Asphalt (SP 5-02).
2. Construction Notes – Pulverization with Chip Seal No. 6 “ALLOW 14 DAYS OF CURE TIME PRIOR TO APPLY SECOND LAYER OF CHIP SEAL” is removed from the notes. An updated plan sheet is provided as a part of this addenda.



05/20/2025

Yu-An Chen, Ph.D., P.E.

Civil Engineer I of Jackson Civil

BID PROPOSAL

**CITY OF FORKS
2025 CITY WIDE CHIP SEAL PROJECT**

The undersigned hereby certifies that they have examined the location of the project and have read and thoroughly understand the plans and specifications governing the work.

The undersigned hereby agrees to construct the project in accordance with the following bid proposal.

**2025 CITY WIDE CHIP SEAL
BASE BID**

Bid No.	Bid Item	Bid Quantity	Unit Bid Price	Bid Amount
1.	SPCC Plan (SS 1-07.15(1))	1 LS	\$	\$
2.	Mobilization (SP 1-09.7)	1 LS	\$	\$
3.	Project Temporary Traffic Control (SS 1-10)	1 LS	\$	\$
4.	Crushed Surfacing Top Course (SP 4-04)	5,022 TN	\$	\$
5.	Aggregate 3/8" – No.4 (SP 4-04)	3,193 TN	\$	\$
6.	Pavement Pulverization (SP 4-05)	48,854 SY	\$	\$
7.	Chip Seal Emulsified Asphalt (SP 5-02)	295 TN	\$	\$
8.	Fog Seal Emulsified Asphalt (SP 5-02)	37 TN	\$	\$
9.	Additional Brooming (SP 5-02)	120 HR	\$	\$
10.	Paint Line (SS 8-22)	23,800 LF	\$	\$
11.	Painted Stop Line (SS 8-22)	680 LF	\$	\$
12.	Painted Crosswalk Line (SS 8-22)	1,376 SF	\$	\$
13.	Erosion Control and Water Pollution Prevention (SS 8-01)	1 LS	\$	\$

TOTAL Bid Amount

\$

JACKSONCIVIL

CALL FOR BIDS

City of Forks
2025 City Wide Chip Seal Project
Date of Bid Opening: May 22nd, 2025

NOTICE TO CONTRACTORS:

Bid Submittal: Sealed bids will be received by the City of Forks in person at Forks City Hall 500 E Division St., Forks, Washington, 98331 or by mail at 500 E Division St, Forks, Washington, 98331. Mailed bids must be received prior to bid opening.

The Bid Form will be received up to 2:00 p.m. on May 22, 2025. Bids will then be publicly opened and read aloud. Bids received after the date and hour above stated will not receive consideration.

Prospective bidders can view specifications for free through the QUESTCDN online plan center via the link at Jackson Civil Engineering - Projects (questcdn.com). There is a \$22.00 non-refundable fee to download a full set of contract documents in pdf format. Bidders should contact QUESTCDN at (952) 233-1632 or info@questcdn.com if unable to join or access the documents online.

QUESTCDN is a web-based platform for construction project advertisements, bid documents distribution and plan holder lists. Prospective bidders will need to join QUESTCDN to purchase and download the contract documents. QUESTCDN offers several membership levels and a "REGULAR" membership is free. If prospective bidders access the project directly from the QUESTCDN website, a seven-digit QUESTCDN project number (9670449) will be needed to locate the job on the QUESTCDN website search page.

Project Description: The project includes the following work:

The purpose of this contract is to provide city wide street improvements. This includes approximately 98,460 square yards of chip seal and approximately 48,860 square yards of chip seal with roadway pulverization. Work also includes but is not limited to striping, street sweeping, erosion control, and traffic control.

Engineer's Estimate: \$1,252,000

Questions: Questions about this project should be directed to:

Jackson Civil Engineering
Devin Jackson, P.E.
360-723-0381
devin@jacksoncivil.com

Bid Documents: Bidders may obtain or access plans, specifications, and addenda for this project at:

www.questcdn.com

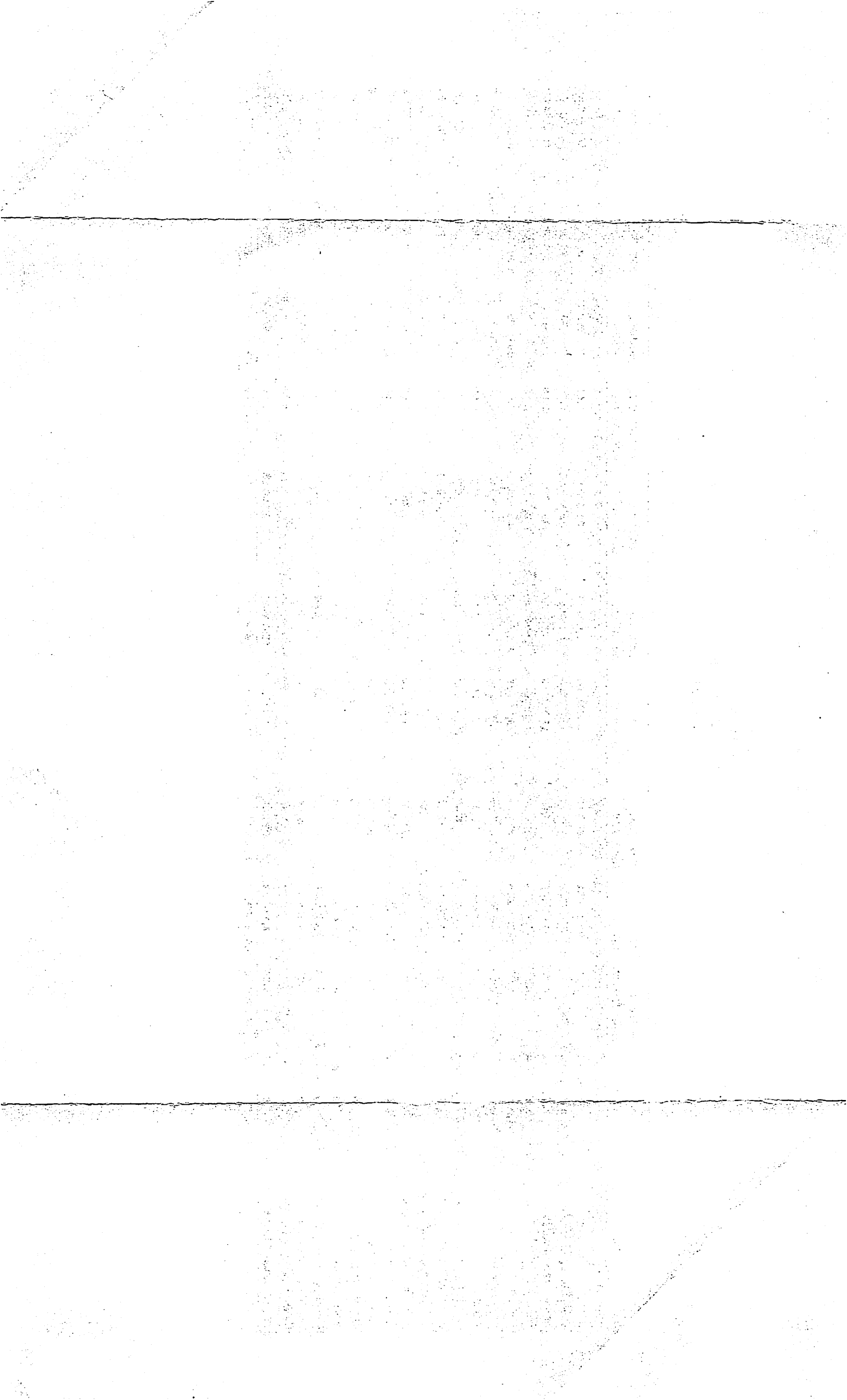
Rejection of Bids: The City of Forks will have the right to reject any and all bids, and in particular to reject a bid received after the deadline. For bids due or bids that are not accompanied by the required Bid Security or Non-Collusion Affidavit. Or, bid that are in any way incomplete or non-responsive to the bid package.

Date of First Publication: Thursday, May 1, 2025

**CITY OF FORKS
TREASURER'S REPORT
April 2025**

FUND	PREV BAL	PREV BAL	PREV BAL	2025 April	2024 April	2025 April	2024 April	INVESTMENT	ENDING	END BAL	2024 April
	CASH	INVESTMENT	CASH/INV	RECEIPTS*	RECEIPTS*	DISBURSE	DISBURSE*	PURCHASED	CASH	CASH/INV	END BAL*
GENERAL	-982,063.18	2,435,800.00	1,453,736.82	283,755.38	274,226.69	172,236.71 ⁷	153,622.18	2,435,800.00	-870,544.51	1,565,255.49	1,665,111.79
STREET	94,867.61	0.00	94,867.61	28,344.17	26,950.60	15,593.42 ⁸	21,528.08	0.00	107,618.36	107,618.36	163,296.55
LODGING TAX	415,398.99	939,200.00	1,354,598.99	37,754.16	38,577.56	20,815.03 ⁹	18,257.12	939,200.00	432,338.12	1,371,538.12	969,726.44
AP/IND PARK/RAC/ICN	263,683.62	0.00	263,683.62	11,256.42 ¹	12,769.16	25,864.00	23,526.34	0.00	249,076.04	249,076.04	493,944.07
WATER	718,786.38	0.00	718,786.38	109,051.17 ²	91,423.61	82,365.44 ¹⁰	110,206.20	0.00	745,472.11	745,472.11	603,974.47
SEWER	1,026,305.20	0.00	1,026,305.20	332,478.42 ³	35,340.25	266,880.43 ¹¹	46,108.95	0.00	1,091,903.19	1,091,903.19	825,919.31
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	129,830.57	0.00	129,830.57	3,672.64 ⁴	146,671.17	203.13 ¹²	355,876.46	0.00	133,300.08	133,300.08	110,040.50
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	1,648.25	0.00	1,648.25	1,715.00	2,521.00	1,779.24	2,256.61	0.00	1,584.01	1,584.01	1,892.29
QUILLAYUTE AP	240,833.51	0.00	240,833.51	457.68 ⁵	1,346.58	984.65 ¹³	524.91	0.00	240,306.54	240,306.54	247,280.07
TRANSIT CENTER	2,114.00	0.00	2,114.00	2,983.13 ⁶	1,458.44	1,859.19	1,837.26	0.00	3,237.94	3,237.94	-268.58
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	0.00	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-5,649.17
STATE COLLECTIONS	9,110.03	0.00	9,110.03	2,934.22	1,945.61	10,404.83	8,396.65	0.00	1,639.42	1,639.42	5,902.79
TOTAL	2,094,903.46	3,375,000.00	5,469,903.46	814,402.39	633,230.67	598,986.07	742,140.76	3,375,000.00	2,310,319.78	5,685,319.78	5,241,495.80

*For comparison purposes.



CITY OF FORKS
April 2025 Treasurer's Report Variance Notes

	April 2025	April 2024	Variance	
1 AP/IP/RAC/ICN Fund Receipts <i>2025 lease decrease</i>	\$ 11,256.42	\$ 12,769.16	\$ (1,512.74)	-11.85%
2 Water Fund Receipts <i>2025 rate increase</i>	\$ 109,051.17	\$ 91,423.61	\$ 17,627.56	16.16%
3 Sewer Fund Receipts <i>2025 rate increase & county grant receipt</i>	\$ 332,478.42	\$ 35,340.25	\$ 297,138.17	89.37%
4 Capital Improvement Fund Receipts <i>2024 QVSD RCO Grant receipts</i>	\$ 3,672.64	\$ 146,671.17	\$ (142,998.53)	-97.50%
5 Quillayute Airport Fund Receipts <i>Lease pmt timing</i>	\$ 457.68	\$ 1,346.58	\$ (888.90)	-66.01%
6 Transit Center Fund Receipts <i>Lease pmt timing</i>	\$ 2,983.13	\$ 1,458.44	\$ 1,524.69	51.11%
7 General Fund Disbursements <i>2025 GMA grant & increase in expenses</i>	\$ 172,236.71	\$ 153,622.18	\$ 18,614.53	10.81%
8 Street Fund Disbursements <i>2024 Lakeside retainage</i>	\$ 15,593.42	\$ 21,528.08	\$ (5,934.66)	-27.57%
9 Lodging Tax Fund Disbursements <i>2025 Chamber LT increase</i>	\$ 20,815.03	\$ 18,257.12	\$ 2,557.91	12.29%
10 Water Fund Disbursements <i>2024 increase in expenses</i>	\$ 82,365.40	\$ 110,206.20	\$ (27,840.80)	-25.26%
11 Sewer Fund Disbursements <i>2025 WWTP construction</i>	\$ 266,880.43	\$ 46,108.95	\$ 220,771.48	82.72%
12 Capital Improvements Disbursements <i>2024 QVSD RCO Grant expenses</i>	\$ 203.13	\$ 355,876.46	\$ (355,673.33)	-99.94%

Rod Fleck

From: Rod Fleck
Sent: Tuesday, June 3, 2025 1:35 PM
To: Liz Newton; Melanie Johansen; Vargas, Mary (FAA)
Cc: Samantha Peterson; Nick Dias
Subject: Forks - Selection of On Call Quillayute Airport Engineer

Good afternoon,

I realized that I did not send an email notifying people of the City's selection and recommendation of an on call engineer in response to the City's advertised RFP that closed a month ago. This email is to serve as that notification and also as the memorandum associated with the selection of the consultant for recommendation to the City Council for their approval and authorization to enter into a contract with said firm.

City advertised the opportunity using the MRSC consultants roster, the State's OMWBE roster, and publishing the request in the Daily Journal of Commerce. There was some inquiries received about the RFP, however, the City only received on submission. This was from CenturyWest.

Nick Dias and I undertook a review and then asked the Mayor if he would review the submission. The Mayor felt that our reviews were adequate, especially in light of the fact that CenturyWest had completed the City's most recently adopted airport master plan.

The City Council will be asked to authorize the Mayor and staff to enter into a contract meeting the FAA's requirements with CenturyWest to be on the City's on call engineer for the next five years.

Please feel free to contact me with any questions.

Take care,

Rod

William R. Fleck
City Attorney/Planner
500 East Division Street
Forks, WA 98331
rodf@forkswashington.org
360/374-5412
"Fortes Fortuna Juvat"

Rod Fleck

From: Vargas, Mary (FAA) <Mary.Vargas@faa.gov>
Sent: Tuesday, June 3, 2025 12:44 PM
To: 'Liz Newton'; 'Melanie Johansen'
Cc: 'Samantha Peterson'; Rod Fleck
Subject: RE: UIL FY2026 Runway, TW and Apron Project PH2 construction instead of FY27?
Attachments: UIL Rwy Twy Gate Const ROM.xlsx

Liz

I corrected my math.

\$150,000 FY2022 NPE (use/lose FY2024)
\$150,000 FY2023 NPE
\$150,000 FY2024 NPE
\$150,000 FY2025 NPE
\$600,000
<\$-?????> Negotiated Design Fee
\$ AIP Carryover to FY2026

- \$ AIP Carryover to FY2026
\$150,000 FY2026 NPE
\$600,000 other AIP funds
\$ AIP (95%) federal share amount planned for construction and engineering services during construction

1 Attachment
UIL Rwy Twy Gate Const ROM.xlsx from Century West

Sincerely,

Mary Vargas, SEA-633
Federal Aviation Administration
Seattle Airports District Office
2200 South 216th Street
Des Moines, WA 98198
Telephone (206) 231.4131

From: Vargas, Mary (FAA)
Sent: Tuesday, June 3, 2025 12:24 PM
To: Liz Newton <ENewton@CenturyWest.com>; Melanie Johansen <MJohansen@CenturyWest.com>
Cc: Samantha Peterson <SPeterson@CenturyWest.com>; rod@forkswashington.org
Subject: RE: UIL FY2026 Runway, TW and Apron Project PH2 construction instead of FY27?
Attachment: UIL Rwy Twy Gate Const ROM.xlsx

Hi Liz

Thank you for the great breakdown.

We had our meeting from 10:00am – 11:00am
I shot in the dark and asked for an additional \$600,000 St.
Right now, UIL should plan on:

Funds available to UIL prior to any program action.
\$150,000 FY2022 (use/lose FY2024)
\$150,000 FY2023
\$150,000 FY2024
\$150,000 FY2024
\$600,000
<\$-?????> Negotiated Design Fee
\$ Carryover to FY2026

- \$ Carryover to FY2026
\$600,000 other funds
\$ amount planned for construction and engineering services during construction
- FY2026 Construction Grant: We need to open Bids 1st week in April
- FY2025 Design Only Grant: Redesign and Sponsor record of Negotiations and Final Grant Application signed and complete by July

If we want more funds we need to wait until we open other bids planned with State Apportionment (ST) funds.

1 Attachment
UIL Rwy Twy Gate Const ROM.xlsx from Century West

Sincerely,

Mary Vargas, SEA-633
Federal Aviation Administration
Seattle Airports District Office
2200 South 216th Street
Des Moines, WA 98198
Telephone (206) 231.4131

From: Liz Newton <ENewton@CenturyWest.com>
Sent: Tuesday, June 3, 2025 12:03 PM
To: Melanie Johansen <MJohansen@CenturyWest.com>; Vargas, Mary (FAA) <Mary.Vargas@faa.gov>
Cc: Samantha Peterson <SPeterson@CenturyWest.com>; rodf@forkswashington.org
Subject: RE: UIL FY2026 Runway, TW and Apron Project PH2 construction instead of FY27?
Attachment: UIL Rwy Twy Gate Const ROM.xlsx

CAUTION: This email originated from outside of the Federal Aviation Administration (FAA). Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Mary,
I've attached a preliminary estimate of construction costs for this project. These are rough order of magnitude costs that will be further refined during design. Please let me know if you have any questions.

Elizabeth Newton, PE | Project Manager
Century West Engineering
253.838.2507 | enewton@centurywest.com

From: Melanie Johansen <MJohansen@CenturyWest.com>
Sent: Monday, June 2, 2025 5:26 PM
To: Liz Newton <ENewton@CenturyWest.com>
Cc: Samantha Peterson <SPeterson@CenturyWest.com>
Subject: FW: UIL FY2026 Runway, TW and Apron Project PH2 construction instead of FY27?

Liz,

Would you have time to work with Samantha in the morning to throw together some quick and dirty cost estimates per Mary's email below? They can be ROUGH order of magnitude. But Mary needs them by noon tomorrow (Tuesday) for a meeting they're having at the ADO.

I have to make an emergency trip to Kelso tomorrow. If Liz also doesn't have time, Samantha, can you just make up some numbers to throw in there? Do we have any CIP estimates from the MPU?

Melanie Johansen, PE | Sr Project Manager / Office Supervisor
Century West Engineering
425.330.5357 | mjohansen@centurywest.com

From: Samantha Peterson <SPeterson@CenturyWest.com>
Sent: Monday, June 2, 2025 4:16 PM
To: Kurt Addicott <KAddicott@CenturyWest.com>; Melanie Johansen <MJohansen@CenturyWest.com>
Subject: Fwd: UIL FY2026 Runway, TW and Apron Project PH2 construction instead of FY27?

Begin forwarded message:

From: "Vargas, Mary (FAA)" <mary.vargas@faa.gov>
Date: June 2, 2025 at 6:50:45 PM EDT
To: Rod Fleck <rodf@forkswashington.org>, Samantha Peterson <SPeterson@centurywest.com>
Subject: UIL FY2026 Runway, TW and Apron Project PH2 construction instead of FY27?

Good afternoon. Rod and Samantha

I know you plan to construct in FY27.
Tomorrow morning, we plan to discuss FY26 projects.

If we happen to find extra \$ for FY26 how much do you need for Phase 2 construction?

\$ Runway
\$ Taxiway
\$ Apron

\$ Total

Sincerely,

**Mary Vargas, SEA-633
Federal Aviation Administration
Seattle Airports District Office
2200 South 216th Street
Des Moines, WA 98198
Telephone (206) 231.4131**



CENTURY WEST ENGINEERING
BUDGET PLANNING LEVEL ESTIMATE

City of Forks

Quillayute
Runway/Taxiway/Apron Rehab, Gate Replacement

May, 2025

SCHEDULE A - Runway

Item No.	Tech. Prov.	Description	Approx. Qty	Unit	Unit Price	Total Price
		Mobilization	1	LS	\$123,000.00	\$123,000.00
		Construction Safety	1	LS	\$5,000.00	\$5,000.00
		Construction Staking	1	LS	\$40,000.00	\$40,000.00
		Joint Sealant Removal/Replacement	20,000	LF	\$10.00	\$200,000.00
		Crack Repair	10,000	LF	\$2.00	\$20,000.00
		Spall Repair	40	SF	\$200.00	\$8,000.00
		Pavement Marking (2 applications)	31,000	SF	\$8.00	\$248,000.00
Schedule A Subtotal						\$644,000.00

15% mob= \$123,000.00

SCHEDULE B - Taxiways

Item No.	Tech. Prov.	Description	Approx. Qty	Unit	Unit Price	Total Price
		Joint Sealant Removal/Replacement	20000		\$ 8.00	\$ 160,000.00
		Crack Repair	10000		\$ 2.00	\$ 20,000.00
		Spall Repair	40		\$ 200.00	\$ 8,000.00
		Pavement Marking (2 applications)	1800	SF	\$ 8.00	\$ 14,400.00
Schedule B Subtotal						\$202,400.00

SCHEDULE C - Apron

Item No.	Tech. Prov.	Description	Approx. Qty	Unit	Unit Price	Total Price
		Joint Sealant Removal/Replacement	1200	LF	\$8.00	\$ 9,600.00
		Crack Repair	5,000	LF	\$2.00	\$10,000.00
		Spall Repair	20	SF	\$200.00	\$4,000.00
		Electronic Vehicle Gate	1	EA	\$75,000.00	\$75,000.00
		Pavement Markings	120	SF	\$8.00	\$960.00
Schedule C Subtotal						\$99,560.00
Schedule A, B, C Subtotal						\$945,960.00
30% Construction Contingency						\$283,788.00
Washington State Sales Tax (8.6%)						\$105,758.33
Construction Management						\$100,000.00
TOTAL						\$1,535,066.33

CLALLAM COUNTY OPPORTUNITY FUND PROGRAM GRANT AWARD AGREEMENT

THIS GRANT AWARD AGREEMENT (the "Agreement") is made and entered by and between Clallam County, a political subdivision of the State of Washington (hereinafter "County"), and the City of Forks, a code city within the State of Washington (hereinafter "the City"). Together, the County and the City are referred to herein as the "Parties." The Parties have the lawful authority to execute this Agreement pursuant to their corporate powers RCW 36.01.010 and RCW 35A.11.010.

WHEREAS, the County administers the "Opportunity Fund Program" in accordance with RCW 82.14.370(3) and Chapter 5.40 of the Clallam County Code to finance public facilities/infrastructure that may promote economic development in the region;

WHEREAS, Clallam Economic Development Council, an Associate Economic Development Organization ("ADO") within Clallam County ("EDC"), applied for and received in 2024 a federal grant totaling \$5,206,462 from the Department of Commerce Economic Development Administration in support of the Clallam Forest Products Industry Cluster Innovation Program (the "EDA Grant") (included herein as Exhibit A);

WHEREAS, the EDA Grant's Scope of Work includes funding for a number of projects supporting the forest products industry in the County, including \$400,000 of funding for the reconfiguration of the 40-acre Forks Industrial Park ("FIP") owned by the City to improve utilization of the property by existing and new employers and to better align the property to support anticipated forest products barging capacity needs on the west end of the County (the "Project");

WHEREAS, the City has agreed to receive a subaward under EDC's EDA Grant to perform the scope of work contemplated for the Project,

WHEREAS, the EDA Grant requires a 20% local match of federal monies to be provided by the City for the Project totaling \$80,000, of which the City is seeking \$60,000 of support from the County;

WHEREAS, the EDC on behalf of the City has applied for funding through the "Opportunity Fund Program" in order to help finance the local match funding required under the EDA Grant for the Project;

WHEREAS, the County has carefully reviewed the grant application (included herein as Exhibit B) and the corresponding Project;

WHEREAS, the County believes the Project is eligible to receive Opportunity Funds and that the moneys will be used to finance public facilities/infrastructure that may promote economic development within the region;

WHEREAS, the County has held public meetings/hearings and received extensive public comment regarding the application; and

WHEREAS, the County has determined that the City is a worthy recipient of Opportunity Funds and the award is in the interest of the common good as evidenced by adoption of the 2025 Opportunity Fund budget by the County Board of Commissioners on December 3, 2024 which included funding designated to support the local match funding required under the EDA Grant awarded to EDC for this Project.

NOW THEREFORE, in consideration of the mutual terms, provisions, and obligations contained herein, it is agreed by and between the County and the City as follows:

1. **PURPOSE:** The purpose of this Agreement is to memorialize the award of grant monies, drawn from the County's "Opportunity Fund Program," and to be awarded to the City to partially fund its share of the local match required under the EDA Grant for the Project (as outlined below). The Project scope of work may include the following activities:
 - a. Site Assessment and Barrier Identification Report
 - b. Lot Reconfiguration Analysis
 - c. Building Design Plan based on preferred configuration

The Forks Industrial Park is currently an underutilized asset that was designed for one large employer that ceased operations several years ago, leaving the property to be shuttered and fall into disrepair. A reconfigured property once completed is expected to attract 1 or more businesses and create an estimated 55 direct jobs in phase 1 of the reconfiguration, an additional 40 direct jobs after phase 2 of the reconfiguration, and 57 indirect jobs in the area. Costs of site assessment and barrier identification report, lot reconfiguration analysis, and building design plans based on the preferred reconfiguration design incurred by the City as part of their local match under the EDA Grant are eligible, so long as such costs have not been submitted for reimbursement from any other federal, state, or local agency funding source.

In consideration of the award offered by the County, the City agrees to use the Opportunity Funds consistent with the attached grant application submitted to the County. Upon completion of the Project, the City will return to the County and give a presentation to the County Board of Commissioners showing the progress/outcomes of the Project, and how the Opportunity Funds were utilized in support of the Project. The City also agrees to provide in a timely manner any additional information concerning the Project requested by the County to satisfy its reporting requirements to the State concerning usage of Opportunity Funds.

2. **DURATION:** This Agreement shall be effective immediately once signed by the Parties and will continue in effect through December 31, 2026, unless sooner terminated as provided herein, or unless otherwise extended by written mutual consent of the Parties.

3. **FINANCING:** The County will issue a one-time warrant to the City in the amount of **\$60,000** upon receipt of written confirmation from the City that the Project work for which the Opportunity Funds will be utilized is underway or is expected to be underway within 30 days of the date of such written confirmation.
4. **PROPERTY:** Any property acquired through the award of the Opportunity Funds will belong to the City. The County does not acquire any interest in property, real or otherwise, that may be obtained with the grant award.
5. **ORGANIZATION:** By awarding Opportunity Funds, the County does not become a formal partner in the City's Forks Industrial Park Reconfiguration Project and does not share in the organizational burdens associated with the Project.
6. **LIABILITY:** It is the intent of the Parties that the County shall not be held liable for any injury/harm that may occur during, or result from, the Project. The City agrees to defend, indemnify and save harmless the County, its appointed and elected officers, agents and employees, from any and all liability, claims, actions, suits, losses, expenses, damages, and judgments of any nature whatsoever, including costs and attorney's fees in defense thereof, that may result from/through the Project. This provision shall survive termination of this Agreement.
7. **RETURN OF FUNDS:** If, for whatever reason, the City does not expend the entire grant award in connection with the Forks Industrial Park Reconfiguration Project, then the City agrees to return the remaining funds to the County.
8. **AGREED LIMITATION ON USES:** The City agrees that the Project shall be owned and operated by the City as an industrial park available for lease to private companies for the purpose of promoting economic development in the area for a period of no less than 20 years after the completion of the Project.
9. **COMPLIANCE WITH PUBLIC WORKS REGULATIONS:** The City agrees to comply with all applicable statutory requirements governing public works projects as outlined under RCW 39 in the use of the Opportunity Funds provided to the City under this Agreement.
10. **DISPUTES:** The Parties agree to work together to resolve any disputes that may result in performance of this Agreement.
11. **MAINTENANCE AND AUDIT OF RECORDS:** The City shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review and audit by the County, its designee, or the Washington State Auditor's Office for five (5) years following termination of this Agreement. If it is determined during the course of the audit that the City has utilized funds received through this grant in a manner inconsistent with this Agreement, the City agrees to promptly reimburse such funds to the County upon request.

- 12. **MODIFICATION:** This Agreement may be modified by mutual consent of the parties provided that any modification is memorialized in writing and signed by the Parties.
- 13. **TERMINATION:** This Agreement will terminate when the City uses the full amount of the award, returns any remaining balance to the County, or December 31, 2026, whichever may come first.
- 14. **GOVERNANCE:** This Agreement has been and shall be governed by the laws of the State of Washington, both as to its interpretation and performance. Any action at law, suit in equity, or judicial proceeding arising out of this Agreement shall be instituted and maintained in Clallam County Superior Court.
- 15. **SEVERABILITY:** If a court of competent jurisdiction finds any part, term or provision of this Agreement to be illegal or invalid in whole or in part, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.
- 16. **WAIVER:** A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement.
- 17. **ENTIRE AGREEMENT:** The Parties agree that this Agreement is the complete expression of its terms and conditions. Any oral or written representations or understandings not incorporated in this Agreement are specifically excluded. This Agreement is for the benefit of the Parties, and no third party beneficiary relationship is intended.

IN WITNESS WHEREOF, the Parties have executed this Agreement.

CLALLAM COUNTY
BOARD OF COMMISSIONERS

CITY OF FORKS

Date:

Date:

Mike French, Chair

William R. Fleck, City Attorney/Planner

ATTEST:

Loni Gores, Clerk of the Board


Approved as to Form

[EXHIBIT A]



Department of Commerce
Economic Development Administration

Notice of Award (NoA)
ED25SEA0G0021

RECIPIENT INFORMATION

1. Recipient Name(s)

Clallam County Economic Development
Council
141 West 1st Street
Port Angeles, Washington 98362

2. Congressional District of Recipient
Washington, 6th Congressional District

3. Employer Identification Number (EIN)
91-1167253

4. UEI
V157ENJSPDN7

5. Recipient POC
Colleen McAleer
cMcAleer@clallam.org

6. Authorized Official
Colleen McAleer
cMcAleer@clallam.org

FEDERAL AGENCY CONTACT INFORMATION

7. Grant Specialist
Jeff Goldsberry
jgoldsberry@eda.gov

8. Program Officer
Kerstin Millius
KMillius@eda.gov

9. Grant Officer
Sheba Person-Whitley
SPerson@eda.gov

FEDERAL AWARD INFORMATION

10. Award Number / FAIN
ED25SEA0G0021

11. Award Type
Grant

12. Period of performance Start Date & End Date
January 1, 2025 through December 31, 2027

13. Federal Share of Cost
\$ 4,165,117.00

14. Recipient Share of Cost
\$ 1,041,345.00

15. Total Federal and Recipient Cost
\$ 5,206,462.00

16. Statutory Authority
42 U.S.C. § 3149, Section 209 of the Public Works and Economic Development Act of 1965 (Public Law 89-136), as amended by the Economic Development Reauthorization Act of 2004 (Public Law 108-373)

17. NOFO/RFA #
PWEAA2023

18. Project Title
Clallam Forest Products Industry Cluster Innovation Program

19. Assistance Listing Number and Name
11.307 - Economic Adjustment Assistance Program

20. Award Action Type
New Competing

21. Multiyear Award?
No

22. R&D Award?
No

23. Construction Award?
No

24. Grants Officer – Signature and Date

— SHEBA PERSON-WHITLEY
25. Recipient – Signature and Date

Digitally signed by SHEBA PERSON-WHITLEY
Date: 2024.12.18 06:08:00 -08'00'

BY ACCEPTING THIS AWARD, THE RECIPIENT IS AFFIRMING THAT IT WILL COMPLY WITH ALL THE TERMS AND CONDITIONS OF THE AWARD. THE AWARD MUST BE ACCEPTED BY THE APPLICANT'S AUTHORIZED OFFICIAL.

RECIPIENT NAME: Clallam County Economic Development Council
PROJECT TITLE: Clallam Forest Products Industry Cluster Innovation Program
AWARD NUMBER: ED25SEAOG0021

This Notice of Award includes the following sections and incorporates all regulations, documents and authorities referenced therein.

- I. BUDGET INFORMATION
- II. GENERAL TERMS AND CONDITIONS
- III. SPECIFIC AWARD CONDITIONS
- IV. OTHER

Should there be a discrepancy among these documents, the Specific Award Conditions, including any references, shall control.

SECTION I – BUDGET INFORMATION

The following is the Authorized Budget for this award. Reference Section III – Specific Award Conditions for conditions related to the Authorized Budget.

Authorized Budget

Cost Shares	Funding Matrix
Federal Share (EDA Amount)	\$4,165,117
Non-Federal Matching Share	\$1,041,345
Total Project Costs	\$5,206,462

Line-Item Budget

Item	Federal Share	Non-Federal Share	Total
Personnel	\$345,636	\$86,409	\$432,045
Fringe Benefit	\$87,100	\$21,775	\$108,875
Travel	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Supplies	\$0	\$0	\$0
Contractual	\$3,369,870	\$842,533	\$4,212,403
Construction	\$0	\$0	\$0
Other	\$0	\$0	\$0
Indirect Charges	\$362,511	\$90,628	\$453,139
Total Project Costs	\$4,165,117	\$1,041,345	\$5,206,462

SECTION II – STANDARD TERMS AND CONDITIONS

The following regulations and standard terms and conditions apply to this award:

- 2 C.F.R. Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, as Adopted Pursuant to 2 C.F.R. § 1327.101
- Department of Commerce Financial Assistance General Terms and Conditions* (1 October 2024)
- Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements
- 13 C.F.R. Chapter III, *Economic Development Administration, Department of Commerce*

SECTION III – SPECIFIC AWARD CONDITIONS

The following Specific Award Conditions apply to this award:

See Attachment 3

SECTION IV – OTHER

Attachment 1 - Scope of Work

Attachment 2 - Authorized Staffing Plan

Scope of Work

The Recipient will implement a program to develop regional economic capacity in natural resource-based industries. Project activities, components, and outputs will include:

- Preparation of a process optimization and automation design study for the Composite Recycling Technology Center
- Preparation of a housing market study for indigenous tribal communities
- Development of a housing demonstration unit for indigenous tribal communities
- Preparation of a feasibility study of Oriented Strand Board Manufacturing with North Olympic Peninsula tree species
- Preparation of a feasibility and siting study for a plywood mill
- Reconfiguration of the Forks Industrial Park and recruitment of tenant businesses
- Preparation of a feasibility study for a publicly owned kiln
- Completion of an Environmental Narrative and Preliminary Engineering Report for the publicly owned kiln
- Performance of Industrial Symbiosis screenings
- Development of a workforce training program focused of forestry industry skills
- Preparation of a logistics improvement study for the Olympic Peninsula
- Completion of an Environmental Narrative and Preliminary Engineering Report for Terminals 1 and 3 at the Port of Port Angeles

Equipment List

Any additions, deletions or modifications to the below authorized Equipment List require prior written EDA approval. The EDA Project Officer may authorize these changes, unless the change also necessitates an amendment under the Terms and Condition of this Award (i.e. a change in purpose, the addition of federal funds, or a transfer between direct cost categories exceeding ten percent of the total budget approved by EDA).

Composite Recycling Technology Center

ITEM/DESCRIPTION	UNIT PRICE	QUANTITY	LINE ITEM TOTAL
Mobile Housing Demonstration Unit	\$98,000	1	\$98,000

[EXHIBIT B]



Clallam County Board of Commissioners

223 East Fourth Street, Suite 4

Port Angeles, WA 98362

360.417.2233

**OPPORTUNITY FUND
APPLICATION**

Section 1 – Applicant Information

Date: 9/15/2024	Project Title: Matching Funds for US Dept of Commerce EDA grant for Job Creation Projects in Clallam County	
Applicant: Clallam EDC		
Contact: Colleen McAleer		
Address: 141 W. First St.,		
City: Port Angeles		Zip: 98362
Phone #: 360.457.7793		POC Email: cmcaleer@clallam.org
Position of Authorized Signer: Executive Director		

Section 2 – Attach a copy of your Detailed Description of Project Proposal including information regarding why the Opportunity Funds are necessary and other funding sought.

The purpose of the federal grant through US Dept of Commerce Economic Development Administration (EDA) is to assist communities in devising and implementing long-term economic development efforts.

The Clallam EDC is applying for this grant through a specific set aside for Biomass Closure Communities which the EDC qualifies for due to the closure of the McKinley Mill. The EDC is applying for a variety of projects that support sustainable, innovative forest products in Clallam County.

CLALLAM COUNTY BOARD OF COMMISSIONERS

OPPORTUNITY FUND FINAL APPLICATION FORM (Approved by PAO)

Since Clallam County was awarded the Recompete Pilot grant funding without funding the Natural Resources Innovation Center (NRIC) job creation project, EDA is desirous of finding alternative funding solutions to implement the NRIC projects. Additionally, EDA awarded Tech Hub Status to the Northwest Mass Timber Tech Hub based out of Oregon State University which covers the two-state region. The Tech Hub leadership visited Clallam County last week to assist in the vetting NRIC projects. The Tech Hub has three areas of focus which are sustainable forestry, advanced manufacturing, and construction activities. EDA has additional set aside funds for the Tech Hub to assist our economically distressed county through NRIC.

The set-aside funding can support up to \$5 Million in grant awards for the Clallam EDC application, but it requires a 20% non-federal match. Clallam EDC is still assessing project costs, and they are targeting an amount up to \$4 Million where \$800,000 would be required as match. They are applying for matching funds through WA State Department of Commerce through Securing Federal Funding Initiative (SFFI) and the Governor's Reserve Funds, but expect any approval will be issued after the September 30, 2024 requested application date.

These projects may include:

- Feasibility of a community kiln to expand local value-added capacity and to avoid trucking logs off the Peninsula.
- Develop new markets and optimize manufacturing for coastal hemlock-built mass timber housing.
- Design layout options for the Building Innovation Center within the CRTC to optimize and automate their manufacturing processes.
- Conduct a market study of tribal housing markets for a tribally generated Makah/CRTC product.
- Develop a traveling demonstration prototype/promotional unit that will be used for tribal customer feedback, tradeshow, assembly demonstration and training, and cost analysis. Outcomes will inform decisions on final manufacturing approaches and scale of investment necessary to meet projected demand.
- Evaluate business cases of thermally modified coastal hemlock.
- Develop Mechanical, Electrical and Plumbing designs for modular housing solutions.
- Development of a prototype of an Advanced CLT modular facility for marketing purposes.
- Analyze the viability of North Olympic Peninsula species (Douglas fir, hemlock, and spruce) in lab scale OSB panels through the NW Mass Timber Tech Hub.
- Conduct feasibility study for Advanced Integrated Building Panels that meet the new state energy code.
- Investigate viability to expand currently planned barging operations to support new market opportunities.

CLALLAM COUNTY BOARD OF COMMISSIONERS

OPPORTUNITY FUND FINAL APPLICATION FORM (Approved by PAO)

Section 3 – Application Funding Requested

Amount of Loan Requested:	\$0
Amount of Grant Funds Requested	\$700,000
Local Government Match:	\$0
Private Matching Funds: (if applicable)	\$100,000
State Matching Funds: (if applicable)	\$0
Federal Matching Funds: (if applicable)	\$3,200,000
Total Project Cost:	\$4,000,000
Amount Raised to Date:	\$150,000

If Opportunity Fund grant funding is being applied for, explain the reason why the project’s revenues will not have sufficient cashflow to support loan payments:

The EDA requirement is for a committed cash cost share. The loan element is not applicable to this use of funds.

Section 4 – Project Site Information: - N/A

- A) Link and page # detailing the project’s inclusion in an officially adopted Clallam County overall capital facilities plan, or economic development section of Clallam County’s comprehensive plan, or the comprehensive plan of a city within Clallam County:
- B) Include a site map of the area. Identify the location of the site, and public infrastructure (existing and/or proposed).
- C) Project cost breakdown:

CLALLAM COUNTY BOARD OF COMMISSIONERS

OPPORTUNITY FUND FINAL APPLICATION FORM (Approved by PAO)

D) Specifically, for what element(s) of the project are Opportunity Fund Program (OFF) dollars being requested?

E) Estimated schedule for project completion:

Estimated Completion Date: Dec 31, 2028

- Preliminary Engineering Report: N/A
- All permits obtained: N/A
- Preliminary Design Plans: N/A
- Land/Right-of-Way Acquisition N/A
- Prepare Bid Documents N/A
- Award Construction Contract N/A
- Begin Construction N/A
- Complete Construction N/A
- Project Operational N/A
- Other: _____ N/A

F) What other jurisdictions are involved in the planning, design, financing, construction, operation or use of this project? (cities, counties, state/federal agencies, tribes, etc.): **City of Port Angeles, Makah Tribe, Port of Port Angeles, EDA.**

G) Will the applicant maintain the project? If not, who will be responsible for its maintenance? N/A

Section 5 – Affordable Workforce Information (If applicable):

A) Does this project directly fund infrastructure related to Affordable Workforce Housing?

Yes	
No	X

If no, skip to Section 6.

B) If applicable, describe the number of workforce housing units in project that would receive funding if approved: N/A

	Leased	Fee Simple	What's your target Area Median Income (AMI)
Type of Units: (e.g., Single Family Residential, fourplex, apartment, etc.):			
# of Units in Type:			
# of Bedrooms per Unit:			

C) 100% of Clallam County's Area Median Income (AMI) used for this application:

D) Source used to determine most recent year available for Clallam County's AMI:

E) Describe whether the housing will be for a single person, family, or unrelated persons or a combination:

F) If applicable, describe the procedures that will be followed to ensure the occupants are in the workforce and meet the 120% AMI threshold:

Section 6 – Private Sector Commitment or Involvement (if applicable)

A) Identify private sector firm(s) and contact person(s) involved in the project:

Private Entity: CRTC
POC at Entity: Dave Walter
POC Telephone: 360.477.0977
Will entity locate to Project Site? N/A

B) Explain the private sectors involvement in the project. Why does the private sector require the proposed public infrastructure improvements? N/A

C) Type of jobs to be created/retained:

	# Jobs Retained	# Jobs Created	Ave Annual Wage
Management/Admin (exclusive of owners)	4	15	\$120K+
Supervisors/Professional	22	60	\$105K
Entry Level Workforce	100	225	\$85K

D) Projected annual gross payroll (exclusive of owner group):

1-3 Years:	\$16M
3-5 Years:	\$20M
5-10 Years:	\$24M

E) Does the Private Entity commit to signing a standard NDA and to allow a representative from the Clallam EDC to review their Annual Payroll Report to confirm job creation and payroll when requested within the first ten-year term? (check one)

Yes	X
No	

Section 7 – Financial Information of Applicant

This section examines the general financial status of the applicant.

- A) Provide the most current annual financial report reviewed by the State Auditor. If the most current year is not representative of the past five years, please provide additional information or reports.
- B) Identify funds (General Fund, Utility Fund, etc.) that will be eligible to repay an OFP loan. If any funds cannot be used to service OFP debt, please explain. If a particular fund or revenue source has been identified for repayment of the loan, please describe

Section 8 – Declaration

I HEREBY CERTIFY THAT THE INFORMATION GIVEN IN THIS APPLICATION TO THE OPPORTUNITY FUND BOARD IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Signature of responsible official: _____

Print or Type Name and title: Colleen McAleer, Executive Director



Clallam Forest Product Innovation Program Overview

Clallam EDC was awarded a federal grant in late 2024 by the US Department of Commerce Economic Development Administration (the "EDA Grant") providing total project funding of \$5,206,462 (including federal funding of 80% and local match of 20%) to support the Clallam Forest Product Innovation Program. This Program funds 12 complementary projects to retain and create jobs and businesses for the citizens in Clallam County. Projects fall into four categories: Tribal Housing Manufacturing, Wood Product Manufacturing, Workforce Training and Transportation.

As an eligible applicant and a convener, Clallam EDC applied for EDA Grant funding on behalf of Clallam County local governments, including the City of Forks and the Port of Port Angeles. In addition, Clallam EDC applied for EDA Grant funding for the Composite Recycling Technology Center (CRTC), a nonprofit 501(c)3 entity, which will produce housing at or below 120% Area Median Income (AMI). These projects advance a coordinated North Peninsula-wide strategy built through collaboration among city, county, state and federal officials, Tribal leaders, economic development organizations, private industry, NGOs and utilities – first in response to the RECOMPETE opportunity and then in response to the McKinley Mill closure in August 2024.

As noted above, the EDA Grant requires a 20% local match for each of these projects. The City of Forks, Port of Port Angeles and the CRTC are eligible applicants for Opportunity Funds. The application the EDC submitted and that was approved by the BOCC was on their behalf.

Accordingly, the project descriptions that follow are grouped by: (A) Projects that were identified to receive Opportunity Funds to address the match requirement; and (B) Other Projects for which local match is funded through other sources.

A. Projects Seeking Opportunity Fund/County Match Support:

1. Construction of a Tribal Housing Unit

Composite Recycling Technology Center (CRTC) will develop a traveling demonstration unit for soliciting tribal customer feedback and interest at tradeshows and events. The unit will be taken to multiple Tribal events and locations over several months and can also serve assembly demonstration and training. The product will be designed to be affordable for those earning up to 120% of annual median income. The demonstration unit(s) will ultimately become actual workforce housing unit(s) within 3 years of construction.

- Total Estimated Project Cost--\$500,000
- Total Project Cost to be funded under EDA Grant--\$400,000



- Total Project Cost to be funded by Opportunity Fund--\$100,000
- Estimated Project Commencement Date: Q1 2026
- Estimated Project Completion Date: Q4 2027
- Estimated Businesses Created/Retained:
- Estimated Jobs Created/Retained: Created--25 Direct, 13 Indirect & 9 Induced

2. Forks Industrial Park (FIP) Reconfiguration and Tenant Recruitment

The **City of Forks' FIP** is an underutilized asset that was designed for one large employer who has long since ceased operations. To provide space for multiple tenants, and to take advantage of anticipated barging capacity on the Peninsula's West End, the FIP must be reconfigured. FIP is ideally located to complement barging out of nearby LaPush (Quileute Nation) and Neah Bay (Makah Tribe). A reconfigured FIP, in concert with barging improvements funded through RECOMPETE and on-land logistics improvements (see Logistics Improvement Study below), will strengthen the case for recruiting new businesses to the County's West End, particularly OSB production. A reconfigured FIP will also provide space for local entrepreneurs to grow their businesses. With new water-borne transport options, Forks' proximity to abundant forest fiber and residuals, and impending logistics improvements, the FIP is well situated to provide valuable space for new businesses that process feedstocks and/or manufacture sustainable forest products. The project scope includes:

1. Site Assessment & Barrier Identification Report
2. Lot Reconfiguration Analysis
3. Building Design Plans based on preferred configuration
4. Tenant (2-5) Recruitment Services and associated Job Creation

- Total Estimated Project Cost--\$300,000
- Total Project Cost to be funded under EDA Grant--\$240,000
- Total Project Cost to be funded by Opportunity Fund--\$60,000
- Estimated Project Commencement Date: Q3 2025
- Estimated Project Completion Date: Q3 2026
- Estimated Businesses Created/Retained: 1/0
- Estimated Jobs Created/Retained: Created--95 Direct; 57 Indirect

3. Publicly Owned Kiln

(A) Phase 1--Scoping Study for a Publicly Owned Kiln

The **Port of Port Angeles** will conduct a preliminary assessment to provide a broad overview of a publicly owned kiln project, including key considerations for purchasing, siting, leasing and operating the facility for use by local forest products industries. Limited kiln capacity provides a cap on potential business growth while the required investment, land and permitting costs for a kiln present a significant barrier to investment for a single company. A "community kiln" will provide additional access for



multiple lumber processors at market rates, rather than requiring each company to develop and fund individual solutions.

The study will identify kiln needs for area lumber processing businesses (including the Makah Tribe), identify required specifications for a new kiln and green boiler, quantify availability of wood residuals as green boiler feedstock, determine equipment prices and availability, identify appropriately zoned potential sites with associated infrastructure and utility needs and costs, identify land encumbrances including soil or water contamination, determine required permits and provide land and infrastructure development cost estimates. Proximity to anticipated industrial customers will be prioritized in siting analysis. The study will position the Port and/or City to pursue funding for kiln and boiler purchase and siting and enter into use agreements with lumber processors.

- Total Estimated Project Cost--\$250,000
- Total Project Cost to be funded under EDA Grant--\$200,000
- Total Project Cost to be funded by Opportunity Fund--\$50,000
- Estimated Project Commencement Date: Q2 2025
- Estimated Project Completion Date: Q3 2026
- Estimated Businesses Created/Retained: 0/3
- Estimated Jobs Created/Retained: Created--30 Direct; 38 Indirect; & 18 Induced; Retained—285 Direct

(B) Phase 2--Design, Engineering and Permitting for Publicly Owned Kiln

30% design/engineering for the siting and installation of a kiln and green boiler including:

1. Engineering and programming for electrical control systems.
2. Cost evaluation for utilities including single phase power to within 10' of the kiln perimeters (with ground fault protection), lighting, compressed air, and water.
3. Identify permits required for kiln construction, installation and operation

- Total Estimated Project Cost--\$330,000
- Total Project Cost to be funded under EDA Grant--\$264,000
- Total Project Cost to be funded by Opportunity Fund--\$66,000
- Estimated Project Commencement Date: Q1 2027
- Estimated Project Completion Date: Q4 2027
- Estimated Businesses Created/Retained: 0/3
- Estimated Jobs Created/Retained: Created--30 Direct; 38 Indirect; & 18 Induced; Retained—285 Direct

4. EDC 3-year Personnel & Fringe Project & Grant Management

Clallam EDC will administer The Clallam Forest Products Innovation Program which promotes economic development and facilitates the creation of businesses and jobs in the



county through 12 complementary projects in tribal pre-manufactured low-cost green buildings, wood product manufacturing, and improved transportation. Clallam EDC staff will manage the program, with estimated share of staff time to be spent as follows: 15% Colleen McAleer, 60% Roy Mann, and 25% Lorie Fazio.

- Total Estimated Project Cost--\$540,921
- Total Project Cost to be funded under EDA Grant--\$432,737
- Total Project Cost to be funded by Opportunity Fund--\$108,184
- Estimated Project Commencement Date: Q1 2025
- Estimated Project Completion Date: Q4 2027
- Estimated Businesses Created/Retained: 0/0
- Estimated Jobs Created/Retained: Created--150 Direct; 108 Indirect

- **TOTAL OPPORTUNITY FUND REQUEST--\$384,184**

B. Other Projects (Not Requesting County Funding Support):

Composite Recycling Technology Center (CRTC) Process Optimization and Automation Design Study: CRTC utilizes an innovative thermal modification process to transform and add value to Makah-grown and milled coastal hemlock. We will contract for a Design Study to assess CRTC's current production processes, including equipment, materials, labor and other associated costs, to determine how these processes can be improved and/or automated to allow for 35% cost savings, greater efficiency, and reduced pollution and waste.

Tribal Housing Market Study

We will contract for a study to explore the feasibility of offering a competitively priced home product built at CRTC with Makah hemlock into the Pacific Northwest and US Tribal housing markets. The study will investigate housing demand, cost ranges and constraints, design parameters, and available housing options for Tribes across the Pacific Northwest and will be widely shared with parties interested in the data.

Feasibility Study of North Olympic Peninsula Species in Oriented Strand Board

Manufacture. No OSB manufacturers exist in the US west of the Mississippi River. With the advent of barging and on-land logistics improvements, and the abundance of fiber feedstocks, there is a strong case for OSB manufacturing on the Olympic Peninsula to serve California and other western building markets. This study will determine the characteristics and suitability of abundant North Olympic tree species for OSB production, complementing a State-funded inventory of regional forest fiber and residuals stocks. This study, in concert with the other efforts described (fiber inventory, barging, logistics improvements, Forks Industrial Park improvements), will help prospective OSB manufacturers make informed decisions about siting a production facility in Clallam County. Lab-scale testing will be done at Oregon State University, a fellow member of the



Pacific Northwest Mass Timber Tech Hub, and will include tests of Douglas fir, hemlock and spruce for market viability and compliance with applicable standards. Options for integrating moisture barriers with OSB sheets for value-added building panel manufacturing will be identified in the Plywood Mill Feasibility and Siting Study.

Plywood Mill Feasibility and Siting Study: Assess the feasibility and siting of a new plywood manufacturing facility in the Port Angeles or Sequim area and identify opportunities for integration of moisture barriers for value-added manufacture of integrated building panels. The study will ascertain from plywood manufacturers the specifications required for a competitive manufacturing facility and will include identification of potential sites, availability and cost of utilities, transportation infrastructure needs and costs, cultural artifact identification, and estimated logistics costs for transshipment of feedstocks and products. The study will also identify known moisture barrier products that could be considered for integration with plywood (or OSB) sheets for possible co-location and value-added manufacturing.

Industrial Symbiosis Screenings: Industrial Symbiosis offers a structured approach to optimizing internal industrial operations, exchanging materials, energy and wastes with nearby industries to generate value and reduce costs and pollution, and identifying new forest product opportunities. Screenings will be made available to Port Angeles' McKinley Mill, which ceased production in August 2024 but hopes to reopen in 2027, to support efforts to improve the mill's profitability and resilience to commodity market fluctuations. Screenings will be provided to 3-5 forest product industries in the area. Opportunity Reports will be produced for each screened industry identifying internal, symbiotic exchange and new product opportunities and implementation recommendations.

Investing in Forestry Skills: A Technology-Focused Workforce Training Program

A lack of access to training, unclear career paths, and a widening gap between existing skills and emerging technologies present a critical workforce challenge to the forestry sector. We will leverage existing resources and partnerships to deliver advanced workforce training programs to address these challenges including comprehensive curricula, certificate programs at Peninsula College, and advanced career development courses in collaboration with the University of Washington Olympic Natural Resources Center (ONRC). Training will integrate cutting-edge technology with hands-on learning, helping workers adapt to evolving technologies and sustainable forest management practices to build a future-ready workforce for the region.

Building on the success of Oregon State University's on-campus forest machine apprenticeship program, we will work closely with Peninsula College, WA ONRC, the Clallam Economic Development Council, and local industries to recruit and support vulnerable and underserved populations, increasing diversity, equity, accessibility, and inclusion.



The scope of work includes: Outreach and Partnerships; Curricula Development; Forest Machine Simulator Certificate Programs; Advanced Career Development; Evaluation and Measurement.

Olympic Peninsula Logistics Improvement Study. Logistics on the remote, rugged North Olympic Peninsula present enormous challenges to the region's economy. To address this geographic disadvantage, the Port of Port Angeles will soon purchase new local (cross-Peninsula), regional (Puget Sound/Salish Sea) and ocean-going barges for improved access to key markets. In collaboration with the Makah Tribe and Quileute Nation, the Port is working to establish barge loading and unloading infrastructure in LaPush (Quileute) and Neah Bay (Makah). With new barging potential comes the need to ensure that on-land logistics also enable lower-cost, lower-carbon transport of feedstocks, residuals, wastes and goods to and from barging facilities. Potential cargo for return-trip barge transits to reduce transport costs will be analyzed. Specific routes and costs for transporting specific products, feedstocks and wastes will be assessed through an Olympic Peninsula Logistics Improvement Study. Routes and costs for transporting specific products, feedstocks and wastes will also be analyzed, with recommendations produced to optimize those routes:

- OSB, plywood and lumber from the North Olympic Peninsula to the California market
- Recycled paper feedstock to McKinley Mill and Port Townsend Paper Company (PTPC) in Port Townsend
- Sludge and other wastes from McKinley Mill and PTPC to landfills
- Finished paper rolls from McKinley Mill and PTPC to their customers
- Transit between Forks Industrial Park and Neah Bay
- Transit between Forks Industrial Park and LaPush

Port of Port Angeles Terminal 1/Terminal 3 Planning and Design to 30% to Support Barging. To facilitate barging to and from Port Angeles, this project will achieve 30% design/engineering for the rehabilitation of its two major marine terminals, Terminal 1 and Terminal 3. These terminals provide Clallam County with a low-emission, cost-effective transportation link, allowing local producers in the forest products sector to connect with domestic and international markets. However, the terminals are reaching the end of their useful lives (Terminal 1 was built in the 1920s, Terminal 3 in the 1960s) and require large-scale renovations to maintain cargo services. This project will be the first step toward future renovations. Activities for this scope of work include:

- Inspection of Terminal facilities;
- Geotechnical investigation;
- Aquatic habitat survey;
- Bathymetric survey;
- Stakeholder outreach;
- Development of design concepts;
- Preliminary permitting evaluation;
- 30% design development.
- 30% design development

05/08/2013

Fordis Park Board

7:30 hrs:

Reading of minutes:

Members present: D. Huggins, E. Mann, D. Hurn, D. Trickey, A. Foster

City reps : C. Deppa, Mayor Fletcher

Guests: Clallam County Parks Don Crawford.

Items discussed

D. Hurn: Alton Trust update

- currently have donation still; look for eligible projects
- potential concert needs; power & stage location; other needs being reviewed
- potential for regular donation for summer concerts
- working on park architect and need to create site plan w/ideas.

- We also have Ford Park & old Campbell pit for future considerations for development.
- Ballfields bathrooms grant complete; still have work to do; city or contract needs funding.
- Third Ball field conversion to soccer field needs plans, paint, goals, nets, etc.
- Don Crawford can be a resource for grant ideas, vendors, funding, rules & regs, etc.
- City is working on jungle gym fix.
- C. Deppa will find costs associated w/ park benches.
- New ramp into deck being considered
- Roof over Scorpion tank needs funding. Furks Lions will do the work; need shingles (cedar), nails, dumping (lions?), & misc. needs for install.
 - Option raised to use park board regular & donated funds raised to the board
 - no objections; passed.
- Mayor Tim Fletcher institutes new board members Andrew Huggins and Annie Foster
- Board photo w/ mayor & C. Deppa.

Meeting adjourned 1:31.

Clallam considers Owens memorial

Possible location to be recommended in future

By PAULA HUNT
Peninsula Daily News

PORT ANGELES — Clallam County Commissioners are supporters of a request to place a memorial on county property to recognize the late state Supreme Court Justice Susan Owens, who died March 28.

"A lot of women in here were not encouraged to be lawyers, and we believe this is an appropriate way to honor Justice Owens so she can continue to be an example for young women in the community," said Xanthe Columbus, president of the Olympic Peninsula Chapter of the Washington Women Lawyers Association.

Columbus said during Monday's work session that the group is open to ideas about a location and the form a memorial might take, but it favored a bench and plaque at high traffic location, such as near the flagpole at the south entrance to the courthouse.

The group also had reached out to the Lower Elwha Klallam for its input, she said, so that part of Owens' legacy could be part of any recognition.

Owens was the first woman to serve as a judge on the Clallam County District Court, a part-time position, when she was appointed in 1981. She also served as a part-time chief judge for the Quileute and Lower Elwha Klallam tribes.

In November 2000, Owens was elected to the state Supreme Court, becoming the seventh woman to hold that position. She retired in December, when she reached the mandatory retirement age of 75.

Commissioner Mike French said the city of Forks is planning to install a plaque honoring Owens in District II Court, which serves the West End.

"She was a very practical judge. They are very proud of her out there," Commissioner Randy Johnson said. "I think they would like to have it there."

See MEMORIAL, Page A3

Memorial: Honoring Owens

CONTINUED FROM A1

Columbus said the group would be willing to support an effort in Forks, while keeping in mind the group sought a memorial that would reach as many people as possible.

The first step in the process, said Don Crawford, the county's director of parks, fair and facilities, would be to discuss possible locations and address any issues from a facilities standpoint, such as access to electricity, if lighting is desired. They would then return with a recommendation to the board.

Commissioners also discussed the state Parks and Recreation Commission's intent to purchase 134 acres next to Hoko River State Park for riparian restoration. Of concern to the commissioners is a lack of county policy on land acquisitions that could help

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them state their position to the Recreation and Conservation Office, which is in charge of the project.

When so much of the county already is in government or tribal hands, county administrator Todd Mielke said, the continued removal of lands from tax rolls can impact its ability to provide services.

Bruce Emery, the county's director of community development, said the county's comprehensive

plan would be an appropriate location for a policy to provide general guidance on the financial and land use impact of such acquisitions.

French recommended continuing a discussion about crafting a policy and including it in the next comprehensive plan update.

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